

The background of the cover features a series of curved, parallel lines in shades of blue, purple, and grey, creating a sense of motion and depth. The WBSC logo is centered in the upper half of the cover.

WBSC

WORLD
BASEBALL SOFTBALL
CONFEDERATION

Game Time!

Baseball Umpire Manual

5th December 2021

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Following are the guidelines and criteria for promotion and demotion for umpire certification.

A Level umpire (Senior level):

Premier 12 and U23 Baseball World Cup

This is the list of the top WBSC Baseball Division Umpires. They will be appointed in the most important tournaments, and they can be used by the Umpiring Commission depending on their individual merit to assist in any camps or clinics organized by the WBSC. However, if after two WBSC tournaments an umpire in the A list obtains an evaluation lower than 6.5 they will be downgraded to the B list. The A list umpires are nominated by the WBSC Umpire Director from all the umpires that have attained an evaluation of at least, or better than 8 in at least two WBSC Senior level competition in the last two years.

B Level umpire

U18 Baseball World Cup

This is the list of the secondary level WBSC Baseball Division Umpires. They will be evaluated at the U18 level tournaments. If after two WBSC tournaments an umpire in the B list obtains an evaluation lower than 6.5 they will be downgraded to the C list. If he/she attains an evaluation of 9 or higher they will be moved to the A list of umpires.

C Level umpire

U15, U12 and Women's World Cup

This is the list of WBSC umpires eligible to work these tournaments. They will be evaluated at the U15, U12 and Women's World Cup level tournaments. If after two WBSC tournaments an umpire in the C list obtains an evaluation lower than 6.5 they will be removed from the WBSC International list of umpires. If he/she attains an evaluation of 9 or higher they will be moved to the B list of umpires.

Selection Criteria (at least two must be met)

Following are the selection criteria for WBSC Tournaments.

1. Criteria for selection to working WBSC Premier12

- a. Must be nominated by National Federation / WBSC associated member
- b. Must have worked at least one International Tournament
- c. Must have worked at least one Continental Tournament
- d. Must have a minimum of two years professional baseball experience
- e. Must be an active umpire (at least 12 games worked that season)
- f. Final decision will be made by WBSC Umpire Director with the consultation of the Umpire Commission. The final decision shall be ratified by the WBSC Executive Director.

2. Criteria for selection to working WBSC U-23 Baseball World Cup

- a. Must be nominated by National Federation / WBSC associated member
- b. Must have worked at least one Continental Tournament
- c. Must have worked at least one National Tournament
- d. Must be an active umpire (at least 12 games worked that season)
- e. Must have a minimum of two years professional baseball experience
- f. Final decision will be made by WBSC Umpire Director with the consultation of the Umpire Commission. The final decision shall be ratified by the WBSC Executive Director.

3. Criteria for selection to working WBSC U-18 Baseball World Cup

- a. Must be nominated by National Federation / WBSC associated member
- b. Must have worked at least one Continental Tournament
- c. Must have worked at least one National Tournament
- d. Must be an active umpire (at least 12 games worked that season)
- e. Must have a minimum of two years professional baseball experience
- f. Final decision will be made by WBSC Umpire Director with the consultation of the Umpire Commission. The final decision shall be ratified by the WBSC Executive Director.

4. Criteria for selection to working WBSC U-15 Baseball World Cup

- a. Must be nominated by National Federation / WBSC associated member
- b. Must have worked at least one Regional Tournament
- c. Must have attended a WBSC Baseball Division Camp
- d. Must be an active umpire (at least 12 games worked that season)
- e. Final decision will be made by WBSC Umpire Director with the consultation of the Umpire Commission. The final decision shall be ratified by the WBSC Executive Director.

5. Criteria for selection to working WBSC U-12 Baseball World Cup

- a. Must be nominated by National Federation / WBSC associated member
- b. Must have worked at least one Regional Tournament

- c. Must have attended a WBSC Baseball Division Camp
- d. Must be an active umpire (at least 12 games worked that season)
- e. Final decision will be made by WBSC Umpire Director with the consultation of the Umpire Commission. The final decision shall be ratified by the WBSC Executive Director.

