

INTERNATIONAL FEDERATION OF AMERICAN FOOTBALL

INTERNATIONAL TECHNICAL OFFICIALS – ACCREDITATION AND
SELECTION



**INTERNATIONAL
FEDERATION**
OF AMERICAN FOOTBALL

Accreditation

Application Procedures

Applications for first-time accreditation and re-accreditation as International Technical Officials will be administered by IFAF. The frequency of, and method of, assessments will be decided by the Board of IFAF on an annual basis.

Applicants must meet the following qualifying criteria:

- They must be currently accredited by their respective National Federation (therefore being NTOs) and hold current National Federation insurance. This accreditation must be the highest level of qualification in that member federation or meet a benchmark for knowledge and competency set by IFAF.
- They must declare any health issues which could affect their performance, safety and well-being.
- They have actively officiated for a minimum period of three years – consecutively or within the past five-year period (defined as being an active and deployed technical official during an official domestic competition or an IFAF-sanctioned competition).

Applicants will complete an Application Form and provide details of their previous officiating and experience at international, and national levels on an Officiating History Form. They should also prepare for submission documentary evidence supported by their accrediting body, that they have, for a minimum period as stated above, been deployed and officiated in recognised competition.

Applicants will sign the Application Form and representatives of both the National Federation will complete an Endorsement of Application Form to confirm that they consider the applicant to be suitable to be assessed as an International Technical Official.

National Federations will check that applicants meet the qualifying criteria set out in paragraph two above.

Applicants seeking re-accreditation because their existing ITO certificate has either expired or is about to expire should:

- Attend the first re-accreditation session scheduled to be held in their area following the expiry date of their certificate or failing that, complete one within 12 months of the expiry date.
- Attend a re-accreditation session up to six months before the expiry date of their certificate in order to maintain their ITO status.
- Applicants who have been unsuccessful in either their first-time or re-accreditation assessments will be eligible to re-sit the assessment subject to the following:
- New applicants will be eligible to re-sit the first-time assessment once a period of 12 months from their initial assessment date has elapsed.
- Re-accreditation applicants will be eligible to re-sit the re-accreditation assessment once a period of 6 months from their initial re-assessment date has elapsed.
- Applicants will be permitted to re-sit an assessment on only one occasion.

- Applicants will re-sit the whole assessment (not just the parts in which they were unsuccessful).
- Applicants who have been unsuccessful in a re-sit can submit a fresh application to become an ITO (as a new candidate) once a period of 3 years from their re-sit assessment date has elapsed.

Accreditation Procedures

Applicants seeking accreditation or re-accreditation as International Technical Officials for the first time and applicants seeking to re-sit the first-time assessment because of being unsuccessful previously will be invited to attend a four-part assessment which will comprise:

- Section 1: answering fifteen randomised 'closed book' written questions on the Rules of the Sport.
- Section 2: answering five randomised 'closed book' questions on the mechanics of officiating.
- Section 3: completing the IFAF Prevention of Competition Manipulation course.
- Section 4: submitting performance data to show physical fitness (ideally completed at a National Federation approved event i.e. national team training).

IFAF will appoint an assessment supervisor, who may or may not be a member of the either the Officiating Committee, to oversee the assessment process on its behalf. The assessment supervisor will appoint additional assessors if required.

The assessment supervisor will have officiated at previous IFAF global competitions.

IFAF will set the base (minimum) mark which an applicant must attain for each Part of the assessment.

IFAF will maintain a register of International Technical Officials which will be published on the IFAF website.

Applications will be made through an online registration portal as part of the IFAF Sport80 System.

Selection

The International Federation of American Football (IFAF) endorses competitions in the following categories:

- a. IFAF global competitions;
- b. IFAF continental competitions;
- c. IFAF recognised competitions; and
- d. IFAF registered competitions;

IFAF Global Competitions

The appointment of IFAF accredited International Technical Officials (ITOs) will be mandatory at all IFAF global championships where national representative teams are competing.

The mix of ITOs from within the host country and outside the host country will be determined on an event-by-event basis and be specified on the relevant application form.

The guiding principle for appointment is to ensure that the ITO's appointed to IFAF global championships are the best of the ITO's applying based on the knowledge, experience and competencies outlined in this document. IFAF will also seek to ensure effective gender representation.

IFAF Continental Competitions

A combination of ITOs and NTOs will be appointed by IFAF for all continental events.

The mix of ITOs and NTOs from within the host country outside the host country will be determined on an event by event basis and be specified on the relevant application form. IFAF will also seek to ensure effective gender representation.

IFAF Recognised Competitions

A combination of ITOs and NTOs will be appointed based upon guidelines determined on an event-by-event basis by IFAF and the relevant organising committee.

IFAF Registered Competitions

IFAF does not appoint officials for these events unless involvement is specifically requested. IFAF encourages all officials to be an NTO as a minimum standard and reserves the right to request all officials be an NTO.

