



## **WEST INDIES CRICKET UMPIRES' ASSOCIATION**

### **CONSTITUTION**

#### **Article 1. NAME**

The name of the Association shall be the West Indies Cricket Umpires' Association (WICUA) hereafter referred to as the "Association."

#### **Article 2. PATRONS**

The Association shall elect as Patron for a period of two (2) years, a person of sound character in the West Indies, who has rendered distinguished service to Cricket and is interested in the aims and objectives of the association.

#### **Article 3. AIMS AND OBJECTIVES**

The aims and objectives of the association shall be: -

1. To promote the development of and to standardize the interpretation of cricket laws, notes, regulations and playing conditions amongst the member territories of the Association.
2. To organize and maintain umpires' conventions.
3. To improve the status of and to promote and protect the interests of umpires of the association.
4. To assist in creating the environment that all will enable suitable persons to join the umpiring fraternity, in order that continuity of the game of cricket be assured.
5. To secure the organization and maintenance of a programme for the training and grading of all umpires in the member territories of the association with a view to maintaining a high level of efficiency.
6. To promote, cultivate and maintain good relationship with all organizations connected with cricket, players and the public for the improvement of the game and the application of the laws.



#### **Article 4. MEMBERSHIP**

- A. Categories of Members: -  
Membership of the Association shall be of four (4) categories: -
1. Full Member
  2. Associate Member
  3. Honorary Life Member
  4. Affiliated Members

A – 1 Full Membership shall be opened to all Cricket Umpiring Bodies which come under the Jurisdiction of the WICUA and in which first Class Cricket is played by the territory.

A – 1(a) Cricket umpiring bodies that come under the jurisdiction of the WICUA and first-class cricket is not played by their territories.

Upon application may become a full member upon satisfying the following criteria set out below:

- A – 2
1. An Associate member for more than five (5) years and made valuable contributions as defined in the bye laws to the growth and upliftment of WICUA.
  2. Cricket is played in that country on a competitive basis, including International Cricket under the aegis of the International Cricket Council
  3. Their umpires are appointed to officiate at games under the aegis of any recognized cricketing body and including ICC and has within their organization at least ten (10) WICUA qualified members.
  4. Has a vibrant umpires' association and is affiliated to the local body that is responsible for organizing cricket.
  5. Associate membership shall be limited to the territories which do not qualify under article 4–A–1
- A – 3 Honorary Life membership shall be accorded to any person who has contributed substantially to cricket or cricket umpiring amongst the member territories of WICUA and who has been recommended by at least three (3) member associations. Honorary Life members shall have no voting rights.



A – 4            Affiliated Member: All umpires duly accepted by territorial Umpires' Associations as being members thereto shall be deemed affiliated members of West Indies Cricket Umpires' Association (WICUA).

1. Affiliated Members shall be represented on all matters by their Territorial Association

B                    Only one (1) umpiring organization or a territory can be a member of the association (WICUA), such organization shall be the one recognized by its local cricketing body.

C                    **ADMISSION TO MEMBERSHIP**

1. Honorary member to be accepted at the general meeting of the council by a two thirds (2/3) majority.
2. The Association shall admit to membership, any territorial organization whose application is approved at the biennial general meeting of the association. Thereupon, such organization shall have the right to sit on the council.

**Article 5            DUES AND SUBSCRIPIONS**

Each member except Honorary Life shall pay Annual dues or subscriptions to the association. Said dues and or subscriptions shall be set by the council and listed with methods and terms of payment in the bye laws of the association.



## **Article 6           MANAGEMENT**

The affairs of the association shall be managed by a council, which shall consist of the following officers of the association: -

1.     President
2.     Executive Vice President
3.     Area Vice Presidents
4.     Honorary Secretary
5.     Assistant Secretary and Treasurer
6.     Chairman of Training and Examination Committee

They together with two (2) delegates from each “**Full Member**” territorial association and one (1) delegate from each A “**Associate Member**” territorial association will make up the General Council of the Association’s Management.

