

Guidelines for the Marking of Officials

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1. Introduction

1.1 Availability and Use of Performance Reports

The International Hockey Federation (FIH) has transitioned to a fully TMS-based performance reporting system for international competitions. All performance reports for Technical Officials, Umpire Managers and Umpires are completed and stored directly in TMS.

The performance reports that are stored in TMS can be accessed by each official themselves and are also made available, as they have been until now, to the official’s National Association (NA) and Continental Federation (CF) and, as appropriate and required, members of the FIH Officials Committee and FIH Staff.

Officials’ recent performance report(s) may also be made available to Technical Delegates, Match Managers or Umpire Managers prior to a competition to facilitate the continuous assessment of an official’s development by showing whether the official has made progress since their last competition and has taken on board previous advice and feedback.

1.2 Guidelines

The purpose of these guidelines is to

- provide guidance for Technical Delegates, Match Managers or Umpire Managers in the assessment and marking of officials,
- to help the understanding and interpretation of reports by the officials themselves as well as any other persons accessing reports to help decisions on appointments and up- or regrades, career paths, development opportunities, education or mentoring offers etc., and
- to facilitate consistency in the marking and comparability of reports across different competitions, panels and Technical Delegates, Match Managers or Umpire Managers.

The FAQ section in Appendix 1 answers some of the most frequent questions about the Performance Reports system and processes.

1.3 Marking Officials and Marked Officials

Marking Officials are the Event Officials who assess performances, decide on marks and complete reports. This will generally include Technical Delegates, Match Managers or Umpire Managers.

Marked Officials are the Event Officials whose performance is being assessed and reported on. This will generally include Technical Officials, Umpire Managers and Umpires.

Marking Official	Marked Official
Technical Delegate or Match Manager	Technical Officials (Technical Officers and Judges), Umpire Manager(s) <i>Note:</i> In competitions with 4 or fewer participating teams, if there is no Umpire Manager, the Technical Delegate will also complete the performance reports for the Umpires.
Umpire Manager(s)	Umpires

2. Elements of the Marking System

A Performance Report provides the details of the competition for context, and gives key information about the Marked Official, such as their name, age and panel at the time of the competition.

Tournament Name 2024

x - x Jan 2024

City (XYZ)

Performance Report

Event	Tournament Name 2024
Location	City (XYZ)
Competitions	Mens, Womens
Dates	x - x Jan 2024
Technical Delegate	Name(s)
Umpires Manager	Name(s)
Entered By	Name(s)

NAME Name

Date Of Birth	YYYY-MM-DD (Age)
Role	Technical Official
Level	International Panel (4)
Performance Outcome	73

Criteria (weight)	Mark
Rules & Regulations (35)	80
Technical Table Skills (35)	70
Match Management (35)	80
Competition Administration (35)	60
Professionalism&Mindset (15)	80
Communication&Relationships (15)	70
Teamwork Skills (15)	80
English Language (15)	90

Notes
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Match Assignments

Competition	Match	Date/Time	Result	Role
Mens	Team1 v Team2 (One Pool)	2024-01-06 10:30	5 - 0	TJ
Mens	Team3 v Team1 (One Pool)	2024-01-07 11:30	1 - 3	TO
Womens	Team1 v Team4 (One Pool)	2024-01-08 12:15	2 - 2	SJ

The report shows

1. the Marking Criteria that the Marked Official is being marked on – these are different for each type of official;
2. the Criteria Weights which illustrate the relative importance of each Marking Criterion;
3. the Marks assigned to each Marking Criterion;
4. the Performance Outcome which is an overall mark for the performance in the relevant match or competition; and
5. a Notes field with further comments.

2.1 Marking Criteria

For each type of official, there are

- technical criteria called “Core Criteria” which account for 70% of the overall mark for the competition (the Performance Outcome) and
- additional criteria called “Other Criteria” which account for 30% of the overall mark for the competition (the Performance Outcome).

