



OHIO VALLEY REGION

Advancing the Sport of Volleyball
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Ohio Valley Region Officials' Handbook

2015-2016 Season



Ohio Valley Region Officials' Handbook

Table of Contents

I.	Introduction.....	4
II.	Obtaining a USA Volleyball Referee Certification in the Ohio Valley Region	5
2.01	Independent Contractor Status.....	5
2.02	Minimum Age Requirements	5
2.03	Online Pre-Registration	5
2.04	OVR Theoretical Officiating Clinics	5
2.05	Becoming a Referee Candidate	6
2.06	Rules & Scoring Examinations and Online Training Modules	6
2.07	Practical Evaluation.....	6
2.08	Membership, Background Screening and OVR-USAV Registration	7
2.09	SafeSport Training	7
2.10	Probationary Status for New Referees	7
III.	Maintaining a Certification in the Ohio Valley Region	8
3.01	Online Registration.....	8
3.02	Membership Renewal, Waiver/Release, Background Screen and Code of Ethics.....	8
3.03	Clinic Attendance	8
3.04	Rules and Scoring Exam Instructions.....	8
IV.	USA Volleyball Certifications & Minimum Standards in the Ohio Valley Region.....	10
4.01	Junior Regional Referee.....	10
4.02	Provisional Referee	10
4.03	Regional Referee	11
4.04	Junior National Referee.....	11
4.05	National Referee	11
4.06	Retired Referees	12
4.07	Referees Returning After Extended Absence.....	12
4.08	Scorer Certifications and Upgrades	12
V.	Certification Upgrade Procedures	13
5.01	Junior Regional to Provisional Referee Upgrade	13
5.02	Provisional to Regional Referee Upgrade	13
5.03	Regional to Junior National Referee Candidate	13
5.04	Junior National to National Referee Candidate	15



Ohio Valley Region Officials' Handbook

5.05	National Referee to USA International Referee Candidate	15
VI.	Officiating in the Ohio Valley Region and Outside the Region	16
6.01	Referee Uniform Requirements	16
6.02	Officiating Equipment	16
6.03	Local Tournament Assignments	16
6.04	Regional Tournament Assignments	17
6.05	Compensation	17
6.06	Failure to Fulfill Assignments	17
6.07	Officiating Non-Sanctioned Tournaments	17
6.08	Working outside the Ohio Valley Region	18
6.09	Officiating Activities Logbook	18
VII.	OVR Policies and Procedures	19
7.01	Ohio Valley Region Background Screening Policy	19
7.02	Junior Tournament Procedures	19
7.03	Adult Tournament Procedures	19
7.04	Seasonal OVR Officiating Memos	19
7.05	Referee's Tournament Procedures	20
7.06	"Good Standing" Policy for Referees	21
VIII.	Professional Standards and Officiating Ethics	22
IX.	Member Sanctions	23
X.	Miscellaneous OVR Officiating Information	24
10.01	Mentoring	24
10.02	Serving as a Head Referee at a Local Tournament	24
10.03	Handling Protests	24
10.04	Collegiate Officiating	25
10.05	OVR Contacts	25



Ohio Valley Region Officials' Handbook

I. Introduction

This manual provides information for USA Volleyball referees in the Ohio Valley Region (“OVR”) regarding OVR policies, procedures, and requirements. This includes, but is not limited to:

- Obtaining a certification
- Maintaining certification
- Upgrading a certification
- “Good Standing” policy
- Member sanctions
- Tournament procedures
- Various other functions and activities related to officiating in the OVR

The common components for each referee certification are:

- Timely membership renewal/registration
- **Current USAV background screen**
- **SafeSport training course**
- Clinic attendance
- Completion of rules and scoring exams
- Demonstration of scoring proficiency
- Practical, on-court evaluations
- Officiating a minimum of two OVR-sanctioned tournaments each season

II. Obtaining a USA Volleyball Referee Certification in the Ohio Valley Region

2.01 Independent Contractor Status

Referees who are certified by the Ohio Valley Region/USA Volleyball are not employees of the Ohio Valley Region or USA Volleyball. All referees serve as independent contractors when officiating at OVR-USAV sanctioned events. The term as an independent contractor lasts for one membership season (September 1 to August 31 each year) and must be annually renewed by registering as an OVR-USAV member. (*See also Section III - Maintaining a Certification in the Ohio Valley Region.*) The term includes all officiating activities, including but not limited to, officiating, serving as a clinician, participating with referee ratings/training/certifications, tournament staff positions, and travel to/from OVR-sanctioned events.

As independent contractors, referees are responsible for maintaining appropriate financial records for tax-filing purposes. In the event that a referee makes more than \$600 from the OVR or other regional hiring entity (i.e., a tournament host or organized volleyball club), a 1099 IRS form may be issued to the referee by the OVR or hiring entity.

In addition, referees/independent contractors are not entitled to benefits, including but not limited to workers' compensation. Referees should obtain their own medical and disability insurance for officiating-related work. However, as OVR-USAV members, all referees are covered by USA Volleyball's liability and secondary health insurances during sanctioned events.

The Ohio Valley Region is not obligated to guarantee a minimum number of officiating-related assignments; however, referees must meet minimum requirements each season to maintain "good standing" in the Ohio Valley Region as an official. (*See also Section III - Maintaining a Certification in the Ohio Valley Region and Section 7.05 - "Good Standing" Policy for Officials.*)

2.02 Minimum Age Requirements

While USA Volleyball has not established minimum age requirements to become certified as a professional referee, in the Ohio Valley Region, we have established that prospective referees must have attained the age of 17 years by January 1st of the season in which the referee becomes certified. **Consideration will be given to those younger than 17 upon request to the OVR Referees' Chair.**

2.03 Online Pre-Registration

Prospective referees express their interest in obtaining a USAV referee certification by pre-registering online at the OVR website (www.ovr.org) for one of the OVR New Officials' Clinics. The specific sites and times for these clinics are posted on the OVR website by mid-October each year. The pre-registration page can be found at the following link:

https://www.ovr.org/officiating/new_official_signup.php

2.04 OVR Theoretical Officiating Clinics

Attendance at a designated pre-season OVR New Officials' Clinic is mandatory for all prospective referees. Attendance at any other clinics will not fulfill this requirement. Clinic pre-registration must be completed online at the OVR website prior to attendance. There is a \$25 non-refundable registration fee for the clinic. Cash or checks, payable to the Ohio Valley Region, must be paid upon arrival.

A wealth of information is presented at these clinics. Topics include the examination and evaluation processes; officiating philosophies; scoring; OVR policies and procedures; FIVB rules and USA Volleyball Domestic Competition Regulations ("DCR"); and rule comparisons with the high school and collegiate rules sets. The USAV DCR as presented by USA Volleyball will be distributed at the clinic along with other materials.



