



2017 WVBR Umpire Guidelines



Babe Ruth League, Inc., Willamette Valley Babe Ruth, Inc., Youth Baseball Umpires of Oregon

Babe Ruth League, Inc. is the governing body of Babe Ruth baseball. Willamette Valley Babe Ruth, Inc. is a charter organization of Babe Ruth League, Inc. **Youth Baseball Umpires of Oregon is the sub-contractor of Willamette Valley Babe Ruth, Inc., contracted to umpire all WVBR games. Sub-contractors of YBUO are independent contractors.** WVBR and YBUO establish all umpire game fees.

Umpire Certification/National Umpire Association

Umpires who wish to work WVBR games on a regular basis must at minimum complete the NUA Certification Test with a minimum score of 80%.

Effective for the 2013 Post Season, any umpire that wishes to be considered for any type of post season work, the umpire must become a member of the National Umpire Association and complete all NUA certification standards. These standards consist of: Passing the NUA certification test with a minimum score of 80% and applying for NUA membership at a cost of \$45.00.

Note: Transfers from other nationally recognized local Babe Ruth organizations should request a letter of recommendation from their previous commissioner that states their level of qualifications.

Insurance/WVBR Umpire Information/Umpire Agreement

WVBR carries medical insurance on all umpires for injuries that occur during all WVBR related activities. Should an umpire become injured during a WVBR related activity, the umpire should contact the UIC immediately.

Umpires must fill out a WVBR Umpire Information form/Umpire Agreement prior to being added to the WVBR scheduling program (Arbiter)

Start of the season, Pay Periods

The season begins the week of April 3rd, 2017. Paychecks will be distributed by the UIC beginning April 24th, 2017. Net pay consists of: Game fees minus a \$1.00 assigning fee, plus a mileage fee of \$12.00 (this is for games played at Creswell, Cottage Grove, Elmira, Junction City and Pleasant Hill. The umpire who is assigned as designated driver for out of town assignments will receive this pay).

WVBR Uniform Requirements

Minimum Requirements

Uniform

Cap: WVBR fitted Black
Shirt: Black micro-mesh polo
Undershirt: Black
Pants: Gray slacks (Charcoal or Heather)
Belt: Black leather
Shoes: Solid black, cleaned

Equipment

Black facemask with extended frame
Chest protector (inside shirt)
Shin guards (inside pants)
Indicator
Plate brush
Pencil for lineup changes
Ball Bag (1)

Optional Items

Uniform

Shirt: Polo Blue, Navy Blue, Cream
Undershirt: Navy Blue, Red, White
Undershirt: Long sleeves
Jacket: Black plate coat (plate only)
Jacket: Black pullover (plate or base)
Pants: Charcoal gray (subject to commissioner approval)

Equipment

Ball Bags (2)
Plate/base shoes (black)

Note: If an umpire wishes to wear an optional color uniform item, at minimum, the alternate color must match his partner. For example: If the crew agrees to substitute shirt color, they may do so provided both umpires have the same color.

All umpires shall arrive at the game site with plate gear and be prepared to act in a solo capacity in the event of an injury or the absence of a partner.

Umpires are expected to show up looking professional for their games.

Meetings

Mechanics/rules training will be held as listed below at Thurston High School located at 333 58th St., Springfield, OR 97478, beginning January 22nd, 2017 and run thru March 5th, 2017. Beginning March 12th, 2017, meetings will be held at the Ted Norman Youth Baseball Complex. Located at 5700 Babe Ruth Drive, Eugene, OR 97402. **See the meeting schedule for dates and times.**

At minimum, **candidates must attend 75% of all preseason meetings** to be considered eligible to start the season. Consideration for missing a meeting will be handled on a case by case basis. In case of emergency, you must contact the UIC prior to the meeting.

2017 Meeting Schedule

Jan. 22 11:30 AM	Feb. 19 11:30 AM	Mar. 19 11:30 AM	May 22 7:00 PM
Jan. 29 11:30 AM	Feb. 26 11:30 AM	Apr. 10 7:00 PM	June 5 7:00 PM
Feb. 5 11:30 AM	Mar. 5 11:30 AM	Apr. 24 7:00 PM	June 19 7:00 PM
Feb. 12 7:00 PM	Mar. 12 11:30 AM	May 8 7:00 PM	

Note: This meeting (highlighted in blue) will be held in the Library at Thurston High School.

Note: This meeting (highlighted in green) will be held in the hitting cage behind the Varsity Field at Thurston High School.

Note: Meetings highlighted in black are scheduled to be held in the main gym at Thurston High School.

Note: Meetings highlighted in red will be held at the Norman Baseball Complex in the Conference Room.

2017 WVBR Game Fees

13 – 15 Prep National	\$35.00
13 – 15 Prep American	\$33.00
Majors	\$32.00
Major/Minor	\$29.00
AAA	\$29.00
AA	\$27.00
Rookie Major	\$26.00
Rookie Minor	\$25.00
Tee Ball	TBA

For Map Quest directions, click on “Site” in Arbiter.

Assignment Responsibility

It is the plate umpire’s responsibility to contact his partner at least 24 hours prior to game time and determine travel arrangements. If the base umpire has not been contacted by the evening prior to the assigned game, he should contact the plate umpire. In case of emergency, notify the UIC or Assistant UIC by telephone. The plate umpire receives travel pay for games outside of Eugene/Springfield. Note: If circumstances require that the base umpire drive instead of the plate umpire, the base umpire will then receive travel pay for that day’s game and not the plate umpire. The base umpire will then communicate this immediately with the commissioner so that the commissioner can adjust the travel pay accordingly.

If you receive a game by telephone from the commissioner, call your partner ASAP, regardless if you are the plate or base umpire.

