

LOS PADRES SOCCER REFEREES ASSOCIATION
SOUTHERN CALIFORNIA SOCCER OFFICIALS ASSOCIATION UNIT “F”
ASSIGNMENT POLICY

Revised August 2009

I. PURPOSE

The purpose of this policy is to provide guidelines for administering the assignment of Los Padres soccer referees and the standards of performance and conduct expected from assigned officials.

II. METHOD OF ASSIGNMENT:

A. Availability.

1. The Director of Assignment will provide Availability Forms each month, at the monthly meeting which list all leagues and tournaments which are scheduled or anticipated for the following month.
2. Members will indicate availability dates, times and desired league as applicable.
3. Members not able to attend the monthly meeting should contact the Director of Assignment to coordinate availability.
4. Changes in availability should be communicated as soon as known, preferably in writing via fax or email, to the Director of Assignment.

B. Affiliation.

1. It is the responsibility of The Association to support USSF/Cal-South leagues based on availability of certified officials.
2. Unaffiliated leagues will be supported to the extent possible based on remaining officials.
3. USSF certified officials are expected to work more affiliated games than unaffiliated games during the year.



C. Assignment Procedure.

1. The Director of Assignment will schedule officials to games based on the level of the game, qualifications of the official, and availability.
2. Assignments will be given as far in advance as possible based on receipt of schedules.
3. The Director of Assignment will attempt to schedule officials to provide experience and advancement to higher level games based on input from the Association's certified assessors.

D. Assignment Fees.

1. Director of Assignment

The Director of Assignment will be compensated for time required to assign games based on the ability of the Association to pay.

- a. The Director shall receive a fee determined by the Board of Director's ("Board") for each game assigned. This is in addition to expenses required to administer assignments which are budgeted and approved.
- b. Payment of game assignment compensation will be made by the Treasurer on any convenient periodic basis.

2. CIF Coordinator.

- a. CIF game assignment fees will be recommended by the Board, approved by the general membership and paid to the CIF Coordinator/Assignor. CIF game fees include normal administrative assignment expenses and may be paid on any convenient installment basis.
- b. Additional expenses required to meet SCSOA and CIF/SS reporting requirements will be paid when submitted and approved by the Board.



3. Officials.
 - a. Officials shall pay an administrative fee for each game assigned by the Association which provides payment of \$40 or more. The current fee to be paid by the referee and by each assistant is an amount determined by the Board and approved by the general membership.
 - b. The administrative fees are payable at the monthly meeting following the game. Failure to pay assignment fees in a timely manner may result in withholding assignments.
 - c. Game fees which are paid by the Association will have the assignment fees withheld.
 - d. CIF game assignment fees will be a flat fee based on recommendations of the Board and approval of the general membership. This fee will be paid prior to the beginning of the CIF session along with the insurance, SCSOA membership, and other fees associated with CIF.

III. STANDARDS OF PERFORMANCE

- A. Responsibility.
 1. Each official should keep abreast of changes in the Laws of the Game or the Rules of Competition by attending Association meetings and participating in scheduled training sessions.
- B. Professionalism.
 1. Officials should treat players and coaches with courtesy and respect at all times.
 2. Officials should prevent an impression of bias by refraining from fraternizing with players, coaches, or spectators before, during, or after a game.
 3. No official should partake of any type of alcoholic beverage before any game assigned, nor smoke, eat, or drink while actually officiating. Officials should not drink alcoholic beverages in the vicinity of teams or players following a game.
- C. Improvement.
 1. It is the responsibility of each member to strive to improve their refereeing techniques and to seek and accept sincere, constructive comments/criticism from fellow referees, assessors, or instructors.



IV. STANDARDS OF CONDUCT

A. Standards.

1. Each member is expected to abide by and respect the USSF Code of Ethics.
2. Each member is expected to make themselves available as much as possible to meet Association assignment requirements.
3. Members, upon notification by assignor, shall accept assignment except with valid excuse. Assignor shall give ample notification when possible.
4. Game Conduct.
 - a. Member is expected to be properly attired.
 - b. Member is expected to be at the field site in accordance with the requirements of the competition as provided by the assignor at the time of assignment. Lacking specific direction, member is expected to be at the field 30 minutes, but not less than 15 minutes before the scheduled game time.
 - c. The game will be conducted in accordance with established guidelines.

B. Fines.

1. Fines may be levied in the following situations:
 - a. Any referee who arrives less than 15 minutes before the scheduled kick-off shall be fined \$5.00.
 - b. Any referee who arrives after the scheduled kick-off shall be fined \$10.00.
 - c. Any referee who does not show for a game assignment shall be fined an amount equal to the game fees.
 - d. Fines will be doubled for a second offence.
 - e. There will be no assignments for the fined referee until the fines are paid.



2. Fines may be levied by the Board under the following circumstances:
 - a. Written complaint from an association member.
 - b. Written complaint from a league official.

The Board shall verify each finable situation.

The member is to be excused from fine with valid excuse.

Fines shall be collected by the Treasurer in the same manner as administrative fees.

4. Rights of Appeal:
 - a) Each member shall have the right to appeal any fine levied by the Board. Member shall notify the Board if they wish to appeal within 15 days after notification of fine.
 - b) A FINE APPEAL COMMITTEE shall be formed and composed of three non-Board members. The committee shall be appointed by the President from the general membership. The committee shall serve as required.
 - c) The FINE APPEAL COMMITTEE shall review member appeal and determine final action.
 - d) All FINE APPEAL COMMITTEE decisions are final.