2.1.1 Umpires

For Umpires, in addition to Core Criteria and Other Criteria, there is an optional Video Umpire mark for Umpires who performed in that role during the competition.

This mark is for the VU role only, is displayed separately and does not impact the overall mark for the competition (the Performance Outcome). In competitions without video referrals, or for Umpires who were never appointed in the Video Umpire role in a competition with video referrals, this Marking Criterion should be set to Not Applicable (N/A).

Core Criteria	Aspects to consider for marking
Rules & Decision-Making	Knowledge & understanding of Rules and Regulations, application, decision-making, contextual judgement, consistency
Management & Control	Overall management of the match, proactive and consistent management of dangerous situations and team discipline, coordination and cooperation with on-field colleague and other match officials
Flow and Timing	Protecting skill, promoting flow, timing of interventions, technical appreciation of individual skills and team strategies
Presentation	Presentation of decisions, use of tools, “selling” decisions, working with players, confidence
Other Criteria	Aspects to consider for marking
Professionalism & Performance Mindset	Tournament preparation, service attitude, commitment to excellence, goal orientation, coachability (willingness and ability to take in and act on feedback to develop and improve performance), resilience, focus, reliability, punctuality
Communication & Relationships	Ability to communicate effectively and build working relationships with various stakeholders including colleagues, team officials, players, broadcasters, LOC, FIH or CF staff and media
Teamwork Skills	Team membership, leadership, collaboration, supportiveness, respectfulness, tolerance, openness, friendliness
English Language	Ability to understand and speak English as required for the role, in particular on the field as well as in briefing, match preparation, feedback or group discussion settings
Physical Fitness	Endurance and speed as well as an overall physical condition that facilitates the overall on-field performance

Optional Criterion	Aspects to consider for marking
Video Umpire	Performance in the VU role, including awareness of and adherence to the relevant Regulations and protocols, decision-making in the role (accuracy and speed), cooperation with and support to on-field colleagues in the context of the role, presentation

2.1.2 Technical Officials

Core Criteria	Aspects to consider for marking
Rules & Regulations	Knowledge & understanding of Rules and Regulations, application, decision-making, contextual judgement, consistency
Technical Table Skills	TMS operation, general IT skills, scoreboard management, focus, accuracy, attention to detail (“judge skills”)
Match Management	Knowledge and understanding of the game and match protocols & procedures, effective communication and relationship-building with other match officials and team officials, proactive management of situations, problem solving skills, adaptability, conflict resolution (“TO skills”)
Competition Administration	Knowledge and understanding of tournament processes, roles and responsibilities, pre-tournament checks, appointments, protests and appeals, disciplinary hearings, understanding of tournament environment
Other Criteria	Aspects to consider for marking
Professionalism & Performance Mindset	Tournament preparation, service attitude, commitment to excellence, goal orientation, coachability (willingness and ability to take in and act on feedback to develop and improve performance), resilience, focus, reliability, punctuality
Communication & Relationships	Ability to communicate effectively and build working relationships with various stakeholders including colleagues, team officials, players, broadcasters, LOC, FIH or CF staff and media
Teamwork Skills	Team membership, leadership, collaboration, supportiveness, respectfulness, tolerance, openness, friendliness
English Language	Ability to understand and speak English as required for the role, for communication with TD, peers, team officials and players

2.1.3 Umpire Managers

For Umpire Managers, one of the criteria included in Other Criteria, “Technology” is an optional criterion. The Technology mark is part of the overall mark for the competition (the Performance

Outcome), but in competitions where no technology is used by the Umpire Managers (no video referrals, no video analysis or analysis software, no umpire radios), this Marking Criterion should be set to Not Applicable (N/A).

