

**THE COMMITTEE FORMED AND CONSTITUED AS THE
BADMINTON SOUTH AFRICA TECHNICAL OFFICIALS
AS INSTRUCTED BY THE CONSTITUTION OF BADMINTON SOUTH AFRICA**

BYE-LAWS

1. THE NAME

- 1.1. The name of the Technical Officials committee to be formed as per instruction, as laid out in the Constitution of Badminton South Africa (Article 25.7.6) shall be officially formed and proclaimed as the BADMINTON SOUTH AFRICA TECHNICAL OFFICIALS abbreviated to and referred to where applicable as "BSATO".

2. AFFILIATION

- 2.1. The BSATO shall work in co-operation and within the constitutional requirements of Badminton South Africa hereafter abbreviated to "BSA" where applicable.

3. OBJECTIVE

- 3.1. The objective of the BSATO shall be:
- 3.1.1. To adhere to the principles and instructions to technical officials as laid down in the statutes, laws and circulars of The Badminton World Federation, hereafter abbreviated to "BWF", Badminton Confederation of Africa, hereafter abbreviated to "BCA" where applicable, and BSA.
- 3.1.2. To improve and maintain the standard of Technical Officials Duties.
- 3.1.3. To encourage and assist Provincial Associations and Corporates to establish Technical Officials Associations within their provinces or corporates.
- 3.1.4. To regulate the appointments of Technical Officials for all tournaments falling under the jurisdiction of BSA.
- 3.1.5. To maintain records of all matters pertaining to Technical Officials.
- 3.1.6. To conduct committee meetings at least twice (2) with in a calendar year, with an annual general meeting held no later than 14 (fourteen) months apart.

4. MEMBERSHIP

- 4.1. Membership of the BSATO shall be open to any person who is interested in furthering the principles of the game and the objects of the Association and is registered with the Technical Officials' Association of his/her Province, or, in the case of there being no Technical Officials' Association in that province, with the BSATO, with an active BSA number.

5. MANAGEMENT COMMITTEE

- 5.1. The affairs of the BSATO shall be managed by a Standing Committee which shall consist of:
- 5.1.1. A Chairperson
- 5.1.2. A Secretary General
- 5.1.3. Three Additional Committee Members
- 5.2. Appointments as per BSA Regulations.
- 5.2.1. Only the members appointed or co-opted into vacant positions as per 5.1 may have voting rights.
- 5.3. The Committee of the BSATO shall consist of registered, active and graded Technical Officials.
- 5.4. The Committee shall have the right to co-opt any person it deems necessary, in consultation with BSA.
- 5.5. The Board Member Operations (or other persons delegated by BSA) shall be ex officio members of the Committee and shall have no vote.
- 5.6. The meetings and AGM shall be deemed constituted if held;
- 5.6.1. In person at a specified address, time and date as conveyed by the Secretary General or,
- 5.6.2. Virtually at a specified time and date as conveyed by the Secretary General.
- 5.7. Transport expenses to attend in person Committee Meetings will be borne by the BSATO at ruling BSA rates.
- 5.8. The quorum at a Committee Meeting shall be three (3) standing members - excluding ex officio members.
- 5.9. The Committee meeting shall deal with all the affairs necessary to attain the objectives or deal with any matters within the scope of the committee formed as BSATO and keep proper minutes of all process at such meeting.
- 5.9.1. A copy of such minutes must be submitted to the Chief Operations Officer.

- 5.10. The BSATO shall nominate not more than one (1) person to represent it at BSA meetings.
- 5.11. The Committee may fill vacancies of appointed members. Any member, who fails to attend two (2) consecutive meetings without a valid excuse, may be replaced by the Committee.

6. RECORDS OF TECHNICAL OFFICIALS

- 6.1. The BSATO shall keep a comprehensive list and database of all current and previously graded Technical Officials.
- 6.2. Nominations regarding Technical Officials to be graded shall be presented to the BSATO.

7. SUSPENSION OF OR TERMINATION OF MEMBERSHIP

- 7.1. As per BSA, BCA or BWF Regulations,
- 7.2. As per BSA, BCA or BWF recommendations,
- 7.3. Bringing the BSATO Committee, or the sport of Badminton in disrepute.

