



BADMINTON SA

Technical Officials

THE COMMITTEE FORMED AND CONSTITUTED AS THE
BADMINTON SOUTH AFRICA TECHNICAL OFFICIALS
AS INSTRUCTED BY THE CONSTITUTION OF BADMINTON SOUTH AFRICA
TECHNICAL OFFICIAL COMMISSIONS
With effect from 1 July 2026

1. RESPONSIBILITIES

- 1.1 To ensure that there is always a sufficient pool of technical officials through training, assessment and recruitment.
- 1.2 To recommend to the Events Committee on the appointment of necessary qualified Technical Officials.
- 1.3 To develop training programs for all levels of court officials.
- 1.4 To provide guidelines for all BSA Technical Officials.
- 1.5 To promote integrity and ensure that badminton remains a clean sport.
- 1.6 To build up a network of experienced and suitably qualified doctors and medical technicians to undertake medical duties on behalf of BSA at all BSA major events.
- 1.7 To ensure that training and development opportunities and assessment are provided at provincial level.
- 1.8 To run training courses and seminars and ensure technical officials have the requisite knowledge to officiate at all BSA, BCA and International Events.
- 1.9 To develop training materials/guidelines for court officials and ensure fair and transparent processes of assessment and nomination for BSA major events.
- 1.10 To develop and maintain skilled and well qualified technical officials.
- 1.11 A Technical Official who attends a BSA Sanctioned tournament as a coach, shall not perform Technical Official duties at that tournament.

2. THE NAME

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

3. MEMBERSHIP

Membership of BSATO shall be open to any person who is committed to promoting and developing tournaments through Technical Officiating and the objects of the Association. Members must be registered with the Technical Officials Association of his/her Province with an active BSA number.

4. MANAGEMENT COMMITTEE

- 4.1. The affairs of the BSATO shall be managed by a Standing Committee which shall consist of:
 - 4.1.1. A Chairperson
 - 4.1.2. A Secretary General
 - 4.1.3. Three Additional Committee Members
- 4.2. Only the members appointed or co-opted into vacant positions may have voting rights.
- 4.3. The Committee of the BSATO shall consist of registered, active and graded Technical Officials.
- 4.4. The Committee shall have the right to co-opt any person it deems necessary. The co-opted member will have no vote.

BOARD MEMBER OPERATIONS
Emmie Wiggins Cell: 083 232 0974 Email: emmiebsato@gmail.com

CHAIRPERSON BSATO
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- 4.5. The President of BSA (or other persons delegated by BSA) shall be ex officio members of the Committee and shall have no vote.
- 4.6. The Workshop and AGM shall be deemed constituted if held in person or virtually at a specified address, time and date as conveyed by the Secretary General.
- 4.7. Transport expenses to attend in person Committee Meetings will be borne by the BSATO at ruling BSA rates.
- 4.8. The quorum at a Committee Meeting shall be three (3) standing members - excluding ex officio members.
- 4.9. The Committee meeting shall deal with all the affairs necessary or any matters within the scope of the committee and keep proper minutes of all proceedings at such meeting.
- 4.10. A copy of such minutes must be submitted to the Board member Operations.
- 4.11. BSATO shall nominate at least one (1) person to represent it at BSA meetings.
- 4.12. The Committee may fill vacancies of appointed members. Any member who failed to fulfil their duties appointed, may be replaced by the Committee.

5. **RECORD OF DUTIES**

- 5.1. BSATO shall keep a comprehensive database of all current and previously graded Technical Officials.
- 5.2. Nominations of Technical Officials to be graded shall be presented to the Committee.
- 5.3. Technical Officials are responsible for ensuring they have been correctly included on the list of Technical Officials in the Tournament Report.

6. **GENERAL MEETINGS**

- 6.1. The General Meeting shall be held during the SA Internationals/SA Junior Internationals.
- 6.2. Agenda and Minutes will be circulated. Notice of Motion must be received one (1) week prior to the meeting.
- 6.3. The members present at the General Meeting of BSATO will be the quorum and all are eligible to vote.
- 6.4. In the event of a split vote, the chairperson shall have a casting vote.

