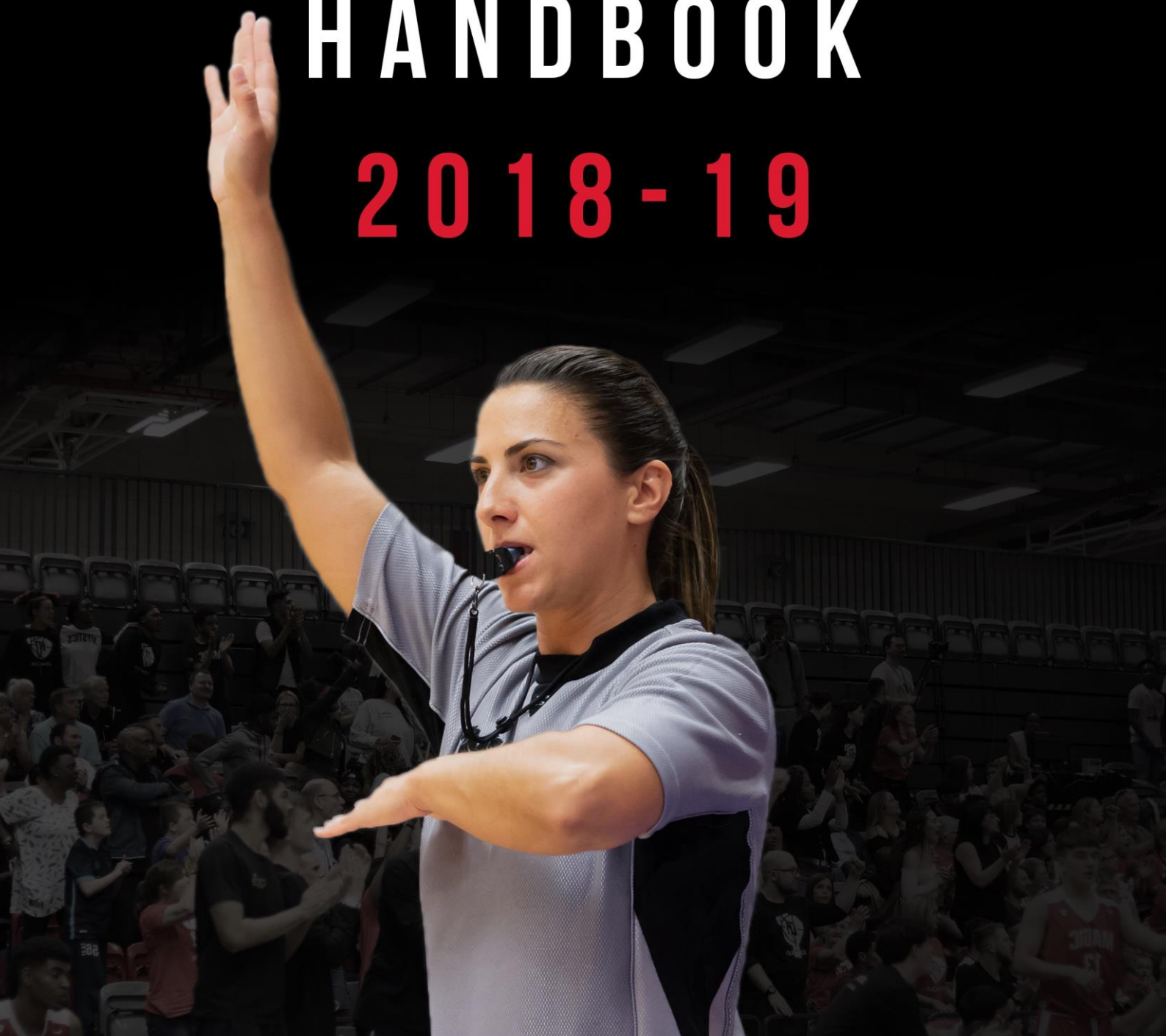




# MATCH OFFICIALS HANDBOOK 2018-19



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## Introduction

This booklet is designed to assist all officials who operate within Basketball England's National Basketball Leagues (NBL) and Junior National Basketball Leagues (Jnr. NBL). The details and guidelines included in the booklet could also be adopted for local and regional leagues if required.

All officials should be qualified and licensed to officiate in any game or competition that is affiliated to Basketball England. Officials should also ensure that the league or competition they officiate in is registered with Basketball England for their insurance to be valid.

## Officiating in Basketball England's NBL & Jnr. NBL

All affiliated leagues require officials for games to take place. Basketball England is responsible for appointing referees for all games in the NBL. For all other competitions, referees and table officials are appointed by the clubs themselves. Some locations operate a central appointment system which is organised by a Referee/Table Official Coordinator.

Basketball England uses the [www.assignr.com](http://www.assignr.com) (Assignr) portal to manage its referee appointments for the NBL competition. Referees who appear on this list are required to meet a set of criteria to receive game nominations.

## Criteria

### Conferences

Referees are required to attend a National Conference (Group 1 to 4) or attend a Regional Conference (Group 5 to 7). The competency groups are described on page 7 under "Competency & Games Numbers."

### Complete a Fitness Test

This fitness test is a multi-stage test which involves running without stopping for 10 minutes (age/gender dependant as detailed below) on a 20 metre course. A pre-recorded audio prescribes the speed at which the candidate must run, which increases in stages as the test progresses. At every sound signal the candidate must touch the 20 metre line and return to the starting line in time for the next sound signal.

Male	Female	Minutes	No. of laps
60 & above	41 & above	7	56
50 & above	40 & below	8	66
41 & above		9	76
40 & under		10	86

*Referees officiating in the BBL are required to achieve 86 laps*

### Rules Test

There will be a written paper-based test for all officials to complete which will comprise 25 multiple choice questions based on the 100 questions issued in early August. The pass mark for this is 80% (20/25). There will be no re-sit for those that do not reach 80%.

## Test Outcomes

Those referees who don't reach the required level in the fitness and rules tests or do not attend a Conference will have their appointments restricted as priority will be given to those who pass. Competency will also be a key consideration.

## Game Day

All referees are required to arrive to their games in smart dress, suit with tie, trousers and dress shoes for men and shirt/blouse and trousers/skirt with dress shoes for women. All officials are required to wear the Basketball England official's uniform for their games.

Uniform should be:

- **Referees** - Basketball England Nike grey referee's shirt, black trousers, black socks and black training shoes.
- **Table Officials** - Basketball England red polo shirt or/and jumper, black trousers or skirt and black shoes.

## Game Preparation

It is essential that all officials are well prepared for a game that they have been appointed to. The following guide is designed to assist all officials to prepare for their game to minimise the risk of any problems.

### 5 Weeks Before a Match (Minimum)

Update your personal availability calendar within your Assignr account. You are required to update your availability calendar even if games have been published on Assignr.

### 3 Weeks Before a Match

Games are published from the Assignr portal. You will receive an email notification from Assignr which will detail which games you have been assigned to.

You are required to log into your Assignr account and accept or decline the game. This should be done **within 48 hours** of receiving the appointment. If you decline, please provide a reason for your decline. If you do not accept or decline, we will remove you from the game.

### 5 Days Before Match Day

The Crew Chief is responsible for contacting the Umpire(s) by email to:

- Exchange contact numbers
- Confirm the travel programme. Consider the following when arranging your departure time - weather, any traffic problems, other major events like football matches etc.
- Confirm the location you will meet, i.e. meeting point if travelling together, car park of venue, café or reception of the venue.

NBL official's contact details can be found in the Assignr portal.

If there is no response to your email within 24 hours, please call your co-official to confirm arrangements. If there no response at least 7 days before the match, forward the original email to [officiating@basketballengland.co.uk](mailto:officiating@basketballengland.co.uk) with the Subject "NO RESPONSE."

## **On Match Day**

The Crew Chief is required to contact their co-official to confirm agreed arrangements are still in place.

Both officials are required to check the weather forecast and any accidents that might have occurred on the route that you plan to take.

Depart for the game so that the arrival time at the venue is **at least 1 hour** before the game commences.

## **Before the Game**

1 hour before tip arrive at the scorer's table ready for the pre match meeting.

The Match Promoter is required to conduct a pre-game meeting with team representative and table officials. Pregame agenda items which should be covered:

- Tip time (no change)
- Uniform and team colours (no clashes)
- Benches and basket choice
- Equipment - table officials, visual score, 24 clock, PA system
- Court, 2 metre clearance from ANY obstruction including benches
- Pre or post-match events

The Crew Chief is required to check the facility for its suitability and safety.

Table Officials, Pre-game checks/duties:

- Timing equipment
- Table equipment: Arrow, team foul markers, personal foul markers
- Table set up: Officials in correct order
- Scoreboard
- Sounding devices
- Substitute's chairs
- Table Official's pregame meeting
- Information from floor officials: Licence cards, duties i.e. Crew Chief/umpire

At least 40 minutes before the scheduled tip time, the Crew Chief is required to conduct a pre-game meeting with their co-official(s).

20 minutes prior to the scheduled tip time the referees should arrive on court, in uniform, to greet teams and table officials.

At least 10 minutes before tip, Scorer to get the starting 5's from each coach.

The Crew Chief is required to check all license cards of the table officials and team members via the Game Day online portal - <https://legacy.basketballengland.co.uk/gameday/signin.aspx> Under no circumstances should anybody sit on the bench unless they have a valid license card.

