



# Tournament Officials Selection Panel Policies and Procedures

Updated May 2024

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## Role of TOSP

The Tournament Officials Selection Panel (TOSP) oversees the officials selection process for WFTDA Regional and Global Championships (Postseason) by hiring qualified Tournament Head Officials (THOs) and Assistant Tournament Head Officials (ATHOs). Additionally, TOSP ensures that the THOs staff effective crews utilizing staffing guidelines that meet the needs of the WFTDA membership. TOSP also acts as oversight for the treatment of officials and the adherence to policies and expectations of the WFTDA.

TOSP's role in officials' selection and staffing is as follows:

1. Determine the eligibility requirements for all levels of officiating: Tournament Head Officials (THOs), Assistant Tournament Head Officials (ATHOs), Crew Head Officials (CHOs), and Tournament Skating Officials and Non-Skating Officials, for each tier of Postseason tournament (WFTDA Regional and Global Championships).
2. Administrate the application and selection process:
  - a. Directly hire the THOs and ATHOs, and present eligible and qualified tournament officials applicants to the THOs.
  - b. Provide oversight to the process and a forum for communication in which the THOs select officials. Each position applied for will be



- considered separately.
- c. Provide a central repository of information for reference by all THOs and manage this information per the [TOSP Data Collection, Analysis, and Distribution](#) policies included in this document.
- d. Communicate any issues with, and status of, hiring to Officiating Oversight and the WFTDA Board of Directors.
- 3. Work with WFTDA Marketing to announce Postseason staffing deadlines and selections.
- 4. Work with the WFTDA Staff and Competitive Play to make sure officials' needs are met and advocated for.
- 5. Ensure that THOs communicate staffing and tournament decisions to other THOs in order to ensure consistency between tournaments.

## Officials Selection Process

### Goals

1. Take a holistic approach to Postseason staffing so that decisions are not made for just one tournament, but for all tournaments:
  - a. Staff not just the best fit for a position, but find the best fit in that position for the entire crew of Tournament Skating Officials and Non-Skating Officials (NSOs).
  - b. Staff the officials who have most effectively proven their performance to achieve that goal. All officials must meet the approved eligibility requirements, then this decision is made through analysis of a number of criteria and sources including:
    - i. Game history (type of game, number of games, recency of games)
    - ii. Performance (Certification information, references, feedback)
    - iii. Positional expertise (game history, references, feedback)
    - iv. Personality and fit within the group (references, feedback)
2. Provide opportunities to a wider pool of officials to participate. This includes:
  - a. Limiting the positions and/or number of tournaments in which each official can be selected to participate (unless there is a shortage of officials or reason to repeat people, with written justification).
  - b. Taking careful consideration towards providing opportunities to those skilled officials who are underrepresented in the community by such factors as gender identification, geographic isolation, or ethnicity.
3. Ensure transparency of the decision-making process.



# Staffing Guidelines

The following are the guidelines to THOs for staffing WFTDA Regional and Global Championships. These guidelines should be taken into consideration when making selections and placements of officials. TOSP is not suggesting that any one of these guidelines should outweigh another, but they should be used together to create a bigger picture of the eligible officials in order to create effective crews.

All guidelines that are not explicitly related to staffing CHOs apply to all staffing decisions (including CHOs) for WFTDA Regional and Global Championships.

1. A single applicant should not be staffed in more than one Regional Tournament. THOs are encouraged to work together and to look at the overall staffing of all WFTDA Regionals across all tournaments. This will ensure opportunities are provided with a recommended limit of one WFTDA Regional tournament per official.
2. When staffing CHOs, each THO should select at least one CHO without prior Playoff/Champs CHO experience, if able, per list of applicants.
3. In a situation where a candidate from an underrepresented group (e.g. gender identification, geographic isolation, or ethnicity) has applied for a position, meets the minimum qualifications, and is not otherwise disqualified based on multiple sources of feedback, preferential consideration shall be given to the underrepresented candidate. Sources of feedback that threaten to disqualify candidates from underrepresented groups will be evaluated for evidence of systemic bias. For more information on disqualifications please see the [Dropouts, Replacements and Removals section](#) below.
4. Officials are eligible for Global Championships after having been staffed in at least one WFTDA Regional Championship, Continental Cup, Playoffs or Championships in the past 3 tournament cycles. Eligibility for events is detailed in [Appendix A: Minimum Eligibility and Qualifications For Postseason Selections](#).
5. In a situation where a candidate was not staffed in the previous cycle, they will be given preferential consideration compared to candidates who were staffed at a WFTDA Playoff or Championship event the previous cycle. Exceptions to this preference must be accompanied by thorough justification based on patterns of documented feedback.
6. Data from sources detailed below shall be included in deriving an overall assessment of each official. All information reviewed: Certification level, experience, references, feedback, etc. should be considered together in order to determine selections and staffing. No one piece should be weighted more, but used to create an assessment of that official, their skills, and ability to perform at Regional or Global Championships.



