

CONSTITUTION



As amended and reprinted 21/3/2013

- 1. NAME** This body shall be called 'Canterbury And District Soccer Referees Association Incorporated' and shall be referred to throughout this Constitution as 'The Association'.
- 2. ABBREVIATIONS** The following abbreviations shall apply to this Constitution:
AGM Annual General Meeting
GM General Meeting
SGM Special General Meeting
EC Executive Committee
JC Judiciary Committee
AC Appeals Committee
as amended 13.03.2000 **CDSRA** Canterbury and District Soccer Referees Association Incorporated
- 3. OBJECTIVES** The objectives of the Association shall be:
A. To recruit and train new referees.
B. To improve the quality of existing referees by providing training and assistance where required.
C. To improve the status of referees.
D. To promote close relationships with Canterbury & District Soccer Football Association and kindred Associations, for the good of the game and benefits of referees and refereeing.
E. To adopt the laws of the game as set down by International and Local Authorities.
F. To ensure uniformity of interpretations of the Laws by officials, referees and all associated bodies.
G. To standardise match dress of all members.
H. To seek and maintain affiliation with approved State of NSW and/or National Refereeing Authorities.
I. To assist or take action, as deemed necessary, in conjunction with senior bodies, for and on behalf of any member unfairly or unjustly treated, and to lodge appeals against any decision to a higher body.
J. To assist other Associations where practicable.
K. To conduct examinations as to the knowledge of the Laws of the Game and interpretation of those laws as amended from time to time. This is to be carried out in accordance with the rules of higher bodies.
as amended 18.11.2010 **L. 1** Regard to Child and Members Protection and Members Privacy Policy Statement, dated 2010.
2 The Racial Discrimination Act 1975 (the RDA) makes racial discrimination against the law, and the C&DSRA shall ensure that everyone is treated equally regardless of their race, colour, descent or national or ethnic origin.
3 NSW anti-discrimination Act 1977 creates an offence of unlawful racial vilification (section 20C).
- 4. JURISDICTION** The Association shall have jurisdiction over all members, and shall have the power to fine, suspend or expel any member who is deemed to have breached the Constitution rules or By Laws.

5. MEMBERSHIP

as amended 18.11.2010

A. Membership shall be open to all approved persons who have attained the minimum age of 13 Years prior to officiating as an active referee. This Constitution and By-Laws shall be binding on all members.

B. Membership of the Association will commence when applicants have proved they have adequate knowledge of the Laws of the Game by passing a written or oral entrance examination, and had membership applications approved by a majority of the E.C.

Every person who has had membership approved shall be entitled to attend meetings, and have voting rights at the expiration of sixty (60) days from the date of their membership being granted.

Only qualified members of the Association will be permitted to control matches under its jurisdiction.

Appropriate certificates will be issued to members who pass a field test with results to the satisfaction of Association inspectors.

Progression to a higher class will be available under conditions set down by the State or National authorities.

Membership will be granted to any person who transfers from another Association providing a satisfactory clearance is obtained from the previous Association and the application is approved by the majority of the E.C. Such membership shall be restricted to the class level held in the other association. Voting rights will apply at the expiration of sixty (60) days from the date of receipt of the 'Availability Schedule'.

All new members will be furnished with a copy of the Constitution.

as amended 13.03.2000

C. Members shall pay an annual membership fee plus GST if applicable, the amount of which shall be determined at the AGM every year.

as amended 18.11.2010

D. Reimbursements to match officials shall be paid on the day of the match.

as amended 21.10.2003

E. Any member shall appear before the E.C. or S.G.M. if requested to do so by the E.C.

Any member attending a meeting with the EC or Appeals Committee requesting his/her personal legal council to be present, shall provide a minimum of 7 days prior written notice (unless all relevant parties, in writing, agree to reduce this 7 days period) together with a bank cheque or money order of \$1,500.00 payable to the Association. Should any matter take more than one meeting, then for any subsequent meeting where a member requests the attendance of his/her **personal legal council, an additional amount of \$1,500.00 per meeting is due and payable by that member** to the Association at the start of the relevant subsequent meeting. Any such amount(s) is **not refundable to the member. The cost of the members own personal legal counsel is for the members account**, and is not included in any of the abovementioned amount(s).

