



Technical Officials Education Pathway and Policy

Version 3 (March 2025)

Technical Officials Policy and Pathway

1. Overview

- 1.1. Ghana Badminton Association (Ghana Badminton) is committed to the development and growth of line judges, umpires and referees in Ghana. Technical officials are central to controlling the game of badminton on-court and ensuring fair match play which follows the *Laws of Badminton* and the various competition regulations. Ensuring a high standard of officiating in competitions is a key goal. Training and development of technical officials is an important part of maintaining consistently high standards of officiating.
- 1.2. The sport has a development pathway from national to continental and world level. The sport qualifies Technical Delegate, Match Control, Line judges, referees, and umpires at two levels – Accredited and Certificated.
- 1.3. Ghana Badminton (Ghana BA), Badminton Confederation of Ghana (BCA) and the Badminton World Federation (BWF) educate, appoint, assess, and reassess court officials at two levels. They are accredited and certified level.
- 1.4. Ghana Badminton, BCA and BWF work together to
 - 1.4.1. Support the training and development of technical officials.
 - 1.4.2. Regularly assess and review the performance of officials at competitions.
 - 1.4.3. Manage the qualification and certification system through the 'record of work' system to ensure technical officials meet the minimum number of hours of work annually to retain their credentials.

2. Purpose

- 2.1. The purpose of this Policy is to:
 - 2.1.1. Identify the pathway to progress as a Technical Official in Ghana, BCA and the BWF;
 - 2.1.2. Ensure transparency and consistency in dealing with line judges, umpires and referees in Ghana and overseas; and
 - 2.1.3. Detail the rights, responsibilities, progression and advancement, appeal and travel procedures available to line judges, umpires and referees in Ghana.

3. Definitions

- 3.1. The following terms have these meanings in this policy:

GHANA BADMINTON TOC	Badminton Ghana Technical Officials Committee. responsible for the development and management of technical officials in Ghana GHANA BADMINTON TOC ensures there are qualified umpires, referees and line judges to officiate at local, National and International tournaments in partnership with the Regional Court Officials' Committees.
GHANA BADMINTON	Badminton Ghana- the national governing body of Badminton in Ghana.
GHANA BADMINTON Member Association	Regions in Ghana that are members of Badminton in Ghana and oversee badminton in their respective regions.
BWF	Badminton World Federation, is the international governing body of Badminton across the world.
BCA	The international governing body of Badminton in the African region.
Laws of Badminton	Approved laws of badminton as published and amended by BWF from time to time
International Tournaments	Includes all refereeing and umpiring employment organized, managed and sanctioned by BWF.
Technical Officials	Paid or voluntary court officials holding the position of the line judge, umpire or referee.

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Line Judge	A line judge is responsible for indicating where a shuttle landed “in” or “out” if the shuttle land near the lines he/she is assigned to monitor.
Umpire	<p>The umpire has authority over a specific match and is in charge of the court and its immediate surrounds. The umpire ensures the match is conducted in accordance with the Laws of Badminton, the rules and regulations of the BWF and any other regulations pertaining to the specific competition.</p> <p>The umpire makes calls regarding service faults and other player faults or lets. The umpire keeps the match score which he or she announces after each point. The Umpire also keeps a record of any incidents of misconduct and reports them to the referee. The umpire’s jurisdiction shall exist from the time the players enter the court before the match until they leave the court after the match. The umpire reports to and acts under the authority of the referee.</p>
Referee	<p>The referee is overall in charge of the tournament competition ensuring that the tournament is conducted in accordance with the Laws of Badminton, the rules and regulations of the BWF and any other regulations pertaining to the specific competition.</p> <p>The referee ensures that the players are given facilities (including practice facilities) and playing conditions of an appropriate standard and safety, approval of the programme of play and practice schedule, ensuring the transport setup will meet the needs of the events and the overall monitoring of matters related to the fair and proper conduct the tournament for the players. The referee shall also ensure that there is an adequate panel of technical officials of requisite ability and appropriate international representation.</p>
Major Events	Ghana Badminton Tournaments are held annually. Locations can change annually per calendar

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4. Application

4.1. This policy applies to all technical officials, except where specifically stated or otherwise

5. Badminton Association Ghana Technical Officials Committee (GHANA BADMINTON TOC)

5.1. GHANA BADMINTON TOC is responsible for the development and management of technical officials nationally.

5.2. GHANA BADMINTON TOC ensures there are qualified umpires, referees and line judges to officiate at regional National and International tournaments in partnership with the regional court Officials' Committees (COC).

5.3. GHANA BADMINTON TOC objectives are to:

- achieve, improve and maintain uniformity and standards of umpiring and refereeing throughout Ghana and in all matches under Badminton Ghana's jurisdiction;
- assist in the provision of suitably qualified umpires, line judges and other court officials for international matches;
- liaise with other organizations on matters relevant to improving refereeing and umpiring standards and expertise in Ghana;
- give branch committees the right to organize courses and training of umpires and referees within their own Regional contexts;
- train and approve all Regional and National level technical court officials. All other technical court officials for BCA or BWF level must be recommended to GHANA BADMINTON for endorsement, who will nominate to Badminton BCA.

