

ITF PRO CIRCUITS MINIMUM OFFICIATING REQUIREMENTS 2018

The following sets out 2018 minimum standards for ITF Pro Circuit tournaments.

National Associations that wish to supply a higher certification level of official, or more officials, than the minimum requirements are encouraged to do so. Any requests for these officiating requirements to be waived should be made to ITF Officiating at least eight (8) weeks prior to the tournament.

Officials' Proposal Forms must be submitted to the ITF for approval at least eight (8) weeks prior to the start of the tournament. Any changes to already approved Officials' Proposals must be communicated to the ITF for another approval.

Any changes to 2018 Officiating Minimum Requirements in this document are underlined.

1. ITF PRO CIRCUIT SUPERVISOR

The Supervisor of an ITF Pro Circuit event must be available from the Qualifying Sign-In until the End of Play on Finals Day and **may not leave, or arrive late at a Pro Circuit event in progress without prior approval from ITF Officiating**. The Supervisor must arrive on site of the tournament at least 4 hours before the Qualifying Sign-In deadline and inform the ITF Pro Circuit (see contacts below) immediately if he/she will not be able to do so. The only exception to these requirements is when the Supervisor has to leave the tournament early to be the Supervisor of an ITF Pro Circuit event the following week (see End of Week Referee below) or if another Supervisor arrives to the same site to conduct the Qualifying Sign-in and Qualifying for the following week.

If the End of Week Referee is required, the Supervisor cannot leave the tournament earlier than after the end of play on Thursday. No exception will be granted for a Supervisor arriving after the Qualifying Sign-in Deadline (i.e. for the Main Draw) and leaving before the end of the tournament for the same tournament.

If a Supervisor is required to leave a tournament early but is NOT travelling to another ITF Pro Circuit event, he/she must contact ITF Officiating in writing for authorisation at least eight (8) weeks in advance of the tournament. He/she cannot commit to another event unless this is approved by ITF Officiating.

ITF Officiating must be informed if there are any potential conflicts between a Supervisor's assignment at an ITF Pro Circuit event and an assignment at an ATP Challenger Tour, an ATP World Tour or a WTA event.

2. ITF PRO CIRCUIT CHAIR UMPIRES

Each National Association/Tournament must appoint the minimum number of **Designated Chair Umpires** as per page 3 below and minimum number or **ALL** chair umpires as per the number of match courts:

Number of Match Courts	3	4	5	6
Number of Chair Umpires	5	6	8	9

If the Tournament/National Associations wishes to supply CUs for earlier rounds of Qualifying Draw than required, ALL matches in that round must have a chair umpire (i.e. not matches on Centre Court only).

All National Chair Umpires must be registered with ITF Officiating in order to be eligible to work at any Qualifying or Main Draw match of a 2018 ITF Pro Circuit Tournament.

A Designated Chair Umpire at an ITF Pro Circuit event must be on-site for the Qualifying days (as per the Minimum Requirements - see page 3) and a sufficient number of designated officials **must be available until the final day of the tournament** unless otherwise approved by the ITF.

ITF Officiating must be informed if there are any potential conflicts between a Chair Umpire's assignment at an ITF Pro Circuit event and an assignment at an ATP Challenger Tour, an ATP World Tour or a WTA event. A Chair Umpire may not leave, or arrive late at a Pro Circuit event in progress without prior approval from ITF Officiating.

3. END OF WEEK REFEREE (only applying to ITF Pro Circuit events with Prize Money \$15,000 and \$25,000)

If the Supervisor of an ITF Pro Circuit event is leaving before the end of the tournament to conduct the Qualifying Sign-In and Qualifying Draw of another ITF Pro Circuit event or provided he/she has received prior approval from ITF Officiating, an End of Week Referee (EWR) must be proposed and approved by the ITF. A Supervisor working at any ITF Women's Circuit events with Prize Money of \$60,000 or higher must stay until the end.

A suitable EWR is one of the following:

1. International Referee (Gold or Silver);
2. Designate International Chair Umpire (Gold, Silver or Bronze);

3. White Badge Referee with sufficient experience;

If the event is a Combined Tournament, the End of Week Referee must hold an ITF Referee certification (White Badge Referee or higher).

