



SQUASH QUEBEC OFFICIALS DEVELOPMENT PLAN

INTRODUCTION

Squash Quebec considers it essential for the development of squash in Quebec to have sanctioned events and competitions overseen by certified officials. To this end, it hereby proposes an officials development plan that not only establishes guidelines for the use of officials at its sanctioned events, but also implements a structure that promotes the recruitment, training, and development of squash officials in Quebec.

OBJECTIVES

- Increase the number of active certified officials in Quebec
- Use certified officials for all tournaments sanctioned by Squash Quebec:
- For all matches in the Open category
- For the semi-final and final matches of Divisions A and B
- Simplify the recruitment of officials for tournament organizers
- Squash Quebec is committed to providing leadership in the officials management process (funding, marketing, recognition, etc.)
- Compensate officials for their work

IMPLEMENTATION TIMELINE

The Committee anticipates the official implementation of this policy starting in January 2026. Therefore, all organizers of tournaments sanctioned by Squash Quebec will be required to use certified officials for their events, according to the rules outlined below.

A document detailing Squash Québec's support and the tournament's obligations will be provided to organizers as soon as a tournament is sanctioned.

In addition, provincial officials will be required for the 2027 Canada Winter Games, which will take place in Quebec City from February 27 to March 14, 2027. The number of officials required and the level of certification needed for this event will be assessed by the end of 2026.

INITIAL AND ONGOING TRAINING TOOLS FOR OFFICIALS

The primary training tool will consist of webinars, i.e., interactive online presentations, at least for the initial stages of training. The rules will be reviewed, videos of decisions will be shown, and discussions will follow to refine interpretation and standardize decision-making as much as possible.

A few in-person workshops will also be planned throughout the year, particularly for more experienced officials.

During several sanctioned tournaments or leagues, each certified official must actively officiate at least once every three months (one match, one league, or one tournament at the corresponding or higher level) and be evaluated at least once a year by a peer of the same or higher level, or by the Quebec evaluator (Mr. Viano Oghenekevwe).

In addition, each sanctioned tournament will have a designated Chief Official. This person will be responsible for officiating key matches, assigning the various certified officials to other key matches, and introducing and supporting players unfamiliar with officiating during the match assigned to them following their victory, or assigning one of the certified officials to do this as needed.

The Club Locker online platform will be used for registration for webinars, in-person workshops, and other activities.

TECHNOLOGY

Squash Québec encourages officials to use technology (tablets) to keep score during sanctioned events. However, all officials must have received instructions from the Chief Official to ensure they can record scores on paper in case of technical difficulties (bandwidth/Wi-Fi issues, insufficient battery charge, etc.) during the competition. This measure aims to minimize disruption to the matches.

ADVERTISING MATERIALS

Squash Québec will produce posters and banners to promote the officials development program for joining the squash community and to encourage potential officials to express their interest in officiating.

The advertisements will reiterate the basic rules and clearly emphasize respect for officials and the code of conduct that players must follow to avoid penalties.

DETAILS OF COMPENSATION FOR CERTIFIED OFFICIALS AT SANCTIFIED EVENTS **(effective January 2026)**

1. Financial commitment approved by Squash Québec for sanctioned events:
 - \$100 per day/per official (maximum of 4 officials/day)
 - (Transportation and meal per diem, \$0.63/km + \$50 for meals), total cap of \$100 (80 km)
 - This amount covers transportation and/or fuel, parking, and meals.
 - It is conditional upon a minimum of 4 matches officiated per day.
 - Qualified officials will be paid directly by Squash Québec.

Note: An expense report must be submitted to Squash Québec by the tournament director for each tournament official.

REIMBURSEMENT REQUEST AND QUESTIONS

An expense report form will be provided to the tournament director. This must be sent by email to Mr. Patrick Hébert, Program Manager at Squash Québec, at the following address: patrick.hebert@squash.qc.ca, within the deadline specified above.

2. Referee and Training Fees for Sanctioned Tournaments – Committee Recommendations

- i. Compensation for Certified Officials for the following mandatory matches:
 - Divisions: Open, A and B (Men's and Women's, and Mixed).
 - Rounds: Semi-finals and finals only for A and B (Men's and Women's, and Mixed)
 - Draws: Main draws only for the above divisions (excluding consolation draws).
 - Compensation: \$20 per match. Tournament organizers must adhere to this range.

ii. Compensation for Training and Induction of Certified Officials at Sanctioned Tournaments:

- If the Chief Official is a certified assessor, they may conduct evaluations of trainee referees during the tournament.
- Any certified official participating in the sanctioned tournament may be eligible for compensation related to official training and induction if designated by the head official to support the referees, providing feedback during and after the match.
 - o Support must be provided for the entire match.

- o A minimum of 3 matches must have been supervised.
- o Compile a list of players to be supported.
- o Objective: Supervise 4 matches during the tournament.
- o Fixed compensation of \$20 per match.
- o The head official may provide codes to complete the online Squash Canada certification for interested/motivated players.

PROCEDURE FOR TOURNAMENT DIRECTORS

I. Directors/organizers must send an email to Squash Québec and the Squash Québec Officials Committee to request officials, specifying the number required per day and the schedules according to the categories to be officiated.

II. A tournament chief official must be appointed two weeks prior to the tournament to ensure proper tournament planning, particularly regarding officiating.

III. After the event, the officials or the tournament director must issue an invoice to Squash Québec, indicating the names, dates of service, and number of matches per day.

IV. Squash Québec will then reimburse the officials for their travel, meal, and daily allowance expenses (Squash Québec is responsible for collecting the exact contact information of the certified officials).

V. The sanctioned tournament organizer will pay each official directly (via electronic transfer, check, or cash) their daily fee based on the number of matches officiated. The tournament chief official must provide the tournament organizer with a summary table of all matches officiated by each certified official.

VI. The organizer of a sanctioned tournament may claim reimbursement from Squash Québec for fees paid directly to each official by submitting an invoice for the total amount paid and a detailed report of all matches officiated by certified officials during the tournament. Fees will be reimbursed at the following rates:

- 100% for sanctioned tournaments in 2026
- 50% for sanctioned tournaments in 2027
- 0% from 2028 onwards

The Officials Committee strongly encourages tournament organizers, the tournament director, and all certified officials officiating at an event to provide feedback on this policy.

The Officials Committee is also the primary point of contact for reporting incidents involving two players or a player and an official during an event. After review and depending on the severity of the incidents, Squash Québec has the authority to issue a warning or sanction the player.

