

Sub Varsity Replacement Procedure

To ALL Members:

"Dumping Syndrome" Sub Varsity level replacement officials.

Schools have the right to place travel distance restrictions in Arbiter on sub varsity football games to avoid travel pay requirement. Those restrictions (assigning parameters) are entered into Arbiter and affect what each official is able to view as available on self assign.

A problem can develop when an official within the mileage restriction is unable to officiate the game and seeks a replacement. If a replacement official does not meet assigning parameters, especially mileage restriction, Arbiter will either deny the replacement official and I will have to over ride and force the assignment WITHOUT travel fee. Understand this when you accept a game as a replacement official.

- Find a replacement official that will complement crew experience and ability.
- When emailing, always include game number in body of email. "Joe is replacing me tomorrow." does not cut it!

_ When emailing Commissioner with name of replacement official be sure to copy both replacement official and home school athletic department.

- Same officials always looking for replacement officials. It appears that some officials load up through self assign and worry later about actual availability.
- Do not ask Apprentice Instructor or Commissioner to forward emails or interrupt apprentice class to unload games. Fulfill your own responsibilities.
- Every member has access to the full directory of members and email, including apprentices and provisional members.