

50 Things for a Tournament or Championship Referee to say at a Referees' Meeting

1. Introduce everyone
2. Introduce new referees each day.
3. Must turn mobile phones completely off. Not to be used as stopwatches.
4. Be present ½-hour before allocated match time.
5. Contact the CR/TR if you are going to be late.
6. Don't leave court area without telling CR/TR.
7. Tell CR/TR when you arrive and tell CR/TR when you are leaving, and confirm your next match-time.
8. You may get an occasional ½-day off, so say which day you'd prefer.
9. If you are tired, stop officiating and tell the CR/TR.
10. Let CR/TR know of any player you think needs firm controlling.
11. Let CR/TR know if there is a player it would be best for you not to referee.
12. Let CR/TR know if you are out of your "comfort zone".
13. May double up and mark for each other, but don't miss your specifically allocated matches.
14. Take note if you have to change courts.
15. Check that CR/TR has not sent you to different courts at the same time.
16. Keep your own record of the matches you have officiated.
17. Chat to players (or anyone else) when they mark for you.
18. Scoring system
19. Whether matches will follow on, or go on at specified time
20. ** Between players means this may be a tough or close match.
21. + Next to a player's name means this player could be difficult
22. Double-check the points on the other official's sheet.
23. For Teams events you will not be assigned to your own country's team, unless it is unavoidable. Please inform the CR/TR if you have inadvertently been assigned to your home country's tie.
24. Watch out for other conflicts of interest.
25. Provisions for First Aid
26. Location of Official clock
27. Be at the court at start of warm-up and stay for the entire warm-up.
28. Marker and Referee to stand together.
29. If only one microphone provided, Marker and Referee to share. To be held in Marker's non-writing hand and held out to Referee when Referee needs to speak.
30. Keep eye contact with players at end of each game.
31. At end of match, look players in the eye and applaud.
32. Read, then re-read injury and bleeding rules *before* you referee.
33. If Marker doesn't call "Out", Referee's call is "Stop". Marker does not then call "Out" or "Stop".
- 34. Markers**
 - Introduce game correctly: "Smith leads 2 games to 1, Brown to serve, love-all".
 - End game correctly: "9-6, game to Smith, Brown leads 2 games to 1".
 - Do not say "Best of 5" Say "Best of 5 games".
 - For Team events use National identity:
 - "India leads 2 games to 1."

35. Referees

- Say "Stroke to Smith" not just "Stroke" (or: "Stroke to India").
- Look for No lets in back and front corners
- Be prepared to give Strokes if there is no movement after drop shots (classic blocking).
- Do not reward with Strokes when player "fishes" or "gathers in".
- "Reasonable fear of injury" is always a good reason for a 'Yes let'.
- Carry a spare ball and a spare pencil.
- Players may stop to wipe eyewear, but not for too long or too often.
- Watch for string spacers within the stringing area.
- There is no such call of "Correction" or "Thank you", but thanking players who call their own returns "not up" or "down" is good policy.
- Whacking leg with racket or loudly calling out - apply Rule 17.
- If a player appears distressed health-wise, watch for delaying tactics (don't permit them!) and, if necessary, invite the player to concede the game in progress and to take the 90-second interval to recover.
- Do not tolerate bad behaviour, arguing, bad language, pushing or any behaviour that is disruptive, intimidating or offensive.
- Watch at end of each rally, each game and end of match for gestures, bad language, throwing racket, ball hit in anger (all usually warranting a Conduct Warning)

36. Dress code

- Iron your shirts.
- Wear sponsor's shirts if provided, and if not, wear WSF or National shirts.
- Never wear jeans, thongs, or shorts. Wear dark trousers.
- Shoes – no trainers (running shoes).

37. Meals

- Lunches and Dinners.
- Drinks, tea and coffee.
- Morning and afternoon tea times.
- Vouchers.
- Official functions.

38. Assessments.

39. Be professional.

40. Be approachable and friendly, but not familiar.

41. Never criticise each other.

42. Concentrate.

43. Tell the other official if he/she is doing well.

44. There may be a Questionnaire/Evaluation form to be filled in.

45. Need someone to volunteer to write a Report.

46. Give that person any funny moments for Newsletter.

47. Thank whoever has paid your fares and do a brief Report for them.

48. Junior Events

- Chat to players when they mark for you. Tell them (and their Managers) if they do well.
- Do not leave your court and never do both the marking and refereeing.
- For Teams events it is unlikely that you will be assigned to your own State's team.
- Make sure the right dot ball is used.
- Advise players end of first game "90 seconds"
- Watch for parents and coaches and control them.
- Eyewear for juniors is to be worn even when just playing around on courts.

49. If you have a problem, talk *to* CR/TR, not *about* CR/TR

50. Thank the referees for participating in the event and for their co-operation and hard work during it.

Good luck