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1. INTRODUCTION

On behalf of United Women's Soccer, I wish to extend our congratulations to you for having been selected to officiate in UWS. You have been selected because of your proven abilities, professionalism and commitment to the game. Ethics and integrity are the pillars of which UWS deems important in its referee program. UWS values officials who are open minded to critical self-evaluation as well as the reception of constructive criticism from National U.S. Soccer assessors and UWS evaluators in the analysis of their performance.

UWS is a national women's soccer league sanctioned by U.S. Soccer through the United States Adult Soccer Association (USASA). UWS is a professionally operated league created for teams that meet league-required minimum standards. The season runs from May until the end of July, culminating in a National Championship match. The UWS player pool is comprised of college players, aspiring & former professionals and international stars. UWS is registered as an amateur league, however teams may elect to register amateur or professional players.

Since its inception in 2016, the Referee Program has been serviced by U.S. Soccer.

The Official Website of UWS is **www.uwssoccer.com**

This handbook is intended to provide clear and complete information to referees working United Women's Soccer (UWS) matches.

Feel free to contact me with any questions that you may have. I am available by cell phone during any UWS match for clarification of issues that may arise, including but not limited to the interpretation of league rules, resolving disputes or to communicate policies on game postponements and cancellations.

Joe Ferrara, UWS League Commissioner

Cell: (413) 330-9775

Email: joe@uwssoccer.com

Secondary Contact: Francisco Cleaves – Executive VP – (717) 673-5086

2. UWS SPECIAL COMPETITION RULES & POLICIES

All games shall be conducted in accordance with the current FIFA Laws of the Game, except for those rules listed.

SUBSTITUTIONS

UWS teams are allowed a maximum of **seven (7)** substitutions, which includes the Goalkeeper. There shall be **no re-entry**. A team may substitute at any dead ball stoppage. Substitutes shall report to the Fourth Official or Assistant Referee at midfield with an official UWS Substitution Pass (7 per team) and may not enter the field without the permission of the referee. A substitute shall not enter the field of play until the player he is replacing has left the field. The substitute's equipment, number, substitution pass and eligibility must be verified by the Referee according to the UWS Score Sheet. Any player re-entering the game will be deemed an Ineligible Player. Any player that enters the game after the substitution allotment has been used will be deemed ineligible. For exhibition games only, teams may use unlimited substitutions provided both teams agree and the referee is informed.

ROSTER

A maximum of 18 players may dress for games. These players are listed on the UWS Score Sheet – designated as 11 starters and up to 7 substitutes. Each eligible player shall have a valid UWS Player Pass and it is cross-referenced by the referee. The official active roster of a UWS team is available online at uwssoccer.com.

PLAYER PASSES

Each player duly registered with UWS shall have a UWS Player Pass. The Referee will check the Player Pass and cross-reference it with the UWS Score Sheet. In the rare instance that a player does not present a player pass then the player may submit a driver's license or passport as proof of identification, but the Referee **MUST** note this on the UWS Referee Report and notify the opponent. The opponent may play the game under protest as the league office will decide on the player's eligibility.

INDOOR FACILITIES

Two UWS home venues are indoor facilities, Ultimate Sports Arena (Pontiac, MI) and Legacy Sports Center (Brighton, MI). A ball which strikes any part of the structure in the run of play shall result in a throw in from the sideline diagonally straight across from where contact was made. The team hitting the structure shall lose possession. These two venues have also received a waiver for the minimum requirement of ball runners.

OVERTIME

Regular season UWS games may end in a tie. Playoff games, which require a winner, shall be played per the FIFA Laws of the Game on Kicks from the Penalty Mark after the completion of two 15-minute overtime periods. There is no golden or silver goal.

OFFICIAL TIME

Official time will be kept on the field by the referee. Any extra time will be communicated by the Referee to the Fourth Official, who will then communicate it to both teams. The PA announcer should then announce how much time is left in the match. The game ends after two regulation halves plus any extra time added by the referee. The stadium clock shall never be stopped except at the 45:00 and 90:00-minute marks respectively. The home team shall ensure that the scoreboard horn is muted.

GAME DAY EMERGENCY

If an emergency arises relating to Referee crew availability; the Referee must immediately contact the NA responsible for the assignment and possible emergency replacement as well as the UWS League Commissioner. A listing of the NAs responsible for assignments by State and Team may be obtained from the US Soccer Game Officials site.

OFFICIATING CREW

Game Officials for each UWS game shall consist of the Referee, AR1, AR2, and a Fourth Official. The League shall notify teams of the Game Officials.

Referee

The Referee shall have general oversight and control of the game and shall exercise the powers granted to him by the FIFA Laws of the Game. The Referee's duties to start the game are outlined later in this Manual. If during play the Referee becomes incapacitated and cannot continue to officiate the match, the AR1 shall become the Referee and the Fourth Official shall become the AR2.

Assistant Referees

Two (2) Assistant Referees shall assist the Referee in controlling the game. Upon their arrival to the stadium, the Assistant Referees shall report to the Referee. The Assistant Referees are defined AR1 and AR2.