- a. Certification
    - i. Level of certification will be considered.
    - ii. Certified officials have priority over non-certified officials that still meet the minimum eligibility and qualifications.
  - b. Officiating History Summary:
    - i. Each THO will receive a document summarizing the officiating history documents of all the qualified officials in the positions they applied and for which they are approved.
    - ii. Rather than each THO manually reading through all of the officiating history documents and summarizing and comparing the relative experience of all the officials in each position, a system has been developed to check minimum qualifications.
  - c. Feedback:
    - i. Feedback on officials from Certification
      - 1. Consolidated feedback from evaluations, Overviews of Officiating Skill, or the summary from an official's last certification review may be requested for individuals.
    - ii. Reference checks
      - 1. Feedback from provided references. TOSP will request reference checks during the application process and add them to an application package for each applicant.
      - 2. Any feedback obtained shall be shared with all THOs (and available to TOSP) so that all THOs have the same information.
    - iii. Data obtained from member feedback sent to TOSP after forum post.
    - iv. Any information collected from references or links to publicly available game footage that results in an official not being staffed must be cited when submitting crew selections to TOSP. (This information may additionally be shared with Certification.)
- 7. Deviations from these guidelines or staffing/placement that falls outside of these guidelines, should be noted and explained when submitting crews for approval.
  - 8. All THO communication with TOSP should be sent through the [tosp@wftda.com](mailto:tosp@wftda.com) email individually. TOSP will also actively monitor the Tournament Head Official mailing list.
  - 9. THOs are expected to inform TOSP immediately of any dropouts so that the proper replacement procedure can be executed, including reporting when alternates are activated during the tournament and any officials pulled in from the reserve list.
  - 10. In addition, THOs should include an explanation on how they approached staffing and made decisions to give the Panel insight into their staffing methodology.



11. In the case of a disagreement between THOs and TOSP, a vote will be conducted to resolve the disagreement.
  - a. All voting members of TOSP and each THO of the tournament affected will each have one vote.
  - b. This vote will assume all published criteria are already met.
  - c. The results of this vote will go to Officiating Oversight for confirmation or denial.
  - d. TOSP reserves the right to deny placement in the event of a violation of published guidelines or criteria.

## **Dropouts, Replacements and Removals**

### **Dropouts and Replacements**

TOSP recognizes that there are certain circumstances that can occur between the time an acceptance is made to the time of the tournament. We ask that if an official needs to drop out from a tournament, they do so as soon as possible to allow the THO to staff a replacement. Replacements will be pulled from an Officials' Reserves list.

Allowances will be made for any tournament official to opt out of officiating for any game/team in which they feel uncomfortable. This may include, but is not limited to, a team from that official's affiliated league or a team to which they have a personal tie.

Replacements will be staffed according to how far in advance of the tournament notification is given.

1. Replacements for dropouts more than one week prior to the tournament will be filled by trying to use an official who applied to the tournament but was not selected. (TOSP will notify these officials via email that they are on a reserve list and the position they are reserved for.)
2. Replacements for dropouts the week of the tournament will be filled by either using the Assistant Tournament Head Official or putting an official on two crews for the weekend instead of one (i.e. "doubling up").
3. Replacements during the tournament:
  - a. Individual trades (i.e. "swapping") due to performance, injury, illness, conflict of interest, etc., may be done at the discretion of the THO and CHOs with input from the GTO. The THO should notify TOSP of this change.
  - b. Multiple, simultaneous officiating crew changes (i.e. "shuffling") may only be done with, and may be required by, consensus of the THOs, ATHOs, GTO, and CHOs. The THO should notify TOSP of this change.



THOs will be the final say on any matter if there is a stalemate.

## **Removals**

Officials who have been accepted to work a tournament may be removed prior to the tournament or during the tournament for various reasons. Those reasons include, but are not limited to:

1. Failure to adhere to TOSP, Tournament, and/or WFTDA policies (especially in a prior tournament).
2. Adherence to a grievance recommendation.
3. Demotion in Certification status.
4. Code of Conduct violation.
5. Performance issues at prior WFTDA Regional Championship, Continental Cup, Playoff or Championships, or the current tournament.

