REFEREE EVALUATION TOOL
Officials’ Training & Certification Program (OTCP)

September 2011 Edition
The Officials Training and Certification Program (OTCP) is a collaborative program of Water Polo Canada, the Provincial Water Polo Associations, the Officials Working Group, and the OTCP Working Group.

PARTNERS IN OFFICIALS’ EDUCATION

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Dear Water Polo Official,

Water Polo Canada is pleased to offer you an interactive web site that enables you to learn about the Officials Training and Certification Program (OTCP). Go to www.waterpolo.ca where you can:

- Track your progress through the OTCP;
- Verify your personal profile;
- Learn about all OTCP programs;
- Learn about Long-Term Athlete Development (LTAD) and how it affects your role as an official;
- And so much more!
Acknowledgements

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# Table of Contents

Acknowledgements ........................................................................................................... 3  
Introduction ....................................................................................................................... 5  
Outcomes, Criteria, and Evidence ....................................................................................... 5  
Certification Standard ......................................................................................................... 6  
Assumptions for Certification and Evaluation in the OTCP ............................................... 6  
A New Structure for the OTCP ......................................................................................... 7  
Regional Referee ............................................................................................................... 9  
Provincial Referee ............................................................................................................ 11  
National Referee ............................................................................................................. 13  
Referee Certification Process ............................................................................................ 15  
Rubrics for Referee Evaluation ......................................................................................... 16  
Referee Evaluation Sheet ................................................................................................. 25
Introduction
Evaluation in the Officials' Training and Certification Program (OTCP) is the process used to determine whether referees meet OTCP standards for certification. This process applies to three (3) of the four (4) levels: Regional Referee; Provincial Referee; and National Referee. Evaluation for certification is not required for the Community Sport Referee.

The following tool has been developed to guide referees through the certification process by defining the approach (outcomes, criteria, evidence, and grading process), outlining the assumptions for certification and evaluation and the structure of the OTCP, providing a definition of each level within the OTCP, and finally, a detailed rubric and evaluation sheet which are used by certified Water Polo Canada evaluators during the observations.

Outcomes, Criteria, and Evidence
Evaluation in the OTCP is based on a systematic approach to determining whether referees meet OTCP standards. This approach has three key components: outcomes; criteria; and evidence.

Outcomes: These are the overall tasks referees must be able to perform
There are four (4) overall tasks that capture what referees in the OTCP need to be able to do. These are called OTCP Outcomes and they are:

1. Ethics and Professionalism
2. Rule Interpretation
3. Provide Support to Participants in Competition
4. Game Management

The scope and depth of each outcome will vary based on referee level and the needs of the participants.

Criteria: These are the components of an outcome that will be evaluated
Every outcome is associated with one or more criteria. The interpretation of the criteria in the observation will depend on the referee level. For example, the use of verbal and non-verbal communication for a Regional referee at a 12 and under regional event is much different than for a National level referee at a Senior National Club Championship.

Evidence: This is what the Evaluator must observe and measure to confirm that the candidate meets the OTCP standard for each criterion
All criteria are associated with one or more pieces of evidence. Evidence is what the referee actually does. It is observable and measurable.

Together with the outcomes and criteria, the evidence is used to determine the OTCP minimum standard for evaluation.
Certification Standard

Certification standard refers to the degree to which referees meet a given criterion. An achievement scale is used to determine whether or not a referee meets or exceeds the minimum standards.

3 Exceed expectations
2 Meets expectation (OTCP Standard)
1 Below expectations
0 Unacceptable behaviour

The OTCP Standard changes for each referee level based on the description of what is expected of the referee and what are the needs of the participants based on LTAD principles.

Unacceptable behavior is defined as gross negligence. For example, if a referee were to discuss the necessary point spread with a coach prior to the game or if a referee were to make a call that impacted the result of the game. A score of “0” for any evidence results in an automatic unsuccessful evaluation.

For each level the passing grade is “68” – which is an assumption that the minimum standard is being met.

The National referee must receive a score of “18” for the outcome Rule Interpretation in order to receive a successful evaluation.

Assumptions for Certification and Evaluation in the OTCP

For the purposes of certification within the OTCP, referee evaluation is based on the following assumptions:

- Certification should identify and confirm that the referee is capable of doing certain things deemed important within the level as identified by the description of “who” the referee is.
- Certification should promote favorable referee behaviors that have a positive impact on athlete/participant development.
- Certification is not about recognizing “the perfect referee”, but rather developing consistency of rule interpretations and a flow to the game.
- Certification is about acknowledging that a referee has demonstrated evidence of competence in the minimum standards identified within the OTCP.
- A common evaluation framework across the country is important in order to gain consistency among Canadian referees, and ensure that athletes/participants are developing according to LTAD principles.
- It is possible to recognize and respect individual referee styles; however, conformity to the application of specified LTAD adapted age appropriate rules is important.
Adequate training or relevant experiences should occur before evaluation.

OTCP training activities should prepare referees adequately to meet the standards in place for certification.

Evidence demonstrated during the evaluation may not reflect all of the elements or objectives identified during training activities.

**A New Structure for the OTCP**

WPC is in the process of changing the OTCP to a new structure that is based on the principles of Long-Term Athlete Development (LTAD): *athlete centered, coach driven, and administration, sport science, and sponsor supported.* The new OTCP is being designed based on new adult learning theories, namely, activity based learning and learning by doing.