Fourth Official

The Fourth Official shall assist with administrative duties, procedures for substitutions and, if necessary, be responsible for the replacement of the game ball to eliminate unnecessary delays in the game. The Fourth Official shall be situated at a table at midfield on the team bench side of the field, between the two team benches, approximately eight (8) feet outside the touchline. While the duties and responsibilities of the Fourth Official are clearly delineated in the FIFA Laws of the Game, it is important to reiterate the Fourth Official's responsibility for bench decorum and a familiarity with the US Soccer guidance of "Ask, Tell, Dismiss". The Fourth Official has the responsibility of maintaining proper decorum of the players on the bench, bench personnel and particularly the coaches. However, recognize that during any match emotions can run high. This responsibility is often more difficult than refereeing the match since you must demand conformity with the league rules but must do so in a professional and non-abusive manner. Occupancy of the UWS Technical Area by twelve (12) individuals per team and a seven (7) substitute per team policy will test the Fourth Officials ability to assist the Referee in control of the match. During play it shall be the responsibility of the Fourth Official to record for the following: player who scored a goal and the time of the goal; player credited with the assist; player who received a caution or send-off and time.

3. GAME DAY MINIMUM STANDARDS

Below is a list of League Minimum Standards that UWS teams are instructed to follow. Any deficiency in a minimum standard should be noted in the Referee Report

STADIUM & PLAYING FIELD

Seating Capacity

Each stadium must have a minimum seating capacity of 500.

Lighting

Each stadium must have floodlights with minimum 40 foot candles if the match is played at night.

Dressing Rooms

Each stadium must have dressing rooms for the home team, visiting team and referees with working showers that have hot water and towels.

Scoreboard

Each stadium must have a working, electronic scoreboard that displays home team / visiting team scores, half, and a 45-minute or 90-minute time clock that counts up from 0:00.

Fourth Official's Table

The home team must provide a table at midfield with chairs and communication to the press box and clock operator for the scorekeeper and the Fourth Official. Home team must provide water for the game officials.

Bench Requirements

Home team must provide benches/seating. Only players on the UWS Score Sheet, Coaches, Managers and medical staff will be permitted in the bench area. A maximum of 12 individuals are allowed. Other than a physician, no one should be dressed in street clothes. The home team must provide ice and water in clean coolers, cups or squirt bottles at both benches. Water should be replenished at halftime.

Playing Surface

Each stadium must have a playing surface that consists of natural grass or FIFA approved synthetic turf and must be in good playing condition. The grass length on game day shall not exceed one and one-half (1-1/2) inches.

Field Dimensions

The minimum playing surface dimensions are 106 yards x 66 yards.

Field Markings

The dimensions and markings of the field shall be measured according to standard FIFA specifications. This includes clear, distinct field markings that are five inches wide on a field that remains a constant size during the season. Goal nets and corner flags should be free of advertising.

Bench & Technical Area

Per the FIFA Laws of the Game, the technical area relates to matches played in stadiums with a designated seated area for technical staff and substitutes. Both the home and visiting team's benches shall be placed on the same side of the field on the side designated by the stadium field plan. The home team shall designate the bench locations at the start of the season, and shall not change these locations during the season. The bench area shall be marked according to FIFA's technical area markings and the bench should accommodate no more than twelve (12) persons per team.

Penalty Area

At each end of the field, a line perpendicular to the goal line shall be drawn parallel to each side of the goal and eighteen (18) yards from each goalpost. This line shall extend for eighteen (18) yards into the field of play from the goal line. A line running parallel to the goal line shall be drawn to connect the two perpendicular lines, which shall form the "penalty area." Within each penalty area a penalty mark is made twelve (12) yards from the midpoint between the goalposts and equidistant to them. An arc of a circle with a radius of ten (10) yards from each penalty mark is drawn outside the penalty area.

Goals & Goal Area

At each end of the field, a line perpendicular to the goal line shall be drawn parallel on each side of the goal and six (6) yards from each goalpost. This line shall extend six (6) yards into the field of play from the goal line. A line running parallel to the goal line shall be drawn to connect the two perpendicular lines, forming the "goal area." Each goal shall be centered on the goal line and equal distance on each side from the corner flags. Game day goals shall be the size approved by FIFA.

Halfway Mark & and Center Circle

A halfway line shall be marked across the center of the field. The center of the field shall be so marked and have a circle, which has a ten (10) yard radius, drawn around it.

Corner Area & Flags

At each of the four corners of the field measuring from the corner flags post, a quarter circle of a radius of one (1) yard shall be drawn inside the field of play. Corner flags shall be on posts not less than five (5) feet high with non-pointed tops.

Ball Retrievers

A minimum of 4 ball retrievers, age 11 or older, are required for all UWS games. When the ball goes out of play beyond the sideline or over the goal line, the nearest ball retrievers shall make sure that the player putting the ball back into play has a ball for the restart as quickly as possible.

UNIFORMS

Player Uniforms

All players shall wear identical uniforms as provided by the official uniforms supplier. The goalkeeper's uniform shall be different colors than the team uniform and shall conform to FIFA and UWS guidelines. The goalkeeper jersey must be distinct from both the home team and the visiting team. The referee has the authority to require a goalkeeper jersey change.

Slide pants or compression shorts may be worn under uniform shorts if they match the predominate color of the uniform shorts. The Referee shall enforce all FIFA equipment rules and any equipment deemed dangerous shall be removed. All team warm-ups, although optional, should be identical for all players and should tie in with the color scheme of the uniforms. Tape on the socks must match the predominant color of the sock.

UWS Logo / Team Logo

The UWS logo must be permanently affixed to the game jersey. The team name and/or team logo must be present on the front of the game jerseys.

