

**Referee
Section**



ICE HOCKEY UK

**ON-ICE OFFICIALS
CODE OF CONDUCT**

*4th Edition
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CODE OF CONDUCT – POLICY STATEMENT

1. As part of the IHUK Referee Section we are committed to conducting our business with honesty and integrity. We should always show respect to each other and those whom we work with both on and off the ice.
2. The IHUK Referee Section Code of Conduct sets out the basic rules, standards and behaviours which are expected from officials to ensure that the Section achieves the objectives which are set for the Section.
3. We are all expected to display responsible behaviour and follow consistently the high expectations of the Management Team and the sports Governing Bodies both Nationally & Internationally.
4. The Code of Conduct applies to all of us, including the Management Team and the expectation is that all members of the IHUK Referee Section shall comply with the requirements of the Code of Conduct to ensure the objectives of making the Referee Development Programme a world class programme are reached.
5. The Code of Conduct is put together to give guidance on what officials should and shouldn't do. There are processes in place which are documented in this Code mapping out what would happen and what the structures are for various situations including disciplinary hearings. However, these are not exhaustive and the Management Team are ultimately responsible for the management of officiating within the United Kingdom and their decision on any issue is final.
6. Ice Hockey Officiating should be fun but it requires professionalism and for officials to ensure they are ready to officiate. Team work is a major part of that and your contribution along with every other member makes #TeamStripes what it is today.
7. Any questions regarding anything within the On-Ice Officials Code of Conduct should be directed to the appropriate Officiating Manager in the first instance.

DEFINITIONS

8. For the avoidance of doubt any reference in this Code of Conduct to Officials or an Official is referring to a person and/or all persons registered as on-ice officials with the IHUK Referee Section.
9. There are various abbreviations throughout this document, these are as follows:-

IIHF	-	International Ice Hockey Federation
IHUK	-	Ice Hockey UK
EIHA	-	English Ice Hockey Association
SIHA	-	Scottish Ice Hockey Association
EIHL	-	Elite Ice Hockey League
RIC	-	Referee In Chief
DRIC	-	Deputy Referee In Chief
OM	-	Officiating Manager

OBJECTIVES AND VISION - IHUK REFEREE SECTION

VISION:

- IHUK has a world class officials' development programme

MISSION:

- Every game is officiated in a professional way, which inspires people to get involved and stay involved in officiating.
- The IHUK Officiating programme is securely established and structured: and integrated to the overall IHUK hockey development strategy.
- The IHUK Officiating programme works to support and develop officials to ensure a continuous pathway is available from grass-roots through to the IIHF programmes.

STRATEGIC OBJECTIVES:

- Ensure a strong professional management structure is in place for the officiating programme;
- Develop a professional recruitment, retention and development programme for new and existing officials;
- Ensure the officiating programme is legally compliant and operates with the principles of fairness and equality;
- Create effective administrative systems and processes for managing the officiating programme for IHUK.

MANAGEMENT AND ADMINISTRATION - IHUK REFEREE SECTION

10. The IHUK Referee Section shall be administered by a Management Team who shall have the responsibility to ensure the smooth running of the section. The Management Team are made up of the following levels of Management:-

REFEREE IN CHIEF

11. The Referee In Chief is the Head Official of the IHUK Referee Section and has overall responsibility for the strategic direction of the section. They are accountable to the IHUK Board for the smooth running of the on-ice officiating programme in the United Kingdom.

DEPUTY REFEREE IN CHIEF

12. The Deputy Referee In Chief works alongside the Referee In Chief to ensure positive strategic direction of the section. They will deputise in the absence of the Referee In Chief.

OFFICIATING MANAGERS

13. There is an Officiating Manager at each level within the Section. The Officiating Managers take responsibility for the day to day management of the officials within their respective levels. They will deal with any initial enquiries from the officials and clubs and act as troubleshooter to rectify any initial issues.

ASSIGNORS

14. As well as Officiating Managers there is an Assignor allocated to each level within the sport with the exception of Scotland which presently has one Assignor for levels 1 to 5. They will take responsibility for the assignments within their respective level and work with and give feedback to their respective Officiating Manager with any issues. They work under the direction of the Officiating Manager for their level.

15. All collective responsibilities for the management and strategic direction of the IHUK Referee Section shall be met by the Management Team. This includes the management of the overall budget and the processing of any relevant fees including Membership Fees. A copy of the present IHUK Referee Section Management Structure can be found at **Appendix 1**.