If one of the Designate Chair Umpires becomes the EWR, he/she can no longer work as a Chair Umpire and therefore must be replaced with the same (or higher) Badge Chair Umpire for the days when he/she is acting as the EWR so that the minimum requirements are met and the required number and level of Designated Chair Umpires are present during the Final Week-end. All End of Week Referees will be subject to approval by ITF Officiating.

4. MINIMUM REQUIREMENTS FOR TOURNAMENTS PLAYED ON MORE THAN ONE SITE AND RESPONSIBILITY FOR ON-SITE ISSUES

Where a tournament is played on more than one site, an Assistant Referee (International Referee/International Chair Umpire/White Badge Referee approved by ITF Officiating) must be provided by the tournament to act as On-site Referee at the secondary site. The On-site Referee must be in constant contact with the ITF Supervisor, who will remain responsible for all issues arising on-site, but where communication with the Supervisor is not possible the On-site Referee shall act on behalf of the Supervisor. It is the tournament's responsibility to ensure the required number of Chair Umpires and Line Umpires are provided across both sites (in addition to the supplementary On-site Referee), in accordance with the Minimum Requirements.

5. ITF PRO CIRCUIT EVENTS COMBINED WITH ATP EVENTS

The ITF Pro Circuit event should comply with the Minimum Officiating Requirements at individual ITF Pro Circuit events, regardless of the ATP Designations for Chair Umpires. Please note that the ITF Designate Chair Umpires, who are working at an ITF Pro Circuit event combined with an ATP event, may work as Chair Umpires at the ATP event if requested and at the condition that the Minimum Officiating Requirements for the ITF Pro Circuit event are complied with. However, an ATP Supervisor may not work as the Supervisor of an ITF Pro Circuit event during the same week.

A tournament must comply with the Minimum Requirements for Line Umpires at ITF Pro Circuit events, regardless of the Minimum Requirements for Line Umpires at the ATP event. However, where possible, Pro Circuit tournaments are encouraged to match the Line Umpire requirements of ATP events.

CONTACT DETAILS:

ITF Officiating Department: +44 (0)20 8392 4685
ITF Pro Circuit Department: +44 (0)20 8392 4682/4771

officiating@itftennis.com
mens@itftennis.com or womens@itftennis.com

	Men's/ Women's Circuit \$15,000	Men's/ Women's Circuit \$25,000	Women's Circuit \$60,000 & \$80,000	Women's Circuit \$100,000
Supervisor	One [1] Gold or Silver Badge Ref.	One [1] Gold or Silver Badge Ref.	One [1] Gold or Silver Badge Ref.	One [1] Gold Badge Referee.
Chair Umpires (CUs)	<p>Designated: Two [2] White Badge CUs; or one [1] White Badge CU and one [1] Green Badge CU</p> <p>Qualifying and Main Draw: One [1] Designate CU must assist the Supervisor during Qualifying</p> <p>One [1] CU is required for every Main Draw match</p>	<p>Designated: One [1] International Badge CU* Two [2] White Badge CUs</p> <p>Qualifying and Main Draw: <u>One [1] Designate CUs must assist the Supervisor before the Final Round of Qualifying</u></p> <p><u>One [1] CU is required for every Final Round Qualifying and Main Draw match</u></p>	<p>Designated: One [1] International Badge CU* Two [2] White Badge CUs</p> <p>Qualifying min. requirement: One [1] International Badge CU One [1] White Badge CU</p> <p>Qualifying and Main Draw: One [1] CU is required for every Qualifying and Main Draw match</p>	<p>Designated: Two [2] International Badge CUs* One [1] White Badge CU</p> <p>Qualifying min. requirement: One [1] International Badge CU One [1] White Badge CU</p> <p>Qualifying and Main Draw: One [1] CUs required for every Qualifying and Main Draw match.</p>
Line Umpires	None required.	<p>- One [1] Line Umpire is required for every Main Draw match.</p> <p>- No Line Umpires are required at Clay Court events.</p>	<p>- One [1] Line Umpire is required for every Qualifying match.</p> <p>- Two [2] Line Umpires are required for every Main Draw match.</p>	<p>- One [1] Line Umpire is required for every Qualifying match</p> <p>- Two [2] Line Umpires are required for every Main Draw match.</p> <p>- Three [3] Line Umpires are required for Main Draw Semi Final and Final matches.</p>

