

**BYLAWS
OF THE
INTERNATIONAL CITY FOOTBALL OFFICIALS ASSOCIATION**

PREAMBLE

We the members of International City Football Officials Association, in order to provide rules and procedures necessary for governing this association, do hereby establish these bylaws as supplementary to the duly adopted constitution. This association dedicates itself to be the best association in Georgia by officiating football at the highest level of proficiency, maintaining a positive attitude, working as a team, possessing knowledge of all the rules, and thereby enhancing customer satisfaction. ICFOA customers include players, coaches, schools and other organizations.

ARTICLE I

Section 1 Purpose

Paragraph 1 These Bylaws are intended to supplement the Constitution by providing detailed rules and procedures to insure the organization and all of its members meet the commitments and responsibilities (both corporate and individual) inherent in fulfilling its obligations in a fair and timely manner.

Paragraph 2 The purpose of these Bylaws is to provide (when necessary) flexibility and timely changes in rules and procedures supplementary to the constitution, which do not conflict with said constitution.

ARTICLE II

Section 1 Amendment of Bylaws

Paragraph 1 Any Regular Member may submit a proposed amendment, in writing, to the Executive Committee for approval.

Paragraph 2 The Executive Committee shall meet with said member to discuss the proposed change to insure that the intent of the change is thoroughly understood.

Paragraph 3 The Executive Committee shall determine the Article, Section and Paragraph to be amended and the proper location for adding such amendment.

Paragraph 4 The Executive Committee Chairperson shall have the proposed amendment read to the membership, including an explanation of its intent, the location for which the amendment would reside in the Bylaws and the Executive Committee's recommendation for approval or disapproval of said amendment.

Paragraph 5 The Legislative Body shall approve or disapprove the proposed amendment by vote as described in Article II, Section 4 of the Constitution. A simple majority shall mandate approval or disapproval of a proposed Bylaws amendment.

ARTICLE III

Section 1 Association Business

Paragraph 1 The Business of ICFOA is to contract for hire, by written and/or verbal agreement, the officiating processes of the game of football and to sufficiently train members in the necessary qualities to carry out this business.

Paragraph 2 For the purpose of ICFOA business the game of football shall be defined as; any game where the object of the game and its procedures includes a preponderance of the criteria described in the National Federation of State High School Associations (NFHS) Football Rule Book, Rule 1, Section 1, Articles 1 and 2, excluding the field size and number of downs. The Executive Committee shall determine (using this criteria) which games or groups of games are considered football.

Paragraph 3 ICFOA shall investigate the possibilities of contracting all levels of recreational, interscholastic, amateur, intramural and professional levels of football.

ARTICLE IV

Section 1 Membership

Paragraph 1 The Membership of ICFOA shall not be limited in number, thus making possible the inclusion of all persons who meet the qualifications of the Constitution and its Bylaws.

Paragraph 2 During a prescribed business meeting where the Executive Committee shall assign such business, the Membership Committee shall nominate for Regular Membership all Associate Members who have completed the required number of qualifying years as described in Article I, Section 2, Paragraph 4 of the Constitution. At this time the Legislative Body shall cast votes for the purpose of deciding which qualifying Associate Members shall become Regular Members. An acceptance vote by two-thirds (2/3) of the Legislative Body shall be required for acceptance as a Regular Member. Should a member not obtain the required number of votes for Regular Membership, this process will be repeated for said member the following year.

Section 2 Physical Condition

Paragraph 1 Each member shall maintain good physical condition. Proof of good physical condition may be required as set forth in the Constitution, Article III, Section 11, paragraph 2.

Section 3 Members File

Paragraph 1 The Membership Committee shall maintain a personnel record on each Associate Member, which will be used for making recommendations for Regular Membership. The personnel file shall include but not be limited to the following:

1. Meeting Attendance
2. Training Meeting attendance
3. Field Training attendance
4. Number of sub-varsity games officiated
5. Number of assigned crew observations fulfilled
6. Test Scores
7. Other documented information associated with said Associate Member

The file shall be kept, except as needed, by the Membership Committee Chairperson.

