



WRC MATCH OFFICIALS COMMITTEE

TERMS OF REFERENCE

August 25, 2026

TYPE

The Match Officials Committee (MOC) is a standing committee of Wheelchair Rugby Canada and members are appointed and/or approved by Wheelchair Rugby Canada.

PURPOSE

The MOC was created to guide and influence the development of match officiating of wheelchair rugby in Canada through a planned and collaborative approach with all partners in the system.

SCOPE

The scope of the Committee encompasses the growth, development and retention of match officials, including match officials at the International Level.

AUTHORITY

The Committee has the authority to:

- **Recommend match official appointments for the Wheelchair Rugby Canada National Championships**, with final appointment approval resting with WRC.
- **Establish ad hoc working groups or subcommittees, as required and with the approval of WRC**, to support the advancement of the Committee's mandate and deliverables. |
- **Recommend Canadian match officials for consideration for international development and appointment opportunities**, recognizing that final nominations and/or appointments are subject to WRC and World Wheelchair Rugby processes, as applicable.
- **Recommend changes, interpretations or adaptations to the rules governing wheelchair rugby in Canada**, in collaboration with the Domestic Programs Committee where appropriate, with final approval resting with WRC.

MEMBERSHIP

The Committee should be made up of at least three (3) persons from the following list, with a minimum gender parity standard of 60% female representation to 40% male representation.

- Chairperson**
- Match Official*



- National Team Athlete Representative*
- Club representative(s)*
- 1 PSO Representative*
- WRC Representative
- External Representative, at the discretion of WRC

*Voting Member of the Committee

** Votes in the event of a tie

The Chairperson is appointed by Wheelchair Rugby Canada. The National Team Representative is appointed by the Athletes Council. The WRC Representative is a staff position.

TERM

Committee member terms are **up to two (2) years**.

- Terms will be **staggered where possible** to support continuity, succession planning and retention of organizational knowledge.
- Members may be reappointed at the discretion of Wheelchair Rugby Canada.
- WRC staff representatives serve for as long as they hold the applicable staff role.

MEETINGS

- A minimum of 3 meetings annually will be held at the call of the Chairperson and or WRC
- Quorum is reached at 50% + 1 of the members of the committee.
- Voting is by majority of those present.
- In some circumstances, expedited decisions may be required. In such circumstances, the Chairperson and WRC Representative may make a decision that will later be brought to the Committee for review and approval.
- Meeting agendas will be developed by the Chairperson and circulated by the WRC Representative.
- Minutes will be filed and distributed by the WRC Representative.

REPORTING

- Minutes of all meetings will be reviewed by WRC and matters requiring a decision will be under the discretion of WRC.



- The Committee will prepare an annual report, to be included with the WRC Annual Report, for the Board of Directors and the membership.

DELIVERABLES

1. Provide input to the WRC Strategic Plan as it relates to the recruitment, development, retention and advancement of match officials in Canada.
2. Review the rules of wheelchair rugby in Canada and, in collaboration with the Domestic Programs Committee, recommend any Canadian exceptions or adaptations to WRC for approval.
3. Develop and maintain a process for considering proposed rule changes or interpretations in Canada, including recommendations that may be brought forward to World Wheelchair Rugby.
4. Develop and maintain a national match official education and development pathway, including certification, professional development, mentorship and advancement opportunities.
5. Develop and maintain the resources, facilitator capacity and course-hosting guidance required to support match official education across Canada.
6. Provide match official technical advice and recommendations to WRC and National Championships host committees.
7. Provide technical support as required to WRC, Provincial Sport Organizations, clubs and other partners to support the development of match officiating in Canada.
8. Develop and recommend initiatives that support the recruitment, recognition and retention of match officials, including the Match Official of the Year Award.
9. Develop and maintain objective criteria and a national depth chart to support match official development and recommendations for national and international opportunities.
10. Provide at least one national professional development opportunity annually for match officials in Canada.
11. Communicate regularly and effectively with the wheelchair rugby community regarding match officiating matters.
12. Identify emerging match officiating needs and make recommendations to WRC where action may be in the best interests of wheelchair rugby in Canada.

Commented [AL2]: @Paul Hunter I know that there are a lot of deliverables here. I used the DPC terms of Reference to start, and then I added the deliverables from Kevin's version of the document. Can you please let me know if we are going to be more generic in our implementation or more specific?



13. Review the Match Officials Committee Terms of Reference annually and recommend amendments to WRC as required.