Uniform Numbers

Each uniform must contain numbers on the back. Number size must be a minimum of eight (8) inches on the back of jersey and numbered from 00-99.

Uniform Selection

The home team has the right to select the color of its home uniform and must inform the visiting team of its choice via the Home Team Travel Information Sheet. Visiting team must wear a contrasting uniform. In case of a conflict the visiting team is required to change. The League Commissioner should be notified. The referee has the authority to resolve the conflict if the League Commissioner is unavailable.

Referee Uniform

All referees are required to supply their own uniform. UWS matches require the use of approved uniforms by the appropriate National Federations.

4. PRE-GAME TIMELINE

ASSIGNMENTS

All assignments will be made by US Soccer and National Assignors, which will appear on the US Soccer assignment web page <http://ussoccer.gameofficials.net> Assignments are typically made one month in advance and should be checked and accepted or declined in a timely manner.

PRE-GAME CONTACT

Contact must be made between all officials days prior to the game. Whether by e-mail or by phone; the following items must be discussed: Uniform color, mode of transportation (shared when possible), transportation to and from the stadium, arrival time (1 hour 30 minutes prior to the match), and travel attire (dress slacks and polo, no warm ups or shorts) and time and place of the pre-game meeting.

CERTIFIED ATHLETIC TRAINER

The Referee shall confirm the presence of a certified athletic trainer or physician at the match at least one-half hour prior to the match. The Referee may delay the start of the match without this confirmation. The League Commissioner must be notified during this process.

HOME TEAM REFEREE LIAISON

The Referee Liaison shall assist the officials with pre-match, halftime and post-match duties, needs, requests and reports. The Referee Liaison shall be in a position during the match that is easily accessible to the Fourth Official. The Referee Liaison duties are to include the following: confirm inspection of the field and equipment meets all standards, proper placement of the Fourth Officials table, arrange for match balls to be inspected by the officials, availability and access to the substitution numbers or board,

coordination of the teams' various forms, lists, substitution cards, and other game-related items the referee crew may need for assistance. The Liaison shall escort officials to their locker room, which are separate from the teams. If needed, the Liaison shall ensure that each crew member receive two (2) complimentary game tickets and free stadium parking.

REFEREES GAME DAY TIMELINE

Home team must give the visiting team and referee crew a copy of the Game Day Timeline immediately upon their arrivals to the stadium. The Game Day Timeline provides a detailed minute-by-minute breakdown of game day, specifically including the two (2) hours preceding kick-off, how and where to line up for introductions, pre-game ceremonies and additional instructions that assist all parties in the game day operation. This timeline shall be strictly adhered to by the teams and officials.

◦ FIELD INSPECTION – 60-90 Minutes Prior to Kickoff

The game officials are expected to be at the field of play one hour and thirty minutes prior to game time. The game officials shall inspect the playing field and equipment, including the playing surface, goals, netting, corner flags and field markings. In the event any problems are identified, the referee shall notify the home team field manager, who shall be responsible for correcting any problems. The game officials shall discuss any special expectations, unusual field or match conditions, special rules of competition, and any special procedures.

◦ GAME BALLS – 45 Minutes Prior to Kickoff

After the field inspection, the Fourth Official obtains and inspects the game balls. The home team must provide at least five (5) **MITRE** game balls. The Referee shall return all game balls to the home team upon completion of the game. **MITRE** has provided the **UWS Official Game Ball**. The ball is the yellow Delta manufactured by **MITRE**. This ball **MUST** be used in all UWS games. Please report if the Official Ball is not available /used in the match. All game balls must be identical.

◦ FORMS (UWS Score Sheet and UWS Referee Report) – 40 Minutes Prior to Kickoff

The Fourth Official will collect all necessary UWS paperwork from the Home Team Referee Liaison. The UWS Score Sheet must be collected by the referee from the home team. This sheet contains the names of all players eligible for the match and must be present with the Fourth Official throughout the match. Only eighteen (18) players may be designated on the UWS Score Sheet and be eligible for the match. The UWS Score Sheet may include up to 18 eligible players from the team's Master Roster. The home team shall submit a copy of their UWS Score Sheet to the Referee forty (40) minutes prior to the start of the match. Any adjustments to the UWS Score Sheet made after the time they were originally submitted to the referees must be communicated to and approved by the center referee and must be immediately communicated to the opponent's head coach.

1) UWS SCORE SHEET

The UWS Score Sheet is a triplicate carbon form that contains the Game Day Roster of both teams and statistical components. This form is used for player check-in as well as reporting of the game details that will be submitted to the league office. The 4th official shall maintain the form throughout the match, however the bottom copy (pink) may be detached and given to the home team for introductions and for tabulating the statistics. The top copy (white) is the official sheet and this will be the document that will be scanned and emailed by the home team immediately after the match to joe@uwssoccer.com. The second copy (yellow) shall be given to the away team upon conclusion of the match. Please ensure that all names and scoring are legible and accurate. The referee, home team and away team must sign the form.

2) UWS REFEREE REPORT

The Referee will also collect from the Home Team the UWS Referee Report, which will be filled out by the Referee after the match. The UWS Referee Report provides details on any cautions or send-offs. The Referee shall also document on the UWS Referee Report any League Minimum Standards violations, as well as any special notes.