Ohio Valley Region Officials' Handbook

2.05 Becoming a Referee Candidate

In addition to pre-registering online for a clinic, prospective referees must download the Prospective Referee's Data Sheet, print it and fill it out completely. The data sheet must be submitted upon arrival at the clinic.

At the conclusion of each clinic, prospective referees who wish to continue with the certification process must confirm their application and submit the \$75 application/training/evaluation fee. In addition, prospective referees will indicate their preference for attendance at one of the designated training/evaluation tournaments.

Only candidates, who have attended one of the new officials' clinics, completed the Prospective Referee's Data Sheet and submitted the \$75 application fee, will be accepted. The \$75 application/training/evaluation fee will be returned to any applicant not accepted into the training/evaluation program for any reason, but will not be refunded to an accepted candidate who does not subsequently attend his/her assigned training/evaluation site; see also [Sections 2.07 and 2.08](#) below. (Note: The \$25 clinic fee is non-refundable.) Specific questions about the clinics, rules examinations or training/evaluation tournaments can be directed to the OVR Referees' Chair.

2.06 Rules & Scoring Examinations and Online Training Modules

Prospective referees must take the USA Volleyball **Form C** online rules examination, as well as the designated online scoring exam. Exam instructions will be distributed at the clinic and will also be available on the OVR website. The tests may be taken with rulebook assistance. A score of 70%, open-book, must be attained on both exams. Scores lower than 70% may impact overall certification results for a candidate.

In addition, the OVR New Referee Training curriculum must be completed on the USA Volleyball Academy website. Instructions for completing the training modules will be distributed via email and will be available on the OVR website. The curriculum includes various video training modules to help prospective or new referees become familiar with USAV rules, officiating techniques and special points of emphasis. .

2.07 Practical Evaluation

Upon conclusion of each clinic, prospective referees will indicate their preference for attendance at a practical, on-court training/evaluation tournament. Once accepted as a candidate referee, candidates will be notified of their assigned training/evaluation tournament via email at the earliest possible date prior to tournament.

Every effort will be made to accommodate each candidate's first site preference; however, some may be assigned to their second or third choice since openings are limited at each site. Candidates should be willing to travel a reasonable distance to attend a training tournament, as needed.

After being notified of the tournament to which they have been assigned, refunds will not be granted to candidates who do not subsequently attend their training/evaluation tournament assignment, i.e. a "no-call/no-show". Candidates, who immediately decline their training/evaluation assignment after being notified of the assignment, will be refunded the \$75 fee, and another candidate will be offered that opening.

Candidate referees will receive training matches in each position (first and second referee, scorer, assistant scorer/Libero tracker and line judge). Candidates will then be evaluated on three additional matches (R1, R2 and scorer) to determine their competency to receive a USAV Junior Regional or Provisional referee rating. Candidates must successfully pass the first referee, second referee and scoring phases to obtain a USAV-OVR referee rating.

Although evaluations are pass/fail, the OVR Training/Rating Team strives to provide hands-on learning and training, as we want each candidate adequately prepared to begin the season. It is imperative that candidates study any and all available materials prior to attendance. Although we offer training, this process is not intended as a full course for teaching the art of officiating. Our goal is to determine whether prospective referees have basic officiating skills to competently facilitate and administer USAV matches and tournaments in the Ohio Valley Region.

Upon successful completion of the practical evaluation, a Junior Regional or Provisional referee rating will be awarded to the candidate.



Ohio Valley Region Officials' Handbook

2.08 Membership, Background Screening and OVR-USAV Registration

Once a candidate has attended a clinic, attained the appropriate score on rules and scoring exams, and successfully completed the training/evaluation process, the individual must register as a full OVR-USAV member (\$62) and submit to the USAV background screening process (\$20). These fees must be paid at the conclusion of the training/evaluation tournament. For more information, see the [Background Screening Overview](#) on the OVR website.

Upon successful completion of background screening, candidates will become a fully certified USAV referee in the OVR, and only at that time will they be permitted to accept USAV tournament officiating assignments in the OVR. Candidates who do not satisfy the background screening process may be refunded only the \$62 USAV-OVR registration fee unless they wish to remain a USA Volleyball member. The \$25 clinic fee, \$75 training/evaluation fee and \$20 background screening fee are not refundable.

Successful candidates who are already registered as full OVR-USAV members for the current season do not need to pay the \$62 USAV membership fee a second time. Likewise, successful candidates who have a current USAV background screen do not need to be re-screened.

2.09 SafeSport Training

All OVR-USAV members who are associated with juniors' competitions are required to complete the USOC SafeSport Training Course offered by USA Volleyball. The course can be accessed through the Volleyball Referee Training website (https://www.volleyballreftraining.com/SafeSport/safesport_home.html) or directly through the SafeSport website (<http://training.safesport.org/>).

SafeSport is an initiative sponsored by the United States Olympic Committee to protect our youth from all types of abuse and misconduct - sexual, physical or emotional abuse; bullying, harassment or threats; or, hazing. USA Volleyball is committed to creating safe, fun environments for our youth.

2.10 Probationary Status for New Referees

During the first season for all new referees, their status will be considered "probationary" to allow the OVR staff and Regional Training Team to gain more complete knowledge of a new referee's capabilities. The OVR reserves the right to reduce (Provisional to Junior Regional referee) or rescind (loss of certification) a rating for a new referee who ultimately performs below minimum standards as defined in Section IV below, or who exhibits unprofessional behavior or ethics.

In addition, Junior Regional referees may not officiate USA Volleyball events outside of the Ohio Valley Region or non-OVR USAV events within the Ohio Valley Region. Provisional referees with less than two full seasons of experience must contact the OVR Referees' Chair prior to accepting any assignment outside of the Ohio Valley Region, or prior to accepting any non-OVR USAV assignment within the Ohio Valley Region.

First year referees, who do not officiate the minimum number of tournaments required (See [Section 7.06A](#) - "Good Standing" Policy for Officials"), must submit to re-evaluation/re-certification at a tournament designated by the OVR Referees' Chair at the beginning of the subsequent season. This must be completed prior to the referee accepting any officiating assignments at a sanctioned tournament. Failure to do so will result in the referee's certification being revoked.

III. Maintaining a Certification in the Ohio Valley Region

To maintain a USA Volleyball referee certification in the Ohio Valley Region, the following requirements must be fulfilled annually:

3.01 Online Registration

By September 1 each year, the online registration systems will be available on USAV Webpoint (<https://webpoint.usavolleyball.org>) and the OVR website. All referees must complete the online registration process no later than October 31, and any related fees and paperwork, including background screening, must also be submitted/postmarked by October 31 if not paid **online** at the time of registration.