There are four (4) referee levels in the OTCP: Community Sport Referee; Regional Referee; Provincial Referee; and National Referee. Referees are required to attend a workshop, which includes both classroom and practical training in order to receive the status of “trained”. Referees must be evaluated in an official competition setting, in addition to, completing a specified number of practical hours and an online exam in order to earn the status of “certified” at any given level.

In a competency-based setting, referees are able to challenge their training by requesting evaluations and demonstrating the minimum criteria for each level. The challenge process is mainly reserved for referees making the transition from a National Team playing career, coaches who have many years of experience, and referees coming from another country. The challenge process is only for the Regional and Provincial levels.

Certification at any level will be active for a period of two (2) years. In order to maintain the status of “certified” a referee must complete a specified number of practical hours.

The Community Sport context does not require certification or maintenance of certification.

The diagram below outlines the core competencies, learning outcomes, and contexts of the new OTCP.
WATER POLO CANADA
OFFICIALS TRAINING AND CERTIFICATION PROGRAM (OTCP)

**Mission:** To identify, recruit, train, and promote the development of consistent competent Canadian water polo officials.

**Vision:** To maintain a leadership role in the education, development, and performance of world class Canadian water polo officials.

### ACTIVE FOR LIFE
- **Community Sport Referee**
- **Regional Referee**
- **Provincial Referee**
- **National Referee**

### FUNDAMENTALS
- **Professional Development:** active officiating and assessments
- **Certification:** practical and written evaluations
- **Training:** classroom and practical – includes minor official training

### COMPETITIVE FOUNDATIONS
- **Professional Development:** active officiating and assessments
- **Certification:** practical and written evaluations
- **Training:** classroom and practical – includes minor official training

### TRAINING TO PERFORM
- **Professional Development:** active officiating and assessments
- **Certification:** practical and written evaluations
- **Training:** classroom and practical

### TRAINING TO COMPETE
- **Professional Development:** active officiating and assessments
- **Certification:** practical and written evaluations
- **Training:** classroom and practical

### Referees can be "in training", "trained", or "certified" in any of the OTCP levels. Referees may challenge their certification at the Regional and Provincial levels by demonstrating their competency by achieving the desired outcomes through evaluation.

The OTCP certifies officials who have demonstrated their ability to apply critically important competencies in referee situations relevant to the athletes they officiate.

This means that referees must not only know about officiating but be able to demonstrate their ability to apply this knowledge in the game situations. Certification is valid for no longer than 2 years and professional development is required to maintain certification.

**THE CORE COMPETENCIES ARE TAUGHT THROUGH THE FOLLOWING 4 OUTCOMES**
- Judgement
- Impartiality
- Critical Thinking
- Confidence

**THERE ARE 4 OTCP CORE COMPETENCIES**
Regional Referee

The Regional referee is an entry-level referee program targeting teenagers and adults with little experience with the rules of water polo. This referee has typically been playing water polo at the club level for a couple of years, or is a parent of an athlete who has been involved in the sport. There are no pre-requisites to this program. The Regional referee typically officiates 12 and under, 14 and under, and 16 and under local events – Technical Foundations and early stages of Competitive Foundations.

The Regional referee is expected to be able to apply the LTAD adapted rules in a safe and fun environment. The Regional referee is also a coach and must provide support to the athletes and coaches by communicating effectively the basic rules of the game. The Regional referee must ensure that rules are being enforced so that the safety of the participants are upheld, and the game environment enables the children and young teenagers to demonstrate their individual skills in a competitive environment – skill development and fun is the priority not winning or losing. The Regional referee must encourage offensive advantage and fair play through the application of the adapted rules – scoring goals is fun!

The Regional Referee course involves five and half (5.5) hours of classroom training and four and half (4.5) hours of practical training. Once a referee completes their training they can begin the process of becoming “certified” by completing the following steps:

1. Online written examination.
2. Twenty (20) hours of practical experience (i.e. scrimmages and games.)*
3. Three (3) observations at 12 and under or older events.*

*Practical experience and observations may occur at the same time. A Referee does not have to complete all twenty (20) hours before requesting an evaluation.
WATER POLO CANADA
REGIONAL REFEREE PATHWAY

5.5 hours of classroom training
1. Ethics and Professionalism
2. Rule Interpretation
3. Game Management
4. Provide Support to Participants in Competition
Includes training as a minor official

4.5 hours of practical training
1. Ethics and Professionalism
2. Rule Interpretation
3. Game Management
4. Provide Support to Participants in Competition
Includes 1 game as a referee and 1 game as a minor official

= TRAINEED AS A REGIONAL REFEREE

Point of entry through PSO

Completion of online exam at www.waterpolo.ca

20 hours of refereeing
Scrimmages; joint trainings; games

3 evaluations
Regional invitational events
12U and older mixed or gender specific

= CERTIFIED AS A REGIONAL REFEREE

Online Regional exam must be completed prior to practical evaluations. Certification as a Regional Referee will last for a period of 2 years. To maintain and renew certification a referee must be active. A Regional Referee must complete 20 hours of officiating to be considered active.
**Provincial Referee**

The Provincial referee is the second level referee program targeting athletes, coaches, and referees who have experience at the club level. This referee has typically played water polo at the club level for a number of years and/or has experience as a referee. The pre-requisite for this program is the Regional Referee certification. Participants may challenge their certification if they have experience as a player at the National Team level or coach at the National club level. The Provincial referee typically officiates Provincial events and attends the 16 and under and 18 and under National Club Championships – *Competitive Foundations* and *Training to Compete*.

