

District 4 (Calgary Soccer Federation) Referee Affairs Committee IMPORTANT BROADCAST



Everyone,

Over the last few months, we have been tracking and have noticed numerous negative trends that have developed in the City of Calgary soccer community. Here are the trends that we have information on:

- No-shows for officials
- Game Sheets
- Misconduct Reports
- Game Payments

We all want a strong environment to be able to foster a good community and growth for the officials in the sport. Mainly, we really need to turn these trends into a more positive environment for all (players, coaches, referees and administrators). In order to encourage these adjustments we will be implementing following procedures effective starting July 15th, 2008:

Referee No-Shows: If a referee fails to show up for an assignment, they will be fined the value of the position they were assigned. This is subjective to the reason and nature of the no-show because it is understood that unforeseen circumstances happen and that sometimes a no-show is unavoidable. The levy of the fine will be at the discretion of the Referee Affairs Committee on a case-by-case basis. It is encouraged that other officials working in place of a referee or assistant that has not shown up make a note of the no-show stating 'no-show – name' on the game sheet. When an Official has been deemed to be a no-show, they will be required to fill in a Referee No-Show form stating the game details and rationale for missing the appointment. This form is available at the Referee's Section on the www.calgarysoccerfederation.com website. This form MUST be completed and forwarded to the CSF Referee Scheduler at refereescheduler@calgarysc.com. The terms of a bonus to the officials who had to change roles because of a no-show will be discussed on a case-by-case basis.

Game Sheet Submissions: As match reporting is part of Law 5 – Official Duties, it is the referee's responsibility to submit game sheets to the leagues within 48 hours of the game time. It is their responsibility to provide the match report data in a timely manner. In some cases, we understand that unforeseen circumstances happen and that sometimes late game sheets are unavoidable. So, the levy of the fine will be at the discretion of the Referee Affairs Committee on a case-by-case basis. Please see the [CSF website](#) for the current drop off locations and any future modifications.

Misconduct Reports: As match reporting is part of Law 5 – Official Duties, it is the referee's responsibility to submit misconduct reports and pertinent documentation (ie: player cards, etc) to the leagues within 48 hours of the game time. It is their responsibility to provide the match report data in a timely manner. In some cases, we understand that unforeseen circumstances happen and that sometimes late game sheets are unavoidable. So, the levy of the fine will be at the discretion of the Referee Affairs Committee on a case-by-case basis. Please see the [ASA website](#) for the latest copy of the report.
Reminder: Misconduct reports are critical documents for the leagues and they need to be submitted within the proper time frame as part of the referee's duties.

Referee Payments: Please print legibly on your game sheets. It is the referee's responsibility to review the monthly payment summary and report any discrepancies. If there are any inquiries please report those to the refereepayments@calgarysc.com email account. When the changes are confirmed we will modify them on your next paycheque and notify you.

If a referee has shown a history or consistency in not completing their duties within the respective times, they may be requested to appear before the Referee Affairs Committee.

As we are all officials in this sport, we recommend that we all look out for each other out there and please pay of attention with regards to the administration of our sport and so that your career as a referee is not effected by the above adjustments.

If you do have any comments or concerns, please email them to either Deryl Coe (deryl_coe@nexeninc.com) or Doug Kipta (dugi@shaw.ca) and they will be discussed at the next RAC meeting.

Sincerely,
Calgary Soccer Federation