

# **EASB Referees Scheme**

## **Guide to Candidates and Examiners**

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## **1 - Objectives**

The aim of the scheme is to adopt a high standard of refereeing in all official matches, whether organised by the English Association of Snooker and Billiards, affiliated associations or by leagues connected with these associations. A classification scheme has been created for official referees who qualify by examination, and who hold certificates issued by the EASB. The affiliated Associations welcome this scheme and readily cooperate in its operation, supporting it by insisting that all games promoted by them are in the charge of an official referee, and encouraging their affiliated leagues to do likewise.

The EASB stipulates that all matches played in their national competitions are also in the charge of an official referee (except in exceptional circumstances)

## **2 - EASB Examiners — see Appendix 1**

EASB Examiners are normally Class 1 referees of not less than one year's service in that class, initially selected for their knowledge of the rules of billiards and/or snooker and their overall skill and experience and who have been recommended by and satisfied the tutors of their ability to conduct referee examinations to the required standard. Their importance and value to the Game is not merely in the examination and selection of the right candidates for the award of Certificates, but also in the training of those wishing to become referees, both in their command of the rules and the code of conduct expected of them and advising existing referees in the furthering of their careers. In exceptional circumstances, class 2 referees of long standing may be considered for upgrade to Examiner subject to approval by the Board

## **3 - Referee Tutors — see Appendix 2**

In each of the nine regions of the EASB, at least one Examiner is appointed to be the Referee Tutor for that region. Their function is to arrange tutorials and examinations in their region. They will also arrange seminars, normally in conjunction with another Referee Tutor or EASB Examiner for the training and appointment of Class 1 Referees as EASB Examiners. The EASB will be informed of all seminars and upgrading.

## **4 - Applications for Examinations**

Candidates wishing to be examined for the award of Class 3 Certificate, or for upgrading from Class 3 to Class 2 must apply to their local EASB Examiner (usually through a local association or the EASB office), indicating the subject(s) to be examined. An examination fee will be charged (Pass or Fail). Candidates should study the official rule book, and attend referee's seminars to ensure the best possible performance at their examination. Seminars will normally be conducted by a local Tutor or EASB Examiner.

## **5 - The Examinations - Class 3**

It is the aim of the Referees Scheme that examinations are carried out in a fair and consistent manner, and it will be the first task of the EASB Examiner to endeavour to put the aspiring referee at ease. Candidates will be examined one at a time, and will be alone with the Examiner, although there may be a 'trainee examiner' present as an observer. If more than one examination is to be held on the same day, candidates will be advised of the approximate time they may expect to be called, to avoid unnecessary waiting.

The examination will be oral and will be conducted on a billiards table so that actual situations can be demonstrated. Questions will be on straightforward situations and will cover the whole range of the rule book. If the Examiner suspects that a candidate has made a guess at any answer, they will probe further to establish the true depth of the understanding. There will be no trick questions. The candidate will be encouraged to ask questions of their own on any aspect of the rules on which they may be in doubt. At the end of the examination, the candidate will be informed whether or not they have passed.

## **6 - Failed Candidates**

If an Examiner decides that a candidate has failed the examination, the reasons for the decision will be explained where it is considered particular weaknesses exists.

The candidate will be encouraged to restudy the rule book, seek further training and assistance from a Class 1 referee or examiner and apply for re-examination.

## **7 - Successful Candidates**

On payment of the appropriate registration fee, the successful candidate will become a Referee Member of the EASB and will receive a certificate in due course.

They will be advised to join the local referees association, where one exists, also to seek as many opportunities to referee matches as possible. It would be to their advantage to act as marker for a more

experienced referee on occasions to observe and learn. It is recommended that referees keep a report of appointments.

## **8 - The Examination — Class 2**

After two years from being awarded a certificate, a Class 3 referee may apply for an examination for upgrading to Class 2. The candidate will be expected to be fully conversant with all changes to the rules which have been issued since the initial examination, and their implications; they will also be asked to explain how to deal with some of the more intricate situations which can, and do, arise and the reasons for their decisions. **It will be an essential part of the examination process that the candidate is observed in action** and arrangements will be made for the Examiner to be present at a match where the candidate is officiating. Particular attention will be paid to pre-match preparation, dress, general demeanour and conduct, positional sense and confidence in making decisions. For this purpose, matches must be official fixtures not less than the best of 5 frames, or in the case of billiards, a minimum of 200 up or one hour duration. The examiner may find it necessary to ask the candidate to officiate at a further official match.

## **9 - Examiners Report**

For both Class 3 and 2 examinations, the Examiner will complete the official Examination report form and return it to the EASB, keeping a copy for their own records and one to the Tutor. This form sets out, among other things, the Examiner's assessment of the candidate under various categories, and states whether the candidate has passed or failed.

