



**alberta lacrosse referees association**

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# REFeree'S HANDBOOK

# **REFERENCE BOOK**

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## **HISTORY OF THE ALRA**

The Alberta Lacrosse Referees Association (ALRA) was formed in 1991. Prior to this date the local Associations were in charge of training and assigning referees. John Durand, Maurice Getz, Lee Carlyle, Warren Renden, Al Shaw, Mark Asbell and Jim Shelley were the originators of the first set of bylaws and board of directors. Mark Asbell sat as President of the association until the spring of 1997.

Since the formation of the ALRA, the quality and consistency of the officials has risen considerably. The ALRA works very closely with the Alberta Lacrosse Association and the Canadian Lacrosse Association in the formation of policy and education of Canada's national sport. Clinics are now held on an annual basis, referees are being trained on a national level as clinicians, referees are attending national championships and the ALRA has received national attention and recognition for our efforts.

It is only with cooperation and communication, will our organization continue to grow and get stronger.

### **PRESIDENTS OF THE ALRA**

2006 – Present	Brad Dahrouge
2005	Jim Jones
2002 – 2005	Graeme Dales
1997 – 2001	Stewart Begg
1988 – 1996	Mark Asbell

### **JAMES McFALL MEMORIAL AWARD**

The James McFall trophy is the most prestigious award presented by the Alberta Lacrosse Association to a volunteer who has made a significant contribution to the game of Lacrosse in Alberta. This trophy was presented to the ALA in the memory of James McFall, by Dominion Construction Ltd.

Jim's Lacrosse career began in 1966 and throughout his life was involved in playing, coaching and refereeing. Jim served as Referee-in-Chief in Edmonton for a number of years and was co-Chairman of the Lacrosse Committee for the 1978 Commonwealth Games in Edmonton at the time of his death. This award is presented at the ALA Planning Meeting held in January of each year.

### **ALRA AWARD RECIPIENTS**

2006	Leslie Churchill	2000	Stewart Begg
2005	Harold Albrecht	1999	Jim Lovgren
2001	Larry Howard	1997	Jim Shelley

## **ALRA CONSTITUTION**

1. The name of the Association is The Alberta Lacrosse Referees Association.
2. The objects of the Association are:
  - (a) To provide efficient, well qualified officials for the game of Lacrosse within its jurisdiction;
  - (b) To promote good fellowship among its members and to aid and assist in the betterment of Lacrosse;
  - (c) To maintain a high standard of relationship with officials, coaches and players of various leagues to whom the Association may supply its services;
  - (d) To play an active role in the preparation and implementation of the referee training, supervision, and development programs;
  - (e) To act as the liaison between Lacrosse referees and any issues concerning the sport of Lacrosse in Alberta or elsewhere in Canada in such areas as discipline, agreement negotiations, administrative functions, and assignments;
  - (f) To promote uniformed interpretation and administration of the rules of Lacrosse.

## **BY-LAWS**

### **1.0 MEMBERSHIP**

- 1.1 The members of The Alberta Lacrosse Referees Association are the subscribers of the Constitution and By-Laws and shall include every other person who agrees to become a member, associate member or other class of member by whatever name called.
- 1.2 Membership in The Alberta Lacrosse Referees Association shall be open to all persons officiating in Minor or Major Lacrosse in the Province of Alberta. Major Lacrosse shall be defined as intermediate level of Lacrosse and above. Minor Lacrosse shall be all other levels of Lacrosse.
- 1.3 Membership shall imply acceptance of The Alberta Lacrosse Referees Association's Constitution and By-Laws.
- 1.4 Persons under the age of 18 years may be admitted as members of The Alberta Lacrosse Referees Association or appointed to any office therein and shall be liable for the payment of the subscription as if they were of the full age of majority.

- 1.5 Persons desiring to become members of The Alberta Lacrosse Referees Association shall submit an application in writing to the Executive of The Alberta Lacrosse Referees Association in such form and detail, as may be prescribed by the Executive from time to time, together with the prescribed annual membership and entrance fees. Upon acceptance by the Executive, the applicant may become a member of The Alberta Lacrosse Referees Association. Applicants denied membership shall have the right of appeal to a general membership meeting.
- 1.6 A member shall be deemed to be in good standing when he has paid his current annual membership fee and any other dues or fees then payable by him.
- 1.7 The Executive of The Alberta Lacrosse Referees Association may make rules and from time to time amend any such rules for maintenance or continuation of membership on an inactive basis in the event of interruption of officiating in Alberta.

## **2.0 ALRA EXECUTIVE**

- 2.1 The Society shall be governed and represented by its Executive.
- 2.2 The Executive to be elected is as follows: President, Vice-President, Secretary/Treasurer and two Directors. The elected Executive may add up to three members to the Executive by appointment. The immediate past President shall automatically be a member of the Executive with full voting privileges. All members of the Executive shall be members in good standing.
- 2.3 At Executive meetings each member of the Executive, except the President, shall have one vote. The President, however, shall cast a tie-breaking vote.
- 2.4 The Executive shall meet from time to time, as may be determined by the President, or as agreed on by its members. The presence of 50% or more shall constitute a quorum at any Executive meeting.
- 2.5 The Executive may make any regulations dealing with the activities of the Society and its members, not inconsistent with the constitution, but all regulations passed by the Executive shall be presented at the next open meeting of the Society and may be passed by a simple majority vote of the Board members present.
- 2.6 The Executive may appoint committees to deal with such matters as may be assigned to them by the Executive. All committees will be required to report proceedings to the Executive.
- 2.7 Any member of the Executive may call a meeting of the Executive to deal with emergency business and the Secretary-Treasurer shall issue proper notice to the members of the Executive unless such notice is waived by each member of the Executive.

- 2.8 A vacancy in the Executive shall be filled by an appointment by the Executive and shall serve for the unexpired term of the Executive.
- 2.9 To be nominated for President, a Member must have served in an elected position on the Executive in the preceding year, unless no elected Member of that Executive is prepared to stand for the office of President.

### **3.0 MEETINGS OF THE ALBERTA LACROSSE REFEREES ASSOCIATION**

- 3.1 The annual general meeting shall be held at such time and place in the Province of Alberta as the Executive shall determine. The executive shall present to the annual general meeting an annual report and a financial statement covering the preceding calendar year.
- 3.2 A general meeting may be called by the President or the Secretary/Treasurer at any time. A special general meeting shall forthwith be called by the President or the Secretary/Treasurer on the written request of at least 20% of the members. If the President or Secretary/Treasurer fails to send out notice for such special general meeting within five days of receipt of such request, any two of the members desiring to call such meeting may themselves send out a notice calling such meeting for such time and place as they may decide.
- 3.3 Except as herein expressly provided to the contrary, members shall be given at least fourteen days notice of all general meetings or special general meetings. Notices of all such meetings shall indicate the nature of the business to be transacted.
- 3.4 Members shall be given at least twenty-one days notice of the annual general meeting. Notice of the annual general meeting shall indicate the nature of the business to be transacted, including the election of the Executive for the ensuing year.
- 3.6 Votes of members may be given personally or by proxy. Such proxy must produce and deposit with the Secretary-Treasurer sufficient appointment in writing from his appointer or appointers.
- 3.7 Unless otherwise herein provided, all questions coming before a meeting of The Alberta Lacrosse Referees Association shall be decided by a majority vote of the members present. The chairman of the meeting shall not vote on any resolution or motion except in the case of a tie, in which event he shall have one vote.

### **4.0 ELECTION OF EXECUTIVE**

- 4.1 Election shall be held at the annual meeting.
- 4.2 The President shall manage and control the elections.

- 4.3 Only Association members in good standing who have paid their fees shall have the right to vote.
- 4.4 Nominations by an Association member may be oral and shall be seconded by at least one other Association member.
- 4.5 Elections shall be conducted by secret ballot and the nominee polling the highest number of votes, being elected. In case of a tie, a new ballot shall be taken between the Nominees that are tied.
- 4.6 The duties of the Executive shall commence upon their election.

## **5.0 REFERENDUM VOTE**

- 5.1 The Executive may, on its own motion, submit any questions(s) to a referendum vote of the members.
- 5.2 The majority of members at any general meeting may require the Executive to submit any question, motion or resolution to referendum except as hereinafter provided. All referenda shall be so framed as to be capable of a direct affirmative or negative answer, and all members not in arrears for fees or assessments shall be entitled to vote.