3.02 Membership Renewal, Waiver/Release, Background Screen and Code of Ethics

Membership renewals are completed on the USAV Webpoint system (<https://webpoint.usavolleyball.org>). Registration fees should be paid with a credit/debit card. Paying the fee to the OVR by check will delay the registration process. Registrants must also complete any necessary online forms, including the OVR/USAV Waiver and Release, on Webpoint. For referees who are affiliated with a junior club, the [Junior Coaches' Code of Ethics](#) must be completed as well. If a background screen is required, an additional \$20 is included in the total registration fee. (A "clear" background screen is valid for two seasons.) All registration procedures must be completed by the October 31 deadline. Instructions for completing the Webpoint registration process can be found on the OVR website at: <https://www.ovr.org/register/adult-associated-with-junior.php>.

In addition to Webpoint registration procedures, all returning referees must also re-activate their OVR accounts each season in order to be listed in the OVR referees' database. Instructions for re-activating an OVR account can be found at: <https://www.ovr.org/docs/Renewing-Certified-Official.pdf>.

3.03 Clinic Attendance

Attendance at an OVR Officiating Clinic is required annually. A registration fee of \$10 will be charged to each attendee to cover the cost of facility rental, materials and hand-outs. Clinics are held at various locations around the region from late November through early January. Failure to attend a clinic will result in a sanction being imposed upon the referee. (See the Member Sanctions Section for additional information.) NOTE: Attendance at a USAV clinic presented by another USAV region, or a USAV National Clinic, may fulfill this requirement with advanced notice and prior approval from the OVR Referees' Chair. Completion of online training modules on the USA Volleyball Academy website *may* also fulfill this requirement.

3.04 Rules and Scoring Exam Instructions

Each season, all returning referees, regardless of rating, are required to take the Form A USA Volleyball rules exam and the designated USAV Scoring exam. Through the PAVO/USAV testing agreement, the USAV online exams are accessible beginning **on/after** October 15 of each year. **It is recommended that referees not complete the online exams until they have attended a clinic that includes a current rules module.**

The Ohio Valley Region utilizes the USAV online testing website to administer all examinations. Referees must register through their USAV Webpoint account for designated OVR officiating courses. The OVR Existing/Re-certifying Referee Curriculum includes all required video modules, including rules and scoring exams. Hard (paper) copies of the exams will not be available unless there is an extenuating circumstance, in which case, the official must contact the OVR Referee and Scorers' Chairs to request such material. National-level officials must complete the USAV National Referee (or Scorer) Curriculum, and the associated rules and scoring exams. The OVR Existing Referee Curriculum does NOT contain the required national-level courses or exams. The national-level exams fulfill OVR requirements.



Ohio Valley Region Officials' Handbook

Instructions for accessing and completing the online exams and related curriculum are available on the OVR website, and are distributed via email. It is not necessary to submit exam results or corrections to the respective OVR Referees' or Scorers' Chair.

All exams must be completed by March 1 each season. Failure to complete the exam by this deadline will result in a sanction being imposed upon the referee as described in Section IX - Member Sanctions.

The following instructions will assist officials with the test-taking process:

1. Exam questions are developed from the USAV Domestic Competition Regulations, the USAV Casebook and USAV Rules Interpretation Bulletins, all of which are available on the Volleyball Referee Training website (www.VolleyballRefTraining.com).
2. National and Junior National referees must take the national-level rules exam, closed book, with a 60-minute time limit and attain a score of 90%. National and Junior National referees who do not attain that score must re-take the exam, closed book and within 60 minutes, and attain a score of at least 90%. The Chair of USAV National Indoor Referee Sub-Commission (Dave Spencer) (will receive a copy of the exam results. **The deadline for completing the national-level rules exam is March 1 each year.**
3. For all returning OVR Junior Regional and Provisional referees, the required minimum scores on the USAV Form A rules exam for referees is 70%. For OVR Regional referees, the required minimum score is 80%. Failure to achieve the minimum score will require the referee to re-take the exam.
4. All prospective referees must complete and correct the USAV Form C online rules exam.

IV. USA Volleyball Certifications & Minimum Standards in the Ohio Valley Region

The minimum standards¹ for each certification level, as well as the levels of play² that each certification level is entitled to officiate, are indicated below. NOTE¹: More detailed descriptions for each standard are available on the OVR website. NOTE²: For girls' junior competition, "R" denotes Regional team designations, "A" denotes American team designations, "N" denotes National team designations, and "U" denotes "and under", which includes American and/or Regional teams

4.01 Junior Regional Referee

A Junior Regional referee rating is the basic entry-level USA Volleyball certification for referees. This rating is awarded to a person who, among other things, has met the following minimum standards as established by the OVR Regional Rating/Training Team:

- Whistle timing/quality and use of proper signals
- Understanding of ball handling as it relates to various playing techniques and player/team contacts
- Exhibits a basic understanding of volleyball playing rules
- Shows competency as a first referee and demonstrates reasonable match control for 14 & Under competition
- Teamwork concepts: Ability to work with officiating crew
- Demonstrates basic understanding of USAV scoring and scoresheet
- Professional approach: Positive demeanor; attitude; shows adaptability and desire to learn

Junior Regional referees exhibit basic officiating skills but need additional experience before progressing to the Provisional referee certification level.

Upon obtaining a Junior Regional referee certification, the referee is authorized to accept assignments to officiate the following levels of play at OVR-sanctioned events:

- Girls' or Boys' 10s, 12s, and Girls' 13s and 14-R/A junior volleyball tournaments in the Ohio Valley Region

NOTE: Junior Regional referees are not certified to officiate outside the Ohio Valley Region or at non-OVR USAV events within the Ohio Valley Region.

4.02 Provisional Referee

A Provisional referee rating is an entry-level USA Volleyball certification for referees. This rating is awarded to a person who has met the minimum standards for Junior Regional referees as noted in 4.01 above, as well as the following:

- Proper professional demeanor and skill as a first referee
- Second referee: Exhibits basic understanding of responsibilities and performs common duties efficiently
- Expanded rules knowledge including back row player identification
- Fully understands and applies individual sanctions; shows basic understanding of delay sanctions
- Aware of basic alignment and overlap issues
- Demonstrates reasonable match control for 16-, 17- and 18- American or Regional competition
- Proficient with scoring and Libero tracking systems

Upon obtaining a Provisional referee certification, the referee is authorized to accept assignments to officiate the following levels of play at OVR-sanctioned events:

- Girls' 10s, 12s, any 13s level, any 14s level, any 15s level, 16-A/R, 17-A/R, and 18-A/R
- Boys' 10s, 12s, 14s, and 16s
- Men's/Women's B, BB and Women's A



Ohio Valley Region Officials' Handbook

NOTE: Provisional referees with less than two full seasons of experience must contact the OVR Referees' Chair prior to accepting any assignment outside of the Ohio Valley Region, or prior to accepting any non-OVR USAV assignment within the Ohio Valley Region.