as amended 30.03.1983

F. The name of any suspended member, together with the reasons for suspension, shall be submitted to the NSW body for recording and distribution to other Associations.

as amended 13.03.2000

G. No member shall accept any appointment from another body unless registered as a "DUEL" member of the other body or the appointment is approved by the E.C.

H. If, in any match appointed to by this Association, a referee suspends a player from the field of play, or caution a player, he/she will make a written report in respect thereof and submit such report within twenty-four (24) hours of completion of the match in which such incident occurred, to the C.D.S.F.A. Judiciary. The referee shall also submit a duplicate copy of the send off report to the Secretary of this Association. Should the referee fail to file a report, the Secretary may send a default notice and shall request a written explanation as to his/her failure and present it to the E.C.

as amended 30.03.1983

I. Prior to being appointed to control matches, each member shall complete an "Availability Schedule" which will detail essential information required by the Association Secretary and Appointments Supervisors. The due date for this schedule shall be determined by the E.C. prior to the distribution to members each year.

as amended 22.10.2002

No appointments shall be allocated to any member until the current season's "Availability Schedule" is received by the Secretary.

No membership application be accepted where the applicant makes himself or herself available to referee youth league only and therefore does not assist the Association.

Any member who fails to return the "Availability Schedule" within thirty (30) days of the due date shall be transferred to a non-active status on the membership file. Such non-active members shall not be entitled to receive any correspondence or be eligible to vote at meetings unless a "Non-Active Membership" Fee is paid. Such a fee is to be determined by the AGM each year.

as amended 21.10.2003

Membership fees (Active and Non active) shall be set annually at the A.G.M. These fees shall include any GST if charged to the Association by New South Wales Soccer Referees Association Incorporated or any body to which the Association is Affiliated to.

as amended 22.10.2002 **J.** A person ceases to be a member of the Association if the person:
1 Dies; or
2 resigns that membership; or
3 does not renew that membership; or
4 fails to pay the annual subscription fee by the due date, or where applicable, the non- active membership fee buy the due date; or
5 is expelled from the association.
In relation to clause 5 (J) 3 and 5 (J) 4, the Executive Committee will have the discretion not to cease a person's membership if it is aware or becomes aware of extraordinary circumstances particular to that person. The Executive Committees decision will be final subject to any right of appeal under and in accordance with this constitution.

6 ASSOCIATION OFFICERS

The officers of the Association shall be:
President
Senior Vice President
Junior Vice President
Secretary
Assistant Secretary
Treasurer
as amended 18.11.2010 Member Protection Information Officer
as amended 13.03.2000 Examination Board (minimum three (3) members)
as amended 13.03.2000 Appeals Board (minimum four (4) members)
as amended 13.03.2000 Inspectors. As deemed necessary (Class 1 & 2 members) as appointed by the E.C.
as amended 13.03.2000 Branch Coach as appointed and shall be a Class 1 referee
as amended 18.11.2010 Delegates to Football New South Wales Limited Referees Meetings Two (2) Plus One (1) alternate.
Delegates to C.D.S.F.A.Inc. Two (2) members, plus one (1) alternate. The Secretary shall be one of the two members and shall be spokesman for this Association when in attendance. At all times, the E.C. shall be the alternate
Association officers shall be elected at the AGM. Any member not in attendance at the AGM renders themselves unavailable for nomination unless written notification of their intent to accept nomination is received and tabled at the meeting.
as amended 01.11.1995 Patron(s) 1 or 2 need not necessarily be members of this association and will be elected at the AGM.