5.4. The GHANA BADMINTON TOC comprises up to seven (7) members, including the Chair. The GHANA BADMINTON appoints all

5.5. GHANA BADMINTON TOC must include among its number at least one practising umpire and one practising referee.

5.6. Applications to be a member of the GHANA BADMINTON TOC are made to GHANA BADMINTON Member Association on the appropriate nomination form by November 30 of each quadrennial year appraised by the President

5.7. Length of term for a GHANA BADMINTON TOC member is two renewable years.

5.8. GHANA BADMINTON TOC member vacancies are filled via from nominations submitted to GHANA BADMINTON.

5.9. The GHANA BADMINTON Board appoints all members of GHANA BADMINTON TOC including the Chair.

5.10. The quorum for GHANA BADMINTON TOC meetings is four members.

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5.11. GHANA BADMINTON TOC operations:

- Report directly to the GHANA BADMINTON
- The GHANA BADMINTON TOC Chair controls the internal business of the Committee, reports to the GHANA BADMINTON Board, and has a deliberative and casting vote at Committee meetings. The GHANA BADMINTON Board nominate the Chair annually.
- The business of GHANA BADMINTON TOC is ordinarily carried out by virtually or by correspondence, although efforts are made for meetings to be convened whenever possible.
- One meeting is held each year either virtually online or at a venue approved by GHANA BADMINTON TOC. This does not preclude further meetings at the discretion of GHANA BADMINTON TOC with travel costs being met at the discretion of its members. Shall submit a programme of works for each quarter in the year and all listed officials in good standing shall submit a report to referee at each match of a tournament.
- The GHANA BADMINTON COC will provide all technical members with uniforms, at the members' cost, of a style and colour approved by Badminton Ghana, wherein the member may affix his or her badges of status.

5.10 GHANA BADMINTON TOC supplies the following to GHANA BADMINTON

- Certificates for those who have achieved the GHANA BADMINTON Regional (accredited) and/or BA National (certified) Line Judge, Umpire and/or Referee status.
- Notes or instructional material for technical officials' courses.
- Examination procedures and typical technical officials' examination papers.
- Other technical officials' training materials as are available.
- Financial grants/assistance to support GHANA BADMINTON Member Association COC objectives, subject to the availability of funds.
- It is desirable that a qualified referee wear the appropriate uniform as described by the event organiser in each case.
- Status may be withdrawn from GHANA BADMINTON Regional (accredited) and/or BA National (certified) Line Judge, Umpire and/or Referee who does not provide and submit sufficient technical court official work throughout the year to the satisfaction of the GHANA BADMINTON as amended.
- GHANA BADMINTON TOC may, from time to time, develop guidelines for reinRegionalment of any technical officials under the appropriate procedure where necessary

6. Code of Conduct

- 6.1. A Technical Official shall follow GHANA BADMINTON 's Code of Conduct located at on Badminton Ghana's website at www.ghanabadminton.org effective January 2019

7. Line Judges

7.1. Overview

- 7.1.1. A line judge is responsible for indicating where a shuttle landed "in" or "out" if the shuttle land near the lines he/she is assigned to monitor.
- 7.1.2. A line judge can progress through the following pathway:

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TITLE	APPROVAL BODY	EVENT TYPE	MINIMUM NUMBER OF YEARS AT EACH LEVEL
Regional Line Judge (Accredited)	Badminton Ghana	Regional Championships, National Major Events, National Championships	1 year or 30 Matches whichever comes first
National Line Judge (Certified)	Badminton Ghana		1 year or 30 Matches whichever comes first
Accredited BCA Line Judge	BCA	BCA Major Events across Africa	2
Certified BCA Line Judge	BCA		3
Accredited BWF Line Judge	BCA	BWF major events such as BWF World Championships, Thomas & Uber Cups, Sudirman Cup and major multi-sports events such as the Olympic Games and Commonwealth Games	4
Certified BCA Line Judge	BCA		5

7.2. Regional Line Judge (accredited) qualification procedure

7.2.1. Nominations: To nominate, candidates should apply to the GHANA BADMINTON Member Association TOC directly who will assess their knowledge, experience and prerequisite qualifications.

7.2.2. Prerequisites: Candidates must have:

- A minimum of 12 months badminton playing and/or administration experience and a basic knowledge of the rules of badminton;
- An in-date working with people is important; and
- Passed the following two (2) online courses within 12 months of their nomination:
 - o Introductory Level Officiating General Principles
 - o Play by the Rules 'Introduction to the Integrity of Sport' course

7.2.3. Course and assessment: Candidates will sit the Regional Line Judge (accredited) course and must achieve an 80% pass rate of accredited national line judge written exam; and an 80% pass rate of Regional Line Judge (accredited) practical assessment. The practice must be taken over a minimum of 20 games at one tournament agreed in advance with the GHANA BADMINTON Regional Line Judge (accredited) appointed assessor.

7.2.4. Assessors: BA Regional Line Judge (accredited) assessor is appointed by GHANA BADMINTON Member Association TOC. Suitable tournaments for assessment include regional and Regional competitions (junior and adult) and will be agreed in advance by the appointed assessor(s)

7.2.5. Age requirements: Candidates must be over 18 years to be eligible for the GHANA BADMINTON Regional Line Judge (accredited) course and assessment.

7.2.6. Maintenance of status: A GHANA BADMINTON Regional Line Judge (accredited) can maintain their status by:

- Have a digital certificate for the two (2) prerequisite courses no older than 2 years.
- Undertake a minimum of 20 matches at 2 specified tournaments in each 2-year period.
- Maintain the technical official's work log (blue card) and submit it by 1 June every year to GHANA BADMINTON TOC and/or GHANA BADMINTON Regional Chapter

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7.3 GHANA BADMINTON National Line Judge (certified) qualification procedure

7.3.1 Nomination: To nominate, candidates should apply to the GHANA BADMINTON TOC via the BA Member Association TOC and online who will assess their knowledge, experience and prerequisite qualifications.