## **Post-game duties**

Checking the Scoresheet - It is the Crew Chief's responsibility to examine and check the scoresheet at the end of the game to approve it before it is signed. Greater focus should be given where games are close. A scoresheet can be corrected at any time PRIOR to the Crew Chief's signature, if he or she believes an error has been made, even if this affects the final result.

If applicable, both officials are required to complete a disciplinary report and send to [discipline@basketballengland.co.uk](mailto:discipline@basketballengland.co.uk) within 72 hours of the game ending.

## **Travel Policies & Procedures**

The travel expense rates to cover fuel costs and vehicle wear and tear is £0.35 per mile. The Crew Chief should collect completed expenses forms and pass them to the Match Promoter at the pre match meeting.

Basketball England will endeavour to make nominations that do not exceed 160 combined miles for both officials (£56).

### **Travel Together**

The Crew Chief is required to check the most appropriate route from all official's home addresses to the match venue. Travel distances and costs should be considered when making these arrangements so that costs are kept to a minimum.

### **'Out of Area' Applications for the purpose of development**

Referees can apply to receive game nominations outside of their geographical location (locations 100 miles or more from their home address) in order to receive games equal to the competence level or development programme they are involved in. To make an application for 'Out of Area' matches please contact [officiating@basketballengland.co.uk](mailto:officiating@basketballengland.co.uk) and stipulate the following:

- The date(s) you will be available to receive a nomination.
- The postcode of the place that you will be travelling from and to before and after the game.

If you are appointed to a game under the 'outside of area' policy, we would expect you to make arrangements similar to if you were traveling from your home address and the expenses you charge should reflect this.

Applications should be submitted by email to [officiating@basketballengland.co.uk](mailto:officiating@basketballengland.co.uk) 5 weeks before the dates you are proposing to travel.

### **Public Transport**

If you are travelling to a game via train or bus, you are required to submit a copy of the ticket which should display the cost together with your expenses form.

London travellers - Those who use an oyster card should print out the return journey cost and submit this with a copy of your completed expenses.

## Splitting Travel Expenses

There may be occasions where you officiate two games in one day. If you are travelling from one game to another you are required to calculate the whole journey i.e. Home > 1st Game > 2nd Game > Home and divide this expenses between the two home clubs involved.

## Nominations & Assignr

### Criteria and restricted appointments

Referees appointments are managed using the [www.assignr.com](http://www.assignr.com) online portal. Once you have successfully licensed you will receive your Assignr credentials where you can log into your account and update your personal profile. The **minimum requirements** are that you update the City field and the mobile contact number field which should be made available for others Assignr members to view.

Availability needs to be up to date 5 weeks in advance. Appointments will be published on the Friday 3 weeks prior to the fixture weekend.

### Competency & Games Numbers

Referees have been placed into competency groups and details of the group you are in can be found in your Assignr profile. You will be assigned to games according to your group. You will also receive games below you level of competency with a view of supporting less experienced officials. It is possible that officials can move up a down competency groups depending on game performance or referee availability.

Group	Competence
1	Crew Chief in the BBL and any position in any league below
2	Umpire in the BBL and any position in any leagues below
3	Crew Chief in Division 1 Men and WBBL and any position in any leagues below
4	Umpire in Division 1 Men & WBBL, Crew Chief in Division 2 Men and any position in any league below
5	Umpire in Division 2 Men and any position in any league below
6	Crew Chief in Division 3 & 4 Men and Division 1 & 2 women and any position in any league below
7	Umpire in Division 3 & 4 Men and Division 1 & 2 women and any position in any league below

Referees who have met all the criteria listed on page 3 should expect to receive a minimum of 20 games per season. Referees who have not met the criteria will have restricted appointments, this includes those who do not maintain their competency standard. Geographical location could restrict appointments for referees who live in a location where games are sparse. Those officials should refer to the 'Out of Area' options if they wish to officiate more games.

So that Basketball England can manage appointments effectively, officials who have more than one Assignr account should have these accounts linked. This will avoid us placing you on a game where you may have already been assigned in another account.

### Accept & Decline Policy

Games are published from the Assignr portal 3 weeks in advanced. You will receive an email notification (from Assignr) which will detail the games you have been assigned to. You are required to log in to Assignr and Accept or Decline an appointment **within 48 hours**. If you decline an appointment, you are required to stipulate the reasons for doing so. If you do not accept or decline a game within 48 hours, you will be removed from that game.

Once you have accepted a nomination you will be notified (by email via Assignr) if any details of that game have changed such as a cancellation, tip time change, or venue details change. Changes are administered by the NBL Department. In the event of a tip time changing, you have a further 48 hours in which to accept or decline the appointment.

You will also be updated about games that have been cancelled, postponed or forfeited. Games will be updated to reflect the cancellation and officials are required to log into Assignr and confirm that they have been notified about the cancelled game. We will then remove the game from Assignr.

## **Availability Policy**

Referees are required to have their availability calendar up to date a **minimum of 5 weeks** in advance. Referees are also required to keep their availability calendar up to date regardless of whether a particular weekend's games have been appointed to.

It is expected that officials are available for at least 25 competition days through the season.

## **NBL Officials WhatsApp Group**

Basketball England operates an NBL Officials WhatsApp messaging group in order to communicate updates and messages to all NBL registered officials. Officials should not use this group to respond to messages from Basketball England or to communicate with each other.

If you need to contact Basketball England regarding any officiating matters, please email [officiating@basketballengland.co.uk](mailto:officiating@basketballengland.co.uk).

## **License Cards**

**IMPORTANT: If a participant does not have a valid licence card, they do not take part in the game, including the 20 min warm-up and sitting on the team bench. NO LICENCE means NO PLAY or COACH.**

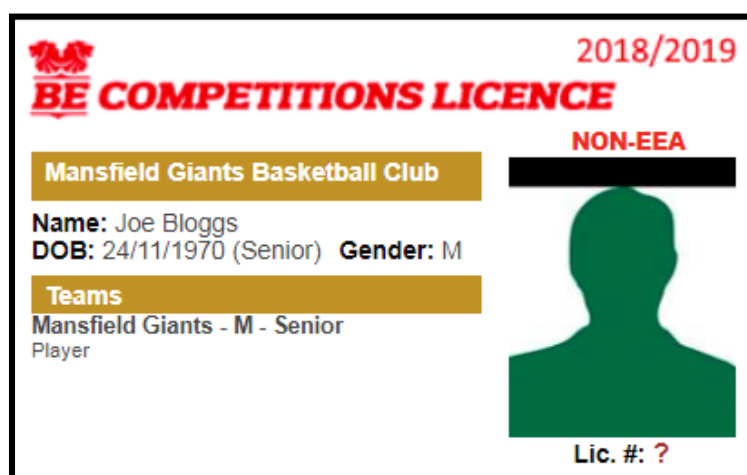
Access to license cards are available on-line via the Basketball England Game Day portal: <https://legacy.basketballengland.co.uk/gameday/signin.aspx>.

To avoid any technical difficulties with phone signal or internet access teams are advised to print a copy of their license cards from the online portal prior to arriving to their game. This is live portal, if the license cards don't display then that person is not licensed.

Referees have access to the portal to check the licenses but require an access code from the teams themselves.



All license cards should display an image of the person face like in the example below:



This license will be presented for each player, coach or team follower participating in any NBL game. You should ensure that the card has the correct details such as the year at the top of the card, team name and what capacity the individual will be participate in the game as; player, coach or team follower. This should correspond to what is listed on the score sheet.

### Players Eligibility

- Division 1 Men - limited to 2 x Non-EEA players (including U18)
- Competitions below Division 1 Men - 1 x Non-EEA Player (including U18)
- An U23 player can be listed to play for 2 teams but they must be teams from within the same club
- Cup & Trophy games - Only when two Division One Men's teams play each can they list 2 x Non-EEA players.
- Cup & Trophy games, quarter final for the National Cup onwards - Division One Men's teams are permitted to list two Non-EEA players.

### Disciplinary Reports

Any disciplinary matter that is worthy of a report **MUST** be submitted in writing, or by fax but preferably by e-mail within 48 hours of the incident occurring. Ordinary post may be used, but the report must arrive in this timescale. If for any reason you are not able to adhere to this process, then you must contact Basketball England's NBL Department to inform them why the report will be late and how you will be sending it.

Even if it was your colleague's actions and you did not actually disqualify a participant or coach a report must still be submitted by you based on what you saw and heard. Failure to adhere to these regulations may affect your future nominations.

### Importance of Disciplinary Reports

In some cases, these reports may be presented to solicitors acting for players or clubs, but in the first instance, clubs or individuals concerned are copied in on the official's reports as part of the disciplinary process.

Therefore, personal opinions on a particular persons or parties concerned within the report, or the nature of any penalty, or the gravity of any penalty that should be applied, **MUST NOT** appear on

the referee's report. Emotive comments should not be included. You only need report the facts including verbatim, actual comments or actions made by any parties concerned, i.e. foul or abusive language.

Failure to do so, or the inclusion of an official's personal view, may adversely affect the disciplinary process.

