



Match Official Handbook

2020

Texas Rugby Referee Association - Policies and Protocols

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Everything in this Handbook is current and active as of the last updated date. If policies change, the Handbook will be updated and republished as such.

Last Updated date:
February 7th, 2020 by Kat Roche



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TRRA Vision Statement

The Texas Rugby Referee Association strives to be the leading Rugby Referee Organization by training and developing Match Officials to become the best possible in the state of Texas and across the United States.



TRRA Membership

TRRA Inc membership dues for the 2020-2021 competitive season are \$200.00. To be assigned to a match by the TRRA, referees must be a TRRA Inc Member in good standing.

Membership Benefits include:

- Monthly Training and Development webinars
- Free Referee Development Camps
- Referee coaching and evaluations
- USARR approved fitness testing
- Match Scheduling services with “Who’s The Ref” match official scheduling software
- Match and Disciplinary reporting service with “Who’s The Ref” match official scheduling software
- Match Fee payment services monthly
- Referee uniform for new referee Members
- Access to RefAudio Pro Match Official Communication Systems
- Access to SoloShot Cameras
- Free membership to the Advantage Referee Development System
- Free ESPN+ membership
- Free National Association of Sports Officials membership
- Access to Referee Development Scholarships



Match Official Compensation

To receive compensation, Referees must be fully paid Members with the TRRA in good standing; complete the attached W9 form and sign the TRRA Referee Code of Conduct and return both to the TRRA at: admin@texasrugbyref.com by September 30th each year; and submit Match Reports in Who's The Ref within 48 hours of match including all disciplinary reports.



Match Official Compensation Rates

TRU Men's Division 1: \$150

D1A Men's College: \$100

All other Competitions: \$70

Assistant Referees: \$25 per day

Tournaments (including 7's): \$100 per day

Performance Reviewers: \$50/assigned report including video

Coaches: \$25 per coaching report

Match Fees are processed at the end of the month and payment should be received no later than the 15th of the following month.



Match Compensation Structure

Match Official Compensation covers expenses associated with parking, tolls, the first 100 miles of car travel, and meals.

A Travel Bonus of \$100 is added for matches that required Members to drive more than seven (7) hours. Travel times are based on home address on file with “Who’s the Ref” and travel time calculations based on 70mph average.

Maximum payment for a single match including mileage reimbursement and travel bonus is \$300.00.



Booking Standards/Reimbursement

All expenses submitted for reimbursement must include an itemized receipt. Expense reports must be filed using the TRRA Expense Form within 14 days of the completion of the event.

Under no circumstances will late expense forms be processed.

Flights:

All flights must be pre-approved by the TRRA Board (admin@texasrugbyref.com) before booking. Southwest Airlines is the preferred provider of flights.



Booking Standards/Reimbursement

Hotel:

All hotels must be pre-approved by the TRRA Board before booking. All match officials will be expected to share rooms (booked as doubles).

Rental Car:

All Rental Cars must be pre-approved by the TRRA Board before booking. Match Officials renting cars must have current drivers license and automobile insurance.

Mileage:

Match compensation covers the first 100 miles of travel in personal vehicle. Reimbursed rate is \$0.35 per mile for travel over 100 miles.

Meals:

Meals or stipends will be provided for TRRA tournaments and events that do not include match compensation.



Human Resources

W9 Form and Contracts

All match officials must file a W9 form to report miscellaneous income (IRS). This can be found in the Appendix.

Code of Conduct

All Members must sign the TRRA Code of Conduct - Appendix. The Code of Conduct must be signed annually and will be kept on file with the TRRA Secretary.

Registration

Match Officials must be CIPP registered with USA Rugby and a member of the TRRA Inc. Members must renew annual membership before accepting TRRA assignments. Membership runs September-August each year.



Human Resources

Contact Information:

Members are responsible to maintain accurate contact information on Who's the Ref.

Members are responsible to upload a recent headshot to contact information on Who's the Ref.





Disciplinary Reporting

Members must submit online Disciplinary Report form within 48 hours of event completion.

All Yellow Cards must be reported no exceptions. Form can be found on your fixtures page in Who's The Ref.

Red Cards must be submitted immediately following the conclusion of the match.



High-Performance Group (HPG)

Referees who display and/or show potential for Elite level matches may be placed into the High-Performance Group. These referees will be the primary referees given opportunity in the USAR Performance Leagues.

Requirements:

- Involved with community-level Referee Development
 - CMO Level 1 Certified
 - Present at least one (1) monthly Webinar to Members
 - Achieve the target fitness score for their grade level
 - Upload and complete at least two (2) reports in Advantage per season
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Fitness Requirements

All TRRA Match Officials are encouraged to complete fitness testing to be considered for higher-level assignments and/or placement into the TRRA HPG.

Target fitness scores for Match Officials:

C4-C2: 16 Yo-Yo, sub 6:30 Bronco

C1: 17 Yo-Yo, sub 6:00 Bronco

B Panel: 18 Yo-Yo, sub 5:30 Bronco

National Panel: 18.5 Yo-Yo, sub 5:15 Bronco



Dress Code

All TRRA Inc Match Officials must own and wear the official TRRA Rugby Referees BLK kit, which consists of the following: Navy Blue shorts, socks & Yellow Jersey; for all TRRA Inc appointments in order to claim match fees and reimbursements.

Additional BLK Referee Kit, including supplemental jersey colors are available for purchase at:

<https://rugbyathletic.myshopify.com/collections/texas-rugby-referee>

Wearing non-approved kit is grounds to have match fees forfeited.



2020-2021 Board Members

Chairman - Timmy O’Gara

Vice-Chair - Kat Roche

Secretary - Ozzie Bayazitoglu

Assignments Head - Shawn Martin

New Referee Liaison - Kevin Cousins

RDO - Timmy O’Gara

TRRA Administrator - Kat Roche



Appendix and Forms

W9 can be found [HERE](#)

Code of Conduct can be found [HERE](#)

More information surrounding use of Who's the Ref and submitting Match Reports can be found online at www.texasrugbyref.com
