

CAWOA / ACOLA
CANADIAN AMATEUR WRESTLING OFFICIALS
ASSOCIATION
/
ASSOCIATION CANADIENNE DES OFFICIELS DE
LUTTE AMATEUR

Policies and Procedures Manual

Section 18.2

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Chapter 2 – POLICIES AND PROCEDURES MANUAL

ARTICLE 1 - GENERAL

1.1 GENERAL PHILOSOPHY

The wrestling official exists to ensure that the participants act within the letter and intent of the laws governing the sport as interpreted by the Canadian Amateur Wrestling Association (CAWA) as well as to help encourage and instill an attitude of determination and drive for competitive excellence while promoting a spirit of good sportsmanship. An official may be either an On-mat official or a Pairing Master or both, but they must earn their rankings independently for each category and may not do both duties at the same tournament.

On-mat officials are to conduct a bout smoothly, efficiently, and in a manner compatible with the concept of “Total Wrestling,” award points based on the actions of the wrestlers and ensure the safety of the wrestlers. Pairing Masters are to pair competitors according to the rules of the CAWA, and to facilitate the scheduling of the tournament to meet the requirements of the tournament committee.

1.2 RULES OF WRESTLING WITHIN CANADA

CAWOA follows the approved CAWA rules, based on FILA rules, and as published in the latest edition of the CAWA Rule Book, and any addendum published and distributed by CAWA. The CAWOA provides recommendations to the CAWA Rule Book each year.

1.3 CODE OF ETHICS

An Official shall not publicly criticize the actions or appearance of another official agree with negative comments about another official, argue with coaches, wrestlers or spectators, publicly encourage or coach any athlete (during a competition), or let personal feelings affect the way the job is performed on the mat. Where an official believes that the actions of another official are inappropriate or against the Code of Ethics, the official shall document the concerns and forward it to the President, or their designate.

In rare circumstances, where an official is compelled by legal obligations to comment about the actions of another official in their capacity as a wrestling official, the official is required to first notify the Association and the other official, or officials, of the intention to do so.

Note: Any official who commits a flagrant violation of the code of ethics will be recommended for a demotion to a lower category by the Clinician of that tournament at which the incident occurs, or to the Executive Committee in situations not related to a National Championship or Clinic.

1.4 SANCTIONS

Any grievance against an official should be directed to the CAWOA President. Following a hearing of the Disciplinary Committee, disciplinary procedures may include a letter of reprimand by the CAWOA President, a suspension of the member for one major tournament (i.e. - National Championships/event or international event), suspension for a term of 3, 6, 12 months or life, and/or demotion to a lower category. Sanctions may be appealed to the Governing Body through the President or Past President within 30 days of the hearing.

1.5 DRESS AND PERSONAL APPEARANCE

1.5.1 On-mat

- Light blue short-sleeved shirt
- Grey pants
- Black shoes (runners) and belt
- Clean and well-groomed appearance
- Red and blue arm bands and a whistle
- A blue blazer and national tie will be worn for the National Senior Championships
- A blue blazer and national tie will be worn during the finals of the National Junior Championships and CIS Championships

1.5.2 Pairing Master

- Light blue short-sleeved shirt
- Grey pants
- Black shoes (runners) and belt
- Clean and well-groomed appearance

1.6 TOURNAMENT RESPONSIBILITIES

Before the event, an official should arrive at the site well in advance of the starting time (no wrestler should have to wait for the official to appear), meet the off-mat personnel and ensure that they understand their duties and responsibilities, check the equipment and facilities to ensure that no elements are present which might cause injury, delay of the bout, or an unfair application of the rules, become familiar with the location of the medical facilities, pairing room, and the tournament director's room.

After the event, an official is encouraged to discuss and analyze issues, situations, or circumstances, which arose during the event. This is done with a view to develop a better understanding of officiating, and help all officials however and whenever possible to develop and improve everyone's knowledge, understanding, interpretation and the philosophy behind each rule.

1.7 MEMBERSHIP RESPONSIBILITIES

1.7.1 Membership Fees & Financial Obligations

All members (provincial/territorial and individual) must pay the required annual dues of the association, as established from time to time. Officials will pay these dues directly to their Provincial/Territorial Officials' Association, which, in turn, will redirect these fees to the CAWOA Secretary-Treasurer. Until amended by either the Executive Committee or by the Governing Body, the fees are set at \$75 for provincial/territorial association membership, \$75 for individual membership, and an additional \$150 for individual members having a FILA license. Aspirant fees for the first year of membership are set at \$50.

Aspirant officials shall pay their dues at their first national clinic in the season (it will be reimbursed if they are not being recommended for a national rating at that tournament). Officials who let their membership lapse and wish to reapply for membership in the association will start at the level of national aspirant.

As part of the annual registration process, each Provincial/Territorial Association is responsible for submitting a list of officials (including addresses, telephone numbers, fax numbers, and E-mail addresses) to the Secretary/Treasurer within the specified guidelines.

The provincial/territorial association that traditionally remits CAWOA membership dues for, and has developed an individual to CAWOA membership status, retains the "provincial affiliation rights" to that individual member, until such time as the individual, by notification in writing to the CAWOA Secretary-Treasurer, elects to transfer his/her affiliation to that of their new province/territory of residence, subject to the acceptance of the new provincial / territorial association.

Until amended by either the Executive Committee or by the Governing Body, an early payment reduction of 33.3% (one-third) will be applied to membership fees and registrations received by January 1 of that year.

See Sections 1.7.4 and 3.2.2 for funding formulas and invitation criteria to the Biennial Meeting and/or to the senior national championships.

Any members (provincial/territorial or individual) having any outstanding amounts not received by the Secretary/Treasurer by the later of 30 days from the invoice/notification date, or by March 1, will not receive funded travel to the Senior National Championships, and/or to the Biennial Board of Directors Meeting.

Any members (provincial/territorial or individual) having any outstanding amounts not received by the Secretary/Treasurer by the later of 30 days from the invoice/notification date, or by March 1, will result in the immediate suspension

of membership privileges. This would include participation at the Senior National Championships; attendance at the Biennial Governing Body Meeting; Sanctioning for International Travel/Tournaments.

Notwithstanding the above, privileges, except funded travel, can be restored, if payment in full is received by the Secretary/Treasurer, at least 30 days prior to the Biennial meetings or to the Senior National Championships, as may be applicable.

1.7.2 Attendance Requirements

Each national official must attend a minimum of one national control (grading) tournament or national championship at least once every two years.

Both National A and National AE officials must attend at least one National Championship every two years.

In addition, National AE On-Mat Officials must also attend the Senior National Championship at least once every three years.

Officials, who have not attended a control tournament during the year, will be identified with an “asterisk” rating. The asterisk (*) designation simply provides special notice that the official must attend a control clinic during the next year or be demoted one grade. Officials who have been asterisked and then demoted must attend another control tournament in the subsequent year or be demoted another grade. The only exception to the above, is in the case of a PM-C, where the official is only required to work a national control tournament every two years (does not need to be evaluated by a PM Clinician).

The Canadian Amateur Wrestling Officials Association includes the C.I.S. and the Canada Games wrestling championship as National Championships, and affords those members who attend this event the same credit as the other National clinics already listed in this article.

In order to receive credit for a tournament, the official must attend the entire clinic, and the entire event including both styles where applicable. If an official does not attend the clinic, the official will NOT receive credit, and does not work the finals.

At National Championships, this includes officiating at the Freestyle and Greco-Roman Events. Officials will be obligated to make their travel arrangements with consideration to the end of the Greco-Roman Event. However, officials are not expected to incur an additional day to meet this commitment. Where an official has booked the last flight that will have them return to their place of residence by 12:00 midnight of the last day of the national championships, and has the prior approval of the V.P. National, the official will be allowed to leave prior to the end of the Greco-Roman Event. He/she will be given credit for the event.

In the case of an act of God where an official misses the clinic, they will still be eligible to work the tournament, including the finals, and will count for the purposes of provincial quotas, and in fulfilling their national championship attendance requirements.

In the case of an act of God where an official misses the clinic, they will still be eligible for upgrading providing they have another recommendation during the season.

1.7.3 Membership Benefits

All new officials will receive a letter welcoming them to CAWOA, along with a copy of the CAWOA Policy and Procedures Manual and a list of the Board of Directors, Executive Committee and Clinicians.

Newsletters issued by the Executive Committee will be sent to the Provincial Chairpersons. The Provincial Chairperson will be responsible to forward all such information to national officials. Newsletters with time-urgent information or request for information from a member may be sent directly to the membership.

Benefits of being a CAWOA member includes:

- Access to Executive Committee newsletters and being kept informed of the activities of the association,
- Privilege of officiating National Championships,
- Potential funding assistance,
- Eligibility to attend FILA tournaments subject to meeting the requirements,
- Opportunity to contribute to the sport at the national level,
- Prestige of earning a national rating, and,
- Recipient of benefits and services of the Governing Body and Executive Committee, clinicians and working committees, and membership (and therefore a voice) in CAWA.