## **Article 7           OFFICERS OF THE ASSOCIATION**

A       The officers of the Association shall be

1.     A President
2.     An Executive Vice President
3.     Area Vice Presidents: -
  - A.V.P (a)   Assigned to Jamaica, Cayman Islands, Bermuda, United States, Canada and the Americas
  - (b)   Assigned to Leeward Islands
  - (c)   Assigned to Windward Islands
  - (d)   Assigned to Barbados, Guyana, Trinidad, and Tobago
4.     An Honorary Secretary
5.     An Assistant Secretary and Treasurer
6.     A Chairman of Training and Examination Committee
7.     A Chairman of Publicity/Public Relation Officer



- B The Officers are to be elected at a General Meeting of the Association. They together with two (2) delegates from each **Full Member** territorial association and one (1) delegate from each **Associated Territorial Association** will make up the General Council of the Association.
- C – 1 Nominations for election to the Council, except the nominated delegates of each territorial association shall be submitted in writing to the Hon. Secretary of the association not later than three (3) months before the date of the General Meeting, provided always that the nominees indicate to the Hon. Secretary, in writing their willingness to undertake the office.
- C – 2 Nominations must be signed by the President and Secretary of a Member Association. The Hon. Secretary shall notify each member territory association not less than One (1) month before the date fixed for the General Meeting of the Council, of all the nominees submitted and by whom they were nominated.
- C – 3 The Representatives of each territory shall be persons actively associated with umpiring affairs and nominated by his/her territory. A Representative who ceased to be a member of his/her Territorial Association shall automatically cease to hold office on the Council such a vacancy shall be filled by another member of that territory on his/her nomination by its managing or Executive committee of that territory to the Council.
- D – 1 The Council shall meet once in every two (2) years or anytime deemed necessary on the giving one (1) month's clear notice. The day-to-day administration of the council shall be conducted "**By Correspondence.**"
- D – 2 The term of office of the Council shall be for a period of two (2) years from July 1<sup>st</sup> to June 30<sup>th</sup>, except in extenuating circumstances when a date no later than thirty (30) days from the deadline shall be set for new elections.
- D – 3 The Council shall request Cricket West Indies to nominate a mutually agreed person to be a liaison officer whose duty will be to liaise with WICUA.
- E – 1 Expenses incurred by the President, Executive Vice President, Area Vice Presidents, Hon. Secretary, Assistant Secretary/Treasurer, Chairman of Training and Examinations Committee, in the execution of their duties shall be borne by the Association.



E – 2 Visits by the Area Vice President shall be the responsibility of the respective Territorial Associations.

**Article 8 DUTIES OF OFFICERS**

The Duties of the Officers of the Association shall be as listed in the By-Laws of the Association.

**Article 9 ELECTION OF OFFICERS**

- A Voting for the election of the Officers shall be by **SECRET BALLOT**, and all other votes shall be the show of hand unless otherwise requested by the majority of the Council Members present.
- B Honorary Life Members as well as observers shall have no right to vote on any issue.
- C Each out-going officer shall have the right to vote at the General Meeting for election of Officers. A Returning Officer shall be appointed by the Membership of the Council on the day of the elections, shall preside over the electoral process and shall not be one of the out-going Officers.
- D The Ballots so used shall be destroyed upon a Resolution at the conclusion of the entire electoral process.

**Article 10 QUORUM**

- A Eighteen persons who are members of the Council shall form a Quorum for a General Meeting. If at the time specified for the commencement of the General Meeting a Quorum cannot be formed then the meeting shall be adjourned for a period not exceeding ninety (90) days to a time and place specified by the President or presiding officer, when those attending will constitute a Quorum.
- B The Quorum for an Executive Meeting shall be five (5) members.
- C The Quorum for any Committee Meeting shall be three (3) members.
- D Seventy-five (75%) percent of the membership present at a special meeting to amend the constitution or the dissolution of the association shall form a Quorum.



## **Article 11 MEETINGS**

- A The General Meeting of the Council shall be held every other year (Biennial) between May and June, or any other convenient time as agreed by the Executive of the Association and at such place as shall be determined by the Association at its previous General Meeting. At no time shall the General Meeting of the Council be adjourned beyond two (2) years and ninety (90) days of the last Council Meeting.
- B The General Council Meeting shall be held for the following purposes: -
- B – 1 To confirm the minutes of the previous General Meeting, these minutes shall be circulated within ninety (90) days of the closure of the said General Meeting.
- B – 2 To receive and to discuss the reports of the President: The Honorary Secretary, The Area Vice Presidents, the Chairman of the Training and Examination Committee, The Chairman of Publicity Public Relations Officer, and any other report specially requested by the Council. All such reports shall be circulated to all members at least twenty-four (24) hours before the scheduled General Meeting.
- B- 3 To receive and discuss the Treasurer’s audited report of the Association which must be circulated before the General Meeting.
- B – 4 To deal with correspondence
- B – 5 To elect officers and Standing Committees
- B – 6 To appoint Auditors who are not Members of the Council
- B – 7 To have consensus on the present laws of cricket and playing conditions and to recommend to Cricket West Indies any changes.
- B – 8 To transact any other business.
- C A Special General Meeting can only be convened if: -
- a. It deemed necessary, however, one (1) month’s notice must be given for such special meeting.
  - b. The special business to be discussed must be circulated at the same time.