7.3.2 Prerequisites: Candidates must have:

- A minimum of 12 months' experience at BA Regional Line Judge (accredited);
- Passed the following three (3) online courses within 12 months of their nomination:
 - o Play by the Rules 'Complaint Handling' course
 - o Play by the Rules 'Walking the Talk - Personal, Practice and Organizational Integrity in Community Sport' course
 - o Play by the Rules 'Ethics and Ethical Decision Making in Sport' course.

7.3.3 Course and assessment: Candidates will sit the GHANA BADMINTON National Line Judge (certified) practical course and achieve a minimum 80% pass rate of BA National Line Judge (certified) practical assessment. The practical must be taken over a minimum of 30 Matches at one tournament agreed in advance with the GHANA BADMINTON National Line Judge (certified) appointed assessor.

7.3.4 Assessors: Assessor(s) must hold a qualification at least one level above GHANA BADMINTON National Line Judge (certified). That a current in-date BCA or BWF level line judge status. All assessors are appointed by GHANA BADMINTON TOC. Suitable tournaments for assessment include Regional and National competitions (junior and adult) and will be agreed in advance by the appointed assessor(s)

7.3.5 Age requirements: Candidates must be over 18 years to be eligible for the GHANA BADMINTON National Line Judge (certified) course and assessment.

7.3.6 Maintenance of status: A GHANA BADMINTON National Line Judge (certified) can maintain their status by:

- Have a digital certificate for the three (3) prerequisite courses no older than 2 years.
- Undertake a minimum of 30 matches at 2 specified tournaments in each 2-year period.
- Maintain the technical official's work log (blue card) and submit it by 1 January every year to GHANA BADMINTON TOC

7.4 Accredited BCA Line Judge qualification procedure

7.4.1 Nominations:

- Ghana nominations for an Accredited BCA Line Judge for BCA consideration must be received from each Regional Technical Official Committee must be received by September 15th of the year.
- GHANA BADMINTON will review and approve a list of candidates for Accredited BCA Line Judge status to Badminton BCA Confederation Technical Officials by 30th September of the year to be considered.
- Article 39 of GHANA BADMINTON constitution must always be adhered to

7.4.2 Prerequisites:

- GHANA BADMINTON TOC approved nomination;

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- GHANA BADMINTON approved nomination;
- A minimum of 1 year at GHANA BADMINTON National Line Judge (certified) level; and
- A current registration at GHANA BADMINTON National Line Judge (certified) level.
- Must be a member in good standing

7.4.3 Assessors: BATOOC appoints from a panel of qualified assessors, initially from Ghana. In Ghana, approved assessors are those that are BCA Certificated or BWF certified AND are approved by GHANA BADMINTON

7.4.4 Assessment: GHANA BADMINTON will select a badminton tournament (Refer to clause 5 – BCA Circuit Tournament regulations). The assessment must follow this order:
Practical Assessment

- Each candidate must present evidence of a pass rate of 80% from the written examination BEFORE the practical assessment can commence.
- The practical assessment will take place at a selected tournament (refer to clause 7.4.5). The whole practical process must take place at one single tournament.
- The BCA Assessment sheet must be used by assessors.
- A minimum of two (2) assessors should assess a maximum of six (6) candidates.
- If there are more than 6 (six) candidates to assess, at least one (1) additional assessor per two (2) candidates are required.
- Each candidate is assessed over a minimum of ten (10) matches. A minimum of eight (8) must be doubles or mixed doubles.
- The four (4) assessment categories are: match awareness; correctness of calls;
- the correctness of signals; interaction with the umpire.
- Candidates who fail the practical assessment may re-sit the practical assessment within one (1) year. There is no limit to how many times this can take place within that year.
- Candidates who fail to re-sit the practical assessment within the year will have to take the written and practical assessment.

7.4.5 Selected tournaments for practical assessment: BCA Circuit Tournament or above. The entire practical assessment process shall be completed in one selected tournament.

7.4.6 Accreditation: Upon satisfactorily completing the practical assessment, the candidate will receive a Certificate of Accreditation from Badminton BCA in recognition of their achievement and be awarded 'Accredited BCA Line Judge' status.

7.4.7 Age Limit: There is no age limit imposed on those eligible for assessment, though preference is given to those who meet BWF age criteria.

7.4.8 Maintenance of Status: An accredited BCA Line Judge must remain active, byline judging at a minimum of twenty (20) matches at a minimum of two (2) of the specified tournaments. Specified tournaments are BCA circuit tournaments (including the BCA Championships); ties (1 tie counts as one tournament); a tie with a visiting international team; and, an international tournament held within the BCA region.

7.4.9 Reassessment

- Accredited BCA Line Judge is re-assessed every two (2) years at a specified tournament (see clause 7.4.5).
- The practical assessment only is undertaken. See clause 7.4.4 for details.

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- If an Accredited BCA Line Judge fails, the re-assessment they will lose their accreditation status and must recommence the assessment process.

7.4.10 Record of technical court official work:

- An Accredited BCA Line Judge must maintain an annual record of line judge work to maintain their status.
- The record must be submitted to the GHANA BADMINTON who will submit a collation of the Association's officials' record of technical court official work to GHANA BADMINTON TOC on 1st January, using template/system
- Failure to maintain and submit an annual record of Accredited BCA Line Judge work to GHANA BADMINTON TOC by 30th, November will result in the suspension of the Accredited BCA Line Judge status. 12 months is given to submit the annual record of line judge work to GHANA BADMINTON TOC after which the accreditation status will be revoked. To re-accredit, the candidate will need to recommence the assessment process, as described in clause 7.4.4.

7.5 Certified BCA Line Judge qualification procedure

7.5.1 Nominations:

- GHANA BADMINTON will review and approve a list of candidates for Certified BCA Line Judge status to Badminton BCA Confederation Technical Officials Committee (BCATOC) by 1 March each year.
- GHANA BADMINTON TOC Chair will send the list of candidates for Certified BCA Line Judge nominations to GHANA BADMINTON by 30th September each year.