The CAWOA also offers various programs funded by the CAWOA Trust fund. These programs are designed to foster the development of officiating within Canada. The number of programs offered by the CAWOA is determined by the Governing Body (biennially) or the Executive Committee (annually), and funds must be utilized within the next 18 months by the selected official. Contact the CAWOA for a listing of the current bursary programs offered.

1.7.4 Governing Body Funding to Biennial General Meeting

CAWOA shall support representation to the Biennial general meeting. Full funding of transportation will be provided to all provincial and territorial Associations with a minimum of five members. For those associations with less than five members, CAWOA will cover the cost of travel based upon 20 percent per national member. In all cases, transportation will be by the lowest possible economy airfare, or equivalent. Individual provinces/territorial Associations are responsible for booking travel and accommodation to the biennial meeting as

advised by the Secretary Treasurer at least 6 weeks in advance of the flight. Air travel in excess of the minimum air fare will be billed back to the provincial/territorial Association.

See Section 1.7.1 for financial obligations of provincial/territorial members.

1.7.5 Corporate Matters

Melanie Fakas, currently of Gowling, Lafleur, Henderson LLP of Calgary, Alberta has been retained to maintain our Corporate Minute Book. The Governing Body has pre-approved expenditures related to Minute Book maintenance for \$300 annually and has empowered the Executive Committee to approve expenditures in excess of this amount.

1.8 Abuse of Officials

Coaches, wrestlers and officials are all involved to promote the sport of wrestling. Therefore, officials cannot be expected to tolerate abusive or un-sportsmanlike behavior by wrestlers, coaches, or anyone closely involved in the action. Anyone not adhering to this philosophy should be ejected from the competition area. After such action has been taken, the referee must (at the earliest convenience) submit a written report to the provincial official's chairperson and the tournament director with a brief description of the incident. The Provincial Chairman and/or the director will then be responsible for deciding what further action is necessary.

The CAWOA recognises and supports a sport environment free of harassment and which provides for equal opportunity for all of its members. This environment shall include all meetings of the Association, communication between officials, National Wrestling Tournaments including the venue and associated receptions and social functions. The Association will not accept or tolerate any form of harassment and shall take necessary steps to protect its members for harassment which is based on race, ancestry, religion, sex, or sexual preference, disability, age or other forms as set out in either the CAWA Harassment Policy (November, 1993), the various provincial human rights codes or the Canadian Charter of Rights and Freedoms. Behavior by officials including comments and/or conduct which is insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual or groups of individuals, shall not be tolerated by the CAWOA.

Where a member has been harassed within the CAWA, the CAWOA shall work closely with the official to aid in a quick resolution of the official's concern.

Any tournament head official that is a member of CAWOA will file a report regarding any ejection from competition, governed by CAWOA (i.e. National Championships or grading tournaments), due to abusive or un-sportsmanlike behavior by a coach, athlete or an other official. The tournament head official would file this report official to the VP National of CAWOA who will forward a copy of the report to the CAWA Technical Director for disciplinary records. The

CAWOA recommends that the provincial associations adopt a similar policy - the Head Official at all tournaments governed by provincial associations will file a report with the provincial association, who will forward a copy to the CAWA Technical Director for disciplinary records.

ARTICLE 2 - NATIONAL DEVELOPMENT

2.1 DESCRIPTION OF CANADIAN RATING SYSTEM

2.1.1 National Aspirant On-Mat (“ASP”)

This provincial official has earned and received the sanction of their provincial association to attend a national upgrading clinic and tournament. This official may referee at the Canadian Cadet Freestyle Championships and at the Canadian Juvenile Greco Championships if they have previously attended a national upgrading clinic during that year and have received a recommendation for the “Can C” rating at such an upgrading clinic.

2.1.2 National Aspirant Pairing (“ASP Pairing”)

This provincial official has earned and received the sanction of their provincial association to attend a national upgrading clinic and tournament.

2.1.3 Canada C On-Mat (“Can C”)

This is an acceptable level of officiating for the national level; but this person still requires considerable guidance and would not feel comfortable with a high-pressure final match. A “Can C” may officiate at any national grading tournament and at the Canadian Juvenile Championships (Freestyle & Greco), and is eligible for upgrading at any of these tournaments.

Upgrade Criterion:

Recommendation for upgrade at one clinic with no recommendation for downgrade.

Downgrade Criteria:

Downgrade will occur where a down grade recommendation occurs at:

- At Cadet/Juvenile Nationals
- At any two clinics, given by different clinicians, not in necessarily in one season (reduces the perception of one individual’s bias)
- At any two clinics, given by the same clinician in two consecutive seasons

2.1.4 Canada C Pairing Master (“PM-C”)

This is a Pairing Master, who is proficient at all supportive functions in the pairing room, such as drawing and setting up pairing sheets, writing bout sheets, recording match results and posting wall charts. A “PM-C” may function as a PM at any National Control Tournament or as an assistant at a national championship. A “PM-C” is eligible for upgrading at any national upgrading tournament (under the direction of a PM clinician)

2.1.5 Canada B (“Can B”)

This is a solid official who is deemed to be able to handle difficult situations but requires more activity at the senior level. A Can B may officiate at any national grading tournament and at the Canadian Juvenile/Cadet and Junior

Championships. A Can B is eligible for upgrading at any of the tournaments through the recommendation of a Clinician preferably at a National championship but not exclusively, at the Canadian Junior Championships.

Upgrade Criteria:

- At the Cadet/Juvenile National Championships
- After recommendation for upgrade at a National Clinic with no recommendation for downgrade.

Downgrade Criteria:

Downgrade should not occur at one National Clinic. Downgrade will occur where a downgrade recommendation occurs:

- After two consecutive National Clinics (by different clinicians) with recommendation for downgrade, in the same season
- At a national clinic where a downgrade is recommended and the official has been asterisked for not having attended a national clinic in the past season.
- After two recommendations (by different clinicians) for downgrade without a recommendation to maintain rating or upgrade.
- At any two clinics, given by the same clinician in two consecutive seasons

2.1.6 Canada B Pairing Master (“PM-B”)

In addition to being proficient at all duties of a “PM-C”, this official must be capable of training assistants at tournament clinics, demonstrate knowledge of the rules and disciplines of proper pairing, and be able to direct the total pairing process of one age group at a National control tournament including pairing, bout sheet control and correct placement of all contestants. A “PM-B” is eligible for upgrading at any national upgrading tournament (under the direction of a Tier I PM clinician).

2.1.7 Canada A (“Can A”)

This official now has several years’ experience at the senior level, and has demonstrated poise and good judgement in virtually all situations, with the confidence and maturity to handle the most difficult matches at the senior level. Finally, this category means that after this official has attended at least one Canadian Senior Freestyle and Greco-Roman Championships, they are eligible to obtain the CAWOA endorsement to join FILA and represent Canada at international tournaments. A “Can A” may officiate at any national grading tournament and at any Canadian National Championships.

Upgrade Criteria:

- At the Junior or Cadet/Juvenile National Championships, with one other clinic recommendation for upgrade with no recommendation for downgrade.
- After three consecutive recommendations for upgrade in a season.

Downgrade Criteria:

Downgrade should not occur at one National Championship. Downgrade will occur where a downgrade recommendation occurs:

- At two consecutive national championships that the official attends. These are not necessarily in one season.
- At a national championships or National Clinic where the official has been asterisked for not having attended a national clinic in the past year.
- At any two clinics in a season (by two different clinicians)

2.1.8 Canada A Pairing Master (“PM-A”)

In addition to being proficient at all duties of PM-B, this official should be capable of controlling the entire pairing room at the national championships. This includes the direction of all assistants with positive leadership and communication skills and familiarity with rules and disciplines necessary to conduct a national championship. A PM-A should be independent and proficient in using the computer draw software which includes tournament set up, registration, scheduling, data entry and paperwork/results generation. This official should demonstrate the ability to control the flow of an entire tournament, including the paper flow and all personnel in conjunction with staging, floor management and tournament control. All FILA tournaments in Canada will have a PM-A assigned as the Head PM by the CAWOA.

2.1.9 Canada AE (“Can AE”)

In addition to being proficient at all duties of a “Can A”, this category is reserved for senior officials who are judged by their peers to be exceptional in the leadership, teaching and mentorship role of referee, judge and mat chairman. Upgrades to this level can only be received at the Canadian Senior Championships.

Upgrade Criterion:

- Must include recommendation of a $\frac{3}{4}$ majority of Tier I clinicians at the Seniors.

Downgrade Criteria:

Downgrade will occur where a downgrade recommendation occurs:

- At a single Senior Nationals (attended by the official) on recommendation of a $\frac{3}{4}$ majority of Tier I clinicians at the Seniors
- At a Senior Nationals where the official has been asterisked for not having attended a senior nationals over the past two years or a national clinic in the previous and current season.
- At any two clinics in the current or past season without recommendation to maintain or upgrade.
- After any three recommendations for downgrade at clinics in the past two seasons (by at least two different Tier I Clinicians).

