

Advisory to Hawaii State USSF Referees

The Oahu League (OL) supports the efforts of the State Referee Committee (SRC) to provide well-trained youth and adult USSF referees to officiate OL matches. The OL realizes that referees are the authority ultimately accountable and responsible for a well-officiated match. It is the expectation of the OL Board of Directors that referees follow the guidelines presented below when officiating OL matches. In order to officiate OL matches, referees must sign and submit the acknowledgement form on page 3 of this advisory.

1. To be eligible to officiate an OL match a referee must be currently certified and in good standing with the SRC and USSF.
2. The referee for a match should present her/himself in a professional manner. This includes the proper referee attire consisting of black shoes, socks and shorts. The only USSF-approved shirts are the traditional black and fuchsia referee shirts or the new yellow, red or black shirts; no other color shirts are acceptable for OL matches. All referees should be dressed alike.
3. All matches are to be officiated according to USSF, USYSA, HYSA and OL rules. It is the responsibility of the referee to be knowledgeable of these rules and their proper administration.
4. A referee should be present at the match at least one-half hour prior to the start of the match to be officiated.
5. A referee is responsible for the timely start and finish of each match. If a match is running late the referee may shorten the time of the match to maintain the match schedule for the day. The time "shortened" should be equally applied to both halves. A referee should conduct the team check-in on the sidelines while the prior match is in play in order to maintain the match schedule.
6. If, at fifteen minutes past the scheduled start of a match, a team does not have the required number of players, the referee is to note the pertinent details on the match card. The OL will determine which team is assigned a forfeit (the referee does not determine the outcome of a match).
7. To replace a player by substitution the coach will have the substitute stand near the touchline at the midfield line and notify the AR of the desired substitution. The AR will signal the CR with the flag to indicate that a substitution is requested. The CR, at his/her discretion, will allow the substitution at a stoppage of play. The coach (and the bench) will not yell at the referee, i.e., "ref – substitute" and the CR will only signal (not yell) that the substitute may enter the field of play. Substitutes will enter the field-of-play only after the player being substituted leaves the field-of-play.
8. When changing a GK in "**regular play situations**" it is not permissible to have the two GKs exchange equipment on the field. If a field player is to become a GK he/she should be removed from the match and dress in GK equipment on the sidelines – then a proper substitution can be made at a stoppage of play. The only time a GK field exchange will be allowed is when a team has no substitutes or is playing short.

When changing a GK in "**penalty kick situations**" it is permissible for the GK and a field player to have a field exchange of equipment.

9. A referee is responsible for properly completing the official match card. All portions of the match card must be accurately and legibly completed. The match card must be mailed or delivered to the OL office c/o Soccerama at 930 Hauoli St. #302, Honolulu, HI 96826 within 48 hours of the completion of an officiated match. If a red card is given to a player or coach the player/coach pass must be included with the match card when it is mailed or delivered to the OL. In addition, a telephone (951-4972) or fax (946-4842) notification of a red card must be called in to the OL office at Soccerama within 24 hours and the match card with a description of the offense and the player/coach pass must be sent to the OL office within 48 hours. In all cases the match card and player/coach pass (if applicable) should arrive no later than the Wednesday following the match. This is required to allow the Discipline Committee to meet and approve sanctions for red cards and cumulative yellow cards before the next match. ***The filing of an accurate and complete match card and any player/coach pass is an important task of the referee. The OL expects all referees to submit match cards and player/coach passes in a timely manner.***

Note: If a match card is not available, email the details of the yellow or red card to the Referee Assignor at frames@pixi.com.

10. The referee must note any instances of referee abuse or referee assault on the match card and submit a complete written report of the instance to the OL office at Soccerama within 24 hours by fax or email to the Referee Assignor. The OL will not tolerate any abuse of referees by its members or spectators. ***For the OL to support referees, you must report instances of referee abuse.***
11. Referees who do not show for their assigned matches will be assessed a fine of one and a half times their match fee.

Referee Acknowledgement Form

I, _____,
(printed name)

have read the "Advisory to Hawaii State USSF Referees" dated October 17, 2000, and agree to follow the guidelines set forth by the OL Board of Directors. I understand that if I do not follow the guidelines or meet the expectations as stated, I may be placed on probation or removed from the list of referees to be used to officiate OL matches. If I do not comply with the OL guidelines and receive sanctioning I may appeal the sanctioning through the appeals process established by the OL. The decision of the OL Board in the appeal is final.

(signature) (date)

Referees should submit this "Referee Acknowledgement Form" (with name and signature) to the OL Referee Assignor through any of the following three options (do not send in pages 1 or 2):

1. Mail to: Fred Rames
Oahu League Referee Assignor
25 Holua Way
Wahiawa, HI 96786

(Referee Acknowledgement Form with signature is acceptable)

2. Fax to: Fred Rames at 621-4822

(fax copy of Referee Acknowledgement Form with signature is acceptable)

3. email to: frames@pixi.com

(email attachment with scanned copy of Referee Acknowledgement Form with signature is acceptable)

Note: Referees should send the acknowledgement form to the OL Referee Assignor in advance of the season they wish to officiate. The acknowledgement form needs to be submitted only once a year for all seasons and tournaments.