Removals prior to the tournament will be replaced according to the replacement procedures for a dropout one week prior to the tournament. Mid-tournament removals will use the Drop Out policy for replacement during the tournament.

## **THO Violations**

Willfully failing to follow the TOSP Policies & Procedures as written will be considered a violation by the THO and in doing so, may result in removal from that position. Potential reasons for removal include, but are not limited to:

1. Making staffing decisions contradictory to those outlined by the Staffing Guidelines.
2. Misrepresentation of their qualifications and/or experience.
3. Failure to meet the requirements of the position (e.g., missing important meetings, deadlines etc.).
4. Refusal to accept the approval votes of TOSP crew selections.
5. Failure to communicate important information to the official crews about the tournament.
6. All of the reasons listed above in the Removals section.

# Job Descriptions

## Tournament Head Officials (THO)

THOs will perform their duties off-skates and without serving on any officiating crew.

### Pre-Tournament

THOs are expected to:

1. Review current TOSP Policies and Procedures, specifically those sections pertaining to staffing.
2. Work with TOSP and Officiating Education to update the *WFTDA Tournament Officials Roles, Responsibilities and Procedures*.
3. Select competent Crew Head Officials (CHOs) with oversight of TOSP and per the guidelines established in this document.
4. Oversee assignment of officials to crew positions with oversight from TOSP and per the guidelines established in this document.
5. Work to moderate the WFTDA-managed Google Group that TOSP will set up for each tournament.
6. Work with TOSP and WFTDA staff to coordinate tournament needs prior to the tournament. WFTDA would like to standardize needs across tournaments.
7. Must be fully aware of changes to all official rules clarifications and tournament standard practices.
8. Work with the host-selected GTO to properly communicate procedures for the tournament.
9. Work with the Assistant Tournament Heads and include them on all communication.
10. Send feedback to TOSP for each official not selected for their tournament before the start of their tournament. This feedback will be sent to the officials requesting feedback to further their officiating development.

### In-Tournament

1. Supervise and assess crew and officials' performance during the tournament.
2. Observe games and provide feedback to other CHOs to ensure all tournament crews are performing as accurately and consistently as possible.
3. Manage staffing as per the guidelines established in the [Dropouts, Removals, and Replacements](#) section above.
4. Assign officiating crews to games throughout the tournament.
5. Assist GTO and CHOs in managing tournament suspensions per the *WFTDA Expulsion and Suspension Policy*.



6. Prior to the beginning of the tournament, approve the track setup as compliant with the *WFTDA Tournament Track Setup Requirements*, together with the host league Tournament Lead, GTO and Risk Coordinator.
7. Conduct the pre-tournament officials meeting, if applicable, and assist with the Captains' meeting as needed.
8. When necessary, conduct daily wrap up meeting(s) that includes THR, THNSO, ATHR, ATHNSO, CHRs, CHNSOs and GTOs to discuss issues or concerns and plan officiating for the following day(s).
9. Provide support and consultation to participating teams throughout the tournament.
10. Work with the host Tournament Lead regarding tournament needs throughout the tournament.
11. Will immediately (by the conclusion of the tournament) document any situation and report it to TOSP, where it is determined by THOs and CHs that any official participating in a postseason tournament failed to adequately perform their duties at the tournament.

## Post-Tournament

1. Write and submit evaluations on all certified CHs to WFTDA Certification within 60 days. THOs are also expected to write and submit feedback for uncertified CHOs within 60 days.
  - a. TOSP will supply a form for feedback on uncertified officials.
  - b. All feedback will be sent to the official.
  - c. Failure to do so may result in not being selected for a THO position the following tournament cycle.
2. Work with ATHOs and TOSP to document and communicate on-site decisions to the other THOs and ensure consistency of execution between all of the tournaments.
3. Complete feedback reports and evaluations as per the guidelines established in these TOSP Policies & Procedures. This includes a brief report summarizing the tournament experience and officiating performance within **72 hours** of tournament completion.

## Tournament Head Referee (THR)

The Tournament Head Referee will have the final decisions on any rules disputes that arise during the tournament.

1. A Rules Committee member will be present on the tournament message board and available for support throughout the postseason tournaments.
2. Discussions will happen after the game. During game play the CHR is the authority during game play.
3. All decisions will be in compliance with the current rule set and must be



communicated to other THRs in order to keep consistency in decisions between tournaments.