4.03 Regional Referee

A Regional referee rating is the highest-level USA Volleyball certification the Ohio Valley Region can award to a referee. This rating is awarded to a person who has held a Provisional certification for at least one season, preferably two, and who has met the minimum standards for Junior Regional and Provisional referees as noted in 4.01 and 4.02 respectively, as well as the following:

- Attention to professional detail: demeanor, attitude, appearance, teamwork, time management
- Exhibits competence, confidence and match control as a first referee
- Properly focused as second referee, demonstrating competent skill in primary areas of R2 responsibility
- Recognizes advanced alignment and overlap issues
- Exhibits "partnership" with first referee; offers appropriate discreet help including back row
- Willing to serve as role model and mentor for lesser experienced referees
- Aptitude to deal with difficult match situations
- Quick to resolve scoring issues

Upon obtaining a Regional referee certification, the referee is authorized to accept assignments to officiate the following levels of play at OVR-sanctioned events:

- Any level of competition within the Ohio Valley Region
- Also authorized to officiate sanctioned, local competitions within any other USA Volleyball region with approval of respective referee chairs; eligible for select USA Volleyball national events with notification of and recommendation from the OVR Referees' Chair

4.04 Junior National Referee

A Junior National referee rating is awarded by the USA Volleyball National Rating Team at the USA Volleyball Girls' Junior National Championships or other designated national rating site.

A Junior National referee is authorized to accept assignment to officiate the following levels of play:

- All sanctioned competitions within any USA Volleyball region
- The USA Volleyball Girls' or Boys' Junior National Championships
- USAV High Performance Championships (if Junior National referees are requested)

4.05 National Referee

A National referee rating is awarded by the USA Volleyball National Rating Team at the USA Volleyball Girls' Junior National Championships or other designated national rating site.

A National referee is authorized to accept assignment to officiate the following levels of play:

- All sanctioned competitions within any USA Volleyball region
- The U.S. Open Championships and the USA Volleyball Girls' or Boys' Junior National Championships
- USAV High Performance Championships



Ohio Valley Region Officials' Handbook

4.06 Retired Referees

National and Junior National referees in good standing, who have held their certification for five and six years, respectively, may apply to the Chair - USAV National Indoor Referee Sub-Commission for voluntary retired status by February 15 of each season. To retain certification, a National or Junior National referee (retired) must register annually with USA Volleyball and the appropriate RVA and remain in good standing with his/her RVA. Remaining in good standing within the RVA includes satisfying all requirements for re-certification as a Regional referee.

A USA National or Junior National referee (retired) is authorized to wear the appropriate patch while officiating at USA Volleyball-sanctioned events. A retired referee may apply for re-certification.

For additional information for retired national-level referees, please see Indoor Certifications on the Volleyball Referee Training website: www.VolleyballRefTraining.com.

A Regional referee, who has held that certification for at least three years, may request retired status from the OVR Referees' Chair. To retain retired status, a Regional referee must meet the following annual requirements: register with the OVR-USAV and complete the Form C online rules exam and designated scoring exam. The Regional referee (retired) will be listed in the OVR officials' database; however, he/she is not eligible to officiate OVR-sanctioned USAV events.

Provisional and Junior Regional referees are not eligible for retired status.

4.07 Referees Returning After Extended Absence

To regain a Regional certification, the referee must meet all requirements for the certification (membership renewal, background screening, clinic attendance and examinations) plus successfully complete a re-certification evaluation at a designated event. These requirements must be met prior to accepting officiating assignments for the season in which the referee returns. At the conclusion of the re-evaluation/re-certification process, if the Regional referee (retired) does not meet minimum Regional referee standards, a Provisional or Junior Regional referee rating may be awarded.

A Provisional or Junior Regional referee certification may be regained after a one-year absence from USAV officiating by completing a re-certification evaluation as required by the OVR Referees' Chair. The re-certification evaluation must be completed prior to participating in any other officiating assignments.

If a Provisional or Junior referee does not renew that certification for a second consecutive season, he/she will be required to complete the New Officials' Certification Program during the season in which he/she returns.

4.08 Scorer Certifications and Upgrades

USA Volleyball offers Provisional, Regional, National, International Qualified, and International Certified scorer certifications. All USAV certified referees in the Ohio Valley Region obtain a Provisional scorer rating when they complete the initial certification process. To upgrade from Provisional to Regional scorer, the scorer candidate must submit to evaluation at a tournament as designated by the OVR Scorers' Chair.

To upgrade from Regional to National scorer, the scorer candidate must contact the OVR Scorers' Chair by February 15 of the current year. NOTE: National and Junior National referee candidates must have at least a Regional scorer rating and must demonstrate scoring proficiency as part of the national rating process.

V. Certification Upgrade Procedures

The initial certification process for new referees has been detailed in Section II: "Becoming a Certified USAV Referee in the Ohio Valley Region" above. The following information details the certification process for upgrading a referee's rating. In addition, a candidate for any of these ratings must also fulfill OVR "good standing" requirements for membership registration, clinic attendance, rules examinations and regional officiating activities.

The OVR Training and Rating Teams consist of USA Junior National, National and International referees, some of whom serve on the USAV National Training and/or Rating Teams, and whose experience and knowledge will prove invaluable to referees throughout the OVR.

NOTE: During a rating session for upgrading a certification, referees are not paid for the matches on which they are evaluated. They will be paid the established rate for any non-rating matches. **For rating sessions taking place at Friendship Tournaments or other non-paying tournaments, upgrade candidates will pay a minimum \$30 rating/evaluation fee.**

5.01 Junior Regional to Provisional Referee Upgrade

A Junior Regional referee may request to upgrade to a Provisional rating by declaring his/her intention to the regional Referees' Chair on or before the date of his/her attendance at an OVR Officiating Clinic for that season, or as requested by the regional Referees' Chair. The USAV national rating sheet or a designated OVR rating sheet may be used for this rating process. The evaluation will include:

- attendance at a designated OVR Rating Tournament or other suitable event as determined by the OVR Referees' Chair
- at least one formal evaluation as first referee and second referee by a member of the OVR Regional Rating Team, with emphasis on the first referee evaluation
- a scoring review during a match

5.02 Provisional to Regional Referee Upgrade

A Provisional referee may request to upgrade to a Regional rating by declaring his/her intention to the regional Referees' Chair on or before the date of his/her attendance at an OVR Officials' Clinic for that season, or as requested by the regional Referees' Chair. A referee may apply for this rating in the first year subsequent to receiving the Provisional rating with approval of the regional Referees' Chair. The USAV national rating sheet or a designated OVR rating sheet may be used for this rating process. The evaluation will include:

- OPTIONAL: attendance at a designated OVR Training Tournament or other suitable event as determined by the OVR Referees' Chair, provided such an event is available. A training tournament includes training and feedback to prepare the Regional referee candidate for an upcoming rating session.
- REQUIRED: attendance at the OVR Girls' Regional Championships or other designated event as determined by the OVR Referees' Chair, which will include at least one formal rating as first and second referee, as well as a scoring review match; the first and second referee ratings are pass/fail.