8. GENERAL MEETINGS

- 8.1. The General Meeting of the BSATO shall be held during the Melvill Cup and S.A. Open Championships week prior to the Annual General Meeting of BSA at a venue in the town/city hosting the Championships.
- 8.2. Agenda and Minutes will be circulated. Notice of Motion must be received one (1) week prior to the meeting.
- 8.3. The members present at the General Meeting of the BSATO will be the quorum and are all eligible to vote.
- 8.4. In the event of a split vote, the chairperson shall have a casting vote.

9. AMENDMENTS

- 9.1. At any convened meeting of the BSATO Committee or
- 9.2. As per BSA Regulations,
- 9.3. Whichever supersedes.

10. OFFICIATING AT TOURNAMENTS AND MATCHES

- 10.1. As per the Events Committee Bye Laws.

11. THE BADGE

- 11.1. The Badge for South African Technical Officials shall be;
 - 11.1.1. Umpire: A Protea with a shuttle inside the Protea and the wording "BADMINTON SOUTH AFRICA TECHNICAL OFFICIAL" in silver on a black background.
 - 11.1.2. Referee: A Protea with a shuttle inside the Protea and the wording "BADMINTON SOUTH AFRICA REFEREE" in silver on a black background.

12. DRESS

- 12.1. Referee: Red Jacket, Red Shirt, Black Longs/Skirt, Black Socks, Black Shoes
- 12.2. Umpire: Black Jacket, Black Shirt, Black Longs/Skirt, Black Socks, Black Shoes
- 12.3. Line Judge: Green or Black Shirt, Black Longs/Skirt, Black Socks, Black Shoes

13. TECHNICAL OFFICIALS' TROPHY FOR SPORTSMANSHIP

- 13.1. The BSATO shall present, annually, its Floating Trophy to a registered South African Badminton player, at the South African Senior Badminton Championships and Melvill Cup Tournament.
- 13.2. The Trophy shall be called the "Avril Tudhope Trophy for Sportsmanship".
- 13.3. The general basis for the presentation of the Award shall be made on a player's general behaviour and appearance on the court, sportsmanship and etiquette.
- 13.4. Players shall be judged by active, graded Technical Officials present at the South Africa Senior Badminton Championships and Melvill Cup Tournament.

14. TECHNICAL OFFICIALS

- 14.1. Gradings for BSATO will be as follows.

14.1.1. BSA Line Judge

Pre-course qualification	- Active BSA Number - Be affiliated and in good standing to a province or corporate
Theoretical component	Course in simplified laws of Badminton. (Attention to Line Judge aspects)
Practical component	Simulated play and scenarios at the course.
Evaluation criteria for competency	- Theory: None - Practical: Assessment at the course
Who can present	BSATO appointed Official.

14.1.2. Candidate Umpire

Pre-course qualification	- Active BSA Number - Be affiliated and in good standing to a province or corporate
Theoretical component	Course in simplified laws of Badminton.
Practical component	Simulated play and scenarios at the course.
Evaluation criteria for competency	- Theory: None - Practical: Assessment at the course
Who can present	BSATO appointed Trainer.

14.1.3. BSA Accredited Umpire

Pre-course qualification	- Have an active BSA Number and - Be affiliated and in good standing to a province or corporate and - Be at least 16 years of age or older.
Theoretical component	BSATO Approved course in the laws of Badminton and instructions to technical officials.
Practical component	Simulated play and scenarios at the course.
Evaluation criteria for competency	- Theory: Pass the examination with a mark of 70% or greater - Practical: Assessment at the course completed under the evaluation of the appointed BSATO Trainer at any BSA Sanctioned tournament. The Trainer must provide a competency assessment
Who can present	- BSATO appointed Trainer.
To remain active post evaluation	- Officiate at a BSA Sanctioned tournament and be listed on the BSATO Report at least once every two (2) years. - Be affiliated and in good standing to a province or corporate
Upgrade requirements from this grade	- To be considered for BSA Certificated Umpire evaluation the grade of BSA Accredited Umpire shall be held for no fewer than three (3) years and - To be considered for BSA Accredited Referee evaluation the grade of BSA Accredited Umpire shall be held for no fewer than two (2) years and - The technical official will also remain active.