7.5.2 Prerequisites:

- Accredited BCA Line Judge status for a minimum of 2 years.

7.5.3 Assessors: BOTOC appoints from a panel of qualified assessors, initially from Mauritius HQ. In Ghana, approved assessors are those that are BCA Certificated or BWF certified AND are approved by GHANA BADMINTON

7.5.4 Assessment: GHANA BADMINTON will select a badminton tournament. The assessment must follow this order:

Practical Assessment:

- Each candidate will undergo a practical assessment at the selected tournament.
- The BCATOC Assessment sheet must be used by assessors.
- A minimum of two (2) assessors should assess a maximum of six (6) candidates.
- If there are more than 6 (six) candidates to assess, at least one (1) additional assessor per two (2) candidates are required.
- Each candidate is assessed over a minimum of ten (10) matches. A minimum of eight (8) must be doubles or mixed doubles.
- The four (4) assessment categories are: match awareness; correctness of calls;
the correctness of signals; interaction with the umpire.
- Candidates who fail the practical assessment may re-sit the practical assessment within one (1) year. There is no limit to how many times this can take place within that year.

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- Candidates who fail to re-sit the practical assessment within the year must take the written and practical assessment.

7.5.5 Selected tournaments for practical assessment:

- The entire practical assessment process must be completed at one selected tournament.
- A Major BWF Event held outside of the candidate's country of residence as approved by BCA. Examples include World Championships, Junior World Championships, Sudirman Cup, Thomas and Uber Cup Finals, Olympic Games and Commonwealth Games or other major events approved by BCATOC.

7.5.6 Certification:

- Upon satisfactorily completing the assessment procedures outlined above, candidates will be given 'Certificated BCA Line Judge' status.
- Badminton BCA will award the certificate in recognition of the achievement.

7.5.7 Age Limit: There will be no age limit imposed on those eligible for assessment, but preference will be given to those who meet BWF age criteria.

7.5.8 Maintenance of Status:

- Each 'Certificated BCA Line Judge' must line judge a minimum of thirty (30) matches at a minimum of three (3) specified tournaments in a two (2) year period.
- Specified tournaments are BCA circuit tournaments (including the BCA Championships), ties (1 tie counts as one tournament), and a tie with a visiting international team, any additional international tournament held within BCA or other major BWF Events.

7.5.9 Reassessment:

- Certificated BCA Line Judge should be reassessed every 2 years as a minimum.
- Certificated BCA Line Judges are required to maintain the standard of line judging which he or she has attained.
- The BWF have a policy of ongoing assessment. Each Certificated BCA Line Judge may, therefore, expect to be assessed at every selected tournament (see clause 7.5.5).
- The reassessment will take place at tournaments listed in clause 7.5.5 or above or at BCA Circuit Tournaments.
- Where there are qualified assessors from Ghana in attendance at a tournament, the re-assessment panel should include representatives from both countries. However, if this is not possible Ghanaian assessors can assess Ghanaian candidates.

7.5.10 Records of work

- All Certificated BCA Line Judges are must provide GHANA BADMINTON with a record of work annually.
- Failure to provide enough detail or the record of work on time will result in a suspension of Certificated BCA Line Judge status immediately by GHANA BADMINTON
- The record must be submitted to GHANA BADMINTON TOC on 1st January, using template/system

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- Failure to maintain and submit an annual record of Certificated BCA Line Judge work to GHANA BADMINTON TOC by 31st January will result in the suspension of the Certificated BCA Line Judge status. 12 months is given to submit the annual record of line judge work to GHANA BADMINTON TOC after which the Certificated BCA Line Judge status will be revoked, and the individual will be downgraded to Accredited BCA Line Judge status. To re-accredit, the candidate will need to recommence the assessment process.

7.6 BWF Line Judge (accredited)

7.6.1 Nominations:

- GHANA BADMINTON will call for nominations from candidates from the BCA region every two (2) years. To fill a specified number of BWF vacancies.
- GHANA BADMINTON will review and approve a list of candidates received from the BCA Member Associations for BWF Line Judge (accredited) status to GHANA BADMINTON by 1 March each year.
- A GHANA BADMINTON will send the BA list of candidates for BWF Line Judge (accredited) nominations to BCA by 31st March of each year.
- BWF review and give feedback to the candidates to confirm if the appointment has been successful.

7.6.2 Prerequisites:

- An in-date working with children check and/or police clearance;
- Certified BCA Line Judge status for a minimum of 2 years; and
- BA Regional Umpire (accredited) status.
- Commitment to travel internationally to officiate at least 3x a year.

7.6.3 Assessment, assignment to tournaments and maintenance of the status

- BWF manage the whole process and assign line judges for its major events, based on the nominations from the BCA to ensure appropriate regional representation at all events.
- BWF line judges serve four-year terms with an opportunity to renew for a second term.

7.7 BWF Line Judge (certified)

7.7.1 Nominations:

- GHANA BADMINTON will call for nominations from candidates from the BCA region every two (2) years. To fill a specified number of BWF vacancies.
- GHANA BADMINTON will review and approve a list of candidates received from the for BWF Line Judge (accredited) status to BOTOC by 1 March each year.
- GHANA BADMINTON Chair will send the BA list of candidates for BWF Line Judge (certified) nominations to BOTOC by 31st March of each year.
- BWF review and give feedback to GHANA BADMINTON to confirm if an appointment has been successful.

7.7.2 Prerequisites:

- An in-date working with children check and/or police clearance;
- BA Regional Umpire (accredited) status; and

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- BWF Line Judge (accredited) experience officiating international competitions for a minimum of 5 years.
- Commitment to travel internationally to officiate at least once a year.