Paragraph 2 When an Associate Member becomes a Regular Member the Membership Committee shall submit the personnel file of said member to the Executive Committee. The Executive Committee shall then maintain this record for the duration of said person's membership with ICFOA plus 5 years. The file shall be kept, except as needed, by the Recorder.

Section 4 Appearance

Paragraph 1 Various governing bodies control the prescribed official uniform. At no time shall an ICFOA member be in violation of any of these governing bodies.

Paragraph 2 The prescribed official uniform for ICFOA shall be as described by the National Federation of State High School Associations (NFHS) Officials Manual with the following exceptions: 1) ICFOA official patch shall be worn on the right shirtsleeve of all uniform shirts, 2) long black official's pants with white stripe shall be worn at all levels officiated, 3) black socks shall be worn, and 4) any other items that are mandated by the governing body of the game for which the member has been assigned.

Paragraph 3 Each official should carry both a regulation long sleeved and short sleeved shirt to all games. All officials shall wear the same type shirt either long sleeved or short sleeved. The uniform shall always be worn clean, pressed and in good repair. Shoes shall be shined.

Paragraph 4 Failure to appear in proper uniform shall be reported by the Referee/Crew Chief to the Membership Committee and/or the Executive Committee for investigation and appropriate action. The member may be assessed a fine up to the amount of payment for the game worked out of uniform and may not receive further game assignments until the fine has been paid to the treasurer.

Paragraph 5 When representing ICFOA at any level of competition, members should present a well-groomed appearance. In addition to the aforementioned uniform requirements, each individual's cranial and/or facial hair should be cut and/or trimmed to

reflect a professional appearance. The Membership and/or Executive Committee, whichever is deemed most appropriate, should decide issues regarding an individual's appearance.

Section 5 **Conduct**

Paragraph 1 The “Officials Code of Ethics” set forth by the National Federation of State High School Associations (NFHS) Officials Manual and the Georgia High School Association (GHSA) Policies and Procedures for Officials, “Code of Ethical Conduct” and “Standards of Conduct” are also adopted by ICFOA and shall govern the conduct of ICFOA members. In addition, the following shall also become part of the Code of Ethics and Standards for ICFOA:

1. I will remember that while my work, as an official is important, I must conduct myself in a way that attention is drawn, not to me, but to the people playing the game. I will keep in mind that the game and teams are more important than the wishes or ambitions of any individual.
2. I will be fair and unbiased in my decisions, rendering them without regard to the score, assignments or contracts.
3. I will give my complete cooperation to the teams that I serve, ICFOA and the governing bodies of the games in which I am involved.
4. I will, in my actions on the field, be firm but not overbearing, courteous but not ingratiating; positive, but never rude; dignified, but never cocky; friendly, but not companionable; calm, but always alert.
5. I will not approach coaches or athletic directors, personally, by mail nor any other means, except as directed by ICFOA.
6. I will not make a request to officiate a specific game or games for any coach, school, team or conference.
7. I will not attempt to criticize or explain a fellow official's judgment or decision.
8. I will honor all contracts and assignments regardless of possible personal inconvenience or financial loss.
9. While a member of ICFOA I will not accept any assignment from another association, governing body or by personal contact unless approved by the Executive Committee and/or the Secretary of ICFOA.

Paragraph 2 Any correspondence to a football governing body shall only be made by the Secretary of ICFOA whether written or by any other means.

Section 6 Seniority

Paragraph 1 Seniority is accrued in ICFOA by completing qualifying years of service as described in the Constitution and the Bylaws.

Paragraph 2 A qualifying year for an ICFOA member shall consist of serving no less than a majority of one high school football regular season and meeting the minimum requirements for members as specified in the Constitution and/or the Bylaws.

