

Managing Umpires/Referees

A Person with a Match Official role has access to specific functions within the system, including setting their availability for matches, checking their match allocation and submitting votes for awards.

'Match Official' is one of many Roles available that can be applied to a persons record.

You can add the role to one person, or assign the role in bulk. See [Assigning Person Roles](#).

Once you have assigned the role of Match Official to one or more Person records, you can edit the settings for a particular Match Official by selecting the Match Official tab in the Person Edit screen and clicking **Match Official Settings**.

Person Edit:

General

Player

Match Official

Match Official Settings

Panel Assignments

Allocation History

Availability Settings

Availability

*Denotes a mandatory field.

Class

Select... ▼

Allocation Region

Select... ▼

Location Zone

Select... ▼

Accreditation Level

Accreditation, Year Attained

Passed Fitness Test

☐

Fitness Test Date

(dd/mm/yyyy)

Medical Certificate

☐

Registration Status

Unregistered ▼

Registration ID

First Registered

(dd/mm/yyyy)

Registration Paid To

(dd/mm/yyyy)

Double Up (weekend)

☐

Double Up (reserves)

☐

Available Mon-Fri Daytime

☐

Allocation Weight (0-200, 100 is normal weight)

100

Print Preferred

☐

Update

Umpire settings	Details
Class	Select JUNIOR, SENIOR. Indicates the class for the match official (Not Available in all sports).
Allocation Region	Display particular region in which this match official works.
Location Zone	Display particular geographical zone in which this match official works.
Accreditation Level	Show qualification information (if any).
Accreditation, Year attained	Show year of qualification attained (if any).
Passed Fitness Test	Show information of passed fitness test (if any - checked box).

Fitness Test Date	Show date of fitness test (if any).
Medical Certificate	Show checked box (if any)..
Registration Status	Display registration status (if any).
Registration ID	Display registration ID (if any).
First Registered	First date of registration.
Registration Paid to	Payment of registration.
Double Up (weekend)	The official can officiate multiple matches on weekends.
Double Up (reserves)	The official can officate Seniors and Reserves on the same day.
Available Mon-Fri Daytime	Weekday availability.
Allocation Weight (0-200, 100 is normal weight)	Officials with a higher weighting will be allocated before officials with a lower weighting.
Print Preferred	Officials need to check this to enable 'mail merge' notification.

Panel Assignments

General

Umpire

Umpire Settings

Panel Assignments

Allocation History

Availability Settings

Availability

	OFF1	OFF2	OFF3
Premier Division	☐	☐	☐
Premier B Division	☐	☐	☐
Premier C Division	☐	☐	☐
	Clear Panel	Clear Panel	Clear Panel

Update

This display indicates the panels that officials have been assigned to and their designated roles within those panels

Allocation history

Person Edit:

Season2014GO

GeneralPlayerMatch Official

Match Official SettingsPanel AssignmentsAllocation HistoryAvailability SettingsAvailability

Number of appearances by club

No appearances for current season.

Number of appearances by role

Role Name	Num of Appearances
Call offs	0

Number of appearances by panel

No appearances for current season.

Last 10 clubs allocated to

No appearances for current season.

All allocation days for selected season

Date	Role	Match
No qualified listings.		

No data

 Download data...

History of match official allocation will be displayed as above throughout each selected season. In particular,

Allocation History	Details
Per club	Number of appearances
Per role	Official 1 (main role), Official 2 (assistant), Official 3 (reserve) or Call offs (Abandoned match)
Per panel	Number of appearances
Per list of 10 clubs allocated in season	Club name list/date/Role name & match detail view link
Per allocation days in a season	Date/Role/Match detail link

Availability Settings

Set general availability rules across an entire season.

General

Player

Match Official

Match Official Settings

Panel Assignments

Allocation History

Availability Settings

Availability

- These settings can be used to set availability across the entire season for the days indicated below.
- **WARNING:** Clicking the link below will overwrite any previous availability settings

Days Available

☐ Sunday

☐ Monday

☐ Tuesday

☐ Wednesday

☐ Thursday

☐ Friday

☐ Saturday

Save

 [Apply availability settings across entire season.](#)

Availability

Use drop down selectors to indicate availability on specific dates. Additional comments can be added if required.

Person Edit: Schaper, Stephen (ID: 2643151)

 [Help on this topic](#)

[Back to Availability Summary](#)

Season

2016

GO

General

Player

Match Official

Match Official Settings

Panel Assignments

Allocation History

Availability Settings

Availability

Availability of: Stephen Schaper

Click the  button to expand matches information for each match date or click the button in the header to expand all matches.
Double click any button to set all records to that status.

	Date	Availability				Comments
	Sat 30 Apr 2016	Available	Unavailable	Conditional	✓ Not Set	
	Sat 7 May 2016	Available	Unavailable	Conditional	✓ Not Set	
	Sat 14 May 2016	Available	Unavailable	Conditional	✓ Not Set	
	Sat 21 May 2016	Available	Unavailable	Conditional	✓ Not Set	
	Sat 28 May 2016	Available	Unavailable	Conditional	✓ Not Set	
	Sat 4 Jun 2016	Available	Unavailable	Conditional	✓ Not Set	