○ **PLAYER CHECK IN – 30 Minutes Prior to Kickoff**

Thirty minutes prior to kick off or as soon thereafter as practical, the Referee, Assistant Referees and Fourth Official shall check all player pass against the UWS Score Sheet and identify the starters and captain, inspect player equipment and uniform numbers. Any special instructions by the referee relating to mechanics of the game should be given at this time, Only the eleven starters and the seven substitutes; all listed on the UWS Score Sheet shall be subject to inspection. The fourth Official MUST maintain possession of the Score Sheet throughout the Match. There should be at least 14 players listed; if less than 14 are listed then it should be noted on the Referee Game Report. An eligible player that does not have a UWS Player Pass may play in the match provided she has displayed to the referee an acceptable form of identification, such as a driver's license or passport. However, this scenario must be documented on the UWS Referee Report.

The UWS Score Sheet contains the game day roster of both teams. Therefore, it is recommended that each team is checked-in at separate intervals.

○ **TEAM AND REFEREE INTRODUCTIONS – 5-8 Minutes Prior to Kickoff**

Prior to the team and referee introductions, the coaches and reserve players shall enter the field and walk along the sidelines to their team benches. Home team, visiting team, and referees must be introduced prior to the start of the game. Each starting player shall be dressed in their designated team jersey, shorts, and socks for pre-game introductions and the match.

The game officials, coaching staff, and players shall comply with the introduction procedures designated in the game day information sheet.

- At a time designated on the Game Day Timeline and in the manner set forth in the game day information, the referees shall be introduced first, starting with the referee, senior assistant referee, junior assistant referee and the fourth official.
- The visiting team's starting lineup shall be introduced after the game officials and in the order listed on the starting lineup. The head coach and assistant coach(es) shall remain on the sideline but shall be introduced after the visiting team.
- The home team's starting lineup shall be introduced according to team preference. The head coach, assistant coach(es), trainer, and team physician shall remain on the sideline but shall be introduced after the home team.
- The home team shall script the introductions for the PA Announcer.

The game officials and starting teams shall enter the field at the time specified by the Game Day Timeline for introductions and the National Anthem(s). The player introductions shall meet the following criteria:

- The team shall be at the field center line in presentation formation for the National Anthem(s);
- During TV Games, all National Anthems shall take place during the TV window of :02:00 to :04:30

The National Anthem of the home team shall be played immediately following the entry of the players as dictated by the Game Day Timeline. Both teams shall remain in public view and pre-game presentation formation during the National Anthem and all players shall face the flag. If the visiting team is from another country, the visiting team's National Anthem shall be played first and their country's flag displayed. The home team's anthem shall follow. In this case the Game Day Timeline shall be adjusted.

During the National Anthem(s), the head coach, trainer, physician, and other authorized bench personnel shall remain standing on the touchline facing the flag. The game officials shall stand at center field facing the flag. Players and game officials shall refrain from jogging in place and talking. A respectful appearance shall be maintained.

KICKOFF

Introduce officiating team to captains and conduct coin toss. (This can also be done prior to introductions if more convenient). Assistant Referees perform final check of nets and move to touch line to take offside position and unfurl flags and hold them straight done to signal readiness to start. Fourth Official goes to sideline and checks benches for only authorized persons on the bench.

Referee signals play to start.

HALFTIME

Halftime shall officially begin as soon as the referee blows the whistle signifying the end of the first half. The duration of halftime for all games shall be fifteen (15) minutes unless otherwise authorized by UWS. Five (5) minutes before the start of the second half, each team shall be notified by the team liaison. No later than three (3) minutes before the start of the second half, each team shall exit the locker rooms for the field. The Team Liaisons shall ensure teams are notified of the three-minute warning.

5. POST-GAME REPORTING

Game reports are required to properly decide player discipline as well as to help maintain UWS league regulations and standards compliance. Game reports must be legible and properly completed before submitting to UWS.

OFFICIAL UWS SCORE SHEET

The home team must submit a copy of the completed UWS Score Sheet (white copy) within two (2) hours following the completion of the match. All sections must be completed and legible. At the game's conclusion, the home team coach and visiting team coach must sign the score sheet along with the Referee who must verify the cautions, send-offs and scoring.

REFEREE GAME REPORT

The home team must submit the Referee Game Report within two (2) hours following the completion of the match. This form is a disciplinary summary that includes all cautions, send-offs, and a quick checklist of league regulations & standards. All clubs must see to it that the Referee fills out the report and hands it over to a representative of the home team.

USSF SUPPLEMENTAL REPORT

The USSF Supplemental Report for each separate and unusual incident or send-off must be submitted via e-mail to joe@uwssoccer.com within 48 hours following the match.

6. MATCH DELAYS AND CANCELLATIONS

In the case of a game delay, the Home Team shall immediately communicate the delay, via phone, to the League Commissioner.

If the kickoff is delayed because the visiting team arrived late, the visiting team shall be fined in accordance with league standards. The home team, in consultation with the League Commissioner and referees, shall determine the start time for any delays in excess of twenty (20) minutes.

POSTPONEMENT PRIOR TO START

A game may be canceled / postponed no earlier than two (2) hours prior to kickoff because of inclement weather or situations considered Acts of God, unless agreed to by both teams and the League Commissioner. Exception: In a case where a third party (stadium owner) closes a stadium, a game may be canceled more than two (2) hours prior to kickoff, provided the League and both teams are notified in writing by the stadium owner / managing authority.