Paragraph 3 Any person with prior formal football officiating experience transferring into ICFOA will have previous registration (registered, approved, certified) verified through the Georgia High School Association (GHSAs). Persons who transfer from another recognized Georgia Football Officials Association without a break in service and also have been registered with GHSAs for a minimum of two (2) years will be governed by the following conditions:

- a. Shall, after submission of proper and acceptable credentials, serve as an Associate Member as described in Article I, Section 2, paragraph 4 of the Constitution.
- b. Certified- Any person that has been recognized as a Certified Official by GHSAs who becomes a Regular Member in ICFOA they shall be credited four (4) years of experience regardless of the actual number of years acquired outside ICFOA. The four (4) credited years of experience plus the one (1) year in ICFOA as an Associate Member shall be combined to total no more than five (5) years of vested seniority in ICFOA.
- c. Approved- Any person that has been recognized as a Approved Official by GHSAs who becomes a Regular Member in ICFOA they shall be credited two (2) years of experience regardless of the actual number of years acquired outside ICFOA. The two (2) credited years of experience plus the one (1) year in ICFOA as an Associate Member shall be combined to total no more than three (3) years of vested seniority in ICFOA.
- d. Registered- Any person that has been recognized as a Registered Official by GHSAs who becomes a Regular Member in ICFOA they shall be credited one (1) year of experience regardless of the actual number of years acquired outside ICFOA. The one (1) credited year of experience plus the one (1) year in ICFOA as an Associate Member, shall be combined to total no more than two (2) years of vested seniority in ICFOA.

Paragraph 4 Any person that transfers into ICFOA from another state, province or protectorate of the United States will have previous registration (equivalent to registered, approved, certified) verified through the Georgia High School Association (GHSAs). Should said person have had no break in service in the past two years they shall be governed by the following conditions:

- a. Shall, after submission of proper and acceptable credentials, serve as an Associate Member as described in Article I, Section 2, paragraph 4 of the Constitution.

- b. Equivalent to Certified- Any person that has been recognized as equivalent to a Certified Official by GHSA who becomes a Regular Member in ICFOA they shall be credited three (3) years of experience regardless of the actual number of years acquired outside ICFOA. The three (3) credited years of experience plus the one (1) year in ICFOA as an Associate Member shall be combined to total no more than four (4) years of vested seniority in ICFOA.
- c. Equivalent to Approved- Any person that has been recognized as an Approved Official by GHSA who becomes a Regular Member in ICFOA they shall be credited two (2) years of experience regardless of the actual number of years acquired outside ICFOA. The two (2) credited years of experience plus the one (1) year in ICFOA as an Associate Member shall be combined to total no more than five (3) years of vested seniority in ICFOA.
- d. Equivalent to Registered- Any person that has been recognized as a Registered Official by GHSA who becomes a Regular Member in ICFOA they shall be credited one (1) year of experience regardless of the actual number of years acquired outside ICFOA. The one (1) credited year of experience plus the one (1) year in ICFOA as an Associate Member, shall be combined to total no more that two (2) years of vested seniority in ICFOA.

Paragraph 5 Any person that transfers into ICFOA from another recognized Georgia Football Officials Association, another state, province or protectorate of the United States but, who has had a break in their service for one (1) year or more shall be governed by the following:

- a. Previous registration (equivalent to registered, approved, certified) shall be verified through the Georgia High School Association (GHSA).
- b. Shall, after submission of proper and acceptable credentials, serve as an Associate Member as described in Article I, Section 2, paragraph 4 of the Constitution.
- c. Certified- Any person that has been recognized as a Certified Official by GHSA who becomes a Regular Member in ICFOA they shall be credited two (2) years of experience regardless of the actual number of years acquired outside ICFOA. The two (2) credited years of experience plus the one (1) year in ICFOA as an Associate Member shall be combined to total no more than three (3) years of vested seniority in ICFOA.
- d. Approved- Any person that has been recognized as an Approved Official by GHSA who becomes a Regular Member in ICFOA they shall be credited one (1) year of experience regardless of the actual number of years acquired outside ICFOA. The one (1) credited years of experience plus the one (1) year in ICFOA as an Associate Member, shall be combined to total no more than two (2) years of vested seniority in ICFOA.
- e. Registered- Any person that has been recognized as a Registered Official by GHSA who becomes a Regular Member in ICFOA they shall not be credited with any years of experience regardless of the actual number of years acquired outside ICFOA.