6. Criteria for selection to working Women's Baseball World Cup

- a. Must be nominated by National Federation / WBSC associated member
- b. Must have worked at least one International Tournament
- c. Must have worked at least one Continental Tournament
- d. Must have worked at least on National Tournament
- e. Must have attended a WBSC Baseball Division Camp
- f. Must be an active umpire (at least 12 games worked that season)
- g. Final decision will be made by WBSC Umpire Director with the consultation of the Umpire Commission. The final decision shall be ratified by the WBSC Executive Director.

Timeline for the procedure of assignments

The Timeline shall bring a clear understanding of the procedure for assigning umpires for all WBSC events.

First step

The WBSC Umpire Director (through the WBSC Office) will send the National Federations (cc NUD) a provisional list with the umpire names that have a valid WBSC certification and their license category.

Second step

The National federations shall return the updated provisional list of international umpires as well as the availability form for the next season/year. These umpires shall be eligible to be assigned to a WBSC tournament the following year and shall be assigned according to the level of certification they hold. If the National Federation does not return the list by the established date, all umpires mentioned on the list will be regarded as approved by their federation, however, they will not be eligible as they have not been put at the availability of the WBSC Umpire Director. The NUD must also send an evaluation of each umpire (indicating their current state of fitness etc...) in order to make sure that the Umpire Director can accurately assign the umpires in the various competitions.

Third step

At this time the WBSC Umpire Director in conjunction with the WBSC office will begin determining the number of umpires needed for each event.

Fourth step

WBSC Umpire Director makes the first round of selection of umpires. This round of selection must receive the approval of the WBSC Executive Director within one (1) week. Once approval is given, the WBSC Office shall send the list of appointments to each appointed umpire and to the National Federations (cc NUD).

Fifth step

Umpires shall send their confirmation by the established date, by returning the signed Acceptance and Discharge form and the Measurement form.

Until WBSC competitions starts

The WBSC Umpire Director with approval of the WBSC Executive Director shall make any changes in assignments.

Tournaments

Following is information dedicated to any WBSC Tournament.

Transportation – Travel

One month before the tournament you are working you should understand your full travel itinerary. You will be met at the airport by a representative of the WBSC / Local Organizing Committee. They will take you to the host hotel. Make sure you are aware of your full itinerary including transit, the airport you are arriving in and how far that would be from the hotel. Make sure you have a phone number of a local person so you can call in case someone is not at the airport to meet you. You will be asked by the WBSC office to provide your cell phone number and e-mails for WBSC representatives and LOC.

Credentials

You will be required to submit a picture electronically to the WBSC, to prepare your credential. Make sure you wear your credentials every day when you go to your assigned game. If you have them on while you are at the hotel you will be recognized as a tournament official. Please make sure they are visible and LOC officials do not have to ask to see your credential.

Hotel

The WBSC office / Host organization will make a hotel reservation for each umpire.

Dress Code

Umpires must be dressed in the following manner while traveling to and from games.

Acceptable

Casual dress shirt
Golf shirt
Dress Pants

NOT Acceptable

Blue Jeans
Tee Shirts
Shorts
Warm up suits
Country logo items
Flip Flop Sandals

Gifts

Please try and have some pins or other small gifts from your country, to hand to local volunteers and other officials. These are for people who drive you, bring you food, etc. This is a great way to build relations between the WBSC and the local community.

Pre-Tournament Umpire Crew Meeting

At the beginning of each event, an Umpire Pre-Competition meeting will be conducted by the Umpire Director. The Competition Director, the Director of Technical Committee, a representative of the LOC, and other selected WBSC staff will be requested to attend this meeting. During the competition, a daily umpire meeting will be held as required. The Umpire Director will conduct this meeting.

