



**INTERNATIONAL
NETBALL
FEDERATION**

Officiating Advisory Group (OAG) – Terms of Reference

An Officiating Advisory Group (OAG) is authorised by the INF Board of Directors to conduct its business in accordance with the Terms of Reference as set out below. The Board of Directors may review these at any time and, when appropriate, revise in accord with the changing requirements of INF. An OAG is temporary, project specific and will work with the International Umpiring Manager (IUM) to assist INF achieve its vision, values and strategic goals as outlined in the Strategic Plan.

1. Composition and Membership:

- 1.1. An OAG shall consist of a maximum of eight (8) persons, comprising of Regional Officiating Coordinators (ROC) and suitable subject matter experts.
- 1.2. The IUM will be the Chair and the INF Chief Executive Officer (CEO) will approve the membership of each group.
- 1.3. The term of office for OAG Members will be as required for each defined project.
- 1.4. The composition of an OAG will focus on experience and expertise in relevant areas; however efforts will be made to ensure a wide Regional representation.
- 1.5. ROC and subject matter experts will be proposed for membership of an OAG by the IUM with final appointment being ratified by the CEO.
- 1.6. In appointing subject matter experts as OAG Members the following shall be considered:
 - a) skills relevant to the project
 - b) demonstrated experience in relation to the project scope
 - c) demonstrated capability relevant to the project
 - d) ability to work collaboratively with others
 - e) communication skills, both written and oral
 - f) willingness and ability to use current technology and work remotely
 - g) friendly and open disposition
 - h) ability to meet deadlines as and when stated by the Chair

2. Responsibilities

- 2.1. An OAG will be established to deliver a specific project in accordance with the INF Strategic Plan, particularly, in relation to supporting the development of World Class Officiating. The

scope and timetable of each project will be designed by the OAG Members during its initial meetings.

3. Operating & Reporting procedure

- 3.1. An OAG will be required to operate according to procedure determined by the IUM at the start of a specific project.
- 3.2. An OAG will report to the Board at the end of a specific project and as requested by the Board, with an OAG contributing written reports outlining project outcomes.
- 3.3. An OAG shall report the outcome of any responses to queries or make recommendations through the CEO to the Board.
- 3.4. Any decisions circulated by email require a 50% majority support from all OAG Members with the Chair, where necessary, having the casting vote.
- 3.5. Any decisions at OAG meetings will require a 50% majority from all those OAG Members present with the Chair, where necessary, having the casting vote.
- 3.6. Non response within the required timeframe to a request for a decision will be regarded as support for the decision.

4. Meetings

- 4.1. The OAG will meet by conference call or Skype. The OAG may hold as many meetings as it decides are necessary to fulfil its duties.
- 4.2. The CEO or a representative of the Secretariat may be present at any meetings.
- 4.3. Any minutes will be taken by a representative from the Secretariat or nominated person attending the Meeting, which may include a Member of the group.
- 4.4. A quorum of a minimum of 50% of the OAG shall be required for all meetings.
- 4.5. In the absence of the Chair, he/she will appoint a Deputy.

5. Budget and spending authority

- 5.1. Meeting expenses will be covered in accordance with INF's expenses policy.
- 5.2. Any other expenses must be approved through the CEO in accordance with INF's financial policy and budgets.