7. **DRESS**

- 7.1. Referee: Red Jacket, Red Shirt, Black Trousers/Skirt, Black Socks, Black Shoes
- 7.2. Umpire: Black Jacket, Black Shirt, Black Trousers/Skirt, Black Socks, Black Shoes
- 7.3. Line Judge: As decided by the Referee
- 7.4. Sponsored Clothing as approved by the Referee

8. **TECHNICAL OFFICIAL'S TROPHY FOR SPORTSMANSHIP**

- 8.1. 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.
- 8.2. The Trophy shall be called the "Avril Tudhope Trophy for Sportsmanship".
- 8.3. 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.
- 8.4. Players shall be judged by active, graded Technical Officials present at the South Africa Senior Badminton Championships and Melvill Cup Tournament.
- 8.5. The Trophy shall be awarded by the Referee.

9. **REFEREE APPOINTMENTS**

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- 9.1. BSATO will recommend Referees to officiate at BSA Sanctioned Tournaments after nominations have been received from Provinces.
 - 9.2. Board Member Operations and Chairperson Events will approve recommendations or suggest a different recommendation.
 - 9.3. Should a Referee/Deputy Referee be unable to fulfil their duties during their appointment at a South African Tournament, a replacement can be appointed by the Referee without prior approval of the Committee or Chairperson as long as all relevant role stakeholders are informed
10. **INTERNATIONAL PARTICIPATION**
- 10.1. Any BSATO Official who receives an international appointment must inform BSATO Committee of the appointment.
 - 10.2. No BSATO Official may withdraw from duty at any “South African Open and Melvill Cup” if appointed, to fulfil any international duty. BSATO Committee may by its discretion release a member for international duty.
11. **CONTINENTAL ACCREDITATION**
- 11.1. BSATO will nominate suitable candidates to BCA for nomination of members to be evaluated.
 - 11.2. No member may apply directly to BCA for evaluation.
12. **GRADING COMMITTEE**
- Assessments and evaluations will be done by appointed BSATO Officials.
13. **UPGRADING**
- 13.1. Any Technical Official who wishes to upgrade must have fulfilled all the criteria as outlined in 15.1. for the respective level of upgrade required.
 - 13.2. In addition a letter requesting upgrade must be signed and sent to BSATO by the representative BSATO committee member, at least six weeks prior to the evaluation of grading
14. **COURSE MATERIAL AND CRITERIA AS A GUIDELINE**
- 14.1. The laws as per BWF Statutes must be used.
 - 14.2. The theoretical/practical courses should be presented over a minimum of twelve (12) hours duration.
 - 14.3. 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.
 - 14.4. 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)
 - 14.5. The Umpire exam papers are to be kept by BSATO for a minimum of three (3) years.
 - 14.6. 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.
 - 14.7. The paper will be marked by the designated Trainer or Assessor.
 - 14.8. The results may be made known to the candidate but the exam paper must be kept by BSATO.
 - 14.9. Requirement for newly graded Technical Officials



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14.9.1. 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 Training Report.

14.10. Training Report

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

14.10.2. The BSATO committee will be informed on the grading of the candidates

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

14.10.4. it is the Technical Officials' own responsibility to gain experience and upgrade as per Commission.

15. TECHNICAL OFFICIALS GRADINGS

15.1. Gradings for BSATO will be as follows.

15.1.1 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

15.1.2 Candidate Umpire (younger than 16 years of age)

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 Tournament
Who can present	BSATO appointed Trainer

15.1.3 BSA Accredited Umpire

Pre-course qualification	Have an active BSA Number Be affiliated and in good standing to a province or corporate Be 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

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Evaluation criteria for competency	<i>Theory:</i> Pass the examination with a mark of 70% or greater <i>Practical:</i> Assessment at the tournament 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 To be considered for BSA Accredited Referee evaluation the grade of BSA Accredited Umpire shall be held for no fewer than two (2) years The Technical Official will also remain active

15.1.4 BSA Certificated Umpire

Pre-course qualification	Have an active BSA Number Be affiliated and in good standing to a province or corporate Successfully completed the grade of BSA Accredited Umpire at least three (3) years prior to evaluation 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	<i>Theory:</i> 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 <i>Practical:</i> Advanced practical assessment must be completed under the evaluation of the appointed BSATO Trainer and two (2) appointed BSATO Assessors at the South Africa u/19, South Africa Open and Melville Cup or South African Internationals. The appointed BSATO Trainer and at least one (1) Assessor must provide a passed assessment
Who can present	Appointed BSATO 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 Accredited Umpire evaluation the grade of BSA Certificated Umpire shall be held for no fewer than two (2) years The Technical Official will also remain active