AUTHORITY TO DELAY OR POSTPONE A MATCH AFTER START

The Referee has the authority to delay the start of a match or suspend play once the match is in progress when the delay is due to unfavorable weather and/or other adverse conditions beyond the control of the participating teams which would make the playing of the match impractical or dangerous. Only the referee and the League Commissioner have the authority to delay or postpone a scheduled match. The referee has final word on delays but must immediately contact the League Commissioner.

INCOMPLETE GAME

In the event a game cannot be completed, the game counts if the entire 1st half was completed.

If any match is suspended prior to the completion of the 1st half due to inclement weather or extenuating circumstances, it will resume at a date/time agreed to by the competing teams in consultation with UWS and will start in the same minute in which the match was suspended. Every effort must be made to resume the match within the next twenty-four (24) hours. If the game is resumed after the 24-hour period has passed, either team may have a maximum of three (3) changes to their Official Game Day Lineup sheet. Any changes to the lineup on the field, after any of the three (3) changes to the Official Game Day Lineup sheet are made, count towards the substitution allotment. UWS reserves the right to declare a full replay at its discretion in order to protect the integrity of the competition

GRACE PERIOD BEFORE ABANDONING A MATCH

Because of the cost and difficulty of rescheduling a UWS match, every attempt should be made to continue the match.

Unless both teams, the Referee, and League Commissioner agree to an alternate plan, teams must wait a minimum of one (1) hour before abandoning a game that has been delayed regardless of circumstances. This is not an aggregate time for multiple delays but rather one (1) hour from the time of the most recent delay. The Home Team, in the presence of the Referee, must immediately notify the League

Commissioner via phone, of any postponement issues. The one-hour grace period may be extended, up to a maximum of three (3) hours from the time the match is delayed if there is a likelihood of resuming the match that day. The League Commissioner has the final say on the length of the extended grace period due to weather. If a UWS match is the first game of a doubleheader then this shall NOT be a factor in any decision rendered. If a suspension of play has a duration of longer than 30 minutes, the teams shall have the opportunity for a 10-minute warm-up period.

LIGHTNING AND SEVERE WEATHER

Given the likelihood of lightning during the UWS season and the potential for personal injury and structural damages lightning can cause, each Home Team shall have a detailed thunderstorm delay plan that includes the following:

1. Specific persons in charge of decision-making (League Commissioner, Referee, home team senior executive and visiting team coach/administrator)
2. Direct contact with the U.S. Weather Bureau and/or Doppler Radar
3. Immediate Contact with the League Commissioner
4. Updates to spectators and media via PA Announcements
5. "Standing Orders" (procedures) published and posted to accomplish the above

CANCELLATION BEFORE OFFICIALS ARRIVE AT VENUE

In the event a match is to be terminated less than 10 hours prior to kick off due to unforeseen problems, the home team shall immediately contact the League Commissioner to expedite the communication process to assigned referees. The League Commissioner will make every effort to notify the referees of the change. It is imperative that all contact numbers for referees be available to the National Federation for such situations.

REFEREE "NO-SHOW"

In the event the assigned referee crew does not arrive at least one (1) hour before the scheduled kickoff time, the Home Team should immediately contact the League Commissioner. Should none of the assigned referees be present at the official kickoff time, the teams must wait a minimum of one (1) hour before the possibility of postponement is considered. Again, no game may be abandoned or postponed due to lack of referees until at least one (1) hour has passed since kickoff. After one (1) hour from the original kickoff time has elapsed, the League Commissioner will make a decision as to whether the match should be postponed and rescheduled or further time should be allowed (only in the event of referees on their way to the venue). Active and certified referees may be used as replacements in order for the match to be deemed official. Prior to sending replacements, the League Commissioner and the respective Federation will determine on a case-by-case basis whether the substitute referees are of sufficient experience and ability to handle the match.

ACTIONS AFTER POSTPONEMENT

Any postponed game must be rescheduled within seventy-two (72) hours of the original date of the game and must be replayed no later than the second to last weekend of the regular season.

UWS shall have the authority to review all the facts, (including fault on the part of either team, unavoidable conditions, expense for both teams, and requests by a team to take a particular action in the best interests of UWS and its teams) in determining whether and when a game shall be rescheduled, who should bear the financial burden as a result of cancellation or rescheduling, whether the game should be forfeited or cancelled permanently, and whether other fines should be levied. The integrity of the League

and the Home Team schedule shall be given considerable weight in the resolution of these matters. Unless the sanction or remedy is set forth specifically in any UWS rules or regulations, UWS shall decide what action to take, and its decision shall be final.

Whenever a game is postponed or canceled, the League Commissioner must receive within 48 hours of postponement or cancellation, a written notice of why the game was not completed or played, including, if necessary, and a statement from the owner of the stadium / playing facility.

7. REFEREE FEES & PAYMENT

GAME FEES

Referees shall be paid the following amounts:

- Referee: \$90.00
- Assistant Referee: \$60.00
- Fourth Official: \$40.00

TRAVEL EXPENSES

UWS or its member teams are not responsible for travel costs incurred by the referees unless expressly approved by the league office in writing. There is no travel reimbursement for the 4th official.

PAYMENT OF REFEREE FEES

Referees shall be paid at the end of the match by the home team. The game fees shall be given to the referees upon completion and inspection of the UWS Score Sheet and Referee Report and returned to the home team. The Referee shall not return the Official UWS Score Sheet Form to the home team before the game fees are paid. Referee Fees for the UWS National Championship are paid by the league office.