Structure of Officiating

Each IFAF Global and Continental competition will see the appointment of a Referee Delegate by the IFAF Director of Competitions, IFAF Officiating Committee and the IFAF Managing

Director. This may be by application or it may be by direct appointment. The Referee Delegate should hold ITO status or have held it within the past 4 years if not an active official.

The Referee Delegate will work with the IFAF Officiating Committee to appoint a Referee Sub-Group to fulfil the roles as outlined in the IFAF Sport Regulations.

For IFAF Recognised Competitions a Referee Delegate and a Referee Sub-Group will be appointed based upon guidelines determined on an event-by-event basis by IFAF and the relevant organising committee.

Selection of ITOs for IFAF Competitions

The selection process for global, continental and recognised competitions will be managed by IFAF. IFAF will request applications from all accredited ITOs.

The final selection of ITOs to officiate at IFAF global competitions and recognised events operating at a global level, will be undertaken by a Selection Panel comprising the IFAF appointed Technical Delegate in consultation with the appointed Referee Delegate, the Competition Director and the Managing Director.

The selection process for IFAF continental competitions and recognised events operating at a continental or regional level, will be undertaken by a Selection Panel comprising the IFAF Technical Delegate in consultation with the appointed Referee Delegate and the relevant lead from the of the host country.

ITO Selection Criteria

All applicants for consideration of appointment at a competition must meet the following criteria:

- All ITOs must be currently accredited by their respective National Federation (therefore being NTOs) and hold current National Federation insurance.
- All ITOs must declare any health issues which could affect their performance, safety and well-being.

The ITO selection process will take into consideration:

- That all appointees have suitable qualifications have either completed or are committed to completing the IFAF
- That there is a geographic spread
- That there is a mix of male and female appointees in accordance with IFAF policies and / or those of the organising committee of the recognised competition

Those selecting ITOs may also take the following factors into consideration:

- Duration of the event (number of days).
- Number of games per day (e.g. consideration of required fitness levels).
- Projected weather conditions (e.g. extremes of heat).
- Individual assessment ratings obtained from previous events.

It is anticipated that all ITOs will meet or exceed the following competencies:

Knowledge and Specialist Skills Communication

- Demonstrate knowledge of official sport rules, regulations, protocols and competition operational procedures.
- Have demonstrated competency and performed efficiently in a similar role at previous major events.
- Apply a range of communication strategies to develop effective partnerships, minimise conflict and deal with disputes effectively, including being competent in use of the English language.
- Be able to relate and communicate appropriately with international athletes, coaches and wider competition officials.
- Been conversant with the IFAF policy and display professionalism, integrity and ethical conduct in their role as an official.
- Be able to work collaboratively in a team orientated environment with other officials.
- Be able to accept instructions and respond appropriately to the direction of the IFAF Referee Delegate, Technical Delegate and those representatives of key stakeholders involved in competition management and delivery
- Have the level of physical fitness appropriate to the requirements of the role
- Be able to react quickly to changing circumstances in a high-pressure environment.

The selection process has both objective and subjective elements. It is at the discretion of those making the selection as to who they confer with when assessing the suitability of applicants for appointment.

Once appointed all those appointed will be required to commit to and adhere to the following event requirements:

- Must be available to officiate between the start times and end times of each game as determined by the competition schedule.
- Be subject to the competition organiser's arrival and departure guidelines.
- Be required to attend venue familiarisation training and technical activity immediately prior to the start of the competition.
- When uniforms meeting the needs of the competition are provided, they must be worn when on duty.

Expenses

The level of expenses paid to an ITO will be dependent on each event organising committee and will be detailed on the application form for each event.

Working Assessments

All ITO's must expect to be assessed whilst carrying out their duties during a competition. The assessment will be carried out under the management of the Referee Delegate.

The assessment criteria are defined by the IFAF Accreditation procedures and the above competencies.

Incidents of below standard performance by ITOs/NTOs during events

Any incident of below standard performance, whether that be technical competencies or behaviour, either observed by or brought to the attention of the Referee Delegate and / or the Technical Delegate during an event will be discussed with the ITO/NTO at the completion of the fixture in which it was observed or at an appropriate time if it was away from the Field of Play.

Competition Reports

The appointed Referee Delegate for all IFAF global, continental and certain recognised competitions, is required to produce a report at the completion of each event assessing the general performance of the Technical Officials and making recommendations for change in any area they think appropriate.

An assessment report of the performance of each ITO will be completed.

The report and the assessment information are to be held by IFAF.

The individual reports will be circulated to each ITO post-event after which the ITO may provide a response to the feedback given.

The ITO assessment report will be treated as confidential to IFAF and the Referee Delegate and Technical Delegate of future events but it needs to contain the following:

- Name of ITO.
- How they performed their duties with a short narrative against criteria.
- Rating over a scale of 1-5, with 1 being well below standard and 5 of well above standard.
- Ratings will be against each criterion and as a total rating.
- Any significant performance deficiencies in carrying out their duties and in being part of a team.