



**OPERATING PROCEDURES
OF THE
UTAH TRACK AND FIELD OFFICIALS
COMMITTEE**

Section I

Operating Procedures
Of the

Utah Track and Field Officials
Committee

Of the
Utah Association of USA Track and Field*

* Adopted on January xxx, 2006 at the annual meeting of UTFOC.

PREAMBLE

The Utah Track and Field Officials Committee (UTFOC) is a standing committee of the Utah Association (USATF/UA) of USA Track and Field (USATF) and as such, this committee and its Operating Procedures are subject and subservient to the By-Laws and Operating Rules of USATF, USATF/UA and the National Track and Field Officials Committee (NOC) as they now appear or most recently revised or as they may be from time to time properly amended.

ARTICLE 1 NAME

This organization under the provisions of the constitutions of USATF, USATF/UA and the NOC, shall be known as the Utah Track and Field Officials Committee of the Utah Association of the USA Track and Field and hereafter shall be referred to by one of the following designations: UTFOC, Utah Track and Field Officials, Utah Officials Committee, or USA Track and Field Officials. (See Chart 1, page 12.)

ARTICLE 2 OBJECTIVES

The objective of this committee shall be to promote, encourage and improve officiating in the sport of Track and Field (Track and Field, Long Distance Running, and Race Walking) in the state of Utah and to actively participate in the National Track and Field Officials Committee (NFTOC) and its activities.

All objectives must be consistent with the purposes of USATF, USATF/UA, and the NOC as set forth by their By-Laws and in accordance with Article 501© (3) of the Internal Revenue Code.

ARTICLE 3 DUTIES AND RESPONSIBILITIES

A. **Duties:** The Utah Track and Field Officials Committee shall be responsible for:

1. Certifying, training, and general supervisions of officials in Track and Field, including cross country.
2. Establishing and monitoring of the overall requirement for the training and certification of Association Level Officials
3. Monitoring of NOC established requirements for the training and certification of National and Masters Level Officials.
4. Delegating to member officials such duties as directed by the Chair of the Board and Certification and/or Executive Board.
5. Assisting the NOC in the development of a standardized uniform and to require the wearing of the same when officiating.
6. Keeping member of the committee informed of national and local meet schedules, meet information and meetings of this committee.

B. **Responsibilities:** In carrying out their overall supervision responsibility, the officers and/or Executive Board of the Utah Track and Field Officials Committee:

1. **Communications:** May request from members and appointed sub-committees advice and reports as to training, certifications and other activities being conducted by the committee.

2. **Materials:** Will provide each member with forms, examinations, clinic schedules, programs and other material or know-how which will assist in the performance of his/her duties.
3. **Dues:** Will establish the yearly dues for membership.

ARTICLE 4 MEMBERSHIP

All Members of the UTFOC shall be current members of USATF and NOC. The makeup of UTFOC shall consist of:

- A. **Officers:** The Elected Officers.
- B. **Active Members:** Members who are certified and have paid their dues to UTFOC and USATF. Only active members shall be assigned as head competition officials.
- C. **Sustaining Members:** Members who have paid their dues to UTFOC and USATF, but are not certified. Sustaining members shall be assigned as support officials.
- D. **Emeritus Members:** Retired officials who have been acclaimed the title by a vote of the Executive Board. The dues are waived.
- E. **Area Commissioners:** UTFOC is divided into five areas. Four areas are divided among the major colleges in the state. One area commissioner is assigned to the USATF/UA Youth Committee. Only active members will be assigned the responsibility for one of these areas.
- F. **Permanent Subcommittees Chairs:** Chairs of all Permanent Subcommittee may be appointed by the Chair and approved by the Executive Committee of the UTFOC.
 1. Newsletter
 2. Website
 3. Master Referee Certification
 4. Starters
- G. **Terms:** The term of members in categories E and F are the same term as the Chair of the UTFOC. They can be reappointed with limitation

ARTICLE 5 OFFICERS

- A. **Officers:** The elective officers of UTFOC shall be:
 1. Chair (includes certification)
 2. Vice Chair – Awards/Ceremonies/Social Events
 3. Vice Chair -- Membership
 4. Vice Chair – Rules
 5. Vice Chair – Training
 6. Secretary and Treasurer
- B. **Elections:**
 1. **Schedule of Elections:** The election of officers shall take place at the annual meeting. This requirement may be waived with the approval of the Executive Board of UTFOC. Elections for all offices except for the offices of Chair and Treasurer shall be conducted during the 2nd and 4th year of each Olympiad.