14.1.4. BSA Certificated Umpire

Pre-course qualification	<ul style="list-style-type: none"> - Have an active BSA Number and - Be affiliated and in good standing to a province or corporate and - Successfully completed the grade of BSA Accredited Umpire at least three (3) years prior to evaluation and - Be active as per the requirements set for the grade of BSA Accredited Umpire
Theoretical component	BSATO Approved advance course in the laws of Badminton and instructions to technical officials.
Practical component	Advanced simulated play and scenarios at the course.
Evaluation criteria for competency	<ul style="list-style-type: none"> - Theory: Pass the examination with a mark of 80% or greater. Any candidate who fails the first attempt at the theory exam, must do a refresher course with a mediator and write a second attempt obtaining a mark of at least 80% within the duration of the course. - Practical: Advanced practical assessment must be completed under the evaluation of the appointed BSATO Chief Trainer and two (2) appointed BSATO Assessors at the South Africa u/19, South Africa Open and Melvill Cup or South Africa Internationals. The Chief Trainer and at least one (1) Assessor must provide a passed assessment.
Who can present	- BSATO Chief Trainer
To remain active post evaluation	<ul style="list-style-type: none"> - Officiate at a BSA Sanctioned tournament and be listed on the BSATO Report at least once every two (2) years. - Be affiliated and in good standing to a province or corporate
Upgrade requirements from this grade	<ul style="list-style-type: none"> - To be considered for BCA Accredited Umpire evaluation the grade of BSA Certificated Umpire shall be held for no fewer than two (2) years and - The technical official will also remain active.

14.1.5. BSA Accredited Referee

Pre-course qualification	<ul style="list-style-type: none"> - Have an active BSA Number and - Be affiliated and in good standing to a province or corporate and - Be at least twenty-one (21) years of age or older and - Successfully completed the grade of BSA Accredited Umpire at least two (2) years prior to evaluation and - Be active as per the requirements set for the grade of BSA Accredited Umpire
Theoretical component	BSATO Approved referee course
Practical component	Simulated scenarios at the course.
Evaluation criteria for competency	<ul style="list-style-type: none"> - Theory: None - Practical: Assessment at the course completed under the evaluation of the appointed BSATO Trainer at any BSA Sanctioned tournament. The Trainer must provide a competency assessment
Who can present	- BSATO appointed Trainer.

To remain active post evaluation	<ul style="list-style-type: none"> - Act as referee/deputy referee at a minimum of one (1) BSA Sanctioned Event every two (2) years. - Be affiliated and in good standing to a province or corporate
Upgrade requirements from this grade	<ul style="list-style-type: none"> - To be considered for BSA Certificated Referee evaluation the grade of BSA Accredited Referee shall be held for no fewer than three (3) years and - The technical official will also remain active and - Be evaluated at a BSA Certificated Umpire Course. Evaluation outcome "pass" not required.

14.1.6. BSA Certificated Referee

Pre-course qualification	<ul style="list-style-type: none"> - Have an active BSA Number and - Be affiliated and in good standing to a province or corporate and - Successfully completed the grade of BSA Accredited Referee at least three (3) years prior to evaluation and - Be active as per the requirements set for the grade of BSA Accredited Referee and - Be evaluated at a BSA Certificated Umpire Course. Evaluation outcome "pass or competent" not required.
Theoretical component	BSATO Approved advanced referee course
Practical component	Advanced scenarios at the course.
Evaluation criteria for competency	<ul style="list-style-type: none"> - Theory: To be found competent in an examination - Practical: Advanced practical assessment MUST be completed under the evaluation of the appointed BSATO Chief Trainer at the South Africa u/19, South Africa Open and Melvill Cup or South Africa International. <p>To pass, the BSATO Chief Trainer must provide a passed assessment.</p>
Who can present	- BSATO Chief Trainer
To remain active post evaluation	<ul style="list-style-type: none"> - Act as referee/deputy referee at a minimum of one (1) BSA Sanctioned Event every two (2) years. - Be affiliated and in good standing to a province or corporate
Upgrade requirements from this grade	<ul style="list-style-type: none"> - To be considered for BCA Accredited Referee evaluation the grade of BSA Certificated Referee shall be held for no fewer than two (2) years.