7.7.3 Assessment, assignment to tournaments and maintenance of the status

- GHANA BADMINTON and BCA train, develop and assess referees to the highest national level for their top national tournaments. Referees who are at enough level and experience may then be assessed to become BWF Accredited or Certificated.
- BWF manage the whole process and assign line judges for its major events, based on the nominations from the BOTOC to ensure appropriate regional representation at all events.
- BWF line judges serve four-year terms with an opportunity to renew for a second term.

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8 Umpires

8.3 Overview

8.3.1 The umpire has authority over a match and is in charge of the court and its immediate surrounds. The umpire ensures the match is conducted under the Laws of Badminton, the rules and regulations of the BWF and any other regulations pertaining to the specific competition.

8.3.2 The umpire makes calls regarding service faults and other player faults or lets. The umpire keeps the match score, which he or she announces after each point. The Umpire also keeps a record of any incidents of misconduct and reports them to the referee. The umpire's jurisdiction shall exist from the time the players enter the court before the match until they leave the court after the match. The umpire reports to and acts under the authority of the referee.

8.3.3 An umpire can progress through the following pathway:

TITLE	APPROVAL BODY	EVENT TYPE	MINIMUM NUMBER OF YEARS AT EACH LEVEL
Regional Umpire (Accredited)	Badminton Ghana	Regional Championships, National Major Events, National Championships	4 years or 100 Hours whichever comes first
			2 year or 200 Hours whichever comes first
National Umpire (Certified)	Badminton Ghana		
Accredited BCA Umpire	BCA	BCA Major Events across Africa	2
Certified BCA Umpire	BCA		3
Accredited BWF Umpire	BWF	BWF major events such as BWF World Championships, Thomas & Uber Cups, Sudirman Cup and major multi-sports events such as the Olympic Games and Commonwealth Games	4
Certified BWF Umpire	BWF		4

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8.4 GHANA BADMINTON Regional Umpire (accredited) qualification procedure

- 8.4.1 Nominations: To nominate candidates should apply to the GHANA BADMINTON Member Associations directly who will assess their knowledge, experience and prerequisite qualifications.
- 8.4.2 Prerequisites: Candidates must have:
- A minimum of 12 months' badminton playing or administration experience and a basic knowledge of the rules of badminton;
 - Passed the following four (4) online courses within 12 months of their nomination:
 - Introductory Level Officiating General Principles
 - Play by the Rules 'Introduction to the Integrity of Sport' course
- 8.4.3 Course and assessment: Candidates will sit the GHANA BADMINTON Regional Umpire (accredited) course and must achieve an 80% pass rate of accredited Regional umpire written exam; and an 80% pass rate of BA Regional Umpire (accredited) practical assessment. The practical must be taken over a minimum of 20 matches at one tournament agreed in advance with the BA Regional Umpire (accredited) appointed assessor. Of these 20 matches, a minimum must be 6 matches must be as an umpire, 5 as a service judge and 2 as a line judge.
- 8.4.4 Assessors: GHANA BADMINTON Regional Umpire (accredited) assessor is appointed by GHANA BADMINTON TOC. Suitable tournaments for assessment include regional and Regional competitions (junior and adult) and will be agreed in advance by the appointed assessor(s)
- 8.4.5 Age requirements: Candidates must be over 18 years to be eligible for the BA Regional Umpire (accredited) course and assessment.
- 8.4.6 Maintenance of status: A GHANA BADMINTON Regional Umpire (accredited) can maintain their status by:
- Have a digital certificate for the two (2) prerequisite courses no older than 2 years.
 - Umpire a minimum of 36 matches a year at 2 specified tournaments each year.
 - Maintain the technical official's work log (blue card) and submit it by 1st January to GHANA BADMINTON who will supply a collated report of all its technical officials work logs every year to GHANA BADMINTON TOC

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8.5 BA National Umpire (certified) qualification procedure

- 8.5.1 Nomination: To nominate, candidates should apply via GHANA BADMINTON directly who will assess their knowledge, experience and prerequisite qualifications.
- 8.5.2 Prerequisites: Candidates must have:
- A minimum of 2 years' experience at BA Regional Umpire (accredited);
 - An in-date working with children check and/or police clearance'; and
 - Passed the following three (3) online courses within 12 months of their nomination:
 - o Play by the Rules 'Complaint Handling' course
 - o Play by the Rules 'Walking the Talk - Personal, Practice and Organizational Integrity in Community Sport' course
 - o Play by the Rules 'Ethics and Ethical Decision Making in Sport' course.
- 8.5.3 Course and assessment: Candidates must achieve an 80% pass rate of BA National Umpire (certified) written exam; and an 80% pass rate of BA National Umpire (certified) practical assessment. The practical must be taken over a minimum of 7 matches as an umpire, 6 matches as a service judge, and 2 matches as a line judge at the National Championships and Team events.
- 8.5.4 Assessors: GHANA BADMINTON National Umpire (certified) assessor(s) is appointed by GHANA BADMINTON .
- 8.5.5 Age requirements: Candidates must be over 18 years to be eligible for the BA National Umpire (certified) course and assessment.
- 8.5.6 Maintenance of status: A GHANA BADMINTON National Umpire (certified) can maintain their status by:
- Having a digital certificate for the three (3) prerequisite courses no older than 2 years.
 - Undertake a minimum of 60 matches over at least six (6) tournaments in each 2- year period.
 - Maintain the technical official's work log (blue card) and submit it to the BA Member Association COC, who will collate all their officials' details and work logs, in time to meet the 31st January deadline to GHANA BADMINTON TOC