### Example Report

## Disciplinary Report Form

This form should be used in the case of a disqualification or other disciplinary matter, or in the case of an official wishing to draw attention to any other matter associated with the match, which may result in disciplinary action. The contents of this form are confidential and should not be shown or otherwise divulged to any other person. The report must be sent to [Discipline@englandbasketball.co.uk](mailto:Discipline@englandbasketball.co.uk) **within 48 hours of the incident or in the case of a Sunday fixture by 12.00pm on Tuesday.**

Competition		Match No		Date	
Team A		Team B			
Referee 1		Referee 2			
Referee 3					
Report by		Duty			
Re: conduct of		Team		License No	
Re: conduct of		Team		License No	

**N.B.** Only report what you actually witness, not hearsay.

This report details the actions of TEAM B whilst playing at Team A.

On [Date] I was due to officiate the above fixture, approximately 10 minutes prior to tip off I received a call stating that my co-official could not make it and so I would be officiating the game by myself. I relayed this to Coach X and he was happy for the game to continue. I then spoke to Coach Y whom stated "Don't worry it's just one of those things"

The game then commenced and throughout the start of the first quarter there was no real issues apart from towards the end in the 8th minute when one of the away team parents started shouting at the table from the opposite side of the gym that the score was wrong. Due to the aggressive manner he was shouting at it was hard for the game to continue so I stopped the game. Coach X went to check the score as did I, but the parent continued to shout at the two young table officials. Coach X turned to the parent from beside the table and said loudly "You can't talk to the table like that," the parent then shouted "I can talk to whoever I like" to which coach X replied "If you carry on I'm sorry but I will have to ask you to leave." At no point at all did coach Y try to defuse the situation so I shouted "Can we please not forget why we are here, this is a junior national league game and these kids want to play." After it was established that the score was indeed correct the game then continued.

Throughout the second quarter coach Y was getting more and more irate to the point I had to stop the game and say to him "There is only one referee there is only so much stuff I can see, if I'm missing stuff at this end then I am likely to be missing stuff at their end too." To which he

said "Yeah I'm sorry" After a few minutes his conduct got worse and worse, to the point I issued him with a warning.

At half time I left the gym briefly and when I came back I was made aware by the table officials that coach Y was being aggressive and swearing at his team, saying "You kids are playing shit, making me and you look like a joke" Due to the fact that I did not hear it, I did not say anything to the coach but was going to be more vigilant for the rest of the game.

The game continued and although coach Y was still irate he was slightly calmer than what he was in the first half. In the 8th minute of the third quarter an argument broke out between the man that had shouted at the table earlier and a mum of the home team. This went on for a short while and was distracting the game and so I stopped the game and said to both coaches can you please control the parents. Coach Y replied "No, why should I he is a grown man." I replied "He is a grown man but he is spoiling the game," again he replied "No." I asked the coach two more times before he eventually walked over. I then walked over to coach X and said the same thing, and he walked over and helped calm the situation down.

The game then got under way again and after a few seconds I called a foul on Team A number 0. Coach Y became irate and picked up his ball bag and flung it on the court shouting "If you're gonna call fouls, you need to call them on both ends, this isn't fair." I immediately issued him with a technical foul. To which he replied "Eff this kids, I ain't staying we're going home." The team then all came off the bench and started packing their stuff away.

Due to this happening the game was abandoned and I signed of the sheet to this effect. As I was signing the sheet off, another parent came over and began shouting again. Coach X asked the parent to leave to which the parent shouted "Go eff yourself". Coach X then said "This is getting out of hand I have a duty of care to all the kids here, I want everybody from the away team to leave the gym" to which one or two people left but the majority stayed and were screaming and shouting. It was at this point I observed a young girl of around 7 or 8 years of age crying due to the volatile situation, so I said to coach Y "You really need to try and calm your parents down they are scaring the kids, is this really worth it? To which he replied standing with both hands in his pockets looking at me "I'm trying", I replied "How are you trying? You have stood here with your hands in your pockets and have not at any point asked the parents to stop, calm down or leave." He then smiled at me and continued to stand with his hands in pocket in silence. I then spoke to one of the calmer parents of the away team and said "You have to leave the hall", and she replied "we will as soon as our kids come out of the changing room." Approximately 4 or 5 minutes went by with the away parents shouting at coach X and the home team parents before they left the building.

In my opinion Coach Y made no attempt to calm or diffuse the situation, if anything he instigated the incident. He was rude and aggressive towards myself and his players. Neither coach Y nor several of the parents had any respect for the children playing or watching.

Signed		Date	
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## Code of Ethics & Conduct

**(Extract from the England Basketball Code of Ethics & Conduct) full copy can be found here <https://www.basketballengland.co.uk/about/policies-procedures/code-of-ethics-conduct/>**

### 7. Match Officials - (Referees & Table officials)

All affiliated match officials must:

- Treat everyone equally and sensitively, regardless of their disability, gender, ethnic origin, cultural background, sexual orientation, religion, age or political affiliation;
- Not tolerate foul, sexist or racist language;
- Only officiate in games or competition where all individuals are registered/affiliated to Basketball England;
- Realise that Basketball England does not advise that officials travel alone with anyone under 18 years of age or a vulnerable adult to or from games. We advise you to always have another adult with you;
- Be honest, consistent, objective, impartial and courteous when applying the rules of the game. Officials must resist any possible influence from protests on the part of participants or spectators of the game.
- Claim any affiliation, sponsorship or accreditation in a truthful and accurate manner;
- Show patience and understanding towards players who may be learning the game;
- Make every effort to prepare fully for a match, both physically and mentally. On a physical level, be able to keep up with the speed of the game, and be alert and close enough to make correct decisions;
- Ensure focus is maintained at all times, do not be distracted by mobile phones or personal devices unless identified prior to the game and are used to benefit the game.
- Decline to be appointed to a match if not completely physically or mentally fit to participate in that match (because of illness, injury, or for family or other reasons);
- Refrain from requesting hospitality, or accept any hospitality offered and considered to be excessive;
- Have regard to protecting the players by enforcing the laws of the game.
- Show due respect when speaking with participants in the game, even in the event of infringements;
- In reports, set out the true facts;
- Refrain from publicly expressing any criticism of fellow officials;
- Assist with the development of those with less experience.
- Declare any history or instances where you were disciplined, dismissed, cautioned, warned or convicted of any offence relating to children/young people/vulnerable adults on a Self-Declaration form submitted to the BE Safeguarding and Compliance Manager

## **Officials Liability & Insurance**

Concerns surrounding the personal liability of a referee with regards to the standards of basketball courts at various national league venues are addressed in the script below. The following clarifies any concerns as to whether referees would personally be liable for an injury that arose as a direct result of a venue not meeting the court standards laid down in the NBL regulations.

Referees will be appointed to NBL games by Basketball England stating which venue the game will be played. The referee can assume that this venue has been vetted accordingly and that Basketball England are fully aware of the conditions of that court. Referees must however still conduct a risk assessment of the venue with regards to the playing of the fixture to ensure the playing court and equipment has not deteriorated or been tampered with to a point where it is unsafe to be play. For example,

- A leaking roof on to the playing court, the game should not be played.
- Obstacles that can be moved, and in your opinion should be moved such as,
  - Football goal posts
  - Spectators chair too close to the sideline

Unless it is deemed unsafe to play the game then the game should go ahead. In the event that a venue does not meet the regulations and it is clear that it is far from them, it needs to be reported to Basketball England by contacting the NBL Department at [nationalleague@basketballengland.co.uk](mailto:nationalleague@basketballengland.co.uk)

The same principle applies for liability during play, as long as the Crew Chief can be shown to have acted reasonably, they will have a defence to a claim. One must remember that many injuries are caused by a mistimed challenge whether careless, reckless or with excessive force, by a player not by the referee. In most cases, all the referee can be expected to do is to take the appropriate enforcement action once the challenge has been made. They cannot prevent the challenge in the first place.

It is the referee's responsibility to check **ALL LICENSES**. All personnel on the bench should hold a valid NBL license otherwise they are not permitted to sit on the bench. Table officials should also be licensed.

Referees are reminded that they should not be refereeing in leagues that are not affiliated to Basketball England as they will not be covered by the insurance provided by Basketball England.

## Liability Insurance



Tricorn House  
51-53 Hagley Road  
Birmingham  
B16 8TP  
Tel: +44 (0)121 698 8050  
Fax: +44 (0)121 625 9000  
E-mail: [info@howdengroup.com](mailto:info@howdengroup.com)  
Website: [www.howdengroup.com](http://www.howdengroup.com)

### TO WHOM IT MAY CONCERN

27<sup>th</sup> March 2018

#### Liability Insurance

We act as insurance brokers to Basketball England and hereby are pleased to confirm that we have arranged insurance cover on behalf of our client, details of which are as follows:

Insured: Basketball England  
Entitled to Indemnity: Registered and/or Affiliated Organisations and Individuals whilst undertaking activities recognised and authorised by Basketball England  
Policy Period: 01 April 2018 to 31 March 2019

#### Combined Liability

Cover Provided By: Hiscox Insurance Company Ltd  
Policy Number: HU PI6 9424502  
Limit of Indemnity: £10,000,000 Any one event for Public Liability  
£10,000,000 Any one period of cover for Products & Pollution  
£5,000,000 Any one event for Professional Indemnity excluding Defence Costs  
£250,000 Legal Defence Costs  
Retroactive Date: 01 April 2017  
(Professional Indemnity)

**The above is intended to be a summary only, a full copy of the policy wordings are available on request from Howden Group Ltd**

#### Disclaimer

The document upon which this information has been based has been prepared to meet the specific requirements of our client and is supplied to you at their request. It has not been prepared for, and may not meet your own requirements. You should therefore take such steps as you consider necessary to satisfy yourselves that your own requirements have been met, and should not rely on this information as doing so. Should the above be cancelled, assigned or changed during the stated policy period no obligation to inform any third party is accepted by the undersigned or Howden UK Group Ltd.