5.03 Regional to Junior National Referee Candidate

A Regional referee may request to become a candidate for Junior National referee by declaring his/her intention to the regional Referees' Chair on or before the date of his/her attendance at an OVR Officials' Clinic for that season, or as requested by the regional Referees' Chair. A referee may apply for this rating in the first year subsequent to receiving a Regional referee rating. Factors used to determine viable OVR Junior National referee candidates include but aren't limited to: professionalism, OVR good standing, exam results and participation in OVR-sponsored events.



Ohio Valley Region Officials' Handbook

The following procedure will be used to prepare and evaluate OVR Junior National referee candidate(s):

- **OPTIONAL:** attendance at a designated OVR Training Tournament or other suitable event as determined by the OVR Referees' Chair provided such an event is available. A training tournament includes training and feedback to prepare the referee for an upcoming formal evaluation;
- **REQUIRED:** attendance at the OVR Boys' Regional Championship or other designated event as determined by the OVR Referees' Chair, which will include at least one formal rating as first and second referees, as well as a scoring review match.

Areas of emphasis for Jr. National candidates:

<u>First Referee</u>	<u>Second Referee</u>
Professionalism	Dealing with coaches/players
Mechanics and protocols	Alignments
Dealing with coaches/players	Transition
Ball handling	Court/bench awareness
Back row issues	Mechanics and rules knowledge
Rules knowledge	Knowledge of scoring procedures
Unusual circumstances	Assistance to first referee
Presence/Demeanor/Professionalism	Presence/Demeanor/Professionalism

After prospective Junior National candidates have received training and feedback at a training tournament, they will be formally evaluated at the OVR Boys' Regional Championship or other designated event to determine their competency and potential for success as a Junior National referee candidate. After review of all prospective candidates, the OVR Referees' Chair will determine which prospective candidate(s) will be submitted to USA Volleyball as Junior National referee candidates representing the OVR. These candidates must be ranked (1, 2, 3, etc.) with the strongest candidate ranked "1" in case all OVR candidates are not accepted due to limited openings at the USA Volleyball Girls' Junior National Championships.

The USA Volleyball rating sheets will be utilized during this process. Copies are available from the regional Referees' Chair.

The OVR Junior National referee candidate(s) must receive signed approval from the regional Referees' Chair and regional Commissioner. The application, signature page and application fee must be submitted by the candidate to USA Volleyball National Director for Junior National & National Referee Certification and Evaluation by April 1 each season.

Additional requirements for Junior National referee candidates can be found on the Volleyball Referee Training website: www.VolleyballRefTraining.com.

5.04 Junior National to National Referee Candidate

A Junior National referee, with at least two years' of experience with that rating, may request to become a candidate for National referee by applying to the USAV Director - Junior National and National Referee Certifications & Evaluations. In addition to the application, three Recommendation Forms must be submitted to apply for candidacy. Specific details can be found on the Volleyball Referee Training website: www.VolleyballRefTraining.com. The OVR Referees' Chair can also provide additional information to prospective National referee candidates. The National referee candidate's application must be signed by the OVR Referees' Chair and OVR Commissioner to confirm the candidate's good standing within the OVR.

The following procedure will be used to prepare and evaluate prospective OVR National referee candidate(s):

- OPTIONAL: attendance at a designated OVR Training Tournament or other suitable event as determined by the OVR Referees' Chair provided such an event is available. A training tournament includes training and feedback to prepare the referee for an upcoming formal evaluation;
- OPTIONAL: attendance at the OVR Boys' Regional Championship or other designated event as determined by the OVR Referees' Chair, which will include at least one formal rating as first and second referees, as well as a scoring review match.

Areas of increased emphasis for National candidates:

<u>First Referee</u>	<u>Second Referee</u>
Professionalism	Professionalism
Dealing with coaches/players	Dealing with coaches/players
Ball handling	Transition
Rules knowledge/Common Sense	Alignments and player positioning
Unusual circumstances	Mechanics/rules knowledge/common sense
Presence	Proficient scoring knowledge

After any prospective National candidates have received training and feedback at a training tournament, they will be offered a formal evaluation at the OVR Boys' or Girls' Regional Championship or other designated event to offer additional feedback and critique using the USAV national rating sheets.

The signed application page with three Recommendation Forms and the application fee must be submitted by the candidate to USA Volleyball National Director for National & Junior National Referee Certification and Evaluation by April 1 each season. NOTE: National referee candidates must have at least a Regional scorer rating.

5.05 National Referee to USA International Referee Candidate

Referees who have interest in becoming USA International referee candidates should contact the OVR Referees' Chair.

VI. Officiating in the Ohio Valley Region and Outside the Region

6.01 Referee Uniform Requirements

The standard USA Volleyball official's uniform is required at all OVR-sanctioned events. It consists of:

- Dark navy blue slacks (no jeans, faded cotton pants, etc.)
- Navy blue or black belt (if slacks have belt loops)
- White Certified Volleyball Official shirt (short or long-sleeved); the Certified Volleyball Official's vest or white jacket with Certified Volleyball Official shirt worn beneath. NOTE: The Certified Volleyball Official sweater has been discontinued and is no longer approved for wear while officiating. The sweatshirt is also not approved for wear while officiating.
- The newly approved alternate officiating shirt is not yet available or approved for use in the OVR.
- The appropriate USAV referee patch must be worn on the upper right chest area; the Junior Regional referee pin must be worn on the right collar of the Certified Volleyball Official shirt
- Solid white athletic shoes (no colored logos) and white crew socks
- OPTIONAL: Certified Volleyball Official jacket (navy blue) or sweatshirt may only be worn courtside

No other apparel items or jackets may be worn, including but not limited to "fanny" packs, cell phones, etc..

6.02 Officiating Equipment

At a minimum, all referees should carry the following equipment items:

- Whistle with lanyard; preferably the whistle will be black or white and the lanyard will match
- Yellow and Red cards
- Timing device displaying minutes and seconds
- Flipping coin
- USA Volleyball Domestic Competition Regulations (rulebook)
- Net measuring chain or device
- Ball pressure gauge and hand pump
- RECOMMENDED: set of line judge flags
- OPTIONAL: Extra pens or pencils

NOTE: Earplugs are permitted provided they allow the official to properly communicate with participants and officials.

6.03 Local Tournament Assignments

Referees are responsible for obtaining their own local assignments. This can be done by contacting the tournament director or assignor (if one is listed) for the event that the referee would like to officiate.