## **Article 12 CONDUCT OF MEETINGS**

- A If for any reason the President or the Executive Vice President is not available to preside at a General Meeting, members of the Council present shall nominate one (1) member to chair the meeting, he/she would have the rights of the President for the duration of the meeting.
- B Each Member of the Council shall have one (1) vote, the President of the Association shall have in addition a casting vote in the event of a tie in votes. However, before such a vote is cast, a second vote on the matter shall be taken. Should a tie recur, there and then the casting vote shall be taken.
- C Each full member of the Association shall have two (2) votes, whilst an Associate Member shall have one (1) vote providing they are good financial standing members.

## **Article 13 STANDING COMMITTEES**

- The following Standing Committees shall be appointed by the Council: -
- A **Emergency** - Consisting of the President, Executive Vice President, Honorary Secretary or Assistant Secretary/Treasurer. In the event of a meeting, the Area Vice President concerned shall be included.
- B **Training and Examinations** – Consisting of one (1) person from each full member, the Chairman shall be elected by the Council, with the other persons each of whom is nominated by his/her respective Territorial Association.
- C **Publicity** – Consisting of five (5) persons appointed by the Council, one of whom shall be the Public Relations Officer and who shall be Chairman.
- D **Appeals:** - Consisting of a Vice President who will chair the meeting, the Secretary and Treasurer of each Territorial Organization provided that they are not members of the General Council or of the Training and Examinations Committee of the West Indies Cricket Umpires' Association and provided that the Appellant is not the holder or any of these positions.
- E The President and Honorary Secretary shall be Ex-Officio Members of each Committee.





#### **Article 14 FUNCTIONS OF STANDING COMMITTEES**

- A Emergency** – This Committee shall deal with all urgent matters concerning the Association whether by meetings or correspondence.
- B Training and Examinations-** This Committee shall be responsible for carrying out the following duties: -
1. Draw up a syllabus for the training of umpires in each territory.
  2. Conduct surveys and plans for examinations at a Territorial level.
  3. Shall consult with Honorary Secretary and together appoint supervisors,  
invigilators and oral examiners.
  3. Set and mark questions for the final written examinations, also to decide on the structure and questions for discussion at the oral examinations.
  5. Co-ordinate reports on Candidates' Practical Examination
  6. To encourage the use of Modern Technology in the teaching of the laws of cricket.
  7. To submit to the Honorary Secretary of WICUA the results of all examinations, who shall thereafter publish same.
- C Publicity** – This Committee shall carry out the following duties: -
1. To cause to be published on the Worldwide Website.
  2. To publicize umpiring activities and achievements,
  3. To use the various communication media in acquainting the public of umpiring matters.
  4. All media releases must be sent by the Honorary Secretary to the Public Relation Officer/Chairman.



**D Appeals** – This Committee shall deal with any problem, which may arise especially problems from those dissatisfied with results of examinations.

1. Any umpire wishing to appeal shall do so in writing within thirty (30) days of the event, by submitting his/her complaint to the Honorary Secretary of the Association with a notice of such appeal to his local organization.
2. The Honorary Secretary shall within fourteen (14) days of the receipt of the appeal notify all members of the committee where adjudication will take place.
3. The Area Vice President or someone deputized by him shall summon a meeting to consider the complaint not later than thirty (30) days after the notice.
4. All appeals shall be adjudicated in a territory independent of the territory from which the Appellant is resident.
5. The umpire appealing shall be given a right to be heard and may be assisted at the hearing by his/her President or Secretary only.
6. The decision of the Committee shall be final.

**Article 15** *AD-HOC COMMITTEES*

The Council may Delegate all or any of its powers to any Ad-Hoc Committee specially appointed for a particular purpose by the Council. The members of any Ad-Hoc Committee need not be persons on the Council, provided he/she is a member from an Umpiring Organization of the Association.

**Article 16** **CONVENTIONS**

- A** An Umpires' Convention shall be held at such time and place as the Council may decide but should as far as possible coincide with the General Meeting of the Council.
- B** The Convention shall be opened to members of the Territorial Associations and all other persons interested in Cricket Umpiring.
- C** The purpose of a convention is: -
1. To invite the presentation of papers on umpiring associated matters.



2. To deal with current umpiring problems
3. To present awards approved by the Council
4. To recommend to Cricket West Indies any changes to be made to the Laws of Cricket whether experimental or otherwise, as well as it's playing conditions.