2. **Eligibility:** All current officers and active members shall be eligible to be nominated and elected to office;
 3. **Nomination Process;** The Chair and the Executive Committee in the year of an election shall send notice to the active members prior to the meeting and request nominations from the active members.
 - a. **Request.** At least thirty (30) days prior to the annual meeting in which the election shall take place the Chair and the Executive Committee shall request nominations from the membership;
 - b. **Summary:** Nominations shall be returned to the Chair at least fifteen (15) days in advance of the annual meeting for the preparation of a written ballot, with a brief summary describing the qualifications of the nominees. Current members of the Executive Committee shall be eligible for nomination as officers;
 4. **Floor Nominations:** Nominations may be accepted from the floor at the annual meeting;
 5. **Voting Procedure:** The voting shall be by written secret ballot and only by active members in attendance. Only active member shall be certified as official voters. See Article 11, Part E (Voting); Proxy voting shall not be permitted;
 6. **Substitute Voters:** Substitute voting shall not be permitted;
 7. **Voting Requirements:** Voting for each office shall be conducted separately beginning with the office of Chair. In the event a majority is not attained in the first round, the nominee receiving the fewest votes shall be eliminated and a new ballot shall be taken. After the second round of voting the remaining positions will be filled by a run-off election in which there shall be one more candidate than the number of remaining positions to be filled. If there is a tie for the last qualifying position then all such tied candidates will be included. Candidates in the run-off election shall be those candidates who received the highest number of votes in the previous round of balloting without being elected. After two rounds of voting, a plurality of the votes cast is sufficient to elect the candidates in the following round.
 8. **Exclusivity:** An officer can hold only one office;
- C. **Term of Office:** The term of office for officers shall be two years. An officer may not serve more than two consecutive terms in the same office.
- D. **Vacancy in Office:** A vacancy in any office, except for the office of the Chair, shall be temporarily filled by appointment by the Chair with the concurrence of the majority of the Executive Board. The appointee shall hold office until the next annual meeting, at which time an election for the interim term shall be held. A vacancy in the office of the Chair shall be filled temporarily by the Vice Chair-Membership. An election to fill the remainder of the unexpired term shall be held at the next annual meeting in October.
- E. **Removal from Office:** Any officer of this committee may be removed for good cause by a two thirds vote of those delegates of this committee present and voting at an annual meeting or special meeting called for this purpose, and provided the requisite notice for such meeting shall properly (see Article 11-C) be set forth on its agenda the removal vote.

ARTICLE 6 DUTIES OF OFFICERS

- A. **CHAIR:** It shall be the duty of the Chair:
1. To represent UTFOC as the valid representative to the NOC.
 2. To establish and maintain direct contact with the Utah Association President and Chair of the National Track and Field Officials.
 3. To maintain liaison with all officers, Area Commissioners, Executive and Committee members (officials).
 4. To disseminate all information emanating from USATF, USATF/UA or the NOC officers as it pertains to the membership.
 5. To maintain liaison between meet organizers, directors, promoters, coaches and the Area Commissioners.

