

Constitution of the Munster Hockey Umpires Association

(as amended on 17th September 2018)

1. Name

The name of the Association shall be the “Munster Hockey Umpires Association” (MHUA)

2. Aims & Objectives

- To help promote and develop umpiring throughout Munster;
- To promote the good name and values of the MHUA;
- To assist in establishing an active coaching and development programme for umpires, and umpire assessors / graders in line with the coaching and development programme as adopted by the Irish Hockey Umpires Association (IHUA);
- To appoint umpires in a timely manner and communicate those appointments to members of the MHUA and Munster affiliated club fixtures secretaries;
- To be proactive in communicating with MHUA members and Munster clubs, in all matters involving umpiring;
- To adhere to the Disciplinary and Appeals procedure of Munster Branch of the Irish Hockey Association (MBIHA).

3. Membership

Membership shall consist of all persons duly registered and fully paid up. Membership may also include all Honorary life members of the MHUA. Members are expected to have fully adhered to the provisions of the Garda Vetting requirements as laid down by the IHA.

4. Honorary Life Members of the Association

Any member of the MHUA. may submit in writing the name/s of person/s they wish the Executive Committee of the MHUA to consider, to be, included as an Honorary Life Member.

The Executive Committee shall advise the nominator in writing via email or post of its decision. The person/s to be added as Honorary Life Members shall be entered into the Honorary Life Member record. This record is to be kept and updated by the Honorary Secretary and the successful nominees will be announced at the following AGM.

The decision of the Executive Committee on whether to enter the nominee/s into the Honorary Life Member record shall be final.

5. Annual General Meeting

An Annual General Meeting of the MHUA shall be held not later than 31st May each year.

At an Annual General Meeting of the MHUA, the following shall be on the agenda:-

- a) Apologies
- b) Confirmation of the minutes of the last AGM or any EGM held in the intervening period.
- c) Correspondence
- d) Chairman's Report
- e) Honorary Secretary's Report
- f) Honorary Treasurer's Report
- g) Appointment Officer's Report
- h) Election of Officers
- i) Election of Appointment Officer
- j) Election of Ordinary members
- k) To fix and agree membership fees
- l) Alterations to the Rules
- m) General Business

At least fourteen days clear notice of any General Meeting shall be given, by the Honorary Secretary, to all paid up members and Honorary Life Members. This notice can be in writing or by electronic means.

Those entitled to vote at an Annual General Meeting and Extraordinary General Meeting shall be:-

- i) The Officers
- ii) Each paid up member of the Association
- iii) Honorary Life Members of the Association

The Chairperson of the Annual General Meeting shall have the casting vote, should it be required.

The quorum for any General Meeting shall be one third of fully paid up and registered members plus two officers of the MHUA, of those present entitled to vote.

Notice of any proposals or alterations or amendments to any of these Rules must be given in writing to the Honorary Secretary, one week before the annual general meeting.

No alteration to or amendment of these rules shall be made except with the consent of at least two-thirds of those present and entitled to vote and voting at a General meeting of the MHUA.

6. Other General Meetings

An extraordinary General Meeting may be convened at any time by the Executive Committee or by a request in writing to the Honorary Secretary signed by at least half of the registered members of the MHUA.

The request shall include full written details of all business to be transacted at the proposed meeting. Upon receipt of the request, the Honorary Secretary shall proceed to call an Extraordinary General Meeting within twenty-one (21) days of receiving the request giving at least fourteen (14) days notice of the meeting specifying the date, time and place.

No business shall be transacted at an Extraordinary General Meeting other than that which is specified in the notice calling for the meeting circulated beforehand.

7. Officers

The Officers of the Munster Hockey Umpires Association shall be:-

Chairperson
Honorary Secretary
Honorary Treasurer

The Officers of the MHUA shall be elected for a period of 1 year at the AGM and shall be eligible for re-election for further one year periods to a maximum of five years.

8. Executive Committee

Management of the MHUA shall be vested in an Executive Committee, which shall consist of:-

The Chairperson,
Honorary Secretary,
Honorary Treasurer,
Appointments Officer,
Ordinary Members (3)
President and Vice President of the Munster Branch of the Irish Hockey Association.

9. Honorary Secretary

The Secretary shall record minutes of all proceedings and resolutions of all Annual General Meetings, other general meetings and meetings of the Executive committee of the MHUA. The Chairperson shall sign such minutes, on approval of the meeting.

10. Honorary Treasurer

The Treasurer shall keep books of accounts and shall present to the AGM a detailed income and expenditure account and balance sheet, for the preceding financial year up to 28th February.

11. Appointments Officer

The Appointments Officer shall appoint to competitions in Munster as requested by the MBIHA. The MHUA Appointments Officer will work the IHUA Appointments Co-ordinator to provide details of members of the MHUA willing to umpire National Competition matches.

12. Powers of the Executive Committee

The Executive Committee shall be responsible for carrying out the business of the MHUA in accordance with the aims and objectives of the Association.

The Executive Committee may form such sub committees as it considers necessary and shall determine their membership and terms of reference. It shall have the power to co-opt individuals to the Executive Committee and Sub Committees or invite advisors.

The Executive Committee shall meet at least 8 times a year. The quorum shall be 50% of the executive committee, plus one (to include at least two officers).

The Executive Committee shall have the power to fill, by co-option, any vacancy that was not filled at the AGM and any vacancy that may occur during its term of office. It shall have the right to co-opt any person and is not restricted to members of the MHUA.