Yours faithfully

*D Williams*

Sports Department  
Direct Email: [david.williams@howdengroup.com](mailto:david.williams@howdengroup.com)

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## **Basketball England Regulations - Relating to Match Officials**

### **FIXTURES**

#### **21 Arrangement of Fixtures**

- 21.6 The Home Club shall provide suitable refreshments for the Away Team and the Match Officials at the following Matches, failure to do so will result in an automatic fine:

Division One Men including National Trophy

Division One Women

Division Two Men including Patrons Cup

All Senior Cup and Playoff games from Quarter Final onwards

All Age-Group Cup and Playoff games from Quarter Final onwards

#### **22 Tip Off Times and Duration of Matches**

- 22.7 In the event that a Team arrives after, but within fifteen minutes, of the scheduled tip off time:

22.7.1 the Referee (in consultation with the Team Representatives) will decide what time the Match will start; and

22.7.2 that Team shall be liable to a fine in accordance with Regulation 49.16.

- 22.8 It is the intention of Basketball England that wherever possible a Match should take place, and Match Officials are requested to keep this in mind when making decisions. When considered appropriate by the Commissioner (or Referee where a Commissioner is not present), the Commissioner (or Referee) may (in consultation with the Court Manager) amend the designated tip off time for any Match.

#### **23 Re-Arrangement, Postponement, Abandonment and Replaying of Matches**

- 23.5 Where a Match is re-arranged in accordance with Regulation 23.4.2 or 23.4.3 above, the Home Club shall be responsible for notifying the Match Officials of such change. In the event that the Home Club fails to notify the Match Officials of such a change and the Match Official(s) arrive at the venue on the original date that the Match was scheduled to be played, the Home Club will be liable for the travel expenses of such Match Official(s).

- 23.7 All Crew Chiefs have the power to stop and, where necessary, abandon a game if they feel the behavior of anyone involved puts the welfare of a participant or spectator at risk.

All Basketball England officials will, accept the moral and legal responsibility to implement procedures to provide a duty of care for all participants and spectators.

Where a Match is abandoned, the Competitions Review Panel shall reach a decision on the result and outcome of the Match based on the circumstances surrounding each case. Only personnel listed on the original Scoresheet are eligible to play in any replay. If a Club is unable to field a full Team in the replay (by way of example only, due to injury or illness) then Basketball England shall (in its sole discretion) determine whether such replay should be rescheduled for an alternative date or be forfeited by the Club unable to field a full Team. The provisions of this Regulation 23.7 shall apply equally to any rescheduled replay.

- 23.9 In the event that a Match is postponed due to severe weather conditions, unforeseen road

delays or breakdowns:

23.9.1 the travelling expenses (if applicable) of all the Match Officials will be paid by the Home Team;

23.9.3 the responsibility for notifying Match Officials of a postponement rests with the Home Club;

## 26 **Court Managers and Team Representatives**

26.1 The Home Club shall nominate a Court Manager for each Senior Match. The Court Manager shall be responsible for all aspects of the Match except the playing of the Match, and must not be involved in the Match in any other official capacity. Match Officials may advise on court layout but responsibility and accountability remain with the Court Manager.

26.2 Each Club shall nominate a Team Representative to represent their interests at any time during the Match. This Team Representative must be licensed by Basketball England.

26.3 The Match Officials, the Court Manager and the Team Representatives, and at least five playing members of each Team, are required to be present at the venue at least one hour prior to the scheduled Tip off time.

26.4 The Commissioner (or in the absence of a Commissioner, the Court Manager or Referee) will assume control, and conduct a pre-Match meeting of the Match Officials, Court Manager and Team Representatives, one hour prior to the scheduled Tip off time. The participants at this meeting should assemble at or near the Scorer's table. If the Commissioner is officiating at two consecutive Matches on the same day, the pre-Match meeting for the second Match should take place during the half-time interval of the first Match. Teams and Match Officials must provide the Table Officials with the relevant licence cards at this time. Licence cards are required for all participants and a full team list is required at this time.

26.5 Failure to attend the pre-Match meeting and/or not having the requisite number of Players and/or licence cards at the venue in accordance with Regulation 26.4 above will result in an automatic fine being imposed by Basketball England in accordance with Regulation 49.16.

## **FACILITIES**

### 32 **Venues**

32.8 Each Home Club is responsible for providing a level of stewarding suitable for both spectator control and for Match Officials. A breach of this Regulation 32.8 will result in the imposition of a fixed penalty in accordance with Regulation 49.16.

### 34 **Equipment**

34.1 The Home Club shall ensure that its home venue provides an electronic scoreboard and game clock which can be read by the Players, Match Officials and spectators throughout the course of the Match. The clock must at least show the passing of time in minutes. In the event of a game clock being of such construction that it is not possible for both Teams to have an equally good view of it the Home Team must notify the all parties at the pre-Match meeting.

34.2 For all Matches in the Senior National Basketball League and Under 18 & 16 Premier Leagues a suitable 24-second device, visible to all participants, must be provided for the



administration of the 24-seconds rule. Any breach of this regulation 34.2 shall result in the imposition of a fixed penalty in accordance with Regulation 49.16. The device must have a digital display and countdown.

## 36 **Tickets**

36.1 Each Home Club shall make available 17 seats for:

36.1.3 a guest of the Commissioner, Crew Chiefs and Table Officials - 6; and

36.1.4 Basketball England assessors - 2.

36.3 The Home Club shall also provide complimentary tickets:

36.3.1 to all Matches played under the jurisdiction of Basketball England:

(f) Match Officials appointed by Basketball England - Guest

36.3.2 to all Matches promoted by Basketball England for:

(e) Match Officials - Guest.

## **PLAYING KIT**

### 38 **Team Uniforms**

38.1 Team uniforms must comply with the official rules of basketball (as updated and defined by FIBA)

38.2 Team Uniforms may carry advertising subject to any requirement from time to time specified by, and the prior approval of, Basketball England.

### 39 **Colours**

39.1 In the event of a known colour clash, the Away Team shall change to colours that provide a suitable contrast to those worn by the Home Team. Should a colour clash become evident at the venue or during the pre-Match meeting, the Home Team shall change to a colour providing a suitable contrast to that of the Away Team. In the event of a dispute on a Match day as to whether there is a colour clash, the Crew Chief shall make the final decision which shall be binding on both Teams.

## **MATCH OFFICIALS**

### 40 **Appointment and Expenses**

40.1 All Match Officials operating in National Basketball League and Cup Competitions must be licensed with Basketball England.

40.2 For senior competitions, all Crew Chiefs and Umpires will be appointed by Basketball England for each Match.

In all competitions, the Home Club shall be responsible for paying the Crew Chief and Umpire

match fees and expenses as set out in Appendix 3.

HMRC expects all payments to be made by bank transfer or cheque. All officials are responsible for paying their own taxes and National Insurance and must comply with HMRC regulations.

Payments by BACS must be paid within 7 clear working days of conclusion of the match.

Payments made in cheque or cash must be made prior to the match.

Any failed payments will result in disciplinary action against the club in line with regulation

49. 40.3 For age group competitions the following shall apply:

40.3.1 Under 18 Men's Division the Crew Chief (and on occasions, the Umpire) may be appointed by Basketball England for each Match. When an official is not appointed by Basketball England, the Home Club is responsible for the appointment of licensed, qualified neutral official(s) who must have no connection with the Home Club (the only exception to this is in line with Regulation 40.3.6).

40.3.2 Under 18 and Under 16 National Cup a Commissioner, Crew Chief and Umpire will normally be appointed by Basketball England for each Match from the semi finals onwards.

40.3.3 Under 18 Women's League, Under 16, Under 14 and Under 13 Leagues the Home Club is responsible for the appointment of a licensed, qualified neutral Crew Chief and umpire who must have no connection with the Home Club (the only exception to this is in line with Regulation 40.3.6).

40.3.4 In the event of a Home Club appointing an official that does not meet all of the above regulations (40.3.1 – 40.3.3) the game will be forfeited and the club may be subject to disciplinary procedures.

40.3.5 For Quarter Final Playoff matches a neutral Crew Chief and umpire will be appointed by Basketball England. For all previous play-off rounds, the home club are to appoint a neutral Crew Chief and umpire, with their details sent to Basketball England a minimum of 5 days prior to the game in question for approval by Basketball England.

40.3.6 Home Clubs may appoint one development Umpire to officiate at Matches. The development Umpire must meet the following criteria or they will be deemed ineligible and the game will be declared forfeit:

- (i) Must be qualified with Basketball England to officiate level 1 or 2:
- (ii) Must be registered with Basketball England as an official.
- (iii) Must officiate alongside an independent (not a member of the Club or has a relation in any way connected to it), qualified (Level 2 minimum), registered & experienced (at least 2 years' experience and has officiated games in the previous two seasons) co-official 18 years old or over.
- (iv) No siblings/family taking part in fixture.
- (v) Is not registered to participate in the same competition.

- (vi) Is a minimum of 2 years older than age group they are officiating.