6. To solicit agenda items for all clinics and meetings at least two (2) months prior to such planned clinics or meetings.
7. To prepare an agenda and mail same to the membership thirty (30) days prior to the annual meeting together with any amendments or resolutions as agenda items. If it is not feasible to mail a prepared agenda, the agenda shall be presented to the members for approval at the said planned meeting.
8. To appoint, as approved by the Executive Board, Area Commissioners and Permanent Committee Chairs.
9. To be an ex-officio member of all subcommittees.
10. To appoint one (1) delegate to each Standing Sport Committee of USATF/UA.
11. To preside over the general membership meetings.
12. To approve a members change in certification level as recommended by the Vice Chair-Certification and the Certification Sub-Committee.
13. To approve the membership list as finalized by the Vice Chair-Certification for distribution to the officers, Executive Board, Area Commissioners and the NOC Vice Chair-Certification.
14. To perform the duties relating to certification, which include:
 - a. To keep the Board informed on all matters pertaining to certification.
 - b. To establish and maintain direct contact with the NOC Vice Chair-Certification for the purpose of keeping updated on changes in the national certification requirements.
 - c. To disseminate to the members all information emanating from the NOC pertaining to certification.
 - d. To maintain liaison with both the UTFOC Vice Chair-Rules, the Vice Chair-Training and Treasurer in conjunction with their responsibilities develop a program for new and renewal certifications. Treasurer maintains list of members with dues paid up.
 - e. To maintain records of all members as they pertain to UTFOC and certification.
 - f. To furnish each Area Commissioner and meet directors with an updated list of dues paid certified officials eligible to be assigned as competition or support officials.
 - g. To maintain a liaison with the Vice Chair-Membership on matters relating to the recruiting of new members.
 - h. To maintain a liaison with the Vice Chair-Training on matters relating to training for new and active members.
 - i. To perform other duties normally associated certification.

B. VICE CHAIRS: It shall be the duty of the Vice Chairs to assist the Chair in such capacities as designated by the Chair, to establish and serve as the Chair of any special Sub-Committee established by the Chair and to deal with the responsibilities of their office. The duties of the Vice Chairs shall be as follows:

1. VICE CHAIR – AWARDS/CEREMONIES/SOCIAL EVENTS.

- a. To solicit nominations for the annual committee award(s) and with the aid of his/her sub-committee, select the award(s) recipient(s).
- b. To plan for any or all ceremonies associated with any meeting or activity of the committee.
- c. To organize and plan all arrangements for the annual meeting or other planned social activities.
- d. To perform such other duties normally associated with this office.

2. VICE CHAIR – MEMBERSHIP

- a. To develop and execute a membership recruitment program for the purpose of encouraging lay people interested in the sport of Track and Field to become Track and Field officials.
- b. To advise the Chair and the Executive Board on matters dealing with the recruitment of new officials.
- c. To recommend to the Chair and the Executive Board the appointment of a membership committee of at least four (4) other members.
- d. To call meetings and preside over meetings of the sub-committee when needed to conduct business.
- e. To perform such other duties normally associated with this office.

3. VICE CHAIR – RULES.

- a. To establish and maintain contact with the NOC Vice Chair-Rules.

- b. To maintain liaison with the Vice Chair-Certification and Vice Chair-Training of UTFOC on matters relating to certification and training.
- c. To furnish members with updated materials pertaining to IAAF (international), USATD (national), NCAA (college) and NFSHSA (high school) Track and Field Competition Rules.
- d. To solicit from the membership proposals for rule changes and present same to the appropriate rules committee for consideration.
- e. To provide members with information pertaining to availability of all applicable rule books and other appropriate resource materials.
- f. To perform other such duties normally associated with this office.

C. VICE CHAIR – TRAINING.

- a. To establish and maintain contact with the NOC Vice Chair-Training.
- b. To maintain liaison with the Vice Chair-Certification and Vice Chair-Rules of UTFOC.
- c. To develop a training program for the improvement of officiating techniques.
- d. To prepare training materials and organize clinic schedules for the members.
- e. To solicit and utilize Masters Officials as instructors in clinics and training programs.
- f. To perform such other duties normally associated with this office.

