

Procedure for education and upgrading of Umpires

Badminton Europe (BEC) applies the following procedure for education and upgrading of umpires within Europe. There is a clear progression between the different levels, from a national level umpire to the BEC Accredited and BEC Certificated levels and eventually to becoming a BWF Umpire.

1. A candidate is nominated by their national association to attend a **National umpire workshop and appraisal**. A workshop would normally be held alongside a Badminton Europe Circuit tournament and does not offer assessment; it focuses on education.
2. An umpire can be assessed towards the **BEC Accredited Umpire** level after successfully attending a National umpire workshop and appraisal. The candidate must have attended the workshop not more than 36 months prior to the commencement of the assessment. The Assessment towards the BEC Accredited level will normally take place during one of the BEC Events, once a year in odd numbered years (2023, 2025), and twice a year in even numbered years (2024, 2026), i.e. three assessments every two years. (update 18/08/2022: All umpires being nominated for assessment for BEC Accredited level must have attended a Badminton Europe umpire national umpire workshop and appraisal not more than 48 months (for those who attended their NUWA in 2021 or before) or 36 months (for those who attended their NUWA in 2022 or after) prior to the commencement of the assessment.)
3. An umpire can be assessed towards the **BEC Certificated Umpire** level after being active as a BEC Accredited Umpire for normally 24 months. The Assessment towards the BEC Certificated level will take place once a year, usually in October/November, where candidates will be selected upon a nomination from their national association, a satisfactory Record of Work and a positive recommendation following an Appraisal at a BEC Event.
4. An umpire can be proposed for an Assessment towards the **BWF Accredited Umpire** level after being active as a BEC Certificated Umpire for normally 24 months. This proposal is made to BWF by Badminton Europe, however, the final selection is fully in the competence of BWF. Proposals will be based on a satisfactory Record of Work and a positive recommendation following an Appraisal at a BEC Event.

National umpire workshop and appraisal

- Intended for national level umpires
- A practical workshop consisting of a theoretical part (lectures) and a practical part (umpiring at a BEC Circuit tournament)
- Led by members of the BEC Umpire Assessment Panel
- Part of umpires' pathway at the initial stage, i.e. before being selected for an Assessment towards the BEC Accredited level

Appraisal

- Intended for BEC Accredited umpires and for BEC Certificated umpires
- Supervised umpiring practice, usually during a BEC Event
- Led by members of the BEC Umpire Assessment Panel who observe and evaluate participants' performance, and will be reporting accordingly to BEC
- Part of umpires' pathway at two stages:
 - Before a candidate can be assessed towards the BEC Certificated level
 - Before a candidate can be proposed to be assessed towards the BWF Accredited level

Assessment

- Intended for national level umpires and for the BEC Accredited level umpires*
- A theoretical and practical exam for an Assessment towards the BEC Accredited level (written test and umpiring at a BEC Event or at a Grade 3 tournament)
- A theoretical and practical exam for an Assessment towards the BEC Certificated level (written test and umpiring at a BEC Event or at a Grade 2 tournament)
- Led by members of the BEC Umpire Assessment Panel who observe and evaluate participants' performance both in the theoretical and the practical part, and who will be reporting accordingly to BEC
- Successful participants consequently recommended for an upgrade towards a higher level
- On the BEC level, umpires must pass an Assessment during two stages of their pathway:
 - Before being upgraded from their national level to the BEC Accredited level
 - Before being upgraded from the BEC Accredited level to the BEC Certificated level
- Further assessments towards the BWF Accredited (for BEC Certificated Umpires) and the BWF Certificated levels are conducted by BWF and led by the BWF Umpire Assessment Panel

Criteria for Assessments towards BEC Accredited and Certificated levels

Process for nominations and upgrades of umpires:

- The Member Association shall nominate an umpire for assessment towards BEC Accredited/Certificated level. The selection of umpires for assessment for BEC Accredited/Certificated level shall be approved by the Technical Officials Committee
- The selected umpires and their Member Associations will then be notified by Badminton Europe
- At the end of the assessment the recommendation from the assessment panel is given to each candidate and subsequently submitted to the Technical Officials Committee for approval
- The Member Associations and the umpire are then formally informed by Badminton Europe of their upgrading and a certificate for BEC Accreditation or Certification is given to the umpire
- Information regarding the reasons a candidate has been unsuccessful is sent to the umpire's Member Association

