

MARTINGROVE BASEBALL UMPIRE MANUAL

CONTACT INFORMATION

Umpire in Chief: Kate Boccongelle
MartingroveUIC@gmail.com
647-717-4741 (texts only)

Please contact the Martingrove Baseball Umpire in Chief for matters relating to:

- Scheduling
- Pay
- Reporting rainouts / cancelled games
- Missing partner & completing a game alone (double pay)*
- Umpire equipment
- Questions concerning rules / interpretations (at the conclusion of the game only)
- Complaints about coaches, players, teams, facilities or colleagues
- Opportunities for umpire development
- Ejections (both umpires must report all ejections / incidents to the UIC within 24 hours)
- Protests / forfeits

IMPORTANT LINKS:

OFFICIAL BASEBALL RULES 2018 EDITION:

<https://docs.google.com/document/d/10alaE1Ok5A7sX8xxZZR-VuSp1fluYFD9bdxrLTef9wQ/edit?usp=sharing>

BASEBALL CANADA 2-UMPIRE POSITIONING MANUAL:

<https://docs.google.com/document/d/1cfDT9IenlpUinwWv-6Uw0HqB9z1bkD6lAB4Kz8SR2q0/edit?usp=sharing>

MARTINGROVE'S UMPIRE ASSIGNMENTS:

<https://docs.google.com/spreadsheets/d/1sqY5PKRTHAkOzJNjnPhtkwFgsz7H2t41NWTWvcK-O7o/edit?usp=sharing>

MARTINGROVE UMPIRE PAY SUMMARY: available soon on Martingrove's new website

UMPIRE INCIDENT REPORT FORM: available soon on Martingrove's new website

UMPIRE POP-UP ONLINE STORE: details coming soon by email

MARTINGROVE BASEBALL UMPIRE POLICIES AND PROTOCOLS

Section 1: Certification Requirements

Martingrove Baseball Association will only assign umpires who have a valid annual certification issued by Baseball Ontario. Each umpire in the province must recertify every season.

The level 1 program is for first and second year umpires (levels 1.1 and 1.2).

The level 2 program is for third, fourth, and fifth year umpires (levels 2.1, 2.2. and 2.3).

Each of these levels requires clinic attendance every season. Costs vary.

Martingrove reimburses the clinic fee for one specific umpire course – the 8 week Nikki Ross Memorial Umpire School, which starts in January each year. Umpires who attend this program are given some priority for game assignments.

The level 3 program is for umpires in the 6th year of umpiring or more, who must attend a clinic only every 3 seasons, but must write and pass an online exam in the other 2 years.

Section 2: Umpire Uniform Standards

Each umpire is responsible for providing and maintaining their umpire uniform:

- **Navy blue umpire jersey** (red or black short sleeve undershirt can be worn) OR
- Powder blue umpire jersey (navy short sleeve undershirt) OR
- Black umpire jersey (red or black short sleeve undershirt) AND
- **Navy hat** (worn with either navy or powder blue jerseys) OR
- Black hat (worn with black jersey) AND
- **Grey pants with black belt** AND
- **Protective cup** (required for both plate and bases positions, male and female umpires)
- **Black baseball shoes** (at minimum) OR black umpire shoes, BOTH worn with black socks

All umpires are **required** to match jersey colours with their partner(s). **The mandatory jersey colour is currently Navy Blue.**

All Martingrove umpires must provide their own set of equipment and **must bring them to every game** regardless of which field position they've been assigned, in case their partner cannot be there.

Required equipment includes the following items (needed by the plate umpire only during games):

- Ball bag
- Indicator
- Brush

Section 3: Umpire Protective Gear

For younger umpires (under 18), the following equipment is available for use during games at each Martingrove diamond, and **must** be worn by the plate position umpires:

- Shin guards
- Chest protector or bubble-type protector
- Mask

More senior umpires supply their own protective gear.

Section 4: Umpire Payment Policies

For Rep/Select and Junior House League games, the umpires are paid in cash prior to the game at the plate meeting.

For all other House League games, umpires are paid monthly by cheque. Cheques go out by mail around the 15th of the month, providing the umpire has submitted an **Umpire Pay Summary** by the 7th of the month via email to the Umpire in Chief. The Umpire Pay Summary will be available on Martingrove's new website.

Current pay rates are as follows (last reviewed & updated May 25, 2018):

DIVISION	HOUSE LEAGUE	SELECT/REP
T-BALL	N/A	N/A
ROOKIEBALL	\$25	\$30
MOSQUITO (U11)	\$30	\$35
PEEWEE (U13)	\$35	\$45
BANTAM (U15)	\$40	\$60
MIDGET (U18)	\$55	\$70
JUNIOR	\$60	\$70

Section 5: Scheduling Policies

The Umpire in Chief (UIC) is committed to distributing exhibition, regular season, tournament, and playoff games as fairly as possible. The UIC will make all final assigning decisions and will allocate games as fairly as possible based on availability, skill, and ability.

