

SALEM SOCCER REFEREE'S ASSOCIATION
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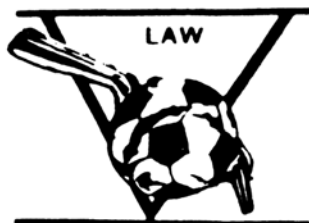


2013 OPERATIONS MANUAL

“Since 1987 celebrating 34 years of supporting youth soccer”

Online assigning at www.oregonsoccercentral.com

Salem Soccer Referees Association, Inc.



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SSRA Board

Mick St.Paul, President
Robb Gramzow, First Vice President
Joe Penna, Second Vice President
Alex Robles, Secretary
John Albert, Past President

Harry Garabedian, Commissioner
Jose Maciel, Assistant Commissioner
(Ex-officio)
Dick Horner, Trainer (Ex-officio)
Dr.Frank Balke, Historian (Ex-officio)

ABOUT THE ASSOCIATION

The SALEM SOCCER REFEREES ASSOCIATION welcomes men and women interested in providing refereeing services to high school and community youth leagues throughout the mid-Willamette Valley. The Association has been active for over thirty years and is a chartered association of the Oregon Schools Activities Association (OSAA).

The Salem Soccer Referees Association is a non-profit association governed by Articles of Incorporation and By-laws as well as Administrative Rules. The daily administration of the Association is carried out by an executive board. The membership profile reflects 40 to 60 individuals representing all walks of life and ages

spanning from 18 to more than 50. The role of the Association is to 1) promote the game of soccer; 2) recruit and train soccer referees; 3) provide certified soccer referees to client schools; 4) act as a technical advisor to OSAA and 5) assist in maintaining the games integrity by providing for players' safety, good sportsmanship and fair and equitable play.

On page 20 of this manual referees will find vital statistics for the past three years. The Association, for the past 35 years has developed a long history of commitment and dedication to high school soccer. Many referees have moved through the organization over time. The Association recognizes many of those referees annually, their "love of the game" means hours of time away from careers and family to provide for quality contests for high school soccer players.

The Association serves 28 schools and their 80+ teams in the cities of Salem, Stayton, Monmouth-Independence, Amity, Aurora, Dayton, Colton, Sheridan, Gervais, Molalla, McMinnville, Silverton, Turner, Woodburn, and Yamhill-Carlton. Referees, once trained and certified, are assigned games primarily on weekday afternoons and Saturdays. Over the years the Association leadership has developed specific policies and guidelines to 1) give the membership clear and consistent guidelines and 2) provide the most efficient service possible.

Welcome to the Salem Soccer Referees Association.





2013 SEASON CALENDAR

<u>Day</u>	<u>Date</u>	<u>Location</u>	<u>Time</u>	<u>Agenda</u>
W	August 7	North River Road Park, Salem, 3045 River Road N., Salem	6:00 p.m.	Organizational Meeting
SA	August 10	Valley Inquiry Charter School (Formerly Hazelgreen School) 5774 Hazel Green Rd, Salem	9:00 a.m.	Mandatory Training - Rookies
SA	August 10	VICS	1:00 p.m.	Mandatory Training-All members
TU	August 13	VICS	6:00 p.m.	Rookies Make-up Training
Wed	August 14	VICS	6:00 p.m.	All members Make-up Training
M	August 15	Sprague HS	6:00 p.m.	Physical/ A must for PO officials
* 2012 NFHS Soccer Rules test must be taken on line as open-book test, must be taken by Sept. 1				
W	September 4	Blanchet HS 4373 Market St Salem	6:30 p.m.	Mandatory Meeting - All members
W	September 11	Blanchet HS	6:30 p.m.	Mandatory Meeting - Rookies & 2nd year
W	September 18	Blanchet HS	6:30 p.m.	Mandatory Meeting - All members
W	October 2	Blanchet HS	6:30 p.m.	Mandatory Meeting - All members
W	October 16	Blanchet HS	6:30 p.m.	Mandatory Meeting - All members
Su	November 10	Annette's, W. Salem	6:00 p.m.	Awards Banquet
SA	November 16	See www.OSAA.org website		Soccer Championship Finals

*Rookie referees (less than 3 years with SSRA) are required to attend no less than six hours of certification training and veteran referees are required to attend no less than three hours.

GAME ASSIGNMENTS are coordinated through the Association and officials will give priority to those games that have been coordinated by and are assigned by the assigning authority, the Commissioner of the Association.