2.2 EVALUATION PROCEDURE AND GRADING PHILOSOPHY

The intent of all evaluation is to fairly and consistently evaluate officials with a focus on learning. The evaluator should emphasize the strong points observed and, through discussion of errors, help the official recognize and improve in areas of weakness. Each evaluator should discuss their evaluation in detail with the officials. All initial evaluations will be conducted by a qualified CAWOA Clinician based on guidelines established in the Clinician's Handbook, summarized by the VP National, and approved at the end of each season by the Governing Body of the CAWOA biennially (Executive Committee on alternate years).

The philosophy of the CAWOA is to upgrade officials as soon as they meet the criteria, and downgrade officials who cannot repeat or maintain that level of performance. This also illustrates the need to maintain the honesty and integrity of the grading system, which is designed to recognize performance and not seniority.

Recognizing the level of commitment that all officials (especially CAN As and AEs) have devoted to the sport, a decision to demote an official shall not be taken lightly. If a demotion is warranted, it should be followed through to maintain the integrity of the evaluation system. Officials, who are demoted, should be given every opportunity to be promoted in the future. FILA officials demoted to a Can B rating will have their FILA license suspended.

While various tournaments are used for grading purposes, CAWOA members must remember that the National Championships are selection tournaments for Senior and Junior World Championships and Olympic Games. It is essential that athletes receive the highest level of officiating at these tournaments.

The traditional progression will normally be C to B to A, but in extenuating circumstances and only if the official has attended two (2) national clinics during that year (one of which must be a national championships), the progression may be accelerated.

All officials should attend at least one national control tournament per year, under the supervision and evaluation by the assigned CAWOA clinician. In order for officials to receive credit for a control clinic, they must be present at the entire clinic and work the corresponding tournament including the Greco Roman portion if applicable.

Tournaments vary in the calibre of matches, and some are not able to sufficiently test officials for promotion. It is recommended that all officials aspiring for promotion attend a National Championship. To assist the VP National in making a recommendation to the CAWOA Governing Body, it is acceptable for the clinician to attach 'plus' or 'minus' grades for exceptionally strong or borderline recommendations. In addition, clinicians may give 'conditional' recommendations (a conditional recommendation signifies that the clinician

would support an official's upgrade only if they also receive another recommendation at a later tournament). In cases where an official has received different recommendations during the year, there is no formula to determine a final rating, but generally, the following principles apply:

- a) National championships are preferred to other tournaments as a better testing ground for officials.
- b) Tournaments later in the year are more reflective of the official's development.
- c) The recommendations of Tier 1 clinicians will generally be weighted higher than Tier 2 clinicians. Bouts with senior athletes are generally more difficult to officiate than juniors, which are more difficult than Cadets.

ARTICLE 3 - NATIONAL CONTROL TOURNAMENTS AND CHAMPIONSHIPS

3.1 NATIONAL CONTROL TOURNAMENTS

These tournaments are designated and published annually. CAWA has established tournament guidelines for officials (including fees, travel allowance, and provisions for meals) for national championships and tournaments (see Tournament Contract on next page). The Organizing Committee shall ensure the provision of three qualified officials per mat, plus a certified pairing master. The Head Official should be a Can AE or the most senior ranked official in attendance. Organizing Committees of national grading tournaments are responsible for expenses of a Head Clinician (excluding honorarium). Provinces are encouraged to negotiate some form of compensation. If the tournament is also a FILA clinic, the officials' fees may go towards the cost of the FILA delegate.

3.2 CANADIAN CHAMPIONSHIPS

3.2.1 General Assignment of Officials

Officials will be sanctioned by their individual Provincial associations based on Provincial criteria and subject to the minimum ratings required for a given event. Unless specifically noted elsewhere, all costs will be borne by the individual officials and/or their provincial associations. For the Juvenile/Cadet and Junior Championships, every province must send provincially funded On-mat and PM officials as per the athlete/official ration requirements listed in Table 1 and 2 (See section 3.2.3 – Juvenile/Cadet and Junior Championships). This policy has been designed by CAWA, and supported by CAWOA, to protect the competitors and to promote the development and improvement of provincial officials. For the Juvenile/Cadet and Junior Championships, every province must send provincially funded On-mat officials as per the athlete-official ratio requirements listed on Table 1. Should a province be unable to supply the correct number of officials, then the province must be responsible for the cost of supplying the correct number of officials. These officials should be from a neighbouring province. Should a province not comply with these guidelines, they will be fined \$650.00 per missing official. Any money collected from this fine will be shared between the participating provinces, based on the number of officials taking part.

It is CAWOA policy that at National Championships, officials be allowed to referee bouts involving athletes from their own province, but it is also acceptable to decline any bout if, for any reason, he/she does not wish to be involved.

3.2.2 Senior Championships

Funding to the Canadian Senior Championships is by invitation through CAWOA and CAWA. One senior Tier 1 official will be selected as the Head Official, a Tier I PM as the Pairing Master Clinician and a Tier 1 Clinician to act as the On-mat Clinician. Other officials will also be invited by the CAWOA Executive to participate.

The organizing committee is responsible for the meals and accommodation of the PM Clinician and the Head Official. The meal and accommodation expenses for the On-mat Clinician, Pairing Master and the other invited officials are borne by their provincial association. Only National A and AE officials are permitted to work as On-mat officials at the Senior Championships.

The Senior Championship will normally be designated as the site of the CAWOA Biennial General Meeting. The provincially designated Representatives to the Governing Body will attend the Senior National Championships in those years designated for the Biennial General Meeting. The CAWOA Executive Committee will also attend the Senior National Championships to complete the yearly business of the association. In addition, all FILA World List Officials, Tier I Clinicians and additional officials as maybe designated by CAWOA to ensure both quality and geographical representation shall also attend the Senior Nationals. For these individuals, the CAWA/CAWOA will provide return economy (low cost) transportation for each invited official. Invited individuals will ensure that airfares are at the lowest possible cost and they are encouraged to book flight with the CAWA Office a minimum of 6 weeks in advance.

3.2.3 Juvenile/Cadet and Junior Championships

CAWA does not provide funding for the Juveniles/Cadets. The host Organising Committee is responsible for return transportation, meals and accommodations for the Head Official, the On-Mat Clinician, the Pairing Master Clinician and Head Pairing Master. The On-Mat Clinician and Head Official shall be Tier I Clinicians. The Pairing Master Clinician shall be a Tier 1 PM Clinician. The Head Pairing Master shall have a minimum rating of Canada A Pairing Master. These officials are preferably from the host province.

At the Junior Championships, the host Organizing Committee is be responsible for return transportation, meals and accommodations for two Tier I clinicians to serve as Head Official and Clinician and a Tier 1 PM Clinician. The CAWA/CAWOA budget subsidizes the host Organizing Committee for the travel costs of the PM Clinician and Pairing Master for this event.

Each provincial association must send a predetermined number of on-mat officials based on the following minimum requirements. Individual provinces may send more officials than listed below and the CAWOA ratings may be higher. The Head Official, PM Clinician, On mat Clinician and all Pairing masters are not included in number of on-mat officials that each province must send to these tournaments. In the event that a province does not have officials of the required rating to meet the requirements of the Officials quotas, than they shall send their most qualified officials that meet the minimum requirements. The buying of officials shall be dealt with only through the highest senior ranking officials attending the event.

Table 1: Requirements of On-mat Officials for the Junior National Championships with Weigh-In Quota to 225 Provincial Participants.

Athletes	Officials	Junior	Weigh-ins
1-6	0	None	None
7-13	1	A or B	1
14-22	2	1A, 1B	2
23-31	3	1AE, 1A, 1B	3
32-49	4	1AE, 1A, 2B	3
50-69	5	1AE, 2A, 2B	4
70-89	6	2AE, 2A, 2B	5
90-109	7	2AE, 2A, 3B	5
110-129	8	2AE, 3A, 3B	6
130-149	9	2AE, 3A, 4B	7
150-174	10	2AE, 4A, 4B	8
175-199	11	2AE, 4A, 5B	9
200-225	12	2AE, 4A, 6B	9
OVER 225		ABOVE + 1 PER ADDITIONAL 25 ATHLETES	9

Table 2: Requirements of On-mat Officials for the Juvenile / Cadet National Championships with Weigh-In Quota to 200 Provincial Participants.

