

# WNYSRC - ASSIGNMENT PROCEDURES

All Referees and Assignors shall follow the Code of Ethics, as listed in the United States Soccer Federation Referee Administrative Handbook.

## MEMBERSHIP POLICY:

Membership is a privilege offered and granted to individuals who perform capably as member of the U.S.S.F. body during sanctioned activities. It carries with it an obligation for each member to uphold and promote the stated goals and objectives of the federation and do nothing to bring the Federation into disrepute or work against its goals and objectives. Any conduct which is considered unethical or as a conflict of interest shall be subject to the Unit Grievance Committee and their decisions.

## FINE STRUCTURE FOR ALL STATE ASSIGNED GAMES:

<u>REASON</u>	<u>1st Offense</u>	<u>2nd Offense</u>	<u>3rd offense*</u>
Failure to show for a match	Match fee + \$15	Match fee + \$25	Match Fee + \$25
Failure to turn in game report	\$5 fine	\$5 fine	\$10 fine
Turnback of game**	\$5 fine	\$5 fine	\$5 fine

\*anyone fined for a 3rd offense or does not pay their fine by the due date automatically results in a Committee investigation.

\*\*Any turnback less than 24 hours from the match results in fine of game fee + \$10.

This fine structure may be adopted at the district/league level as well. Check with your local DRA and/or assignors for these requirements.

## FINE PROCEDURE:

The Assignor will contact the Secretary from that Referee's District. The Secretary will generate a fine notice, which will include the fine and all match details, and send to the Referee by both electronic and U.S. Postal Mail the fine. The fine must be paid by the date set on the fine notice, which will be 10-14 days from the date of the fine. The Secretary will keep a copy of the fine notice on file and will indicate whom the fine shall go to.

Failure to pay the fine by the set date, will result in a 25% increase in said fine, to be paid within seven (7) days. Failure to pay that fine will result in immediate suspension from any matches upon Committee review.

## PROCEDURE:

Any Member of the Unit may file a complaint of unethical conduct/conflict of interest against any Unit member. All complaints must be made in writing and turned in within two (2) weeks of said incident. The Committee shall investigate the matter, and then take appropriate action as described under "Table Of Penalties"

## TABLE OF PENALTIES:

- A letter of reprimand
- A fine
- Suspension from all active participation in the Federation for a fixed period of time
- Any combination of above
- Dismissal from USSF

When felt appropriate by the Committee, the member who the complaint is against may be temporarily suspended from active USSF participation during the investigation of the complaint. The temporary suspension may not exceed ninety (90) days unless the alleged party has appealed the decision. Any member, while under suspension, may not take part in any activity sponsored by USSF and/or its member bodies.

## GRIEVANCE PROCEDURE:

- i. Grievance filed with local unit
- ii. Grievance filed with USSF State Referee Administrator / State Referee Committee
- iii. Grievance filed with National State Associations
- iv. Grievance filed with USSF National Referee Committee

## **APPEAL PROCEDURE:**

- i. In writing with six (6) copies
- ii. Within thirty (30) days of the decision
- iii. A \$100 fee enclosed. This is returned if appeal is upheld
- iv. Must follow USSF policy

## **GAME PRIORITY IN ASSIGNMENTS**

Each U.S.S.F. Referee is expected to abide by and respect the Code of Ethics and keep all assignments they receive. The National Referee Committee declares that the following National and International appointments have precedence or priority over all other matches:

- 1 - All FIFA Appointments
- 2 - All CONCACAF Appointments
- 3 - International A Matches
- 4 - Any U. S. National Team Matches
- 5 - Professional Division 1 League Matches (MLS)
- 6 - Foreign Pro Club vs Foreign Pro Club matches
- 7 - National Cup Finals (all matches)
- 8 - All Regional Cup Finals
- 9 - Other Professional League Matches (A-League, D3 Pro)
- 10 -National Tournaments (Adult and Youth matches – must be 90 minutes in length)
- 11 -Interstate National Cup Competitions (Adult)
- 12 -National Adult Leagues
- 13 -Intrastate National Cup Competitions (Adult)
- 15 -State Cup Competitions (Adult and Youth matches – must be 90 minutes in length)

No other match (with the exception of the above) has appointment priority or precedence over any other match within the state.

The priority policy does not apply:

1. Within 72 hours of the scheduled match time unless an emergency situation exists, or
2. When a substantial financial commitment has been made for the referee appointment (e.g., non-refundable airline tickets).

Referees traveling out of town for a National or International appointment may:

1. Travel a day before and after the day(s) of the match(es), if necessary, and are excused from all other appointments on those days.
2. Not accept any other appointment on the day of the match appointment without permission of the Federation.

Referees are responsible to communicate the receipt of a higher priority appointment to their existing assignor as soon as possible upon receiving the assignment. When an assignor refuses to release the referee to the higher priority assignment, then the referee must report this action immediately to the SRA. Any referee who does accept the higher assignment, will not be responsible for any turn back fees for the lower assignment, unless the referee does not inform that assignor of the receipt of the higher assignment, at which time no-show fines will be handed out.

## **ACCEPTENCE OF ASSIGNMENTS**

Referees do have the right to officiate for more than one approved, affiliated League. Therefore, situations will arise when a referee has received more than one assignment on the same day. That referee does have the ability to refuse an assignment if they have received multiple assignments on any day. That referee should communicate and work with his assignor to resolve the assignment issues immediately, so the assignor can re-assign the match as quick as possible. It is the referee's responsibility to update his/her availability with their respective assignors so these situations do not arise. The referee shall be given 5 business days to refuse an assignment without penalty.

## **EQUAL OPPORTUNITY FOR ASSIGNMENT**

Referee Assignors should offer equal opportunity to all registered Referees and avoid discrimination against any individual or group regardless of age, race, color, religion, sex, national origin, or disability.