The Provincial referee is expected to be able to apply the LTAD adapted rules in a safe, competitive, and fun environment. The Provincial referee is also a coach when officiating local events for younger athletes, and must provide support to the athletes and coaches by communicating effectively the basic rules of the game. The Provincial referee must begin to learn how to control the game both inside and outside of the field of play. The Provincial referee must ensure that rules are being enforced so that the safety of the participants are upheld, and the game environment enables the athletes to demonstrate their individual skills in a competitive environment – skill development is the priority not winning or losing. The Provincial referee must encourage offensive advantage through the application of the adapted rules – structured flow and scoring chances are fun!

The Provincial Referee course involves five and half (5.5) hours of classroom training and five and half (5.5) hours of practical training. Once a referee completes their training they can begin the process of becoming "certified" by completing the following steps:

1. Online written examination.
2. Thirty (30) hours of practical experience (i.e. scrimmages and games).*
3. Six (6) observations at 16 and under gender specific or older events. At least fifty percent (50%) of the observations must be difficult.*

*Practical experience and observations may occur at the same time. A Referee does not have to complete all thirty (30) hours before requesting an evaluation.
WATER POLO CANADA
PROVINCIAL REFEREE PATHWAY

Point of entry through PSO

5.5 hours of classroom training
1. Ethics and Professionalism
2. Rule Interpretation
3. Game Management
4. Provide Support to Participants in Competition

+ 5.5 hours of practical training
1. Ethics and Professionalism
2. Rule Interpretation
3. Game Management
4. Provide Support to Participants in Competition
Includes 3 games as a referee and 2 games as a peer assessor

= TRAINED AS A PROVINCIAL REFEREE

Point of entry through PSO

Completion of online exam at www.waterpolo.ca

+ 30 hours of refereeing
Scrimmages; joint trainings; games

+ 6 evaluations
Invitational/open events; Provincial Championships/Playdowns; National Events
16U and older gender specific

= CERTIFIED AS A PROVINCIAL REFEREE

Online Provincial exam must be completed prior to practical evaluations. At least 50% of evaluated games must be deemed as “Difficult” by the evaluator. Certification as a Provincial Referee will last for a period of 2 years. To maintain and renew certification a referee must be active. A Provincial Referee must complete 30 hours of officiating to be considered active.
National Referee

The National referee is the highest domestic level referee program targeting officials with extensive knowledge of the game and experience as a referee. This referee has typically played water polo for a number of years and has attended National Club Championships. The pre-requisite for this program is the Provincial Referee certification. The Provincial referee typically officiates the National Club Championships and older age group Provincial events – Training to Compete and Training to Perform.

The National referee is expected to be able to apply the FINA rules in a safe and structured environment. The National referee plays an important role in the game as competition becomes the focal point of the development of the athletes at these events. The National referee must be able to communicate effectively both verbally and non-verbally, and must be in complete control of the game – team bench, minor official bench, spectators, etc. The National referee must ensure that rules are being enforced so that the safety of the participants is upheld, and the game environment has a flow – allowing the play and athletes to dictate the outcome of the game. The National referee must have an in depth understanding of the advantage rule.

The National Referee course involves six and half (6.5) hours of classroom training and six and half (6.5) hours of practical training. Once a referee completes their training they can begin the process of becoming "certified" by completing the following steps:

1. Online written examination.
2. Forty (40) hours of practical experience (i.e. scrimmages and games).*
3. Six (6) observations at 18 and under and older events – four (4) of the six (6) evaluations must be completed at WPC events. At least fifty percent (50%) of the observations must be difficult.*

*Practical experience and observations may occur at the same time. A Referee does not have to complete all forty (40) hours before requesting an evaluation.
Online National exam must be completed prior to practical evaluations. At least 50% of evaluated games must be deemed as “Difficult” by the evaluator. Certification as a National Referee will last for a period of 2 years. To maintain and renew certification a referee must be active. A National Referee must complete 40 hours of officiating to be considered active.
Referee Certification Process
To be certified at the Regional, Provincial, or National levels, a water polo referee must be evaluated in the following four (4) outcomes:

1. Ethics and Professionalism
2. Rule Interpretation
3. Provide Support to Participants in Competition
4. Game Management

The outcomes aim to develop the core competencies of judgment, impartiality, critical thinking, and confidence in all water polo referees.

The tables below list all outcomes, criteria, and water polo requirements:

<table>
<thead>
<tr>
<th>OTCP Outcomes</th>
<th>Criteria</th>
<th>Water Polo Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ethics and Professionalism</td>
<td>Official’s attire</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td></td>
<td>Posture and demeanor</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td></td>
<td>Neutrality and objectivity</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td>Rule Interpretation</td>
<td>Fouls</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td></td>
<td>Throws</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td></td>
<td>Method of scoring</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td></td>
<td>Starting and re-starting of play</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td></td>
<td>Disqualification, misconduct, and brutality</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td>Provide Support to Participants in Competition</td>
<td>Application of FINA rules based on LTAD</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td></td>
<td>Communication with participants</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td></td>
<td>Communication with officials</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td></td>
<td>Positioning on deck</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td>Game Management</td>
<td>Bench control</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td></td>
<td>Safety</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td></td>
<td>Pre-game responsibilities</td>
<td>Trained and Evaluated</td>
</tr>
<tr>
<td></td>
<td>Post-game responsibilities</td>
<td>Trained and Evaluated</td>
</tr>
</tbody>
</table>
## Rubrics for Referee Evaluation