Athletes	Officials	Juvenile/Cadet	Weigh-ins
1-6	0	None	None
7-13	1	A,B,C or Asp*	1
14-22	2	1B,1C or Asp*	2
23-32	3	1B, 1C,1 Asp*	3
33-43	4	1A, 1B, 1C, 1 Asp*	3
44-56	5	1A, 1B, 1C, 2 Asp*	4
57-70	6	1A, 1B, 2C, 2 Asp*, 1 PM	4
71-85	7	1A, 1B, 2C, 2 Asp*, 1 PM	5
86-103	8	1A, 2B, 2C, 2 Asp*, 1 PM	5
104-121	9	2A, 2B, 2C, 2 Asp*, 1 PM	6
122-140	10	2A, 2B, 2C, 3 Asp*, 1 PM	7
141-159	11	2A, 2B, 3C, 3 Asp*, 1 PM	8
160-179	12	2A, 3B, 3C, 3 Asp*, 1 PM	9
180-200	13	3A, 3B, 3C, 3 Asp*, 1 PM	9
OVER 200		ABOVE +1 PER ADDNL 25 ATHLETES	9

Note: Provinces may send a one Pairing Master as a part of their Provincial Quota

* Asp must have attended another national grading clinic prior to the National Championship clinic and have been recommended for a National C.

3.2.4 C.I.S. Championships

The CAWA provides travel and the host organizing committee provides honoraria for officials. The host provides meal per diems and accommodations for On-mat and Pairing Master Officials, and on-site travel (including transportation to and from the venue, hotel and airport.) Only National A and AE officials are invited to work this event as on-mat officials. Invited participants are selected by the VP National and ratified by the executive. Travel for all named officials is to be coordinated through the CAWA office or designated travel agent.

3.2.5 Canada Games

Travel, meals and accommodation are paid through Sport Canada. CAWA has set a minimum standard of six National A officials. The CAWOA VP National will try to ensure an adequate mix of A and B officials once this minimum standard is met, based on nominations from the Provincial Official Association. Provinces may be asked to upgrade their initial nomination. The officiating team will consist of 1 Head Official/Clinician, 1 Pairing Master/Clinician, and 4 officials per mat. Official assignments are based on 1 per province (as per qualifications) and remainder from the host province (more from host province if there are cancellations.) This is a unique tournament and provincial representation is critical, for provincial development purposes. All tickets must be booked through CAWA Office.

3.2.6 Olympic Trials Officiating Team Selection Process

Goal: To identify the Officiating Team for the 2008 Olympic Trials in consultation with key stakeholders. Above all the process must be athlete centred and coach supported.

Stakeholders: Athletes, Coaches, CAWA, and Officials

Selection Committee: The Selection Committee shall include 3 members and shall be chaired by the representative of the Canadian Amateur Wrestling Officials' Association with a representative from the National Team Head Coaches and the Canadian Amateur Wrestling Association's VP Technical. The goal of the Selection Committee is to consider the nominations of the Officials Association and High Performance Coaches in order to determine the make up of the Officiating Team.

Qualifying Criteria:

- FILA I World List officials shall, by their rating and experience, automatically be selected to the Officiating Team.

The officials and coaches shall select in total the number of officials needed, a head official, plus two alternates for consideration from a list of officials that meet the following criteria:

- FILA I officials as of January 1st, of the Olympic Trial year. OR
- Tier 1 & 2 Clinicians as of January 1st of the Olympic Trial year OR
- Fila II officials as of January 1st of the Olympic Trial year
- Officials must have attended a minimum of 3 Senior National Championships including the year of the trials and working within a 3 years previous window.
- Must have attended a minimum of 5 International tournaments from within a 3 year window starting 1 year prior to the trials.

Considerations for Selection: In selecting candidates for the Officiating Team, eligible officials and coaches should consider the following:

- the official is seen to be neutral, fair and honest,
- the official is seen to have a complete knowledge of the international rules,
- the official is seen to have the ability to deal with close matches and high pressure situations in a calm and effective manner,
- the official has the respect of the Athletes, Coaches and Officials,
- the official has performed competently in National and International Events, and
- the official is seen to be dedicated to the ideals of sport in both conduct and demeanor.

Selection Process: The goal of the selection process is to determine the officials to the Olympic Trials Officiating Team. The Selection Committee shall identify the required officials and two alternates using the recommendations and rationale provided by the Officials Association and the High Performance Coaches.

The CAWOA will create the ballot for the selection of the Olympic Trials Officiating Team. It will include the name of each eligible official, where possible to provide a passport sized photo to help coaches to identify eligible officials, an area to designate support for the required number of officials and an area for remarks to briefly explain a selection.

The ballots will be circulated by the officials' representative and the coaches' representative and returned to them in anonymous fashion.

Coaches Selection: Each of the designated High Performance Coaches shall submit to the Coaches' representative their list of from the list of officials that meet the qualifying criteria and are willing to serve at the event.

Officials Selection: The Tier 1 and 2 Clinicians of the Officials' Association shall each submit to the Officials' Representative a list of officials from the list of officials that meet the qualifying criteria and are willing to serve at the event.

The Coaches and Officials' Representatives shall deliver to the Selection Committee a summary of officials from their respective group and the reasons for the selection. These official's lists shall be a summary of the number of times that the official's name appeared on an official's list or on a High Performance Coach's list of officials.

The Committee shall consider the lists submitted and rationale provided in making the final determination of the officiating team and two alternates. The Officiating Team list shall be published. However, the ranking of the officials and discussions within the Selection Committee shall remain with that Committee.

3.2.7 CAWOA Support to Developing Regions

The CAWOA policy is that the expenses for national clinicians are the responsibility of the host province. In exceptional circumstances, where there is a demonstrated need for an out-of province clinician, CAWOA may provide a grant of up to \$750.00 per year in aggregate, to fund travel and accommodations. This grant may be split between two national grading tournaments. The region is responsible for any cost overrun and must pay for meals and honoraria. The request must include the name of a prospective clinician, a prioritized list of alternates, and be received by the VP National at least 60 days prior to the event. All clinician assignments and funding amounts must be approved at the Biennial General/ Executive Committee Meeting.

3.2.8 CAWOA's Expectations at a National Tournament

CAWOA's expectations of National Tournament Organizers and National Championship Organizing Committee is to provide meals for officials if there is not a proper break between sessions. A meal/snack must be provided for the longer sessions. A banquet ticket will be given to each official. Ground transportation to and from the airport and before and after each session will be provided. Transportation for the event will be provided for officials up to two days prior to the event and one day after the event. A lockable change room will be provided at the competition site. The organizing committee will provide a minimum of 1 timer and 1 scorer per mat, plus appropriate runners and support staff to ensure the success of the Tournament.

3.2.9 Selection of Clinicians and Head Officials

Clinicians, Head Officials and Pairing Masters will be assigned based on the general principle of using the closest available person qualified to work in these capacities with consideration given to fair division of assignment opportunities.

Chapter 3 - CAWOA CLINICIAN PROGRAM

ARTICLE 1

1.1 CLINICIAN'S TRAINING PROGRAM

CAWOA clinicians are responsible for conducting clinics to fairly evaluate and upgrade officials and for providing rule interpretations to coaches and wrestlers. The CAWOA Governing Body based on the recommendation of the VP National selects clinicians. Clinicians are selected based on both their ability to perform as well as their ability to teach. Generally, the number of clinicians is self-limiting, based on needs. Every clinician may not be selected to lead a grading clinic each year, but an assignment will normally be at least once every two years. Tier 1 clinician training includes a program by which an aspirant clinician may participate in presenting portions of the National Junior or Cadet/Juvenile clinics under the supervision and guidance of a Tier 1 clinician assigned to those tournaments. The VP National is responsible to ensure that clinicians have received the new rule interpretations that will be in effect for the entire CAWA season. The list of grading tournaments is to be distributed by the VP National each year. A clinician's manual and required forms will be distributed to each Tier I and II clinician and posted on the CAWA website annually by the VP National prior to the first National clinic after October 1.

1.2 QUALIFICATIONS AND RESPONSIBILITIES OF CLINICIANS

Given the very different needs of on-mat officials and the pairing masters, separate clinicians will be used for on-mat clinics and pairing clinics. In addition, both groups will have two levels of clinicians to reflect the need for different clinic levels, and to provide developmental training.

ARTICLE 2

2.1 ON MAT CLINICIANS

2.1.1 Tier I Clinicians

These Can AE officials are able to act as either the head official or clinician at a National Championship, and have the mandate to recommend promotions to Can A at a national clinic and Can AE at the Senior Nationals.

Criteria:

- Must be an AE for a minimum of five years
- Must be an existing Tier II clinician
- Must have been a Tier II clinician for at least two years
- Must be an active member of FILA for a minimum of 3 years and attained a minimum level of FILA II
- Where a Tier I Clinician is forced to retire from the FILA as an active official due to age the Tier I Clinician status may be retained if:
 - a) the individual attends one (1) FILA clinic each calendar year and provides adequate verification of their attendance to the VP National, and
 - b) extension of the Tier I status must be endorsed by $\frac{3}{4}$ majority of the remaining Tier I clinicians in attendance at the annual Senior National Championships, and
 - c) extension of the Tier I status must be endorsed by a majority of the CAWOA Governing Body at their annual meeting, and
 - d) the extension may be granted for a maximum of four (4) years from the time the official is retired from the FILA active list.