Core Criteria	Aspects to consider for marking
Rules & Regulations	Knowledge & understanding of Rules and Regulations, application, decision-making, contextual judgement, consistency
Knowledge & Understanding of the Game	Technical appreciation of individual skills and team strategies, ability to discuss game situations on a high level with coaches, umpires, colleagues and TD
Umpire Assessment & Coaching and Mentoring	Ability to analyze and assess umpire match performances, provide actionable feedback and guide umpires to better performances, appointment strategy, management of difficult situations, e.g., bad performances/games
Competition Administration	Knowledge and understanding of tournament processes and tournament environment, roles and responsibilities, appointments, use of TMS
Other Criteria	Aspects to consider for marking
Professionalism & Performance Mindset	Tournament preparation, service attitude, commitment to excellence, goal orientation, coachability (willingness and ability to take in and act on feedback to develop and improve performance), resilience, focus, reliability, punctuality
Communication & Relationships	Ability to communicate effectively and build working relationships with various stakeholders including colleagues, team officials, players, broadcasters, LOC, FIH or CF staff and media
Teamwork Skills	Team membership, leadership, collaboration, supportiveness, respectfulness, tolerance, openness, friendliness
Technology (optional)	Radio communication, video referrals, analysis software
English Language	Ability to understand and speak English as required for the role, in particular in discussions with team coaches and managers as well as in briefing, feedback and group discussion settings

2.2 Criteria Weights

Alongside the Marking Criteria, the Performance Report indicates Criteria Weights which illustrate the relative importance of a criterion.

While all criteria that are being assessed in Performance Reports are important to the Event Official's overall performance and should be paid attention to, technical criteria (or Core Criteria) such as the knowledge and understanding of Rules and Regulations carry a greater importance than additional criteria (or Other Criteria) such as Teamwork Skills or English Language.

2.2.1 Umpires

70% Core Criteria	
Rules & Decision-Making	17.5%
Management & Control	17.5%
Flow and Timing	17.5%
Presentation	17.5%
30% Other Criteria	
Professionalism & Performance Mindset	6%
Communication & Relationships	6%
Teamwork Skills	6%
English Language	6%
Physical Fitness	6%
Separate Mark	
Video Umpire	

2.2.2 Technical Officials

70% Core Criteria	
Rules & Regulations	17.5%
Technical Table Skills	17.5%
Match Management	17.5%
Competition Administration	17.5%
30% Other Criteria	
Professionalism & Performance Mindset	7.5%
Communication & Relationships	7.5%
Teamwork Skills	7.5%
English Language	7.5%

2.2.3 Umpire Managers

70% Core Criteria	
Rules & Regulations	17.5%
Knowledge & Understanding of the Game	17.5%
Umpire Assessment & Coaching and Mentoring	17.5%
Competition Administration	17.5%
30% Other Criteria	

Professionalism & Performance Mindset	6%
Communication & Relationships	6%
Teamwork Skills	6%
Technology	6%
English Language	6%

2.3 Marking Scale

The below Marking Scale defines the different marks to help Marking Officials to decide which marks should be given, but also helps Marked Officials and other readers to correctly interpret the marks given.

Mark		The official's performances have been	Upgrade/ Downgrade (*)
100	Above Panel	excellent and exceptional compared to the standard expected from officials on their current panel	Official's performance is better than current panel. An upgrade may be considered.
90	Above Panel	significantly better than the standard expected from officials on their current panel	
80	Above Expectation for Panel	better than the standard expected from officials on their current panel	
70	As Expected for Panel	at the standard expected from officials on their current panel, sometimes better	Official's performance is good for current panel. Generally, no change of panel imminent.
60	As Expected for Panel	consistently at the standard expected from officials on their current panel	
50	Below Expectation for Panel	minor shortcomings, occasional errors, and overall, not fully reaching the standard expected from officials on their current panel	Official's performance is insufficient for current panel. A downgrade may be considered.
40	Below Expectation for Panel	noticeable shortcomings, repeated errors and overall, below the standard expected from officials on their current panel	
30	Below Panel	significant shortcomings, regular errors and overall, below the standard expected from officials on their current panel	
20 (and below)	Below Panel	critical shortcomings, frequent errors and significantly below the standard expected from officials on their current panel	

(*) **Important Note:** This column gives approximate Performance Outcome ranges for potential up- or downgrades. It must be noted that an individual criteria mark indicating an insufficient performance may also trigger a downgrade, even if the Performance Outcome is sufficient.