In addition, tournament directors and assignors often send "mass emails" via the OVR officials' database to solicit referees for their events. Early response to these emails may often result in being assigned to the event. However, tournament directors and assignors may hire the referee(s) of their choice, and referees may be chosen at the discretion of the tournament director or assignor. NOTE: Referees may not serve as the tournament director or other tournament staff at

Ohio Valley Region Officials' Handbook

an event in which he/she is also assigned as a referee. A referee who violates this policy is subject to sanction, including post-tournament.

Referees who have not registered for the current season may not accept assignments, tentatively or otherwise, until the registration process has been fully completed. Referees who do so may be removed from the assignment. It is the responsibility of each referee to only accept tournament assignments at the level appropriate for his/her certification. In some instances, it may be necessary for the referee and/or tournament director to request approval from the OVR Referees' Chair for lesser rated referees to work levels beyond their designated certification level.

6.04 Regional Tournament Assignments

Referees for all OVR regional events are assigned by the OVR Referees' Chair or designated OVR staff person. Referees with at least a Regional rating are given preference. These events include, among others: all OVR Regional Championships, the Bid National Qualifier, and OVR Power Tournaments and Challenges. Referees who officiate these events must be in good standing and must have completed all requirements for maintaining their certification for that season.

6.05 Compensation

Referees in the Ohio Valley Region are compensated on a tiered pay scale based upon their certification level. Referees are generally paid on the final day of the competition but different payment arrangements may be agreed upon by tournament staff and the referee(s).

For the 2015-2016 season, referees will be paid on a "per match" basis at the following rates:

- Junior Regional: \$27.50 per match (2/3); \$41.25 per match (3/5)
- Provisional/Regional/Retired Junior National/Retired National: \$30 per match (2/3); \$45 per match (3/5)
- Junior National/National: \$32.50 per match (2/3); \$48 per match (3/5)

NOTE: Referees are no longer paid a minimum of six matches per day. Only the "per match" rate will apply.

6.06 Failure to Fulfill Assignments

The Ohio Valley Region utilizes a written contract for OVR-run assignments, as well as local tournament assignments. Referees must exhibit integrity and commitment when accepting an assignment. The OVR is not a party to contracts issued by local tournament hosts.

Circumstances (illness, family emergency, etc.) may arise in which a referee must cancel an assignment. In such cases, the referee must notify the tournament director or assignor at the earliest possible date so that an appropriate replacement can be found. In some cases, the referee may need to assist in finding a replacement, and that replacement is subject to the approval of the tournament director or assignor.

Referees who exhibit a pattern of canceling assignments or who perform below reasonable officiating standards may be subject to sanction, up to and including suspension.

6.07 Officiating Non-Sanctioned Tournaments

When a referee accepts a tournament assignment at an event that is not sanctioned by the OVR or other USAV entity, the referee assumes liability and other insurance responsibilities. If a participant, spectator, an official or other person in attendance is injured or has an accident, the tournament host and/or facility manager assumes responsibility for insurance coverage, and referees assume the same responsibility. The OVR is not involved with any non-sanctioned events. Participants, including referees, must use their own insurance coverage.



Ohio Valley Region Officials' Handbook

6.08 Working outside the Ohio Valley Region

There are often opportunities for USAV referees to officiate outside of the Ohio Valley Region.

As a courtesy, referees with a rating lower than Junior National who have officiated at least two full seasons with a Provisional rating and who wish to work USAV events outside the Ohio Valley Region, should contact the OVR Referees' Chair and the referee chair or head referee of the host region prior to accepting the assignment. Provisional referees with less than two full seasons of USAV experience must contact the OVR Referees' Chair prior to accepting the assignment. Junior referees may not officiate outside of the Ohio Valley Region.

6.09 Officiating Activities Logbook

Each referee should keep a yearly log of officiating activities, including but not limited to USAV and collegiate assignments. The log should include date, site, teams (if appropriate) or level of competition (ie., NCAA Division III or Girls' 17s, etc.), number of matches worked (if appropriate for USAV tournaments), and assigned position (R1, R2, SK).



Ohio Valley Region Officials' Handbook

VII. OVR Policies and Procedures

7.01 Ohio Valley Region Background Screening Policy

The OVR Background Screening Policy is covered in detail on the OVR website:
<https://www.ovr.org/background/index.php>

7.02 Junior Tournament Procedures

OVR Junior Tournament Procedures are available online at the OVR website:
http://www.ovr.org/juniors/tournament_packet/index.php

It is recommended that referees carry a copy of this document with them for each assignment.

7.03 Adult Tournament Procedures

OVR Adult Tournament Procedures are available online at the OVR website:
http://www.ovr.org/adults/tournament_packet/index.php

It is recommended that referees carry a copy of this document with them for each assignment.

7.04 Seasonal OVR Officiating Memos

All relevant officiating-related memos from the current season can be found online at the OVR website:
<https://www.ovr.org/officiating/memos/index.php>

7.05 Referee's Tournament Procedures

Referees should contact the tournament director via email at least five days in advance of the assignment to confirm any final details. They should contact the other referees assigned to the tournament to confirm their travel plans, arrival times and to share cell phone numbers in case of emergency.

Referees must be present in uniform no less than 30 minutes prior to the scheduled start time for the tournament; 45 minutes is preferred.

The OVR requires that tournament directors hire 1.5 referees per court. **For odd numbers of courts, it is appropriate to round down to the lower number.** For example, one court - two referees; two courts - three referees; **three courts - four referees (instead of five; see 5 Refs on 3 Courts* below)**; four courts - six referees; **five courts - seven referees (instead of eight; see 3 Refs on 2 Courts^ and 4 Refs on 3 Courts^ below)**; six courts - nine officials.

The standard officiating rotation is "work two, off one" except for the first round of play. As the first match on each court ends, one of the "off" referees will replace that referee and then work two matches on that court.

For the examples below, the letters A, B, C, D and/or E each represent a referee: 3 referees on 2 courts, 6 pool play matches and 3 bracket-play matches, 5 referees on 3 courts including the "extra" match, and 4 referees on 3 courts (the recommended number for a three-court event):

3 Refs on 2 Courts^	
Ct 1	Ct 2
A	B
A	C
B	C
B	A
C	A
C	B
A	B
A	C
B	C

4 Refs on 3 Courts^		
Ct 1	Ct 2	Ct 3
A	B	C
D	B	C
D	A	C
D	A	B
C	A	B
C	D	B
C	D	A
B	D	A
B	C	A
D		

*5 Refs on 3 Courts		
Ct 1	Ct 2	Ct 3
A	B	C
A	D	E
B	D	E
B	C	A
E	C	A
E	B	D
C	A	D
C	B	E
D	B	A/E
C/D		

7.06 "Good Standing" Policy for Referees

"Good standing" in the OVR is the phrase used to describe referees who have met all requirements, actively participated in events, and shown dedication to their profession.