## **6.0 DUTIES OF OFFICERS**

- 6.1 The President shall preside at all meetings of the Association. He shall exercise a general supervision over all of the affairs of the Executive, and perform such duties as may be assigned to him by the Executive. In his absence or inability to act, the Vice-President shall perform his duties. In their absence or inability to act, a Chairman may be elected by vote of those present of the Executive. The President shall countersign all cheques.

## **6.2 DUTIES OF REGIONAL REFEREE-IN-CHIEF**

- 6.2.a. Upon receipt of regular season schedule will arrange for scheduling of referees.
- 6.2.b. Verify all monthly pay sheets to ensure compliancy with schedule and authorize any meal or travel claims.
- 6.2.c. Verify monthly schedule to ensure it correctly reflects any changes that have occurred within that month (i.e. game cancellations, reschedule, etc.).
- 6.2.d. Submit monthly pay sheets and updated schedule to the ALRA Secretary/Treasurer for reimbursement to officials.

- 6.2.e. Arrange Referees-in-Chief for all tournaments within the region. Ensure Tournament Referee-in-Chief Request is completed and committee members are indicated.
- 6.2.f. Deal with any complaints regarding officials within the region.
- 6.2.g. Arrange coach/referee meetings including location, agenda and date.
- 6.2.h. Review discipline for referees (i.e. late, no show, misconduct).
- 6.2.i. Represent the ALRA at regional association meetings (i.e. GELC, CDLA, etc.).
- 6.2.j. Responsible to ensure training sessions are provided to all referees within the region.
- 6.2.k. Provide referee evaluations on an ongoing basis to all referees within the region. Responsible to provide any remedial training required as a result of the evaluation. Ensure that all referee evaluation forms are submitted to the ALRA Secretary/Treasurer for inclusion on personnel files.
- 6.2.l. Review all Official's Game Reports and provide any action required as a result of the report. Ensure that all game reports are submitted to the ALRA Secretary/Treasurer for documentation purposes.
- 6.2.m. Serve as a resource person only on behalf of the ALRA on Discipline Committees at various regional levels.
- 6.2.n. Submit any required information for the monthly ALRA Newsletter.

### **6.3 REFEREE-IN-CHIEF - TOURNAMENTS**

- 6.3.a. Schedule referees to officiate tournament games. Ensure referees are utilized from all zones within the Association, and that even distribution is given with respect to referees and the number of games officiated.
- 6.3.b. Verify all pay sheets at the conclusion of the tournament to ensure compliancy with the schedule and authorize any meal or travel claims.
- 6.3.c. Verify the tournament schedule to ensure all changes are updated.
- 6.3.d. Submit the tournament pay sheets and updated tournament schedule to the ALRA Secretary/Treasurer for reimbursement to officials.
- 6.3.e. Calculate required tournament officiating costs and ensure organizing committee provides the required funds at the conclusion of the tournament.
- 6.3.f. Submit the funds from the tournament committee to the ALRA Secretary/Treasurer.



- 6.3.g. Deal with any complaints regarding officials during the tournament.
- 6.3.h. Provide communication between tournament organizers and referees any special rules or conditions that apply for the given tournament.
- 6.3.i. Address and ensure replacement referees are available at any time during the tournament.
- 6.3.j. The Tournament Referee-in-Chief should not be involved in the tournament organization (i.e. appeals). Referees should be involved for clarification of rules and should not carry any vote on these matters.
- 6.3.k. The Tournament Referee-in-Chief shall be notified of all members of the tournament committee, including phone numbers and Email addresses. There should be three members of the committee at the tournament arena at all times during games.
- 6.3.l. Collect and review all Officials Game Reports and provide any action deemed necessary.
- 6.3.m. Ensure all Officials Game Reports are submitted to the appropriate regional Referees-in-Chief.

#### **6.4 DUTIES OF THE ALRA SECRETARY & TREASURER**

##### **6.4.a. Clinics**

- 6.4.a.i. At the beginning of the Lacrosse season will ensure that a newsletter is distributed for all previous members of the ALRA indicating dates, times and locations for the upcoming referee's clinic.
- 6.4.a.ii. Will ensure that all required material for the referee's clinic including rule books, handbooks, etc., are updated for distribution at the clinic.
- 6.4.a.iii. At the referee clinics, the Secretary/Treasurer will compile a complete list of the attendees at the clinic, and account for all monies collected at the clinic for registration fees, and referee supplies as well as any outstanding monies received after the clinic by associated clubs.

##### **6.4.b. Personal History Forms**

- 6.4b.i. The Secretary/Treasurer will be responsible for the distribution of the Personal History Forms to all members of the ALRA, including new referees to the Association, and the updating of these forms and storage in the ALRA database.

6.4.b.ii. The ALRA database must be maintained and updated on a regular basis. Upon receiving permission from the member, the Secretary/Treasurer is authorized to provide the history document to any Provincial or National Designate for use for tournaments or submission for awards or honours

6.4.b.iii. Will maintain and provide all Referees-in-Chief, and any other requesting members of the ALRA, an accurate Referee's List, including addresses, telephone numbers, and Email addresses.

#### **6.4.c. Financial Records**

6.4.c.i. Upon receipt of completed referee pay sheets for regular season, exhibition, tournaments and playoffs, the Secretary/Treasurer will ensure prompt reimbursement to the referees, including any deductions that are assessed to the pay sheet (i.e. service fees, fines, travel and meal claims, etc.). An accurate record will be kept on all financial matters, and an invoice will be included with each pay cheque to the referees outlining all disbursements. One copy of this invoice will be held on the referee's personal file.

6.4.c.ii. The Secretary/Treasurer will maintain accurate accounts for all tournament, playoff, regular season and exhibition games for reimbursement by the ALA clubs. An invoice shall be submitted and kept on file of these referee fees, and all funds deposited into the ALRA General account.

6.4.c.iii. The Secretary/Treasurer will purchase, maintain and record all miscellaneous expenditures including; paper, stamps, envelopes, fax cartridges, etc., required for the regular operation of the ALRA.

6.4.c.iv. The Treasurer will submit an accurate account of the membership of the ALRA to the Canadian Lacrosse Association, and provide the required financial remuneration for all membership fees.

6.4.c.v. A complete financial report must be compiled by the end of calendar year for a Review/Audit, and must be able to provide all supporting documentation upon request.

#### **6.4.d. Newsletters**

6.4.d.i. The Secretary/Treasurer will format and compile at least two newsletters to the referees during the course of the regular season. Information for the newsletters shall be solicited from the Referees-in-Chief.

#### **6.4.e. Fundraising**

6.4.e.i The Secretary/Treasurer shall act as designated coordinator for the fundraising activities including Bingo and Casino volunteers for the ALRA.

- 6.4.e.ii As coordinator, responsibilities include providing the required dates of events to the membership of the ALRA and solicit the required number of volunteers for the events. In turn, the names of these volunteers will be provided to the respective ALA, CDLA, or GELC coordinators for the events.
- 6.4.e.iii At the conclusion of the event, the Secretary/Treasurer shall provide the respective coordinators and ALRA Treasurer with an invoice or receipts for the profits from the event and in turn deposit and record the financial gain in the general account of the ALRA.
- 6.4.e.iv. An accurate account must be maintained regarding the payment of credits to the volunteering members of the ALRA.

**6.4.f. Correspondence**

- 6.4.f.i. The Secretary/Treasurer is responsible for the maintenance of all incoming, outgoing correspondence for the lacrosse season.
- 6.4.f.ii. Must maintain the repository of personnel files of all members of the ALRA to ensure all applicable evaluations and reports are recorded on the appropriate files.
- 6.4.f.iii. Draft and complete any outgoing correspondence for the Regional Referee-in-Chief.

**6.4.g. ALRA Meetings**

- 6.4.g.i Provide members of the ALRA with information regarding any upcoming ALRA meetings and provide an agenda for these meetings.
- 6.4.g.ii. Coordinate payment for any expenditures associated with the meetings, i.e. meals, travel claims, venue payments, etc.
- 6.4.g.iii. The Treasurer shall record all material covered at the ALRA meetings and provide a written document summarizing the events to any member of the ALRA both present at the meeting or not.