14.1.7. BSA Certificated Technical Official

Bestowed and granted automatically upon a Technical Official who holds both an active BSA Certificated Umpire and BSA Certificated Referee grade.

Pre-course qualification	<ul style="list-style-type: none"> - Have an active BSA Number and - Be affiliated and in good standing to a province or corporate and - Successfully completed the grade of BSA Certificated Umpire and - Successfully completed the grade of BSA Certificated Referee
Theoretical component	None
Practical component	None

Evaluation criteria for competency	- Grade of BSA Certificated Umpire held and - Grade of BSA Certificated Referee held.
Who can present	Not applicable
To remain active post evaluation	- Act as referee/deputy referee at a minimum of one (1) BSA Sanctioned Event every two (2) years and - Officiate at a BSA Sanctioned tournament and be listed on the BSATO Report at least once every two (2) years. - Be affiliated and in good standing to a province or corporate

14.2. Upgrading

14.2.1. Any Technical Official whom is desirous of upgrading must have fulfilled all the criteria as outlined in 14.1. for the respective level of upgrade required.

14.2.2. In addition a letter requesting upgrade must be signed and sent to BSATO, from the Provincial Body or by the representative BSATO committee member, at least six weeks prior to the evaluation of grading.

14.3. Inactive status

14.4. If any Technical Official is deemed inactive as outlined in 14.1. by failing to adhere to the requirements set post evaluation the Technical Official will be required to;

14.4.1. Undergo a refresher course at their applicable grade(s) and

14.4.2. For Umpires;

14.4.2.1. Officiate at 1 BSA Sanctioned tournament and/or

14.4.3. For Referees;

14.4.3.1. Act as referee/deputy referee at a one (1) BSA Sanctioned Event,

14.4.4. Within three (3) months of the refresher

14.5. International Tournaments

14.5.1. Officiating and/or Refereeing at any International event sanctioned by BCA and/or BWF shall be deemed equivalent to a BSA Sanctioned Event for the sole purpose of maintaining an "active" status.

14.6. National Technical Officials Duty Grid

14.6.1. A National grid shall be maintained by the Secretary General

14.6.2. All duties, including Officiating or Refereeing, performed by Technical Officials at tournaments on the BSA calendar shall be included.

14.6.3. The grid shall only be official once the relevant tournament report with the Technical Officials Duties proforma and has been received by the BSATO Secretary General from the appointed Referee.

14.6.4. The grid shall be published no later than the fifth calendar day of every month for the month preceding and shall include all duties up the fifteenth day of the month preceding such date.

14.6.5. Technical Officials are to ensure they have been correctly included and allocated the duty as Officiating or Refereeing on the grid no later than 1 year after the duty.

15. THE GRADING COMMITTEE

15.1. Assessments and evaluations will be done by appointed BSATO Officials.

16. REFEREE APPOINTMENTS

16.1. BSATO will appoint all Referees to BSA Sanctioned Tournaments after nominations were received from Provinces.

17. INTERNATIONAL PARTICIPATION

17.1. Any international participation by a Technical Official must be sanctioned in writing by BSATO no later than thirty (30) days preceding the event.

17.2. No Technical Official may withdraw from duty at any "South African Open and Melvill Cup" if appointed, to for fill any international duty. BSATO may solely by its discretion release a member for an international duty.

18. CONTINENTAL ACCREDITATION

- 18.1. The BSATO will nominate suitable candidates to BCA for nomination of members to be evaluated.
- 18.2. No member may apply directly to BCA for evaluation.