Section 6 Leave of absence

Paragraph 1 Any member desiring a leave of absence for good cause must submit their request for a leave of absence to the Membership Committee prior to the first regular scheduled meeting for the fiscal year for which they are requesting the leave of absence. Should it become necessary for a member to request a leave of absence after the first regular scheduled meeting of the fiscal year, but prior to the last regular scheduled meeting of the fiscal year, said member shall submit his/her request within thirty (30) days following the last regular scheduled meeting in which they were in attendance.

Paragraph 2 The Membership Committee shall present the Leave of Absence request along with a recommendation, to the Legislative Body for approval or disapproval.

Paragraph 3 During a leave of absence seniority will not be accrued; however if the member remains in good standings with ICFOA, seniority accrued prior to the approved Leave of Absence shall remain vested.

Paragraph 4 To remain in good standing with ICFOA the said person must:

- a. Have an approved Leave of Absence
- b. May not join any other GHSA and/or Georgia Independent School Association (GISA) football officials association within sixty (60) miles of the City Limits of Warner Robins, Ga.

Paragraph 5 If a member leaves ICFOA without obtaining an approved Leave of Absence, the following procedures shall apply:

- a. The said person shall make a written request to the Membership Committee requesting to again become an Associate Member. The Membership Committee shall reserve the right to accept or deny the request.
- b. If accepted said person shall serve as an Associate Member for a period of two (2) years and will lose all previous seniority earned with ICFOA.
- c. Said person if accepted may also not be able to accrue seniority on the basis of any provisions described by Article IV, Section 6, of these Bylaws.

ARTICLE V

Section 1 Assignments

Paragraph 1 Assignments are made by the Scheduling Committee and will be posted on The Arbiter (www.arbitersports.com) as far in advance as deemed feasible. Members will be notified through the Arbiter via email when they are scheduled for a game. However, during the football season, officials should login to the Arbiter site daily to check for game assignments. If a member knows the dates in the future on which they will not be able to officiate, the member should “block out” those dates in the Arbiter at least one week prior to the date(s) which he/she will not be available. Once assigned, a

game assignment will remain available for the official to accept/reject for 48 hours; if unaccepted by that time, another official shall be assigned.

Paragraph 2 The assigned referee for each game is responsible for assuring that all crewmembers for said game are notified at least 48 hours prior to game time concerning meeting times, places, allotted driver(s) and dates.

Paragraph 3 A game assignment must be carried out! Should emergency conditions arise which prevents a member from fulfilling his/her assignment, he/she shall notify the Chairperson of the Scheduling Committee or the Secretary no less than 24 hours prior to the assigned departure time. The Referee of said crew shall be notified of any changes in crew personnel and shall be responsible for assuring that the crew is assembled before departure except as prescribed in Article V, Section 1, Paragraph 4 of these Bylaws. Failure of a member to accomplish a game assignment, unless relieved by the Secretary or a member of the Scheduling Committee, or verified emergency conditions, shall result in the member being fined the amount of the game payment. The member may not be assigned any games until the fine is paid and may be assessed other penalties as recommended by the Membership Committee and approved by the Executive Committee.

Paragraph 4 Officials shall be punctual in arriving at the prescribed meeting place. The crew shall not delay departure from the meeting place more than 15 minutes for a crewmember. Any late member shall provide his/her own transportation to the game without receiving any expense money, even if he/she was the allotted driver. In such case as the allotted driver is more than 15 minutes late, the referee or the senior member present at the meeting place, shall designate a driver and proceed to the game assignment.