**7.0 ALRA FINANCIAL REVIEW**

- 7.1 The ALRA shall operate its association on the calendar year ending December 31st.
- 7.2 The ALRA Treasurer shall provide a detailed financial report to the ALRA President by January 15th of the following year.

- 7.3 The ALRA President shall select not less than three members of the ALRA who must be in good standing with the association to review the financial statement. This review team shall be comprised of at least one member from the executive and at least one member from the general ALRA membership.
- 7.4 The review team shall select a chairperson to report back to the ALRA President.
- 7.5 This review shall be completed by January 31<sup>st</sup> of the calendar year.
- 7.6 Should the ALRA executive feel it is required, a complete financial audit may be requested
- 7.7 A copy of the financial report be provided to the ALA executive for review

## **8.0 REFEREES FEES**

- 8.1 Prior to the commencement of the regular season, the ALA shall submit to the ALRA a schedule of all levels of play within the province for the season.
- 8.2 The ALRA will compute the games to game fees and notify the ALA as to the costs of officials.
- 8.3 The ALA shall pay the ALRA the total game fees for the season within 15 days after the start of the season.
- 8.4 At the end of the regular season, the ALRA shall submit to the ALA any additional costs incurred by the ALRA (i.e. meals, travel, schedule fees, etc.), or any reimbursements (i.e. game cancellations, etc.).
- 8.6 Referees fees payable by the various leagues shall be approved for each year by the Executive.

## **9.0 REFEREES PRIVILEGES**

- 9.1 No member shall referee in a league that is not sanctioned by the Alberta Lacrosse Association.
- 9.2 No member shall referee with a non-member of the Association except as provided by Section 9.3.
- 9.3 Prior to the commencement of each season, the Executive shall meet and prepare a schedule setting out a list of leagues, teams and type of games to which Section shall not apply. If a member wishes to referee with a non-member in a single instance not covered by the above list, he must get approval in writing and have it signed from two members of the Executive.

- 9.4 No member shall trade assignments or fail to attend a game, which he has accepted, to accept another game at the same time, except in unusual circumstances and unless suitable alternate arrangements have been made with the appropriate Assignor.
- 9.5 Where a member violates any regulations of the Association, a fine or suspension or both may be imposed by the Executive.
- 9.6 It is understood that a member agrees to abide by all governing rules of the Alberta Lacrosse Association and the Constitution, and further agrees to familiarize themselves with all the rules and regulations involved in the game of lacrosse, and the application of the said rules.

#### **10.0 SUSPENSION OF MEMBERS**

- 10.1 No member of the Association shall knowingly referee with a suspended member.
- 10.2 The Executive shall meet within five days after notice is brought to the attention of any one of its Officers of a contravention of any Article of the Constitution or any of the regulations made by the Executive of which the Offender has notice, for the purposes of conducting a hearing. The offending member shall be given every opportunity to present his side of the case. The Executive shall have the power to deal with the matter in such manner as it shall deem fit in the best interests of the Association. Any decision must be by majority vote. The Decision of the Executive shall be binding and final and be delivered to the Association at its next meeting. In the event of suspension(s), all appropriate leagues shall be notified. Should a league employee referee under suspension by the association, no Association member shall participate in that league without the Executive's approval.
- 10.3 Disciplined members have the right of appeal to an Appeal Committee appointed by the Executive, one of whom shall be a peer official.

#### **11.0 SIGNING OFFICERS AND SEAL**

- 11.1 Except as herein otherwise provided, all documents, including deeds, transfers, licences, contracts and engagements, requiring execution on behalf of the Alberta Lacrosse Referees Association, shall be signed by either the President or Vice-President and the Secretary/Treasurer, or in their absence by such other officer or officers as the Executive may by resolution appoint.
- 11.2 Contracts in the ordinary course of the Alberta Lacrosse Referees Association's operations may be entered into on behalf of the Alberta Lacrosse Referees Association by the President, Vice-President, Secretary/Treasurer, or by any person authorized by the Executive.

- 11.3 The Executive may adopt a common Seal to be kept in the custody of the Secretary-Treasurer, which shall not be affixed to any instrument except in the presence of the President and the Secretary-Treasurer, or such other officer or officers as the Executive or the members may by resolution appoint.

## **12.0 AMENDMENTS**

- 12.1 Neither the Constitution nor By-Laws of The Alberta Lacrosse Referees Association shall be altered or added to except by special resolution of the members of The Alberta Lacrosse Referees Association.
- 12.2 For the purpose of this by-law, "special resolution" means:
- 12.2.a A resolution passed in a general meeting by a majority of not less than 75% of the votes of those members in attendance at the general meeting who, being entitled to do so, vote in person or by proxy;
- 12.2.a.i. Of which not less than 14 days' notice specifying the intention to propose the resolution as a special resolution has been given; or
- 12.2.a.ii. If every member entitled to attend and vote at the meeting so agrees, at a meeting of which less than 14 days' notice has been given; or
- 12.2.b. A resolution consented to, in writing, by every member of The Alberta Lacrosse Referees Association who would have been entitled to vote on it in person or by proxy at a general meeting of The Alberta Lacrosse Referees Association, and a resolution so consented to, shall be deemed to be a special resolution passed at a general meeting of The Alberta Lacrosse Referees Association.

## **13.0 FEES AND ASSESSMENTS**

- 13.1 Each member shall pay an annual fee which shall be determined by a majority of such members as are entitled to vote and are present, or represented by proxy, at the annual general meeting, and which may be payable by payroll deductions.
- 13.2 Applicants for membership shall be required to pay an admission fee in such amount as the Executive may from time to time determine.
- 13.3 Assessments to meet extraordinary expenses shall be the subject of a referendum vote.
- 13.4 If any member fails to pay his annual fees or assessment provided herein within thirty days of notification that such payment is in arrears, he shall be subject to suspension or cancellation of membership as determined by the Executive as hereinafter provided.

## **14.0      OFFICIALS PAY SHEETS**

### **14.1      Regular Season**

- 14.1.a      To be submitted to appropriate Referee-in-Chief at month end.
- 14.1.b      Referee-in-Chief to verify games, meals, travel rates and totals of the pay sheets.
- 14.1.c      Referee-in-Chief to forward to ALRA Secretary/Treasurer, by the 7th of the following month, all pay sheets and a copy of schedule.
- 14.1.d      ALRA Secretary/Treasurer to issue cheque to payee accompanied by statement of fees paid.

### **14.2      Tournament Referee Fees**

- 14.2.a      All pay sheets are to be submitted to Tournament Referee-in-Chief prior to departure from tournament.
- 14.2.b      Tournament Referee-in-Chief to verify games, meals, travel rates and totals of the pay sheets. Ensure funds are in place to cover Tournament Referee Costs.
- 14.2.c      Tournament Referee-in-Chief to forward all pay sheets and cheque covering referee costs to ALRA Treasurer as soon as possible.
- 14.2.d      ALRA Secretary/Treasurer to issue cheque to payee accompanied by statement of fee paid.
- 14.2.e      ALRA Secretary/Treasurer to issue tournament statement detailing all expense to tournament host club detailing all expenses and any outstanding costs required. Once all fees are recovered, and account is in good standing, a final statement will be submitted to the host club for their records.

## **15.0      NEWSLETTER**

- 15.1.      An ALRA Newsletter will be completed and forwarded to each official at the end of each month during the regular season.
- 15.2.      The ALRA Newsletter shall comprise of any rule interpretations/situations and information that promotes the progress of Lacrosse.
- 15.3.      Submissions for the newsletters will be provided to the ALRA Treasurer prior to the month end.
- 15.4.      The ALRA Treasurer will compile the gathered information and mail to each official along with the official's pay cheque.

15.5. Sector Referees-in-Chief are encouraged to solicit information for the ALRA Newsletter.

15.6. A copy of the newsletter shall also be distributed to:

- Each Club President
- ALA
- GELC, RDLA, RMLA

## **16.0 HONORARIUMS**

16.1 A discretionary fund for Referees-in-Chief Honorariums up to a maximum of \$1250 for distribution between the Referees-in-Chief in the province. This would depend on the financial viability of the ALRA.