A. Junior Regional and Provisional Referees

- 1) Register online, pay OVR-USAV dues and submit associated paperwork by October 31 of each year;
- 2) Attend a pre-season OVR officiating clinic;
- 3) Attain a minimum score of 70% on the Form A USAV rules exam and complete the designated USAV scoring exam by March 1;
- 4) Officiate at least two regular-season, OVR-sanctioned tournaments annually;
- 5) Uphold the highest standards of professionalism!

B. Regional Referees

- 1) Register online, pay OVR-USAV dues and submit associated paperwork by October 31 of each year;
- 2) Attend a pre-season OVR officiating clinic;
- 3) Attain a minimum score of 80% on the Form A USAV rules exam and complete the designated USAV scoring exam by March 1;
- 4) Officiate at least two regular-season, OVR-sanctioned tournaments annually;
- 5) Be active at OVR regional events (Boys', Girls' or Adult Championships; Bid Tournaments; Challenge Tournaments; and others as declared by the OVR Referees' Chair);
- 6) Attend one of these events during two years of every four-year period since receiving this rating;
- 7) Uphold the highest standards of professionalism!

C. Junior National and National Referees

- 1) Register online, pay OVR-USAV dues and submit associated paperwork by October 31 of each year;
- 2) Attend a pre-season OVR officiating clinic;
- 3) Attain a minimum score of 90% on the national-level USAV rules exam and complete the designated USAV scoring exam by March 1;
- 4) Officiate at least two regular-season, OVR-sanctioned tournaments annually;
- 5) Be active at OVR regional events (Boys', Girls' or Adult Championships; Bid Tournaments; Challenge Tournaments; and others as declared by the OVR Referees' Chair);
- 6) Attend one of these events during two years of every three-year period since receiving this rating;
- 7) Be available to serve as a clinician at an OVR officiating clinic or be willing to serve with the OVR Rating or Training Team if requested;
- 8) Uphold the highest standards of professionalism!

Remember, there are also requirements set forth by USA Volleyball's Indoor Officials' Commission to maintain good standing with the national organization. Junior National and National referees' good standing status is reported annually to the Chair - USAV National Indoor Referee Sub-Commission.

VIII. Professional Standards and Officiating Ethics

1. These items are in addition to the USAV and OVR Codes of Conduct and Ethics.
2. **Conflict of Interest.** When a referee has direct (as a coach, club director, etc.) or indirect (as a parent, chaperone, etc.) affiliation with a particular club or team, the referee may not officiate matches involving that club or team. In the case of direct affiliation, the referee should not officiate tournaments run by the affiliated club.
3. **OVR Tournament Policies & Procedures.** Referees must never knowingly accept assignments for sanctioned tournaments or events that are in violation of OVR policies, i.e., tournaments that deliberately hire fewer than the required number of referees.
4. **OVR Officials' Handbook Policies.** Referees must abide by officiating policies and procedures as outlined in this document, the OVR Officials' Handbook.
5. **Uniform Requirements.** The standard USAV uniform and certification patch must be worn at all USAV sanctioned events in the Ohio Valley Region. This uniform includes navy blue slacks (no jeans or faded cotton pants), a white Certified Volleyball Official shirt (short or long-sleeved) or other approved tops, solid white athletic shoes (no colored logos) and socks, and a black or navy blue belt if slacks provide belt loops.
6. **Conduct.** Referees must never have inappropriate contact with junior players. This includes physical contact or unnecessary interactions at events, personal contact outside the tournament environment, or contact via social media or other electronic communication. Further, referees must refrain from engaging spectators, especially while officiating, and must also maintain a professional, courteous demeanor with coaches.
7. **Public Comments.** Referees must refrain from making derogatory comments about fellow officials, players, coaches or other participants, particularly while in the public eye.
8. **Fulfillment of Assignments.** Referees must fulfill all assignments as agreed upon between the referee and a tournament director or assignor. This includes verbal agreements and written contracts. In the case of emergency, the referee must provide the tournament director or assignor with reasonable notice so that a replacement can be secured. A referee who exhibits a pattern of not fulfilling assignments may be subject to sanction.

Also, as noted in the OVR Junior Tournament Procedures, failure by a tournament director or assignor to notify a referee(s) of any cancellation of an assignment may require the tournament director to pay the referee a minimum of one match fee (\$30) or more, as determined by the regional Commissioner. This fee covers "time and travel" expenses when the referee's services are not needed but the referee has arrived at the tournament to fulfill an officiating obligation.

Violation of any of the above items may result in sanction (probation, suspension or loss of rating; see Member Sanctions, Section IX below) as deemed appropriate by the Referees' Chair and Commissioner. OVR members are entitled to [Due Process](#) as provided in the OVR By-laws (<http://www.ovr.org/executive/bylaws.pdf>).

IX. Member Sanctions

Late Membership Registration

The USA Volleyball season runs from September 1 to August 31. Each year, all USAV members in the Ohio Valley Region must renew their membership. For referees, the annual renewal fee is currently \$62. These dues must be paid no later than October 31 of each year. After October 31, late registrations will not be accepted, and referees who have not paid the registration fee will lose their current rating and will be removed from the list of professional referees.

NOTE: With prior notification to the Referees' Chair, OVR Commissioner or CEO, a referee who cannot meet the October 31 deadline may request other registration and/or payment arrangements. Until registration has been completed, the referee will not be included on the list of professional referees and may not officiate any USAV-sanctioned events in the OVR or any other USAV region. **For any registration after October 31, regardless of reason, a late fee may be assessed.**

Probation

Probationary status results in the referee being ineligible to officiate in any OVR events including but not limited to: Power Challenges/Tournaments, any Regional Championship and Bid Qualifiers. Probation will last for the remainder of the current season. "Good standing" can be regained as indicated in Section 7.05 above.

Failure to renew USAV-OVR membership online by October 31, regardless of reason, will result in probation during the current season.

Failure to complete the Form A or designated rules exam, or the current USAV scoring exam (online or otherwise) by March 1 will result in the referee being placed on probation for the remainder of the season. If the rules and/or scoring exam is not completed by March 1, the referee must submit a \$50 fee and attend a pass/fail re-evaluation session at a tournament as designated by the Referees' Chair. The rules exam must be completed prior to the re-evaluation, and the referee may not officiate at a USAV-sanctioned event in the OVR or other USAV region until successful completion of the examination process.

Failure to attend an OVR pre-season officiating clinic will result in the referee being placed on probation for the remainder of the current season.

Loss of Rating

A referee's rating may be rescinded or reduced (Regional to Provisional, Provisional to Junior Regional) for the following reasons, including but not limited to: failing to attain the required minimum score on the Form A rules exam during two consecutive seasons; failing to register by the October 31 deadline; failing to uphold any item in the Professional Standards and Officiating Ethics (as noted above in Section VIII); failing to officiate at the minimum standards for that certification level; failing to maintain "good standing" within the OVR during two consecutive seasons.