In the event of any dispute concerning a decision of the Executive Committee regarding the meaning of these rules or any matters, not provided for therein, the matter shall be referred to the MBIHA and their decision shall be final.

The power to terminate the membership of any member of the Association shall remain with the MHUA.

13. Appointments

Members of the MHUA, who have umpired in Munster during a previous season, will have their names forwarded to the IHUA, for consideration for National Competition appointments. Nomination to the IHUA shall be done upon the expression agreement of the individual.

14. Finance

Subscriptions shall be agreed at the Annual General Meeting each year for membership.

The financial year end shall be 28th February each year. The Honorary Treasurer shall manage the financial affairs of the MHUA. The Executive Committee shall have the authority to control and apply such finances of the MHUA for the benefit of umpiring.

15. Code of Conduct and Code of Ethics

Members of the MHUA are expected to adhere to the Code of Conduct and Code of Ethics as set out in the Constitution of the IHUA (reprinted at Appendix I to this Constitution). Matters arising relating to a Code of Conduct or Code of Ethics breach will be dealt with in accordance with the provisions of this Appendix.

16. Affiliation

The Munster Hockey Umpires Association is an affiliate member of the Munster Branch of the Irish Hockey Association

17. Dissolution

No resolution for the dissolution of the MHUA shall be passed except at an Annual or Extraordinary General Meeting and supported by not less than two-thirds of those present, entitled to vote and voting.

After dissolution, any remaining funds, after liabilities have been settled, are to be transferred to the Munster Branch of the Irish Hockey Association.

APPENDIX I

CODE OF CONDUCT AND CODE OF ETHICS

“Approved Code of Ethics and Conduct for IHUA Umpires 2011.

Introduction

The Irish Hockey Umpires Association (IHUA) has a duty to all its members to provide guidelines within which hockey umpires conduct themselves out on the pitch.

It is important that the expected standards of ethical behaviour in umpiring are widely publicised and maintained. It is essential that those hockey clubs and schools using the services of the IHUA be informed of this Code of Ethics and Conduct.

The role of the umpire within the sport is a very important one. The umpire is any person who controls and applies the Rules of the game of hockey; they are the sole judges of fair play. Umpires are people who are usually linked to a school or a club and have attained a recognised level of competence within their Provincial Association Structure. Schoolteachers, players, students and parents may also umpire.

Principles of the Code of Ethics and Conduct

The IHUA expects all umpires to conform to ethical standards in the areas listed below. As appointed umpires, they enjoy the full support, appreciation and back up of the IHUA.

These areas are clearly laid out in this document and it is imperative that all umpires take time to familiarise and understand this Code before starting to umpire and to regularly refresh themselves with its content.

Personal Standards

The base line on which all umpires should set their standards.

Personal appearance and presentation is of great importance when umpiring. Umpires should consistently project a favourable image of umpires and umpiring to colleagues, players, officials, parents, spectators and the general public.

In addition to this the umpire should:

- a) Be punctual
- b) Wear clothing appropriate to the match
- c) Never umpire under the influence of alcohol or drugs under any circumstances
- d) Avoid using profanities or any other verbal comments not conducive to the expected standards
- e) Umpires should have confidence in and maintain their integrity. They should umpire the game in an unbiased and honest manner regardless of the reactions of players, coaches, spectators; time remaining; score, previous decisions made, or any other potential source of influence
- f) Respect their colleague and other umpires and their decision-making
- g) Take responsibility for their own continuous development, making the most of opportunities offered to them through the IHUA.

An umpire **shall not**:

- a) Engage in any conduct that is prejudicial to the interest of the game of hockey;
- b) Make any public comment or media statement that is detrimental to the game of hockey in general.

Competency

Level of competency and umpires' ability to apply the Rules and deal with situations.

Umpires should demonstrate a thorough and complete understanding of the Rules and Regulations governing hockey and their application.

Recognise the importance of and seek to achieve consistency in all aspects of umpiring.

Endeavour to ensure that the spirit of the game is maintained.

Relationships:

How the umpire interacts with players, coaches and other umpires.

Umpires should:

- a) Set and maintain an atmosphere for the enjoyment of the game;
- b) Show respect to their colleagues, players and the game – whatever the level;
- c) Foster regular and effective communication with colleagues, coaches and players;
- d) Make decisions with quiet confidence, never with arrogance;
- e) Ensure that on or off the pitch their behaviour is consistent with the principles of good sportsmanship;
- f) Encourage and assist in the development of other umpires.

Safety

Umpires have a responsibility to make sure that they provide a safe environment in which players can properly display their hockey skills.

It is strongly recommended that umpires can arrange adequate insurance (civil liability and personal injury) to cover their person in case of accident on the hockey pitch.

It is recommended that umpires carry out their duties in keeping with the regular and approved practices adopted for umpiring.

Equity

Umpires shall respect the rights of every umpire, player, coach and spectators and treat all as equals. This must be regardless of age, ethnic origin, gender, religion, sexual orientation, cultural background or political affiliation.

Umpires should try to ensure that anyone umpiring under their supervision is equitable in their behaviour.

Complaints Procedure

Anyone wishing to make a complaint about any person acting in the capacity of hockey umpire, or Umpire's Manager under the IHUA within the context of this Code must follow the set procedure.

- a) Submit a report in writing to the Chairperson of the IHUA who may delegate responsibility for dealing with the complaint;

- b) If the complaint involves a minor (a person under the age of 16) the complainer must include the confirmed age of the person involved;
- c) On receipt of a complaint, the IHUA or the delegated authority will issue procedural guidelines to all parties.”