D A Territorial Umpiring Association or Body, approved by the Council shall be responsible for all matters pertinent to the conduct and administration of the Convention as delegated by the council.

E The Council shall be responsible for the agenda of the convention

F The Territorial Association responsible for the staging of the convention shall submit to the council a programme of activities and a Provisional Budget of Income and Expenditure at least six (6) months prior to the proposed commencement of the convention.

#### **Article 17 FINANCE**

A The Association's Administration activity shall be subsidized by the Cricket West Indies by the aid of an Annual Monetary Grant. An increase from year to year shall be mutually agreed by Cricket West Indies and the West Indies Cricket Umpires' Association.

B To enable the Association to hold its General Meeting and Convention every two (2) years, the association should approach Cricket West Indies for a Grant to Defray the Expenses.

C The Association on its own initiative from time to time should hold Fund Raising efforts to increase its income and to establish a fund to assist member Territories that are hit by disaster.

D A Balance Sheet and Statement of Accounts shall be audited to March 31<sup>st</sup>, by the Association's Auditors in respect of the Financial Administration of the Association during the previous two (2) Financial Years and shall be presented to the Council at the General Meeting.

E All monies, the property of the association shall be lodged in the name of West Indies Cricket Umpires' Association in such bank or banks as deemed necessary.



Cheques for payment shall be signed by any two of the three (3) authorized signatories.

- F All umpires who officiate and earn fees through Cricket West Indies shall contribute two percent (2%) of their match fees to the association and or such other fees as may be determined by the council.

All umpires officiating in International Cricket Council (ICC) matches shall contribute 1% of their match fees to the association and or such other fees as may be determined by the council.

From time-to-time, Representative Territorial Associations shall be responsible for collecting the Cess or other fees and forwarding same to the Treasurer of the Association at the Completion of the Season.

- G The Financial Year of the Association shall be from April 1<sup>st</sup> to March 31<sup>st</sup> Annually.

#### **Article 18 REMUNERATION**

- A The remuneration for umpires shall be determined by agreement between Cricket West Indies and the Council/Association.
- B The Association shall appoint a Negotiating Committee consisting of three (3) members to negotiate fees and remuneration with the Cricket West Indies.
- C A Fund shall be set up for the Retirement of Umpires who serve at ICC Test and Regional Levels.
- D A sum not exceeding US\$1000 to be paid to the Honorary Secretary biennially as honorarium for duty related work done.

#### **Article 19 AUDITORS**

- A Auditors shall be appointed at the General Meeting to examine and report on the Financial Records of the Association as prepared by the Treasurer, or any matter requested by the Council.
- B Only persons who are not officers of West Indies Cricket Umpires' Association or other Territorial Associations shall be appointed.
- C The Council shall fill any Vacancy in the Office of Auditors.



**Article 20 VACANCIES**

If at any time for any reason, there is a vacancy on the Management Committee his/her place shall be filled by any member appointed by the Management Committee for the Remaining Life of the Committee.

**Article 21 APPOINTMENT OF UMPIRES**

- A Umpires shall be appointed by the Umpires' Sub-Committee of Cricket West Indies on the recommendation of the Territorial Association through its Local Cricket Board. Umpires being recommended shall have passed all WICUA examinations, have at least three (3) years umpiring experience and is officiating regularly in their territorial premium competition.
- B The grading of umpires shall be determined by agreement between Cricket West Indies and the West Indies Cricket Umpires Association through the Umpires' Sub-Committee of the Board. Such grading shall be done at least once every two years.
- C The Association shall be notified through the Umpires' Sub-Committee of any umpires recommended to the Board for Appointments to the International Cricket Council (ICC) Panels, such notification to be given prior to the Nominations being forwarded by the Board.
- C – 1 Each member Territory shall by July 31<sup>st</sup> of each year, submit to WICUA a list of names of umpires generated to be sent to the local Board for submission to WICB.
- C – 2 The Association shall have the authority to make the submission to the CWI.
- D Grades of Umpires with its criteria is listed under By-laws of this Constitution.

**Article 22 CLOTHING AND EMBLEMS**

The clothing and emblems of a design approved by the Council shall be available to all members of a member Territorial Association upon such conditions as fixed by the Council.



**Article 23 BY-LAWS**

- A The Council shall be responsible for the enactment of By-Laws whenever necessary.
- B The purpose of By-Laws is to make changes without changing or amending the Constitution, a simple majority vote at a meeting is required and does not require the giving of prior notice.
- C By-Laws are equally binding and should be adhered to.