- Competition Norms.
- Ground Rules.
- Speed-up rules.
- Handling protests.
- Handling ejections.
- Sanctions/penalties against teams or players.
- Umpire transportation (information provided by the WBSC Office).
- Housing and food (information provided by the WBSC Office).
- General information (information provided by the WBSC Office).
- Open/Free day.
- Laundry Service (information provided by the WBSC Office).
- Warm up pitches between innings (if televised live).

Prior to Departure of your assignment for that day

- 1) Please be in the lobby of your hotel, visible, 10 minutes prior to your departure time.
- 2) Check in with the tournament desk in case they do not know who you are so if your car or ride arrives early you may depart for your field.
- 3) You will always depart in time to arrive 1 hour before the start of the game. This also allows you sufficient time for any unscheduled difficulties.

Upon arrival of your game

Make sure you have your credentials so you can get into the stadium.

Locker Rooms

The host institution will provide the umpires with a secure locker room to be used for the duration of the tournament. This locker room is for the exclusive use of the umpires. No visitors will be allowed at any time. AT NO TIME SHALL A COACH OR ANY OTHER MEMBER OF A PARTICIPATING INSTITUTION BE ALLOWED IN THE UMPIRE LOCKER ROOM.

Game Balls

It is the policy of the WBSC to allow each umpires one new game ball as a souvenir. Any umpire discovered taking more than one ball would be subject to discipline by the WBSC.

Press Box

The press box is off limits to all members of the umpiring crew at all times.

Media / Press Statements

In the event of an odd or confusing play or situation, a pool reporter, selected by the tournament media coordinator, will be escorted to the umpire's locker room area by the WBSC game representative to receive a rule interpretation. All interpretations will be made by the Umpire Director.

Social Media

With so many avenues out there we as umpires must be cognizant that we cannot put anything about games, other umpires, coaches or players on the social network. You can put a picture of you working but you should not comment on the game.

Security

The host institution must provide adequate security as umpires enter and exit the playing field and at the umpire locker room. It is recommended that at least one security officer accompany game officials to and from the playing field and their locker room.

Assignments / Rotations

All assignments are made by the Umpire Director with final approval by the Tournament Director. Umpires are not guaranteed a specific number of games (plate or bases) during the tournament.

If the plate umpire becomes ill or injured, on a four man system the second base umpire will take over behind home plate. On a three man system the third base umpire will take over behind the plate.

Attitude

The WBSC expects energetic and earnest work from every umpire working an assignment. Umpires must be 100% focused every pitch of every game without regard to the score, inning, record of teams involved, or any other external factor.

Umpires must present themselves with a high level of intensity and concentration throughout every game. They are expected to display an alert, eager, confident, enthusiastic demeanor on the field. Unacceptable demeanor includes appearing bored, lethargic, casual, arrogant, cocky, antagonistic, timid, lackadaisical, and other non-professional appearances.

Character

WBSC umpires are expected to exhibit and uphold the standards of integrity of the umpiring profession. The image of a WBSC umpire demands honesty and a sense of high ethical standards. WBSC umpires should make every decision based on the circumstances and facts presented, regardless of an umpire's past history with a particular athlete or team. No umpire should ever threaten an athlete, coach, or team with future retaliation. WBSC umpires should accept constructive criticism from Umpire Director or Technical Director.

Fraternization

WBSC umpires should avoid excessive casual, unnecessary conversations with athletes, coaches, team personnel, or fans during the progress of a game. Umpires may not visit team hotel unless official business requires otherwise. To avoid appearances of impropriety, umpires should be cautious regarding any casual fraternization with team personnel.

Hustle and Enthusiasm

The WBSC expects a consistently high level of hustle and enthusiasm from every umpire. These qualities should be evident in all movements and mannerisms on the field. Umpires are expected to hustle to and from positions while not exhibiting — false or over hustle. They must demonstrate a keen interest from start to finish and must not appear disinterested at any time. They must also remain focused and intense regardless of their position on the field or the status of the game. Every pitch and every play must be treated with the same respect.