WHO TO CONTACT WITH WHAT

16. If an official has a general day to day enquiry they should make contact with their Officiating Manager.

IHUK REFEREE SECTION MANAGEMENT COMMITTEE

Referee In Chief	Joy Johnston	Joy.Johnston@ihukreferee.co.uk
Deputy Referee In Chief	Michael Evans	Michael.Evans@ihukreferee.co.uk
Officiating Managers		
Level 1	Colin Davidson	Colin.Davidson@ihukreferee.co.uk
Level 2	Mike Chidley	Mike.Chidley@ihukreferee.co.uk
Level 3	Dave Cloutman	Dave.Cloutman@ihukreferee.co.uk
Level 4	Tim Pickett	Tim.Pickett@ihukreferee.co.uk
Level 5	Rene Ross	Rene.Ross@ihukreferee.co.uk
Level 6	Simon Kirkham	Simon.Kirkham@ihukreferee.co.uk
Elite (Co-Manager)	Tom Darnell	Tom.Darnell@ihukreferee.co.uk
Elite (co-Manager)	Mike Hicks	Mike.Hicks@ihukreferee.co.uk
Assignors		
Level 1 and Level 2	Blaine Evans	Blaine.Evans@ihukreferee.co.uk
Level 1 and Level 2	Richard Fraley	Richard.Fraley@ihukreferee.co.uk
Level 3	Matt Thompson	Matt.Thompson@ihukreferee.co.uk
Level 4	Stephen Matthews	Stephen.Matthews@ihukreferee.co.uk
Level 5	Dave Farren	Dave.Farren@ihukreferee.co.uk
Level 6	Simon Kirkham	Simon.Kirkham@ihukreferee.co.uk
Elite	Mike Hicks	Mike.Hicks@ihukreferee.co.uk
Scotland (Level 1 – 5)	David Graham	David.Graham@ihukreferee.co.uk
Level 1 Course Manager	Tom Stephenson	Tom.Stephenson@ihukreferee.co.uk
Club Tournament Manager	Steven Wardell	Steven.Wardell@ihukreferee.co.uk

SPECIFIC CONDUCT RULES AND EXPECTATIONS

MATCH FEES AND EXPENSES

17. It is the role of the IHUK Referee Section Management Team to prepare proposals and make recommendations to both the EIHA and SIHA Boards regarding Match Fees and Officiating Expenses. The present Match Fees & Officiating Expenses levels are listed in **Appendix 2**.
18. Each season the IHUK Referee Section shall inform officials of the fees and expenses they can claim for their services. Each member is an independent contractor and is therefore classified as being self-employed and is personally responsible for all their own tax liabilities.
19. The Home Club to which the officiating services are being provided will make payment of officiating fees and expenses to Officials. Payment must be received on the day of the game and prior to signing of the game sheet. Payment of fees and expenses may only be made in cash and in UK Pound Sterling.
20. It is for the official themselves to keep a record of the games they have officiated for tax purposes. They are also responsible for their own submission of the relevant tax returns and any other paperwork.
21. Officials must claim mileage from their home address (which for the avoidance of doubt, is the address they have used when they registered with the Referee Section).
22. Officials are assigned games based on their mileage from their home address. If an official is travelling from a location closer to the game than their home address they must only claim the miles they have travelled to ensure they do not make a fraudulent claim. If an official is travelling from a location further from the game than their home address they can only claim the round-trip miles from their home address, as this was the basis on which they were assigned their game. The only exception to this is if the additional mileage charge has been pre-authorized with their Officiating Manager due to exceptional circumstances.
23. In the event that an Official claims expenses which are not in line with the provisions of this Code of Conduct, such claim shall be deemed to be a breach of this Code of Conduct and the IHUK Referee Section shall be entitled to claim against such Official for reimbursement of any costs incurred by it as a result of such breach.
24. Officials should always be transparent with their expenses claims and only claim for the mileage they actually travel and are entitled to claim.
25. Officials are expected to travel together where possible and every effort should be made to ensure that mileage claims are kept to a minimum. If the assignor has specified the officials need to travel together and one of the officials chooses not to do so then they are not entitled to make a mileage claim for the game.
26. Officials are required to declare all income to the HM Revenue & Customs and if necessary complete a self-assessment tax return. The IHUK Referee Section does not accept liability for any tax which is due to be paid by an official. Officials should ensure they keep a record of all assignments and expenses for submission with said tax return.

27. In the event that officials are assigned to a game which results in their claim being over the mileage limit for the game, they are not entitled to claim additional mileage above the maximum threshold from the club. They need to discuss this amongst themselves and take a cut in their actual mileage to keep to the agreed maximum charge for the club. In exceptional circumstances the Officiating Manager may permit a claim for the difference to be made and paid from the central Section budget. Officials should discuss this with their Officiating Manager.
28. For the avoidance of doubt, car park and toll road fees are acceptable to claim from the clubs and these are in addition to the game fee and mileage charges. They also sit outside the maximum claim for the game.
29. There is no food allowance for officials for games that can be claimed from the clubs. If an official has a situation where they believe they need some assistance with food due to travelling long distances or not being at home between games then they need to discuss this with their Officiating Manager. Any decision for a food claim to the central IHUK Referee Section budget is at the discretion of the Officiating Manager within their authorisation limits and if higher needs to be deferred to the Referee Chief/Deputy Referee Chief.
30. Should an official be travelling for games and require a hotel, this will be arranged and discussed with the Officiating Manager prior to booking and games will be assigned based on the mileage and hotel costs being split across all relevant games to ensure no game results in an official claiming over the maximum mileage limit.