## **Tournament Head Non-Skating Official (THNSO)**

### **In-Tournament**

The Tournament Head Non-Skating Official will ensure that all forms for games are prepared and printed for the upcoming game based on the submitted team rosters and *WFTDA StatsBook* practices for paperwork.

### **Post-Tournament**

1. Ensure completion of final statistics for submission by Sanctioning deadlines.
2. Complete feedback reports and evaluations as per these guidelines established in the TOSP Policies & Procedures. This includes a brief report summarizing the tournament experience and officiating performance within **72 hours** of tournament completion.

## **Assistant Tournament Head Official (ATHO)**

ATHOs will perform their duties off-skates and without serving on any officiating crew, unless they are activated to fill a vacancy on a crew in accordance with the TOSP policy section on Replacements.

### **Pre-Tournament**

1. Expected to review current TOSP Policies and Procedures, specifically those sections pertaining to staffing.
2. Assist the THOs on moderating the WFTDA-managed Google Group that TOSP will set up for each tournament.
3. Work with TOSP and WFTDA staff to coordinate tournament needs prior to the tournament. WFTDA would like to standardize needs across tournaments.
4. Must be fully aware of changes to all official rules clarifications and tournament standard practices.
5. Expected to attend and be a part of any conversations or meetings about rosters, but will not be the final say in any roster.
6. Work with the THOs and GTO to properly communicate procedures for the tournament.



## In-Tournament

1. Support the THO with supervision and assessment of the crews and officials performance during the tournament.
2. Along with THOs and CHOs will observe games and provide feedback to other CHOs to ensure all tournament crews are performing as accurately and consistently as possible.
3. Support the THO in the management of staffing as per the guidelines established in the [Dropouts, Removals, and Replacements](#) section above.
4. Assist the THOs with assigning officiating crews to games throughout the tournament.
5. Coordinate with THOs to assist GTO and CHOs in managing tournament suspensions per the *WFTDA Expulsion and Suspension Policy*.
6. Prior to the beginning of the tournament, support the THO in approving the track setup as compliant with the *WFTDA Tournament Track Setup Requirements*, together with the host Tournament Lead, GTO, and Risk Coordinator.
7. Attend the pre-tournament officials meeting and Captains meeting, as needed by the THO.
8. When necessary, attend daily wrap up meeting(s) that includes THR, THNSO, ATHR, ATHNSO, CHR, CHNSOs, and GTOs to discuss issues or concerns and plan officiating for the following day(s).
9. Provide support and consultation to participating teams throughout the tournament as needed.
10. Work with the THOs and the host Tournament Lead regarding tournament needs throughout the tournament.
11. Should the THOs and CHs determine that any official participating in a postseason tournament failed to adequately perform their duties at the tournament, the THOs, ATHOs, and CHOs will immediately (by the conclusion of the tournament) document the situation and report it to TOSP.
12. As prescribed in the [Dropout and Replacement](#) procedures, may be needed to fill in vacancies.

## Post-Tournament

1. Assist in drafting evaluations for certified officials and feedback for uncertified officials.
2. Work with THOs and TOSP to document and communicate on-site decisions to the other THOs and ensure consistency of execution between all of the tournaments.
3. Help the THOs complete feedback reports and evaluations as per the guidelines established in these TOSP Policies & Procedures. This includes a

brief report summarizing the tournament experience and officiating performance within **72 hours** of tournament completion.

## **Assistant Tournament Head Referee (ATHR) and Assistant Tournament Head NSO (ATHNSO)**

1. Assist the Tournament Head Referee or Head NSO in their duties.
2. Be ready to fill in a vacancy on a crew as needed and as prescribed by the policy on [Dropouts and Replacements](#).

## **Crew Head Official (CHO)**

1. Responsible for ensuring that WFTDA rules, standardized practices, sanctioning uniform policies, tournament policies, and Tournament Roles and Responsibilities are being enforced during the game at the highest standard of fairness and accuracy.
2. Expected to write and submit evaluations on all officials on their crew, regardless of certification status, within 60 days.
  - a. TOSP will supply a form for feedback on uncertified officials.
  - b. All feedback will be sent to the official.
  - c. Failure to do so may result in not being selected for a position the following tournament cycle.
3. Exercising their best judgment, may resolve differences in officiating or conflict between officials within their tournament crew.
4. Manage staffing as per the guidelines established in the [Dropouts, Removals, and Replacements](#) section of this document.
5. Assist GTO in processing tournament suspensions per the *WFTDA Suspension Policy*.
6. Attend daily wrap up meeting that includes THR, THNSO, ATHR, ATHNSO, CHR, CHNSOs, and GTO to discuss issues or concerns.