2. SECRETARY and TREASURER.

- a. To serve as the recording officer of the UTFOC.
- b. To serve as the custodian of all committee records, except those specifically assigned to others by the Chair.
- c. To maintain record books in which the Operating Procedures, Special Rules of Order, Standing Rules and Minutes are entered with any amendments to these documents properly recorded and to have same available for meetings and for members on request.
- d. To assist the Chair in the preparation of an agenda of the business for meetings of the Board.
- e. To call meetings to order in the absence of the Chair or any of the Vice Chairs.
- f. To perform such other duties normally associated with this office.
- g. To maintain complete records of all financial transactions and to report same to the UTFOC when requested.
- h. To make available all financial records to the Chair and the Executive Board at each Executive Board meeting, or any member when requested.
- i. To audit the accounts of any of the members who are responsible for the collection or disbursement of funds and to make available all financial records for audit by USATF/UA as per their Operating Procedures.
- j. To issue checks in excess of five hundred dollars (\$500.00) only upon approval of the Executive Board.
- k. To request the issuance of checks from the USATF/UA treasurer upon the authorization of the Chair.
- l. To perform such other duties normally associated with this office.

**ARTICLE 7
EXECUTIVE COMMITTEE**

A. Makeup: The Executive Committee shall consist of the Elective Officers of UTFOC.

B. Authority: The Executive Committee shall be fully empowered to expedite such administrative matters as may in its discretion require attention between annual meetings of the NOC and reporting such action taken in the form of minutes sent, when practicable, to the membership of the UTFOC.

C. Meetings:

1. **Regular Board Meetings:** These meeting(s) shall be called by the Chair. The Executive Committee shall meet in "open" session at these meetings. By a majority vote of the Executive Committee, the Committee may meet in "closed" session for consideration of publicly announced agenda items that are considered extraordinary in nature and potentially damaging to the reputation of an individual and/or the Executive Committee. The Executive Committee shall establish two (2) regular board meetings annually.
 2. **Specials Meetings:** The Chairman may call special meeting(s) including telephone conferences. Written notice of said meetings and the agenda shall be transmitted to the members of the committee by the Secretary at least fifteen (15) days for "in person" and three (3) days for telephone conference meetings prior to such meeting;
 3. **Record:** Minutes of all meetings shall be furnished to the members of the Committee within thirty (30) days following said meetings.
- D. **Quorum:** A majority of the members of the Executive Committee shall constitute a Quorum for the legal transaction of UTFOC business.
- E. **Voting:** Each member is limited to one (1) vote. A simple majority is necessary to conduct business.
- F. **Assessments:** All dues and assessments shall be recommended by the Executive Committee to the UTFOC active members for acceptance at the annual Meeting.
- G. **Eligibility for office:**
1. Only active members shall be eligible to be nominated or elected to office. Dues payment and certification must have been completed prior to the notification of nomination.
 2. A nominee must have been an active member for one (1) consecutive year prior to nomination for office, area commissioner or a permanent committee chair.

ARTICLE 8 AREA COMMISSIONARIES

- A. **Duties.** The Chair, with the approval of the Executive Board, shall appoint active members of UTFOC to serve as Area Commissioners whose responsibilities shall be:
1. To maintain direct contact with the Vice Chair-Certification in order to ascertain the eligibility of members for assignment as competition or support officials.
 2. To approve a members change of certification level as recommended by the Vice Chair-Certification and the Certification Sub-Committee.
 3. To keep the Chair and the Executive board appraised of meets that are scheduled to be held within their areas.
 4. To assign members as competition or support officials to Track and Field competitions held within the areas they represent.
 5. To maintain direct contact with meet promoters, directors, organizers, and coaches concerning matters pertaining to the schedule and changes in order of events for the meets in their areas.
 6. To maintain records of assignments and make same available to the Vice Chair-Certification for the purpose of determining eligibility of a member for assignment to future meets and for certification.
 7. To assign a Coordinator of Officials to each meet, whose responsibility is to check-in officials, re-assign officials if necessary and forward the record to the Vice Chair-Certification.
 8. To be responsible for the UTFOC officials supervision and conduct at his/her assigned meet.
- B. **Length of Service.** A member appointed to this position shall serve for the period as determined by the Chair and approved by the board.