Basketball England reserves the right restrict any level 1 or development umpire from officiating in any future fixtures if they are not deemed to be meeting the required standard.

- 40.4 If a Commissioner is appointed by Basketball England in accordance with Regulation 27.1 above, the Home Club will be informed and shall pay the Commissioner's match fee and expenses as set out in Appendix 3.
- 40.4 The Away Team may exercise its right to nominate a Team Representative to be seated at the Scorer's table with the agreement of the Crew Chief.
- 40.5 If a Commissioner is not appointed in accordance with regulation 27.1 above, the Crew Chief shall be responsible for such duties of the Commissioner as they may be capable of performing.
- 40.6 For appointments to all National Competition Finals, Basketball England will determine the appropriate match fee and mileage rate and or the level of expenses that will apply.
- 40.7 A Crew Chief who travels to a Match, having been legitimately requested to do so, should receive their normal travelling expenses from the Home Club in accordance with Appendix 3 provided that the match fee for officiating should only be paid when the Match Official actually officiates the Match in question.
- 40.8 Basketball England shall publish online a list of all fixtures and Senior Officiating Appointments. It is the responsibility of the relevant Match Official to ensure he/she gains access to this information on a weekly basis. Should a Club alter any of the information after 5.00pm on a Friday, the Club shall be responsible for informing the Match Officials of the change.

#### 41 **Table Officials**

- 41.1 Table Officials shall be provided by the Home Club, who should be neutral officials and not associated with the Home Club where possible. It is the responsibility of the Home Club to pay the Table Officials expenses in accordance with the current rates of Basketball England set out in Appendix 3. All Table Officials must wear the approved Basketball England uniform or red clothing visible when seated.
- 41.2 The number of Table Officials, at each level, that should be appointed to each League and/or Playoff Match should be as follows, this includes 24 second operators:

League	N.o. Table Officials (Level 3)	N.o. Table Officials (Level 2)
Division One Men	3	0
Division Two Men	2	1
Division Three Men	1	2
Division Four Men	1	2
Division One Women	2	1
Division Two Women	1	2

- 41.3 In any cup competition, the appointment of Table Officials should be commensurate with the Division in which the Home Team competes.

For age group competitions the following shall apply:

- 41.4 The home club shall provide table officials for all their home games (including cup and playoff games, except the finals).
- (i) Under 18 and Under 16 Premier games must have a minimum of two level 2 Table officials.
  - (ii) Under 18, Under 16 and Under 14 conferences / regular league games must have a minimum of either two Level 1 table officials or 1 Level 2 table official (along with a registered Basketball England member).

Failure to meet these regulations will result in an automatic fine being imposed (See Regulation 49.16).

## 42 **Assessment**

Clubs may submit reports on the handling of the Match by Crew Chiefs and Umpires. Any such reports should be submitted to Basketball England within 48 hours following the Match.

## 43 **Referees**

Referees must wear the current Basketball England Officiating uniform, for all games in National Competitions.

## 44 **Failure to Arrive / Delay**

44.1 All Match Officials must ensure that they are present at the venue 1 hour prior to the scheduled tip off time and ensure that they are present on the playing court 20 minutes prior to the scheduled tip off time.

44.2 If the Crew Chief and/or Umpire has failed to arrive at the appointed venue 45 minutes before the scheduled Tip off time, and no communication has been received by the Commissioner or the match organisers as to the reason for late arrival, the Commissioner/Crew Chief and organisers shall take the following steps to ensure that a substitute official is found in order that the Match can take place:

44.2.1 where another suitably qualified Crew Chief is at the venue or in the immediate vicinity, inform such person that their services may be required; or

44.2.2 if there are no suitably qualified Crew Chiefs available, decide who shall be the second official; or

44.2.3 if it is the Crew Chief who has failed to arrive, the Umpire shall become the Crew Chief and the substitute official will be the Umpire; or

44.2.4 If no substitute official can be located, and taking into account the principle that all Matches are to be played, the Match shall go ahead with the sole Match Official in total charge.

44.3 Should both Match Officials fail to arrive, the Commissioner (if present) and the Court Manager will follow Regulations 44.2.1 to 44.2.4 (inclusive) as far as possible, in order for the Match to take place.

44.4 The Commissioner and the Team Representatives, having been informed that one or both of

the floor officials are on their way and that they will arrive before the scheduled Tip off time will decide, bearing in mind the distance being travelled by the absent Match Official(s), whether they will be allowed to officiate.

- 44.5 Once a Match Official is substituted, this shall not normally be changed, even if the designated Match Official(s) arrives. The same two Match Officials shall continue throughout the Match. The Commissioner/Crew Chief shall have discretion to dis-apply this Regulation 44.5 in exceptional circumstances.
- 44.6 In accordance with the rules of the Match, all Table Officials must be present at the scorer's table 30 minutes prior to the start of the Match. If a Table Official is not present at the scorer's table 30 minutes prior to the scheduled Tip off time without prior communication as to the reason for the delay (travel delay/unforeseen circumstances), the Commissioner or Court Manager should take the necessary steps to appoint suitable replacements.
- 44.7 If a Table Official has failed to arrive 20 minutes before the scheduled starting time, and if no communication has been received by the organisers the following procedure should be adopted:
- 44.7.1 If another suitably qualified table official is at the venue or in the immediate vicinity he/she shall be informed that their services may be required;
- 44.7.2 If there is no suitably qualified Table Official available, the Commissioner, in consultation with the Crew Chief shall decide who shall be the replacement Table Official;
- 44.7.3 If the Table Official fails to arrive by the time the Crew Chief signals three minutes, then the substitute official will be the timekeeper; or
- 44.7.4 Once the Table Official is substituted this shall not normally be changed, even if the designated Table Official(s) arrives.
- 44.8 In the event of injury to or illness of a Match Official during the course of a Match, the Commissioner and/or Crew Chief may appoint a substitute at their discretion in accordance with the procedure set out in Regulation 44.2.1 to 44.2.4 (inclusive) above.

## 45 **Media**

Match Officials are not permitted to make comment to representatives of the media; on any public websites and/or on social media including any electronic format over any incidents that may have occurred during Matches in which they officiate. Match Officials who breach this Regulation 39.11 will be referred to the Disciplinary Officer in accordance with Regulation 49.1.

## **MEDICAL MATTERS**

### 46 **First Aid and Equipment**

The Home Club shall be responsible for providing suitable first aid equipment at the venue and all teams shall have a first aider present, qualified to a minimum of "basic first aid" (one-hour training).

### 47 **Blood Injuries**

During a Match, the Crew Chief must order any Player who is bleeding, or has an open wound, to leave the playing area. The Player may return to the court only after the bleeding has stopped and the area affected, or the open wound, has been completely and securely covered.

## **DISCIPLINE AND DISPUTES**

### **49 Disciplinary Action**

- 49.1 Disciplinary matters related to misconduct by Participants, Match Officials, Club Directors and other Club Officials or members, occurring during or immediately prior to, or following a Match will be considered by the Disciplinary Officer and/or Basketball England as appropriate. The Disciplinary Officer and/or Basketball England as appropriate shall also be responsible for dealing with all other matters pertaining to misconduct within the sport.
- 49.2 In special cases, as determined by the Disciplinary Officer in his or her sole discretion, a special Commission, comprising three persons, shall be formed to consider a particular disciplinary matter.
- 49.3 Participants, Match Officials, Club Directors and other Club Officials or members may be fined and/or suspended for any disciplinary matter as decided by the Disciplinary Officer / Basketball England. A fine up to £10,000 may be imposed for any single offence. Instead of, or in addition to, fines and/or suspensions, the Disciplinary Officer / Basketball England may take such action in respect of the outcome of a game including ordering a replay, deducting points, declaring the Match void. The penalties for common offences are set out in Regulation 49.16. The suggested penalties are guidelines only and the imposition of such penalty is at the discretion of the Disciplinary Officer / Basketball England dependent on the circumstances on each offence.
- 49.4 The Disciplinary Officer / Basketball England may take disciplinary action in respect of any matter that it considers to be liable to bring disrepute to the sport of Basketball and/or Basketball England. Any offence committed at a Venue before, during or after a Match by any Participants, Match Officials, Club Directors and other Club Officials or members will be referred to the Disciplinary Officer under Regulation 49.1. The Disciplinary Officer may also co-opt as an 'assistant' any special technical advisor where appropriate in order to assist in reaching a decision. The Disciplinary Officer shall at all times determine what evidence is admissible and what is not.
- 49.5 Any Club or individual may appeal against a decision of the Disciplinary Officer, Officer of Basketball England or Competitions Review Panel by submitting an appeal with Basketball England as follows:
- 49.5.1 The grounds for the appeal must be submitted by the appellant in writing to Basketball England within seven (7) days (unless otherwise specified) of (i) the appellant being notified of the relevant decision or (ii) the date of any incident incurring automatic disciplinary points.
- 49.5.2 The appeal must be accompanied by a deposit of £500 for senior competitions and £250 for age group competitions.
- 49.5.3 An appeals panel appointed by Basketball England will review the appeal submission and will elect in its sole discretion to determine the validity of the appeal either (i) based solely on the written submission, or (ii) on the basis of the written submission and by hearing oral evidence given by the appellant together with any other party or

parties who, in the appeal panel's opinion may be affected by the decision. For the avoidance of doubt, a personal hearing shall be convened solely at the discretion of the appeal panel chair, and is not an automatic right of the appellant.