ITF PRO CIRCUITS MINIMUM OFFICIATING REQUIREMENTS AT COMBINED EVENTS

		Women's Circuit \$15,000	Women's Circuit \$25,000	Women's Circuit \$60,000 & \$80,000	Women's Circuit \$100,000
Men's Circuit \$15,000	Supervisor	One [1] Gold or Silver Badge Ref.	One [1] Gold or Silver Badge Ref.	One [1] Gold or Silver Badge Ref.	One [1] Gold Badge Ref
	Chair Umpires (CUs)	<p>Designated: Four [4] White Badge CUs or three [3] White Badge CUs and one [1] Green Badge CU</p> <p>Qualifying and Main Draw: Two [2] Designate CUs must assist Supervisor during Qualifying of both events.</p> <p>One [1] CU is required for every MD match of both events.</p>	<p>Designated: One [1] International Badge CU* Three [3] White Badge CUs</p> <p>Qualifying and Main Draw: One [1] Designate CU must assist Supervisor during Qualifying of Men's \$15,000 and <u>One [1] Designate CU must assist Supervisor before Final Round Qualifying of Women's \$25,000.</u> <u>One [1] CU is required for every Final Round Qualifying match at Women's \$25,000.</u> One [1] CU is required for every MD match at both events.</p>	<p>Designated: One [1] International Badge CU* Three [3] White Badge CUs</p> <p>Qualifying min. requirement: One [1] International Badge CU Two [2] White Badge CUs</p> <p>Qualifying and Main Draw: One [1] Designate CU must assist Supervisor during Qualifying of Men's \$15,000. One [1] CU is required for every Qualifying match at Women's \$100,000. One [1] CU is required for every MD match at both events.</p>	<p>Designated: Two [2] International Badge CUs* Three [3] White CUs</p> <p>Qualifying min. requirement: One [1] International Badge CU Two [2] White Badge CUs</p> <p>Qualifying and Main Draw: One [1] Designate CU must assist Supervisor during Qualifying of Men's \$15,000. One [1] CU is required for every Qualifying match at Women's \$100,000. One [1] CU is required for every MD match at both events.</p>
Men's Circuit \$25,000	Supervisor	One [1] Gold or Silver Badge Ref.	One [1] Gold or Silver Badge Ref.	One [1] Gold or Silver Badge Ref.	One [1] Gold Badge Ref
	Chair Umpires (CUs)	<p>Designated: One [1] International Badge CU* Four [4] White Badge CUs or three [3] White Badge CUs and one [1] Green Badge CU</p> <p>Qualifying and Main Draw: Two [2] Designate CUs must assist Supervisor during Qualifying of both events. One [1] CU is required for every Final Round Qualifying match at Men's <u>\$25,000</u> One [1] CU is required for every MD match of both events.</p>	<p>Designated: Two [2] International Badge CUs* Three [3] White Badge CUs</p> <p>Qualifying and Main Draw: <u>Two [2] Designate CUs must assist Supervisor Final Round Qualifying at both events</u> <u>One [1] Chair Umpire is required for every Final Round Qualifying match at both events</u> One [1] Chair Umpire is required for every MD match at both events.</p>	<p>Designated: Two [2] International Badge CU* Three [3] White Badge CUs</p> <p>Qualifying min. requirement: One [1] International Badge CU Two [2] White Badge CUs</p> <p>Qualifying and Main Draw: One [1] Designate CU must assist Supervisor before Final Round Qualifying of Men's <u>\$25,000</u> One [1] CU is required for every Final Round Qualifying match at Men's <u>\$25,000</u> and for every Qualifying match at Women's \$60,000/\$80,000. One [1] CU is required for every MD match at both events.</p>	<p>Designated: Three [3] International Badge CU* Three [3] White Badge CUs</p> <p>Qualifying min. requirement: One [1] International Badge CU Two [2] White Badge CUs</p> <p>Qualifying and Main Draw: One [1] Designate CU must assist Supervisor before Final Round Qualifying of Men's <u>\$25,000</u> One [1] CU is required for every Final Round Qualifying match at Men's <u>\$25,000</u> and for every Qualifying match at Women's \$100,000. One [1] CU is required for every MD match at both events.</p>
Line Umpires		A tournament must treat the ITF Pro Circuit combined event as two (2) separate ITF Pro Circuit events, and comply with the Minimum Officiating Requirements for each individual event.			

*International Chair Umpire – Gold, Silver or Bronze Chair Umpire

**ITF Pro Circuit events combined with ATP events – see page 1 for further information