

UW-Rugby Referees Expense Evaluation/Allocation

1. Basic planning volume

Based on the number of days and games, the Chief Referee UWR decides on the minimum number of referees necessary to conduct the various CMAS/non CMAS UWR tournaments.

2. Preliminary cost figures

Once the schedule for the coming international CMAS/non CMAS tournaments for which international referees are to be invited, is confirmed, the Chief Referee UWR requests, from all, international referees their calculations on travel cost to and from the cities where the events are planned to take place.

The travel costs have to be based on normal transportation, preferably together in bus of team or 2nd class/economy train/ship/flights, which ever results is cheaper and feasible.

The cost calculations will form a total travelling cost budget figure and be forwarded to the organiser before the application form has to be sent to CMAS H.Q. (minimum 12 months).

3. Estimated cost figures

Based on the needed numbers of referees and the submitted transportation cost from the referees, the Chief Referee UWR decides on the international referees to be definitely invited, calculates the cost for transportation and forwards the cost figure to the organiser early enough to form part of overall referee cost package to be included in the entry fees, for CMAS events this is 8 month before the event.

4. Total cost calculation

Based on the total given number of international referees the organiser includes costs for:

- a) Travel.
- b) Accommodation.

All referees are to be accommodated in the same average class hotel and where appropriate and acceptable youth hostels also should be considered.

The accommodation in a different hotel than chosen by the organiser will not be financially supported.

- c) Food during the championship (breakfast, lunch and dinner).

5. Cost allocation

The total cost for all referees have to be equally allocated to the participating teams of that tournament. The cost should form part of the enrolment fees.

6. Referee cost coverage

During the tournament the cost for referee travel expenses will be distributed to the referees by the organiser based on the actual costs.

7. Referee food during the championship

It is recommended that the cost for referee food is managed by the organiser (breakfast & dinner at the hotel and lunch at the swimming pool) to limit receipts claims.