1. If an official accepts an assignment directly from an association client, the official may be reviewed by the Executive Board for disciplinary action.
2. The Association assigns games online through the www.oregonsoccercentral.com website. Availability must be posted on the web prior to any assignments. Officials must have daily access to a computer and the web to receive and accept assignments and file game reports.
3. September through November game assignments will be made on line. You must be logged on @ oregonsoccercentral.com to accept/reject assignments. Conflicts are to be resolved by contacting Jose Maciel, Assistant Commissioner/Scheduler.

4. ALL REFEREES ARE EXPECTED TO ATTEND SCHEDULED TRAINING AND MEETINGS AND FAILURE TO DO SO MAY RESULT IN THE LOSS OF ASSIGNED GAMES AND/OR FORFEIT OF A FINE IN THE AMOUNT OF \$25 PER MEETING FOR UP TO THREE SESSIONS MISSED (FOR REFEREES TO BE EXCUSED, YOU MUST BE DOING AN ASSIGNED GAME OR HAVE AN INJURY OR ILLNESS AND BE EXCUSED IN ADVANCE). REFEREES WITH THREE UNEXCUSED SESSIONS WILL BE REFERRED TO THE DISCIPLINE COMMITTEE AND NO FURTHER GAMES ARE ASSIGNED.

5. Penalty for failing to show, without just cause, for a game or not giving reasonable notice to the commissioner or assistant commissioner will result in the referee being penalized the total amount that individual would have been paid for the game. In addition, the referee will be required to report to the discipline committee.

6. Failure to participate in the physical test may be considered in the game assignments and eliminate members for consideration for playoffs.

7. The Salem Soccer Referees Association utilizes a streaming process in the matching of referees to games assigned. With the input of senior officials, the Association Trainer, the Commissioner and Assistant Commissioner, and the Board, referees are streamed annually utilizing four levels: 100 for entry level officials through 400 for experienced and highly capable referees. Criteria utilized in considering the level of assignment include attendance at training and physical tests, types and numbers of games done, other recognized certifications, and professionalism (i.e., dress and appearance, mechanics, fitness, attention to administrative duties, etc.).

Level 100 - Referees can work as an assistant referee on freshman or J.V. matches or as a center or dual referee on freshman or J.V. matches. For the purpose of on-line scheduling, level 100 will equate to a ranking of 6 - 7.

Level 200 - Referees can work as an assistant referee on J.V. or lower level varsity matches or as a center referee on lower level varsity matches or dual referee on mid-level matches. For the purpose of on-line scheduling, level 200 will equate to a ranking of 8 - 9.

Level 300 - Referees can work as an assistant referee on any match or work as a center or dual referee in all but the most competitive of matches. For the purpose of on-line scheduling, level 300 will equate to a ranking of 10 - 11.

Level 400 - Referees work as a center, dual referee or assistant referee in any high school match. For the purpose of on-line scheduling, level 400 will equate to a ranking of 12- 15.

This streaming process equates to a rating for the on-line scheduling program. Although referees may be assigned games above their rating, they will not be able to self-assign

themselves for games rated above their ranking. Self-assigning of games will be encouraged, especially once games have been posted.....check for open and available slots often.

The Commissioners gauge the level and degree of competitiveness of games matching officials to contests using this streaming process. The Commissioners may use their discretion in assigning referees outside of their level when circumstances warrant.

If referees believe that they are inappropriately streamed and wish to appeal their streaming level, however, the Board will entertain only those appeals submitted in writing. The written appeal (accepted only once per season) must use the criteria listed above in challenging the original streaming determination (i.e., number of games done) and accompanied with a non-refundable fee of \$45 minimum which may be higher depending upon the number of assessors assigned to do an assessment.

GAME REPORTS are the responsibility of all referees (center and assistants) and must be completed for every game done. Reports are done online at www.oregonsoccercentral.com. Game reports will not be accepted by the site until all required information is completed. Please make sure you give complete information on yellow and red cards, for what reason the card was given and make sure to include the proper code. When completing reports refrain from excessive elaboration, stick to the facts.....avoid speculation or hearsay.