Process:

- VP National identifies the need for a Tier I nomination
- Current Tier I Clinicians are polled for feedback on each Tier II's potential prior to the biennial meeting of the Governing Body. They will consider, among other things:
 - The official's commitment to the job
 - Respect from other officials as a teacher => can they relate the rules to others who share their high ranking
 - Official's performance as an AE
 - Have they participated in the apprentice program? How were they evaluated?
 - Unlike Tier II, regional needs do not factor into the promotion to the Tier I level. The best individual for the job should come out on top regardless of geography.

Duties

- Will be assigned to act as either clinician or head official at the national championships.
- Will participate in the selection of AE candidates and will teach and evaluate apprentice clinicians present at the events

2.1.2 Tier II Clinicians

These Can AE officials are able to act as the head official or clinician at a National Grading Clinic, and have the mandate to be able to recommend a promotion to Can A.

VP National identifies the need for a Tier II clinician based on regional needs. Tier I and Tier II clinicians are polled for potential candidates prior to the biennial meeting of the Governing Body.

2.2 PAIRING CLINICIANS

2.2.1 Tier 1 PM Clinician

These PM-A officials are able to act as either the pairing master or pairing master clinician at a National Championship, and have the mandate to recommend promotions to PM-B at a national clinic and PM-A at a National Championship event.

Process:

- VP National identifies the need for a Tier I PM nomination
- Current Tier I PM Clinicians are polled for feedback on each Tier II PM's potential prior to the biennial meeting of the Governing Body. They will consider, among other things:
 - The official's commitment to the job
 - Respect from other officials as a teacher => can they relate the rules to others who share their high ranking
 - Official's performance as an PM-A
 - Have they participated in the apprentice program? How were they evaluated?
 - Unlike Tier II PM, regional needs do not factor into the promotion to the Tier I PM level. The best individual for the job should come out on top regardless of geography.

Duties

- Will be assigned to act as either clinician or head official at the national championships.
- Will participate in the selection of PM-A candidates and will teach and evaluate apprentice clinicians present at the events

2.2.2 Tier 2 PM Clinician

These PM-A officials are able to act as either the pairing master or pairing master clinician at a National Control tournament, and have the mandate to be able to recommend a promotion to PM-B at a national clinic.

2.3 LIST OF CLINICIANS

The number of clinicians should generally be based on the opportunities within their geographical region and the number of grading tournaments. Clinicians are

assigned to instruct, train and evaluate officials at control tournaments. Clinicians must also participate at other national tournaments in Canada. The Clinician list will be published annually.

2.4 CLINIC PROTOCOL AND GUIDELINES

2.4.1 Clinicians Duties: On-mat and Pairing

The Clinician is responsible to collect the membership fee from all aspirant officials, and provide them with a written receipt. Clinicians are responsible for obtaining names, addresses and telephone numbers of all aspirant officials at the Clinic. The Clinicians will conduct clinics and provide the attending officials with feedback on their performance. Within 14 days of the event, the Clinician will send the clinic reports (attendance sheet including the record of fees and recommended rating for all officials) to the VP National (funds, names, addresses and phone numbers will then be forwarded to the CAWOA Secretary/Treasurer). All other Clinicians at a rating tournament are required to write a brief report evaluating the tournament clinician's performance. If no clinicians are present, the tournament clinician will appoint a person(s) to do this. Copies are to be sent to the VP National and the clinician. Failure to properly execute the duties and responsibilities of a clinician will result in a suspension of control and national clinic assignments for that individual the following year. Further complications will result in the loss of clinician status.

2.4.2 Clinic Format

No two clinics will ever be the same due to the ever-changing nature of the rules and variation in aspects of officiating that require attention. Instruction during the clinic is dependent on the level of the clinic, experience of participants, time of year, etc., but should focus on both theoretical and practical application of the rules. Clinics should vary throughout the year but the rule interpretations are standardised in the annually updated CAWA Rule Book. The following are some suggested methods of conducting an official's clinic. Each clinician should choose the most appropriate method or combination of methods depending on the level of experience of the clinic participants.

- Classroom lecture (use handouts, Rulebook, transparencies, blackboard).
- On mat clinic.
- Use the exam as a learning tool to discuss the rules.
- Use situation analysis
- Use videotape analysis
- Use simulated pairing

2.4.3 Evaluation of Officials

At all clinics the purpose in evaluation is to improve the quality of the officiating, and to provide the attending officials with constructive feedback on their performance, and provide the VP National with a recommended rating based on the individual's performance at that event. There is no formal method of conducting the evaluation/feedback process; it often includes a combination of

theory, discussion, and practical performance. This should always been done as a positive learning experience and not as a reprimand.

2.4.4 Evaluation of Mat Chairmen

A form for the evaluation of mat chairperson by the officials has been devised by the CAWOA and will be distributed at each tournament and will be forwarded to the VP National.

2.4.5 Evaluation of Clinicians

A form for the evaluation of the clinicians by the officials has been devised by the CAWOA and will be distributed annually by the VP National.

2.5 DUTIES AND RESPONSIBILITIES

2.5.1 On-mat Clinician

Give the On-mat officials in attendance at a National Grading Tournament, National Championship a clinic regarding the Rules of Wrestling. In conjunction with the Mat Chairmen, ensure verbal and written critique to all On-mat officials regardless of rating. Evaluate all On-mat officials, make appropriate recommendations for upgrade, downgrade, or remain at their current rating.

2.5.2 Head Official

The Head Official will record attendance of On-mat officials at clinic, oversee competition (including venue set-up), and weigh-ins (including assignments). The Head Official also serves on the Protest Committee at tournaments. See Appendix E for detailed responsibilities.

2.5.3 Pairing Master Clinician

Give the Pairing Master officials in attendance at a National Grading Tournament, National Championship a clinic regarding the pairing rules, theory and methodology. In conjunction with the Pairing Master, ensure verbal and written critique to all Pairing Masters and Assistants regardless of rating. Evaluate all Pairing Master officials, make appropriate recommendations for upgrade, downgrade, or remain at their current rating.

2.5.4 Pairing Master

The Paring Master is responsible for the accurate completion and overall coordination of the draw. By assigning tasks to the various assistants, they will ensure preparation and completion of the original pairing charts, wall charts, bout sheets, announcements and result package. They will also work with the Tournament Organizer and the Head Official to determine the format and the efficient operation of the event.

2.5.5 Assistant to the Pairing Master

In order to complete the draw, assistants will be assigned pairing tasks by the Pairing Master.

2.5.6 Clinician Apprenticeship Program

Tier II Clinicians have the opportunity to act as an apprentice at the Cadet/Juvenile and Junior National Championships as well as any carding tournament where the assigned clinician is a Tier I.

They are under the supervision of the assigned Tier I Clinicians and have an opportunity to learn and experience the roles but also allows for an opportunity to be evaluated at that level. Apprentices will apply to the VP National for assignment, who will try to ensure a fair rotation for all those interested in participating. The apprentice will self fund to the event and will not count in the provincial quotas. The tournament does however count towards any of the official's activity requirements.

Duties

- Will assist the Clinician and Head Official in any of their duties
- Will be responsible for making a presentation at the clinic – this must be done in consultation with the clinician who will suggest a topic for discussion or review the presentation prior to the event, or the other option is to have to have a standardized topic prepared by the VP National each year so that the apprentice evaluations are based on similar experiences
- Will assist in any evaluations and mat assignments
- Will be present in protocol room as a quiet observer only
- Will be evaluated by all clinic attendees, Clinician and Head Official

Chapter 4 – INTERNATIONAL OFFICIALS’ PROGRAM

ARTICLE 1

1.1 INTERNATIONAL GOALS

The goal of the International Program is to foster the development of Canadian On-mat Officials to all levels of the Fédération Internationale des Luttes Associées (FILA). CAWOA supports and encourages on mat Officials to obtain their international license, in order to meet our commitments to the CAWA to provide officials at international events and to support the international aspirations of CAWOA Members.

FILA does not require Pairing Masters to have an international license to work internationally. CAWOA supports Pairing Masters through an internal framework, with respect to international assignments within Canada without the requirements of an international license.

1.2 INTERNATIONAL REQUIREMENTS

Each year, FILA will publish the requirements for each international level. Notwithstanding some support from the CAWA/CAWOA, it remains the responsibility of each official to meet these requirements to retain their rating, and should they so desire, to seek promotion. Each official is responsible to make a personal commitment to the international program and to obtain entry into FILA. Officials are individually responsible to meet the annual minimum requirements to retain their ranking.

1.3 INTERNATIONAL ASSIGNMENTS AND SUPPORT

The CAWOA V.P. International is responsible to recommend to the CAWOA Executive Committee international assignments based on the procedures outlined below. The CAWOA Executive Committee shall review and approve all assignments.