The fees for officiating matches are set by UWS and subject to regular review. Referees, Assistant Referees and Fourth Officials are eligible to be compensated for services if they:

- Arrive at the proper time and perform assigned services.
- Provide signed match reports (Score Sheet and Referee Report to the referee liaison or other team official).
- Arrive at the proper time, but for some reason the match has been already postponed without the referees being properly notified in advance due to an error by the league or teams.
- Arrive at the proper time and either team fails to appear for the match.
- Perform assigned services, but for some reason, the match is not completed.
- Travel to the field, but the match is not played.
- Please refer to “Cancellation Before Official Arrives at Venue” under the “Match Cancellations” section on Page 10 of this Manual for a list of the steps taken in the cancellation/postponement process.

NON-PAYMENT OF REFEREES

Referees are to notify the League Commissioner immediately if they do not receive payment at the end of the game or if payment is returned by a bank.

8. PLAYER SAFETY ISSUES

HYDRATION BREAKS

The Referee reserves the right to implement hydration breaks during matches for player safety purposes during extremely hot or humid weather conditions. The following shall be the process used to determine whether hydration breaks should be implemented by the match referee.

Pre-game and Halftime Decision Making Process:

- The option to employ a hydration break should be confirmed by the referee to a member of each team's technical staff prior to kickoff of each half
- Any onsite questions should be directed to the game day officials
- Implementation and control of the breaks will be managed solely by the referee

Implementation:

- Each break will last up to 3 minutes and be held around the 25' and 70' mark respectively.
- The ball must be out of play for the break to commence
- The Referee will signal for the start of the break and inform both teams and all match officials
- The clock will continue to run and all time allotted for the break will be added to stoppage time
- Both teams will go to their respective team bench areas
 - Players must remain on the field of play
 - Coaches cannot leave their respective technical areas
- Bench personnel cannot enter the field of play (excluding medical personnel) – Entering the field of play is still subject to a suspension or fine at discretion of the League

CONCUSSION POLICY

If a player suffers a significant blow to the head, is suspected of having suffered a concussion or has an apparent head injury during the course of a game, then the referee shall immediately stop the game and the player is to be removed from the contest for a medical evaluation by a Healthcare Professional (HCP) knowledgeable in the diagnosis and management of concussions. (Healthcare professionals include certified athletic trainers, physicians, registered nurses and EMTs who are versed in concussion management and diagnosis. A substitution for the evaluation of the concussion/head injury will not count against the team's total number of allowed substitutions and substitution moments in UWS matches. If the player with the suspected head injury has received clearance from the HCP to return to the game, the player may re-enter at any stoppage of play. The evaluated player must replace the original substitute; this medical concussion substitution will NOT count as a substitution or a substitution moment. The player that was temporarily substituted into the game for the player with the suspected head injury will be considered an available substitute and permitted to reenter the game as a standard substitute. Note that any cautions assessed to the substituted player will carry with that player throughout the remainder of the game, any red card to the substitute would apply to the team and the team would be required to utilize a substitution (if available) for the player with the suspected head injury to replace a different player. The referee shall document any incidents that required the removal of the player in the Referee Game Report.

INJURED PLAYER REMOVAL POLICY

Guidelines for the Referee

Because game officials continue to be in complete charge of game timing, as is common in international competitions, referees will not "stop the clock" for time lost through situations described in Law 7 of

the FIFA Laws of the Game (substitution, assessment and removal from the field of injured players, wasting time, or other causes). Instead, the time lost will be managed on the field by the referee who has complete discretion regarding the exact amount of time to be recovered. The intent of Law 7 is to recover time lost due to excessive delays for injuries, substitutions, goal celebrations, and so forth.

Serious injuries, however, are likely to be the most common sort of situation for which the referee is called upon to “add time” at the end of a period of play. The time to be recovered includes the original assessment of the injury and, where necessary, the removal of the injured player from the field by medical personnel.

It is absolutely imperative that athletic trainers and other team staff cooperate with referees in the application of the following FIFA guidelines:

- A. If a player is seriously injured, the referee shall stop play. In cases of head collisions, the referee is to stop play immediately.
- B. After assessing the condition of the injured player, the referee shall authorize one, or, at the most, two medical staff to enter the field to ascertain the type of injury and to arrange the players safe and swift transport off the field (BUT NOT TO TREAT THE INJURY ON THE FIELD).
- C. Any player suffering from an open wound is compelled to leave the field to have the wound treated.
- D. To remove the player as quickly as possible, stretcher-bearers shall enter the field with a stretcher immediately upon being beckoned by the referee.
- E. If the referee has determined that the player must leave the field due to injury, whether or not medical personnel has been beckoned to assist the player, the injured player is required to leave the field, either on foot or on the stretcher. If the player refuses to comply, the referee shall caution him for hindering the restart of play.
- F. If a player has received permission from the referee to leave the field during play for treatment of an injury that is serious, that player must have the referee’s permission to re-enter the field. If the ball is in play, such a player may only re-enter the field across either of the touchlines. When the ball is out of play, the player may re-enter across any of the boundary lines. Only the referee is authorized to allow an injured player to re-enter the field whether the ball is in play or not.
- G. If a player is bleeding, he must leave the field immediately to have the bleeding stopped and his skin and uniform cleaned as thoroughly as possible (or replace his uniform with a clean one). When the player is ready to return to the game, the referee will inspect the injured area and the uniform for blood or delegate this task to the fourth official. Once a bleeding player is ready to return to the game, he may do so with the referee’s permission at any point during play (as opposed to only at a stoppage in play).
- H. If play has been stopped solely for a serious injury with no other breach of the Laws of the Game, the referee shall restart play with a dropped ball.
- I. The referee shall add on time lost on account of injury (with or without medical attention on the field) in full at the end of the half (or overtime period) in question.
- J. If referees feel that the player who has been injured is feigning the injury and returns to play immediately, the referee has the right to caution that player for unsporting behavior.