Contact the Commissioner, **Harry Garabedian**, 503 910-2550, immediately (and no later than 8:00 p.m.) upon the conclusion of the match for the following:

- **Termination or suspension of any match for any reason.**
- **Red Card (ejection), without substitution, of any player or coach.**
- **Any Yellow Card (caution) of any coach or bench personnel.**
- **Excessive fan misconduct or any form of taunting for any reason.**
- **Improper uniforms, improper or lack of field markings, unsecured goal posts, lack of first aid or blood borne kits, or other items that may not keep a game from occurring but need correction.**
- **Injury requiring emergency medical care (911).**

REGARDING PLAYER ELIGIBILITY - do not take any actions on the field based on an opposing coach or athletic director input about who can and cannot play - report the matter and it will be sorted out by the commissioners, athletic directors, and leagues.

TRANSPORTATION is the responsibility of the **HEAD REFEREE**. He or she is responsible for **CALLING THE CREW ASSIGNED, IF POSSIBLE, TO CONFIRM the ASSIGNMENT** and to coordinate the transportation, utilizing a car pool when possible. Referees under the age of 18 are responsible for their own transportation to and from game sites.

PLEASE CALL ONE ANOTHER- WE MUST ALL TAKE RESPONSIBILITY FOR ONGOING AND REGULAR COMMUNICATION!



REFEREE CANCELLATIONS/EMERGENCIES will happen from time to time. However, once an assignment is accepted by the referee, he/she is expected to fulfill the obligation.

If an emergency situation does arise, the referee must do the following:

- a. Notify the Commissioner at (503) 910-2550.
- b. If Commissioner cannot be notified (directly, messages won't suffice), the referee is expected to contact the top level board member and follow up by notifying the Commissioner of the board member's name.
- c. **CALL THE SCHOOL AND NOTIFY SOMEONE IN AUTHORITY OF THE SITUATION.** Then call the Commissioner with the details and in this case you can leave a message.
- d. **IN ALL CASES IT IS IMPERATIVE THAT SSRA REFEREES SHOW UP, ON TIME, IN UNIFORM AND READY TO DO THE JOB.**

COMMUNICATION PROTOCOLS need to be followed with the officers, commissioner, and assistant commissioner. Business of the SSRA should not interfere or burden these individuals' work hours or place of business. Please follow these guidelines:

1. Routine scheduling - check the www.oregonsoccercentral.com website **OFTEN** as well as your e-mail. Routinely communicate by e-mail with the assistant commissioner, or call in the evening at home for assignments. Call the commissioner for all other matters (i.e., cards, concerns, etc.). During the day call the cell phones, no answer - leave a message/text on Jose Maciel's cell (503.409-8103) or home (503.390-3653) or Harry's cell (503.910-2550) or home (503.769-5166).
2. If it is an emergency and you cannot reach Harry or Jose, call one of the Board Members: Mick St. Paul, Robb Gramzow, Joe Penna, Alex Robles, or John Albert.

REFEREE UNIFORM specifications are determined by the rule book and local interpretation. In all cases, the Association expects referees to present themselves in proper uniforms at all assignments. An appropriate uniform consists of the following:

- An official USSF gold and black short sleeved shirt.
- Playoff referees are required to have four shirts: one short and one long sleeved USSF gold **and** one short and one long sleeved USSF black shirt.
- Official black shorts (no short-shorts or shorts below the knee).
- Black shoes (may have manufacture logo).
- Black knee-high socks with three white stripes.
- Two whistles, cards, stopwatch, flipping coin, pencil, and scorecard.
- Patch is worn on left breast pocket.
- When referees are assigned to games where there is a color conflict with the players, the officials must change to alternate **MATCHING** shirts. Carry one red and one black t-shirt.



REFEREE CONDUCT AND PROFESSIONALISM is of paramount importance to the overall performance of this Association. The OSAA policies state that officials are prohibited from engaging in the following conduct:

- Use of tobacco products, drugs, and/or alcoholic beverages, or being under the influence of drugs and/or alcoholic beverages at an interscholastic facility.
- Engaging in unsportsmanlike conduct at an interscholastic event. For purposes of Rule 4, "unsportsmanlike conduct" includes, but is not limited to, unwarranted physical contact, profane language and/or taunting.
- Making a bet or taking a bribe in connection with an interscholastic event.
- Being convicted of: (a) a felony involving the use, possession or sale of a controlled substance within the last ten years; (b) a crime involving the use or threatened use of violence against a person within the past ten years; or (c) a crime involving a minor child at any time.
- Engaging in any action which, within the discretion of the Commissioner of the local officials Association or the OSAA Executive Board, gives rise to a concern for the safety of children due to the official's conduct, indicates that the official cannot objectively perform the official's duties, or otherwise is inconsistent with the OSAA's responsibilities to its member schools, the student participants or the parents of the participants.