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Evidence</th>
<th>Needs Improvement (1 point)</th>
<th>Meets Expectations (2 points)</th>
<th>Exceeds Expectations (3 points)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ethics and Professionalism - Official's attire</td>
<td>Referee dresses in an appropriate and professional manner according to FINA and WPC standards</td>
<td>❑ Referee is not dressed appropriately (i.e. shorts, jeans, non-white clothing, dirty running shoes, a non-Fox 40 whistle, no yellow and red cards, etc)</td>
<td>❑ Referee is dressed in white golf shirt, white pants, white shoes, Fox 40 whistle hanging from neck, and yellow and red cards in back pocket</td>
<td>❑ Referee is dressed in white golf shirt with PSO, WPC, or league logo, white dress pants, white belt, white shoes, Fox 40 whistle hanging from neck, and yellow and red cards in back pocket</td>
</tr>
<tr>
<td></td>
<td></td>
<td>❑ Golf shirt is tucked into pants with white belt</td>
<td>❑ Golf shirt is tucked into pants with white belt</td>
<td>❑ Hair is coiffed and facial hair shaven</td>
</tr>
<tr>
<td>Ethics and Professionalism - Posture and demeanour</td>
<td>Referee conveys confidence and professionalism through posture and demeanour</td>
<td>❑ Referee walks up and down pool slowly and dragging feet</td>
<td>❑ Referee usually conveys confidence through posture while walking up and down pool</td>
<td>❑ Referee always conveys confidence through posture while walking up and down pool</td>
</tr>
<tr>
<td></td>
<td></td>
<td>❑ Referee crosses arms and sits on the minor officials bench</td>
<td>❑ Referee usually demonstrates sharp movements, back straight, and professional posture</td>
<td>❑ Referee always demonstrates sharp movements, back straight, and professional posture</td>
</tr>
<tr>
<td></td>
<td></td>
<td>❑ Referee’s posture is lazy and unprofessional</td>
<td>❑ Referee always portrays an image of being neutral and unbiased towards teams, athletes, coaches, and other participants</td>
<td>❑ Referee always portrays an image of being neutral and unbiased towards teams, athletes, coaches, and other participants</td>
</tr>
<tr>
<td>Ethics and Professionalism - Neutrality and objectivity</td>
<td>Referee portrays an image of being neutral and unbiased towards teams, athletes, coaches, and other participants</td>
<td>❑ Referee rarely portrays an image of being neutral and unbiased towards teams, athletes, coaches, and other participants</td>
<td>❑ Referee usually speaks in a friendly non-business manner with specific teams and participants before and after games, and throughout the event</td>
<td>❑ Referee rarely speaks in a friendly non-business manner with specific teams and participants before and after games, and throughout the event</td>
</tr>
</tbody>
</table>
Referee is unaffected by game participants behaviour, and makes consistent calls throughout the game

- Referee is rarely unaffected by game participants behaviour, and sometimes influenced by participants
- Referee does not call any "make up calls", and usually makes consistent calls throughout the game

Referee understands rule WP 20 in the 2009-2013 FINA Rule Book (ordinary fouls)

- Referee rarely understands rule WP 20 in the 2009-13 FINA Rule Book
- Referee usually understands rule WP 20 in the 2009-13 FINA Rule Book

Referee understands rule WP 21 in the 2009-2013 FINA Rule Book (exclusion fouls)

- Referee rarely understands rule WP 21 in the 2009-13 FINA Rule Book
- Referee usually understands rule WP 21 in the 2009-13 FINA Rule Book

Referee understands rule WP 22 in the 2009-2013 FINA Rule Book (penalty fouls)

- Referee rarely understands rule WP 22 in the 2009-13 FINA Rule Book
- Referee usually understands rule WP 22 in the 2009-13 FINA Rule Book

Referee understands the difference between a major foul and a penalty foul

- Referee rarely understands the difference between a major foul and a penalty foul
- Referee usually understands the difference between a major foul and a penalty foul

Referee understands the importance of “advantage” and blows whistle at the appropriate moments, or conversely, does not blow the whistle to allow an advantage

- Referee rarely understands the importance of “advantage” and blows whistle at inappropriate moments
- Referee usually understands when is the right time to blow the whistle for minor fouls, major fouls, and penalty fouls