Regardless, nothing shall be done that would potentially cause further or permanent injury to a player. In the case of on-field injuries, it is incumbent upon the referee and medical personnel to communicate with each other, and to use their best professional judgment in complying with the guidelines.

Under no circumstances shall a player be removed if there is an injury to the head, neck, or back until it can be accomplished without risk of further injury or permanent injury to the player. Similar restraint

shall be shown for injuries that are deemed to be potentially limb threatening; however, for the majority of less serious injuries, the athletic trainer will oversee the removal of the player from the field. The athletic trainer and the referee shall work together to ensure the safety and well being of the player while trying to return him to play as soon as possible.

Guidelines for the Athletic Trainer

Adhering to these guidelines, the athletic trainer shall utilize the following Universal Athletic Trainer Hand Signals to facilitate the care of an injured player.

1. Ambulance: Athletic trainer raises hand over head, extends index finger and rotates finger mimicking the lights of an ambulance siren.
2. Physician: With index finger of either hand, athletic trainer points to the corner of his/her ipsilateral eye.
3. Splints: With hands in clenched fists, athletic trainer strikes thumb side of hands together.
4. Spine Board: With hands together, palms open and pronated, athletic trainer moves hands apart as if describing a flat surface.
5. Stretcher: Universal signal employed by all FIFA officials when signaling for a stretcher.

EMERGENCY MEDICAL AND EVACUATION PLAN

Every Team shall establish Game Day emergency medical and evacuation procedures in conjunction with its stadium authority. As with other stadium rules, differences may occur between stadiums on how and who shall implement these plans. Teams shall conduct a pre-season table-top discussion whereby all Game Day Staff practice and understand such medical and evacuation emergency plans. It is also recommended that each Team stage a pre-season rehearsal to review such procedures. Multilingual capabilities shall also be addressed. Above all, necessary precautions shall be taken to ensure spectator, team and staff safety at all times.

9. DISCIPLINARY PROCEDURES

PLAYER MISCONDUCT CLASSIFICATIONS

For the purposes of referee evaluation and in a continuing effort to educate UWS members on the categories of cautions and send-offs, below is a list of offenses utilized by all UWS match officials. The following system has been established by FIFA for the purposes of classifying the specific nature of each offense.

Unsporting Behavior (UB)

- Commits a direct free kick foul in a reckless manner
- Commits a direct free kick foul while tackling for the ball from behind without endangering safety of an opponent
- Commits a tactical foul designed to interfere with or impede an opposing team's attacking play
- Handles the ball deliberately to score a goal
- An act deemed by the referee as bringing the match into disrepute (aggressive attitude, inflammatory behavior or taunting)
- Fakes an injury or exaggerates the seriousness of an injury
- Fakes a foul (dives) or exaggerates the severity of a foul
- Interferes with or prevents the goalkeeper from releasing the ball from his hands
- Verbally distracts an opponent during play or at a restart

- Unfairly distracts or impedes an opponent performing a throw-in
- Changes jerseys with the goalkeeper during play or without the referee's permission (both players must be cautioned)
- Engages in trickery to circumvent the goalkeeper's limitation on handling the ball played from a teammates foot (the defender who initiates the "trickery" is cautioned, the decision does not require that the goalkeeper actually handle the ball, and the misconduct can occur during dynamic play or at a restart)
- Makes unauthorized marks on the field
- Removes the jersey after scoring a goal

Dissent by word or action (DT)

- Verbally or through action disputes or shows contempt for an official's decision
- If playing as a goalkeeper, leaves the penalty area (not beckoned by the referee) to engage an official in debate regarding a decision

Persistent Infringement (PI)

- Repeatedly commits fouls or participates in patterns of fouls directed at an opponent
- Violates Law 14 again, having previously been warned
- If playing as a goalkeeper, wastes time, having previously been warned or penalized for this behavior

Delays the restart of play (DR)

- Kicks or throws the ball away or holds the ball to prevent a free kick restart by an opponent
- Kicks or throws the ball away or holds the ball to prevent a throw-in or corner by an opponent
- Fails to restart play after being instructed to do so by the referee or hinders the restart of play
- Excessively celebrates a goal
- Fails to return to the field upon conclusion of the mid-match break, fails to perform a kick-off when signaled to do so by the referee, or fails to be in a correct position for a kick-off
- Fails to respect the required distance when play is restarted with a corner kick or free kick (FRD)
- Does not retire at least ten yards away from an opponent's free kick
- Does not retire at least ten yards away from an opponent's corner kick

Enters or re-enters the field of play without the referee's permission (E)

- After having previously been substituted
- After having previously been instructed to leave the field to correct equipment
- After having previously been given permission by the referee to leave the field due to an injury
- After having previously been instructed to leave the field due to bleeding or blood on the uniform
- As a substitute, without having received a signal to do so by the referee

Deliberately leaves the field of play without the referee's permission (L)

- To place an opponent in an apparent offside position
- Other than through the normal course of play

The actions listed above assist in defining the scope of the basis for a caution and can provide a useful guide in identifying the specific behavior that the Laws of the Match consider unacceptable. It is critical, however, for Referees to distinguish between those relatively few actions for which a caution is mandated by the Laws of the Match and the remaining actions for which a caution is discretionary.