**Article 24 INTERPRETATION OF RULES**

The Council shall be the Authority for the Interpretation of the Rules and shall have power to decide any matter not covered by these rules.

**Article 25 RESOLUTIONS**

- A A simple majority vote shall carry a Resolution at a General Meeting save and except where a Resolution has the effect of amending or altering the rules of the Constitution, such Resolution will only be carried by a two-thirds(67%) majority of the members present.
- B Refer to the By-Laws for Submission of a Resolution.

**Article 26 AMENDMENT OF THE CONSTITUTION**

- A No addition, review, alteration or amendment to the Constitution and rules of the Association shall be made unless the same shall be proposed at a duly constituted meeting of the association and shall be carried by not less than two-thirds (67%) of the members present and who are qualified to vote and voting.
- B Any member association wishing to propose any additions alterations or amendments to the Constitution of the Association, shall forward the same in writing to the Honorary Secretary not less than one (1) month prior to the Special Meeting.
- C The Honorary Secretary shall give notice thereof to the members in accordance with Article 11 – C of these rules.



**Article 27 CODE OF EHTICS FOR WEST INDIES CRICKET UMPIRES' ASSOCIATION**

- A The Council shall approve a Code of Ethics to serve as the Guidelines for the General Conduct of umpires.
- B The Code of Ethics shall be as listed in the Byelaws of the Association.

**Article 28 DISSOLUTION**

- A The Association may be dissolved by the following manner by a vote in favour thereof, of seventy-five percent (75%) of Delegates present and who are entitled to vote at a special General Meeting of the Association called for the purpose.
- B The Accounts of the Association be audited by two (2) Registered Public Accountants to be appointed by the Special General Meeting. Thereafter the Assets be divided proportionately among Territorial Associations in good standing at the time of Dissolution.
- C No Territorial Association in arrears for subscription shall be entitled to vote at the above Special General Meeting.

**WEST INDIES CRICKET UMPIRES' ASSOCIATION BY-LAWS  
ARTICLE 16 H 1  
DISCIPLINARY PROCEEDURES AND JUDICIAL JURISDICTION**

1. A Judicial Committee shall be named by the General Council immediately following the election of officers at each Biennial Convention. The Judicial Council shall be chaired by an Area Vice President along with four (4) other persons, two of whom are not connected to the General Council. The quorum will be three (3) with one (1) not connected to the General Council. Additionally, the General Council shall be empowered to institute territorial disciplinary matters that may arise in member territories. The Chairman shall have a casting vote.
2. Where a breach of West Indies Cricket Umpires' Association (WICUA) rules occurs and a decision cannot be reached through dialogue, a hearing shall be convened, and the accused party shall be allowed not less than forty (40) days after notification by registered mail to prepare a defense. Thereafter, the disciplinary committee shall commence hearing. On the conclusion of the hearing, the committee shall submit its finding to the General Council along with



- recommendation. After adoption, the decision shall be final and there shall be no right of appeal.
3. Any member who fails to comply with any official and /or lawful instructions given by the West Indies Cricket Umpires' Association (WICUA) shall be guilty of an offence and may be summoned to the disciplinary committee.
  4. Any umpire who is convicted in a court of law for any serious crime shall have their membership revoked and their name removed from the roster of umpires in the territories concerned.
  5. Any umpire in any association who breaches the code of ethics of the West Indies Cricket Umpires' Association (WICUA) shall be guilty of an offence and may be summoned to a hearing of the Association Disciplinary Committee.
  6. Any member or umpire who is duly summoned to a hearing and fails to appear, the Disciplinary Committee in abstention proceed with the matter.
  7. In matters that require judicial hearing, West Indies Cricket Umpires' Association (WICUA) shall adopt the provisions as they relate to judicial processes contained in the constitution and or by laws of the (Rules and regulations of Cricket West Indies)

**ARTICLE 16 H 11**  
**NO CONFIDENCE**

Should the President or any Officer of the West Indies Cricket Umpires' Association (WICUA) conduct himself/herself in a manner that is found to be inconsistent with the office, the General Council shall have the right to entertain complaint by way of motion moved and seconded by any two members. Thereafter, a meeting shall be called and the motion discussed. The President or Officer shall be given the opportunity to defend himself/herself. At the completion of the hearing, voting shall be by secret ballots. A two thirds (2/3) majority of members including Officers present (not less than eighteen (18) persons shall be sufficient to uphold a vote of no confidence.





## **ARTICLE 16 H 111 GENERAL**

Where there is no provision in the By-laws, West Indies Cricket Umpires' Association (WICUA) reserves the right to make adjustments and /or alterations derived necessary to affect the smooth running of the association.