19. EVALUATION CRITERIA GUIDELINE

- 19.1. Candidate Umpire
 - 19.1.1. The Candidate Umpire needs to have limited knowledge of the game.
 - 19.1.2. The badminton simplified laws, (Current BWF Simplified Laws and ITTO's) will be presented as a build up to understanding the laws of the game. However, a basic understanding is required in order to at least know what the game is all about.
 - 19.1.3. The international score sheet will be used in its basic form.
 - 19.1.4. Course Material and Criteria
 - 19.1.4.1. Simplified Laws of Badminton
 - 19.1.4.2. Scoresheet
 - 19.1.4.3. Practical Evaluation sheet
 - 19.1.4.4. Practical will be done in simulated play as per the BSATO byelaws.
 - 19.1.4.5. Assessment will be done at the course.
 - 19.2. BSA Umpire and BSA Referee – All Grades
 - 19.2.1. New Umpires course nominees should at least have a good working knowledge of the game as stated in the BSATO byelaws prior to the assessment beginning.
 - 19.2.2. In order to build up a better understanding of what is required of a BSA Technical Official (Umpire and Referee), it is recommended that the courses should be presented by an BSATO Appointed Trainer or BSATO Chief Trainer with the following content as a guideline:
 - 19.2.2.1. BWF Handbook Laws 1-17
 - 19.2.2.2. Instructions to Technical Officials (ITTO)
 - 19.2.2.3. Technical Officials Vocabulary
 - 19.2.2.4. Scoresheet
 - 19.2.2.5. BSATO & BWF Reports (for Referees)
 - 19.2.2.6. Clothing and Advert Regulations
 - 19.2.2.7. Practical Scenarios
 - 19.2.2.8. All other relevant information (Draws, Withdrawals, Injuries, etc.)
 - 19.2.2.9. At all grades BSA Referee assessments, Tournament Software training needs to be presented and understood.
 - 19.2.3. Course Material and Criteria as a guideline
 - 19.2.3.1. The laws as per BWF Handbook must be used.
 - 19.2.3.2. The theoretical/practical courses should be presented over one and a half or two days and should be a minimum of twelve (12) hours duration.
 - 19.2.3.3. At the end of all courses, a theoretical test must be written and the pass mark of 70% for Accreditation and 80% for Certification must be obtained.
 - 19.2.3.4. The learner must pass a practical assessment of “being found competent” before he or she can qualify to become a BSA Technical Official (Umpire or Referee).
 - 19.2.3.5. The Umpire exam papers are to be kept by BSATO for a minimum of three (3) years.
 - 19.2.4. Practical Evaluation Mark Sheets
 - 19.2.4.1. There are 4 Practical Mark Sheets:
 - 19.2.4.1.1. Umpire Assessment (New & Upgrading),
 - 19.2.4.1.2. Umpire Appraisal (Current Umpires) and
 - 19.2.4.1.3. Referee Assessment (all Referees),
 - 19.2.4.1.4. Referee Appraisal
 - 19.2.4.2. These Mark Sheets are used by Assessors to determine the competency of the learner under assessment.
 - 19.2.4.3. It is recommended that all current Umpires and Referees must be appraised by at least one (1) Assessor in a three (3) year period at a relevant BSA Sanctioned Event.
 - 19.2.5. Scoresheet and Reports
 - 19.2.5.1. This must be explained and each learner must be able to fill it in as per the example. Umpires will use the

updated Scoresheet and Referees will use the Updated Report Format.

19.2.6. Umpire Theory Test

19.2.6.1. The evaluation pass mark is 70% for Accreditation and 80% for Certification

19.2.6.2. The learner must be given at least two hours to study before the test is taken.

19.2.6.3. The paper will be marked by the designated Trainer or Assessor.

19.2.6.4. The results may be made known to the candidate but the exam paper must be kept by BSATO.

19.2.6.5. The BSATO Trainer will set all exam papers.

19.2.7. Requirement for newly graded Technical Officials

19.2.7.1. When learners qualify to the BSA Line Judge or BSA Accredited Umpire grade, they must affiliate to their provincial Technical Official structure or the BSATO.

19.2.8. Report

19.2.8.1. A report must be sent to the BSATO Secretary General after each course by the appointed Trainer.

19.2.8.2. The BSATO committee will then decide on the grading of the candidates.

19.2.8.3. The Secretary General will issue Certificates and update the register and grid accordingly with the new names.

19.2.8.4. It is the Technical Officials' own responsibility to gain experience and upgrade as per byelaws.