

Guidance Notes for Umpires on the Umpires' Form

These notes are intended to provide guidance for Umpires when completing the Umpires' Form ("UF"), so that a degree of consistency may be achieved. They provide an indication of the sort of factors that may affect markings but do not attempt to suggest the number of marks that should be deducted – this is determined by the severity and is "in the opinion of the Umpires".

One UF should be completed per TVCL Match in Levels 1-4. Umpires will need to liaise after the match to agree the joint marks. The UF, which is an online form, should ideally be submitted by 10.00pm on the Tuesday following the fixture. It is accessed from the 'Submit Forms' menu on the TVCL website.

The UF asks for factual information about scorers, match balls, payment of expenses, etc. and the time each innings started and finished. It is also designed to provide warning about disciplinary issues, including those where a formal report is not required. Panel umpires may also nominate a Man of the Match and runner-up; these 'votes' are used to determine the winner of the annual John Newton award (see more detailed explanation below).

Marks are required in several categories, each of these should initially be given 6 marks (the maximum possible) and then deductions made where the Umpires observe shortcomings. The remainder of this note suggests some of those shortcomings, but the list may not be exhaustive. If awarding a mark lower than 3, the comments box on the form should be used to indicate why marks were deducted.

a) Captains – Captains should be marked for knowledge and application of the Laws of Cricket and TVCL Match Rules, example setting, control of their teams and over-rates.

b) Players' Discipline – players should be congenial and considerate to each other and towards officials. "Sledging" of any form is not allowed and should be reflected in your marks and reported to the D&C Sub-Committee. Excessive swearing, or swearing that could be heard by spectators should lose marks. Dissent to Umpires' decisions should lose marks, serious dissent should also be reported. Bowlers and Captains "querying" decisions should not necessarily be considered dissent, e.g. a quiet "what was wrong with that Ump" might be deemed reasonable. However, excessive (i.e. too frequent) queries should be discouraged by a quiet word with the Captain. If there is no improvement then marks should be deducted. Any deliberate action by a player that may annoy another player should lose marks. A poor over-rate is often the result of needless time wasting and should be penalised under this category.

c) Pitch – see notes for Marking Criteria – Pitch on the Captain's Form (CF) below.

d) Ground – see notes for Marking Criteria – Outfield on the Captain's Form (CF) below.

e) Umpires' Facilities – Umpires should be provided with a separate, secure, clean and lockable room. It should be of sufficient size for two people and their bags etc. and should ideally have adequate seating, lighting, clothes hanging facilities, as well as a mirror and a small table. It should not be doubling as a storeroom. The Match balls and a box of reasonable spares should be available in that room.

f) Hospitality – account should be taken of such things as the welcome you receive upon arrival at the Club, whether the cricket balls are handed to you in good time, whether you are offered a set of spare balls, receiving payment without having to ask for it and general after match sociability.

Player of the Match

The John Newton Award is voted upon by Panel Umpires in the Divisions in which Panel Umpires are appointed. Panel Umpires are to adjudicate upon whom they consider to be the two best players in each fixture, based upon performance. When making a decision, it may be necessary to take account of any "minus" considerations that might occur such as unsporting behaviour or dissent at Umpires' decisions. Therefore, you might award a player 1st place but because he showed dissent, you could take that into consideration and mark him down. If it is difficult to find two players deserving of marks, then do not worry. The 1st place will suffice. For your information, the player you place first will receive three marks and the player you place second will receive one mark. At the end of the season the player with most marks wins the award.