Contests Free of Discrimination - "The Oregon School Activities Association encourages schools to provide an environment for school activities which is free of discriminatory insults, intimidation, and harassment. Participants, school personnel, and all who attend OSAA-sponsored events should not discriminate against anyone based on race, religion, gender, or national origin. Adults should be sensitive to acts of discrimination and encourage students to report such acts to school officials. School personnel and **CONTEST OFFICIALS** are expected to take timely action to halt any discriminatory act."

Physical Contact with Referee - Physical contact between a coach/player and an official shall be considered a gross act of unsportsmanlike conduct. The offending coach/player shall be immediately ejected from the contest, shall be suspended for a minimum of one contest and may be required to satisfy other requirements as prescribed by the OSAA EXECUTIVE Board. Both the athletic director of the school of the offending coach/player and the commissioner of the officials shall notify the OSAA of the incident by the next workday.

Ejection Policies - OSAA has several ejection policies and referees must report to the Commissioner any and all red card ejections immediately so the appropriate reports can be filed with OSAA and the schools involved.

Official's Disclosure and Consent to Criminal Conviction History - All high school officials are required to complete and sign a disclosure and consent to criminal conviction history check form. Failure to submit the form or not sign it will exclude the individual from certification as an OSAA soccer referee.

PROFESSIONALISM - The success or failure of the organization and each of its members relies on the respect we earn from our clients and the citizens of their communities. To attain the professional goals each referee must remember to **always** do the following:

- Be mentally and physically prepared for each contest.
- Have a clean uniform, polished predominately black shoes, proper equipment and a smile.
- Be on time and in the correct location for the contest.
- Treat your fellow officials with respect, back each other up, and never say anything negative about them to anyone.
- Administer the game and the rules as you are directed.... your version is outside of the parameters for which you are being paid to do.
- Put the player's safety first.
- Make sportsmanship on the part of the players and coaches important.
- Be fair and impartial.
- Be professional and handle situations with calm authority, which means never yelling at a coach, player, or fan; always speak, act and perform in an authoritative and respectful manner.
- Attend clinics and meetings to improve yourself, refrain from being critical of the clinician or to argue and dwell upon "war stories."
- Accept all games assigned regardless of level; every level has its challenges and all soccer athletes deserve a good referee.
- Remember that we are all human and we make mistakes...learn from them and strive for excellence.
- Keep your commissioners and officers informed of problems before, during and after games as well as concerns with association operations.
- Keep a record of your games done.
- **Always have a lot of fun!**



REFEREE DISCIPLINE is required from time to time. Members of the Association (SSRA) agree, by virtue of signing the Association's Independent Contractor Agreement, to abide by the rules and regulations of the National Federation of State High School Associations, the constitution and bylaws and operational policies of the Association (SSRA).

Occasionally the Commissioners may refer a referee to a special discipline committee. The Salem Soccer Referees Association Discipline Committee is appointed by and reports to the

Commissioner. It acts as a fact-finding panel and makes recommendations for discipline. Depending on the severity of the referral, discipline may be progressive or the services of the individual may be terminated.

Generally, referral will **not** be required if the referees meet these performance expectations:

1. Completing accepted assignments as scheduled. When unable to do assignment, giving the Assistant Commissioner or Commissioner at least five days prior notice.
2. Submitting written reports on problem games/players as required.
3. Calling, the same day of the contest, the Commissioner with a verbal report of ejections, un-ruly players, coaches, and or fans and uncooperative athletic directors or school administrators.
4. Not receiving a complaint(s) from client school(s). Although complaints are not a regular occurrence, they do come up from time to time. The Commissioner exercises broad discretion in making determinations for disciplinary review.
5. Attending all mandatory training and assignment meetings.
6. Arriving at the soccer field at least 15 minutes prior to game time and getting games underway as scheduled.
7. Following the National Federation of State High School Association Officials Code of Ethics and the policies in this Operations Manual.

INSURANCE - Referees, as independent contractors, are responsible for all of their own personal medical/accident, disability, and liability insurance. Amateur sports officials are exempt from workers' compensation (ORS 656.027). OSAA requires referees to purchase a seasonal medical policy (included in certification fee). The Association requires that referees give their primary insurance carrier name and policy number as part of their season contract. In addition, membership in the National Federation of Interscholastic Officials Association provides liability insurance which covers the referee when doing college, high school, and youth league games assigned by the association. However, each type of insurance and/or insurance carrier has limitations on the conditions under which individuals are covered. Each referee is ultimately responsible for his or her own insurance coverage. Workers Compensation Insurance is also the responsibility of the referee as noted in the Independent Contractors Agreement.