49.5.4 Any decision of the appeals panel shall be final and binding on the parties.

49.5.5 The appeals panel shall determine whether the deposit is returned to the appellant in full, in part, or not at all.

49.5.6 The Appeals Panel may award costs and expenses against the appellant as it deems appropriate.

49.6 In the event of a Participant being disqualified or expelled from a Match, the matter will automatically be considered by the Disciplinary Officer under the following process:

49.6.1 Each Match Official is required to submit a written report on the matter, to Basketball England within 48 hours of the match finishing.

49.6.2 Where a Participant has been disqualified and video of the incident is available this must be submitted to Basketball England within 72 hours.

49.6.3 The Participant and/or the Club may also submit written reports if they so choose. Each of these reports shall be prepared by its author making clear as to evidence seen directly by the author.

49.6.4 If a Participant is guilty of misconduct not involving disqualification, which any of the Match Officials consider to be of sufficient gravity to warrant consideration by Basketball England, a report should be submitted by them and the Club concerned notified accordingly, if appropriate.

49.7 A system of cumulative "penalty points" will apply, and a one game suspension comes into force whenever a Participant's total penalty points reaches (or exceeds) each of the following totals: 10, 15, 20, 25, 30, 35 etc. The suspension will take effect from / or after 14 days after the disciplinary incident, as determined by the Disciplinary Officer / Basketball England.

49.7.1 Disqualifications automatically invoke the following minimum penalty points:

Player or Team Follower	7
Coach	10

49.7.2 In addition the following automatic fines will apply:

2nd disqualification in season	£75 fine
3rd and any subsequent disqualification in season	£150 fine

49.8 The Disciplinary Officer will consider whether any additional penalty points should be added after consideration of the reports referred to in Regulation 49.6. This will normally be the case for disqualifications of a grievous nature. In the event of a report being submitted related to misconduct not involving disqualification, this will be dealt with in accordance with Regulations 49.12 and 49.13, and, if the report is accepted, an appropriate number of penalty points allocated to the Participant concerned. Where visual evidence is presented, and this evidence indicates that other persons may be liable for disciplinary action, this will only be actioned after the relevant party has been notified. Disciplinary points incurred within 6 weeks

prior to the end of a season will be carried forward until 30th November of the following season.

- 49.9 Disciplinary action in respect of automatic penalty points incurred by disqualification will come into force on the 14th day after the incident or as otherwise decided by the Disciplinary Officer / Basketball England during which time the Participant will be able to appeal under Regulation 49.5. This does not preclude the Disciplinary Officer for imposing further penalty points or a fine for the incident. Whenever a fine is imposed on a Participant under Regulation 49.7, they are suspended from all basketball activity until the fine has been paid in full to Basketball England.
- 49.10 At the end of each season, all cumulative totals will revert to zero, except as set out in Regulation 49.8.
- 49.11 Match Officials shall not make any recommendation or comment, either in their report or otherwise, as to the disciplinary action that they consider to be appropriate.
- 49.12 Disciplinary action as a result of a decision of the Disciplinary Officer / Basketball England will normally come into effect on the 14th day after the incident or as otherwise decided by the Disciplinary Officer / Basketball England. In all cases should an appeal be lodged against a decision of the Disciplinary Officer / Basketball England or automatic points, any disciplinary action will be suspended until such time as the appeal is heard.
- 49.13 Any club, player or official offering or receiving any reward or other inducement to or from another club or person to win or lose a match, or being found guilty of placing a wager on any basketball match in which they are involved, shall be deemed guilty of misconduct, and shall be dealt with in accordance with Regulation 49.4
- 49.14 Any club which deliberately fields a weakened team without what Basketball England considers to be good reason, or is deemed to have deliberately lost a match, shall be deemed to be guilty of misconduct and may be dealt with in accordance with item 49.4. Basketball England may require teams to provide medical certificates in cases of doubt regarding illness or injury.
- 49.15 Participants and or club officials shall not directly or indirectly approach Match Officials before, during or after the Match to give information or make comment which may be regarded as being intended to influence a Match Official's judgment or neutrality in any way. Such action will be regarded as serious misconduct and the offender and the club they represent will be dealt with in accordance with item 49.4.
- 49.16 The following fines will automatically be imposed:

Offence	Penalty
Failure to provide qualified and licensed Table Officials: (Regulation 41)	£25 per official and possible disciplinary action for the club
Forfeiture of fixture: (Regulation 24)	Senior: See Regulation 24  Junior: £100 - 1 <sup>st</sup> offence £200 - subsequent



Failure to attend the pre Match meeting and/or late arrival of team for pre Match meeting (5 players): (Regulation 26.5)	£50
Failure to email Scoresheet as required: (Regulations 30.1 and 30.6 as applicable)	£40 - 1 <sup>st</sup> offence £60 - 2 <sup>nd</sup> offence 1 Pts deduction – subsequent
Failure to upload or send FIBA LiveStats game file as required: (Regulation 30.2)	£40 - 1 <sup>st</sup> offence £100 - 2 <sup>nd</sup> offence 1 Pts deduction – subsequent
Failure to live webcast the FIBA LiveStats game as required: (Regulation 30.2)	£15 – 1 <sup>st</sup> £30 -2 <sup>nd</sup> Offence 1 pts deduction -subsequent
Failure to update result service: (Regulations 30.4 and 30.5 as applicable)	£15 - 1 <sup>st</sup> offence £30 – subsequent
Failure to provide refreshments where required: (Regulation 21.6)	£50
Failure to field 8 players: (Regulations 31.1)	£50
Failure to provide scoreboard / 24 seconds device: (Regulations 34.1 & 34.2)	£100
Failure to provide adequate stewarding: (Regulations 32.8)	£50
Fielding an Ineligible Participant: (Regulations 17.9.4)	Minimum £500 plus consideration by the Competitions Review Panel
Failure to ensure branding & numbering shirts/court: (National Basketball League Standards)	£25 per offence
Team arriving on the playing court up to 15 minutes after the scheduled tip off time: (Regulations 22.7)	£50

A late payment levy of 10% will be made for every 30 days that the fine is overdue.

Clubs will also be fined at the discretion of Basketball England for their failure to meet any of the National Basketball League Recommended Standards. The level of fines will be determined by Basketball England in its sole discretion.

- 49.17 A Participant under suspension for a Match may not participate in the Match, or act as a Participant from 20 minutes prior to the scheduled starting time of the Match, until after the end of the Match. They may be present in the Venue as a spectator unless otherwise stated by the Disciplinary Officer / Basketball England. A person under suspension from a Match is also barred from participating in any other Match(es) in the Competition(s) for which they may be eligible, that take place on the same day as the Match specified for their suspension,

unless otherwise decided by the Disciplinary Officer/ Basketball England.

- 49.18 Failure to observe a suspension or breaching any condition applied as part of a suspension is classed as a breach of suspension. Any breach of suspension will result in the case being referred to the Disciplinary Officer and further disciplinary action will be taken.
- 49.20 Suspension will apply to Matches in the National Competitions. They will not apply to other events, including FIBA competitions, unless otherwise determined by the Disciplinary Officer / Basketball England.

## 50. **Disputes**

- 50.1 Any dispute or complaint relating to a Match must be recorded in accordance with the procedure indicated in Regulation 50.5 and followed by submission of a written report, which must be received at the Headquarters of Basketball England within 72 hours of the completion of the Match in question. Such submission must be accompanied by a deposit of £100. The deposit may be returned if the complaint is considered by Basketball England to be valid. Any Club that submits a complaint under this Regulation 50.1 must also send a copy of the complaint to the opposing Club, and to the Match Officials for the Match in question. Under no circumstances can any complaint be submitted which seeks to question the validity of the result of the Match on the grounds of the quality of Match Officials appointed by Basketball England or its nominees.
- 50.2 Disputes or protests in respect of Matches during an event organised by Basketball England must be recorded in accordance with 50.1, and submitted in writing within one hour of the completion of the match, accompanied by a deposit of £100, to a member of the Technical Commission or where no such person is present, to the Commissioner, or the senior representative of Basketball England in attendance.
- 50.3 If either team, or the Match Officials, has any reason to consider the circumstances may be such as to invalidate or forfeit a match, this should be stated at the earliest opportunity, and reported to Basketball England by the Commissioner (or Crew Chief in the absence of a Commissioner). A match shall then take place or continue under the existing conditions and the Scoresheet and all reports forwarded to Basketball England who will determine the validity of the events.
- 50.4 If prior to or during the course of a Match, the coach, captain or representative of a competing Team has a complaint related to these Regulations, they should notify the Commissioner (or Crew Chief in the absence of a Commissioner), who shall record the matter. The Crew Chief should be notified immediately if the ball is dead and the clock is stopped, or at the first opportunity thereafter. The captain of the Team shall make their observations to the Crew Chief in a calm and courteous manner. The Crew Chief may explain their decision or, if necessary, may examine the Scoresheet and check the score and the playing time remaining. The interruption of play thus caused, should it exceed 30 seconds, shall be charged as a Time-Out to the team in question, unless the Crew Chief, recognising the validity of the observation, decides otherwise.
- 50.5 If, at the end of a Match, a Team considers that it has suffered unreasonable harm by virtue of any occurrence connected with the Match, with the exception of decisions by the match officials, the captain of the Team may sign the Scoresheet "under protest". The captain of the team wishing to sign the scoresheet under protest must notify the Crew Chief immediately after the final buzzer. Once the final buzzer sounds the scorer is required to record the time at the bottom of the scoresheet. The Crew Chief should ensure that the Scoresheet remains open until the 15-minute period has elapsed. If there is no request to protest the game, the scoresheet can be signed by all officials to mark the closing of the game. All Match Officials

should remain at the disposal of the Crew Chief until the Scoresheet has been signed by all parties. If a Team signs the Scoresheet "under protest", it must then adopt the procedure indicated under Regulations 50.1 and 50.2 to ensure the protest is valid. Regardless of subsequent actions, by signing the Scoresheet "under protest", a club becomes automatically liable to pay the deposit of £100