- Level 1 umpires should expect to umpire in the Rookieball and Mosquito house league divisions.
- Level 2 umpires should expect to umpire in the Mosquito, Peewee, and Bantam divisions (including a mix of house league and Rep/Select games).
- Level 3+ umpires should expect to umpire in the Bantam, Midget, and Junior divisions (including a mix of house league and Rep/Select games).

In addition, more experienced umpires are encouraged to take on a mentoring role with less experienced umpires. Always be prepared with encouragement and constructive ideas for improvement if a younger umpire asks for feedback. Scheduling will sometimes be done with this in mind.

When accepting an assignment, umpires must make note of the following information:

- Date of the game(s)
- Time of the game(s)
- Diamond
- Division & Level
- Pay rate
- Assigned umpire position (plate or bases)
- Partner(s)

If an umpire accepts an assignment and discovers that (s)he is unable to umpire that game, umpires are encouraged to find his/her own replacement.

To facilitate this, umpires will be asked to sign a waiver agreeing that their contact information and level can be shared among the umpire roster.

This will be sent to you by email and must be returned to the Umpire in Chief.

Guidelines for finding a replacement umpire are:

- The replacement umpire must be of the same level as the original umpire (1/2/3+), unless otherwise authorized by the Umpire in Chief.
- The replacement umpire must also be older than the division of the game (i.e., Peewee aged umpires can umpire Mosquito games or lower).

If umpires make any changes to their schedule (trading a game with another umpire, giving away a game to another umpire, etc.), they must notify the Director of Umpires immediately.

If an umpire does not show up to an assignment, they may be subject to losing future assignments or be removed from the Martingrove umpire roster.

If an umpire completes a game alone, (s)he will earn double the pay rate for that game. Notify the Umpire in Chief as soon as the game is completed.

Umpires will be notified by the Umpire in Chief at least 90 minutes before game-time if their game has been cancelled for any reason (weather, forfeit, etc.).

If 90 minutes notification is not given, umpires will be paid for a cancelled game.

In this instance, if the cancelled game is for the Rep/Select level, and the coaches are not at the diamond to provide payment, the umpire should add the insufficient notice game to the Umpire Pay Summary.

If the umpires do not receive any notification from the Director of Umpires, the expectation is that the game is being played.

Umpires should never expect that the second game of a double header is cancelled simply because the first game was cancelled. Please refer to the payment policies section for payment expectations in these cases.

Section 6: Expectations of Umpires

Martingrove Umpires are expected to maintain integrity, impartiality, and professionalism on and off the field while acting as role models for players, coaches, and spectators.

Umpires are not to drink alcohol or use tobacco and/or drugs while in uniform.

We expect umpires to arrive at the diamond **at least 30 minutes before the scheduled start time** and to begin ground rules 5 minutes before the scheduled start time.

We expect each umpire to commit to understanding the rules, mechanics, and positioning associated with their level.

We expect each umpire to have an email account that they check daily throughout the season.

We expect them to provide a cell phone number for last-minute cancellations while umpires might be in transit or already at the field. This can be a parent's phone if the umpire relies on a parent for transportation to and from games.

We expect umpires to utilize our umpire scheduling system (currently a shared google spreadsheet) and confirm or decline assignments in a timely way.

While some umpires are still quite young, we prefer to communicate directly with the umpires themselves, rather than parents, as this fosters responsibility and accountability in our umpires. We are happy to keep you in copy on all email communication.

Specific rules for certain divisions and/or diamonds will be shared with the umpire roster (curfews, mercy rules, local ground rules, etc.).

If any umpires have concerns throughout the season, they should not hesitate to contact the Umpire in Chief. Please see section 8, below, for more details.

Be consistent, confident, and professional and do not be intimidated by players, coaches, or fans.

Be sure to sell your calls-be clear, loud, and confident and take your time.

Call lots of strikes and outs and have fun!

Section 7: Insurance

All Ontario Baseball Association (OBA)-certified umpires are covered by the OBA's insurance policy, which handles accidents and injuries incurred during the performance of an umpire's duties.

Contact the OBA directly for further information if needed.

Section 8: Expectations of the Umpire in Chief

The Umpire in Chief is committed to assist umpires of all levels throughout the season.

Umpires are heavily encouraged to reach out at any point in the season should they need any assistance (scheduling, payment, rule/mechanic/positioning understanding, etc.).

Specifically, the Umpire in Chief is committed to supporting any umpire who may experience a difficult situation on or off the field (aggressive players/coaches/fans, ejections, etc.) as a member of the Martingrove Baseball League.

Please be aware that the Umpire in Chief, like everyone else involved in running Martingrove Baseball, is a volunteer - with a full-time job outside of baseball, two large dogs and a family to take care of. This year we have upwards of 90 umpires, plus multiple coaches, convenors and team managers, and only one Umpire in Chief. Your consideration in limiting emails to necessary communication is much appreciated, and helps to improve my email response time! Thank you for your patience!

Dated: April 27, 2019

E&OE