Player Send-Off Classifications

A player shall be shown a red card and sent off if he or she commits any of the following seven (7) offenses:

- Commits a serious foul play (SFP)

- Guilty of violent conduct (VC)
- Spits at any person (S)
- Denies an opponent of a goal or goal-scoring opportunity by deliberately handling the ball (excluding the Goalkeeper) within his or her own penalty area (DGF)
- Denies an obvious goal-scoring opportunity to an opponent moving towards the player's goal, punishable by a free kick or a penalty kick (DGF)
- Uses offensive, insulting or abusive language (AL)
- Receives a second caution in the same match (2CT) – *Please identify the actual foul that causes the player to receive the second caution.*

MATCH MISCONDUCT

Coach / Staff Caution & Ejections

Referees at their discretion may warn or dismiss coaches and team staff for unprofessional behavior. Dismissed coaches and staff members are to be escorted directly to the locker rooms and may not return to the field of play. Any coach or other Team Staff member not acting in a professional manner in the opinion of the League, whether or not the incident is reported in the Referee Game Report, shall be subject to a fine and / or suspension. Referees are explicitly instructed not to physically show a red card to non-players.

Guidelines for Send-Off (Current Match)

Players and coaches sent off from the field of play shall be met at the sideline at midfield by home team security and escorted to the locker room and are not permitted to watch the match. They must remain in the locker room for the remainder of the match. Additionally, coaches are not permitted to communicate with their team staff or players during the remainder of the match and are not allowed to remain in the locker room during halftime. The type of communication prohibited would include: cellular, 2-way radios, electronic / digital, written or verbal. Players or coaches returning to the field of play during or directly following the match are subject to additional sanctions.

SERVING SUSPENSIONS - PLAYERS

Any player receiving a straight red card in a regular season match will be suspended for the next league regular season match. Any player receiving a second yellow card in a single match, and thus a red card will be suspended the next league regular season match.

SERVING SUSPENSIONS – COACHES AND TEAM STAFF

Any manager, coach, assistant coach, athletic trainer, player, or other official bench personnel is prohibited from assuming any official duty at or near the team bench while serving a suspension. Any athletic trainer sent off during a match should remain in the locker room area through the end of the match and may only return to the pitch at the request of the Referee in the event of an emergency. Any infringement of this rule or the restrictions below may result in the forfeiture of the game and include a fine for each infraction. The following restrictions apply:

Pre-Game

Suspended personnel are allowed to communicate pre-game information to the team in the locker room prior to the match. However, they are not allowed on the field during warm-ups and may not stand or in any way be in close proximity to the field of play.

In-Game including Halftime

- Field Access – At no time during the game is the suspended person allowed on or around the field of play.
- Communication – There is to be no direct or indirect communication via written, verbal, cellular or electronic to any other coach, player, or staff member on the team bench.
- Stadium Seating – The suspended person must sit in the press box or in some location other than in the stands. The suspended person is not permitted to sit in the stands as a “spectator”. If these accommodations are not available, then the suspended person is prohibited from attending the match.
- Locker Room Access – The suspended person is not allowed to be in the locker room at any time during halftime.

Post-game

The coach / staff member may join their team in the locker room, but not on the field of play or its surrounding area

MAJOR MATCH MISCONDUCT

In addition to those offenses set forth above, major fines or suspensions, at the sole and absolute discretion of the UWS Disciplinary Committee, shall be levied against Players (whether or not they were awarded a card by the Referee), Coaches or other Team Staff for such game conduct as fighting, provoking a fight, criticizing Game Officials with words or gestures, entering the Game Officials’ locker room, physical contact with Game Officials separate from Referee Assault, using excessive force, deliberate attempts to injure, spitting, provoking crowd disorders, profane language that can be heard by the crowd or broadcast audience, obscene gestures, improper conduct during the national anthem, taunting, abuse of spectators and others, failure to leave the field when instructed by the Referee to do so, improper conduct following the award of a card, excessive delay tactics or excessive and obvious feigning of injuries, or other unsportsmanlike conduct detrimental to UWS. The League may levy fines and / or suspensions for such behavior whether or not it is reported in the Referee Game Report. Video review will weigh heavily in determining/confirming any disciplinary action taken.

APPROACHING GAME OFFICIALS

No player, coach or team staff member shall threaten game officials either verbally or physically nor make contact in any manner either before, during or after the match. Coaches and team staff shall not approach game officials prior to the game, at the end of the half, on the way to or from the locker room to lobby for a certain call, discuss the approach to the game, or to criticize a game official’s performance. No one may enter the referees’ dressing room without permission. It is strongly recommended that someone stand at the officials’ dressing room door as security. The Referee shall report all such incidents in the Referee Game Report, and offending individuals shall be subject to a League fine and/or suspension. The **Coach’s Evaluation of Referees** is the proper vehicle to express opinions on the performance of a game official(s).