UNEMPLOYMENT BENEFITS

DO NOT APPLY FOR ANY UNEMPLOYMENT BENEFITS AS NONE ARE PROVIDED AS INDEPENDENT CONTRACTORS.

FEES AND CHARGES TO SCHOOLS are determined by the Oregon School Activities Association. Local association leadership makes the decisions regarding the distribution of those fees.

Varsity (dual)	\$108.00(6A,5A,4A) and \$97.50(3A,2A,1A) per Game Scheduled
Varsity (3)	\$162.00 (6A,5A,4A) and \$146.25 (3A,2A,1A)per Game Scheduled
JV HS (dual)	\$80.50 (6A,5A,4A) and \$73.50 (3A,2A,1A) per Game Scheduled
All JV HS (single)	\$48.43 per Game Scheduled
Mileage	All clients are charged a flat fee concurrent with the approved OSAA per mile rate, 2013- \$\$.50
Commissioner Fee	\$56.75 more than 3 games \$28.50 less than 3 games per Schedule
Check Writing Fee	\$56.75 more than 3 games per Schedule \$28.50 less than 3 games per schedule

FEES AND CHARGES TO REFEREES are determined by the SSRA Executive Board.

Full Membership:	\$60 per year (Paid to SSRA)
Youth Membership (16-18 yrs)	\$no cost, all other fees apply
Assignment/Training/Assessment Fees:	\$3.00 per game
High School Certification & Insurance:	\$46.50 (Paid directly to (OSAA))

Certification fee of \$46.50 must be paid up front at time of on line registration. The fee includes \$7.00 for 2013-14 Rule Book, \$15.00 for OAOA membership, \$17.00 for NFHS Officials Assoc. Membership & Insurance, \$1.50 for Pre-season Guides, \$3.00 for background check.



REFEREE PAYMENTS will be made to referees in the following amounts for games scheduled and done:

<u>Level</u>	<u>Head Referee</u>	<u>Asst. Ref</u>	<u>Asst. Ref</u>	<u>Single</u>
Varsity (3)	\$57.00	\$44.00	\$44.00	-----
Varsity Dual	\$47.00	\$47.00	-----	-----
JV/Frosh Dual	\$36.00	\$36.00	-----	\$42.00
Middle School	\$38.00			

Referees should take note of these special requirements:

- **Every referee must complete an online game report. Center/lead/or head referees will be asked to give complete game information. Assistant referees will have a shorter game report form to complete.** All game and mileage payments will be made from game reports, following reconciliation with the schedule. **Absolutely no game payments will be made until a game report is filed.**

- With the use of the soccer website, mileage is paid on a set amount, basically each referee who completes a game report will get a portion of the fee paid by the school for mileage. Referees who carpool will be expected to share in the travel expenses and make those arrangements directly with one another.
- Since it takes about 30-45 days to secure payment from schools, the checks for referees will be distributed once funds become available.
- All season game reports must be submitted to the website no later than November 10th to receive payment. No game reports will be accepted after November 10th.

CRITERIA FOR SELECTING PLAYOFF REFEREES has been developed over several years. The Executive Board determines the referee pool and crews for the highest level of post season play. The criteria utilized are as follows:

- Referees must be in good standing within the SSRA.
- Referees who have attended all training and participated in the physical test will be more highly considered than those who have missed part of the training or not participated in the physical test.
- Referees must have a minimum of one year's prior experience in the Association and no less than three years of soccer officiating experience.
- Referees must have worked a minimum of ten varsity level games to be eligible.
- Referees must have a favorable recommendation of the Commissioner (consideration is given to meeting Association guidelines, input from clients, and development reviews).

If playoff demand calls for relaxing of the above criteria, the Commissioner and Assistant Commissioner may utilize qualified association referees who do not meet the above criteria to augment the identified playoff referees. It is the intent of the Executive Board to involve as many referees in the playoffs as possible and provide them experience. To that end, it is the policy of the Board to rotate the center officials at state level finals each year.



ASSOCIATION AWARDS

School Sportsmanship Awards

The Association selects schools to receive annual sportsmanship awards. The system is based on input from the referees who rate schools sportsmanship performance as part of their game reporting requirements. Referees give **Conduct** rating of excellent, good, average or poor to each team for three areas as follows:

COACH - Does he/she give positive support to the players and referees present a positive demeanor before, during and after the game, demonstrate a positive attitude towards players and behavior reflects positively on the sport and school?