16.2 The specific value of the honorarium to each member will be agreed upon by an executive committee appointed at the ALRA Fall Annual General Meeting and will exclude the current Referees-in-Chief.

16.3 The Treasurer will be provided an honorarium up to a maximum of \$1000 as decided by the executive committee.

## **17.0 GENERAL**

17.1 Should any part or provision of the Constitution or these By-Laws of The Alberta Lacrosse Referees Association be rendered or declared invalid by reason of any existing or subsequently enacted legislation, or by any judgment or order of a Court of competent jurisdiction, such invalidation of such part or portion of these Constitution or these By-Laws shall not invalidate the remaining portions thereof, and such remaining portions shall continue in full force and effect.

17.2 Notwithstanding that the association may not be incorporated pursuant to The Society Act of Alberta, R.S.A. 1980, as amended the provision of that Act shall apply to the Association save and except as may be inconsistent with the Constitution and these By-Laws.



**ALBERTA LACROSSE REFEREES ASSOCIATION  
REFEREE CODE OF ETHICS**

1. I will faithfully enforce the rules of lacrosse in a just, impartial and reasonable way.
2. I will adhere to all the policies and rules of the Alberta Lacrosse Referees Association.
3. I will follow the dress code of the Alberta Lacrosse Referees Association.
4. I will conduct myself in a manner that exemplifies sportsmanship and fairness whether as a referee or any other position in the sport.
5. I will promote the sport of lacrosse by being an example for others to follow.
6. I will honor the obligations of my position and strive to attain excellence in the performance of my duties.

**ALBERTA LACROSSE REFEREES ASSOCIATION  
DRESS CODE**

1. Well groomed, i.e. shaved, clean clothes, hair combed, etc.
2. Sweater (ALRA) with crest
3. Black Slacks, i.e. slacks/rugby pants/ track suit pants, no tear-aways, no white showing
4. No jewelry, i.e. necklaces, watches, etc. (Medical Alert bracelets are acceptable)
5. Runners, clean, tied up, white for Box Lacrosse, black for field lacrosse
6. Come with all equipment required to perform duties as a referee.

**ALBERTA LACROSSE REFEREES ASSOCIATION**  
**2007 EXECUTIVE**

POSITION	NAME	LOCATION	EMAIL	PHONE NUMBERS
<b>President</b>	Brad Dahrouge	Sherwood Park	pres@alra.net	H: (780) 467-4294 W: (780) 449-7167 F: (780) 449-7168
<b>Vice President</b>	Val Miles	Calgary	vp@alra.net	H: (403) 271-9756
<b>Past President</b>	Jim Jones	Calgary	pastpres@alra.net	H: (403) 285-0577
<b>Director</b>	Ian Scott	Edmonton	director@alra.net	H: (780) 452-7113
<b>Secretary / Treasurer</b>	Leslie Churchill	Calgary	treasurer@alra.net	H: (403) 271-2754
<b>Webmaster</b>	Marty Gaffney	Calgary	webmaster@alra.net	H: (403) 243-3522
<b>Tournaments</b>	Larry Howard	Edmonton	tournaments@alra.net	H: (780) 463-2633

**All written correspondence is to be sent to:**

Alberta Lacrosse Association  
C/O Brad Dahrouge  
3rd Floor, Percy Page Centre  
11759 Groat Road  
Edmonton, AB  
T5M 3K6

**ALBERTA LACROSSE REFEREES ASSOCIATION**  
**2007 REFEREES-IN-CHIEF**

LOCATION	NAME	EMAIL	PHONE NUMBERS
Northern Alberta	Bradley Dahrouge	pres@alra.net	H: (780) 467-4294 W: (780) 449-7167 F: (780) 449-7168
Southern Alberta	Maurice Getz	calgary@alra.net	H: (403) 256-3988 F: (403) 256-7300
Edmonton	Bradley Dahrouge	pres@alra.net	H: (780) 467-4294 W: (780) 449-7167 F: (780) 449-7168
Calgary	Maurice Getz	calgary@alra.net	H: (403) 256-3988 F: (403) 256-7300
Red Deer Major	Neil Berg	reddeer@alra.net	H: (403) 347-9741 W: (403) 341-8889 F: (403) 314-2581
Red Deer Minor / CALL	John Babbitt	call@alra.net	H: (403) 309-9995
Field Lacrosse	Marty Gaffney	field@alra.net	H: (403) 243-3522

**ALBERTA LACROSSE REFEREES ASSOCIATION**  
**2007 SCHEDULERS**

AREA	NAME	EMAIL	PHONE NUMBERS
<b>Calgary Major</b>	Maurice Getz	calgary@alra.net	H: (403) 256-3988 F: (403) 256-7300
<b>Calgary Minor</b>	Val Miles	vp@alra.net	H: (403) 271-9756
<b>Edmonton Major</b>	Bradley Dahrouge	pres@alra.net	H: (780) 467-4294 W: (780) 449-7167 F: (780) 449-7168
<b>Edmonton Minor</b>	Michelle Shewchuk		H: (780) 466-1318
<b>Red Deer Major</b>	Neil Berg	reddeer@alra.net	H: (403) 347-9741 W: (403) 341-8889 F: (403) 314-2581
<b>Red Deer Minor</b>	Shirley Dougherty	doughertys@shaw.ca	H: (403) 783-6894

## **NATIONAL LACROSSE REFEREE CERTIFICATION CRITERIA**

- Level 1**
- Attendance at a Level 1 clinic
  - Less than two (2) years refereeing experience
  - Must score at least 50% on evaluation material
  - Should be kept to local Tyke and Novice levels
- Level 2**
- Attendance at a Level 2 clinic
  - Two (2) or more years refereeing experience
  - Must score at least 70% on evaluation material
  - Should be kept to local Peewee and Bantam levels
  - May referee Provincial and/or National Championships Peewee and lower
  - Must be a certified Level 1 referee if no previous lacrosse referee experience
- Level 3**
- Attendance at a Level 3 clinic
  - Three (3) or more years refereeing experience, one of which must be lacrosse
  - Must score at least 75% on evaluation material
  - Successful on-floor evaluation by supervisory staff
  - Possess the ability to referee National Finals, Intermediate and lower
  - May referee Provincial and/or National Championships below Junior B
- Level 4**
- Attendance at a Level 4 clinic
  - Four (4) or more years refereeing experience, two of which must be lacrosse
  - Must score 80% on evaluation material
  - Successful on-floor evaluation by supervisory staff
  - Possess the ability to referee Junior B and lower
  - May be selected to referee Provincial and/or National Championships
- Level 5**
- Attendance at a Level 5 clinic
  - More than five (5) years refereeing experience
  - Must score at least 90% on evaluation material
  - Successful on-floor evaluation by supervisory staff
  - Refereed a Provincial or National Championship above Intermediate

## NATIONAL REFEREE SELECTION POLICIES

The National Referee Selection Policy is a policy to be used to select officials for National championship events (e.g. PeeWee Nationals, Bantam Nationals, President's Cup, Founders Cup, Minto Cup, Mann Cup)

A referee selection committee will consist of local Referees-in-Chief, the ALRA President, ALRA Vice President and/or ALRA Past President. All decisions reached from this committee will be final.

- 1) The referee applicant must be in good standing with the ALRA in order to be considered.
- 2) Local Referees-in Chief, along with the committee members, will look at all of the applicants for each national event.
- 3) All applications must be in writing, with the appropriate application form and documentation.
- 4) All applicants must have at least two (2) formal evaluations conducted on them during regular league season play.
- 5) The committee will meet to discuss the applicant's qualifications, evaluations, application and documentation to determine who will be placed on the national referee selection list.
- 6) The Nationals Referee Selections list will be forwarded to the ALA president and to the CLA representative for inclusion in their selection process.
- 7) Only applicants who are on the approved list will be allowed to referee National tournaments. Any referee who is not on this list will not be allowed to referee National events. **Any official in breach of these procedures will be suspended immediately, without notice, for two years from officiating any games.** Any official suspended from by this procedure will have to make application to the ALRA executive for reinstatement of refereeing privileges after the expiration of the two-year suspension. A formal written decision on reinstatement will be given 30 days after notice of application for reinstatement has been received by the executive.
- 8) The ALRA national selection committee, may, at its discretion, review their selection of referees for nationals, if requested to by the ALA or CLA.

