

# State Coordinator of Referee Assignors



REFEREE

ASSIGNOR

PROGRAM

POLICY



## **Part I – Referee Assignor Program Vision**

1. Florida State Referees, Inc. (FSR) supports the United States Soccer Federation's (USSF) National Referee Development Program in its vision to become the preeminent worldwide model for referee excellence.
2. In that respect, FSR has authored this new and revised Referee Assignor Program (The Policy) to promote and ensure excellence at all levels of the game.

## **Part II – Referee Assignor Program Mission**

1. FSR is a service organization and this Policy has been created to promote integrity and to be dedicated to all administrators, referees, assignors, assessors and instructors whose purpose, individually and as a group, is to ensure the development and goodness of the game in terms of quality and quantity through achieving fair assignments for all.
2. This Policy is designed and intended to work in the interest of all members and participants.

## **Part III – General Principles**

### 1. PURPOSE

1. To define referee assignor guidelines
  - a. In determining the requirements of becoming a referee assignor
  - b. In determining methods of utilization of same.
2. To define responsibility for the administration of this Policy.
  - a. To set general guidance and rules of program application.
  - b. To establish interaction and dissemination of information.
  - c. To establish recertification and other educational requirements.

#### 1. Referee Assignor Guidelines

#### A. Requirements to Become an Assignor

1. Successful completion of the USSF "Introduction to Referee Assigning" eight (8) hour entry level course instructed by a qualified and approved Assignor Instructor.

2. Certification and registration as a USSF Referee Assignor.
3. Successful completion or maintenance of any other USSF or State imposed requirements in order to maintain “certification and good standing”.
4. Currently there is only one grade for assignors, grade 8.

#### B. Method of Utilization of a Referee Assignor

1. The playing entity requiring referee services will retain or appoint the referee assignor from the publicly available list of certified referee assignors. It is highly recommended that this retention or appointment be made with the coordination, cooperation and approval of the appropriate referee administrator.
2. Only an individual who, at the time of the assignment, is a certified and registered referee assignor in good standing, may assign or appoint a referee, assistant referee or fourth official in any match under the sanction or jurisdiction (direct or indirect) of USSF, or a State Association (FSSA and/or FYSA).
3. The State Associations or any playing entity may temporarily appoint an uncertified, unregistered or not in good standing referee assignor in an emergency. This individual may serve this entity only to the end of the current seasonal year.
4. As directed by FYSA, this section does not apply to assignments involving youth house recreational leagues that do not travel.

#### 2. Administration of This Policy

##### A. General Guidelines and Rules for Program Application

1. A State Assignor Coordinator (SAC) shall be appointed by the SRA for a fixed term. This appointment must have the approval of the State Associations. It shall be the responsibility of the SAC to see that this Policy is implemented throughout the State.
2. The SAC shall be responsible for the coordination of all referee assignments by all referee assignors within the State.
3. The SAC shall not assign games nor have the authority to reassign referees who have accepted previous assignments unless those assignments are in clear contravention of existing policy.
4. The SAC shall resolve all problems between or among assignors.

5. The SAC may appoint any capable individual(s) to assist him in the implementation of this Policy. If appointed, these assistants shall be known as Area Coordinators of Referee Assignors (ACRA).
6. The SAC and the ACRA's if so appointed, shall ensure that all referee assignors in this Program are compliant with and meet the requirements of the FYSA Risk Management Program.
7. The SAC, the ACRA's if so appointed and all referee assignors shall adhere strictly to the Assignors Code of Ethics as outlined below in Part IV.
8. The SRA, in order to ensure compliance with this Policy, will evaluate the SAC's activities and may request periodical reports.

## B. Interaction and Dissemination of Information

1. The SAC shall maintain a public web page within the FSR web site specifically for certified and registered assignors.
2. The SAC shall maintain, with the cooperation of the webmaster, an up to date roster of all the certified and registered assignors in the State, including e-mail addresses, in order to disseminate current information and guidance as it becomes necessary.
3. The SAC shall ensure that all currently registered assignors are aware and able to identify certified and registered referees eligible to be assigned by him.
4. The SAC shall ensure that all currently registered assignors are aware and able to identify certified and registered referees approved by FYSA Risk Management Program and eligible to be assigned by him to youth games.
5. The SAC shall ensure that all material necessary to a referee assignor's performance of his duties and responsibilities are available and accessible. These should include but are not limited to the following:
  - a. USSF Assignor's Handbook
  - b. Referee Assignor Policy (this document)
  - c. The USSF Administrative Handbook

## C. Recertification and Other Educational Requirements

1. The SAC shall identify and establish the need, if any, for new referee assignors in different areas of the State and schedule the required courses.

2. The SAC shall ensure that recertification courses for all currently certified and registered assignors are scheduled as needed.
3. The SAC shall ensure that these courses are properly announced and, in cooperation with the SDI, qualified assignor instructors are available to instruct these courses.
4. The SAC shall ensure that the latest edition of all educational material is made available to the assignor instructors.

#### **PART IV – The Assignor’s Code of Ethics**

1. I shall maintain the utmost respect for referees and other officials of the game and I will conduct myself honorably at all times.
2. I will make assignments based on what is good for the game and what is good for the referee.
3. As a member of the United States Soccer Federation, I will strive to make my actions reflect credit upon that organization and I will contribute to the continuous development of referees in the State and National referee programs.
4. I will conduct myself ethically and professionally in the assignment process.
5. I will respect the rights and dignity of all the referees and I will not criticize them unless it is in private, constructively and for their benefit and for the good of the game.
6. I will offer equal opportunity to all qualified referees, and I will avoid discrimination against any individual or group, regardless of race, color, religion, sex, or national origin.
7. I will cooperate fully in the timely resolution of any grievance, hearing or complaint.
8. ADDED BY FSR: I will maintain myself up to date with all information pertaining to referee assigning by keeping in constant communication with the FSR referee administrative chain and I will follow the guidance specified in the USSF Assignor Handbook.

#### **Part V – The Administrative Chain**

It is FSR who certifies and registers referee assignors, however, it is the playing entity which selects, retains or appoints the referee assignor. Therefore, a dual chain of command is necessary.

1. For matters pertaining to contractual arrangements such as retaining, appointing, discharging or compensating a referee assignor or matters of quality of referee assignments are the responsibility of the parties to this arrangement, and it should be addressed by them in the normal course of doing business.
2. For matters pertaining to conformance with or violation of this Policy the responsibility rests with the SRA or his designee to enforce USSF or State disciplinary procedures as same may be appropriate.
3. An individual or playing entity may allege improper behavior by a certified and registered referee assignor in good standing, as long as the complaint follows the requirements of above paragraph 2., is for cogent reasons, in writing, received within thirty (30) days of the alleged wrong and states whether it is in violation of the Assignor Code of Conduct, this or any other Policy.
4. Copies of the written complaint must be sent to the entity that retained or appointed the referee assignor, FSR, SAC and either or both of the State Associations (FSSA, FYSA), as the case may be.
5. When necessary, the SAC in cooperation with FYSA and/or FSSA will determine if a hearing is appropriate.
6. Such hearing, if necessary will be scheduled and conducted in accordance with existing policies in USSF, FSSA and FYSA directives.

## **Part VI – Elements for Success**

The most important element for the success of this Program is communication. The SAC and ACRA's if appointed, must maintain constant communication with all referee assignors in the State, either personally, via web site, postal mail, electronic mail, telephone or in person.

The SAC and ACRA's if appointed, must obtain suggestion and recommendations from the referee assignors and utilize this feedback as the basis for the continuous development and improvement of this Program.