PLAYERS- Do they demonstrate positive support of teammates, coaches, and referees; are they respectful towards opponents; do they demonstrate respect for the game and the referees; exhibit very little to no verbal misuse or constantly annoying comments; and demonstrate fairness of play?

FANS - Do fans keep positive comments to their own team and not engage in physical or verbal incitement of the other fans, players and coaches? Do fans generally demonstrate a positive demeanor?

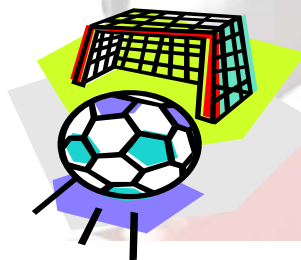
The Commissioner compiles the rating information from the game reports. At the end of the season the Executive Board will take all of the information provided and determine the sportsmanship award recipients as well as the individual referee awards.

Individual Referee Awards

- ▶ **Rookie Official of the Year** - awarded to a first year referee.
- ▶ **Golden Whistle** - awarded to the referee who was selected for and completed the highest level center in the state playoffs.
- ▶ **Scroll Award** - revolving award to the highest-level state playoff crew.
- ▶ **President's Award** - awarded to an outstanding senior official with five or more years of service to the association.
- ▶ **Mike Cain Award** - awarded to the referee doing the most regular season games (jamborees and playoffs excluded).
- ▶ **Sportsmanship Award** – awarded to school or schools displaying the highest level of sportsmanship.
- ▶ **Hall of Fame Referees** - awarded to active and/or retired SSRA official (s) who have exhibited professionalism, loyalty, and dedication to the Association.

BARBARA ROBERTS AWARD

The award is given to one or more athletic directors demonstrating outstanding cooperation in the administration of high school soccer.





TIPS FOR REFEREES

Every day during the Season

All referees should have with them, especially on the days they are doing a game, the following items:

- Clean and wrinkle free uniform.
- Whistle, cards, flags, pencil, coin.
- Cell phone and notebook containing list of referees and their phone numbers, school contacts and phone numbers, game reports, etc.
- Directions can be obtained at www.mapquest.com.
- Personal first aid kit.

PLAN YOUR DAY SO THAT YOU ARRIVE, IN UNIFORM AND READY TO BEGIN, AT LEAST 15 MINUTES PRIOR TO THE SCHEDULED GAME TIME.

Once the Referee Arrives at the Game Site

- Only one team shows up on the field...WAIT AND COMMUNICATE...with the coach and school administrator on site...don't leave until you are excused by the home team.
- If you are assigned another game later that same day and the delay throws off your schedule...call the Assistant Commissioner, Jose Maciel, and let him know. No excuses.
- You arrive at the field and no one is there.....CHECK YOUR SCHEDULE FOR DATE, TIME, AND PLACE FIRST....then go to the school office and inquire if the game was canceled, moved, or rescheduled.....call the Assistant Commissioner immediately.
- Only you have shown up for a varsity match when one or two other referees were scheduled. WAIT FOR 15 MINUTES AFTER SCHEDULED GAME TIME....if no referee shows, start the match as an emergency one-referee game. If, before half time, the other one or two referees show up, then switch to a three or two (dual) man system.
- If you and one other of a three man crew show up for a match. Start a dual system of officiating on time. DO NOT switch from a dual system to a three man after the game has started.

- In your pre-game make sure of the following:

- ✓ Goals are securely anchored; if goals are not anchored, games at all levels shall not be started until they are anchored.
- ✓ Blood kits are required; please ask the coach if one is available and believe what he/she says and note on game report card.
- ✓ Ask the coach if players are properly equipped for the contest, believe what he/she says and note on game report card. Conduct a cursory inspection and go back to the coach and ask him/her to take care of any problems (i.e. improper shin guards, jewelry, etc.).
- ✓ Obtain rosters and remember that players can be added after the game has started.
- ✓ **Identify the administrator (most likely an athletic director, principal, assistant principal or other school administrator) on site - don't arbitrarily decide not to play if one is not present. COACHES OR PARENTS MAY NOT FULFILL THIS ROLE. AFTER THE GAME PLEASE INFORM THE COMMISSIONER.**

- Do not threaten coaches or administrators that a game will not be played or played in the future if the goal posts are not legal; lines are 6" wide, or such other conditions that are not a safety hazard to the players. Report these items to the Commissioner.
- **In all leagues during the season (unless otherwise specified), tie games stand as tied at the end of regulation play.**
- Conduct your pre-game duties with confidence and structure, it will set the tone for the game.