8.6 Accredited and Certified BCA Umpire qualification procedure

- 8.6.1 Nominations:
- A call for nominations for assessment as a BCA Umpire (Accredited or Certificated) will be sent from the Badminton BCA Office to BCA countries on 01 September each year. Nominations for assessment must be forwarded by the A GHANA BADMINTON TOC Committee to GHANA BADMINTON by 30 September.
 - Where an Umpire has been part of a mentor program, a recommendation from their mentor should be included in the nomination process.
 - Umpires will not be considered for assessment if the BOTOC consider that the candidate does not have enough experience or ability to go to the following level.
- 8.6.2 Prerequisites:
- GHANA BADMINTON TOC nomination;
 - GHANA BADMINTON approval;
 - Understand and speak English fluently and a second language is a plus;
 - A minimum of 2 years at GHANA BADMINTON National Umpire (certified) level; and
 - A current registration at GHANA BADMINTON National Umpire (certified) level.

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- For a Certified BCA Umpire qualification - a minimum of 2 years at BCA Accredited Umpire Status AND current registration at GHANA BADMINTON National Umpire (certified) level.
- 8.6.3 Assessors: BCA appoints from a panel of qualified assessors, initially from Africa. In Ghana, approved assessors are those that are GHANA BADMINTON Certificated or BWF certified
- 8.6.4 Assessment: GHANA BADMINTON will select a badminton tournament. Where possible and practicable, this assessment should be held outside of the home country of the assessed, though the level of the available tournament will be a determining factor. The assessment must follow this order: Written Examination: (In English)
- Each candidate must achieve a pass mark on the Laws of Badminton. The exam will be in English. This must be achieved BEFORE the practical assessment can commence.
 - A re-sit after one failure is available only available after a period of one year from BCA. If it is failed again, a waiting period of two years must be observed.

Practical Assessment

- The whole practical process must take place at one single tournament.
 - The BCA Assessment sheet must be used by assessors.
 - A minimum of two (2) assessors should be assessed a maximum of six (6) candidates.
 - If there are more than 6 (six) candidates to assess, at least one (1) additional assessor per two (2) candidates are required.
 - Each candidate is assessed over a minimum of nine (9) matches of which five (5) must be as an umpire and four (4) as a Service Judge. 50% of the assessed matches must be doubles or mixed doubles.
 - Assessment categories are: Match preparation; Calling of Scores; Court Management; Conclusion of Match and Service Judging.
 - Candidates who fail the practical assessment may re-sit the practical assessment within one (1) year. There is no limit to how many times this can take place within that year.
 - Candidates who fail to re-sit the practical assessment within the year must retake the full written and practical assessment.
 - Assessors will forward the results to BCA with a recommendation as to whether the candidate(s) have passed the assessment or otherwise. BWF will ratify these results and subsequently notify GHANA BADMINTON of the assessment outcome.
- 8.6.5 Selected tournaments for practical assessment:
- Ghana: Ghana International and any International event providing enough practical matches for assessment.
- 8.6.6 Accreditation: Upon satisfactorily completing the written and practical assessment, the candidate will receive a Certificate of Accreditation from BCA in recognition of their achievement and be awarded 'Accredited BCA Umpire' status.
- 8.6.7 Age Limit: There is no age limit imposed on those eligible for assessment, though preference is given to those who meet BWF age criteria.
- 8.6.8 Maintenance of Status:
An Accredited BCA Umpire must remain active and meet the following criteria:
- Maintain current registration at GHANA BADMINTON National Umpire (certified) level; and
 - Umpire a minimum of one International event and officiate a minimum of 15 matches at that event within BCA per year.

A Certified BCA Umpire must remain active and meet the following criteria:

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- Maintain current registration at GHANA BADMINTON National Umpire (certified) level; and
- Umpire a minimum of three International events and officiate a minimum of 10 matches at each event within BCA per year.

8.6.9 Record of technical court official work:

- An Accredited and Certified BCA Umpire must maintain an annual record of umpire work to maintain their status.
- The record must be submitted to GHANA BADMINTON TOC on 1st June using template/system
- Failure to maintain and submit an annual record of Accredited and/or Certified BCA Umpire work to GHANA BADMINTON TOC by 1st June will result in the suspension of the Accredited BCA Umpire status. 1 month is given to submit the annual record of umpire work to GHANA BADMINTON TOC after which the accreditation status will be revoked. To re-accredit, the candidate will need to recommence the BCA assessment process.

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8.7 BWF Umpire qualification procedure (accredited and certified)

8.7.1 Nominations:

- BWF appoints BWF Certificated Umpires for the Olympic Games, Thomas and Uber Cup Finals, Sudirman Cup and Super Series Finals. For other events, the BWF may appoint BWF Accredited Umpires and BCA Umpires or BA Certificated Umpires normally from the Continent or Member Association where the BWF event is being held.
- GHANA BADMINTON will review and approve a list of candidates for BWF Umpire's status to BCA by 1 March each year.
- GHANA BADMINTON will send the BA list of candidates for BWF umpires' nominations teams by 31st March of each year.
- BWF review and give feedback to GHANA BADMINTON , who give feedback through to the candidates to confirm if an appointment has been successful.

8.7.2 Prerequisites:

- Maintenance of GHANA BADMINTON Regional Umpire (certified) status; and
- Maintenance of BCA Umpire (certified) status for a minimum of 2 years.
- To be nominated for BWF Certificated Umpires, candidates must have maintained their BWF Accredited Umpire status for a minimum of 2 years.

