



Guidelines: Nominations of IFF Observers

Instruction No.	
Supersedes:	All previous versions
Issued by:	IFF Referee Committee (IFF RC)
Date of implementation:	01.6.2010
Valid until:	30.5.2012
Aim:	This document describes the procedures for IFF member federations to propose international observers and specifies the qualification requirements of IFF observers.

1 Nomination procedure

1.1 Nomination procedure

All ordinary IFF member federations have the possibility to propose observers of their country to become IFF observer. The IFF Referee Committee (IFF RC) finally decides on the acceptance of the proposals. Member federations shall ensure that only observers meeting the eligibility criteria as specified in this document are proposed to the IFF RC and all data provided on the observers is accurate.

The acceptance of a proposal is a precondition but not an entitlement for an IFF observer to be nominated for IFF events.

1.2 Nomination period

Proposals for IFF observers including all necessary documents shall be handed-in to the IFF Office until August 31, 2010. Once a proposal has been accepted by the IFF RC, the observer is appointed as an IFF observer from January 1, 2011 until December 31, 2012. The observer shall be available for IFF events during the whole nomination period. All currently serving IFF observers must be re-nominated by their federations if they are to uphold their IFF status.

Proposals for IFF observers arriving after August 31, 2010 will not be accepted. In special circumstances, the IFF RC may grant exceptions and appoint IFF observers during the nomination period.

1.3 Federation's quotas

Each member federation is allowed to propose a maximum of 4 observers per nomination period.

1.4 Other obligations of member federations

The member federations are responsible for educating their proposed and appointed IFF observers, which includes the arrangement and supervision of rules' tests as prescribed by the IFF RC. Member federations are to inform the IFF RC immediately about any facts possibly preventing an observer's ability or eligibility to follow IFF nominations.

2 Eligibility criteria

2.1 General requirements

Observing IFF level referees is a challenging and multifaceted task. Candidates must therefore be able to document that they possess the necessary background and skills (technical and social) to judge upon and to enhance the standards of IFF refereeing. The IFF RC will therefore assess candidates on an individual basis, which may also include practical evaluations.

In any case, Observers must meet all of the following criteria:

- The observer shall be a citizen and resident of the proposing association
- The observer's minimum age is 25.
- The observer shall serve as an observer with frequent assignments in the highest male or female league of the proposing association
- Observing shall be the primary focus of the observer's engagement within Floorball. Other engagements (e.g. as a coach or Federation Official) shall not prevent the observer's ability to follow the nominations assigned by the IFF RC according to the IFF calendar.
- The observer shall commit herself/himself to be available for observing duties during at least a majority of all IFF events as published in the official IFF calendar for the full nomination period.
- The observer shall be able to follow and conduct conversations in English, read and complete IFF documents and have knowledge on the technical Floorball vocabulary. The English skills shall be comparable to **Level B2** or higher according to the assessment as per Appendix I.
- The observer shall pass an official IFF rule test within the limits as specified by the IFF RC The observer's federation is responsible for arranging and conducting the rules test at least once a year and before proposing IFF observers.
- The observer shall at any time abide to all IFF regulations, instructions and guidelines.

3 Timeline

August 31, 2010:	Deadline to hand in proposals for IFF referees and observers by member federations to the IFF office
August 31, 2010:	Deadline to hand in proposals for IFF referees and observers by member federations to the IFF office
September 30, 2010:	IFF RC to appoint IFF referees and observers for the new nomination period
December 8/9, 2010:	Seminar for all newly nominated IFF referees and observers
January 1, 2011:	Start of the official nomination period

4 Sanctions

Member associations and their referees not abiding by the guidelines may be sanctioned according to the IFF regulations.

Appendix I: Language Skills

Proposed observers shall assess their English Language Skills according to the table below and state their level of reference in the nomination form.

ALTE Can Do Statements: overall general ability			
CEFR LEVELS	Listening/Speaking	Reading	Writing
C2	CAN advise on or talk about complex or sensitive issues, understanding colloquial references and dealing confidently with hostile questions.	CAN understand documents, correspondence and reports, including the finer points of complex texts.	CAN write letters on any subject and full notes of meetings or seminars with good expression and accuracy.
C1	CAN contribute effectively to meetings and seminars within own area of work or keep up a casual conversation with a good degree of fluency, coping with abstract expressions.	CAN read quickly enough to cope with an academic course, to read the media for information or to understand non-standard correspondence.	CAN prepare/draft professional correspondence, take reasonably accurate notes in meetings or write an essay which shows an ability to communicate.
B2	CAN follow or give a talk on a familiar topic or keep up a conversation on a fairly wide range of topics.	CAN scan texts for relevant information, and understand detailed instructions or advice.	CAN make notes while someone is talking or write a letter including non-standard requests.
B1	CAN express opinions on abstract/cultural matters in a limited way or offer advice within a known area, and understand instructions or public announcements.	CAN understand routine information and articles, and the general meaning of non-routine information within a familiar area.	CAN write letters or make notes on familiar or predictable matters.
A2	CAN express simple opinions or requirements in a familiar context.	CAN understand straightforward information within a known area, such as on products and signs and simple textbooks or reports on familiar matters.	CAN complete forms and write short simple letters or postcards related to personal information.
A1	CAN understand basic instructions or take part in a basic factual conversation on a predictable topic.	CAN understand basic notices, instructions or information.	CAN complete basic forms, and write notes including times, dates and places.

Based on CEFR/ALTE (see <http://www.cambridgeesol.org/exams/exams-info/cefr.html> for details).