When marking officials who are on the Leading Panel, it should be noted that these officials are expected to officiate at the very highest level and a performance “above panel” is therefore very unlikely. Marks of 80 and above should only be given for Leading Panel officials in exceptional circumstances.

2.4 Performance Outcome

The Performance Outcome mark displayed is an overall mark for the performance in the relevant match or competition, calculated as the weighted average of the marks for each criterion.

It follows the same Marking Scale as the marks for individual criteria and can thus be interpreted in line with the table under item 2.3.

2.5 Notes

The Notes field gives the Marking Official the opportunity to explain or clarify the marks, provide additional information and make the Performance Report more specific and more useful for the official.

In particular, this field should be used to highlight specific strengths of the official’s performance and to provide actionable advice for development and improvement.

The Notes field of the Performance Report template

- SHOULD be used to highlight specific details regarding the Marked Official’s performance, e.g., “Your TMS skills are excellent”,
- SHOULD be used to provide recommendations for improvement or development action points, e.g., “Work on improving your anticipation and positioning by taking into account team strategies”,
- MAY be used to include a personal message from the Marking Official to the Marked Official, e.g. “It was a pleasure to see how much your presentation improved since last year’s Champions Trophy” or “I wish you all the best for your World Cup appointment later this year”,
- SHOULD NOT include specific recommendations regarding future appointments or upgrades, e.g. “I recommend an upgrade to the Leading Panel”.

Appendix 1: FAQs

Accessing and Reading Performance Reports

Where can I find my performance reports?

Officials can find links to all their performance reports that are available in TMS on the personal TMS page by clicking on their name at the top right of a page in TMS and scrolling down to the Marking section. Additionally, whenever a performance report for a competition is finalized in TMS, the Marked Official is notified by email that the report is available with a link for direct access.

I received a Performance Outcome higher than 80, when will I be upgraded?

As mentioned under item 2.3, for high marks or Performance Outcomes, an upgrade **may** be considered. However, this is not automatic, and depends on various factors, such as the level of the competition where the mark was achieved (e.g., a high mark in a second-tier continental competition or test series is unlikely to lead to an upgrade from Centre Panel to Leading Panel, given that it is not possible to demonstrate the required competencies at a competition that does not have a comparable standard).

The Video Umpire mark for Umpires has a weighting of 0. Does this mean it doesn't count?

The weighting of 0 only indicates that the Video Umpire mark is considered separately and is not a part of the Performance Outcome. It can however be considered in relevant decisions such as those about appointments to competitions with video referrals or an upgrade to the Leading Panel.

Completing Performance Reports

Do I need to complete a performance report for each match that a Marked Official officiated in?

Generally, for tournaments or match series, only one performance report should be completed per official, covering the whole competition (the tournament or match series). Multiple reports for the same official should only be completed where the circumstances require this, e.g., in Pro League, where subsets of matches or mini-tournaments are part of one competition, but take place on separate dates and in separate venues with different sets of officials.

Do I need to select the matches the Marked Official officiated in?

TMS selects all matches a Marked Official officiated in a competition by default. Thus, if the performance report is for the whole competition, individual matches do not need to be selected. Matches only need to be selected if a performance report is not for the entire competition, e.g., for Pro League.

In a report for an Umpire Manager, if I mark for Technology, how does one know whether it is for video referrals or radios or video analysis?

Details can be included in the Notes field, e.g., "Introducing the Umpires to CoachLogic very much helped their development" or "Your extensive experience with video referrals was crucial to the smooth running of the competition".