## **ARENAS**

### **AIRDRIE**

**PLAINSMEN ARENA** – 320 Centre Avenue, Airdrie

**TWIN ARENA COMPLEX** – 200 East Lake Crescent, Airdrie

### **CALGARY**

#### **NORTH ARENAS**

**BOWNESS COMMUNITY CENTRE** – 7904 – 43<sup>rd</sup> Avenue NW, Calgary

**HUNTINGTON HILLS COMMUNITY** – 520 – 78<sup>th</sup> Avenue NW, Calgary

**SHOULDICE ARENA** – 1515 Home Road NW, Calgary

**STEW HENDRY** – 814 – 13<sup>th</sup> Avenue NE, Calgary

**TRIWOOD COMMUNITY ARENA** – 2244 Chicoutimi Drive NW, Calgary

**VILLAGE SQUARE LEISURE CENTRE** – 2623 – 56<sup>th</sup> Street NE, Calgary

#### **SOUTH ARENAS**

**ACADIA SPORTSPLEX** – 240 – 90<sup>th</sup> Avenue SE, Calgary

**CENTENNIAL ARENAS** – 2390 – 47<sup>th</sup> Avenue SW, Calgary

**GEORGE BLUNDUN** – 5020 – 26<sup>th</sup> Avenue SW, Calgary

**JACK SETTERS ARENA** – 2020 – 69<sup>th</sup> Avenue SE, Calgary

**LAKE BONA VISTA** – 1401 Acadia Drive SE, Calgary

**MAX BELL CENTRE** – 1001 Barlow Trail SE, Calgary

**OAKRIDGE COMMUNITY CENTRE** – 9504 Oakfield Drive SW, Calgary

**SOCCER DOME** – 7000 – 48<sup>th</sup> Street SE, Calgary

**SOUTH FISH CREEK** – #100, 333 Shawville Boulevard SE, Calgary

**SOUTHLAND LEISURE CENTRE** – 2000 Southland Drive SW, Calgary

**STAMPEDE CORRAL** – 1410 Olympic Way SE, Calgary

**STU PEPPARD ARENA** – 5300 – 19<sup>th</sup> Street SW, Calgary

### **COCHRANE**

**COCHRANE ARENA** – 609 – 4<sup>th</sup> Avenue North, Cochrane

**SPRAY LAKES ARENA** – 800 Griffin Road East, Cochrane

### **COLD LAKE**

**NORTH ARENA** – 510 – 18<sup>th</sup> Street, Cold Lake

**SOUTH ARENA** – 5315 – 48<sup>th</sup> Avenue, Cold Lake

### **EDMONTON**

**BILL HUNTER ARENA** (formerly Jasper Place) – 9200 – 163<sup>rd</sup> Street, Edmonton

**CONFEDERATION ARENA** – 11204 – 43<sup>rd</sup> Avenue, Edmonton

**CORONATION ARENA** – 13500 – 112<sup>th</sup> Avenue, Edmonton

**CRESTWOOD ARENA** – 9940 – 147<sup>th</sup> Street, Edmonton

**DONNAN** – 9105 – 80<sup>th</sup> Avenue, Edmonton

**EDMONTON SOCCER CENTER (EAST)** – 12710 Victoria Trail, Edmonton

**EDMONTON SOCCER CENTER (WEST)** – 17415 – 106a Avenue, Edmonton

**GLENGARRY ARENA** – 13340 – 84<sup>th</sup> Street, Edmonton

**GRAND TRUNK ARENA** – 13025 – 112<sup>th</sup> Street, Edmonton

**KENILWORTH ARENA** – 8313 – 68a Street, Edmonton

**LONDONDERRY ARENA** – 14520 – 66<sup>th</sup> Street, Edmonton

**MICHAEL CAMERON** – 10404 – 56<sup>th</sup> Street, Edmonton

**OLIVER ARENA** – 10335 – 119<sup>th</sup> Street, Edmonton

**RUSS BARNES ARENA** (formerly Santa Rosa) – 6725 – 121<sup>st</sup> Avenue, Edmonton

**SHAMROCK CURLING CLUB** – 9330 – 80<sup>th</sup> Avenue, Edmonton

**SOUTHSIDE ARENA** – 10525 – 72<sup>nd</sup> Avenue, Edmonton

**TIPTON ARENA** – 10828 – 80<sup>th</sup> Avenue, Edmonton



### **FORT SASKATCHEWAN**

**FORT SASKATCHEWAN SPORTSPLEX** – 9513 – 89<sup>th</sup> Street, Fort Saskatchewan

**JUBILEE RECREATION CENTRE** – 10013 – 96<sup>th</sup> Avenue, Fort Saskatchewan

### **GRANDE PRAIRIE**

**DAVE BARR ARENA** – 9535 Prairie Road, Grande Prairie

**JOHNNY MAC SOCCER PITCH** – 11313 – 105<sup>th</sup> Street, Grande Prairie

### **LETHBRIDGE**

**ADAMS ARENA** – 1302 – 9<sup>th</sup> Avenue North, Lethbridge

**HENDERSON ICE CENTRE** – 7<sup>th</sup> Avenue & Mayor Macgrath Drive South, Lethbridge

**LABOUR CLUB ARENA** – 2020 – 18<sup>th</sup> Avenue North, Lethbridge

**LETHBRIDGE SOCCER CENTRE** – 2501 - 28<sup>th</sup> Avenue South, Lethbridge

### **LLOYDMINSTER**

**CENTENNIAL CIVIC CENTER** – 5405 – 49<sup>th</sup> Avenue, Lloydminster

**COMMONWEALTH CENTRE** – 5202 – 12<sup>th</sup> Street, Lloydminster

**RUSS ROBERTSON ARENA** – 5105 – 34<sup>th</sup> Street, Lloydminster

### **MEDICINE HAT**

**FAMILY LEISURE CENTRE** – 2000 Division Ave North, Medicine Hat

**HOCKEY HOUNDS REC CENTRE** – 10<sup>th</sup> Street & Division Avenue NE, Medicine Hat

**KINIPLEX I & II** – 2055 – 21<sup>st</sup> Avenue SE, Medicine Hat

**MOOSE RECREATION CENTRE** – 6<sup>th</sup> Street & Division Avenue SW, Medicine Hat

### **OKOTOKS**

**CENTENNIAL ARENA** – 204 Community Drive, Okotoks

**OKOTOKS RECREATION CENTRE** – 99 Okotoks Drive, Okotoks

### **RED DEER**

**COLLICUTT CENTRE** – 3031 – 30<sup>th</sup> Avenue, Red Deer

**DAWE ARENA** – 56 Holt Street, Red Deer

**KINEX ARENA** – 4309 – 48 Avenue, Red Deer

**KINSMEN COMMUNITY ARENAS** – 5 McIntosh Avenue, Red Deer

### **ST. ALBERT**

**AKINSDALE / KINEX ARENAS** – 66 Hebert Road, St. Albert

**CAMPBELL PARK - MARK MESSIER/TROY MURRAY** – 300 Carnegie Drive, St. Albert

### **SHERWOOD PARK**

**GLEN ALLEN RECREATION CENTRE** – 199 Georgian Way, Sherwood Park

**MILLENIUM PLACE** – 2000 Premier Way, Sherwood Park

**SHERWOOD PARK SPORTS COMPLEX** – 2025 Oak Street, Sherwood Park

## **OUT OF TOWN ARENAS**

**ATHABASCA ARENA** – 4409 – 48<sup>th</sup> Street, Athabasca

**BEAUMONT REGIONAL ACTIVITIES CENTRE** – 5303 – 50<sup>th</sup> Avenue, Beaumont

**BLACK DIAMOND OILFIELDS ARENA** – 611 – 3<sup>rd</sup> Street SW, Black Diamond

**BLACKFALDS MULTIPURPOSE COMPLEX** – 5302 Broadway Avenue, Blackfalds

**BLAIRMORE ALBERTA STELLA MEMORIAL ARENA** – 12602 – 17<sup>th</sup> Avenue, Blairmore

**BROOKS ARENA** – 111 – 4<sup>th</sup> Avenue West, Brooks

**CAMROSE COMMUNITY CENTRE** – 