## **Crew Head Referee (CHR)**

1. The CHR is the ultimate authority during the game.
2. Makes a final ruling on uniform contrast between opposing teams and recommends a uniform change if necessary.
3. Makes a final ruling on uniforms and helmet covers as outlined in *The Rules of Flat Track Roller Derby*, *WFTDA Sanctioning Policy*, and WFTDA tournament games policies.
4. Conducts pre-game Captains Meeting.
5. Assists GTO with expulsion meetings if necessary per the *WFTDA Expulsion and Suspension Policy*.



## Crew Head Non-Skating Official (CHNSO)

1. Completes IGRF and gathers signatures.
2. Conducts pre-game Captains meeting with CHR.

## TOSP Data Collection, Analysis, and Distribution

### What TOSP Will Collect (and How TOSP Will Collect It)

1. Officials' Games History
  - a. Each official submits their game history during the application process. Information in the game history will be utilized to determine each official's overall experience, positional experience, as well as level of game play experience based on game types (e.g., WFTDA Regional, Playoff, Sanctioned, Regulation, Other).
2. Other information submitted during the application process.
3. Tournament Head Officials' Feedback
  - a. All THOs must provide TOSP with a brief report summarizing the tournament experience and officiating performance within **72 hours** of tournament completion. This feedback will aid TOSP in staffing future tournament cycles.
  - b. All THOs and CHOs must write evaluations for officials working the tournament or on their crew.
    - i. If an official is working on two crews in different positions, the THO will write two evaluations and/or feedback (i.e., one for each position).
    - ii. Failure to submit evaluations will be noted for hiring THOs and CHOs for future tournament cycles.
  - c. TOSP will use the feedback and performance reviews to adjust its processes, assist in hiring Tournament and Crew Heads for future WFTDA Regional and Global Championships, and aid in future staffing of all officials.
4. Post-Tournament Survey Responses
  - a. This information is solicited via Google Forms to standardize responses and facilitate analysis of data.
    - i. Responses will primarily be solicited in the form of Likert scales (e.g., Rate your level of satisfaction with official X on the following 1-to-5 scale, with 1 being extremely dissatisfied and 5 being extremely satisfied).
    - ii. Overall ratings less than the midpoint (3 in the above example)

- will require written justification for provision of that rating.
  - iii. TOSP will provide both an executive summary of the collected data as well as the raw data from the survey to the WFTDA Board of Directors.
- 5. Multiple parties submit survey responses for the officials at each tournament:
  - a. CHO Feedback – solicited from officials and teams – including any individual skaters – that participated at the tournament in question with the official(s) in question.
  - b. THO Feedback – solicited from CHOs, Certification representatives, and GTO representatives.
  - c. Individual officials' Feedback – solicited from officials, GTO representatives, and teams – including any individual skaters – that participated at the tournament in question with the official(s) in question.
- 6. Evaluations and Other Information Provided by Certification
  - a. Certification will provide, upon request, a summary of evaluations for specific officials as requested by TOSP. For TOSP data sharing with Certification, refer to the Dbelow.
- 7. Assessments of the Tournament Selection Process
  - a. After the annual tournament cycle, TOSP will work with Officiating Oversight to solicit feedback from officials on the tournament selection process and the officiating experience at the tournaments.
- 8. Acceptance and Attendance Records
  - a. TOSP will collect and retain information pertaining to the following for each official:
    - i. Declined WFTDA tournament invitations.
    - ii. Unexcused absences (i.e., a “no-show”) at WFTDA tournaments.
    - iii. Dropouts from WFTDA tournaments.

## **How Does TOSP Analyze What Is Collected?**

### **TOSP Data Retention Policy**

TOSP will actively enforce a data retention policy not to exceed three years. This policy is aimed at ensuring that TOSP is using relevant information in performing its various duties with respect to staffing tournaments with qualified officials. Anything outside of the three-year window is considered less relevant than applicable information within that window or received from Certification. As a result, all data older than three years will be destroyed. All data will be securely stored online.



## Uses for Collected Data

Identifying a pool of officials who meet eligibility requirements as outlined in this TOSP Policies and Procedures documentation. This process is aimed at evaluating the pool of officials, provided by Certification, who meet published eligibility requirements for Postseason consideration.

