



Match Official Policy

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OSA Match Officials Policy

The [OSA match officials policy](#) applies to all SOSA match officials. This includes the [OSA Grading Protocol](#), the [Change Room Protocol](#), the [OSA Concussion Protocol](#), the [Game Fee & Assigning Protocol](#), and the [OSA Match Officials Fitness Protocol](#).

In addition, all relevant CSA policies apply. These policies will be found on the OSA Match Officials website and/or the SOSA Match Officials website.

Conflict of Interest

Before being appointed, match officials should disclose any personal interests to the DRC that could be linked with their prospective function. This includes any situation that could lead to a conflict of interest or a possible perceived conflict of interest. These occur when the match official has, or appears to have, private or personal interests that detract from their ability to carry out the obligations as an official with integrity in an independent and purposeful manner. Private or personal interests include gaining any possible advantage for themselves, their family, relatives, friends and acquaintances.

The following is a guideline (but is not limited to) for which games a match official should not officiate due to a possible perceived conflict:

- If a player, coach or team official (including assistant coaches, managers, trainers, etc.) in a particular league and division – the match official cannot officiate in that division of that league;
- If an immediate family member (spouse, son, daughter, brother, sister, parent) who is mentioned above, the match official cannot officiate in that division of that league;
- If a board member or on the executive of a particular club, the match official should not officiate in a game when a team from their club is playing a team from another club;
- If an assignor for that league – the match official cannot officiate in that league.

SOSA Policy on Abandoned and Cancelled Games

The SOSA policy on abandoned and cancelled games shall apply unless a league has defined a more stringent policy in their rules.

Cancelled Games

If the league must cancel a game and notifies the match official(s) prior to 15:00 on the day of the game, the match official(s) shall not receive remuneration for the game. Notification prior to 12:00 noon on the day of the game will be by e-mail and after 12:00 noon notification will be made by e-mail and telephone (mobile phone number will be used if listed).



If the league must cancel a game and notifies the match official(s) after 15:00 on the day of the game, the match official(s) shall be paid fifty (50) percent of the published game fee.

Match officials are responsible for ensuring their online referee accounts are up to date with their current contact information.

Postponed / Abandoned Games

When the match official must postpone the game prior to the start of the game, the official(s) shall be paid fifty (50) percent of the published game fee for that game. The match official must collect both game sheets at the field and submit the game report and appropriate Special Incident Report in order to be compensated for the postponed game.

When a match official must declare a game to be abandoned after it has been started, the match official(s) shall be paid the game fee as published on submission of completed game report and Special Incident Report.

For any cancelled/postponed or abandoned games the relevant league will determine the reason for the non-playing of the game and the club(s) may be invoiced if deemed appropriate.

If a match has been started under dangerous conditions and abandoned immediately thereafter for the obvious intent of receiving a full match fee, the match official shall be subject to disciplinary action.

GENERAL REGULATIONS

Match Official Uniform

All Match Officials in competitions under the jurisdiction of the Association must wear uniforms comprising plain black shirts and black shorts. Socks shall be black. Adidas grey and navy blue are considered black. Match officials should only wear an alternative colour uniform when there is a clash between the uniform shirts of the outfield players of one of the teams and the match officials' first choice colour.

Match officials are required to wear the appropriate FIFA or CSA badge which must be worn on the left breast pocket. No other competition or association badge may be worn.

In the event that all match officials at a game do not have the same colour jersey, common sense should prevail and the appearance of the match official "team" must project professionalism.

Grace Period

All match officials are to arrive at a game no less than 15 minutes prior to the start of the game (unless the rules of competition dictate otherwise) and **must** inspect the field and equipment for safety of all participants.

If the start of a game is delayed for any reason a grace period of no more than 10 minutes (unless the rules of competition dictate otherwise) is allowed. After the grace period a decision must be made to either play the game or abandon it.



It is the responsibility of all match officials to arrive on time for their games. The allowable grace period is not meant to cover the instance of match officials arriving late to games.

Match Reports

All match reports must be signed by all match officials in attendance and must show their OSA number clearly and legibly. Match reports must be submitted to the competition authority within 48 hours of the end of a game or sooner if required by the rules of competition.

If a match official shows a player a card during or after a game, a proper misconduct report must be completed and submitted to the competition authority with the match report. These reports must be submitted within 48 hours of the end of the game.

If an incident occurs at a game (i.e. a brawl, sending off of a team official, game abandonment etc), a “Special Incident Report” must be completed and submitted with the game sheets to the competition authority and the District within 48 hours of the end of the game.

If a match official is assaulted at a game a “Referee Assault Form” must be completed and submitted with the game sheets to the competition authority and District within 48 hours of the end of the game.

Match Selections

It is the match official’s responsibility to maintain their personal profiles in the District’s chosen assignment system.