5600 – 44<sup>th</sup> Avenue, Camrose

**CHESTERMERE ARENA** – 201 West Chestermere Drive, Chestermere

**CROSSFIELD PETE KNIGHT MEMORIAL ARENA** – 920 Mountain Avenue, Crossfield

**DIDSBURY MEMORIAL COMPLEX** – 22<sup>nd</sup> Avenue & 19<sup>th</sup> Street, Didsbury

**DRUMHELLER MEMORIAL ARENA** – 20 – 1<sup>st</sup> Avenue West, Drumheller

**FORT MCMURRAY FRANK LACROIX ARENA** – 155 Beaconwood Road, Fort McMurray

**FULTONVALE STRATHCONA OLYMPIC CENTER** – 52029 RR 224, Highway 14, Fultonvale

**HIGH RIVER BOB SNODGRASS ARENA** – 228 – 12<sup>th</sup> Avenue SE, High River

**HINTON DUNCAN MURRAY RECREATION CENTRE** – 805 Switzer Drive, Hinton

**INDUS BILL HERRON ARENA** – 8 minutes East on Highway 22X, Calgary

**INNISFAIL ARENA** – 5804 – 42<sup>nd</sup> Street, Innisfail

**JASPER ACTIVITY CENTRE** – 303 Pyramid Avenue, Jasper

**KITSCOTY ARENA** – 5018 – 51<sup>st</sup> Street, Kitscoty

**LAC LA BICHE ARENA** – 9106 – 101<sup>st</sup> Avenue, Lac La Biche

**LEDUC ALEXANDRA ARENA** – 47<sup>th</sup> Avenue and 49<sup>th</sup> Street, Leduc

**MILLET AGRIPLEX ARENA** – 5290 – 45<sup>th</sup> Avenue, Millet

**MORINVILLE ARENA** – 9908 – 104<sup>th</sup> Street, Morinville

**OLDS SPORTS COMPLEX** – 5133 – 52<sup>nd</sup> Avenue, Olds

**PINCHER CREEK MEMORIAL ARENA** – 867 Main Street, Pincher Creek

### **OUT OF TOWN ARENAS (CONTINUED)**

**PONOKA RECREATION COMPLEX** – 4310 – 54<sup>th</sup> Street, Ponoka

**RIMBEY ARENA** – 5109 – 54<sup>th</sup> Street, Rimbey

**ST. PAUL CAP ARENA** – 5314 – 48<sup>th</sup> Avenue, St. Paul

**SPRINGBANK ARENA** – 32224A Springbank Road, Springbank

**SPRUCE GROVE ARENA** – 454 King Street, Spruce Grove

**STRATHMORE FAMILY CENTRE** – 160 Brent Boulevard, Strathmore

**THREE HILLS CENTENNIAL ARENA** – 202 – 3<sup>rd</sup> Avenue North, Three Hills

**VEGREVILLE RECREATION CENTER** – 4509 – 48<sup>th</sup> Street, Vegreville

**VERMILION ARENA** – 5514 – 47<sup>th</sup> Avenue, Vermilion

**WAINWRIGHT ARENA** – 605 – 2<sup>nd</sup> Avenue, Wainwright

**WESTLOCK JUBILEE ARENA** – 9603 – 100<sup>th</sup> Street, Westlock

**WHITECOURT PEACE MEMORIAL MULTIPLEX** – 76 Sunset Boulevard, Whitecourt

## **LEAGUE GAME TIMES**

### **GELC and RDLA**

Novice/Tyke	3 x 15-Minute Periods, 3 <sup>rd</sup> Period Stop Time
Peewee	3 x 15-Minute Periods, 3 <sup>rd</sup> Period Stop Time
Bantam	3 x 20-Minute Periods, 3 <sup>rd</sup> Period Stop Time
Midget	3 x 20-Minute Periods, 3 <sup>rd</sup> Period Stop Time
Tier II	3 x 20-Minute Periods, Stop Time
Tier I	3 x 20-Minute Periods, Stop Time

### **CDLA – All games are stop time (see NOTE)**

1 hour games	1 <sup>st</sup> & 2 <sup>nd</sup> Periods - 12 Minutes, 3 <sup>rd</sup> Period 15 Minutes
1¼ hour games	3 x 15-Minute Periods
1½ hour games	1 <sup>st</sup> & 2 <sup>nd</sup> Periods - 15 Minutes. 3 <sup>rd</sup> Period 20 Minutes
1¾ hour games	3 x 20-Minute Periods
2 hour games	3 x 20-Minute Periods

### **NOTE:**

**Once in stop time mode, should there be a difference of 6 goals, the clock shall be run in straight time. Once the goals drop to 4 goals, revert back to stop time. This rule has been adopted by the G.E.L.C. and C.D.L.A and not the ALRA Does not apply to Tier I but does to Tier II.**

## **GAME FEE RATES**

BOX LACROSSE			
Level	Pay Rate	Scheduling Fee	Total
Tyke	\$17.00 x 2 (\$34.00)	\$3.00	\$37.00
Novice	\$17.00 x 2 (\$34.00)	\$3.00	\$37.00
Pewee	\$20.00 x 2 (\$40.00)	\$3.00	\$43.00
Bantam	\$25.00 x 2 (\$50.00)	\$3.00	\$53.00
Midget	\$33.00 x 2 (\$66.00)	\$3.00	\$69.00
Tiers I – III, Jr B, Ladies	\$55.00 x 2 (\$110.00)	\$3.00	\$113.00
Junior A and Senior B	\$60.00 x 2 (\$120.00)	\$3.00	\$123.00
Masters	\$30.00 x 2 (\$60.00)	\$3.00	\$63.00
Standby Official	½ game fee as indicated		
Scheduling Fee	\$3.00 per game (\$1.00 to ALRA and \$2.00 to the scheduler)		
FIELD LACROSSE			
Level	Pay Rate	Scheduling Fee	Total
Under-10 (10 on 10)	\$15.00 x 2 (\$30.00)	\$3.00	\$33.00
Under-13 (10 on 10)	\$17.00 x 2 (\$34.00)	\$3.00	\$37.00
Under-16 (10 on 10)	\$20.00 x 2 (\$40.00)	\$3.00	\$43.00
Under-19 (10 on 10)	\$25.00 x 2 (\$50.00)	\$3.00	\$53.00
Senior (10 on 10)	\$35.00 x 2 (\$70.00)	\$3.00	\$73.00
Under-10 (7 on 7)	\$15.00 x 2 (\$30.00)	\$3.00	\$33.00
Under-13 (7 on 7)	\$15.00 x 2 (\$30.00)	\$3.00	\$33.00
Under-16 (7 on 7)	\$17.00 x 2 (\$34.00)	\$3.00	\$37.00
Under-19 (7 on 7)	\$20.00 x 2 (\$40.00)	\$3.00	\$43.00
Senior (7 on 7)	\$25.00 x 2 (\$50.00)	\$3.00	\$53.00
Standby Official	N/A		
Scheduling Fee	\$3.00 per game (\$1.00 to ALRA and \$2.00 to the scheduler)		

## **ALRA RATES FOR COMPETITION PLAY**

<b>PROVINCIALS</b>	<b>SAME AS REGULAR FEE</b>
<b>ALL OTHER TOURNAMENTS</b>	<b>SAME AS REGULAR FEE</b>
<b>NATIONAL INVITATIONAL OR NATIONAL CHAMPIONSHIPS</b>	<b>REGULAR FEE OR CLA GUIDELINES</b>

### **STANDBY OFFICIAL**

On occasion, the ALRA have been requested to provide a third official. The primary purpose of this official is to stand in should one of the other referees gets injured and secondly to organize the 10 second clock, time keeper and score keeper. Should there be a request for a third standby official, this official will be paid 1/2 of the game fee. The request for the third official shall come in writing by the requesting team to the Referee-in-Chief prior to the game being played.