This includes, but is not limited to:

1. Critically assessing the staffing selections made by THOs for each tournament in the current year.
2. Critically assessing the staffing selections for championships in the current year.
3. Considering future years' Postseason staffing.

If information that indicates a Code of Conduct violation or other misconduct comes to light, it will be evaluated by the TOSP Chair and Oversight Officer to determine whether the matter will be escalated to a formal grievance filed by WFTDA Officiating.

## What Is The TOSP Process of Review?

1. Upon closure of the application, TOSP will immediately parse the data set for the eligibility of each candidate for each position.
  - a. At this time, the raw list of names will be sent to the internal committees (Board of Directors, Grievance, Officiating Committee, Certification) to confirm that any disqualifying concerns are logged and tracked.
  - b. Any applicants removed based on a grievance or past disciplinary concern will be notified immediately and be given an option to appeal.
2. All candidates eligible for at least one position will be sorted into a spreadsheet that clearly marks which roles they are candidates for. This can happen simultaneously to the grievance work.
3. All candidate pools (THO, CHO, officials) will be divided amongst TOSP members (Chair, Skater Representatives, Officiating Representative, Certification Representative) to review candidate profiles and make a quick recommendation on following statements, based only on their application.
  - a. "I feel reasonably comfortable staffing this person at a Regional."
  - b. "I feel reasonably comfortable staffing this person at Global Championships."
  - c. Note: This might not be done at once, but based on the roles the candidates applied for.
4. If a candidate is marked yes, that recommendation is returned to the pool automatically.





5. If a candidate is marked no, those cases will be redistributed to a different panel member.
  - a. If the candidate is marked as no again, TOSP will note on their application that they do not recommend them for staffing, as well as list the reasoning behind this choice from both reviewers.
6. TOSP members will do their best to reasonably create actionable notes for THOs, CHOs, and for providing feedback to officials not staffed.
7. A Voting Panel as led by the Chair and clerks will meet to choose THO candidates.
  - a. Panel reviewers should come prepared to discuss their candidate list and explain their recommendations.
  - b. From that discussion the THOs are selected by the Voting Panel.
8. THOs are issued a list of CHO candidates. On this list, both the TOSP recommendation as well as their candidate pool is noted.
9. THOs return CHO candidates. TOSP submits these to sign off from the Grievance committee that none have active or past grievances logged against them.
10. Once confirmed, TOSP signs off on the CHO, and the THO must follow the established schedule to submit their first draft of staffing.
11. Representatives from TOSP, Officiating, Skater, and Certification will review and provide feedback until a final roster is determined.

## **How (and with whom) does TOSP share the data/analysis that is collected/conducted?**

1. Internal Data Sharing
  - a. All data will be shared internally via a [tosp@wftda.com](mailto:tosp@wftda.com) email address. All current members of TOSP will have access to this account. This account will be used to distribute the following Google Forms:
    - i. Applications for THOs
    - ii. Applications for all other officials
    - iii. THOs Tournament Feedback (i.e., I.C. on page )
    - iv. Post-Tournament Feedback for all officials (i.e., I.D. on page )
2. External Data Sharing
  - a. TOSP will share data with external parties as detailed below.
    - i. THOs/CHOs – After the annual tournament cycle, TOSP will send formal feedback to the THOs and CHOs of each tournament. This feedback will include applicable data from the officiating survey.
    - ii. Certification – TOSP will broadly share the types of data that they collect and will collaborate with Certification representatives to determine what, if any, of this information





would be useful for use by the Certification Panel. The TOSP Certification Representative will be responsible for compiling and relaying all desired information to Certification.

- iii. Membership – TOSP will provide an “annual report” to membership with generalized information regarding tournament staffing, overall satisfaction levels, and other quantitative data compile and constructed from sources listed in #1 above.

3. Data Sharing that TOSP Will Not Conduct

- a. TOSP will refrain from providing specific feedback to officials outside of those in THO/CHO roles as delineated above in 3bi. However, TOSP may provide feedback about all officials (e.g., to Certification), if necessary. The rationale for this is as follows:
  - i. TOSP reasonably interacts with individuals at the THO/CHO level, but not typically other officials in tournaments.
  - ii. TOSP feedback could directly (or indirectly) conflict with that provided by a Certification Panel. TOSP’s external data sharing with the Certification (see III.b.ii. above) will allow a Certification Panel to incorporate all applicable and useful feedback that TOSP collects to form a cohesive and consistent feedback message to individual participants as they progress through the certification process.
  - iii. Specific feedback (e.g., THO or CHO feedback to specific individuals) will have already been provided, given that the THO/CHO is properly communicating and adequately fulfilling their role. If TOSP also provides this feedback it will create inefficiencies and redundancies in communication.