All Officials, regardless of the source of funding, must have the sanction of the CAWOA before attending FILA sanctioned events. In order to receive sanction, the official will make an application to the V.P. International at least 30 days in advance of the event. The V.P. International may grant sanctioning within the 30-day window at his discretion. The official must also indicate in their request if they wish to seek a promotion (including initial application to FILA) at the event. The VP will review the request and ensure that the official complies with the prerequisites. The VP International will then provide the official with a letter of sanction as well as a letter supporting promotion, if applicable. If the VP International determines that the official is not in compliance, then the VP International will immediately notify the CAWOA Executive and the official, and provide the reasons for declining the request. The nature of International assignments varies, as does the level of financial support. In order to ensure the needs of the CAWOA and the individual members are met in a fair, open and

equitable balance, the CAWOA will determine assignments based on a Systematic Travel Assignment Process (STAP) as outlined below. On Mat and Pairing Master Officials' will each have their own separate process.

By virtue of their category, FILA World Selection List officials have numerous opportunities to attend international events. For this reason, FILA World Selection List officials will not be considered for other events where officials of a lower category may participate, except in a case where it is in the best interest of the CAWOA or the CAWA to do so, as determined by the CAWOA Executive. FILA I officials will receive most of the limited opportunities to travel as part of a Canadian Team. At the discretion of the Executive Committee, and upon the recommendation of the VP International, the CAWOA may identify travel opportunities for FILA II officials. All other FILA officials are expected to individually gain promotion and/or maintain their FILA status from other resources.

Pairing Masters will be assigned to International events in Canada, other than the Clansman Invitational and the Canada Cup, based on their STAP. For the Canada Cup and Clansmen a PM will be assigned based on negotiations with individual Organizing Committees.

1.4 Prerequisites for application for Sanction

All FILA Aspirants must attend at least one National Senior Championship and have obtained the endorsement of the majority of Tier I National Clinicians before applying for sanction to obtain their FILA license.

All FILA officials must have attended a National Championship or international tournament within Canada in the past 12 months in order to seek sanction to attend a FILA event outside of Canada. Any official that also wishes to apply for a promotion in their FILA rank, must have also attended the Senior Nationals in the past 24 months and obtained the endorsement of the majority of Tier I National Clinicians, at the Senior Nationals to apply for a promotion.

In order to apply for CAWOA sanctioning to attend an international event as a pairing master, the official must be a PM-A, and have attended one Senior National Championship within the past 24 months. In order to be assigned as the head Pairing Master at an International event, the PM must have also worked at least one other FILA event as an assistant within the past 36 months.

1.5 Systematic Travel Assignment Process ("STAP")

The STAP is a systematic method to identify those individuals that have demonstrated a personal commitment to both the National Program and the International Program. The goals of the STAP are to ensure assignment opportunities to those officials who continue to demonstrate a high level of dedication to CAWOA's goals and its mandate. The process is based on the various categories, which are deemed to be the most desirable and required

attributes for international officials within the CAWOA framework. The STAP converts these attributes to a numerical score that provides a transparent and quantitative ranking system. This ranking will be used in contacting officials and determining their willingness to attend a tournament. Unless the event has a minimum FILA ranking required, the STAP ranking will be used to determine a priority list. Where a minimum ranking is required, only those individuals eligible will be considered in that specific priority list.

1.5.1 Prerequisites

An official is required to work at least one of the National Championships and one FILA event within the previous year in order to be considered for the STAP. For the purpose of STAP, the year is a calendar year and is from January 1st to December 31st.

1.5.2 Pairing Master STAP

National Commitment	Support of the National Program and an individual's activity to gain experience within Canada is divided into two key aspects. Using a 3-year window, the individual shall receive 2 merit points per Senior Nationals and 1 point per each age group nationals (Cadets/Juveniles and Junior National Championships)	Seniors # x 2 Plus Others # x 1 Maximum of 10
Rotation	Acknowledges the need for individuals to continue to be seen internationally and gain experience in working within the National Team at international tournaments. Based on a two year period the following is used to defined rotation:	0 trips 10 1 trips 5 2 trips 0
Location	For many Organizing Committees, local involvement of the Pairing Masters is a desirable. Given the need to be fiscally responsible and to foster teamwork between the PM and the Organizing Committee.	Inside the Province 4
Note: Ties	In the event of a tie with two or more officials, tie-breaking criteria should be as follows: <ul style="list-style-type: none"> - Highest Rank - Fewest assigned trips in the past 2 years. - The longest period since the last assigned trip within previous assignment years. - The most Senior National Championships in the past 3 years. - The number of Junior National Championships within the past 3 years. - The number of Juvenile /Cadet National Championships within the past 3 years. 	Inside Province 4

1.5.3 On-Mat STAP

FILA Rating	A value is assigned based on the official's current FILA rating.	1WL 80 1 50 2 25 3 10 ASP 0
Promotion Potential	An annual evaluation will be undertaken, to identify those individuals that are deemed ready based on observable skill levels. The entire Tier 1 and Tier 2 on-mat clinicians shall submit an annual review based on work at National Championships and International Events when requested by the V. P. International. Points will be awarded based on the feedback by the majority of clinicians:	Ready: 5 Not Ready: 0
Current Tenure	While not necessary to obtain promotion, tenure in a position is a factor considered by FILA as part of their promotion factors. The value assigned is based on having tenure of a minimum of 1 year in the current or higher category.	1 year : 3 2 years or greater : 5
International Commitment	Initiative by International Officials is required for promotion within FILA as well as their personal development. The CAWOA expects their International Officials to take the initiative to find alternative funding sources and to attend International events. This will be measured through attendance at a minimum number of non-CAWOA funded events. The minimum is 2 for last year and 4 over the past 2 years.	Past Year (min 2): 7 plus Past 2 Years (min 4): 3
National Commitment	Support of the National Program and an individual's activity to gain experience within Canada. Using a 3-year window, the individual shall receive 2 merit points per Senior Nationals and 1 point per each age group nationals (Cadets/Juveniles and Junior National Championships).	Seniors # x 2 Plus Others # x 1 maximum of 10
Rotation	Acknowledges the need for individuals to continue to be seen internationally and gain experience in working within the National Team at international tournaments. Based on a two year period the following is used to defined rotation	0 trips 10 1 trips 5 2 trips 0
Note: Ties	In the event of a tie with two or more officials, tie-breaking criteria should be as follows: - Highest Rank	

- Fewest assigned trips in the past 2 years.
- The longest since the last assigned trip within previous assignment years.
- The most Senior National Championships in the past 3 years.
- The most Junior National Championships within the past 3 years.
- The most Juvenile /Cadet National Championships within the past 3 years.

1.5.4 Declining an Opportunity

An official may decline an opportunity in the first instance without affecting his or her merit ranking. However, in the case where the clinic level is a type 3, if all Fila 1 officials have declined, the event will be offered a second time starting with the Fila 1 official with highest STAP rank. Where any official accepts the assignment on the second offer, that official will not be charged as having been assigned a trip within the rotation component of the next STAP.

1.6 OFFICIALS SUPPORT TO NATIONAL TEAM EVENTS

The On-Mat officials assigned to a National Team event are an integral part of the Canadian team and are involved in all aspects of the Team Events. They may be asked to attend training sessions and daily staff meetings when available and shall make every effort to be available to the balance of the support staff. Officials will brief the coaching staff on the latest rule interpretations. In particular, this will be important as the competition progresses and rule interpretations become clearer or evolve. They shall make reasonable attempts to be available to advise the support team on technical questions during the event. When a Canadian athlete is competing, the official should attempt to observe the action and pay particular attention to the technical assignment of point. As part of the support team for the tournament, the official needs to be prepared to offer advice on aspects of a match that may be protested.