**PLEASE ENSURE THAT IF YOU AGREE TO BE THE STANDBY OR SHOT CLOCK OFFICIAL THAT THIS IS SANCTIONED BY YOUR RIC. IF IT IS NOT, AND THE RIC IS NOT AWARE THE TEAM HAS REQUESTED THIS, YOU WILL NOT BE PAID.**

## ALBERTA LACROSSE REFEREES TRAVEL RATES

	Airdrie	Calgary	Cochrane	Didsbury	Drumheller	Edmonton	Ft. Sask	Grande Prairie	Lethbridge	Medicine Hat	Olds	Red Deer	Sherwood Pk	St. Albert	Three Hills	Vermilion	Wainwright	Westaskiwin
Airdrie	N/A	30 km	66 km	49 km	112 km	280 km	297 km	556 km	246 km	323 km	61 km	116 km	270 km	281 km	109 km	438 km	407 km	214 km
Calgary	30 km	N/A	44	77	140	299	326	584	216	293	85	142	296	305	138	468	436	244
Cochrane	66 km	44	N/A	102	165	311	340	610	260	337	98	159	308	318	151	480	449	257
Didsbury	49 km	77	102	N/A	132	237	269	522	293	370	28	83	245	251	70	391	326	171
Drumheller	112 km	140	165	132	N/A	325	357	610	282	247	116	174	335	335	63	358	309	204
Edmonton	280 km	299	311	237	325	N/A	35	295	509	528	221	164	21	7	256	187	210	76
Ft. Sask	297 km	326	340	269	357	35	N/A	326	544	563	241	181	31	42	272	180	228	117
Grande Prairie	556 km	584	610	522	610	295	326	N/A	935	982	506	439	302	304	549	643	383	360
Lethbridge	246 km	216	260	293	282	509	544	935	N/A	168	305	360	544	546	281	547	511	448
Medicine Hat	323 km	293	337	370	247	528	563	982	168	N/A	374	409	712	570	311	434	377	470
Olds	61 km	85	98	28	116	221	241	506	305	374	N/A	60	210	225	53	411	351	154
Red Deer	116 km	142	159	83	174	164	181	439	360	409	60	N/A	150	165	110	322	291	108
Sherwood Pk	270 km	296	308	245	335	21	31	302	544	712	210	150	N/A	28	242	183	193	86
St. Albert	281 km	305	318	251	335	7	42	304	546	570	225	165	28	N/A	257	194	242	102
Three Hills	109 km	138	151	70	63	256	272	549	281	311	53	110	242	257	N/A	341	310	190
Vermilion	438 km	468	480	391	358	187	180	643	547	434	411	322	183	194	341	N/A	58	265
Wainwright	407 km	436	449	326	309	210	228	383	511	377	351	291	193	242	310	58	N/A	187
Westaskiwin	214 km	244	257	171	204	76	117	360	448	470	154	108	86	102	190	265	187	N/A

\* For Indus & Okotoks, use Calgary

## MILEAGE RATES

Mileage Range	Mileage	Travel Time	Mileage Range	Mileage	Travel Time	Mileage Range	Mileage	Travel Time
0 – 49 km	\$ 5	\$ -	226 – 275 km	\$ 80	\$ 15	476 – 525 km	\$ 150	\$ 30
50 – 75 km	\$ 20	\$ 5	276 – 325 km	\$ 90	\$ 18	526 – 575 km	\$ 165	\$ 34
76 – 125 km	\$ 36	\$ 8	326 – 375 km	\$ 110	\$ 20	576 – 625 km	\$ 180	\$ 36
126 – 175 km	\$ 50	\$ 10	376 – 425 km	\$ 120	\$ 23	626 – 725 km	\$ 210	\$ 40
176 – 225 km	\$ 60	\$ 12	426 – 475 km	\$ 135	\$ 25	726 km +	\$ 220	\$ 45



## **MEAL RATES**

- The ALRA, in conjunction with the referees and the local R.I.C., where the game(s) is/are scheduled, will reserve reasonably-priced quality accommodations for traveling officials.
- Hotel accommodations will be in close proximity to the scheduled game(s).
- Hotel accommodations will be invoiced at cost.
- Referees will have a \$40.00 meal allowance per day while out of town - \$10.00 for breakfast, \$10.00 for lunch, and \$20.00 for supper.
- If the scheduled referee is out of town for a minimum period of time of four (4) hours, the meal allowance policy will apply.  
Example: Edmonton to Red Deer – leave Edmonton at 1:30 for 4:00 pm game start.
- Referee lunch not applicable – travel to location – referee game & return – away from Edmonton 6 hours – supper allowance applies (game fee and travel rate applies as well).
- ALRA is not responsible for, nor will they reimburse, hotel games or movies, entertainment, or meal costs beyond the allowances indicated.

The referee(s) expense sheet(s) will be submitted to their local R.I.C.

Expense sheets will be completed – no supporting documentation when the expenses are submitted then no payment.

The ALRA reserves the right to change these policies and guidelines as required.

## **ALRA FINE SCHEDULE**

<b>ALRA FINES</b>	
<b>NO SHOW FOR A GAME</b>	<b>GAME FEE + ONE GAME FEE</b>
<b>LATE FOR GAME</b>	<b>HALF OF GAME FEE</b>
<b>MISTAKES ON GAME SHEET</b>	<b>\$1.00 FOR EACH MISTAKE</b>
<b>INAPPROPRIATE DRESS</b>	<b>\$5.00 FINE</b>
<b>INAPPROPRIATE CONDUCT</b>	<b>FINE TO BE DETERMINED BY ALRA EXECUTIVE</b>
<b>MISSING 3 GAMES PER SEASON</b>	<b>SUSPENSION</b>
<b>INAPPROPRIATE CONDUCT AS A PLAYER</b>	<b>FINE TO BE DETERMINED BY ALRA EXECUTIVE</b>

# **ALBERTA LACROSSE REFEREES ASSOC.**

## **CANCELLED GAME POLICY**

### **CANCELLED GAMES:**

Should there be the need to cancel a scheduled game, it is the responsibility of the league President and/or designate, to notify the scheduler of officials PERSONALLY for that level in sufficient time to prevent that official from travelling to the designated arena. Should the officials travel to the designated arena, the league shall incur all expenses ie: game fee, mileage, meals (where applicable). Sending a fax by its self is not acceptable for notification.

Should the scheduler receive this information at least 12 hours before the scheduled game, no expenses will be incurred by that league.

Should the scheduler receive the cancellation information at least 12 hours before the scheduled game time and not able to locate the officials, the league will not be responsible for any expenses incurred.

## **INCIDENT REPORTS**

Referees are required to file Incident Reports to the appropriate governing body when the following circumstances occur:

- X use of dangerous equipment (Rules 10 & 13)
- X non-playing personnel entering the playing surface without permission (Rule 17)
- X obscene gestures (Rule 28)
- X non-playing personnel removed from the game (Rule 28)
- X attempt to injure (Rule 30)
- X ball intentionally thrown outside the playing area (Rule 41)
- X gross misconduct (Rule 48)
- X playing or non-playing personnel involved in an altercation with a spectator (Rule 56)
- X player(s) leaving the penalty bench or the players' bench during an altercation (Rule 60)
- X molesting an official (Rule 62)
- X a team refusing to start play (Rule 63)
- X players using their sticks in an altercation (Rule 64)
- X a stick intentionally thrown outside the playing area (Rule 69)
- X anyone receiving a match penalty

### **NOTE:**

An incident report must be completed immediately after the game and faxed from that arena to the President of The Alberta Lacrosse Referees Association (fax 780-449-7168) as well as to the President of that league R.M.L.L. (Calgary), Red Deer, G.E.L.C. (Edmonton). Other than the calling of the penalty, this incident report is not to be discussed or viewed by anyone. Remember, this is for your notes and must be kept in a safe location until the end of the following season, then destroyed.

The incident report is to be a clear and concise report of when, who, where, and what happened; only the facts as you saw them. Should your partner witness something different than what you observed, have him/her complete a separate statement. No one sees a picture in the same light.