Paragraph 5 Each crew shall meet and then depart the meeting place in sufficient time to arrive at the game site no later than prescribed by the governing rules of the game assigned (see below). The 15 minute time period described in Article V, Section 1, Paragraph 4 of these Bylaws should be considered at all times when setting a meeting time and place. The prescribed arrival times are usually but not limited to the following known arrival times: Varsity High School - 90 minutes prior to scheduled kickoff; Sub-varsity High school and Middle school - 30 minutes prior to kickoff; Recreational games - 15 minutes prior to kickoff.

Paragraph 6 A list of assigned officials including the address and telephone number of the referee will be forwarded to each coach by the Secretary. All game fees, varsity through recreation, and reimbursement for travel shall be given to the Treasurer for distribution to appropriate officials. Electronic Clock Operators, if they have a suitable vehicle, will be given priority to provide transportation and be reimbursed a proportional share of the paid travel fee.

Paragraph 7 Officials' assigned crew positions are made by the Scheduling Committee and shall not be changed without authorization of the Scheduling Committee (except for injuries, illness, or unforeseen emergency).

Section 2 Scheduling of Assignments

The Scheduling Committee and the Secretary shall assign crews to games as needed to support ICFOA obligations.

Section 3 Assignment Philosophy

Paragraph 1 The basic goal of ICFOA is to provide only varsity-qualified personnel, working in their primary position(s), on varsity level games. Games below varsity level may be utilized for training purposes and therefore, personnel of limited experience may be used to work their primary and non-primary positions. ALL assigned games, regardless of level of play, must be officiated with the same level of professionalism. ICFOA officials must treat every game officiated as important, since it is important to all the coaches, players, and fans involved.

Paragraph 2 Since there is no official ability rating procedure established for members of ICFOA the only available measurements and standards of ability are GSHA classifications and game experience. Rules knowledge, mechanics, and field ability are acquired and enhanced by each year's membership in ICFOA and through game experience. Specific assignment philosophy is contained in our Constitution, Art. III, Section 10, Paragraph 2.

Paragraph 3 The Scheduling Committee shall maintain a record of games worked by each member. These records shall be placed in each member's personnel file.

Paragraph 4 The individuals/crews selected by the Scheduling Committee to work playoff games will be submitted to the President and Executive Committee for concurrence/approval prior to scheduling.

ARTICLE VI

Section 1 Meeting Attendance

Paragraph 1 All members must maintain seventy-five percent (75%) attendance and meet all prescribed training requirements. Any member failing these provisions will, for the purpose of scheduling only, have their seniority revoked until these requirements are fulfilled. Meeting attendance is defined as being physically present for at least 50% of the total length of said meeting.

Paragraph 2 Attendance percentage will begin to accumulate on the first meeting of each fiscal year for persons who were members the previous year. New members, transfers, or members who have been out for the previous year will begin to accumulate attendance percentages at the time they register for the current year.

Paragraph 3 When a personal situation dictates, a member may submit a letter to the Executive Committee in which he/she justifies their absence and requests that said absence is excused. Justified absences may include, but are not limited to, such things as out-of-the-ordinary work requirements, work-related travel (TDYs) and personal/family emergencies. However, the number of justified absences may not exceed 30% of the total number of meetings held during the year. If the Executive Committee deems an absence justified, the member will not be considered present/in attendance at the meeting missed. Additionally, the total number of meetings for said member will be adjusted for each excused absence prior to computing the member's attendance percentage. For example, the member has two excused absences and three unexcused absences for the year in which 17 meetings were held. The member's attendance percentage would be calculated by dividing the number of possible meetings the member could have attended (15) by the actual number of meetings attended (12) for an 80% attendance percentage.