GAME ASSIGNMENTS

31. Game Assignments shall be completed by the assignor for the relevant level of game. The Assignment process will be completed on the allocation management software which at present is Horizon Webref. They shall normally and where possible be completed a month in advance and shall be published on or around the 20th of the month prior to the games being played.
32. Once registered with the IHUK Referee Section the Official shall be sent the appropriate log-in information for the allocation management software as mentioned in 8.1 above. Once they have registered the official is expected to update their profile and complete their availability for as far as possible in front but at least the month ahead (See Availability).
33. Officials may not officiate any fixture including in house scrimmages without the prior approval of their respective Officiating Manager or Assignor. Any allocation should be assigned through the allocation management software and accepted by the official concerned.
34. The IHUK Referee Section Management Team reserve the right to withdraw any official from any allocated assignment should they deem it necessary.
35. Officials are not permitted to officiate any game which they have not been formally assigned by their assignor.
36. Should an official be at a game where there is not the full complement of officials or there are no officials for the game, they can only officiate the game if they receive approval via their Officiating Manager by phone. If they cannot reach their Officiating Manager they should contact their

Assignor and if this is not possible they can contact the Referee Chief/Deputy Referee Chief. Without approval the official cannot officiate the game.

37. When clubs arrange charity games they need to be authorised and sanctioned by the appropriate authorities for insurance purposes. The IHUK Referee Section does not however assign officials for charity games as generally the clubs are seeking officials to do the games free of charge and they will therefore make individual requests to officials. If an official is approached to do a charity game it is their choice if they want to do the game on the terms offered by the Club. The official must get approval to do the game from their Officiating Manager. Costs for the game need to be agreed with the Club and given it is a charity game they may expect the official to do this for no game fee and/or travel.

GAME CANCELLATIONS

38. Although every effort is made to avoid the issue, it is the responsibility of the official to check with the home rink that the allocated fixture(s) has not been postponed or cancelled prior to them travelling. If they hear of a potential cancellation then the official should make immediate contact with their Assignor/Officiating Manager to check the present situation.
39. If a game is cancelled the official must record the name and telephone number of the person who informed them of the cancellation. This is to ensure coverage of the IHUK Referee Section should any claim be made against the Section. The official should also make immediate contact with their Assignor/Officiating Manager to advise them of the situation.
40. In the situation that officials have travelled to a game and the game is cancelled prior to first face off then the officials are entitled to claim their travelling expenses but no game fee. If the home club are at the game then the mileage claim is to be made directly to them on the day of the cancelled game as normal. If there is no one at the rink then the official must speak to their Officiating Manager to arrange the mileage claim.
41. If the game is abandoned/cancelled after the game has commenced i.e. after the first face off then the officials are able to claim their full game fee plus travelling expenses from the Home Club.
42. Once an official starts to officiate a game they must finish officiating the game and are not able to decide to leave the game without good reason and speaking to their Officiating Manager for approval.

UNOFFICIAL OR UNSANCTIONED GAMES

43. Registered officials of the IHUK Referee Section are only permitted to officiate games which have been sanctioned by a relevant governing body. Unofficial or Unsanctioned games are generally not covered by the various disciplinary procedures which are in place by the relevant governing bodies to protect both the players and the game officials.
44. If the official is unsure about what games are sanctioned and not sanctioned then they should make contact with their Officiating Manager for advice. Any official who officiates an unsanctioned game risks disciplinary action from the IHUK Referee Section.