**ARTICLE 9
PERMANENT SUB-COMMITTEES**

- A. **Eligibility:** The chair of each Permanent Sub-committee will be an active member of the UTFOC.
- B. **Appointment:** The chair of each committee shall be recommended by the Chair and approved by the executive committee. Each committee shall be composed of not more than three (3) members who shall be recommended by the committee chair and approved by the executive committee.
- C. **Duties and Responsibilities:** The duties and responsibilities of the Permanent Sub-committees shall be as follows:
1. **Newsletter:** To manage the production and distribution of a newsletter for UTFOC.
 2. **Website:** To provide support and manage a website for UTOC information and training.
 3. **Master Referee Certification:** To manage the testing and certification of Master Referees by testing and common evaluation of all such candidates by this committee under the direction of the Vice Chair-Certification.
 4. **Starters:** To provide training for starters under the direction of the Vice Chair-Training and to work with the Area Commissioners in the assignment of starters.
- D. **Length of Service.** An active member appointed to this position shall serve for the period as determined by the Chair and approved by the board.

**ARTICLE 10
SPECIAL SUB-COMMITTEES**

Each of the Vice Chairs may appoint a Sub-committee to assist in his/her duties. These Special Sub-Committees shall consist of no more than three (3) members and will work under the direction of the appropriate Vice Chair. Sub committee members are not members of the Executive Committee as a result of their membership on a sub committee.

- A. **Duties and Responsibilities:** The duties and responsibilities of these Special Sub-Committees shall be as follows:
1. **Awards/Ceremonies/Social Events** - To establish the criteria for any and all awards presented to certified officials by or through USATF on behalf of the NOC;
 2. **Certification** – To assist the Chair the applications for To recommend to the NOC requirements and procedures for certification as a UTFOC official;
 3. **Membership** -- To assist the Vice Chair in defining and carrying out plans to recruit more active members;
 4. **Rules** – To advise the Vice Chair regarding proposed rule changes within the NOC;
 5. **Training** - To work with the Vice Chair and provide encouragement by recommending training methods and guides for clinics.
- B. **Length of Service.** An active member appointed to this position shall serve the same term as the committee chair or Vice Chair.

ARTICLE 11 MEETINGS

- A. **Regular Meeting:** A regular meeting of the membership of the UTFOC shall be held annually. A luncheon, clinic or awards ceremony may be held in combination with this meeting. Members will be notified about the meeting (location and time) and the agenda thirty (30) day prior to the meeting.
- B. **Authority:** Any business of the UTFOC may be transacted at regular meetings.
- C. **Special Meetings:** Special meetings of the UTFOC may be called by the Chair or by two (2) members if the Executive Board. Notice of said meetings and the reasons thereof shall be transmitted to the members of the UTFOC by the Secretary at least fifteen (15) days prior to any such meeting. No business, except that for which the meeting was specifically convened, may be transacted.
- D. **Quorum:** A majority of the officers of this committee and as many active members who are in attendance shall constitute the necessary quorum. A quorum for the Executive Board shall be 50% of the elected officers, plus one.
- E. **Voting:** In all voting a member is limited to one (1) vote although he/she may represent more than one (1) area of membership as defined in Article 4. A simple majority is all that is necessary to conduct business requiring a vote. A secret, written ballot may be substituted by a show of hands vote if approved by a simple majority of the members.
- F. **Order of Business:** The following order of business shall be regarded as the standard for all meetings of the UTFOC.
1. Call to order
 2. Roll Call of Members (by roster signature)
 3. Reading and Approval of Minutes
 4. Treasurer's Report
 5. Report of Chair of the Executive Board
 6. Report of Officers
 7. Report of Standing Committees
 8. Report of Special Committees
 9. Unfinished Business
 10. New Business
 11. Nomination, election and installation of new officers (during 1st years of each Olympiad). Newly elected officers may conduct business for the balance of the election meeting.
 12. Other Business
 13. Saving Clause Resolution
 14. Adjournment
- G. **Parliamentary Authority:** Robert's Rules of Order, most recently revised, are the general rules of order, except where they are in conflict with the provision of these Operating Procedures, and in such cases these Operating Procedures shall prevail.

ARTICLE 12 GRIEVANCE

For a certified official to be given due process the following process will be followed:

- A. **Filing a grievance:** A grievance against an active official shall be filed with a member of executive board in writing within thirty (30) days.

