



New Brunswick Soccer Referee Association (NBSRA) Policies and Procedures

Throughout this text, the term “referee” also refers to assistant referees.

1. Management

- 1.1. The NBSRA shall be managed by the Executive Committee which shall comprise of:
 - President
 - Vice-President
 - Development Coordinator
 - Five (5) Referee Zone Coordinators
- 1.2. The Executive Committee shall have the authority to deal with all matters relating to the development and appointment of game officials in the Province unless otherwise stipulated by Soccer New Brunswick.
- 1.3. The Executive Committee shall meet at the pleasure of the President of the NBSRA but shall meet not less than twice annually.
- 1.4. The NBSRA Annual General Meeting shall be open to all registered Referees in the Province.
- 1.5. The President shall be elected for a period of two (2) years at Annual General Meetings held in even-numbered years.
- 1.6. The Vice-President and Development Coordinator shall be elected for a period of two (2) at Annual General Meetings held in odd-numbered years.
- 1.7. The five (5) Referee Zone Coordinators shall be elected by a majority of the registered referees in his/her designated region. Said elections shall be held on an annual basis at the annual regional meeting. The Referee Zone Coordinators shall be declared at the NBSRA Annual General Meeting.
- 1.8. All Executive Committee members and registered Referees shall be invited to attend that Annual General Meeting and shall be entitled to one (1) vote.
- 1.9. At all meetings of the NBSRA, voting shall be by a show of hand, unless a poll is requested. Decisions shall be reached by a simple majority.

2. General

- 2.1. A person wishing to register as a referee must be examined and classified in accordance with the standards published in the Referee Development Manual.
- 2.2. No person shall act as a referee in any competition under the jurisdiction of Soccer New Brunswick who is not on the Official List. If, for some unforeseen circumstance, a referee is unable to act, teams may agree on some other person who is willing to act in the emergency within Soccer NB’s mandate.
- 2.3. All persons wishing to be placed on the Official List of Referees shall make application as prescribed by the Association in Membership. If in order, the name of the applicant shall be placed on the Official List in the classification for which he/she is qualified. All referees shall pay an annual registration fee, part of which shall be forwarded by Soccer New Brunswick to the Canadian Soccer Association. The fees, together with a complete list of the names and addresses of all referees on the NBSRA’s Official List must reach the Canadian Soccer Association no later than 31st July, annually.
- 2.4. For each referee on the Official List, the Canadian Soccer Association shall forward the latest copy of the Laws of the Game to Soccer New Brunswick.
- 2.5. Soccer New Brunswick may assess or re-assess any registered referee at its discretion, and may also remove a referee from its Official List of Referees for just cause.

- 2.6. Associations in Membership under the jurisdiction of Soccer New Brunswick may appoint referees to their own games, provided the appointments are from an Official List.
- 2.7. Notwithstanding 2.6, the Referee Zone Coordinator is responsible for all appointments to Senior leagues, to Senior games, to the Provincial League and to Provincial competitions held within the region unless otherwise agreed upon by Soccer New Brunswick, the Referee Zone Coordinator and the competition in question.
- 2.8. An assigning fee of up to \$1.00 per match for a referee and up to \$0.50 per match for an assistant referee may be charged to each official by the referee assignor for Senior and/or Soccer New Brunswick competitions.
- 2.9. Appointments made by the Canadian Soccer Association shall take precedence over all others, save those made directly by FIFA or CONCACAF.
- 2.10. Similarly, appointments made by Soccer New Brunswick shall take precedence over all others, save those made directly by CSA, FIFA or CONCACAF.
- 2.11. A registered player who is also on an Official List of Referees shall not officiate in any league or competition in which the player's team is entered or in a game in which there could be a perceived conflict of interest.
- 2.12. Associations in Membership shall pay such fees to game officials as are approved by Soccer New Brunswick, under whose jurisdiction the games are played. It is an offence for an official to ask for or receive more than the set rates.
- 2.13. The referee shall decide on the fitness of the ground and his/her decision shall be final.
- 2.14. The referee must, within twenty-four (24) hours of the conclusion of the game at which he/she officiated, or such time as may be stipulated in the rules of the competition, forward to the appointing body a written report containing the result of the game and detail any misconduct.
- 2.15. All referees shall comply with the Code of Ethics for Canadian Referees. A complaint against a referee shall be made in writing to Soccer New Brunswick. In case of a FIFA or National Referee, it shall be referred to the National Referees' Committee.
- 2.16. All referees shall be under the jurisdiction of Soccer New Brunswick, however, for appointment purposes, all referees shall be under the jurisdiction of the Regional Association in whose territory they operate or are registered unless otherwise stipulated.

3. Code of Ethics For Referees

The Canadian Soccer Association is aware of its responsibility towards referees and having granted certain privileges to referees, it is obliged to ensure such individuals realize and respect their responsibilities and duties towards the Association and the game.

A Canadian Referee shall:

- Conduct himself/herself with dignity both on and off the field of play and shall by his/her example endeavour to inspire the true principles of fair play and earn the respect of those he/she serves.
- Not cause the Association to become involved in any controversial matters and shall abide by the rules and regulations of the jurisdiction in which he/she officiates.
- Adhere to all national and provincial standards and directives.
- Always be neat in appearance and maintain a high level of physical and mental fitness.
- Study the Laws of the Game and be aware of and enforce all said laws and changes.
- Perform his/her designated responsibilities, including attending organized clinics, meetings, lectures, etc.; and assist fellow referees to upgrade and improve their standards of officiating, instructing, and assessing.
- Honour any appointments made for and accepted by him/her unless unable to do so by virtue of illness or personal injury.
- Not publicly criticize other referees or any soccer association, nor shall he/she make any statements to the media related to any game in which he/she was involved.
- Be subject to disciplinary action for not complying with this Code of Ethics for Referees.