AVAILABILITY

45. Officials are required to complete their availability for the coming month by the 5th of the previous month. For example an official should enter their availability on the system by the 5th September for the October Allocations, 5th October for November allocations and so on. Officials are required to ensure they continuously update their availability (even if this is after the 5th of the month) where there are changes in their availability. Failing to do this and then turning back or declining game assignments due to not being available is not acceptable and viewed as a breach of the code of conduct.
46. The IHUK Referee Section acts solely as a record keeper for the assignments of the officials for games which are notified from the relevant governing body.
47. Officials are expected to accept an assignment within 2 days of the assignment being made by the Referee Section.
48. Officials should check any notes attached to any assignments and should also check who their officiating team is for the forthcoming game to ensure they travel together where possible and where specified. It is the expectation of the IHUK Referee Section Management Team that officials will travel together where possible.
49. Officials are required to immediately report any injuries, sickness or absence that will prevent them from working games to their Officiating Manager.
50. If any such injury or sickness occurs to a Referee during a game, the linesman with the most refereeing experience should assume the duties of the Referee. If an injury or sickness occurs before the first face off then the officials should make contact with their Officiating Manager for their advice on how best to proceed.
51. Entering availability and keeping availability up to date is a requirement of the Code of Conduct. An Official persistently declining or requesting turnback for games when the system showed they were available, will be a breach of this Code of Conduct and will be dealt with in accordance with the disciplinary procedures in this Code and the Membership Rules.

WITHDRAWAL FROM AN ASSIGNMENT

52. If prior to match day the official is unable to fulfill an assignment (which they had already accepted) due to a change of circumstances then the official should return it to the Assignor by "Requesting A Turnback". This alerts the Assignor to the issue and they can then work to have the official replaced on the assignment.
53. Officials are not permitted to change their assignment or swap assignments with another official. Any change in assignments must be made by their Assignor and/or Officiating Manager.
54. If an official becomes unavailable due to injury or some other reason **on match day** prior to first face off then they need to immediately make contact **by telephone** to their Assignor and/or their Officiating Manager to advise them of the situation. **The "Request Turnback" option can only be used prior to the game day. On the day of a game an official can only withdraw from a game by speaking to their Officiating Manager and/or Assignor.**

55. Officials withdrawing from allocations may face disciplinary action depending on the reason and their normal attendance record.

ASSIGNMENT CHANGES

56. In the event the official is moved from one fixture to another prior to game day then the official shall be notified of the change through the allocation management software.
57. In the event an official is moved from one fixture to another on game day, the official is required to text or phone the other allocated officials of the game they were originally assigned to advise them of the change.
58. The job of the Assignor can be very difficult and therefore if an assignment is being changed there will be a very good reason for it. Officials should make every attempt to assist their Assignor and fulfill the request.

BULLYING, HARRASSMENT & WELFARE

59. The IHUK Referee Section strongly believes that there is no place in sport for Bullying and Harrassment. It can affect an official's health, wellbeing and on-ice performance.
60. Officials should consider how their words and/or actions may be perceived by others and ensure they take shared responsibility in tackling prejudice and discrimination while promoting equality in everything they do.
61. Officials who feel they are being bullied, harassed or unfairly treated where they are unable to deal with it themselves should make contact with their Officiating Manager. The Officiating Manager shall then complete an investigation of such allegations.

DRESSING ROOMS – UNDER 18S & MIXED SEXES

62. Officiating crews that comprise of both sexes should adhere to the following procedure. If the crew has a single female, then she must be offered the dressing room prior to her male colleagues getting changed. Once changed she must vacate the room while her male colleagues get changed. In the event the officiating crew has a single male, then the above procedure should be applied in reverse. Officials may, by mutual consent, agree to change together providing no official is under the age of 18.
63. Any official who is under the age of 18 regardless of sex must not change in the same room as an adult official (18yrs+). The adult official should change first then vacate the changing room to allow the official who is under the age of 18 to change.
64. The above procedure should apply for the after game changing also.
65. Once the changing procedure is complete, officials are able to remain the changing room together prior to the game and in-between periods so they can conduct their team-talk and pre-game discussions.

SMOKING & CONSUMPTION OF ALCOHOLIC BEVERAGES OR DRUGS

66. Officials may not at any time smoke within the dressing room. Smoking during the period breaks, even outside the dressing room is strictly prohibited.
67. Officials should note that the IHUK Referee Section expects officials to behave and act in a professional way and show an example to others. Not adhering to the relevant laws of the United Kingdom and being under the influence of alcohol while driving to or from a game will be rendered a disciplinary offence and officials may face suspension and/or their membership withdrawn.
68. The use of illegal substances is strictly prohibited and any official who is apprehended for the use, sale or supply of illegal substances may be suspended and an investigation into their conduct be completed which may result in further disciplinary action.

DRESS CODE & EQUIPMENT

ATTIRE OFF THE ICE

69. Officials appearance must be clean, tidy & smart at all times when arriving or departing a venue. The off-ice attire must consist of smart business dress for example a shirt & tie or blouse, dark navy/black or grey trousers and black shoes, no trainers and no shorts are permitted on a normal basis.
70. Dress code is mandatory for all games with the exception of Recreational & University Hockey. However, the expectation of the IHUK Referee Section Management Team is that all officials will attend and depart Recreational & University games in at least a smart casual attire. Any queries regarding this should be addressed with the officials Officiating Manager.
71. The IHUK Referee Section take how the officials attend a game very seriously. Attending a venue for a game in the wrong attire is therefore not acceptable and officials may be suspended and face disciplinary action for non-compliance.