Paragraph 4 Regular scheduled meetings shall begin at the scheduled time (IAW Const., Art. II, Sec. 5, Para. 1) and called meetings shall begin at the time announced by the President. Punctuality is required of all members. Roll call shall be the first order of business, any member arriving after roll call has begun shall be charged a late fee of \$1.00. The Sergeant-at-Arms shall notify the Secretary of all late arrivals, collect the late fees from said late arrivals, and forward said fees to the Treasurer.

Paragraph 5 Any member who is serving a game assignment for ICFOA that has been duly assigned as described in the Constitution and its Bylaws, which prohibits said member from personally attending any Regular, Training or called meeting, shall be considered as being in attendance at such meeting. **Said members attendance, however, may not be used to consider or constitute a quorum.**

Section 2 Meeting Conduct

Paragraph 1 As described in Article III, section 2 and 3 of the Constitution, the President or Vice-President shall preside over all duly constituted meetings. All other members should use common courtesy to allow the person recognized to have ample opportunity to make their point. Un-recognized members should keep open and side conversations to a minimum.

Paragraph 2 During a meeting, no member shall air an adverse personal opinion regarding another member or his/her actions. Such opinion in relation to said members officiating ability shall be submitted to the Membership Committee via a written Exceptional Performance Report for further investigation.

ARTICLE VII

Section 1 **Training**

Paragraph 1 All members shall be required to attend mandatory training meetings.

Paragraph 2 All members listed as Registered officials with GHSA must meet the following training requirements in order to complete a qualifying year of service:

1. Attend seventy-five percent (75%) of the training meetings during a fiscal year. Attendance percentage will begin to accumulate on the first meeting of each fiscal year for persons who were members the previous year. New members, transfers or members, who have been out for the previous year, will begin to accumulate attendance percentages at the time they register for the current year.
2. Attend a minimum of three (3) field-training meetings per year. Spring and fall scrimmage games will count as field training meetings on a one-for-one basis.
3. Officiate a minimum of ten (10) sub-varsity level games per fiscal year. Recreation, Junior Varsity and Middle School games shall be considered sub-varsity level games.
4. Attend a minimum of three (3) Varsity level games as a Crew Observer and/or an Electric Clock Operator.

Paragraph 3 All members listed as Approved officials with GHSA must meet the following training requirements in order to complete a qualifying year of service:

1. Attend seventy-five percent (75%) of the training meetings during a fiscal year. Attendance percentage will begin to accumulate on the first meeting of each fiscal year for persons who were members the previous year. New members, transfers or members, who have been out for the previous year, will begin to accumulate attendance percentages at the time they sign up for the current year.
2. Attend a minimum of two (2) field-training meetings per year. Spring and fall scrimmage games will count as field training meetings on a one-for-one basis.
3. Officiate a minimum of seven (7) sub-varsity level games per fiscal year. Recreation, Junior Varsity and Middle School games shall be considered sub-varsity level games.

Paragraph 4 All members listed as Certified officials with GHSA must meet the following training requirements in order to complete a qualifying year of service:

1. Attend seventy-five percent (75%) of the training meetings during a fiscal year. Attendance percentage will begin to accumulate on the first meeting of each fiscal year for persons who were members the previous year. New members, transfers or members, who have been out for the previous year, will begin to accumulate attendance percentages at the time they sign up for the current year.

2. Attend a minimum of two (2) field-training meetings per year. Spring and fall scrimmage games will count as field training meetings on a one-for-one basis.
3. Officiate a minimum of four (4) sub-varsity level games per fiscal year. Recreation, Junior Varsity and Middle School games shall be considered sub-varsity level games.

Paragraph 5 To be eligible to officiate GHSA varsity and sub-varsity games, members must meet the requirements levied by the GHSA for their qualification levels. These requirements may include, but are not limited to, completion of rules exams I and II, the mechanics exam, and the annual GHSA clinic.