8.7.3 Assessment, assignment to tournaments and maintenance of the status

- BA and BCA train, develop and assess referees to the highest national level for their top national tournaments. Referees who are at a sufficient level and experience may then be assessed to become BWF Accredited or Certificated.
- BWF manage the whole process and assign umpires for its major events, based on the nominations from the GHANA BADMINTON to ensure appropriate regional representation at all events.
- BWF umpires serve four-year terms with an opportunity to renew for a second term.

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9 Referees

9.3 Overview:

- 9.3.1 The referee is overall in charge of the tournament competition ensuring that the tournament is conducted in accordance with the Laws of Badminton, the rules and regulations of the BWF and any other regulations pertaining to the specific competition.
- 9.3.2 The referee ensures that the players are given facilities (including practice facilities) and playing conditions of an appropriate standard and safety, approval of the programme of play and practice schedule, ensuring the transport setup will meet the needs of the events and the overall monitoring of matters related to the fair and proper conduct the tournament for the players.
- 9.3.3 The referee shall also ensure that there is an adequate panel of technical officials of requisite ability and appropriate international representation.

9.3.4 A referee can progress through the following pathway:

TITLE	APPROVAL BODY	EVENT TYPE	MINIMUM NUMBER OF YEARS AT EACH LEVEL
Regional Referee (Accredited)	Badminton Ghana	Assisting a certified Referee	<i>1 year or 250 Hours whichever comes first</i>
National Referee (Certified)	Badminton Ghana	Regional Championships, National Major Events, National Championships	<i>4 year or over 250 Hours whichever comes first</i>
Accredited BCA Referee	BCA	BCA Major Events across Africa	2
Certified BCA Referee	BCA		3
Accredited BWF Referee	BWF	BWF major events such as BWF World Championships, Thomas & Uber Cups, Sudirman Cup and major multi-sports events such as the Olympic Games and Commonwealth Games	4
Certified BCA Referee	BWF	BWF major events such as BWF World Championships, Thomas & Uber Cups, Sudirman Cup and major multi-sports events such as the Olympic Games and Commonwealth Games	4

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9.4 GHANA BADMINTON Regional Referee (accredited) qualification procedure

9.4.1 Nominations: To nominate, candidates should apply to GHANA BADMINTON who will assess their knowledge, experience and prerequisite qualifications.

9.4.2 Prerequisites: Candidates must have:

- A minimum of 12 months' badminton playing or administration experience and a basic knowledge of the rules of badminton;
- An in-date working with children check and/or police clearance': and

9.4.3 Course and assessment: Candidates will sit the GHANA BADMINTON Regional Referee (accredited) course and must achieve an 80% pass rate of accredited Regional Referee wrote exam; and an 80% pass rate of BA Regional Referee (accredited) practical assessment. The practical must be taken over a minimum of two tournaments agreed in advance with the GHANA BADMINTON Regional Referee (accredited) appointed assessor.

9.4.4 Assessors: BA Regional Referee (accredited) assessor is appointed by GHANA BADMINTON . Suitable tournaments for assessment include regional and Regional competitions (junior and adult) and will be agreed in advance by the appointed assessor(s)

9.4.5 Age requirements: Candidates must be over 18 years and under 55 years to be eligible for the BA Regional Referee (accredited) course and assessment.

9.4.6 Maintenance of status: A GHANA BADMINTON Regional Referee (accredited) can maintain their status by:

- Have an in-date working with children check and/or police clearance.
- Umpire a minimum of three tournaments at 3 specified tournaments in each 2- year period.
- Maintain the technical official's work log (blue card) and submit it to GHANA BADMINTON by 31 January every year.

9.5 BA National Referee (certified) qualification procedure

9.5.1 Nomination: To nominate, candidates should apply to the GHANA BADMINTON who will assess their knowledge, experience and prerequisite qualifications.

9.5.2 Prerequisites: Candidates must have:

- A minimum of 2 years' experience at BA Regional Referee (accredited);
- An in-date working with children check and/or police clearance': and
- Passed the following three (3) online courses within 12 months of their nomination:
 - Play by the Rules 'Ethics and Ethical Decision Making in Sport' course.
 - Event Management
 - National Administrator Course

9.5.3 Course and assessment: Candidates must achieve an 80% pass rate of BA National Referee (certified) written exam; and an 80% pass rate of BA National Referee (certified) practical assessment.

9.5.4 Assessors: GHANA BADMINTON National Referee (certified) assessor(s) is appointed by GHANA BADMINTON for suitable tournaments for assessment include Regional and National competitions (junior and adult).

9.5.5 Age requirements: Candidates must be over 18 years to be eligible for the GHANA BADMINTON National Referee (certified) course and assessment.

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9.5.6 Maintenance of status: A GHANA BADMINTON National Referee (certified) can maintain their status by:

- Have a digital certificate for the three (3) prerequisite courses no older than 2 years.
- Undertake a minimum of 48 matches at 2 specified tournaments in each 2-year period.
- Maintain the technical official's work log (blue card) and submit it by 1 June every year to GHANA BADMINTON TOC

9.6 Accredited and Certified BCA Referee qualification procedure

9.6.1 Nominations:

- A call for nominations for assessment as an BCA Referee (Accredited or Certificated) will be sent from the BCA Office to BCA countries on 01 September each year. Nominations for assessment must be forwarded by the Regional Associations to GHANA BADMINTON by 30 September.
- Where an Umpire has been part of a mentor program, a recommendation from their mentor should be included in the nomination process.
- Umpires will not be considered for assessment if the GHANA BADMINTON considers that the candidate does not have enough experience or ability to go to the following level.

9.6.2 Prerequisites:

- GHANA BADMINTON approved nomination;
- Understand and speak English fluently;
- A minimum of 2 years at BA National Referee (certified) level; and
- A current registration at BA National Referee (certified) level.
- For certified BCA Referee qualification - a minimum of 2 years at BCA Accredited Umpire Status AND current registration at BA National Referee (certified) level is required for nomination.