Recommendations for candidates undergoing an assessment:

- Be yourself, don't invent faults because you are being assessed, umpire in your normal way. Inventing faults will be detrimental to your assessment
- Nerves: you will be nervous, and assessors are looking to see how you deal with pressure. Try not to let nerves get on top of you. Relax when not on court, if you make an error, correct it if possible, or forget it and move on. Otherwise you will likely make more errors
- The first match of the tournament on the first day is as important as the last on the last day
- Relax in the chair but stay alert
- Acknowledge your team on court
- Teamwork: remember you are part of a bigger team (ie. service judge, referees, line judges, organisers, etc)

A BEC Accredited umpire should:

- Demonstrate a good knowledge of the Laws of Badminton, ITTO and other relevant documents
- Show a good command of English in order to be able to communicate with players on court
- Attend all briefings as required and complete all assigned duties
- Be consistent in the correct interpretation and application of the Laws of Badminton and ITTO
- Demonstrate a good introduction of the match, including meeting with players, toss and announcement
- Show the ability to work well as a team and protect at all times the other Technical Officials on court
- Have a clear and audible voice with and without microphone
- Use the correct vocabulary at all times
- Be competent in the use of electronic scoring systems and know all their facilities
- If required, show the ability to complete a score sheet correctly and where appropriate write notes for warning, fault etc
- Be capable of dealing with delay of play without being officious
- Show ability to handle confrontational situations on court
- Be consistent in identifying and call all types of faults and lets
- Be able to correct an error and recover from it
- Show ability to maintain concentration throughout a match
- Show the ability to present a match
- Be capable of being involved with proceedings on court without being officious
- Demonstrate awareness and feeling for the game and show the ability to control the game
- As service judge, be consistent in identifying and calling service faults
- As service judge show a willingness to assist the umpire in any situation if required
- Work as a team off court

A BEC Certificated umpire should show a high level of competence in all of the points listed above with the addition of the following points:

- An excellent command of the English language allowing effective communication with players, referees and coaches and good command of all the vocabulary when required
- Demonstrate a thorough knowledge of the Laws of Badminton, ITTO and all other relevant documents
- Be capable of dealing quickly and effectively with delay of play
- Show sound judgement and ability to maintain a high level of concentration under pressure
- Be able to detect and deal effectively with gamesmanship and unsportsmanlike behaviour
- Show ability to anticipate confrontational situations on court
- Show competency in controlling potential flashpoints
- Show excellent presentation skills and use of microphone
- Show the ability to adapt to any situation

The above are non-exhaustive lists

Upgrade

- Official announcement of an umpire having reached a new, higher level of their qualification
- Based on the recommendations of the BEC Umpire Assessment Panel
- Effective only once approved by Badminton Europe ´s Major Events Commission and Board of Directors
- An umpire can re-attend as many **National umpire workshop and appraisal** and **Appraisals** as they wish (if selected), but **Assessments** can be attended only twice. There must be a space of 24 months between each Assessment at the same level.
- For BEC Assessments, umpires are not assessed if aged 55 or over and the retirement age is 60. BWF umpires must retire at 55.

Downgrade

- Whenever the BEC umpire assessment panel is on official assigned duty (National umpire workshop and appraisal/Appraisal/Assessment), the BEC umpire assessment panel agrees that an umpire is not performing to the level of his/her badge even after being “coached” through the appraisal.
- The umpire must go through a “downgrade appraisal” (1 of the assessors must be different from the initial appraisal) within 18 months from the initial appraisal. If he/she is still underperforming or doesn’t attend a “downgrade appraisal”, then the umpire is downgraded.
- The "downgrade appraisal" can take place during a National umpire workshop and appraisal or a BEC Accredited umpire appraisal for BEC Accredited umpires, or during a BEC Certificated umpire appraisal for BEC Certificated umpires.