Do not trade or give assignments to another umpire.

Umpires must specify on the availability form any areas they cannot service due to personal involvement such as a family member participating within an area. Use common sense and check with the commissioner if you are unsure of your situation.

For games played at outlying sites, it is recommended that umpires should arrive at least 30 minutes prior to game time for adequate pregame preparation. If an umpire cannot make it to a game site within the prescribed time frame due to extenuating circumstances, immediately contact the commissioner and your partner. For games being played at the Babe Ruth Complex, it is recommended that umpires arrive 30 minutes prior to game time. Note: These are recommended arrival times. In either case, it is the umpire’s responsibility to be on the field to conduct plate talk 5 minutes prior to the scheduled start of a scheduled game (note: game times may vary at the complex due to an earlier scheduled game running over).

It is highly recommended that umpires park next to each other and leave the game site together in civilian clothes. There are two reasons for this: First, if a situation arises with a player/spectator/coach in the parking lot after a game, a partner can help diffuse a situation/be a witness if something bad were to occur. Second, by changing in the parking lot, you deflect attention away from you and your partner. Plus, it is more professional.

Missed game assignments

Turn back of a regular game assignment: Upon entering your availability into Arbiter, all umpires are expected to accept all games assigned to them. However, if the need arises to turn back an assignment, it is the responsibility of the umpire to contact the commissioner by telephone at least 24 hours prior to the scheduled game so that the commissioner can make any necessary assignment changes. Note: It is never acceptable to turn back a game by email! The umpire must contact the commissioner by telephone.

Emergencies: If an emergency occurs the day of a game that precludes the umpire from making an assigned game, it is the responsibility of the umpire to immediately contact the commissioner and their partner and advise them of the situation immediately! The commissioner will make all final decisions regarding whether a situation is deemed an actual emergency.

Unexcused absence: Unexcused absences are never acceptable! If an umpire misses an assignment and the absence is deemed to be an unexcused absence by the commissioner, the following actions will occur.

1. **First missed assignment:** The umpire will be fined the equivalent of one game fee from their next regular paycheck and suspended from working games for a period of one week.
2. **Second missed assignment:** The umpire will be fined two game fees and suspended from working games for a period of two weeks.
3. **Third missed assignment:** The umpire will be released from their Independent Umpire Agreement and prohibited from working any future WVBR games.

Rainout and Postponement Policy

Babe Ruth Complex: All umpires during in climate weather will check for rain out information 1 ½ hours prior to their scheduled start times. Umpires must go to the league website at oregonbaberuth.com, view the Rain Out link. This site is updated daily 1 ½ hours prior to the start of all scheduled complex games. **It is strongly recommended that umpires sign up for the Rain Alert System. This system will send a text message directly to your telephone alerting you to game changes at the Complex.**

Outlying game sites: If a game is cancelled earlier in the day, the UIC (or Assistant UIC) will notify the plate umpire, and then the plate umpire will notify his partner immediately. During in climate weather, if you have not been notified by the commissioner and you have a question as to a game cancellation, the commissioner will post all full rain out information 2 hours prior to scheduled start times at the following telephone number: (541) 741-2417.

Partial Game Policy

If an umpire arrives at the game site and the game has been postponed or canceled, and site officials has failed in either notifying the commissioner (**outlying game sites**), or update cancellation information on the web site/Rain Out Hotline 2 hours prior to the scheduled start time (**Complex**), each umpire reporting for their assignment shall receive: ½ game fee plus travel pay (assigned driver) if applicable.

If an umpire arrives at the game site and the game is not completed due to causes which occur after verification of assignment, payment shall be: ½ game fee plus travel pay if applicable.

Depending on the game level, if a game is called because of rain after four innings (3 ½ innings if the home team is ahead) or after five innings (4 ½ innings if the home team is ahead), it shall be a regulation game and the full game fee will be received.

Important: In all the above situations, it is the plate umpire's responsibility to call and notify the commissioner of a rainout immediately following the cancellation.

Working Solo

A crew of two umpires will work all games except for 60' base games (AAA, AA, Rookie Major, Rookie Minor and Tee Ball) where only one umpire is assigned.

In the event of an emergency, if only one umpire works a 70' or 90' game, the single-man game fee is the standard game fee plus one-third (i.e. \$39.00 for a 90' game).

Ejections

Note the details of any ejection of a player or coach on the back of your lineup card and save it. Umpires shall notify the commissioner immediately following the game.

Umpire Assignment System (arbitersports.com)

New members will receive an e-mail invitation to arbitersports.com after completing a WVBR independent contractor agreement.

1. You are identified by your e-mail address. Your initial password is your last name. Follow the link in your e-mail welcome, sign in, and change your password. Passwords are case-sensitive.
2. Returning members: check your personal information and update any changes to your mailing address, phone numbers, etc. Toggle with the up/down arrows to place your primary phone number on top.
3. Fill out your availability. This is your most important responsibility—*keeps it up-to-date throughout the season*. Block entire days or partial days (i.e. 12 a.m. to 3:00 p.m.). You may also block specific days of the week. You have complete control over determining your availability, so keep it current. Contact the commissioner if you have any questions about using the Arbiter and availability.
4. Check the “ready” box at the bottom of the page. This will enable you to receive assignments.
5. It is essential that you check your e-mail or sign-in to Arbiter on a regular basis. When a new round of schedules has been assigned you will receive an e-mail notifying you of new games. You must then promptly accept or decline each game.

Be prepared to work if you have made yourself available. *Your last chance to refuse a game occurs when you accept or decline each game online*. It is expected that you will accept all your games. If you are having schedule conflicts, adjust your availability on Arbiter.

Rained-out games that are rescheduled in the near future will be assigned by telephone. All game day notification will be by telephone.