9.6.3 Assessors: BCA appoints from a panel of qualified assessors, initially from Africa. In Ghana, approved assessors are those that are BCA Certificated or BWF certified AND are approved by GHANA BADMINTON

9.6.4 Assessment: BCA will select a badminton tournament. Where possible and practical, this assessment should be held outside of the home country of the assessed, though the level of the available tournament will be a determining factor. The practical assessment follows a one-on-one mentoring program with a BWF or BCA Certificated Level Referee. The assessment will take place at an event nominated by BCA.

- The whole practical process must take place over a minimum of two tournaments.
- Assessments for the Certificated level will cover both team and individual events and may have to be carried out over two different events to ensure this occurs.
- The BOTO Assessment sheet must be used by assessors.
- Each candidate is assessed overall parts of the event, including the pre-event and post-event work, including reporting.
- Candidates who fail the practical assessment may re-sit it within one (1) year, subject to the availability of a mentor and assessor.
- Assessors will determine if the candidate has attained an Accredited or Certified BCA Referee level.

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- Assessors will forward the results to BCA with a recommendation as to whether the candidate(s) have passed the assessment or otherwise. BCA will ratify these results and subsequently notify the GHANA BADMINTON of the assessment outcome.
- 9.6.5 Selected tournaments for practical assessment:
- Ghana: Major Event until 2024 and any International event providing enough practical matches for assessment.
 - BCA International event providing enough practical matches for assessment.
- 9.6.6 Accreditation: Upon satisfactorily completing the written and practical assessment, the candidate will receive a Certificate of Accreditation from Badminton BCA in recognition of their achievement and be awarded 'Accredited or Certified BCA Referee' status.
- 9.6.7 Age Limit: There is no age limit imposed on those eligible for assessment, though preference is given to those who meet BWF age criteria.
- 9.6.8 Maintenance of Status:
- An Accredited and Certified BCA Referee must remain active and meet the following criteria:
 - Maintain current registration at BA National Referee (certified) level; and
 - Referee a minimum of one International event within BCA within each two-year period.
- 9.6.9 Record of technical court official work:
- An Accredited and Certified BCA Referee must maintain an annual record of referee work to maintain their status.
 - The record must be submitted to GHANA BADMINTON on 1st June, using template/system
 - Failure to maintain and submit an annual record of Accredited and/or Certified BCA Referee work to GHANA BADMINTON by 1st June will result in the suspension of the Accredited and/or Certified BCA Referee status. 12 months is given to submit the annual record of umpire work to GHANA BADMINTON TOC after which the accreditation status will be revoked. To re-accredit, the candidate will need to recommence the BCA assessment process.
- 9.7 BWF Referee qualification procedure (accredited and certified)
- 9.7.1 Nominations:
- The BWF nominates referees for all major international events including the Olympic Games, World Championships, Thomas Cup, Uber Cup, Sudirman Cup, World Tour and Grand Prix Events.
 - Generally, nominations are approved six months in advance, however in some cases, like with the Olympic Games, the appointments are made up to two years before the event.
 - GHANA BADMINTON will review and approve a list of candidates for BWF umpire's status to BCA by 1 March each year.
 - GHANA BADMINTON will send the Ghana list of candidates for BWF umpires' nominations to BCA by 31st March of each year.
 - BWF review and give feedback through BCA, who give feedback through GHANA BADMINTON, to the candidates to confirm if an appointment has been successful.
- 9.7.2 Prerequisites:
- An in-date working with children check and/or police clearance;
 - Maintenance of BA Regional Umpire (certified) status; and
 - Maintenance of BCA Umpire (certified) status for a minimum of 2 years.

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- To be nominated for BWF Certificated Umpires, candidates must have maintained their BWF Accredited Umpire status for a minimum of 2 years.
- 9.7.3 Assessment, assignment to tournaments and maintenance of the status
- GHANA BADMINTON and BCA train, develop and assess referees to the highest national level for their top national tournaments. Referees who are at a sufficient level and experience may then be assessed to become BWF Accredited or Certificated.
 - BWF manage the whole process and assign referees for its major events, based on the nominations from the GHANA BADMINTON to ensure appropriate regional representation at all events.
 - BWF referees serve four-year terms with an opportunity to renew for a second term.

Record of work

Ghana Badminton Ratings Accreditation Policy

All Ghana Badminton Umpires are required to maintain a Record of Work, documenting the tournaments they have officiated and the number of matches they have overseen during the previous years/months.

To remain recognized as an accredited/certified national umpire, officials must meet the following criteria:

Officiate in a minimum of 100 matches (index number) in Ghana Badminton-sanctioned tournaments within the specified period.

Consequences of Inactivity:

Umpires who fail to meet the 100-match requirement will no longer be recognized as national umpires and will be removed from the official list of Ghana Badminton umpires. These individuals will be declared INACTIVE.

If an umpire remains inactive for over 12 months, a penalty of 10% will be deducted from the total score of each Geomean Score for every tournament they have participated in previous years. Additionally, their total match count will be downgraded. Technical officials not directed to be at a particular tournament/event without permission will be severely punished including but not limited to removal/banning/ratings lost, and inactive placement on the official.

Reinstatement Process:

Umpires removed from the list may be reinstated to their previous accreditation level under the following conditions:

Attend and successfully pass a refreshment course organized by Ghana Badminton.

In special cases, reinstatement may be granted at the discretion of Ghana Badminton.

This policy ensures that Ghana Badminton maintains a high standard of officiating and that umpires remain active and up-to-date with the latest rules and practices.