Handling Situations

1. Umpires should remain calm, professional, tactful, firm, in control, fair, and impartial. They cannot be perceived as overly aggressive,

- confrontational, hot-headed, short-tempered, timid, intimidated, or nervous. Umpires must never display impatience or a condescending attitude.
2. Umpires are expected to understand their role as a steady, calming influence on the game. Umpires must be able to sort out complex and important situations and cannot be hesitant to make unpopular decisions.
 3. Umpires should never ignore occurrences on the field that require their attention to maintain order and control. But when difficult situations arise, it is essential that umpires stay above the emotional fray and never lower themselves to the excitable level of a particular athlete or manager. Umpires must be clear and decisive, while not overly aggressive or overbearing. They are expected to become more assertive if the situation calls for such, but must control their temper at all times. All in all, umpires must calm volatile situations while keeping control and managing them.
 4. Umpires are required to listen to the manager if discussions are reasonable and non emotional. Umpires are to be firm and authoritative in conversations with the manager, but never should initiate an argument. Umpires must not create unnecessary friction by ignoring reasonable inquiries. At the same time, WBSC umpires must command respect and never tolerate personal abuse.
 5. Umpires should AVOID sarcastic remarks or profanity and not insist on the last word. The WBSC will not tolerate umpires' language, which if used by an athlete or manager toward an umpire, would result in discipline.
 6. Umpires must not charge an athlete or manager or follow him if the argument is over and he is walking away. Umpires cannot look for trouble or invite arguments. If a situation can defuse itself, umpires must allow it to happen. Umpires must not be perceived as having escalated a situation.
 7. Umpires must NOT initiate contact with an athlete, manager or coach. Initiating contact, including — bumping and physical finger pointing will subject umpires to discipline.
 8. Umpires must never be resentful or hold grudges. Decisions must be made individually regardless of past history with a particular player, manager, coach, or federation. Umpires should never attempt to even up with an athlete or manager with whom he has had previous problems

Ejections

Umpires are entrusted with the power to remove any participant from a game. This responsibility should never be taken lightly. The following guidelines should be followed and considered cause for ejection of the offender:

1. Any threat of physical intimidation or harm to include pushing,

- shoving, bumping, kicking, spitting, throwing at, or attempting to make physical contact.
2. Use of profanity specifically directed at an umpire or vulgar personal insults, including accusations of bias or cheating.
 3. Refusal to stop arguing, and further delaying the game after the umpire has provided an athlete or manager adequate opportunity to make his point. The umpire should warn the athlete or manager that he has been heard and should return to his position or the dugout or he will be ejected.
 4. Arguing balls and strikes (including check swings) after being warned.
 5. Use of gestures (i.e. jumping up and down, sliding on the ground, violently waving arms) while arguing with an umpire, or stepping out of the dugout and making such gestures toward an umpire.
 6. Throwing uniform items, equipment, or other items while arguing or from the dugout.
 7. Assistant coaches engaging in a prolonged argument with an umpire over a rule or judgment call. Only the manager may enter the field of play to discuss a rule or play with an umpire.
 8. There are other specific actions listed in the Official Rule Book that result in an immediate ejection. These violations include a pitcher intentionally throwing at a batter, a runner flagrantly colliding with a fielder, etc. These rules are to be enforced strictly as written.

Suspensions

If an athlete, manager or coach commits an act that by rule is cause for suspension, the umpire must notify the manager or technical committee. The umpire must complete the WBSC Ejection/Suspension Report and give or send the report by e-mail to the Umpire Director and Technical Director within 3 hours after the completion of the game.

Protests

Any protest by the manager of a competing team must be made at the time of the action or incident that caused the protest and before play is resumed. If the game ends (legal contest) in a protestable situation, the offended team has until all fielders have left fair territory to voice its protest intentions. All protests must be made to the UIC. No protest shall be allowed that involves a judgment decision by an umpire. All protests must be ruled on immediately by the protest committee. The committee shall confer with the umpires before making its decision.

When a protest is made by a Team Manager over a suspected misapplication or misinterpretation of Official Baseball Rules, it shall be made to the Home plate Umpire according to the Official Baseball Rules. When such protest is made, the Home plate Umpire shall stop the game, inform the Team Manager of the opposing team, the Technical Commissioner(s) assigned to work that game, and the audience that a protest has been filed.