Appendix A - CAWOA Board of Directors 2007

Last Name	First Name	Address	City	Province	Postal	HOME	WORK	FAX	EMAIL
	NOT MBR			YK					
	NOT MBR			NWT					
	NOT MBR			NVT					
Mitchell	Jim	35825 Canterbury Avenue	Abbotsford	BC	V3G 1G2	604-854-3459	604-853-7191	604-850-7694	jim_mitchell@sd34.bc.ca
Drought	Mike	2908 - 25 Street	Edmonton	AB	T2T 2A3	780-465-9674	800-565-8831 ext.3139	888-829-1724	mikedrought@hotmail.com
Forsberg	Ryan	8 Cecil Crescent	Regina	SK	S4T 5Y4	306-545-1734	306-780-5334	306-780-7779	rforsberg@sasktel.net
	NOT MBR			MB					
Zinger	Ed	130 Ross Street	Caledonia	ON	N3W 1A9	905-765-5811	519-759-0730 ext. 311	905-759-4741	zingrz@yahoo.com
Betz	Wally	81 Rose Avenue	Pierrefonds, Montreal	QC	H8Y 2B8	514-684-1762		514-684-9670	walterbetz@gmail.com
Falconer	Chris	4 Thomson Drive	Allison	NB	E1G 4G9	506-854-4901		506-384-1007	ccfalconer@hotmail.com
Albright	Josh	9 Plateau Crescent Apt. #4	Halifax	NS	B3M 2V7	902-405-6211		902-463-0500	joshuraw@hotmail.com
Stevens	Ryan	P.O. Box 7	Georgetown	PEI	C0A 1L0	902-652-2812	902-838-1401	902-838-0825	wrs13@hotmail.com
Bennett	Gerard	8 Island Pond Drive	Kippens	NL	A2N 3W3	709-643-5330	709-643-5101	709-643-5103	gerardbennett@nfsympati.co.ca

Appendix B – Executive Committee 2007

Position	Name	Address	Home Phone	Work Phone	Fax	Email
President	John Cook	89 Hughes Street St. Thomas, ON N5P 2V7	(519) 631- 7365	(519) 842- 8949	(519) 842- 8949	grandmed@excuculink.com
VP Internat'l	Jose Alonso	150 Gloucester Grove Toronto, ON M6C 2B1	(416) 781- 8497	(905) 660- 2887		Jalonso@kikcorp.com
VP National	Jason Swetlikoff	#3, 11860 River Road Surrey, BC V3V 2V7	(604) 585- 0440	(604) 676- 4087		Jason_s@shaw.ca
Secretary-Treasurer	Kelly Delanoy	1476 Saxony Lane High River, AB T1V 1N6	(403) 938- 4630	(403) 652- 2955	(403) 652- 2521	Kelly.delanoy@community.royalroads.ca
Past President	John Dawson	782 Brescia Court Sarnia, ON N7S 6B7	(519) 344- 3428			Dawsonjo@sympatico.ca

Appendix C - CAWOA Clinicians

<u>Tier I Clinician</u>	<u>Tier II Clinician</u>	<u>Tier 1 PM Clinician</u>	<u>Tier 2 PM Clinician</u>
Jose Alonso	Jay Bradbury	Lesley Beauparlant	Jamie Booth
Gerry Badger	Kelly Delanoy	Diane DesChatelets	Sue Perkins
Dale Clancy	Dave French	Coralee Roy	
John Cook	Ryan Forsberg		
John Dawson	Derek McKenzie		
Lee MacKay	Ron Moncor		
Jim Mitchell	Ed Zinger		
Lenis Thokle			

Appendix D- Bursaries

Recipients of any bursary award are not again eligible to receive another bursary for the next two award cycles, i.e. only one award every three years is possible.

Program	Amount	Deadline for nomination	Goals	Criteria
Dave Rendall	\$500	March 1	Normally, CAWOA is unable to fund FILA III officials to accompany the national team on international trips. This award recognizes and help promote talented and dedicated officials with an opportunity to be upgraded. The recipient is given \$500.00 towards the cost of travel and accommodation to a FILA clinic-tournament and must be used within 18 months of receiving the award.	The Honour Award is meant as a development grant for FILA III & CAN A officials. Candidate will be assessed on: (i) dedication to officiating, (ii) activity of the official at the national level, and (iii) potential of the candidate to be upgraded
Mike Sharrett	\$500	March 1	To recognize and reward the achievements of and provide further training to individuals which best exemplify the aims and objectives of CAWOA. Bursary can be used to fund their costs to a national	Outstanding accomplishments in training and developing national officials, or the national officiating program Individuals which: (i) improve the skill and technical knowledge of national officials; (ii) stimulate the interest in people to become national officials; (iii) provide national or provincial officials clinics; (iv) prepare literature, videos or rules clarifications;

championship, an international tournament (not necessarily for upgrade), or to attend a course. The recipient is given \$500.00 towards the cost of travel and accommodation to a national or international event and must be used within 18 months of receiving the award.

(v) develop and coordinate projects which unify and coordinate the efforts of provinces or regions interested in promoting officiating; and (vi) contribute to the improvement of wrestling officiating in Canada.

Eligibility. CAWOA members. Past or present CAWOA Executive are not eligible, unless it is solely for an initiative undertaken outside the term of office ends. Provincial Clinicians that train provincial officials merit provincial recognition but do not qualify for this award.

Toni Stokes \$500 March 1

To recognize and reward the achievements of and provide further training to individuals which best exemplify the aims and objectives of CAWOA. Bursary can be used to fund their costs to a national championship, an international tournament (not necessarily for upgrade), or to attend a course. The recipient is given \$500.00 towards the cost of travel and accommodation to a national or international event and must be used

Outstanding accomplishments in training and developing national officials, or the national officiating program Individuals which: (i) improve the skill and technical knowledge of national officials; (ii) stimulate the interest in people to become national officials; (iii) provide national or provincial officials clinics; (iv) prepare literature, videos or rules clarifications; (v) develop and coordinate projects which unify and coordinate the efforts of provinces or regions interested in promoting officiating; and (vi) contribute to the improvement of wrestling officiating in Canada.

Eligibility. CAWOA members. Past or present CAWOA Executive are not eligible, unless it is solely for an initiative undertaken outside the term of office

within 18 months ends. Provincial Clinicians
of receiving the that train provincial officials
award. merit provincial recognition
but do not qualify for this
award.

Bursary Procedures

1. Nominations must be submitted to the Past-President by March 1.
2. Nominations must be accompanied by a rationale
3. The nominations will be voted upon at the Biennial Meeting and the CAWOA Executive Meeting. These awards will be given annually.

Past Recipients – Dave Rendall Award

- 1970 –
- 1971 –
- 1972 –
- 1973 –
- 1974 –
- 1975 –
- 1976 –
- 1977 –
- 1978 –
- 1979 –
- 1980 –
- 1981 –
- 1982 –
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- 1996 –
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- 1998 –
- 1999 –
- 2000 –
- 2001 –
- 2002 –
- 2003 –
- 2004 –
- 2005 –
- 2006 –
- 2007 – No recipient
- 2008 –
- 2009 –

Past Recipients – Mike Sharrett Award

- 1970 –
- 1971 –
- 1972 –
- 1973 –
- 1974 –
- 1975 –
- 1976 –
- 1977 –
- 1978 –
- 1979 –
- 1980 –
- 1981 –
- 1982 –
- 1983 –
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- 1996 –
- 1997 –
- 1998 –
- 1999 –
- 2000 –
- 2001 –
- 2002 –
- 2003 –
- 2004 –
- 2005 –
- 2006 –
- 2007 – No recipient
- 2008 –
- 2009 –

Past Recipients – Toni Stokes Award

- 1970 –
- 1971 –
- 1972 –
- 1973 –
- 1974 –
- 1975 –
- 1976 –
- 1977 –
- 1978 –
- 1979 –
- 1980 –
- 1981 –
- 1982 –
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- 1996 –
- 1997 –
- 1998 –
- 1999 –
- 2000 –
- 2001 –
- 2002 –
- 2003 –
- 2004 –
- 2005 –
- 2006 –
- 2007 – No recipient
- 2008 –
- 2009 –

Mike Eurchuk Bursary (FILA E (1970-1984) and Member of the CAWA Hall of Fame-Official)

The achievement of promotion to the FILA E (Exceptional) Rating or World Selection List is the culmination of many years of dedication to the sport. Few officials accomplish this lofty goal. Officials aspiring to this level must make a long-term personal and financial commitment towards achieving this goal. This bursary is dedicated to assisting qualified FILA I officials in meeting this commitment and aspiring to the FILA World Selection List rating.

Amount: \$750 towards the cost of attendance at a Type 3 clinic outside of the Americas.

Qualification: 1) Officials must have completed the following:

- Minimum of 6 of the following: World Championships, Continental or Commonwealth Championships or Games;
- Minimum of 3 Type 3 Clinics where an upgrade was applied;
- Minimum of 20 International Tournaments; and,
- Minimum of 5 Tournaments outside of North America.

2) Applicants must not have received this Bursary in the prior 2 years.

Application: Interested applicants must apply to the CAWOA (c/o the Past President) by March 1 each year. The applicant should identify the clinic they propose to attend, along with a projected budget.

Determination: The CAWOA Past-President, based on the following criteria, will determine the successful applicant.

Type 3 Clinics in past 3 years.	3 points per clinic
Number of events outside of the Americas in the past 3 years.	4 points per tournament
Number of FILA events in past 5 years	1 point per tournament
If there is a tie, use the following:	-Years as a FILA I official - Least years as a FILA Official.

Past Recipients – Mike Eurchuk Award

- 1996 –
- 1997 –
- 1998 –
- 1999 –
- 2000 –
- 2001 –
- 2002 –
- 2003 –
- 2004 – Jim Mitchell (BC)
- 2005 –

2006 –
2007 – No recipient
2008 –
2009 –

CAWOA Long Term Service Awards

The CAWOA will have three levels of Long term Service Award, being 20, 25 and 30 year levels. In recognition of some of our members' leadership and long term service, the awards will be named in recognition of these individuals. The awards will be developed through the membership records of the CAWOA on an annual basis. An annual list will developed by the Past President, in conjunction with the Secretary-Treasurer, and presented to the Board of Directors/Executive at the Annual meeting for their ratification prior to the Senior Nationals.