## **10 - Class 1 Referee's**

The designation of Class 1 referee will be awarded to Class 2 referees who have satisfied an Assessment Board of their competence and experience at the highest level and who have at least two years' service in the Class. They will be expected to have made a positive contribution to the games of billiards and snooker in general, and to the practice of refereeing in particular.

## **11 - Assessment Boards**

Assessment Boards for Class 1 referees to be arranged by the Tutor and will normally consist of three EASB Examiners, **two of whom must be from outside the candidate's own area**. Application for Class 1 assessment should be made to the Referee Tutor for the region.

## **12 - Honorary Membership**

Honorary membership may be granted to referees in recognition of long and distinguished service to the games of billiards and snooker, such recommendations to be made in writing to the Director of Referees.

## **13 – Emeritus Membership**

This category is for those who for various reasons are no longer able to fulfil the function of an active Referee, but still wish to remain a member of the EASB and wear official apparel

## **14 - Examination and Registration Fees**

### **Examination Fees: (Payable to Examiner(s))**

A basic fee of £5.00\* per candidate per examination/examiner plus reasonable travelling expenses

### **Membership/Administration Fees: (Payable to EASB)**

New Members Fee payable at the time of examination £30.00.\*This fee includes the provision of an EASB Tie, Blazer Badge, Name Badge and official Membership of the European Billiards & Snooker Association is also included in this fee.

### **All Upgrade Fees (Payable to EASB)**

£5.00\* per subject

\* Subject to revision

## **15 - Annual Subscriptions**

Referees annual subscription to the EASB is staggered and the various rates per category are shown on the renewal form; renewable in January each year, with a reminder from the office in November preceding.

Every two years the EASB produce a registration card for all certificated referees, which entitles them to officiate at International events. will be on a sliding scale as shown below.

### **16 - Withdrawal of Certificates**

The EASB reserves the right to withdraw any certificate or require the reassessment of any referee or EASB Examiner deemed by the Association to be unsatisfactory, or have been found guilty of misconduct.

### **17 – EASB Regalia**

If a member ceases to pay his membership fees (and is not a 'life Member') they shall forfeit the right to wear any EASB identification – namely Blazer badge and official Tie.

### **18 - Misconduct of Players**

Referees are required to report to their local Association serious misconduct by players and the local Association, if they think fit, should report such cases to the EASB.

### **19 - Merchandise**

Referees are encouraged to purchase blazer badges, ties, etc. supplied by the EASB. Detail and prices of these are available from the office.

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## **Appendix 1**

### **Upgrading of a Class 1 Referee to an Examiner**

1. Recommendation by EASB Tutor
2. Applicant must be a member of the EASB
3. Applicant must have held a class 1 certificate for at least 12 months (In exceptional circumstances a Class 2 referee may be proposed for upgrade to examiner subject to Board approval)

### **The Examination Process**

1. The process should last a minimum of 6 months unless passed-out through an Examiners 2-day Seminar.
2. Applicant should wear a blazer with an EASB blazer badge during tuition.
3. Applicant will go through the rule book with the Tutor who will explain why certain words and phrases are used in preference to others. During tuition the tutor will test the candidate's knowledge regarding unusual situations that may occur.
4. The Tutor will demonstrate a Class 3 examination at a Snooker / Billiards table, emphasising unusual situations with an input from the candidate.
5. The applicant must submit to the tutor a typed format of a Class 3 examination, including a list of questions covering the Rules, giving the Rule and page number where answers will be found.
6. The applicant will be present at as many examinations as possible and discuss the examination with the tutor afterwards.
7. The Tutor will forward a recommendation to the EASB Referees Committee.
8. Examiner Seminar. A two day intensive course covering all aspects of the training and examination of new and existing referees followed by a witnessed seminar and subsequent examination – both without assistance or intervention.

## **Appendix 2**

### **Upgrading of an Examiner to a Tutor**

1. Applications should be made direct to the EASB. Appointments can only be made by the EASB.
2. The applicant must have been an Examiner for 2 years and participated in at least six examinations.
3. The applicant must be able to arrange and conduct seminars.
4. The EASB Board will vote on the upgrade.
5. The EASB Board may approve appointments that don't meet the above criteria, in exceptional circumstances.

### **Duties of a Tutor**

1. Arrange and conduct seminars.
2. Tutor must notify the EASB of all pending seminars.
3. Tutors will have regular meetings with area Examiners to exchange views and ideas to ensure all Examination procedures are adhered to.
4. Tutors will organise Class 1 assessments.
5. Tutors must keep records of all Examiners, Referees and their progress.
6. Tutors will be provided with information by the EASB of Referees in their area, with their Class, Address and Telephone number.