## **ARTICLE 16 H 1V**

Punishment to members/umpires found guilty of misconduct.

The General Council shall be empowered to initiate any of the following:

- Reprimand - By simple majority of the members/officers present
- Severe Reprimand - By simple majority of the members/officers present
- Monetary Fine - By simple majority of the members/officers present
- Suspension - 2/3 majority of members/ officers present
- Expulsion - 2/3 majority of members/officers present



## **WEST INDIES CRICKET UMPIRES' ASSOCIATION**

### **CONSTITUTION**

#### **BY- LAWS**

#### **Article V DUES AND SUBSCRIPTIONS**

- A Each member shall pay an Annual Subscription or dues, to be set by the Council and payable not later than by May 1<sup>st</sup> of each year.
- A – 1 Full Members shall pay a fee of Five Hundred Dollars (US \$500.00) annually.
- A – 2 Associate Members shall pay a fee of Three Hundred & Fifty U.S Dollars (US\$350.00) annually
- B The Council shall have the right to remove from its membership any member who has not paid its Annual Subscription Fee by May or any year.
- C Such Defaulting Member shall be reinstated upon the full payment of arrears on or before September 30<sup>th</sup> of the year it was removed from membership.
- D A Defaulting Member who is in arrears after September 30<sup>th</sup> of the year it is removed from Membership can only be reinstated upon the Full Payment of the arrears and any fine imposed by the Council.

#### **Article VIII DUTIES OF OFFCIERS**

- A The President shall be the Principal Officer of the Association and shall conduct its affairs in accordance with the policy as approved from time to time by the Council and with these rules.
- A – 1 The President shall have the Authority to call meetings after due consultation with the Honorary Secretary and shall preside at all meetings of the Association.
- A – 2 The President shall be one of the Authorized Signatories of the Association's Accounts.



- A – 3 The President shall have a Casting Vote in the event of a tie.
- A – 4 The President shall be Ex-Officio to all Committee of the Association.
- B The Executive Vice President in the absence of the President to act in his place and to have the same authority and perform the same functions as the President in Accordance with these rules and policy as approved from time to time by the Council.
- C The Area Vice President to be responsible to the Council for the Assigned Territorial Association.
- C – 1 The Area Vice President to visit the Territorial Associations on Mutual Agreement at least once per term.
- C – 2 The Area Vice-President to report on the workings of the Territorial Associations to the Council.
- C – 3 The Area Vice-President to keep the Territorial Associations advised of the Administration Policies of the Council.
- D The Honorary Secretary to be accountable to the Council and his duties to include but not limited to:
  - D – 1 Responsibility for the conduct of all correspondence by and on behalf of the Association.
  - D – 2 Preparing agendas and sending out notices of meetings as well as making arrangements for said meetings after due consultation with the President also taking and preparing minutes of all meetings of the Council and the Executive Committee.
  - D – 3 Custody of all records and documents of the Association and maintenance of an Annual Register of Members showing the status of all members.
  - D – 4 In an emergency, when time does not permit the council and the Executive Committee to be consulted, the Honorary Secretary, after due consultation with the President and any three (3) members of the Executive Committee, to take action and at the next meeting inform the association of the action taken.
  - D – 5 Preparation of the Secretary's Annual Report of the Association to be presented to the General Meeting.



- D – 6 He/She to be one of the Authorized Signatories of the Association's Accounts and Cheques Payments.
- D – 7 To allocate duties to the Assistant Secretary on the advice of the Council
- D – 8 To do all and any other duties as are assigned to him/her from time to time by the Council.
- E The Assistant Secretary/Treasurer has dual responsibilities and share these being accountable to the Council, and his/her duties to include but not limited to:
- E – 1 Assisting the Honorary Secretary in the performance of his/her duties and would perform the duties of the Honorary Secretary in his/her absence.
- E – 2 Perform all duties as may be assigned to him/her by the Honorary Secretary and/or the Council.
- F The Secretary/Treasurer in his/her duties as Treasurer of the Association is responsible for the following: -
- F – 1 Keeping proper Financial Records of all transactions of the Association, that is the receipt of all monies payable to and the disbursement of all monies owed by the Association.
- F – 2 The Bank Account (s) of the Association maintained at such bank (s) as determined by the Council and to sign all cheques and vouchers for payments, together with one of the approved signatories of the Association's Accounts.
- F – 3 The Treasurer to submit audited Financial Statements to the 31<sup>st</sup> March to the Council at the General Meeting.