Rule Interpretation – Fouls

<p>| Referee Evaluation Tool | September 2011 edition | © Water Polo Canada | Page 17 |
| Rule Interpretation – Throws | Referee understands when to award the appropriate free throw as per WP 16-19 in the 2009-2013 FINA Rule Book | Referee rarely understands when to award the appropriate free throw as per WP 16-19 in the 2009-2013 FINA Rule Book | Referee usually understands when to award the appropriate free throw as per WP 16-19 in the 2009-2013 FINA Rule Book | Referee always understands when to award the appropriate free throw as per WP 16-19 in the 2009-2013 FINA Rule Book |
| Referee understands how to use, and communicate with, a goal judge where necessary | Referee rarely understands how to use, and communicate with, a goal judge where necessary | Referee usually understands how to use, and communicate with, a goal judge where necessary | Referee always understands how to use, and communicate with, a goal judge where necessary |
| Rule Interpretation – Start and Re-starting of Play | Referee understands the proper procedure of how to start and re-start the play for all situations (WP 12, 13, 15, 25 FINA 2009-2013) | Referee rarely understands the proper procedure of how to start and re-start the play for all situations (WP 12, 13, 15, 25 FINA 2009-2013) | Referee usually understands the proper procedure of how to start and re-start the play for all situations (WP 12, 13, 15, 25 FINA 2009-2013) | Referee always understands the proper procedure of how to start and re-start the play for all situations (WP 12, 13, 15, 25 FINA 2009-2013) |
| Rule Interpretation – Disqualification, misconduct, and brutality | Referee understands the penalty for a brutality, disqualification, and misconduct during the play and during interval breaks | Referee rarely understands the penalty for a brutality, disqualification, and misconduct during the play and during interval breaks | Referee usually understands the penalty for a brutality, disqualification, and misconduct during the play and during interval breaks | Referee always understands the penalty for a brutality, disqualification, and misconduct during the play and during interval breaks |
| | Referee understands the difference between awarding a major foul, offensive foul, disqualification, and brutality for violent acts | Referee usually understands the difference between awarding a major foul, offensive foul, disqualification, and brutality for violent acts | Referee always understands the difference between awarding a major foul, offensive foul, disqualification, and brutality for violent acts | Referee always understands the difference between awarding a major foul, offensive foul, disqualification, and brutality for violent acts |</p>
<table>
<thead>
<tr>
<th>Provide Support to Participants in Competition – Communication with participants</th>
<th>Referee understands the principles of the WPC LTAD model and applies the FINA rules accordingly</th>
<th>Referee usually understands the principles of the WPC LTAD model and applies the FINA rules accordingly</th>
<th>Referee always understands the principles of the WPC LTAD model and applies the FINA rules accordingly</th>
</tr>
</thead>
<tbody>
<tr>
<td>Referee blows whistle correctly for minor fouls, major fouls, offensive fouls, penalty fouls, goals, the start and re-start of play, and timeouts</td>
<td>Referee rarely blows whistle correctly for minor fouls, major fouls, offensive fouls, penalty fouls, goals, the start and re-start of play, and timeouts</td>
<td>Referee usually blows whistle correctly for minor fouls, major fouls, offensive fouls, penalty fouls, goals, the start and re-start of play, and timeouts</td>
<td>Referee always blows whistle correctly for minor fouls, major fouls, offensive fouls, penalty fouls, goals, the start and re-start of play, and timeouts</td>
</tr>
<tr>
<td>Referee speaks with coach, or team captain (age appropriate), to explain any misunderstandings that cannot be explained through hand signals</td>
<td>Referee rarely speaks with coach, or team captain (age appropriate), to explain any misunderstandings that cannot be explained through hand signals</td>
<td>Referee usually speaks with coach, or team captain (age appropriate), to explain any misunderstandings that cannot be explained through hand signals</td>
<td>Referee always speaks with coach, or team captain (age appropriate), to explain any misunderstandings that cannot be explained through hand signals</td>
</tr>
<tr>
<td>Referee makes uses of verbal and non-verbal communication</td>
<td>Referee rarely makes uses of verbal and non-verbal communication that is appropriate for the LTAD pathway and stream of competition of participants</td>
<td>Referee usually makes uses of verbal and non-verbal communication that is appropriate for the LTAD pathway and stream of competition of participants</td>
<td>Referee always makes uses of verbal and non-verbal communication that is appropriate for the LTAD pathway and stream of competition of participants</td>
</tr>
<tr>
<td>----------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>□ Referee rarely uses correct hand signals for indicating hat numbers after goals, major fouls, disqualifications, misconducts, and brutalities</td>
<td>□ Referee rarely uses correct hand and arm signals to indicate minor fouls, offensive fouls, major fouls, disqualifications, misconducts, brutalities, goals, timeouts, start and re-start of play, neutral throws, corner throws, and goal throws</td>
<td>□ Referee usually uses correct hand and arm signals to indicate minor fouls, offensive fouls, major fouls, disqualifications, misconducts, brutalities, goals, timeouts, start and re-start of play, neutral throws, corner throws, and goal throws</td>
<td>□ Referee always uses correct hand and arm signals to indicate minor fouls, offensive fouls, major fouls, disqualifications, misconducts, brutalities, goals, timeouts, start and re-start of play, neutral throws, corner throws, and goal throws</td>
</tr>
<tr>
<td>□ Referee rarely uses correct hand and arm signals to indicate minor fouls, offensive fouls, major fouls, disqualifications, misconducts, brutalities, goals, timeouts, start and re-start of play, neutral throws, corner throws, and goal throws</td>
<td>□ Referee usually uses correct hand and arm signals to indicate minor fouls, offensive fouls, major fouls, disqualifications, misconducts, brutalities, goals, timeouts, start and re-start of play, neutral throws, corner throws, and goal throws</td>
<td>□ Referee always uses correct hand and arm signals to indicate minor fouls, offensive fouls, major fouls, disqualifications, misconducts, brutalities, goals, timeouts, start and re-start of play, neutral throws, corner throws, and goal throws</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Referee communicates effectively with other referee and minor officials during interval breaks</th>
<th>Referee rarely communicates effectively with other referee and minor officials during interval breaks</th>