A Junior Regional, Provisional or Regional referee who fails to attend an OVR pre-season officiating clinic for two consecutive seasons will lose his/her referee and scorer ratings and will be removed from the list of OVR Certified Officials. To regain certification, the referee must go through the new officials' training/evaluation program; evaluations will be pass/fail.

Suspension

Violation of any of the OVR or USAV Code of Conduct, Code of Ethics, or OVR Professional Standards and Officiating Ethics, may result in suspension by the OVR Commissioner at the request of the OVR Referees' Chair. The duration of the suspension is determined by the OVR Commissioner. Upon completion of the suspension, the referee must submit to re-evaluation, pass/fail, to regain certification as a USAV referee. OVR members are entitled to [Due Process](#) as provided in the OVR By-Laws.

NOTE: Any sanctions imposed upon Junior National or National referees must be reported to the Chair - USAV Indoor National Referee Sub-Commission, along with the good standing status for each Junior National or National referee.

X. Miscellaneous OVR Officiating Information

10.01 Mentoring

All officials, particularly those with a Regional rating or above, are encouraged to mentor a new/newer official to offer guidance, critique, feedback and instruction. Experienced officials can help ensure the success of an up-and-coming official by providing valuable insight and direction.

10.02 Serving as a Head Referee at a Local Tournament

A head referee will be designated for each tournament (or each site in the case of multiple venues for a single event). Generally, the referee with the highest certification level assumes this role. If all referees have the same certification level, the most experienced referee should fulfill this responsibility. The tournament director may designate a head referee, or the referees may select a head referee from the crew of referees assigned to the tournament. (NOTE: The OVR Board of Directors require that tournament directors compensate a head referee at the rate of \$5 per court, up to a maximum of \$15, in addition to any match fees.)

Duties and responsibilities:

- Arrive approximately 45 minutes before the tournament's scheduled start time to meet with the tournament director to determine playing formats and ground rules
- Attend the pre-tournament coaches' meeting (if any) to answer questions about the facility ground rules or USAV Domestic Competition Regulations
- Confirm playing ground rules with all assigned referees for each court to ensure the consistent application of the ground rules by the crew of referees
- Assist referees with court assignments and the referee rotation scheme, and help to ensure that referees are working match levels appropriate for their certification
- If appropriate, designate referees for any play-off matches and the bracket play
- Serve as the chair of the protest committee and select its members (see 10.03 below)
- **Remain present at the tournament until the final match has concluded (NOTE: It is highly recommended that at least two referees remain present at the tournament until the conclusion of the final match. They should depart the playing venue together.)**
- Serve as a liaison between the tournament and the Referee Chair in the event that any concerns arise related to the playing facilities, officiating performances or conduct of participants or spectators
- Recommended to carry a copy of the Junior/Adult Tournament Procedures
- Recommended to carry copies of a deciding/non-deciding scoresheet, line-up sheet/roster, Libero Control sheet, Incident Report and Injury/Property Damage Report; all forms can be found on the [OVR website](#)

10.03 Handling Protests

Should a protest occur during a local OVR-sanctioned tournament, the following procedure should be applied:

- Only valid protests based upon USAV 5.1.2.1 of the USAV Domestic Competition Regulations will be accepted.
- The first referee must stop the match and go to the scorer's table to consult the USAV Domestic Competition Regulations rulebook. If it is determined that the referee's decision was in error, the correct ruling will be implemented. In some cases, this may result in a replay.



Ohio Valley Region Officials' Handbook

- If the protest cannot be resolved by consulting the DCR, the head referee for the tournament should be consulted, and the tournament protest committee convened. (The committee should be established prior to the start of competition.)
- If the protest still cannot be resolved by the protest committee, the head referee and/or responsible referee should contact the OVR Referees' Chair: 419-410-2291.
- If the OVR Referees' Chair cannot be reached, and the protest cannot be resolved, the match shall resume from the point of protest with the first referee's original decision. At the conclusion of the match, copies of all match scoresheets, line-up sheets (including rosters), and Libero Control sheet must be submitted to the OVR Referees' Chair along with a detailed description of the protest. The complete name of the team, protesting captain and/or coach must be included along with the name of the opposing coach/team.
- The associated referees and coaches will be notified of the outcome. If the protesting team subsequently wins the set in which the protest was lodged, the protest will be considered null and void. If the protesting team subsequently loses the set in which the protest was lodged but wins the match, the protest will be considered null and void. In any case, a replay of the protested set will not take place after the conclusion of the tournament. The OVR Junior Program Director will make any determinations with regard to match or tournament results and the related seeding points.
- A protest committee, at minimum, should include: 1) the head referee, 2) the tournament director, 3) and a designated referee or coach not involved in the match.

10.04 Collegiate Officiating

USA Volleyball and the Professional Association of Volleyball Officials ([PAVO](#)) have a close relationship with numerous similarities in rules, refereeing techniques and interpretations. While there are many consistencies, there are also many differences. The written test is a joint effort between the two organizations. In addition, there are reciprocal agreements in place to allow referees from one organization to obtain a rating in the other, both at the regional and national levels. These agreements are available on the PAVO website and www.VolleyballRefTraining.com.

In the Ohio Valley Region, many USAV referees receive opportunities as line judges, scorers and referees during the women's fall collegiate season and the men's winter/spring collegiate season. Referees seeking opportunities to officiate women's collegiate matches are highly encouraged to attend a NCAA/PAVO National Clinic, held in July and August, prior to the start of the collegiate season. Dates/sites are posted on the PAVO website each spring. It is also recommended that officials who work women's collegiate volleyball join a [local PAVO Board](#). Referees may contact the OVR Referees' Chair for more information.

Local PAVO Boards in the Ohio Valley Region:

Northeast Ohio Board of Certified Officials:	Joe Salak, Jr.	(330) 338-1602
Wooster-Ashland Board of Officials	Gary Hajek	(216) 374-6423
Southwestern Ohio Board of Officials	Lucas Tuggle	(740) 815-7708
West Penn-Ohio Board	Chuck Fleet	(724) 734-9164
West Virginia Board of Officials	Lori Stahara	(304) 288-4408

10.05 OVR Contacts

Referees' Chair - [Brian Hemelgarn](#)

Scorers' Chair - [Terry Miller](#)

Website and Communications - [Al Herbert](#)

Juniors' Tournament Director - [Tom Kohl](#)

OVR Junior Program Director - [Bill Zehler](#)

OVR CEO/Executive Director - [Ron Wyzynski](#)

OVR Commissioner/President - [Bob Price](#)

Verifications Officer - [Stephen J. Donahue](#)

Junior Officials' Development Director - [Brian Hemelgarn](#)

OVR Coaching Education - [Don Burroughs](#)