



STATED POLICIES OF THE HOT CHAPTER - April 29, 2021

1. The Recording Secretary will maintain a list of officials certified by TASO and the HOT Chapter to officiate volleyball.
2. All officials are expected to know the meaning and application of the rules and mechanics of volleyball.
3. All officials are expected to be physically, mentally, and emotionally fit to fulfill the officiating duties on the court.
4. All officials are expected to be alcohol/tobacco/e-cigarettes/drug free before and during a match and anytime while in uniform.
5. Each official is expected to be fully equipped for match duties.
6. All officials are expected to be well groomed, including clean and neat regulation uniforms.
7. Preparations before, during and after that should be done are as follows:
 - R1 should confirm and make travel arrangements with the R2 and or other crew members at least 72 hours (3 days) prior to the scheduled match. If the R2 and or other crew members do not hear from the R1 24 hours prior to the scheduled match, should contact the R1 for confirmation. If they do not hear from the R1 the night before the scheduled match, contact the assignor or the President. If there is a change in crew, confirm at that time.
 - Conduct a walk through the facility for playable and non-playable areas.
 - Check to make sure the net, antenna and support system are safe and properly set up for play. Check the ball as well for proper inflation. If any part of the net systems needs adjusting, contact the school staff to make the adjustments.
 - Ensure the safety of all participants during the entire match.
 - Officials should conduct pre- and post-match conferences in a timely manner. Pre-match should be conducted in the gym and post-match should be conducted in a location away from the gym.
8. Officials should arrive at the match in uniform. If a changing area is needed, ask a school representative for assistance. Officials may travel in business attire during the playoffs and change at the site.
9. All officials are expected to arrive on court for their matches at least thirty (30) minutes prior to starting time. During playoffs, officials should arrive onsite at least an hour prior to the scheduled start time.
10. Officials should be courteous and professional to players, coaches, fans and school representatives.

11. Officials should neither avoid nor seek out coaches or school authorities after the games.
12. No official will discuss other officials of the Chapter with coaches, school authorities, publicity personnel, or fans.
13. A suspended member will not receive assignments.
14. Officials shall honor all official assignments.
15. If, for any reason, an official is unable to work an assigned match, he/she is to notify the Assignment Secretary. If the Assignment Secretary cannot be contacted, the official will notify the Chapter President and then their partner. If the Assignment Secretary or President cannot be reached that official should attempt to find a suitable replacement from the member's roster. Failure to comply with this policy could result in temporary suspension, cancellation of assignments, a fine, or any other penalty deemed necessary by the Executive Committee.
16. General Business meetings will be conducted on a regular parliamentary basis.
17. No HOT member shall directly or indirectly solicit matches. Violations will result in an Executive Committee action that is in the best interest of the chapter.
18. The HOT Chapter will use mileage reimbursement in accordance with the UIL Constitution and Contest Rules Section 1204: for UIL and TAPPS contests.
19. Assignment Policy -The Assignment Secretary will use the following guidelines:
 - a. He/she will use an accurate roster of members in good standing.
 - b. He/she will review each official's availability for each assignment period. Officials with limited availability (one day a week) should be considered for assignments before other officials.
 - c. For varsity matches, he/she will assign more experienced/skilled officials first before using other officials.
 - d. For non-varsity matches, less experienced/skilled officials may be assigned first with an experienced partner when available.
 - e. He/she will make every attempt to assign members with a fair number of assignments during each two week period. Considerations for all assignments should include TASO/HOT requirements, experience/skill level, scratches, conflicts of interest, years of service, point of departure, and availability.
 - f. For each assignment period, he/she will keep a tracker of match assignments which will include availability and number of matches.
 - g. For tournaments, he/she will keep an updated tracker of tournament matches for the season which will include availability, number of tournaments and number of matches in each tournament.
 - h. He/she will provide the President with the Assignments and both trackers for each assignment period by the Monday prior to each meeting.

- i. An official who declines an assignment will be removed and may be reassigned, if needed.
 - j. After assignments have been accepted, the Assignment Secretary will accept requests for changes due to emergencies and changes in work situations but may not accept requests for changes for personal convenience. If a member does not want to take an assignment, they will be scratched.
20. A Designated School Administrator is required for all contests.
- a. If an Administrator is not designated for a match, the official will report the discrepancy to the HOT President.
 - b. The HOT President will follow the UIL policy for handling incident reports.
21. The following are mandatory requirements for all officials in the HOT Chapter each year. Failure to fulfill these requirements will result in an official being ineligible for ANY assignments.
- a. All members are required to pay TASO and Chapter dues.
 - b. All members are required to attend the state meeting or complete a TASO on-line clinic or attend an in-person clinic.
 - c. All members must pass the TASO VB test.
 - d. All members will complete any UIL training.
 - e. All members must pass the TASO background check.
22. Test Scores
- a. In addition to experience/skill level, the HOT chapter will require a test score of 90 or above to be considered for playoff assignments.
 - b. Members test score must be in compliance with the TASO operating procedures:
 - 1. Certified- 86 or better
 - 2. Approved – 80 or better
 - 3. Registered – 70 or better
23. Assignors Fee and Chapter Dues are determine by the votes of the general memberships as per the Constitution and Bylaws.
- a. Assignors fee: \$3,500
 - b. Chapter dues: \$55. Chapter Executive Board members' dues are waived.

The above changes to the Stated Policies of the HOT Chapter were made in an Executive Committee meeting held on August 24, 2014.

The above changes to the Stated Policies of the HOT Chapter were approved in the General Membership meeting held on September 17, 2014.

The above changes to the Stated Policies of the HOT Chapter were made in an Executive Committee meeting held on April 29, 2021.