# Appendix A: Minimum Eligibility and Qualifications For Postseason Selections (Updated 2024)

1. It is preferred that Officials only apply to the tournament in their WFTDA region (not including Global Championship tournaments).
  - a. If they are willing and able or prefer due to travel reasons to attend a tournament outside of their WFTDA region, please note that on the application in the appropriate section.
  - b. TOSP may select officials outside of their WFTDA region if there is a need, such as not enough qualified applicants applied for a specific regional tournament.
  - c. Eligibility will be determined from the date applications close and not the date an official applies.
2. TOSP may remove individuals from the candidate pool who are found to have violated the WFTDA Code of Conduct.
  - a. This may be verified by having a processed or pending WFTDA grievance, have a documented pattern of behavior unbecoming of a WFTDA official, or have an excessive history of being replaced during WFTDA tournaments.
  - b. Applicants can be removed for these reasons, or those of similar severity, even if they meet published eligibility requirements for postseason consideration.
3. A sanctioned game is anything that would count as Sanctioned on the main games history page. We do not currently distinguish between WFTDA- and MRDA-sanctioned games.
4. Applicants that do not meet the minimum game count requirements may provide clarification on their application as to why and how they remain qualified.

## Tournament Head Official (THO) and Assistant Tournament Head Official (ATHO)

1. Global Championships
  - a. It is preferred that applicants have performed as a THO or CHO at a WFTDA Continental Cup, Playoff or Championships tournament within the last three tournament cycles. Example: The current year is 2024, so the last three cycles will be from August 1st, 2017.
  - b. Must have performed in at least 20 WFTDA-sanctioned and/or Regulation, MRDA-sanctioned or Level 3 JRDA-sanctioned games in



the last 24 months from date of application close.

- i. 5 games of the 20 must be sanctioned.

2. Regionals

- a. It is preferred that applicants have performed as a THO or CHO at a WFTDA Continental Cup, Playoff or Championships tournament within the last three tournament cycles. The last three cycles will be from August 1st, 2017.
- b. Must have performed in at least 15 WFTDA-sanctioned and/or Regulation, MRDA-sanctioned, or Level 3 JRDA-sanctioned games in the last 24 months from date of application close.
  - i. 3 games of the 15 must be sanctioned.

## Crew Head Official (CHO)

1. Championships

- a. It is preferred that applicants have performed as a THO, CHO, or official in at least one WFTDA Continental Cup, Playoffs or Championships within the last three tournament cycles. Example: The current year is 2024, the last three cycles will be from August 1st, 2017.
- b. Must have performed in at least 20 WFTDA-sanctioned and/or Regulation, MRDA-sanctioned, or Level 3 JRDA-sanctioned games in the last 24 months from date of application close.
  - i. 5 games of the 20 must be sanctioned.

2. Regionals

- a. It is preferred that applicants have performed as an THO, CHO, or official in at least one WFTDA Continental Cup, Playoffs or Championships within the last three tournament cycles. Example: The current year is 2024, the last three cycles will be from August 1st, 2017.
- b. Must have performed in at least 15 WFTDA-sanctioned and/or Regulation, MRDA-sanctioned, or Level 3 JRDA-sanctioned games in the last 24 months from date of application close.
  - i. 3 games of the 15 must be sanctioned.

## Participating Official

1. Championships

- a. It is preferred that applicants have performed as an official or THO in at least one WFTDA Continental Cup, Playoffs, or Championships within the last three tournament cycles. Example: The current year is 2024, the last three cycles will be from August 1st, 2017.
- b. Must have performed as an official in at least 20



WFTDA-sanctioned and/or Regulation or MRDA-sanctioned games in the last 24 months from date of application close.

i. 5 games of the 20 must be sanctioned.

- c. Must have performed in the positional family (NSOs) or role (SOs) applied for in at least 12 WFTDA-sanctioned and/or Regulation, MRDA-sanctioned, or Level 3 JRDA-sanctioned games in the last 24 months from the date of application close.

2. Regionals

- a. Must have performed as an official in at least 15 WFTDA-sanctioned or Regulation, MRDA-sanctioned or Level 3 JRDA-sanctioned games in the last 24 months from date of application close.

i. 3 games of the 15 must be sanctioned.