It is the responsibility of all match officials to familiarize themselves with the competition rules of all the leagues and tournaments they officiate in.

Match officials should not accept or select any game if they cannot reach the field to perform their field inspections prior to the scheduled start of the game.

Match officials whom accept or select a game and cannot attend **MUST** return the game to the Assignor **no later than 48 hours prior to the game** in order to find a suitable replacement. Match officials who return a game to the Assignor with less than 24 hours’ notice will be charged a ***fine of \$25*** that must be paid prior to receiving any further assignments.

Match officials are not permitted to accept or select games that they have no intention of attending in order to “pass on” the game to another game official.

Match officials are required to print a copy of their game schedule the day of the game and bring it with them to the field. This is to ensure that there is no confusion or disagreement regarding who is assigned.

No match official shall remove another match official assigned from a scheduled game. If there are more than three match officials at a game, the most current copy of schedules will take precedence to determine who will officiate the game.



No match official shall select two games as the “Middle Referee” on a particular game night unless prior permission is received from the Assignor or DRC. If permission was not granted and a match official still selected both games, the Assignor shall remove the match official from the higher level game.

In the event that the Referee sustains an injury during a game causing them not to perform to the best of their abilities, the senior Assistant Referee shall become the Referee and the Referee becomes the assistant if able. The original Referee will still receive the game fee as the main official.

In the event the assigned Referee does not arrive for the game, the two Assistant Referees will agree as to who shall officiate the game and who shall be the Assistant. If mutual agreement cannot be reached, a flip of a coin (away from the field of play) will determine who will officiate the game. A Referee assigned to the game arriving after the game was started shall then be assigned the Assistant Referee position and duties **and be paid the fee for that position.**

Other Issues

A “Two Referee System” or “Dual System of Control” is not acceptable for use at any time.

Talking on cell phones during the game, not tucking the shirt in, smoking near the field of play, etc. are examples of behaviour that are not permitted.

Ball caps are not allowed unless for health reasons, rain, or as sun blocks on hot days for Assistant Referees only.

Match officials at a game are a “team” and should enter and leave the field of play together. All match officials are to wear the required uniform for each game.

DISTRICT ADMINISTRATION

District Appointments

Competitions assigned by the District and fees for such will be listed in a fee schedule on the SOSA website. All other games shall be assigned and paid directly by the clubs involved.

SOSA uses a computerized system for the assignment and selection of match officials for competitions assigned by the District.

All selections and assignment are done in accordance with the OSA’s appointments procedure outlined in the [Game Fee & Assigning Protocol](#).

In addition, the following criteria shall be used in the selection of match officials within the same classification:

- Attendance in at least two education sessions;
- Participation and completion of fitness.
- Optional criteria:
 - Participation in upgrading courses;
 - Passing the standard examination for upgrading;



- Compliance with game report process;
- Punctuality at game appointments;
- Assessor or evaluator feedback.

All competitive games played in the District have the roles of Referee and Assistant Referee graded in accordance with the appropriate classification for that league as specified by the OSA Appointment Procedure.

Fees and Payments

Following each match, the match official must perform the following duties so that they may be paid:

1. The Referee must submit an online game report on the assignment system.
2. The Referee must submit completed game sheets to the competition authority.

Until the Referee completes both of these they will not be paid for the game.

The competition authority must acknowledge on the assignment system that the game sheets have been received. Only when this occurs will the game be approved for payment by SOSA.

The district payment schedule is the start of the first full week of July, August, September, and October for the summer season.

If any payments are missing, the match official must advise the SOSA Administrator and DRC within four weeks after payment has been received. Season payments will be deemed as completed on November 30th for outdoor games and May 31st for indoor games.

Match Official Development

SOSA is committed to the development of match officials through the match official game appointments process including providing trial opportunities for newer match officials who are ready for the next higher level of competition.

SOSA holds several educational seminars annually for match officials, generally beginning in October and running to May. These sessions are free to all match officials in the district and ensure that match officials are both current with the laws of the game and improve their level of professionalism.

All SOSA match officials are graded by the DRC and OSA Referee Match Official Department as per the [OSA Grading Protocol](#). Any match official who wishes to have their grading changed must contact the DRC.

SOSA will ensure that match appointments are provided to equally to both male and female match officials.

Discipline

A SOSA match official shall be subject to disciplinary action should they not comply with this policy.



All such disciplinary will be administered using Discipline by Review (DBR) where possible. Non-payment of fines will result in suspension of game selection privileges by the District.

The SOSA Match Official Development Committee will review all complaints received by the District. A determination will be made if misconduct as per OSA and/or SOSA policies has occurred and the issue needs to be sent to the District's Discipline Chair for a formal hearing. All such complaints must be submitted using the appropriate form.