#### **Article VIII**

- G The Chairman of Training and Examinations Committee to ensure regular contact with other members of the Training and Examination Committee with the view of exchanging ideas for the upliftment of training umpires in Member Territorial Associations.
- G – 1 The Chairman of the Training and Examinations Committee to carryout the functions of the Standing Committee as per Article XIV- B of the Association's Constitution.

#### **Article VII**

- H The Chairman/Public Relations Officer of the Publicity Committee to ensure regular contact with members of the Committee, gathering and disseminating news of umpiring activities throughout the Association's Membership.

#### **Article VIII**

- H – 1 The Chairman/Public Relations Officer to carryout the functions of the Standing Committee as per Article 14 – C of the Association's Constitution.

**Article XIII – D** The Umpire appealing shall pay a fee in the sum of twenty US dollars (US\$20) as determined by the Association and which will be the property of the Association at the time of appealing.

#### **Article XVI CONVENTION**

- G The Territorial Association responsible for staging the Convention to charge a registration fee of not less than One Hundred U S Dollar (\$US\$100.00) towards the cost for staging the convention. This fee is to be paid on the day of registration to the convention by Delegates and Observers of Territorial Associations.
- H Territorial Associations shall be judged for the President's Award based on their performance during the period between conventions. The criterion for judging to be based on the information provided on the appropriate forms. The President to be the sole judge and forms must be submitted three (3) months before the convention. Late submissions will not be considered. Announcements of the winner will be made at the President's Banquet.



## **Article XVII FINANCE**

- A – 1 The Annual Monetary Grant to subsidize the Association’s Administration activities from the West Indies Cricket Board Inc. should be not less than Two Thousand U.S Dollars (\$US\$2000.00).
- B – 1 A request for a Grant to defray the expenses incurred in hosting the Biennial Convention from the West Indies Cricket Board INC. should be not less than Twelve Thousand US Dollars (\$12000.00US).

## **Article XVIII RENUMERATIONS**

- A Refer to Appendix No. 1
- B Refer to Appendix No. 2

## **Article XXI GRADING AND APPOINTMENT OF UMPIRES**

- D The following grades will apply for the purpose of Appointments and Remunerations to members of Territorial Associations:
1. Special Grade Umpires who officiated on the ICC Panel
  2. Grade A Test Umpires who have been appointed and officiated in a “Test” Match.
  3. Grade B Inter-territorial Umpires who have been appointed and officiated in recognized Inter-Territorial games, “of at least three (3) days duration” or in games against visiting national teams of those nations who play recognized First Class Cricket and or ICC Members.
  4. Grade C Territorial Umpires with at least three (3) years field experience and who have passed the W.I.C.U.A Final written and the Oral and Practical Examinations or its equivalent as approved by the Council.



- 5. Grade D Territorial Umpires who have been successful at the W.I.C.U.A Final written Examination or its equivalent and with a least two (2) years filed experience.
- 6. Grade E All other umpires with at lease one (1) year's field experience and have been successful at its country Preliminary Examination.

#### **Article XXV RESOLUTIONS**

- B A simple majority vote will carry a resolution at a General Meeting save and except where a resolution has the effect of amending or altering the rules of this constitution such resolution will be carried by a two-thirds (67%) majority vote of the members present.

#### **Article XXVII**

#### **CODE OF ETHICS FOR WEST INDIES CRICKET UMPIRES' ASSOCIATION.**

- B
  - 1. Umpires must at all time endeavour to conduct themselves in keeping with the true spirit of the game, observing the highest standards and traditions of cricket with honesty integrity.
  - 2. Umpires refrain from abusive, insulting and indecent language on and off the field and confrontation with players, spectators or officials in a manner likely to bring the game to disrepute.
  - 3. An umpire should extend due respect to his/her colleagues, regardless of status and be willing to work with him/her. Be loyal to his/her colleagues and will stand by all decisions mutually agreed upon and shall not undermine the confidence players have in his/her colleagues.
  - 4. An umpire will use the existing channels of communications in dealing with umpiring matters. Also cooperate with all related personnel in improving the standard of cricket and will be objective in all his/her reports and assessments and will avoid divisive criticisms and destructive actions.
  - 5. An umpire will lend support and participate in various activities of his/her association. He/she will not denigrate the Fraternity so that prospective persons lose the desire to enter for membership.



6. An umpire must at all times be coherent and cognizant in execution of his/her duties. He/she must develop an appreciation for a desire to strive for excellence by attending seminars and refresher courses in umpiring.

## **APPENDIX NO. 2**

### **RETIREMENT BENEFITS FOR UMPIRES**

At present there is no plan in place for benefits to Umpires when they retire. Umpires do yeoman service and some kind of reward should be considered upon retirement of the umpire who has served the game at the highest level.