4. General Regulations

- 4.1. Notwithstanding the foregoing regulations and the Code of Ethics from the Canadian Soccer Association, all referees must comply with all Soccer New Brunswick regulations relating to referees.

4.2. Reinstatement of Registration

A referee who has not registered for two consecutive years shall meet the entrance requirements for the last level of record. Pending confirmation, the referee shall operate only with the expressed consent of the NBSRA.

4.3. Immigrant Referees

Referees taking up permanent residence in Canada must undergo the following procedures before being recognized:

- 4.3.1. Have the claimed qualification checked and be given a probationary recognition within the Province;
- 4.3.2. Obtain a minimum of three field assessments in selected games, the results of the assessments will be used to obtain formal recognition as a Referee within the Province, and
- 4.3.3. Have any examinations and field assessments carried out to the satisfaction of Soccer New Brunswick, and
- 4.3.4. Comply with all other National Standards and Regulations.

4.4. Uniform - The official uniform for a Canadian referee is: black shirt, or other shirt colours as approved by the NBSRA, black shorts, black soccer style shoes, and black knee high length socks with three white rings around the top. The shirt may have short sleeves for summer use. One badge shall be worn on the left breast area of the shirt. The badge shall be for the highest level for which the referee is qualified such as FIFA or National or as approved by the NBSRA.

4.5. Assessment Requirements - All FIFA and National and Nominated National Referees must obtain a minimum of five field assessments annually, preferably conducted by at least two different National Assessors. In order to comply with this regulation it is the duty of the referee to contact the assessors. Failure to do so could result in suspension or removal from the National List of Referees.

4.6. All Provincial Referees must obtain a minimum of one field assessment every two years. Additional assessments may be done upon request and payment of the \$30 assessment fee or at the discretion of Soccer New Brunswick or the NBSRA. In order to comply with this regulation it is the duty of the referee to submit the request for assessment form to the Soccer New Brunswick office. Failure to do so could result in suspension or removal from the Provincial List of Referees.

4.7. Annual Reports - FIFA, National Referees, Instructors and Assessors must make an annual report on the form supplied by the Association. Failure to comply by the dates stipulated, without an acceptable reason could result in removal from the National List.

4.8. Referee Program Courses

4.8.1. Courses for referees, instructors and assessors that require the involvement of the National Referee Committee must be applied for through the National Referee Administrator; c/o The Canadian Soccer Association.

4.8.2. Applications for such courses must be received not less than six (6) weeks prior to the proposed date of the course. The application should state the type of course required and the dates, location and approximate number of persons expected to be attending.

4.8.3. Details of the courses requiring the involvement of the National Referee's Committee can be found in the various sections relating to referee instructor and assessor classifications as set out in the Referee Program Manual.

4.8.4. Entry Level Referee

4.8.4.1. All new referee candidates are required to take the Entry Level course.

4.8.4.2. Candidates must be at least 12 years of age as of January 1 of the current year.

4.8.4.3. Entry Level Referees are limited, for a period of at least one (1) year, to officiating Youth Recreational games. Entry Level Referees may also serve as Assistant Referees in Senior Recreational games.

4.8.4.4. The annual registration fee for Entry Level Referees is \$25.00.

4.8.5. Provincial Referee

4.8.5.1. Entry Level Referees who are at least 16 years of age as of January 1 of the current year are eligible to take the Referee course.

- 4.8.5.2. The Referee course shall consist of an exam on the Laws of the Game as well as classroom and on-field instruction.
- 4.8.5.3. Upon successful completion of the Referee course, a Referee is eligible to officiate any level of play in the Province.
- 4.8.5.4. Notwithstanding Rule 4.8.5.3, a Referee's appointment/progression as an official is dependent upon his/her on-field performance and assessments.
- 4.8.5.5. All Provincial Referees are required to obtain a minimum of one (1) field assessment every two (2) years.
- 4.8.5.6. Additional assessments may be done upon request and payment of the \$30 assessment fee or at the discretion of Soccer New Brunswick or the NBSRA.
- 4.8.5.7. All Provincial Referees are required to attend an annual Refresher Course to be eligible to officiate.
- 4.8.5.8. All Provincial Referees are required to participate in an annual Fitness Test to be eligible to officiate. Fitness Tests will be held in conjunction with the annual Refresher Course.
- 4.8.5.9. The annual registration fee for Referees is \$57.50 (\$7.50 of which is a contribution to the Referees biennial assessments).

4.9. Fitness and Medical Testing

- 4.9.1. As per the regulations of the Canadian Soccer Association Referee Committee, Medical and Fitness Test are to be completed by April 30th annually. Results and proof of registration are to be received by the Chairman of NBSRA no later than May 15th.
- 4.9.2. FIFA, National, and Nominated National Referee Fitness and Medical reports are to be forwarded by the Chairman of the NBSRA to the Canadian Soccer Association by May 15.
- 4.9.3. Annual Provincial Fitness Tests will be administered in conjunction with the Annual Refresher Courses. All Provincial Referees are required to participate in an annual Fitness Test to be eligible to officiate. Fitness Tests will be held in conjunction with the annual Refresher Course.
- 4.9.4. Provincial Refresher Course and Fitness Test will be administered by the respective Referee Zone Coordinators. Course dates will be distributed annually with the annual registration package.