Uniforms

WBSC umpires should take pride in their appearance. Uniforms and hats shall be kept clean, pressed and in top condition. WBSC will provide uniforms to the selected umpires. It is mandatory that you wear the uniform that is provided for you.

Rain Situations

Prior to the start of the game the Tournament Director has jurisdiction whether the game is delayed or cancelled. Once the game starts, the crew chief can call for the tarp, but the ultimate decision is with the Technical Committee in consultation with the Tournament Director.

PLAYING RULES AND PACE OF PLAY

Official Baseball Rules

All games will be played under the event year of the Official Baseball Rules and Baseball Umpire Manual Procedures and Interpretations unless noted in this section.

The designated hitter shall be accepted.

WBSC Exceptions to the Official Rules of Baseball

The need to speed-up the play of international competition games must be constantly stressed to the Umpires, Team Managers and Coaches, and the following rules must be constantly enforced in an effort to keep the game moving quickly:

1. The 12-second rule for the pitcher must be enforced at all time during the game (without runners on base). Teams shall be directed to have a catcher ready to warm-up the pitcher as soon as an inning is completed. As stated in Official Baseball Rules 8:04, pitchers have 12 seconds to pitch with no runners on base.
2. The pitcher shall complete eight (8) warm-up pitches between innings and the Home-plate Umpire shall ensure that the pitches are thrown without undue delay. If a team fails to complete the warm-up pitches in a reasonable length of time, the Umpire may terminate them and call "Play Ball". If the game is televised live, the Umpire Director will confirm the number of pitches and/or duration of warm-up pitches between innings.
3. Managers shall be allowed three free trips to the mound during the game to talk with the pitcher (free trip is one in which the pitcher is not removed from the mound). These meetings shall be limited to 45 seconds from the moment the Umpire calls "Time". (Note: the second-base umpire will be carrying a stopwatch). After the third free trip, each subsequent trip to the mound shall result in the removal of the pitcher from the game. If the game goes into extra innings, trips not done during the game will not be accumulated and only one additional free trip shall be allowed for each three (3) extra innings. Two trips to the mound in the same inning to the same pitcher must result in the removal of the pitcher from the game. Managers that are going to make multiple changes involving the pitcher after the two options mentioned above (after the three free trips or for the second visit in an inning) must go to the home plate umpire to state their changes prior to going to the mound or their moves are invalid and the pitcher must be removed from the game.

4. Teams are allowed a maximum of 3 "offensive meetings" per game. An "offensive meeting" shall be charged any time a Manager delays the game for any length of time to talk with an offensive player; whether it is the hitter, a base-runner, an on-deck batter going to the plate, or to another Coach. If the game goes to the extra innings, "offensive meetings" not done during the game will not be accumulated and only one additional "offensive meeting" shall be permitted for each three (3) extra innings. Failure to observe this rule will result in a warning to the Team Manager and if it occurs again the Team will be fined and the Team Manager shall be ejected from the game. No offensive trip will be charged if the offense discusses strategy during a delay for which they are not responsible (e.g. trip to the mound, injury, player change, etc.) proving they cause no further delay.
5. The "between innings infield clean-up" that has become common for many stadiums in the 5th innings will be limited to a maximum of four (4) minutes during WBSC competitions
6. Extra-Inning Rule: For any inning beginning with the 11th inning, the Federation Team at bat shall begin the inning with runners on first and second base. The batter who leads off an inning shall continue to be the batter who would lead off the inning in the absence of this extra-innings rule. The runner on first base shall be the player (or a substitute for such player) in the batting order immediately preceding the batter who leads off the inning. The runner on second base shall be the player (or a substitute for such player) in the batting order immediately preceding the runner on first base. By way of example, if the #5 hitter in the batting order is due to lead off the 11th inning, the #3 player in the batting order (or a pinch-runner for such player) shall begin the inning on second base and the #4 player in the batting order (or a pinch-runner for such player) shall begin the inning on first base.