<th>Referee usually communicates effectively with other referee and minor officials during interval breaks</th>
<th>Referee always communicates effectively with other referee and minor officials during interval breaks</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Referee rarely stops the game, and asks for the ball, to clarify technical errors with minor officials</td>
<td>□ Referee usually stops the game, and asks for the ball, to clarify technical errors with minor officials</td>
<td>□ Referee always stops the game, and asks for the ball, to clarify technical errors with minor officials</td>
<td>□ Referee always stops the game, and asks for the ball, to clarify technical errors with minor officials</td>
</tr>
<tr>
<td>□ Referee rarely stops the game, and asks for the ball, when both referees whistle opposite calls (i.e. offensive foul and major foul)</td>
<td>□ Referee usually stops the game, and asks for the ball, when both referees whistle opposite calls (i.e. offensive foul and major foul)</td>
<td>□ Referee always stops the game, and asks for the ball, when both referees whistle opposite calls (i.e. offensive foul and major foul)</td>
<td>□ Referee always stops the game, and asks for the ball, when both referees whistle opposite calls (i.e. offensive foul and major foul)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Referee asks for the ball at the appropriate moments throughout the game</th>
<th>Referee rarely asks for the ball at the appropriate moments throughout the game</th>
<th>Referee usually asks for the ball at the appropriate moments throughout the game</th>
<th>Referee always asks for the ball at the appropriate moments throughout the game</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Referee rarely asks for the ball at the appropriate moments throughout the game</td>
<td>□ Referee usually asks for the ball at the appropriate moments throughout the game</td>
<td>□ Referee always asks for the ball at the appropriate moments throughout the game</td>
<td>□ Referee always asks for the ball at the appropriate moments throughout the game</td>
</tr>
<tr>
<td>Provide Support to Participants in Competition – Positioning on deck</td>
<td>Referee follows game by positioning him/herself from efficient vantage points in various situations throughout the game</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Attacking referee rarely moves between the 2m line and 5m line when watching the centre</td>
<td>Attacking referee usually moves between the 2m line and 5m line when watching the centre</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Defensive referee rarely trails the last defender on the counter attack by no more than 1 meter</td>
<td>Defensive referee usually trails the last defender on the counter attack by no more than 1 meter</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Attacking referee rarely walks backwards and is behind of the play while on counter attack</td>
<td>Attacking referee usually moves backwards and is ahead of the play while on counter attack</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Referee rarely angles body towards pool correctly in various situations throughout the game</td>
<td>Referee usually angles body towards pool correctly in various situations throughout the game</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Referee always focuses on the ball losing sight of their zone</td>
<td>Referee usually focuses on the ball losing sight of their zone</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Referee rarely notices technical errors at the minor officials’ bench</td>
<td>Referee usually notices technical errors at the minor officials’ bench</td>
<td>Yes</td>
<td>Yes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Game Management – Bench control</th>
<th>Referee demonstrates that he/she is in complete control of the game</th>
<th>Yes</th>
<th>Yes</th>
<th>Yes</th>
<th>Yes</th>
<th>Yes</th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Referee allows the level of physical play to escalate to a point where safety becomes a concern</td>
<td>Referee somewhat allows the level of physical play to escalate</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Referee always allows athletes or coaches to use abusive language towards other participants</td>
<td>Referee usually allows athletes or coaches to use abusive language towards other participants</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Referee does not uphold the integrity of the game</td>
<td>Referee somewhat does not uphold the integrity of the game</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Referee identifies roles of team staff prior to game</td>
<td>Referee rarely identifies roles of team staff prior to game</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Referee usually identifies roles of team staff prior to game</td>
<td>Referee always identifies roles of team staff prior to game</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Game Management – Safety</td>
<td>Referee makes appropriate use of warnings, yellow, and red cards to control team bench</td>
<td>Referee rarely looks at team benches to maintain bench control standards</td>
<td>Referee usually looks at team benches to maintain bench control standards</td>
<td>Referee always looks at team benches to maintain bench control standards</td>
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<td></td>
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<tr>
<td></td>
<td>Referee never looks at the team bench to maintain bench control standards</td>
<td>Referee usually looks at the team bench to maintain bench control standards</td>
<td>Referee always looks at the team bench to maintain bench control standards</td>
<td></td>
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<tr>
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<td>Referee rarely makes appropriate use of warnings, yellow, and red cards to control team bench</td>
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<td>Referee always makes appropriate use of warnings, yellow, and red cards to control team bench</td>
<td></td>
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<tr>
<td></td>
<td>Referee randomly looks at the team bench to maintain bench control standards</td>
<td>Referee usually looks at the team bench to maintain bench control standards</td>
<td>Referee always looks at the team bench to maintain bench control standards</td>
<td></td>
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</tr>
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<td>Referee never makes appropriate use of warnings, yellow, and red cards to control team bench</td>
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<tr>
<td></td>
<td>Referee randomly looks at the team bench to maintain bench control standards</td>
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<td></td>
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<td></td>
</tr>
</tbody>
</table>