Don Marrin (FILA E (1988-1996) and Member of the CAWA Hall of Fame-Official)

This level of recognition will be 20 years of membership with the CAWOA. The CAWOA will acknowledge such individuals at the Senior Nationals Clinic annually. The CAWOA president will also send each recipient a letter of Acknowledgement, as well as present them with a small gift of appreciation.

Past Recipients – Don Marrin Award

1990 –
1991 –
1992 –
1993 –
1994 –
1995 –
1996 –
1997 –
1998 –
1999 –
2000 –
2001 –
2002 –
2003 –
2004 –
2005 –
2006 –
2007 – No recipient
2008 –
2009 –

Kjeld Brodsgaard (FILA E (1988-2000) and Member of the CAWA Hall of Fame)

This level of recognition will be 25 years of membership with the CAWOA. The CAWOA will acknowledge such individuals at the Senior Nationals Clinic annually. The CAWOA president will also send each recipient a letter of Acknowledgement, as well as present them with a small gift of appreciation.

Past Recipients – Kjeld Brodsgaard Award

- 1995 –
- 1996 –
- 1997 –
- 1998 –
- 1999 –
- 2000 –
- 2001 –
- 2002 –
- 2003 –
- 2004 –
- 2005 –
- 2006 –
- 2007 – No recipient
- 2008 –
- 2009 –

Jay Bradbury (FILA E (1976-1996) and Future Member of the CAWA Hall of Fame and Charter Member of the CAWOA)

This level of recognition will be 30 years of membership with the CAWOA. The CAWOA will acknowledge such individuals at the Senior Nationals Clinic annually. The CAWOA president will also send each recipient a letter of Acknowledgement, as well as present them with a small gift of appreciation.

Past Recipients – Jay Bradbury Award

- 1995 –
- 1996 –
- 1997 –
- 1998 –
- 1999 –
- 2000 –
- 2001 –
- 2002 –
- 2003 –
- 2004 –
- 2005 –
- 2006 –
- 2007 – No recipient
- 2008 –
- 2009 –

CAWOA Honorary Members

1970 –

1971 –

1972 –

1973 –

1974 –

1975 –

1976 –

1977 –

1978 –

1979 –

1980 –

1981 –

1982 –

1983 –

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1986 –

1987 –

1988 –

1989 –

1990 –

1991 –

1992 –

1993 –

1994 –

1995 –

1996 –

1997 –

1998 –

1999 –

2000 – No recipient

2001 – No recipient

2002 – No recipient

2003 – No recipient

2004 – No recipient

2005 – No recipient

2006 – No recipient

2007 – No recipient

2008 –

2009 –

Appendix E - Detailed Responsibilities

ARTICLE 1 - HEAD OFFICIAL

1.1 GENERAL

The goal of the head official is to communicate and work with the on mat clinician, mat chairs, pairing master, Tournament personnel, CAWA Representative and Protest Committee at the weigh-ins, meetings and the venue to ensure the safe, swift and efficient competition of the tournament. The following are the specific responsibilities of the Head Official.

1.2 WEIGH-IN

- Review the weigh-ins set up, ensure sufficient officials in uniform to properly complete the weigh-ins.
- Ensure that the process for performing medicals is in place and that medical staff is performing medicals prior to weigh-ins.
- Obtain and distribute the weigh-ins sheets, draw numbers and other materials to officials.
- Meet with the officials to ensure that the weigh-in procedure to be followed is clearly understood. For all National Championships there must be two officials who confirm the weight of the athlete who steps on the scale. The weight cannot be recorded on the sheet until both officials at the scale can provide the official at the table with the same weight for the athlete. This is aimed at preventing any conflicts or confusion, which may arise between officials.
- Obtain all documentation including the weigh-in sheets and registration forms and deliver the documentation to the CAWA Representative (to permit seeding).

1.3 AT THE CLINIC

- Identify from the sign-in sheet all officials by province and ensure that quotas for officials are being met as per policy. Note any exceptions and notify the CAWA Representative.
- Meet with the Pairing Master to discuss and resolve concerns surrounding the tournament including: the number of mats, direction for the draw and in the case of the Cadet Juveniles, determine which mats the aspirants can be assigned (Aspirant can not work Juvenile matches).
- At some point during the clinic, be available to meet with the coaches at the coaches meeting. Outline any concerns noted at the clinic and answer any questions the coaches may have regarding rules or requirements.
- Prior to the next morning develop mat assignments and review with the Clinician.

1.4 VENUE

- Review the site with the CAWA Representative and the Venue Committee member to discuss any safety concerns or other issues involving the officials.
- Meet with the officials to discuss assignments and ensure that officials are on their mat to start the tournament on time.

- Be available to discuss rules with coaches and officials as required.
- Ensure that the rules are being enforced.
- Evaluate and discuss with the clinicians and mat chairs any inconsistencies between mats, when they are identified.
- Co-operated and ensure the proper breaks, meals for the officials on site.
- Enforce disciplinary protocols including: expulsion of an athlete for the competition, expulsion (red carding) of a coach and other issues involving athletes, coaches, officials, spectators and tournament organizers.
- Provide input to officials on performance when time permits.
- Co-operate with the Clinician in providing input into the officials evaluation process when requested by the Clinician.

1.5 PROTESTS

- Receive the protest.
- Judge its validity (Sole responsibility of the Head official).
- Ensure that it is in writing on the CAWA Protest Form, accompanied by a Video of the entire match unless the protest is on clear technical grounds, accompanied by \$100.00 protest fee (held by the CAWA Representative) and delivered within 30 minutes of the conclusion of the match
- Notify the Pairing Master of the Protest.
- Notify the CAWA Representative who will intern assemble the Protest Committee.
- Notify the opposing wrestler's coach of the protest.
- Discuss the situation with the officiating team (In the protest room when possible).
- Chair the protest committee and the meeting to make the decision on the protest.
- Draft a written response to the protest.
- Notify the coaches of the decision of the protest committee.
- Provide all documentation of the outcome to the CAWA Representative.
- Notify the pairing master of the outcome.
- Discuss the outcome of the protest with the Clinician and officials in a positive manner to provide a learning environment

Appendix F – Clinician Apprenticeship Application

For further information regarding the Clinician Apprenticeship Program please contact the CAWOA VP National.

General Information

Last Name			First Name		Address		
Home Phone	Work Phone	Cell Phone	FAX	EMAIL # 1			

Rating (Enter Year Obtained)

CAWOA #	National C	National B	National A	National AE	FILA #	Fila III
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National Championships

	Cadet Juveniles	Juniors	Seniors	CIS	Canada Games

Fila Event (Most Recent)

Event	Year	Event

Regional Events attended in the past 5 years

Name	Size (Approx number of matches)	Attended (Mark with an X)	Gave Clinic	Head Official	Provincial Championships	Re
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Reason For applying

Goals in Applying

Work Plan

Applicant Signature

Mentor Signature

Provincial CH

CAWOA

Apprenticeship Log

Last Name	First Name	Address	
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Event	Date	Location	Age Senior <input type="checkbox"/> Junior <input type="checkbox"/> High school <input type="checkbox"/>
Participation Clinician: Lesson Plan <input type="checkbox"/> Clinic Partial <input type="checkbox"/> Clinic Full <input type="checkbox"/> Head Official: Mat Assign <input type="checkbox"/> Protests <input type="checkbox"/> Protocol <input type="checkbox"/> Match Chair <input type="checkbox"/> Official <input type="checkbox"/> Other (Specify) <input type="checkbox"/>	Mentors Comments		
			Signature

Event	Date	Location	Age Senior <input type="checkbox"/> Junior <input type="checkbox"/> High school <input type="checkbox"/>
Participation Clinician: Lesson Plan <input type="checkbox"/> Clinic Partial <input type="checkbox"/> Clinic Full <input type="checkbox"/> Head Official: Mat Assign <input type="checkbox"/> Protests <input type="checkbox"/> Protocol <input type="checkbox"/> Match Chair <input type="checkbox"/> Official <input type="checkbox"/> Other (Specify) <input type="checkbox"/>	Mentors Comments		
			Signature

Event	Date	Location	Age Senior <input type="checkbox"/> Junior <input type="checkbox"/> High school <input type="checkbox"/>
Participation Clinician: Lesson Plan <input type="checkbox"/> Clinic Partial <input type="checkbox"/> Clinic Full <input type="checkbox"/> Head Official: Mat Assign <input type="checkbox"/> Protests <input type="checkbox"/> Protocol <input type="checkbox"/> Match Chair <input type="checkbox"/> Official <input type="checkbox"/> Other (Specify) <input type="checkbox"/>	Mentors Comments		
			Signature