#### **QUALIFICATION FOR BENEFIT**

In order to qualify for such benefit, an umpire should have accumulated a minimum of twenty-five (25) points officiating in the under mentioned category of matches with points allotted as follows: -

- |    |   |                 |   |           |
|----|---|-----------------|---|-----------|
| 1. | Official Test Match Status                                  | – ICC approved  | - | 10 points |
| 2. | Official One Day International Matches                      | – ICC approved- |   | 5 points  |
| 3. | First Class Matches of Four days (under the aegis of WICB)- |                 |   | 3 points  |
| 4. | One Day Matches under the aegis of WICB                     |                 | - | 2 points  |
| 5. | Under 19 WICB Tournament Matches                            |                 | - | 1 points  |

The umpire must officially notify the West Indies Cricket Umpires' Association of his retirement by letter. All practicing umpires who are currently officiating in the above games from the inception of their career will be entitled to benefits.

#### **FUNDING THE BENEFIT**

The benefit will be a monetary reward and to be funded as follows: -

1. The West Indies Cricket Board to plan and organize an umpires' benefit match each year.
2. The surplus derived from such match to be shared as follows:
  - i. 20% WICB
  - ii. 10% WICUA
  - iii. 70% to an Umpires' Retirement Fund





3. ½% of all gate receipts from Test and One Day International Matches played in the West Indies to be placed in the fund.
4. The Fund to be administered by the WICB in a US Dollar denomination account.

#### **PAYMENT OF THE BENEFIT**

An umpire must have accumulated twenty-five (25) points or more upon retirement to qualify for the benefit, which will be paid as follows.

i.	25 – 50 points	-	US\$ 2,500.00
ii.	51 – 70 points	-	US\$ 5,000.00
iii.	76 - 100 points	-	US\$ 7,500.00
iv.	Over 100 points	-	US\$10,000.0

The intention of the benefits is to alert the CWI to the fact that as the West Indies Cricketers are able to benefit from a Players' Fund when they retire from active International Cricket, so too, the umpires who serve at the Regional and International Levels should be able to access a benefit after serving the game for a number of years.

In terms of the number of umpires that will retire each year, this will be negligible, so that the Fund once established and maintained, properly monitored, and administered, should increase each year and be able to service a benefit.

#### **BY – LAW ARTICLE 16 H (PART ONE)**

##### ***PRESIDENT'S ASSOCIATION AWARD***

An innovation for encouraging member territories to be assertive in enhancing the Umpire's Fraternity as follows: -

- a. Advancement
- b. Recruiting and Training
- c. Exams
- d. Grading
- e. Seminars
- f. Service



1. A Flag, trophy or awards be the reward for the most outstanding Association that subscribes to the President's criteria of a model association.
2. The President to receive the required form and make his choice, which would be announced at the President's Dinner
3. Forms to be submitted (based on past years' activities) three (3) or one (1) month before Conventions for judging. Any forms received after the deadline date would not be considered.
4. The information would assist West Indies Cricket Umpires' Association to update its records and would help to know where to direct its efforts in strengthening its membership.

**BY – LAW ARTICLE XVIIH  
(PART TWO)  
SPECIMEN “FORM”**

**WICUA PRESIDENT'S ASSOCIATION AWARD**

**1. ASSOCIATION NAME:**

Country(s) :  
Postal Address:

**2. OFFICERS:**

President/Chairman  
Secretary  
Vice President/Chairman  
Assistant Secretary (s)  
Treasurer:

**3. HISTORY**

Year Founded:  
Affiliated/Membership:

**MEMBERS**

**ACTIVE**

**NON-ACTIVE**

GRADES: TEST TERRITORIAL

A B C D

**NO OF UMPIRES:-**

Recruitment:- 20 20 20



**EXAMINATIONS: PRELIMINARY/FINAL WRITTEN ORAL & PRACTICAL**

**CANDIDATES:-**

4. SEMINARS: COMMENTS (pto)
5. SERVICE TO CRICKET:- COMMENTS (pto)
6. Comment's (p.t.o)
7. Expected attendance at Convention:-
8. WICUA Fees Paid: Yes / No RECEIPT NO:
9. 2% CESS PAID : Yes / No RECEIPT NO:
10. 1% CESS PAID Yes / No RECEIPT NO:

.....  
**President/Chairman**

**Date**

**Secretary**

*(Rubber Stamp)*

.....  
**Area Vice President**



## COMMENTS

4. **SEMINARS:**

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**SERVICE TO CRICKET**

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**GENERAL COMMENTS:**

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