ATTIRE ON THE ICE

72. All Officials on-ice attire must be in accordance with IIHF and IHUK Referee Section rules. No stickers, sewn on badges, logos or crests on any equipment, except for manufacturer's trademarks, unless approved in writing by the IHUK Referee Section Management Team.
73. Only solid black helmets with a plastic half visor may be worn. The half visor must cover the tip of an Official's nose. A helmet shall be worn so that the lower edge of the helmet is not more than one finger-width above the eyebrows, and there shall only be enough room between the strap and the chin to insert one finger.
74. Officials may not wear polo, high collar, or roll neck type garments as under garments.
75. A full-sleeved standard black and white stripe shirt is to be worn. White-back shirts or mesh shirts are unacceptable. A nameplate is to be sewn on across the back of the shoulder. All Officials must wear the current year IHUK Referee Section badge on their left chest as provided through their

registration. Officials who require more than one badge for different shirts can purchase additional badges through their Officiating Manager.

76. IIHF badges may not be worn on any games taking place in the United Kingdom unless they are IIHF sanctioned games and approval to wear the IIHF patch has been granted. Badges from other overseas officiating bodies etc may not be worn either, nor may stickers or badges of anything else.
77. Referees may wear either red or orange armbands. On a 2-man (2 referee) system, officials may wear referee jerseys with arm bands as long as both officials do so. If one official does not have a referee jersey or arm bands, then both officials should wear linesman jerseys.
78. Plain black trousers, possibly with the manufacturer's trademark or brand name of ice hockey manufacturers, must be worn. Jogging bottoms are completely unacceptable.
79. Ice Hockey skates must be worn. Skates designed for use by goalkeepers or figure skaters are not permitted. Laces ideally should be white but may be black or white with black fleck. Coloured laces are not permitted unless prior permission is received from the officials Officiating Manager.
80. No jewellery or accessories related to body piercing may be worn. If an Official has an issue with removing an accessory or item of jewellery, they must contact their Officiating Manager prior to the game.
81. Officials are required to take with them the equipment they require to officiate the game, this includes any whistles, measuring tape and stick gauge. Officials should have with them the relevant governance documents for the game concerned including IIHF Rule Book, In House Rules of the Governing Body of the game being played, and the Officiating Procedures Manual. Electronic copies of the aforementioned governance documents are acceptable.

TIMEKEEPING

82. For EIHL games, officials are required to arrive at any allocated game at least 90 minutes prior to published face off time.
83. For NIHL & SNL games, officials are required to arrive at any allocated game at least 60 minutes prior to published face off time.
84. For Junior, Recreational, University or Women's League games, officials are required to arrive at any allocated game at least 45 minutes prior to published face off time.
85. Officials who are delayed and unable to arrive at the rink on time must contact their Officiating Manager and/or assignor to advise them of the reasons why and to receive further advice on any further actions required.
86. Officials must ensure that they have the telephone number of the rink/arena they are travelling to and contact details of the other on ice officials prior to leaving for the game as this shall be required should issues occur during travel.

PRE-GAME MEETINGS, TEAM LISTS & GAME SHEETS

87. Officials should adhere to the required rules within the relevant “In House Rules” of the association where the games are being played.
88. Officials for all games should approach the coaches for both teams to have a pre-game meeting and discuss any questions or issues the coaches may have. Failure to have pre-game meetings with coaches will be managed as a breach of the Code of Conduct.

WARM UP

89. Officials within all levels are expected to complete a physical warm up prior to the game. This will help physical and mental preparation for the game ahead. However, officials are not permitted to warm up on the ice at the same time as the teams warm up is taking place.

ON-ICE PERFORMANCE & CONDUCT

90. Pulling on the Black & White striped jersey is an honour and should be done with pride. Officials should be proud to be part of #TeamStripes and the teams and governing bodies expect and deserve us to be giving 100% for every game. The Officials are the custodians of the image of the Governing Bodies and of the IHUK Referee Section and therefore officials must take their responsibility seriously.
91. Officials are the face of the IHUK Referee Section and therefore are expected to conduct themselves in a way which shall be viewed positively by clubs, supporters, the media and their fellow colleagues. Officials appearance and conduct before the game can help set the right tone for the rest of the game.
92. Officials are expected to prepare and perform to the best of their ability on each and every game they officiate.
93. Officials must base all calls on what happened in that moment, not what happened in a previous situation nor a previous game or incident. Every game needs to be officiated as a game itself and not in the context of what a player did or didn't do in previous games. Officials must be fair and unbiased at all times.
94. Officials cannot make calls based on assumptions or guess work. It must be on what happened and what the official saw. Officials must see something to call it and must ensure that decisions are made based on the facts and not personal feelings about the player or team involved.
95. The IHUK Referee Section through Performance Coaches shall assess and coach officials to be the best they can be. This shall require the official to work hard and show that they are a credit to the IHUK Referee Section every time they step on the ice.
96. Respect is earned but is also a two-way street. Officials must show respect for players, coaches and off ice officials. Players, coaches or off ice officials can't be expected to respect officials if the officials do not respect act with integrity and professionalism in every situation.