- 50.6 All disputes and protests relating to Matches will be considered by the Competitions Review Panel.
- 50.7 For disputes relating to Standard Contracts or transfers, the parties involved may apply to Basketball England to convene an arbitration to resolve the dispute. Any such arbitration shall be governed by the Arbitration Act 1996 and amounts to a binding arbitration agreement for the purposes of Section 6 of that Act. The seat of the arbitration shall be England. All costs relating to the arbitration shall be determined by the arbitrator(s) in their absolute discretion.
- 50.8 Where the query or complaint relates to complaints about the governance or administration of the Competition by Basketball England, such complaints will be dealt with by the Chief Executive.

### APPENDIX 3 - MATCH FEES AND EXPENSES

Type of Match	Crew C h i e f s	Comm's	Table Off's
3 Man officiating National Cup – Men, National Cup – Women QF onwards D1 Men and Women/WBBL, D2 Men Playoffs QF onwards Men's National Trophy and Patrons Cup SF onwards	£25.00	£24.00	£20.00
Division 1 Men International - Under 18 Men.	£42.00	£24.00	£20.00
Division 2 Men National Trophy - Men - Rnd 1 & 2 / Pool Matches. Patrons Cup Pool Matches. International - Under 18 Women.	£37.00	£22.00	£18.50
Division 1 Women League /WBBL and Women's National Cup Rounds 1 and 2 Division 3 Men. Men's National Shield.	£31.00	£17.00	£16.00
Division 2 Women incl. Playoffs. Division 4 Men - incl. Playoffs.	£23.00	£16.00	£11.00
Under 18, Under 16 League, National Cup & Playoff Matches (not including Finals) Max claim (u18/16) £25 incl. exps (league games only)	£17.00	£10.00	£8.00
Under 14 League & Playoff Matches (not including Finals) Max claim £25 incl. exps (league games only)	£12.00	n/a	£5.00
Level 4 Crew Chief / Level 4 Table Official. (Senior).	£14.00	n/a	£7.00
Level 3 Crew Chief / Level 3 Table Official.	£13.00	n/a	£6.00
Level 2 Crew Chief / Level 2 Table Official.	£12.00	n/a	£5.00
Level 1 Crew Chief / Level 1 Table Official (Apprentice).	£9.00	n/a	£4.00

**For all Junior Playoff matches the £25 max claim will not apply to ensure suitable officials can be appointed.**

1. Expenses paid to Crew Chiefs will either be in the form of:

- (a) Travel by Rail: the actual fare paid up to a maximum of second class ordinary return; and
- (b) Travel by Road: 35.0p per mile. This figure does not apply where the official is using a company car, in which case the rate shall be 18.0p per mile for all mileage. (NB - see also official's expenses claim forms for further details).

2. The maximum travel expenses a Commissioner may claim is 100 miles at 35p per mile.

3. The maximum travel expenses a Table Official may claim is 150 miles at 35p per mile.

4. For double-header appointments only one set of travel expenses may be claimed.

5. For all officials, a subsistence allowance of £10.00 may be claimed when an official is necessarily away from home in excess of 10 hours. (This paragraph shall not apply to Basketball England National Competition Finals events).

In all competitions, the Home Club shall be responsible for paying the Crew Chief and Umpire match fees and expenses as set out in Appendix 3.

HMRC expects all payments to be made by bank transfer or cheque. All officials are responsible for paying their own taxes and National Insurance and must comply with HMRC regulations.

Payments by BACS must be paid within 7 clear working days of conclusion of the match. Payments made in cheque or cash must be made prior to the match. Any failed payments will result in disciplinary action against the club in line with regulation 49.



**Match Programme - to be supplied for each home game commensurate with its status. This must include all relevant sponsors' adverts as provided by Basketball England. Each programme must carry any and all adverts for Basketball England sponsors as required. Game day personnel**

Two colour cover, Professional design, Minimum 8 pages.	✓		✓					
Two colour cover, Professional design, Minimum 4 pages.		✓						
Desirable but not mandatory.				✓	✓			
That the club has the appropriate level of stewarding at all matches. Minimum one steward per 100 people.	✓	✓	✓	✓				
Ensure that there are an adequate number of club personnel for match day tasks.	✓	✓	✓	✓	✓		✓	✓
<b>Coach Qualification and those administrating the club.</b>	✓		✓					
Level III Coach, assistant coach, and a Secretary with experience of club administration.		✓		✓	✓		✓	✓
Level II Coach and a Secretary with experience of club administration.		✓		✓				
Player coaches permitted but must have an assistant coach named on the score sheet		✓		✓				
Team Manager required	✓	✓	✓		✓	✓	✓	✓
Identified person responsible for marketing, promotion and PR	✓		✓					

**Coach Qualification and those administrating the club.**

**All Clubs are required to have sufficient coaching and playing personnel to enable ALL League fixtures to be completed on the relevant days.**

## APPENDIX 5 - BASKETBALL ENGLAND FACILITIES STANDARDS

### Playing court

The playing court shall be marked with 50 mm lines, as per the Official Basketball Rules. Lines should be of a contrasting colour to the floor colour.

The height of the ceiling or the lowest obstruction above the playing floor shall be a minimum of 7 metres.

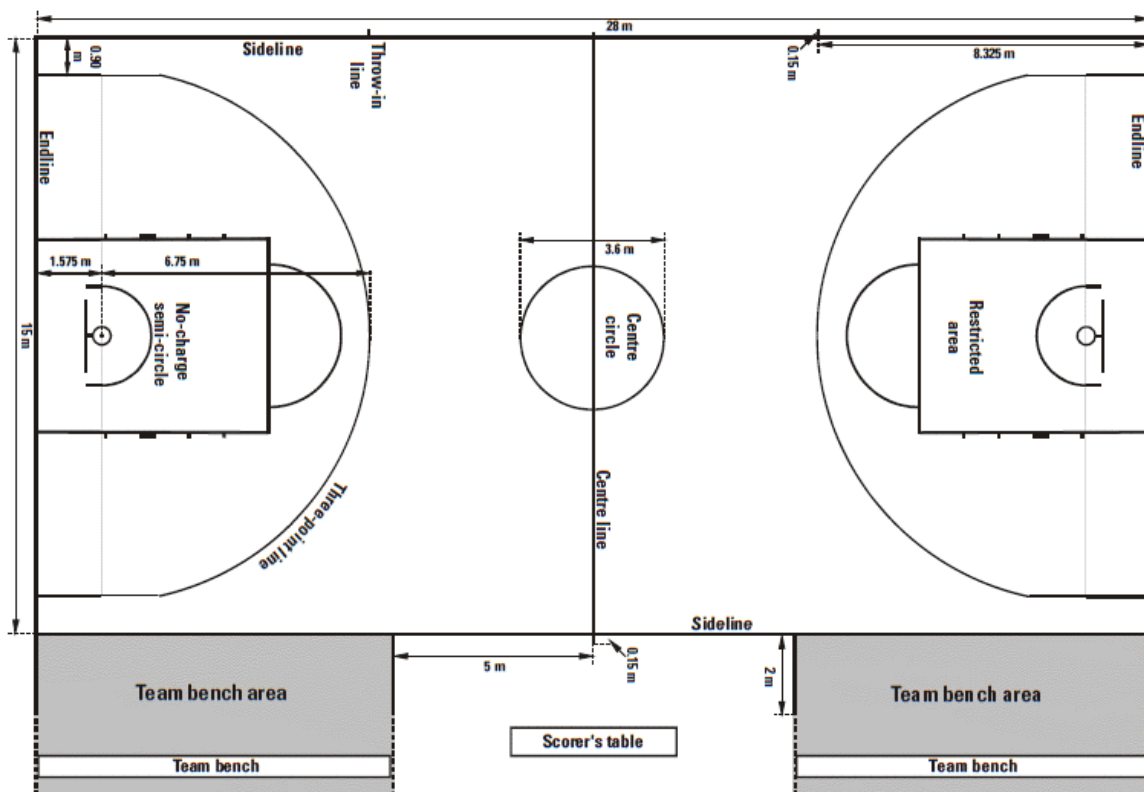
Lighting should be uniform across the playing area and a minimum of 500 lux.

The temperature of the playing area should be between 16°C -19°C.

The official size court for Senior Division 1 Men and Women and Division 2 Men is 28m x 15m. Venues with the older court size court size of 26m x 14m are only permitted in Division Three and Four Men, Division Two Women, and Junior NBL.

The minimum required safety run to any obstruction including table equipment and team benches is 2m for senior competitions and 1m for junior competitions.