WBSC Baseball Umpire Evaluation Procedure

1. During the round robin of a WBSC competition, the assigned WBSC Umpire Director observes as many games as possible in order to evaluate the performance of the umpires.
2. The WBSC assigned Umpire Director shall use the WBSC evaluation form with the list of points of emphasis to properly evaluate each umpire.
3. At the end of the tournament the assigned Umpire Director shall prepare a tournament evaluation report of all umpires at that tournament. The umpire evaluation report will show an overall performance of each umpire during the competition.
4. Within a reasonable period (maximum 4 weeks) the Umpire Director shall send all the reports to the WBSC Umpire Director.
5. Before November, the WBSC Umpire Director shall send the reports to the WBSC Baseball Division office with requests to forward them to the relevant National Federations.

Points of emphasis on umpire evaluations

Plate Work

- Stability of Head and Body Position
- Establishes "Locked In" position on every pitch
- Does not drift to side or up and down with pitch
- Does not flinch on swings or foul tips
- Maintains proper spacing from catchers as not to become entangled if catcher moves quickly and unexpectedly
- Head at proper height to allow unobstructed view of entire plate
- Works in the "slot" not over the top of the catcher or to the outside

Timing

- Does not anticipate pitches
- Allows everything that can happen, to happen, before making DECISION, then makes a call
- Does not make a call as the ball is approaching the plate or crossing but, after the catcher has caught the ball
- Stays down in position to call balls

Proper Positioning for Plays

- Attains the appropriate angle and distance for plays
- Not too close not too far from the play
- Works to get angle over distance when appropriate
- Adjusts position for poor throws or unusual play

Judgment, Interpretation and Consistency of Strike zone throughout the game

- Maintains the same zone throughout the game
Is the same for both teams
- Does not call "unhittable" pitch a strike nor zone is too small

Crew Mechanics

- Has good knowledge of proper mechanics and rotations
- Rotates when is necessary

Base Work

- Proper Positioning for Plays
- Attains appropriate angle and distance for plays
- Not too close and not too far from the play
- Works to get angle over distance when appropriate

- Adjusts position for poor throws or unusual play

Timing and Judgment

- Does not anticipate the play
- Allows everything That can happen, to happen, before making a DECISION
- Gets the call right

Crew Mechanics

- Has good knowledge of proper mechanics and rotations
- Reads partners and adjusts if one of his partners misses a coverage

Effort and Professionalism

Focus and Hustle

- Concentrates consistently on the crucial elements throughout the game
- Is prepared for every pitch and play
- Moves with a purpose during a play to get into proper position to cover plays

Appearance and Demeanor

- Proper display of uniform and fit or athletic appearance
- Displays a conscientious and earnest desire to carry out on-field duties
- Exhibits posture that reflects interest in the game

Mobility

- Possesses physical ability to move into proper position on field
- Runs athletically and is able to keep pace

Tournament Umpire Evaluation Form

Umpire Name: _____

Country: _____

Tournament: _____

Date: _____ Site: _____

Umpired Games: _____ Home Plate: _____ Bases: _____

Plate Stance: Scissors Slot Squared Knee

PLATE WORK

_____ Plate Stance

_____ Strike Zone Wide Low High

_____ Timing

_____ Consistency

_____ Signals

_____ Movement to 1B

_____ Rotation to 3B

_____ Starting position for plays at the plate

_____ Position taken for plays at the plate

BASE WORK

- _____ Angles and distance for plays at 1B
- _____ Reactions to swipe tag attempts
- _____ Timing
- _____ Positioning for pick-offs
- _____ Reads and reactions to fly balls to the outfield
- _____ Positioning for fair/foul calls down the line
- _____ Rotation
- _____ Steal play technique
- _____ Force play technique
- _____ Reads and reactions to fly balls to the outfield
- _____ Position for tag-ups

GENERAL

- _____ Demeanor, posture, confidence
- _____ Intensity
- _____ Handling Situations (if applicable)
- _____ Attitude
- _____ Missed calls