**Safety**

<table>
<thead>
<tr>
<th>Referee ensures athletes are not wearing any materials that are unsafe (including finger and toe nails)</th>
<th>Referee does not ensure athletes are not wearing any materials that are unsafe (including finger and toe nails)</th>
<th>Referee somewhat ensures athletes are not wearing any materials that are unsafe (including finger and toe nails)</th>
<th>Referee diligently ensures athletes are not wearing any materials that are unsafe (including finger and toe nails)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Referee applies WP 25 from the FINA 2009-2013 Rule Book to ensure the safety of athletes</td>
<td>Referee rarely applies WP 25 from the FINA 2009-2013 Rule Book to ensure the safety of athletes</td>
<td>Referee usually applies WP 25 from the FINA 2009-2013 Rule Book to ensure the safety of athletes</td>
<td>Referee always applies WP 25 from the FINA 2009-2013 Rule Book to ensure the safety of athletes</td>
</tr>
<tr>
<td>Referee verifies field of play, and other equipment, prior to game ensuring the FINA/event regulations are met, and the environment is safe</td>
<td>Referee does not verify field of play, and other equipment, prior to game ensuring the FINA/event regulations are met, and the environment is safe</td>
<td>Referee verifies most of the field of play, and most equipment, prior to game ensuring the FINA/event regulations are met, and the environment is safe</td>
<td>Referee verifies the entire field of play, and all equipment, prior to game ensuring the FINA/event regulations are met, and the environment is safe</td>
</tr>
</tbody>
</table>
### Game Management – Pre-game Responsibilities

<table>
<thead>
<tr>
<th>Referee is punctual and ready to officiate the game</th>
<th>Referee arrives just prior, or as game is about to begin</th>
<th>Referee arrives 10 minutes prior to scheduled game time</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Referee arrives on deck with proper referee attire</td>
<td>□ Referee arrives on deck without proper referee attire</td>
<td>□ Referee arrives on deck with proper referee attire</td>
</tr>
<tr>
<td>Referee meets with officials (minor and other referee) prior to game to ensure everyone is prepared and understands their roles and responsibilities, which includes proper attire</td>
<td>Referee does not meet with officials (minor and other referee) prior to game to ensure everyone is prepared and understands their roles and responsibilities, which includes proper attire</td>
<td>Referee meets some officials (minor and other referee) prior to game to ensure everyone is prepared and understands their roles and responsibilities, which includes proper attire</td>
</tr>
<tr>
<td>□ Referee meets with all officials (minor and other referee) prior to game to ensure everyone is prepared and understands their roles and responsibilities, which includes proper attire</td>
<td>□ Referee does not verify scoresheet to ensure the number of athletes on the scoresheet match the athletes on the benches, and other information is inputted correctly</td>
<td>□ Referee somewhat verifies scoresheet to ensure the number of athletes on the scoresheet match the athletes on the benches, and other information is inputted correctly</td>
</tr>
<tr>
<td>□ Referee diligently verifies scoresheet to ensure the number of athletes on the scoresheet match the athletes on the benches, and other information is inputted correctly</td>
<td>□ Referee does not verify scoresheet to ensure the number of athletes on the scoresheet match the athletes on the benches, and other information is inputted correctly</td>
<td>□ Referee diligently verifies scoresheet to ensure the number of athletes on the scoresheet match the athletes on the benches, and other information is inputted correctly</td>
</tr>
</tbody>
</table>

<p>| Referee ensures participants are wearing proper attire and equipment, which includes the proper coloured water polo hats, bathing caps, bathing suits, and team uniforms | Referee does not ensure participants are wearing proper attire and equipment, which includes the proper coloured water polo hats, bathing caps, bathing suits, and team uniforms | Referee somewhat ensures participants are wearing proper attire and equipment, which includes the proper coloured water polo hats, bathing caps, bathing suits, and team uniforms |
| □ Referee does not ensure participants are wearing proper attire and equipment, which includes the proper coloured water polo hats, bathing caps, bathing suits, and team uniforms | □ Referee somewhat ensures participants are wearing proper attire and equipment, which includes the proper coloured water polo hats, bathing caps, bathing suits, and team uniforms | □ Referee diligently ensures participants are wearing proper attire and equipment, which includes the proper coloured water polo hats, bathing caps, bathing suits, and team uniforms |</p>
<table>
<thead>
<tr>
<th>Game Management – Post-game responsibilities</th>
<th>Referee observes team handshake after the conclusion of the game</th>
<th>Referee does not observes team handshake after the conclusion of the game</th>
<th>Referee observes team handshake, from a distance, after the conclusion of the game</th>
<th>Referee observes team handshake from a close enough distance to notice any foul play</th>
</tr>
</thead>
<tbody>
<tr>
<td>Referee verifies scoresheet to ensure all goals and major fouls are accounted for, and all information is written correctly according to the WPC Minor Officials’ Guide</td>
<td>Referee does not verify scoresheet to ensure all goals and major fouls are accounted for, and all information is written correctly according to the WPC Minor Officials’ Guide</td>
<td>Referee verifies scoresheet to ensure all goals and major fouls are accounted for</td>
<td>Referee verifies scoresheet to ensure all goals and major fouls are accounted for, and all information is written correctly according to the WPC Minor Officials’ Guide</td>
<td></td>
</tr>
<tr>
<td>Referee meets with other officials to debrief the game</td>
<td>Referee does not meet with any of the officials to discuss the performance of officials</td>
<td>Referee debriefs the game with other referee and the delegate/evaluator/RIC</td>
<td>Referee debriefs the game with other referee and the delegate/evaluator/RIC</td>
<td></td>
</tr>
<tr>
<td>Referee adheres to the 30 minute “cooling off” period, and avoids discussions with any participants besides event officials</td>
<td>Referee immediately speaks with coaches, athletes, spectators, etc at the conclusion of the game</td>
<td>Referee adheres to the 30 minute “cooling off” period, and avoids discussions with any participants besides event officials</td>
<td>Referee does not approach game participants, and when being approached after the game makes a proper judgement if it is the appropriate moment to discuss the game</td>
<td></td>
</tr>
</tbody>
</table>
## Referee Evaluation Sheet