## Official Game Report

Official \_\_\_\_\_ Joe SMOE  
Official \_\_\_\_\_ Dick TRACEY  
Game played at \_\_\_\_\_ Akinsdale Arena, St. Albert  
Home team \_\_\_\_\_ St. Albert Rats \_\_\_\_\_ Away team \_\_\_\_\_ Ft. Sask Cats  
Date of game \_\_\_\_\_ 98 July 10 \_\_\_\_\_ Time of game \_\_\_\_\_ 1:00 pm  
Level of game \_\_\_\_\_ Bantam \_\_\_\_\_  
Type of game \_\_\_\_\_ League \_\_\_\_\_ Playoff \_\_\_\_\_ Exhibition \_\_\_\_\_ Championship \_\_\_\_\_

Home team coach \_\_\_\_\_ Jake SNAKE

Visiting team coach \_\_\_\_\_ John SMITH

Type of penalty	_____ Match Penalty
Penalty assessed for	_____ Attempt to injure
	(Abuse of official, spearing, fighting, etc.)
Player/Coach penalized	_____ Gary SMITH _____ No. _____ 81
Team	_____ Ft. Sask Cats

**Describe circumstances in detail** \_\_\_\_\_ At 4:12 of the 3rd period while in the neutral zone, #16 Mike JONES of the St. Albert Rats, slashed #81 SMITH on the legs. SMITH turned on JONES and deliberately hit him over the head with his stick. The whistle was blown, play was stopped, nothing further occurred. \_\_\_\_\_ Prior to the play, I observed JONES say something to SMITH but was unable to hear the comment. JONES was assessed 5 mins for slashing and SMITH assessed 5 mins plus a match penalty for attempt to injure

**Official calling penalty** \_\_\_\_\_ Joe SMOE

**Official** \_\_\_\_\_ Dick TRACEY

**Telephone No.** \_\_\_\_\_ 912-4321

**Telephone No.** \_\_\_\_\_ 219-1234

Copies to: League President  
A.L.A. President  
ALRA President

**MINIMUM SUSPENSION GUIDELINES**

The following are the minimum suspension guidelines for all infractions brought before the A.L.A. disciplinary committee. The decision of the committee may or may not take into account time already served for an infraction at the local level for the same offense when levying their decision.

<b>Infraction</b>	<b>CLA Position</b>	<b>ALA Position</b>
5 penalties in 1 game	Remainder of game	Remainder of game
Checking from behind - Minors	Double Minor or Major penalty	Remainder of game
Checking from behind - Majors	Minor or Major penalty	Minor or Major Penalty
Spearing	Match - referred to committee	Match - 2 games minimum Refer to committee **
Butt Ending	Match - referred to committee	Match -2 games minimum Refer to committee **
Kicking	Match - referred to committee	Match - 2 games minimum Refer to committee **
Attempts to spear – Minors	Major penalty	5 minute major & remainder of game plus one game
Attempt to Butt End – Minors	Major penalty	5 minute major & remainder of game plus one game
Attempt to Kick – minors	Major penalty	5 minute major & remainder of game plus one game
Fighting – Minors	Major penalty & Game Misconduct	Major penalty & Game Misconduct
Fighting - Minors - last 10 minutes of game		remainder of game + 1 additional game
Game Misconduct in third period – minors	Remainder of game	Remainder of game
Fighting - Instigator or aggressor - minors	Major penalty & Game Misconduct	Major penalty & Game Misconduct plus 1 additional game

<b>Infraction</b>	<b>CLA Position</b>	<b>ALA Position</b>
2nd Game misconduct - same game - Minors	Remainder of game	Referred to committee
Intent to injure	Match - referred to committee	Match - referred to committee
Gross Misconduct - Minors	Match - referred to committee	Match - referred to committee
Off the playing floor misconduct		Referred to committee
Molesting game officials	Match - referred to committee	Match - referred to committee
Refusing to start play	Minor penalty then forfeit - referred to committee	Minor penalty then forfeit - referred to committee.

\*\* Match - 2 games automatic. May return to play if not notified by committee. May be suspended after committee meets even if has returned to play.

Revised at ALA General Meeting - February 28, 1998

## **INSURANCE COVERAGE**

The latest insurance information can be found by visiting the Alberta Lacrosse Association Web site at [www.albertalacrosse.com](http://www.albertalacrosse.com), and clicking on Forms.

## **ALRA SUPPLIES**

Referee Jerseys	\$30.00
CLA Rule Books	\$15.00
CLA Referee Situation Manuals	\$15.00
ALRA Handbook	\$10.00
Acme Cushion Grip Whistle	\$15.00
ALRA Crest	\$5.00
ALRA Golf Shirts	\$30.00
ALRA Pants – Black	\$70.00



## **ALRA REFEREE SCHEDULING SYSTEM**

Referee Registration is mandatory this year in order to receive games and to be paid – the referee's scheduling Web site is located at [assignbyweb.com/alra](http://assignbyweb.com/alra).

### **GETTING SET UP ON THE SCHEDULING SYSTEM**

- 1) Click on the Enter Assigning Site button
- 2) Click on the User Registration button
- 3) Click on the Input New Registrations button
- 4) Fill in the following information:
- 5) User Type is: Official
- 6) Courtesy Title: Select what you need
- 7) First Name
- 8) Last Name
- 9) Address1
- 10) City
- 11) Select Province
- 12) Postal Code
- 13) Country
- 14) Email 1: (if available)
- 15) Telephone Numbers: Preferred phone is (make a selection)
- 16) Enter as many phone numbers as possible.
- 17) When done click on Add new Registrations

When you complete your referee certification course, your ID will be Emailed to you. Also, when you receive your ID, please update your user profile with any necessary changes.

You must remember to accept all the games you officiate in the system. **IF YOU DO NOT ACCEPT YOUR GAMES IN THE SYSTEM, YOU WILL NOT BE PAID FOR THOSE GAMES.**

## REFEREE PAY SHEET

This pay sheet is to be submitted to appropriate Referee-in-Chief on a monthly basis

<b>Name:</b> <i>John Smith</i>							<b>Phone:</b> <i>(780)123-4567</i>				
<b>Mailing Address:</b> <i>1234 - 56 Street Edmonton, AB T9E 5Y7</i>							<b>Authorized By:</b> <i>Jim Greene</i>				
Day	Date	Time	Arena	Game Code	Level	Partner	Game Type Reg/Tourn/Pl ayoff	Game Fees	Meal Claims	Mileage Claim	Notes
<i>Sat</i>	<i>June 4</i>	<i>8pm</i>	<i>Bill Hunter</i>		<i>PW</i>	<i>Joe Harris</i>	<i>Reg</i>	<i>\$17.00</i>	<i>-----</i>	<i>-----</i>	<i>No shot clocks</i>
<i>Sun</i>	<i>June 5</i>	<i>10am</i>	<i>Kinex - SA</i>		<i>Nov</i>	<i>Dave Jones</i>	<i>Reg</i>	<i>\$15.00</i>	<i>-----</i>	<i>\$5.00</i>	<i>Incident Rpt</i>
<i>Sun</i>	<i>June 5</i>	<i>11am</i>	<i>Kinex - SA</i>		<i>PW</i>	<i>Al Smith</i>	<i>Reg</i>	<i>\$17.00</i>	<i>-----</i>	<i>-----</i>	
<i>Mon</i>	<i>June 6</i>	<i>7pm</i>	<i>Kinex - RD</i>		<i>Tier I</i>	<i>Rod Black</i>	<i>Exhibition</i>	<i>\$45.00</i>	<i>\$10.00</i>	<i>\$47.50</i>	<i>Depart 4pm return 10pm I was driver</i>
<i>Mon</i>	<i>June 6</i>	<i>9:30pm</i>	<i>Kinex - RD</i>		<i>Tier I</i>	<i>Ned Baker</i>	<i>Playoff</i>	<i>\$45.00</i>	<i>\$10.00</i>	<i>\$7.50</i>	<i>Depart 4pm return 10. Ned was driver</i>
<b>TOTAL:</b>								<i>\$139.00</i>	<i>\$20.00</i>	<i>\$55.00</i>	

# REFEREE PAY SHEET

This pay sheet is to be submitted to appropriate Referee-in-Chief on a monthly basis

<b>Name:</b>							<b>Phone:</b>				
<b>Mailing Address:</b>							<b>Authorized By:</b>				
Day	Date	Time	Arena	Game Code	Level	Partner	Game Type Reg/Tourn/Playoff	Game Fees	Meal Claims	Mileage Claim	Notes
<b>TOTAL:</b>											