During the Game

- **Stop games for injuries** - err on the side of safety.
- **Any player who exhibits signs, symptoms or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest and shall not return to play until cleared by an appropriate health-care professional.**
- You issue a card to a coach/assistant coach/trainer. **FIRST, TAKE YOUR TIME, DO NOT HURRY AND DO NOT BE EXCITED, BE VERY CALM.** Hold the card above your head, as you would with a player, and show it to the coach or assistant so that there is no misunderstanding. Make sure that both coaches are notified as to the reason for the card, no long detailed explanations here. If you eject a coach and no assistant coach or a school administrator is there to take his/her place, then the game is terminated. Immediately report the incident to the Commissioner.

- Should a fight break out on or off the field. **BACK OFF AND FORM A "TRIANGLE OF CONTROL" WITH FELLOW OFFICIALS TO OBSERVE AND TAKE MENTAL NOTES ABOUT INVOLVEMENT.** DO NOT touch any players or anyone for that matter, in an attempt to break up the fight. Penalize any offending parties after the situation is under control. If control cannot be gained, terminate the game, promptly leave the field, and immediately report the incident to the Commissioner.
- Spectator control is NOT your responsibility---Go through the coach AND only THE COACH OR ADMINISTRATOR to control players on the bench and fans in the stands/sidelines. If necessary, suspend the game until the problem is resolved.
- Follow the guidelines regarding contests during thunder and lightning storms.
- DO NOT overly discuss rules or calls with coaches and players and never with a spectator.
- NEVER pull your rule book out on the field before, during or after the game. WAIT for the debriefing or until you get home.

After the Game

- **DO NOT HAVE ANY VERBAL EXCHANGES WITH ANYONE AND NEVER ENGAGE IN ANY PHYSICAL CONTACT. REFEREES WHO DO NOT FOLLOW THESE INSTRUCTIONS WILL BE REFERRED FOR DISCIPLINARY ACTION.**
- Referees are discouraged, especially at the varsity level, from engaging in handshakes with teams or coaches after the games - leave the field and parking lot immediately and debrief in a private location.

General Tips

- Take immediate and decisive action on all matters of discrimination, harassment, or taunting. EACH REFEREE IS RESPONSIBLE FOR ACTING ON THESE MATTERS, DO NOT IGNORE.
- Be a professional at all times and do not talk about other referees to coaches, parents, or the general public. **Respect for your fellow referees is very important to this Association.**
- Do not engage in public discussion about coaches or players of individual teams. You never know who knows whom and how that will come back as a negative to the referee and the Association.
- Do call your mentor and talk - and mentors do the same.

- **Call your fellow referees assigned to the contest and confirm assignment, uniform and car pool. If you have not heard from the lead referee - CALL HIM/HER!!!!**
- Go watch "veteran referees" whenever possible and support one another, but absolutely do not go onto the field to visit with working crews.
- Manage the game, do not dominate it!
- Keep coaches in coaching areas.
- Don't "volunteer" or self-assign yourself for games that are above your level of development.
- Communicate with the Commissioner, Harry Garabedian, regarding problem fields, players, coaches, fans and administrators. Remember you may be there only once but each referee assigned is reporting the same problem and a multitude of different problems with the same client school will signal needed action by the Commissioner.
- "Fess up" or tell the Assistant Commissioner, Jose Maciel, **first** when you have missed an assignment. This means calling the Assistant Commissioner or Commissioner the same day it happens. Do not let us be caught off-guard by an Athletic Director reporting you were not at the game.
- Don't leave an assignment for which no teams have taken the field or upon completion of games until you have talked face to face to a coach, athletic director, or administrator and they release you.
- ATTEND ALL SEASON TRAINING SESSIONS AND MEETINGS! Check your assignments before you come to each meeting. Failure to do so may result in embarrassing situations.
- Submit game reports online in a timely manner - no report, no pay.
- Remember that alcohol and tobacco use are prohibited.
- Have a great deal of fun and smile, smile, smile, smile.....

PLAY ON.....

NATIONAL FEDERATION HIGH SCHOOL SPORTS OFFICIAL'S CODE OF ETHICS

Officials at interscholastic athletic events are participants in the educational development of high school students. As such, they must exercise a high level of self-discipline, independence and responsibility. The purpose of this Code is to establish guidelines for ethical standards of conduct for all interscholastic officials.