MATCH REPORTS

97. Officials are required to submit match reports on the designated match report form (**Appendix 3**), to the relevant officer within the organisation where the game is being played.
98. The contact emails and the people to send the match reports to are listed in **Appendix 4**.
99. Officials are required to submit their Match Reports by 10pm on the Monday evening after the weekend games or within 24 hours if the game is not at the weekend.
100. Officials should also include their Officiating Manager into the email they send to the discipline email address above. This will allow the Officiating Manager to be aware of any potential issues and also ensure the quality of the match report is appropriate.
101. Where the match report relates to Abuse of an Official, the incident must be discussed with the Officiating Manager by the Referee prior to any of the officials submitting their Match Reports to discipline. In this situation the Officiating Manager may request that all reports are sent only to the Manager. The Officiating Manager may then choose to submit the reports to discipline with an explanatory note.
102. If the official feels they made the wrong call then they need to discuss this with their Officiating Manager prior to submit their report.
103. Match Reports are required by all officials (including linesmen) on the game for all Game Misconduct and Match Penalties assessed. The only exception is for the Game Misconduct which is assessed for the 2nd 10 minute misconduct in any one game.
104. Where there is an issue with a match report the official will be contacted by their Officiating Manager and they are required to respond as soon as possible to help fix the issue and/or provide what the Officiating Manager needs. Failure to respond in a timely fashion could lead to disciplinary action.

SEMINAR & MEETING ATTENDANCE

105. There will be various meetings and seminars held by the IHUK Referee Section over the season including the National Conference which shall be held in August each year.
106. Reasonable notice shall be given of any meeting or seminar which is to be held. If an official is unable to attend they should make contact with their Officiating Manager to give the reason for their non-attendance.
107. Attendance at all meetings shall be mandatory unless specified by the officials Officiating Manager or the Referee In Chief or Deputy Referee In Chief. An Official's failure to attend any meeting without good reason and permission may be taken into account by their Officiating Manager when making game assignments. Persistent failure to attend meetings shall be a breach of this Code of Conduct.

MEDIA AND SOCIAL MEDIA

108. The IHUK Referee Section Media & Social Media Policy covers all social media platforms including Twitter, Facebook, LinkedIn, Instagram, Snapchat and any other current or future applications which fall under the category of Social Media.
109. Social Media is an excellent tool for keeping in touch with the world outside. It also allows organisations including ours to keep in touch with other officials across the country as part of the wider team. This policy is not designed to stop the use of Social Media, rather to bring attention to the dangers of reckless and careless use and includes putting in some expectations for officials under the banner of the IHUK Referee Section.
110. Officials should be aware that once things are posted to Social Media platforms, they are then out of your control and can be passed on indiscriminately within seconds. As such officials are strongly advised not to disclose any personal information, explicit or inappropriate photographs or post anything that could be considered hurtful or upsetting at any time.
111. Officials should check their online privacy settings to ensure that they understand who can see the information they publish but remain aware that they are ultimately responsible for the information that they post and can be held accountable by the IHUK Referee Section for the posts which may result in disciplinary action.
112. As an on-ice official any comments which you post on games, officials, players, coaches or any participant in the sport cannot be kept entirely separate from your personal life. People will recognise you as an official even if you add a disclaimer saying that you are commenting as yourself and this does not necessarily reflect the views of the IHUK Referee Section so an official should be very careful about what they post. Officials may be held accountable and face disciplinary action for breaches of the Social Media Policy.
113. Officials are not permitted to undertake interviews without prior consent from their Officiating Manager.

SOCIAL MEDIA TIPS

114. Officials need to remember what they write can be seen, in most cases, by the public on Social Media. This is especially true on platforms like Twitter where the majority of users have no control over who follows them.
115. Officials need to take responsibility for their comments. Officials are personally responsible for their comments and in some cases potentially legally liable. There have been some high-profile cases where Social Media users have been sued for comments they have made.
116. On Twitter, this does not just apply to personal tweets but retweeting as well. Officials need to think before they retweet and consider the implications of what another user is saying. By retweeting a comment the official could be seen to be endorsing it.
117. Officials need to respect their audience. All Social Media postings should be professional, accurate and should reflect well on the official as a person and as an official of the IHUK Referee Section. Officials should not be afraid to be themselves, but they need to do so in a respectful and considerate manner.

