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## Referee General Principles

### Pre Game Preparation

A referee's pre game duties start the moment they receive their game assignment(s). Once they have accepted it they must honour it, keeping a diary or record of assignment dates is essential for planning.

#### 1. Travel

Check in advance the distance and how long it will take to get to the game location. Know the kick off time and duration of the game. Leave to arrive 30 minutes before kick off.

#### 2. At Home

Before leaving home do an equipment bag check. Fields without dressing rooms require you to travel pre dressed.

Otherwise check the following:

- Shirt with approved badge on left breast pocket.
- All black shorts (no belt).
- CSA approved socks (three white rings at the top)
- Soccer style shoes (polished).
- Cold weather wear is permitted which should consist of all black material or a dark color material.
- Alternate colour is permitted when appropriate.
- When there are three officials, all must wear the same colour uniform (shirt, shorts and socks).

#### 3. Equipment

- A good sounding whistle
- A spare whistle
- Assistant Referee flags
- Note pad
- Red and yellow cards
- Spare Pen or pencil
- Coin
- Wrist watch and/or stop watch
- Spare badge

#### 4. Optional Helpful Equipment

- Store in sports bag.
- Referee guide
- Ball pump
- Pressure gauge

- Clip board
- Pen knife
- Shoe shine kit
- Extras of above equipment - (Keep in car.)
- Extra pair of shirt, shorts, socks and shoes

### At the Field

#### 5. Playing conditions

- a. Will the conditions allow a game of soccer to be played normally?
  - Underwater
  - Frozen hard
  - Snow
  - Grass too long
  - Field unlined
- b. Hazards or dangerous conditions
  - Rocks
  - Glass
  - Broken goals
- c. Markings

All games should be played on fields that are properly marked. If you feel that because of the lack of lines the game may give you control problems, then you should not referee the game. Be flexible when there are some markings, such as the side (touch) line, goal lines and the penalty area visible. Always mark on the game sheet discrepancies in field marking. **If you decide to cancel because of no markings you must write this on the bottom of the game sheet "Game cancelled no markings."** Also mark the time, as you must allow fifteen minutes for the home team to mark it.
- d. All games should be played with **goal nets** (check league rule). Corner flags are compulsory, half way flags are optional. Again be flexible but, report any discrepancies on the game sheet.
- e. Lightning
  - Never take a chance playing when lightning is present! When you see lightning stop the game. You can wait to see if it is going to clear in a short while.
  - Do not allow anyone to change your decision!
- f. Weather

- You and the field owner are the only persons that can cancel a game. Take into consideration that **if** you play the game will it ruin the field. Also consider "a." above.
- Always use LAW 18 (Common Sense), the game can always be played another day.

## 6. Player I.D. Check

- Refer to each league guidelines for this and for teams using youth players or guests. Refer also to MSA ID card directives at the end of this guide. Properly completed youth permits for guest youth players playing with any senior team **must** be provided, including valid youth photo ID card with current date stamp(s) – **no** exceptions.
- Senior guest players are NOT exempt from providing ID. They must have their current two-part MSA photo ID and registration card with them otherwise they cannot play (unless MSA sanctioned tournament regulations are in effect for out of town guests).

### RECOMMENDED ID CHECK FOR ALL LEAGUES

#### Step 1

Have each player on the game sheet hand you their ID card (equipment check can be done at this time).

#### Step 2

Check that the player resembles the photo on the card. If not, refer to MSA ID card directive.

#### Step 3

Check the player's name on the card is as on the game sheet and mark it off.

#### Step 4

Make sure the number of cards match the number of players listed on the game sheet and that every player has a valid ID card.

#### Step 5

If the player has no ID card or the photo is not that of the player, or the card has no photo, place "X" in the "No ID" box next to their name (check league rules and MSA rules for eligibility of player to play).

#### Step 6

Equipment & Jewellery check: When checking ID cards you should also check to see that each player conforms to Law 4 (Proper dress, shin guards, removal of dangerous objects and jewellery). Inform those players that do not conform, that they will **not be allowed to play** until they do. There are NO exceptions to the jewellery rule except Medic-Alert bracelets which MUST be taped.

#### Step 7

Count that the number of players checked off corresponds to the number of dressed players. If there is a discrepancy a shirt number check must be done. Obtain all remaining player cards and inform the coach to have all late players report to you before playing.

***Advice to Referees***

- a) Always do a player ID check as part of your "Pre game duties". Check signatures, date stamps, proper photo.
- b) Retain player ID cards with the game sheet and keep them in a bag, or in your car if close by. (Remember to return the cards after the game.)
- c) When retaining a dismissed player's card and filling out the game sheet, do not allow coaches or players to crowd around you. Tell them to please wait a few minutes until you finish.
- d) Always double check that you have the right ID card for the player you dismissed.
- e) Refer to MSA directives concerning ID cards to determine whether or not to retain ID cards should their validity be in question (old date stamps, improper signatures, photo does not resemble player, etc.)
- f) After returning the cards and game sheet do not get into a discussion as to why the player(s) was dismissed. State the official infringement and that it will be explained in your report to the league, nothing else. Always be civil and polite. If any coach or player continues to show dissent or swears at you take mental notes and report them for misconduct.

**7. Game Ball**

Select a ball of the proper size and pressure (make sure you have a pump and gauge). Have both teams keep a good ball in reserve.

**8. Refereeing without Neutral Assistant Referees**

Ask each team for a person to act as an Assistant Referee (preferably not a substitute player). Give them instructions as to what you require of them. Always thank them after the game. They could be perspective referees.

**9. Uniform Colours**

Check that there is no conflict of colours with persons on the field, including you. The Home Team usually changes (check league rules).

**10. Coin Toss**

Have a large coin to toss that the head and tail are easily visible. The recommended method is for you to toss the coin, catch it, and have the away captain choose heads or tails. The winner will decide which goal to attack in the first half. Note which team kicked off.

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## 11. Number of Players, Guest Players

Minimum number of players to start a game:

Unless individual league rules state otherwise, the Manitoba Soccer Association Rules and Regulations will apply.

### MSA Rules and Regulations, (Rule 4. d.)

Any team fielding less than nine (9) registered players at the time set for the commencement of a game shall be allowed fifteen (15) minutes grace. Any team failing to field at least nine (9) registered players in the required time aforementioned shall forfeit the game and the points thereto.

## 12. Guest Player Permits

Properly completed “Youth Player Permit” forms for guest youth players playing with any senior team, signed by youth and senior clubs, **must be attached** to the team sheets and forwarded to the referee before game time. Valid youth player ID cards with current date stamp(s) for guest youth players must also be provided – **no exceptions**, otherwise the player cannot play.

For rural youth players **only**, not registered with WYSA: These players still require a permission form signed by youth and senior clubs, along with a photo ID card, either soccer specific, student ID, or driver’s license as not all rural clubs use soccer ID cards (this is the **ONLY** exception for using alternate photo ID).

Please ensure that copies of multi-part permit forms are attached to the correct copies of the game sheet (copies for home, away teams, league) upon completion of the game. Note that WYSA may also need to be mailed a copy of that permit as well. The names of all guest players involved must appear with an appropriate designation on the game sheet.

## 13. Start of Game

Prior to the kick off count the number of players on both teams while setting or checking your watch. Make sure that all players are in their own half, then whistle to start. After commencement, a match **may not continue if either team consists of fewer than 7 players** (FIFA rule).