- b. Must have performed in the positional family (NSOs) or role (SOs) applied for in at least 5 WFTDA-sanctioned and/or Regulation or MRDA-sanctioned games in the last 24 months from the date of application close.

## Visual Representation of Requirements

	Championships			Regionals		
	THO	CHO	Official	THO	CHO	Official
<b>Participated as THO or CHO in CC/PL/CH in past 3 tournament cycles</b>	Preferred	No	No	Preferred	No	No
<b>Participated in any role in CC/PL/CH in past 3 tournament cycles</b>	N/A	Preferred	No	N/A	Preferred	No
<b>Required games last 24 months</b>	20	20	20	15	15	15
<b>Required Role/Family-Based games in 24 months</b>	N/A	N/A	12	N/A	N/A	5

## Additional Information and Allowances

1. Individuals who do not meet the requirement for the minimum number of games officiated due to the geographic accessibility to sanctioned games or due to injury may be considered. This must be clearly noted on your application.
2. If there is a lack of applicants meeting any of these qualifications, TOSP reserves the right to amend/alter the requirements until there are sufficient resources.
3. For the purposes of eligibility, CHR/HR roles count towards IPR eligibility.



However, the opposite is not true.

4. Alternate Official positions do not count towards minimum game requirements.
5. THO/GTO roles count as 5 games towards your minimum game count, but do not count towards the minimum number of games in a position/family.



# Appendix B: TOSP Deadlines (2024)

## Event Dates

NA Northeast (State College, Pennsylvania) May 17-19, 2024

Latin America (Santiago Chile) May 18-19, 2024

Europe (Malmo, Sweden) June 7-9, 2024

WFTDA will not be involved with officials' staffing for the Oceania event. See TGSS for information on officiating staffing.

NA West (Mesa, Arizona) June 14-16, 2024

NA South (Austin, TX) June 28-30, 2024

Global Champs (Portland, Oregon) November 1-3, 2024

## TOSP Selection Deadlines

### Regional Championships

#### Tournament Head Official Selection

March 1 - Applications close for THOs

March 2 - 9 - Panel Review for THO Applicants

March 10 - THO candidates selected and vetted by Oversight

March 11 - THOs notified of selection

March 12 - THO acceptances due

March 14 - THOs announced on forum

#### Officials Qualification

March 17 - Apps close for all officials

March 16 - 22 - TH Review & Selections

March 23 - 30 - TOSP Review

April 2 - Officials selection announcement



## **Global Championships (Updated May 2024)**

### **Tournament Head Official Selection**

July 1 - Applications open

July 15 - Applications close

July 16 - July 31 - Review, Approval and Acceptance

August 1 - Announcement of THOs

### **Officials Qualification**

July 31 - Applications close for all crew officials

August 10 - Crew Heads selected

August 31 - Announcement of crews





# Appendix C: TOSP Structure

TOSP will be comprised of the following individuals:

1. Two (2) TOSP Chairs
  - a. Appointed by Officiating Oversight and approved by the Board of Directors (BoD).
  - b. Reviewed annually.
2. Two (2) Skater Representatives
  - a. Voting role.
  - b. Hired by TOSP Chair for 2-year terms, and approved by Officiating Oversight.
  - c. No restrictions are imposed on these representatives. Preference would be a Skater Rep from outside the US and one from inside the US.
3. Three (3) Officials Representatives
  - a. Voting role.
  - b. Hired by TOSP Chair for 1-year terms, and approved by Officiating Oversight.
  - c. No restrictions are imposed on these representatives. Preference would be an Officials Representative from outside the US and one from inside the US.
4. One (1) Officials Certification Representative
  - a. Non-Voting role.
  - b. Advisory role.
  - c. Appointment determined by Officials Certification (i.e., Certification may vote, elect, or appoint their representative).
  - d. Reviewed annually by TOSP Chair and Oversight.

Note:

Voting members cannot apply for a TH role.

## 2024 Representatives

Co-Chair: Jean-Quad Grand Slam, Belfast Roller Derby

Co-Chair: Nell Bomb, Classic City Rollergirls

Skater Representative: Dr Stevel, Crime City Rollers

Skater Representative: TBD

Officials Representative: Doesn't Matt-er, Rose City Rollers

Officials Representative: Wishbone Breaker, Gem City Roller Derby

Officials Representative: Intejill, Burning River Roller Derby

Certification Representative: Slaine, Adelaide Roller Derby

Oversight: Strong Female Character, Gotham Girls Roller Derby