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15.1.5 BSA Accredited Referee

Pre-course qualification	Have an active BSA Number Be affiliated and in good standing to a province or corporate Successfully completed the grade of BSA Accredited Umpire at least two (2) years prior to evaluation Be active as per the requirements set for the grade of BSA Accredited Umpire
Theoretical component	BSATO Approved Referee course
Practical component	Umpires and Referees active during sanctioned Open and Team events at the nominated BSA Tournament for grading
Evaluation criteria for competency	<i>Theory:</i> None <i>Practical:</i> 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	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 requirement from the grade	To be considered for BSA Certificated Referee evaluation the grade of BSA Accredited Referee shall be held for no fewer than three (3) years The Technical Official will also remain active Be evaluated at a BSA Certificated Umpire Course. Evaluation outcome “pass” not required

15.1.6 BSA Certificated Referee

Pre-course qualification	Have an active BSA Number Be affiliated and in good standing to a province or corporate Successfully completed the grade of BSA Accredited Referee at least three (3) years prior to evaluation Be active as per the requirements set for the grade of BSA Accredited Referee 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	<i>Theory:</i> To be found competent in an examination <i>Practical:</i> Advanced practical assessment MUST be completed under the evaluation of the appointed BSATO Trainer at the South Africa u/19, South Africa Open and Melvill Cup or South Africa International To pass, the BSATO Trainer must provide a passed assessment
Who can present	BSATO Trainer



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To remain active post evaluation	Act as Referee/Deputy Referee at a minimum of one (1) BSA Sanctioned Event every two (2) years
To remain active post evaluation	Act as Referee/Deputy Referee at a minimum of one (1) BSA Sanctioned Event every two (2) years

15.1.7 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	Have an active BSA Number Be affiliated and in good standing to a province or corporate Successfully completed the grade of BSA Certificated Umpire Successfully completed the grade of BSA Certificated Referee
Theoretical component	None
Practical component	None
Evaluation criteria for competency	Grade of BSA Certificated Umpire held 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 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

16. TECHNICAL OFFICIALS GRADINGS EVALUATION CRITERIA GUIDELINE

16.1 Candidate Umpire (younger than 16 years of age)

16.1.1 The Candidate Umpire needs to have limited knowledge of the game.

16.1.2 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.

16.1.3 The BWF score sheet will be used in its basic form.

16.1.4 Course Material and Criteria

16.1.4.1 Simplified Laws of Badminton

16.1.4.2 Scoresheet

16.1.4.3 Practical Evaluation sheet

16.1.4.4 Practical will be done in simulated play as per the BSATO Commissions.

16.1.4.5 Assessment will be done at the a tournament.

16.2 BSA Umpire and BSA Referee – All Grades

16.2.1 New Umpires course nominees should at least have a good working knowledge of the game as stated in the BSATO Commissions prior to the assessment beginning.

16.2.2 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 with the following content as a guideline:

16.2.2.1 BWF Statutes Laws 1-17

16.2.2.2 Instructions to Technical Officials (ITTO)

16.2.2.3 Technical Officials Vocabulary

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- 16.2.2.4 Scoresheet
- 16.2.2.5 BSATO Tournament Report (for Referees)
- 16.2.2.6 Clothing and Advert Regulations
- 16.2.2.7 Practical Scenarios
- 16.2.2.8 All other relevant information (Draws, Withdrawals, Injuries, etc.)
- 16.2.2.9 At all BSA Referee assessments, Tournament Software training needs to be presented and understood (if possible).

17. **INACTIVE STATUS**

- 17.1 If any Technical Official is deemed inactive as outlined in 15.1. by failing to adhere to the requirements set post evaluation the Technical Official will be required to:
 - 17.1.1 Undergo a refresher course at their applicable grade(s)
 - 17.1.2 For Umpires:
 - 17.1.2.1 Officiated at 1 BSA Sanctioned Tournament
 - 17.1.3 For Referees:
 - 17.1.3.1 Act as Referee/Deputy Referee at a one (1) BSA Sanctioned Event
 - 17.1.4 Within three (3) months of the refresher.
- 17.2 International Tournaments
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