- B. **Notification:** The official that the grievance was reported against shall be notified, in writing within fifteen (15) day of the infraction and the process for resolution.
- C. **Informal Resolution:** The chair shall work with both parties to come to a resolution of the grievance within fifteen (15) day after the notification has been sent. If there is a resolution by the chair then the grievance shall be considered resolved.
- D. **Formal Resolution:** If the chair is unable to come to an informal resolution the executive board will appoint a committee to gather data from all involved parties and determine a resolution.
 - 1. **Resolution Committee.** The resolution committee shall be composed of three impartial active officials. The chair of this committee shall be a member of the executive board. The chair will not serve as a member of this committee. This committee will be given thirty (30) days to resolve the grievance and make a recommendation to the executive board.
 - 2. **Data Gathering:** Data will be gathered to talking to all of the involved officials, including the one who filed the grievance and the one the grievance was filed against.
 - 3. **Determining the Outcome:** The Resolution Committee shall use the data and all of the appropriate Operating Procedures to determine and outcome and a punishment. The potential punishments could be: acquittal, reprimand, suspension or decertification.
 - 4. **Reporting Results:** The Resolution Committee shall report the results to the executive board in writing within thirty (30) days after the committee has been formed.
 - 5. **Informing Concerned Parties:** The executive committee will respond to the one who filed the grievance and the one the grievance was filed against within fifteen (15) day after the resolution has been received regarding the recommendation of the Resolution Committee.
- E. **Appeal Process:** If the official who the grievance filed against them decides to appeal a second committee will be formed and the process in the formal resolution will be followed. The appeal committee will be made up of a different member of the board and different committee members. The remainder of the process will be same as the formal resolution (See Article 12-D). The recommendation from the Appeal Committee will be final.

ARTICLE 13 AMMENDMENTS

These Operating Procedures can be amended at any regular meeting of the UTFOC provided that the amendment has been submitted in writing to the Secretary sixty (60) days prior to the date of the meeting. The Secretary shall submit said proposed amendments to the UTFOC members for review thirty (30) days prior to the meeting. A vote of two-thirds (2/3^{rds}) of the UTFOC members in attendance shall be necessary to amend these Operating Procedures.

ARTICLE 14 SAVING CLAUSE

Failure of literal or complete compliance with provisions of these Operating Procedures in respect to dates and times of notice or the sending or receipt of the same, or errors in phraseology of notices or proposals, which in the judgment of the members at meetings held do not cause substantial injury to the rights of members, shall not invalidate the actions or proceedings of the members at any such meetings.

ARTICLE 15 CODE OF ETHICS AND RULES OF CONDUCT

A Code of Ethics and the Rules of Conduct shall become a part of the operation of this committee and shall be distributed to the membership. It shall be the responsibility of each member to abide by the Code of Ethics and to the Rules of Conduct when representing the USATF, NOC, USATF/UA or UTFOC as an assigned official