Paragraph 6 The Training Committee shall be responsible for maintaining the field training attendance, the Secretary shall be responsible for maintaining the training meeting attendance and the Secretary and the Scheduling Committee shall be responsible for maintaining the number of sub-varsity and varsity level games officiated by each member.

Paragraph 7 The training status of each member shall be submitted to the Executive Committee at the first business meeting of September each year. The Executive Committee shall give an official “warning notice” to all Regular Members who have not meet their training requirements. The Membership Committee shall give the same “warning notice” to all Associate Members who have not met their training requirements. All members will have the month of September to meet their training requirements.

Paragraph 8 If after the last training meeting of September, training requirements have not been met by any Associate Member then the Membership Committee shall give a recommendation to the Executive Committee on any action that may need to be taken. The Executive Committee shall then make rulings on all members who have not met their training requirements after the last training meeting of September.

ARTICLE VIII

Section 1 Dues

Paragraph 1 Each Returning Member shall pay, in full, his/her association dues no later than the first meeting (business or training) in August. Members paying after said deadline shall be assessed a five percent (5%) per week late fee based on the current years membership dues. The Membership Committee may waive the late fee if substantial justification is submitted to the Membership Committee, in writing.

Paragraph 2 Membership dues for new members and prior members returning after a year or more of absence, who wish to join/re-join ICFOA prior to August, will be subject to the same criteria as described in Article VIII, Section 1, paragraph 1. Persons who wish to join or prior members wishing to re-join after the August dues payment deadline

shall pay said dues no later than one (1) week after having been approved for membership by the Membership Committee.

Paragraph 3 A fee of \$2.00 per game shall be subtracted from each member's game fee to pay the Secretary and Treasurer - \$1.00 for each game for time and expenses incurred while fulfilling the duties of their respective positions. Additionally, the Secretary's registration for both GHSA and GISA will be paid by ICFOA. The Secretary's cell phone bill shall be reimbursed by ICFOA in the following manner: entire bill covered during the football season, plus one-half bill during off season.

Section 2 General

A. Payment for Games

Paragraph 1 Game fees shall be set by the governing body for which the game resides and through contract negotiations with ICFOA. ICFOA shall maintain a philosophy that negotiates the best pay possible for its members.

Paragraph 2 Game fees shall be paid in full to the member, which officiates, said game except as described in the Constitution and its Bylaws.

Paragraph 3 Fees collected for Jamborees, scrimmages, etc. shall be deposited into the ICFOA account. Uses for these monies may be proposed by any ICFOA member, the subsequently voted on by the legislative body.

B. Transportation

Paragraph 1 Any vehicle used to provide transportation for the crew to a game site shall be in good repair, suitably safe, comfortable and properly insured to cover each passenger in the event of accident or injury.

Paragraph 2 Travel expenses may be included for contracts outside the city limits of Warner Robins, Ga. The travel fee shall be a negotiated by ICFOA and the governing body for which the game resides in. This travel fee is a set amount per mile for one vehicle for the one-way distance from the Warner Robins, GA city limits to the game site. ICFOA shall determine the number of miles which shall be paid for each game. This fee shall be paid to the allotted driver(s) who provide(s) transportation for the crew to the game site. Only two (2) travel fees shall be disbursed by the Treasurer for Varsity games and only one (1) travel fee shall be disbursed by the Treasurer for Sub-Varsity games (if applicable).

Paragraph 3 In such cases as the provisions set forth in Article VIII, Section 2, paragraph 1, have been met, the electric clock operator assigned to the crew should have the first right to provide the crew transportation to the game site. In all cases however, the Referee assigned to the crew shall have the final say in how the crew is transported to the game site.

C. Non-prescribed Procedures

In no case does the Constitution and the Bylaws prohibit any action that is not described in the Constitution, the Bylaws, or Robert's Rules of Order Revised, provided said action is not in conflict with said documents and is approved by a majority of the Legislative Body.