<table>
<thead>
<tr>
<th>Referee Evaluation Tool</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 2011 edition</td>
</tr>
</tbody>
</table>

### Referee Evaluation Sheet

<table>
<thead>
<tr>
<th>Referee Info</th>
<th>Surname:</th>
<th>Given name:</th>
<th>Referee Level:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event:</td>
<td>Game Type:</td>
<td>Date (dd/mm/yy):</td>
<td>Age group:</td>
</tr>
</tbody>
</table>

### Outcomes | Criteria | Mark | Evidence of Achievement | Comments |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>0 = Unacceptable Behaviour</td>
<td>1 = Needs Improvement</td>
<td>2 = Meets Expectations</td>
<td>3 = Exceeds Expectations</td>
<td></td>
</tr>
</tbody>
</table>

#### Ethic & Professionalism

- **Official’s attire**
  - Referee dresses in an appropriate and professional manner according to FINA and WPC standards

- **Posture and demeanour**
  - Referee conveys confidence and professionalism through posture and demeanour

- **Neutrality & objectivity**
  - Referee portrays an image of being neutral and unbiased towards teams, athletes, coaches, and other participants
  - Referee is unaffected by game participants’ behaviour, and makes consistent calls throughout the game

#### Rule Interpretation

- **Fouls**
  - Referee understands rule WP 20 in the 2009-2013 FINA Rule Book
  - Referee understands rule WP 21 in the 2009-2013 FINA Rule Book
  - Referee understands rule WP 22 in the 2009-2013 FINA Rule Book

- **Throws**
  - Referee understands when to award the appropriate free throw as per WP 16-19 in the 2009-2013 FINA Rule Book

- **Method of scoring**
  - Referee understands rule WP 14 in the 2009-2013 FINA Rule Book

- **Start & re-starting of play**
  - Referee understands the proper procedure of how to start and re-start the play for all situations (WP 12, 13, 15, 25 FINA 2009-2013)

- **Misconduct, Disqualification, and brutality**
  - Referee understands the penalty for a brutality, disqualification, and misconduct during the play and during interval breaks

#### Application of FINA rules based on LTAD

- Referee understands the principles of the WPC LTAD model and applies the FINA rules accordingly

#### Provide Support to Participants in Competition

- **Communication with participants**
  - Referee blows whistle correctly for minor fouls, major fouls, offensive fouls, penalty fouls, goals, the start and re-start of play, and timeouts
  - Referee speaks with coach, or team captain, to explain any misunderstandings that cannot be explained through hand signals
  - Referee makes uses of verbal and non-verbal communication

- **Communication with officials**
  - Referee communicates effectively with the other referee and minor officials during interval breaks

- **Positioning on deck**
  - Referee follows game by positioning him/herself from efficient vantage points in various situations throughout the game

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Bench control
Referee demonstrates that he/she is in complete control of the game
Referee identifies roles of team staff prior to game
Referee makes appropriate use of warnings, yellow, and red cards to control team bench

Safety
Referee ensures athletes are not wearing any materials that are unsafe
Referee applies WP 25 from the FINA Rule Book to ensure the safety of athletes
Referee verifies field of play, and other equipment, prior to game ensuring the FINA/event regulations are met, and the environment is safe

Pre-game responsibilities
Referee is punctual and ready to officiate the game
Referee meets with officials prior to game to ensure everyone is prepared and understands their roles and responsibilities, which includes proper attire
Referee verifies scoresheet to ensure number of athletes on the scoresheet match the athletes on the benches, and other information is inputted correctly
Referee ensures participants are wearing proper attire and equipment, which includes the proper coloured water polo hats, bathing caps, bathing suits, and team uniforms

Post-game responsibilities
Referee observes team hand shake after the conclusion of the game
Referee verifies scoresheet to ensure all goals and major fouls are accounted for, and all information is written correctly according to the WPC Minor Officials’ Guide
Referee meets with other officials to debrief the game
Referee adheres to the 30 minute “cooling off” period, and avoids discussions with any participants besides event officials

A 0 in any evaluated evidence will result in a final grade of “Fail”. A total of 68 will result in a final grade of “Pass”. The National Referee must earn at least 18 points in Rule Interpretation to pass.

<table>
<thead>
<tr>
<th>Ethics &amp; Professionalism</th>
<th>Rule Interpretation</th>
<th>Provide Support</th>
<th>Game Management</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recommendations</td>
<td>Evaluator’s Signature:</td>
<td>Date (dd/mm/yy):</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Age group: 12U; 14U; 16U; 18U; 22U; University; Senior
Event: Invitational; Open; MLWP; CSL; NCC
Level: Active for Life; Competitive; Excellence
Game Type: Round robin; league; placement; quarter final; semi-final; bronze medal; gold medal

Easy game (E)
Some of the following points are noted:
- A large difference in the score
- A game without rough play
- Few major fouls
- A team that does not swim well

Medium game (M)
Some of the following points are noted:
- Physical contact
- Quick counter-attacks
- Fouls that are difficult to call in the centre, players that grab or hold underwater

Difficult game (D)
Some of the following points are noted:
- Quick and intensive plays
- A lot of major fouls
- Physical contact including roughness
- Misconduct towards an official
- Problems with the bench

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