Organization / Reporting Structure

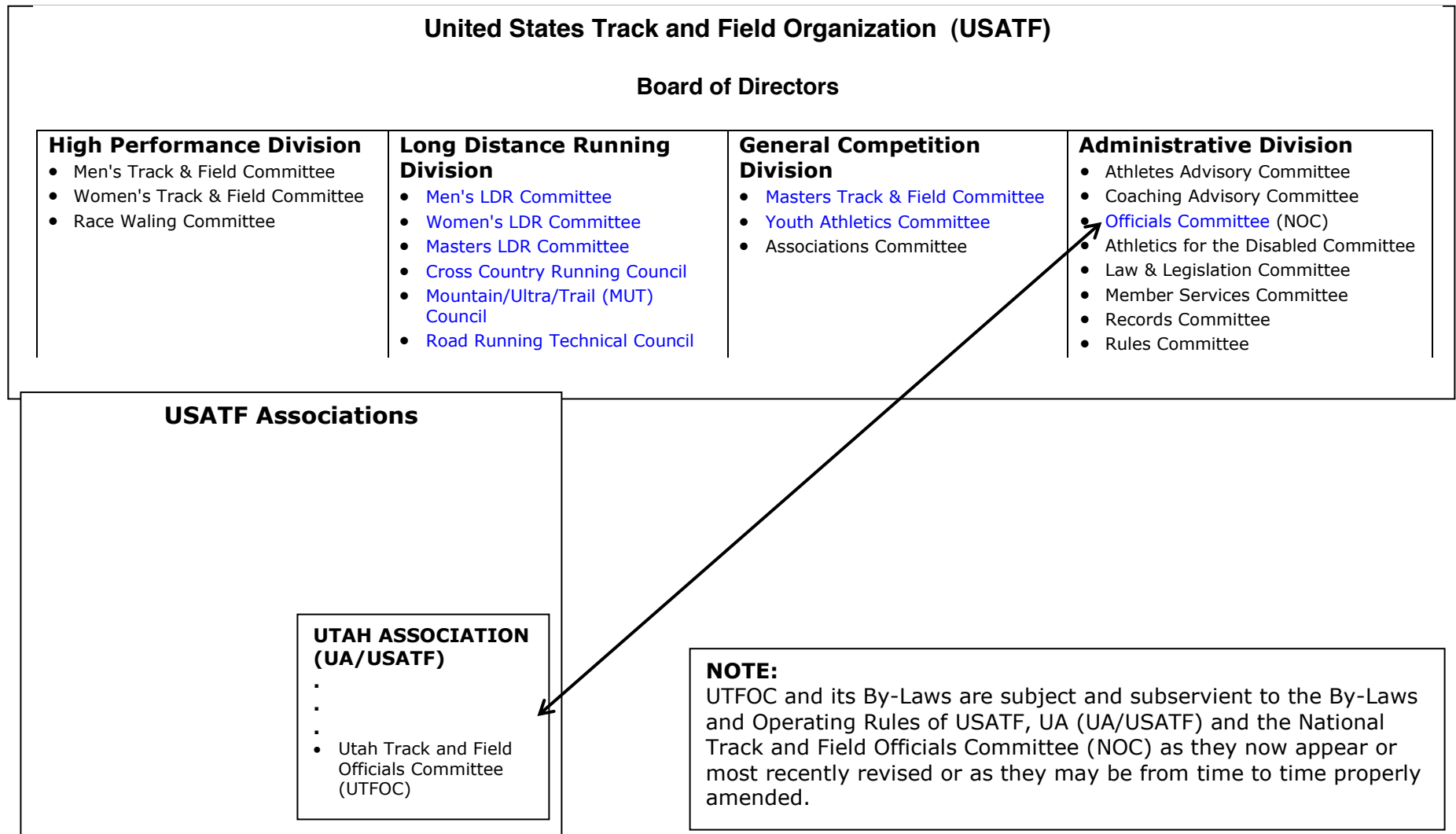


CHART 1

Section II

CODE OF ETHICS

and

RULES OF CONDUCT

CODE OF ETHICS

I, _____, a member of the UTAH TRACK AND FIELD OFFICIALS COMMITTEE (UTFOC), of USATF/UA pride myself of belonging to one of the finest group of Track and Field officials in the world. In order to maintain this status, it is necessary for me, when I represent UA/USATF to adhere to a Code of Ethics, such as the following:

1. To Be Punctual:
Send in my commitment immediately. Fill out the assignment form properly and honor the assignment regardless of my personal inconvenience. Check-in with the Chief of my event when I arrive at the meet. When my event has concluded, I will leave the results and the equipment I checked out with the Chief of my event. I will seek to assist where needed.
2. To wear the Proper Uniform and Maintain a Dignified Appearance:
 - a. National Certification photo ID
 - b. National Uniform Polo (shirt tucked in)
 - c. Khaki pants, shorts or skirt
 - d. Belt (required) khaki or brown
 - e. White shoes and socks
 - f. No hats indoor
 - g. Blue Blazers indoor use ONLY if facility is cold.
 - h. National Uniform Jackets or navy blue jacket/windbreaker Outdoor
 - i. Starters - Indoor and Outdoor- Red Sleeves to be used.
Red Blazers for TV only.