Fig.1 Basketball Court Dimensions and Set Up



### Advertising boards

Advertising boards can be located around the court and must be a minimum of 2m from the end line and side lines. Boards should not exceed a height of 1m.

### Seating

Minimum seating requirements:

Division One & Two Men*	250
Division Three Men*	100
Division Four Men*	50
Division One Women*	100
Division Two Women*	50
Junior Leagues* (as appropriate)	50

\*Must have adequate provision for disability/wheelchair users, this should be of 6 or 1 to every 100 of seated capacity.

### **Changing Facilities**

The home club shall ensure that 2 separate changing rooms which can accommodate a minimum of 17 people per team are available and include access to shower and toilet facilities.

A further 2 separate changing rooms which can accommodate 3 people with access to showers and toilet facilities are also required for use by match officials.

### **Equipment**

#### **Ring and Backboards**

The home club shall ensure that in respect of each match played at its home venue, pressure-release rings meeting European Standard EN 1270 are used with 70 kilogram flex break.

The ring should be fixed to the framework in such a manner so that no force, transmitted by the ring is directly applied to the backboard.

The height of the ring will be 3,050mm from the top edge down to the playing surface. Nets shall be white in colour and suspended from the ring no less than 400mm and 450mm in length.

Fig. 2 Drop down goal support structure example



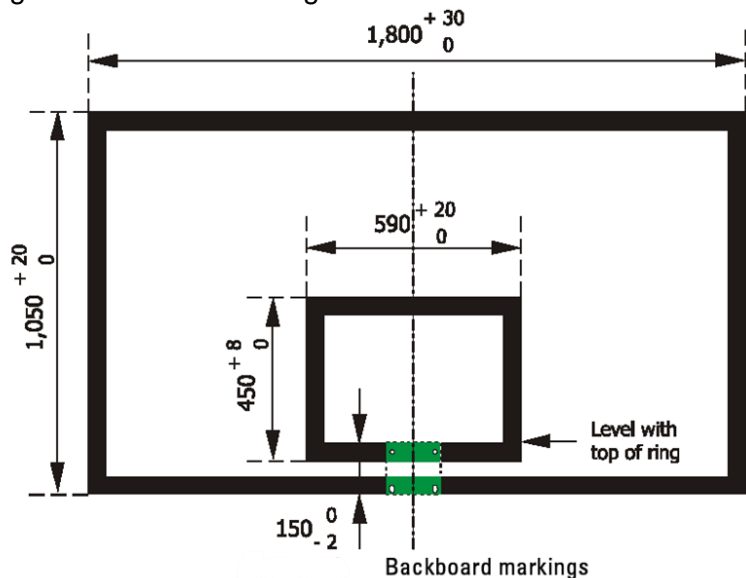
Backboards shall measure 1,800 mm horizontally and 1,050 mm vertically. Backboards can be made of timber or transparent material with a minimum thickness of 19mm

All lines on the backboards shall be:



- In white, if the backboards are transparent.
- In black, if the white painted backboards are non-transparent.
- 50mm in width.

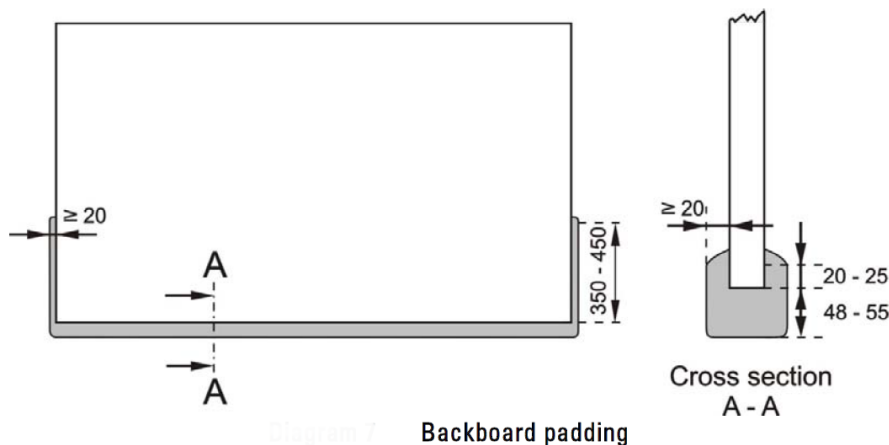
Fig. 3 Backboard markings



Suitable padding is fixed to the backboard edges in all Senior, Under 18 and Under 16 matches played at its home venue.

Venues with older backboards measuring 1,800 mm by 1,200 mm must ensure that fixed padding is provided for all levels of competition.

Fig. 4 Backboard Padding Example



### Floor type

The playing surface should meet the requirements of BS EN 14904:2005. Ball bounce must also achieve a minimum of 90% rebound and friction is to be between 80-110 when measured with a pendulum slip test device. The preferred floor type is an A4 timber floor with FIBA approval. Carpet, solid granwood or macadam floor surfaces are not suitable.

### Scoring

The Home Club shall ensure that its home venue provides an electronic scoreboard and game clock which can be read by the Players, Match Officials and spectators throughout

the course of the Match. The clock must at least show the passing of time in minutes and running score. In the event of a game clock being of such position that it is not possible for both Teams to have an equally good view of it; the Home Team must notify the commissioner at the pre-Match meeting.

Fig. 5 Basic Scoreboard Example



For Senior Men Division 1 and 2 and Division 1 Women electronic scoreboard with digital countdown to show score, time, team fouls and time-outs are mandatory.

For Matches in the Men's and Women's League and Cup, the device must have a digital display showing countdown and score.

For all Matches in the Senior National Basketball League and Under 18 & 16 Premier Leagues a suitable 24-second device is required. Shot clocks should be visible to all players and officials. Preferred location directly above the backboard.

Fig. 6 Basic Shot Clock Example



### **Table Equipment**

The five player foul markers provided for the scorer shall be of white colour numbered from 1 to 5 (1 to 4 in black and the number 5 in red).

The two team foul markers provided for the scorer shall be of red colour and clearly visible to everyone involved in the game, including the spectators, when positioned on either side of the scorer's table.

The alternating possession arrow must be positioned in the centre of the scorer's table and shall be clearly visible to everyone involved in the game, including the spectators.

Electrical or electronic devices may be used but they shall meet the above specifications.

## Basketballs

The official approved ball of Basketball England shall be played with for all matches in the National Basketball League. The following ball sizes must be used for all matches in the National Basketball League;

- Senior Men Size 7 (Wilson Solution)
- Senior Women Size 6 (Wilson Solution)
- Under 18 Boys Size 7 (Wilson Evolution)
- Under 18 Girls Size 6 (Wilson Evolution)
- Under 16 Boys Size 7 (Wilson Evolution)
- Under 16 Girls Size 6 (Wilson Evolution)
- Under 14 Girls Size 5 (Wilson Reaction Pro)
- Under 14 Boys Size 6 (Wilson Reaction Pro)

**SIZE 5**



**27.5"**

**SIZE 6**



**28.5"**

**SIZE 7**



**29.5"**

## National Basketball League Facility Standards

		D1/2 Men	D3 Men	D1 Women	D4 Men/ D2 Women	U18/16 Premier League	U18/16 Confere nceLeag ue	U14 Premier League	U14 Confere nce League
<b>Playing Court with a minimum run-off of 2m from the court edge to any obstruction (inc. team benches, seating etc) for senior competitions and 1m run off for junior competitions</b>	28 x 15m		✓	✓	✓	✓	✓	✓	✓
	26 x 14m		✓		✓	✓	✓	✓	✓
<b>Basketball Goals 3.05m from floor</b>	Pressure release rings with 70KG flex break with adequate back support frame.	✓	✓	✓	✓	✓	✓		
<b>Backboards - 1.8m x 1.05m (minimum thickness 19mm), and 1.2m from end line. Older backboards sized 1.8m x 1.2m must be padded</b>	2 backboards made from transparent material	✓							
	2 backboards made from transparent or wood material		✓	✓	✓	✓	✓	✓	✓
	Backboard sides and lower edge must be padded.	✓	✓	✓	✓	✓	✓		
		✓	✓	✓	✓	✓	✓	✓	✓
<b>Flooring</b>	Timber or synthetic floor meeting standard European Standard EN 14904:2005. Timber Area Elastic A4 floor preferred	✓	✓	✓	✓	✓	✓	✓	✓
<b>Spectator Provision</b>	250 seated spectators.	✓							
	100 seated spectators.		✓	✓					
	50 seated spectators as required.				✓	✓	✓	✓	✓

**Changing Rooms**

Two separate 17 person changing rooms with access to shower and toilet facilities for use by home and away teams.	✓	✓	✓	✓	✓	✓	✓	✓
Two separate 3 person changing rooms with access to shower and toilet facilities for match officials (male & female).	✓	✓	✓	✓				
<b>Heating/Lighting</b>	Recommended temperature comfort for participants and spectators 16°C.	✓	✓	✓	✓	✓	✓	✓
<b>Scoreboard</b>	A minimum of 500 Lux lights For televised games a minimum of 1400 Lux is required	✓	✓	✓	✓	✓	✓	✓
Electronic scoreboard with digital countdown to show score, time, team fouls and time-outs mandatory. Players names and fouls desirable.	✓	✓	✓					
Running score and electronic / digital game time to be shown				✓	✓	✓	✓	✓
24 seconds device	✓	✓	✓	✓	✓			