Officials shall master both the rules of the game and the mechanics necessary to enforce the rules, and shall exercise authority in an impartial, firm and controlled manner.

Officials shall work with each other and their state associations in a constructive and cooperative manner.

Officials shall uphold the honor and dignity of the profession in all interaction with student athletes, coaches, athletic directors, school administrators, colleagues, and the public.

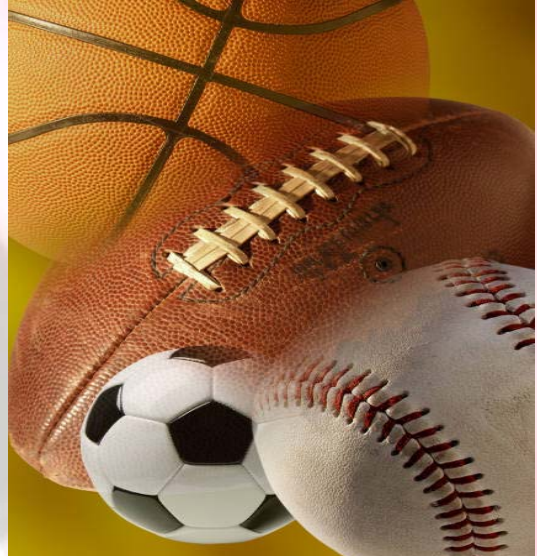
Officials shall prepare themselves both physically and mentally, shall dress neatly and appropriately, and shall comport themselves in a manner consistent with the high standards of the profession.

Officials shall be punctual and professional in the fulfillment of all contractual obligations.

Officials shall remain mindful that their conduct influences the respect that student athletes, coaches and the public hold for the profession.

Officials shall, while enforcing the rules of play, remain aware of the inherent risk of injury that competition poses to student athletes. Where appropriate, they shall inform event management of conditions or situations that appear unreasonably hazardous.

Officials shall take reasonable steps to educate themselves in the recognition of emergency conditions that might arise during the course of competition.



SALEM SOCCER REFEREES ASSOCIATION 2010-2012 STATISTICS

CATEGORIES	2012	2011	2010
TOTAL GAMES	700	615	700
TOTAL SCHOOLS	28	26	28
COMMISSIONERS TRAINER	Harry Garabedian Jose Maciel Dick Horner, Trainer	Harry Garabedian Jose Maciel Dick Horner, Trainer	Harry Garabedian David Thorndike Dick Horner, Trainer
TOTAL REFEREES	67	63	67
REFEREES 30+ GAMES	12	11	12
REFEREES 40+ GAMES	9	10	9
4/5/6A SPORTSMANSHIP	Silverton HS	Woodburn HS	Silverton HS
3/2/1 A SPORTSMANSHIP	Gervais HS	Cascade HS	Gervais HS
MOST PROMISING	Promising - Donna Sadler Most Improved – Raul Medrano	Promising-Alejandro Robles Improved-Joe Penna	Donna Sadler
GOLDEN WHISTLE (Highest State Play-off Game)	Whistle –Manuel Palacio, 6A girls Flag – Raul Medrano, 3A Boys	Whistle - Macial, 4A Girls Flag -S Albert, 5A Girls	Whistle –Manuel Palacio, 6A girls
SCROLL AWARD	M. Palacio, A. Robles, R. Medrano, M. Mendoza	S Albert,Newswanger J Albert, Balke	M. Palacio, A. Robles, R. Medrano, M. Mendoza
PRESIDENT AWARD	Harry Garabedian	Manuel Palacio	Harry Garabedian
MIKE CAIN AWARD		Manual Mendoza Raul Medrano	
COMMISSIONER AWARD	Manuel Palacio	Gervais HS	Manuel Palacio
TOTAL CARDS	423 (85% boys, 15% girls)	398 (88.4% boys,11.6% girls)	423 (85% boys, 15% girls)
TOTAL PO GAMES	20	19	20
HIGHEST FINAL GAME	Manuel Palacio – 6A Girls Final	Jose Maciel – 4A Girls Final	Manuel Palacio – 6A Girls Final
HALL OF FAME INDUCTEES	Mike Cain	Dick Horner	Mike Cain
SPECIAL RECOGNITION (2008) HALL OF FAME MEMBERS	Manuel Palacio	Frank Balke	Mike Cain

**COMMISSIONER
(1979 - 2007)
BARBARA ROBERTS
SSRA**



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