118. Officials need to remember that everything written and posted can be captured and archived in an instant. It only takes a few seconds for someone to take a screenshot of a post. So even if the official then deletes it, someone may well have it and it will still be in the public domain.
119. Every comment which is made on Social Media can be scrutinised and may be taken out of context. Officials must ensure they are comfortable with the public reading the comment they are about to post.
120. Even when the official is having a conversation with one specific user on a comments thread. The public can read these comments and view the full conversation. It is easy to get carried away when talking to someone who is known personally to the official, and therefore the official is encouraged to be careful what is said in public.
121. Importantly the official should remember that they are a representative of the IHUK Referee Section all year round and not just during the hockey season. Officials should not let their guard down and make comments which may be taken out of context at any time of the year. Officials are responsible for their own destiny in this and they may face disciplinary action from the IHUK Referee Section should they breach the policy.

SOCIAL MEDIA RULES

122. To ensure the reputation and good name of the IHUK Referee Section is upheld there are a number of expectations of officials. Officials should take up any questions they have regarding the policy with their Officiating Manager.
123. An Official should ensure that any Social Media communications they post make it clear that the comments are theirs alone and do not reflect the views of the IHUK Referee Section.
124. Officials should not post to Social Media from 90 minutes prior to a game until 1 hour after the completion of the game.
125. Mobile phones should be put away while in the Officials Dressing Room.
126. Officials should never post criticism regarding the performance of another official or the structure of the IHUK Referee Section in public. Any issues regarding another officials performance or any concerns about the IHUK Referee Section structure should be made directly with the officials' Officiating Manager.
127. Officials should not make comment on the structure of any of the Governing Bodies. Any comment regarding the structures should be made to your Officiating Manager.
128. Officials should not get involved in hostile conversations with other Social Media users.
129. Officials should not use profanity or words/terms which could be interpreted as racist, sexist or prejudice of another person.
130. Officials should not post internal officiating information including information from newsletters or emails received from officers of the IHUK Referee Section at any time without the expressed written permission of your Officiating Manager.

131. Social Media is encouraged generally as a communication tool, it is something that the world is embracing and the IHUK Referee Section is no different. However, this policy is designed to ensure that Social Media use is managed well to ensure the protection of the reputation of the IHUK Referee Section and all officials involved in the sport.
132. Officials who breach the code of conduct regarding Social Media use may be suspended from officiating with immediate effect subject to further investigation and potential disciplinary action.
133. Officials who are in doubt about any of the above should gain immediate advice from their Officiating Manager, if they cannot get in touch with their Officiating Manager for any reason then they should not post any comment.

COMMUNICATION

134. The IHUK Referee Section will use various forms of communication with officials and an official will be contacted in a number of ways. This shall include emails from the Referee In Chief/Deputy Referee In Chief, from their Officiating Manager or from their Assignor regarding allocations.
135. As an official of the IHUK Referee Section Officials are expected to read and respond where required to the relevant officer as soon as possible after receiving the correspondence.

NEWSLETTER

136. The IHUK Referee Section publishes a weekly newsletter to all the officials across the United Kingdom. All officials should note that this document is confidential and must not be divulged to anyone outside the IHUK Referee Section. Discussing or showing the newsletter to coaches, managers, club officials, players is unacceptable and a breach of this code of conduct.
137. The Officiating Managers are available for responding to any queries regarding information which is available within the newsletter.

CONTACT WITH CLUBS, COACHES AND PLAYERS

138. Should an official be approached by a club, coach or player in any form and asked to do anything, they must have it approved by their Officiating Manager. For example if a Club wants the official to do a talk for their players on the rules, the official is not permitted to do this unless it has been discussed and approved by their Officiating Manager.
139. An official should not be making direct approaches to any club, coach or player to discuss any in-game situations or for any other refereeing purpose.
140. An official cannot work in any other capacity at a tournament unless it has been approved by the Officiating Tournament Manager. For example, an official cannot work the clock or assist the off-ice officials unless this has been approved appropriately.
141. Whilst it is understood that ice hockey is a close community and Officials will be friends with players and coaches they are required to respect their on-ice colleagues and use common sense when socializing before or after a game with players, coaches or off-ice team officials.

PUBLIC COMMENTS

142. Officials shall not make any public criticism, written or spoken, of any other game official, off-ice Officials, Players, Coaches, Team Managers or other Club Officials. This includes any dialogue made in an electronic format i.e. guest books, e-mail, forums, social media websites like Facebook and Twitter etc.
143. Any disrespect shown by an Official to another Official or a member of the Referee Section Management Team will be reviewed in line with the processes set-out in this Code of Conduct.

