

MEMO

To: Referee Branches
From: Kris Griffiths-Jones – Referees Development & Education Manager
Date: 3 May 2018
Subject: Appointments Update



Dear Member Referee Associations,

We would like to thank all Referee Associations who have assisted us in appointing Match Officials to Football NSW matches so far this season.

The support we receive from Referee Associations is greatly appreciated and we look forward to continuing to appoint Match Officials from your association to Football NSW matches.

To assist your Match Officials who are appointed to Football NSW matches, we provide the following guidelines on reporting Red Cards and incidents:

- **Red Cards**

- If a Red Card is issued for an R1, R2, R3 or R6 during a Football NSW match, we require a report from **all** Match Officials in relation to the issuing of the Red Card. Even if a Match Official did not witness the incident, we still require a report from that Match Official confirming they did not witness the incident.
- If a Red Card is issued for an R4, R5 or R7 during a Football NSW match, we only require a report from **one** Match Official. This report should be provided by the Referee.
- If a Team Official has been issued with a Red Card during a Football NSW match, we require a report from **all** Match Officials. Even if a Match Official did not witness the incident, we still require a report from that Match Official confirming they did not witness the incident.
- If a Red Card has been issued in a Football NSW match, **please complete and submit** Prescribed Form 02 - Match Official Send-Off/Expulsion Report (to access the form please [click here](#)). Once completed, Football NSW will take appropriate action in relation to the Red Card.
- Please **do not** use local Football Association Red Card Reports when reporting a Red Card issued in a Football NSW match. These reports are not received by Football NSW and therefore we are unable to take appropriate action.

- **Incidents**

- If an incident occurs in a Football NSW match, for example, the expulsion of a Team Official, misconduct by players, or spectator abuse, we require a report from all Match Officials in relation to the incident. Even if a Match Official did not witness the incident, we still require a report from that Match Official confirming they did not witness the incident.

- If a Football NSW match is abandoned by the Match Officials for any reason, for example, an injury to a player, misconduct, heat, or issues involving the venue, we require a report from all Match Officials in relation to the abandonment of the match. Even if a Match Official did not witness the incident which lead to the abandonment, we still require a report from that Match Official confirming this.
- If an incident occurs during a Football NSW match, but does not result in the match being abandoned, for example, serious injury to a player requiring an ambulance, an issue involving the venue, weather, or any incident you believe we should be advised of, we only require a report from one Match Official. This report should be provided by the Referee or the Match Official best placed to provide the report.
- If an incident has occurred at a Football NSW match, please complete and submit Prescribed Form 03 - Match Official Incident Report (to access the form please [click here](#)). Once completed, Football NSW and we will take appropriate action in relation to the incident.
- Please do not use local Football Association Incident Reports when reporting an incident occurring in a Football NSW match. These reports are not received by Football NSW and therefore we are unable take appropriate action.

The reason we require reports from all three Match Officials (in some circumstances) is so that we can form a complete picture of the incident prior to taking any disciplinary action. By Match Officials submitting reports confirming they did not witness the incident, we can move the matter forward and not have to chase up any outstanding reports only to then be advised that the Match Official did not witness the incident.

The reason we require a report in relation to incidents that do not result in the abandonment of a match is for risk management and insurance purposes.

We take this opportunity to remind Match Officials that reports must be submitted as soon as possible, but no later than 24 hours after the completion of a match.

If you or any one of your members are unsure about what forms to use or have any questions, please contact Michael Napoli at Football NSW via email on michaeln@footballnsw.com.au or telephone on 02 8814 4409.

Yours sincerely,



Kris Griffiths-Jones

Referees Development & Education Manager