



NBL1 West Travel Procedure – Technical Officials

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Contents

1	Overview	3
2	Scope.....	3
3	Aim.....	3
4	Document Author and Approving Authority.....	3
5	Travel Arrangements	3
6	Accommodation	3
7	Transportation	4
8	Officials Safety & Event Cessation.....	4
9	NBL1 West Representative.....	4

1 Overview

Basketball WA sets out to ensure professional standards and expectations when NBL1 Technical Officials undertake travel as part of their duties to deliver NBL1 West. These standards and expectations ensure a safe environment for all the travelling party, with Technical Officials expected to conduct themselves in a manner representative of these standards, and also aligning with BWA's values.

2 Scope

This Procedure applies to all Technical Officials travelling for the purpose of NBL1 West or Open Championship Officiating.

3 Aim

The aim of these Procedure is to provide NBL1 West Technical Officials with clear and professional standards, expectation and requirements expected of them during all NBL1 West travel.

4 Document Author and Approving Authority

The BWA Chief Basketball Officer (CBO) is the approver of these Procedure. Suggestions for changes or improvements should be communicated to the General Manager of Competitions (GMC).

5 Travel Arrangements

It is expected all Technical Officials will travel together and stay at the official accommodation.

6 Accommodation

BWA will provide the travelling Technical Officials with suitable accommodation for the duration of the official trip. In the case of Goldfields and Geraldton, this will always be provided. In the case of the South-West, this is upon request as per the *NBL1 West Referee Manual*.

- Only approved people on the rostered Technical Official crew are permitted to be in accommodation/rooms at all times – no guests are permitted.
- Travelling Technical Officials of the opposite gender are not permitted to stay in rooms together, and will have their accommodation arranged in line with the *NBL1 Referee Manual*.
- The BWA GM of Competitions, may, at their sole discretion grant approval for married or other couples (who are travelling officials) to share a room.
- Travelling Technical Officials will be held responsible for any damage/loss caused to the accommodation/room or furnishings in their assigned room. Any damage/loss caused is to be immediately reported to the GM of Competitions using the contact information in the [NBL1 West Referee Manual](#).

- BWA will seek reimbursement or claims for any damage/loss caused, with the Technical Official unable to be rostered on to a future game without payment for damage/loss being made.
- It is BWA's expectation Technical Officials remain within the accommodation upon return post-game. Technical Officials who depart the accommodation, do so without the endorsement of BWA, and accept this will not be sanctioned as a 'BWA activity' associated with the trip.

7 Transportation

BWA will provide transportation as outlined within the *NBL1 West Referee Manual* to and from the appropriate regional location.

8 Officials Safety & Event Cessation

All Technical Officials are required to take all reasonable and necessary steps to ensure their own safety and the safety of others around for the duration of the trip, which includes (but is not limited to) measures listed below.

- Technical Officials are advised to not leave the accommodation or official BWA event by themselves.
- BWA does not support, condone, or encourage the consumption of drugs and alcohol, or inappropriate behaviour while on duty, travelling, or at any time.

BWA does not accept liability for Technical Officials safety (including any injury, incident or illness) outside of all scheduled events on each trip. A detailed itinerary highlighting all scheduled events will be provided prior to the trip. The scheduled event ceases once officials are returned to the accommodation post-game or at the discretion of the appointed BWA Representative.

In the event a Technical Official member opts not to return with the crew post-game then it is deemed their involvement in the official event ends when they depart the stadium. The scheduled event will recommence with the departure of the prescribed method of transport from the hotel as per the itinerary.

9 NBL1 West Representative

The NBL1 West will nominate at least one representative, or direct contact, on all NBL1 West trips.

The nominated representatives are responsible for:

- Monitoring behavior, safety, and wellbeing of the travelling party.
- Ceasing any events as required.
- Responding to incidents as required.
- Ensure the safe transportation, supervision or chaperoning of any officials in the event of an emergency.

Technical Officials are required to cooperate with all reasonable requests of the nominated representatives.

NBL1 West Travel Procedure - Officials



If at any point during the trip a Technical Official needs support, they are to contact the nominated representative.