Note: If lapel pins are worn, they should be limited to the USATF or NCAA pin or any related meet pins provided by meet management

The uniform should be maintained and worn with dignity.

3. Smoking:
I will not smoke in the vicinity of the competition area or anywhere near the spectators and/or athletes.
4. Alcoholic Beverages:
I will not consume alcoholic beverages prior to, or during the meet.
5. Officiating:
I will be positive and not rude. Friendly, but not "Buddy-Buddy" or companionable. I will be calm and cool when performing my duties. I will only discuss infractions with other officials, head umpire or head field judge and the referee. I will not show any favoritism to any school or club. I will not officiate an event where I have to compromise my principles.
6. Be Professional:
In my associations with my fellow officials I will not cause them any embarrassment or hamper their efforts. I will not berate an Official in public. I will do my own assignment.
7. Know the Rules:
I will know the Track and Field Rules for the meet I am assigned to (IAAF, USATF, NCAA and NFSHSA) and especially for my event.
8. I Will Avoid Having "Rabbit Ears":
Though spectators, athletes, or coaches are prone to making negative comments towards officials when decisions are contrary to their liking, I will ignore their remarks.

9. Track Meets:
I will regard each Meet I am assigned to as a "Prestigious Meet".

10. Keeping in Mind:

I know that, generally, there is no compensation in officiating Track and Field meets other than the personal satisfaction of doing a dedicated job of officiating for the successful administration of a great sport---

RULES OF CONDUCT

As set forth by:

The OFFICERS and EXECUTIVE BOARD of the UTAH TRACK AND FIELD OFFICIALS COMMITTEE:

1. I will support the decisions of the Executive Board of UTFOC.
2. I will accept a Track and Field Meet that is assigned to me by one of the Area Commissioners or Chair of the Committee and:
 - a. If I accept the assignment, I will not accept another meet, sanctioned or non-sanctioned, which conflicts with the original assignment, unless released from the original assignment by the individual who sent the assignment.
 - b. If unable to complete the assignment, I will assume the responsibility for notifying the individual who sent assignment of this fact.
3. I will not accept a Track and Field Meet assignment which the Executive Board has refused to assign Officials.
4. I will accept as many assignments as reasonably possible.
5. I will return my assignment confirmations promptly.
6. I will be punctual reporting to the meet which I have been assigned.
7. I will dress in the proper Track and Field Uniform and maintain a dignified appearance when officiating.
8. I will not smoke in the vicinity of the Meet when assigned to officiate.
9. I will not consume alcoholic beverages before or during my assignment.
10. I will not be "Buddy-Buddy" with the athletes, but will be polite to them during the Meet. I will not ask for autographs or take pictures during the competition.
11. I will do my own assignment and not interfere with another Official's assignment.
12. I will strive to do a professional job in any event which I am assigned to officiate.
13. I will avoid any type of argument with spectators, athletes, coaches and my fellow officials.
14. I understand that I am a USATF/UA Track and Field Official first and agree to officiate in the assignment I have been given, if I am available.
15. I will retire to the assigned Officials Area/Seats when I have completed by assignment.

Section III

**Organization
and
Sub-Committees**

Organization

The Utah Track and Field Officials Committee of the Utah Association (UTFOC), of USA Track and Field.

Executive Board

Chair
Vice Chair-Awards • Ceremonies • Social Events
Vice Chair-Membership
Vice Chair-Rules
Vice Chair-Training
Secretary/Treasurer

Area Commissioners

Brigham Young University Area
Southern Utah University Area
University of Utah Area
Utah State / Weber State Area
USATF/UA Youth Committee

Permanent Sub-Committees

Newsletter
Chair:
Members:

Website
Chair:
Members:

Master Referee Certification
Chair:
Members:

Starters
Chair:

Members:

Special Sub-Committees

Awards • Ceremonies • Social Events

Chair:

Members:

Membership

Chair:

Members:

Rules

Chair:

Members:

Training

Chair:

Members:

Mission Statement