CONDUCT IN OTHER ROLES

144. Should a game official receive a playing suspension from any of the associations governed by IHUK, they will be suspended from their officiating duties for the duration of the suspension they received as a player.
145. At the discretion of their Officiating Manager they may be subject to further disciplinary review from officiating as a result of their playing suspension, under this code of conduct, should their Officiating Manager feel their suspension as a player has brought their credibility and role as an Official into question.
146. Where the official is scheduled to attend IIHF events and/or tournaments as an official during the time of their suspension, their release to attend will be at the discretion of the IHUK Referee Section Referee Chief and dependent on the appropriate conversations with the IIHF.

CONFLICTS OF INTEREST

147. Managing perceived conflicts of interest is done by the IHUK Referee Section in regard to both personal conflicts; and relationship conflicts.
148. A personal conflict is defined as where an official plays, coaches or personally holds any other role in ice hockey in the UK.
149. A relationship conflicts is defined as where an official has a family member or a romantic involvement with an individual who holds any roles in ice hockey in the UK.
150. At the start of each season as part of the registration requirements, officials will be required to log any personal or relationship conflicts they may have on their officiating profile.
151. During the season where a conflict of interest changes, the official is responsible for informing their Officiating Manager and for changing/updating their conflicts list on their profile.
152. For the avoidance of doubt the following blocks will be placed on officials who have a personal or relationship conflict:
- **Relationship conflict In Scotland** = the official will not be able to officiate any games involving the team in which they have a relationship conflict. They will be permitted to officiate other teams in the same league. This is because in Scotland there is only one division per age bracket and it is therefore not possible (without stopping any officiating development) to block an official for officiating an entire league based on a relationship conflict.

- **Personal conflict in Scotland except for Rec** = the official who has a personal conflict will not be able to officiate any games in the league where they have a personal conflict. Whilst this will prevent development as an official given there is only one league/division per age bracket, where there is a personal conflict this is too great to manage and the official must start to make a decision here about whether they wish to play or officiate where they see their playing impact on their officiating development.
- **Relationship or personal conflict in England for any league except NIHL, NIHL1 and NIHL2, Rec or Uni** = the official may not officiate (ref or line) in that league/division e.g. If U15 South 1 is where the conflict is, the official cannot do this league but can officiate all other U15 leagues, north and south, and all other age groups. The conflict is age group, north/south, 1,2,3 specific.
- **Personal conflict in NIHL, NIHL1 or NIHL2** = the official may not officiate in the NIHL league which they have a personal conflict with.
- **Relationship conflict NIHL, NIHL1 or NIHL2** = the official may not referee in the NIHL league which they have a relationship conflict in. The official may line in the league where they have a relationship conflict, but not officiate the team in which they have a relationship conflict. The distinction is made between the referee and linesman so as to allow officiating development as a linesman at these leagues.
- **Personal or relationship conflicts in Rec or Uni in Scotland or England** = the official will not be able to officiate any games involving the team in which they have a relationship or personal conflict. They will be permitted to official other teams in the same league. This is because we have a lot of officials who play rec or uni in Scotland and England and who also officiate those games and at this level of competition the conflict is not seen as an issue by other teams when the official's team is not playing.
- **Relationship or personal conflict in the Elite League** = this policy is managed by the Elite League Hockey Operations Department.

153. The current conflicts of interest policy is represented in the table shown below for officials across the UK.

ASSOCIATION	TYPE OF OFFICIAL	LEAGUE	PERSONAL CONFLICT	RELATIONSHIP CONFLICT
Scotland	Referee or Linesman	All Leagues (except Rec)	Not that League	Not That Team
England	Referee or Linesman	All leagues (except NIHL, Rec and Uni)	Not that League (Age,North/South, Div Specific)	Not that League (Age,North/South, Div Specific)
England	Referee	All NIHL leagues	Not that League	Not that League
England	Linesman	All NIHL Leagues	Not That League	Not That Team
England and Scotland	Referee or Linesman	Rec and Uni	Not that Team	Not That Team

AMENDMENTS

154. This Code Of Conduct is maintained by the IHUK Referee Section Management Team which is led by the IHUK Referee In Chief & Deputy Referee In Chief.

155. The document may be amended by forwarding a proposed addition or amendment sent in writing to the Referee In Chief/Deputy Referee In Chief for further consideration by the IHUK Referee Section Management Team.

156. If the amendment is agreed by the Management Team then an updated version of this document shall be published at that time.

APPENDICES

APPENDIX 1 - MANAGEMENT STRUCTURE

APPENDIX 2 - FEES & EXPENSES MATRIX

APPENDIX 3 - MATCH REPORT FORM

APPENDIX 4 - DISCIPLINE CONTACTS