



## **I.E.F.O.A. POLICY: Postseason Assignments**

Consistent with Association Bylaw section 5.17, it is among the powers of the board of directors to do everything necessary, proper and requisite for carrying out the objectives and purposes of the association. This policy provides direction to the Board and the Association Assigner for assigning members to postseason/playoff games, to include Week 10 Crossover and other games with playoff implications. Assignments should be consistent with and carry out the objectives and purposes of the association as set forth in its articles of incorporation.

Intent of this Policy: To provide a process by which members will be considered and assigned to postseason/playoff games, to include Week 10 Crossover and other games carrying playoff implications. The board and the association assigner will consider the guidelines set forth herein and other factors including but not limited to availability, injury/health, and disciplinary status.

### **A. General Guidelines**

WOA Requirements for all games carrying postseason implications starting in Week 10 of the season:

1. Official must be a certified WOA official.
2. Official must be currently rated as a playoff-level official by the RTO program at one or more positions. For these games, one can be assigned at any position, not necessarily one in which rated as "Postseason." WOA defines "currently rated" as having been observed and been certified as "Postseason" in the current or previous two seasons. (This provision may be waived by WOA in Week 10 if necessary due to availability issues.)
3. Official must have completed all requirement of the RTO postseason endorsement program.

WOA Requirements for state-allocated assignments (semifinals and finals):

1. In addition to the foregoing, official must be currently rated as a Postseason official by the RTO program at the position that he/she will be working.
2. Official must have worked at least 5 varsity football games including 3 at the position to which nominated.
3. Official must work at least one playoff game (first round or quarter finals) at the position to which nominated. If assignments available (home vs away games affect positions available, e.g.) do not allow meeting the position requirement, discuss alternative solutions with WOA executive director.
4. Official must meet WOA availability requirements. (Officials nominated for semifinals need not be available for finals. Officials nominated for finals need not be available for semifinals.)

IEFOA Requirements for locally-assigned Week 10 games with playoff implications:

1. Assigner will use WOA Requirements listed above for this level to build crew assignments for Week 10 games. Officials not meeting all WOA requirements may be assigned to Week 10 games that are not playoff implicated. Games in which a team has to win to advance are first priority. Games in which a team or both teams will advance regardless of outcome, but the outcome can affect seeding would have the next priority. A game in which one or both teams will not advance regardless of outcome and the outcome will not directly affect seeding into a first round game has no playoff implications.
2. In structuring crew assignments for playoff-implicated games, the assigner will consider such factors as balancing crew strength, classification of teams, attendance at association meetings, participation in associations peer evaluation program, and number of games officiated in the current season.

IEFOA Requirements for assigning members to WOA-managed split crew games (first round and quarterfinals). When the Assigner receives the list of postseason games IEFOA members will be assigned to work that week, he will transmit it to the board and will draft assignments considering all WOA requirements and the following IEFOA policy requirements:

1. Every reasonable effort will be made to ensure officials approved by WOA to work in State Finals will be assigned to work a quarterfinal game. WOA requires only that a state-allocated official works at least one postseason event prior to his/her State-Allocated assignment.
2. Every reasonable effort will be made to ensure officials approved by WOA to work State Semifinal games will be assigned to a first-round postseason game when slots in more positions are available.
3. Participation in Meetings: Did the official miss more than 2 General Meetings? (Make-Up: Attending a preseason test review will make-up for one general meeting absence).
4. Peer evaluations: Did official complete 80 percent of peer evaluations by board-announced cut off date?
5. Number of games worked for Association: Did/Will member officiate at least 15 games for the association, including all levels, by the end of Week 10 of the season?
6. Rank order of members in final composite ratings from the previous season.
7. General policy is to keep those selected for state-allocated assignments working in both the first round and quarterfinals to help keep them sharp. This takes priority over the other general policy to try to allocate a postseason assignment to as many Pool 1 officials as possible, considering availability. With enough assignments to allocate and consider availability issues, we want to also use Pool 2 officials.

#### **A. SELECTION PROCESS FOR STATE-ALLOCATED ASSIGNMENTS (Semifinals and Finals)**

Use previous year's final composite ratings to establish a rank order list.

Use the most current, when selections are finalized, WOA Postseason RTO Observations list by positions. A member might be Postseason Rated at a position in which he/she is not fully comfortable for a State-Allocated assignment or that the board is not fully comfortable with him/her working in a State-Allocated assignment.

When the initial list of state allocations by association is received - generally, this is in mid-September -- it includes the number of semifinal allocations by position and the number of finals allocations by position. In recent years, depending on the number of certified officials and high schools serviced in the previous school year, IEFOA has received 6 allocations in the semifinals and either 2 or 3 allocations in the finals. Allocated positions change from year to year. Classification levels of games to be assigned are normally not decided upon by WOA until later in the season, well-after nominations have been submitted.

Shortly after receiving the list of state allocations, the assigner or a designated board member will notify all Pool 1 and 2 members of the details of the allocations and ask the members to provide their availability on the relevant playoff weekends. The members will be asked to provide their availability even if they are on a "sit." (See below.)

The board, with the assistance of the assigner, will draft a preferred nominee list, considering rankings, WOA postseason ratings by position, availability, and all other factors deemed relevant. Such a list should include substitution plans for various eventualities.

SIT POLICIES. Unless the board approves an exception to these policies for the current year, the following policies will be in effect:

1. A member will not be nominated to WOA for a state-allocated assignment for two years after working a State Final.
2. A member will not be nominated to WOA for another State Semifinal for one year after working a State Semifinal. A member may be nominated to WOA for a State Final in the year after working a State Semifinal.
3. A member will not be nominated for a state-allocated assignment for one year after declaring that he regards his preferred playoff position to change from one year to the next.

The draft nominee list will guide the assigner in making sure that the likely nominees get sufficient assignments at their positions and that arrangements can be made for RTO Observations as needed. (An example might be that a member who can work either wing position has a current RTO postseason rating at line judge, but he/she is the best choice, considering availability and all other factors, for a State Final assignment as a head linesman. The assigner would need to arrange for the needed RTO observation.)

Members on the draft nominee list should be reminded of the other requirements, whether WOA or IEFOA internal requirements, so they can stay current. The assigner will alert the board president of assignment or availability issues as they become apparent if such issues might threaten a member satisfying the requirements. If unsure about a developing situation, the assigner is to err on the side of keeping the board president informed. The goal in such a situation is for the board to work with the member to develop a plan for meeting the requirements, if possible.

Once the WOA calls for the finalized list of nominees, the assigner will submit that list to the WOA by the date due after checking to see all criteria have been met and double-checking with the board president to assure that the board has had no reason to change the preferred nominations.