7. EXECUTIVE COMMITTEE

A. The E.C. shall consist of:
President
Senior Vice President
Junior Vice President
Secretary
Assistant Secretary
Treasurer
as amended 13.03.2000 **B.** If any member of the E.C. shall be absent from two (2) consecutive meetings without reasonable excuse, the position shall be declared vacant. Any such vacancy shall be filled at an SGM to be held no later than twenty one (21) days after the vacancy.
C. The conduct of the whole of the affairs of the Association shall be in the hands of the E.C. which shall meet regularly at intervals and times determined by the proceedings of this Association. Where any principle is involved, or extra-ordinary business arises, the E.C. shall determine a course of action, details of which shall be submitted to a SGM for verification of such action.
as amended 13.03.2000 **D.** The Chairman shall have a deliberate vote plus a casting vote if required.
as amended 09.10.1989 **E.** The E.C. shall have the power to fine or suspend any member and/or terminate any membership where any member's conduct is deemed to have breached any Constitution rule or by-law of this Association.

8. LIFE MEMBER

as amended 13.03.2000

A. Any nomination for Life Membership must be in writing and received by the Secretary no later than twenty one (21) days before the AGM. Upon receiving a nomination (or nominations) for Life membership, the Executive Committee consider the merits of each proposal(s) and either accepts the nomination and takes it to the AGM for members to vote OR reject the proposal(s) for nomination therefore requiring no further action on the part of the EC or members. Where more than one proposal is considered to be of worth, the EC decide on one only to be tabled at the AGM.

as amended 13.03.2000

B. The nominee must have at least ten years current involvement and have served office in this association. However where a nominee does not meet this criteria, the E.C. may consider a nomination of a member for outstanding service.

as amended 13.03.2000

C. A secret ballot will be held at the AGM and the Life Member must be elected by a two thirds majority.

D. The nominee may not be present when the nomination is being considered or voted upon.

E. A life member shall be entitled to take part in the business at all General Meetings.

as amended 13.03.2000

F. The AGM shall be limited to one (1) Life Membership per year. Such member is to enjoy the privileges of membership and be allowed to enter discussions and vote at meetings.

9. VACANCIES

Should any office become vacant during the year, such office may be filled by the E.C. or at any subsequent GM of the Association.

10. DUTIES AND FUNCTIONS OF OFFICIALS

as amended 13.03.2000

A. President

The President shall be the chairperson at all meetings and shall conduct the meetings in accordance with this Constitution. He shall have a deliberate vote and a casting vote if required.

B. Vice Presidents

In the absence of the President from any meeting, a Vice President, in order of seniority, shall act as Chairperson and when in this capacity, shall have a casting vote. Vice Presidents shall assist the other officials in their duties as required from time to time.

C. Secretary

The Secretary shall:

- 1 Attend to the general business of the Association.
- 2 Hold the official Seal.
- 3 Attend to the correspondence.
- 4 Prepare the annual Report.
- 5 Undertake any other duties found necessary in the carrying out of the Association's functions.
- 6 He/She shall have a deliberate vote at all meetings.

as amended 13.03.2000

D. Assistant Secretary

The Assistant Secretary shall:

- 1 Record in the official Minute Book the business transacted every meeting.
- 2 Keep a record of the attendance at each meeting.
- 3 Report to the Chairperson any official who has been absent without reasonable excuse from two (2) consecutive meetings.
- 4 Assist the Secretary as required.
- 5 In the absence of the Secretary, the Assistant Secretary shall perform the Secretarial duties as far as possible.
- 6 He/She shall have a deliberate vote at all meetings.

E. Treasurer

The Treasurer Shall:

(The financial year for the Association shall be from January 1st to December 31st each year).

- 1 Receive all monies, giving an official receipt in return.
- 2 Bank all monies received in the Association's bank account.
- 3 Have charge of the bank deposit book and cheque book.
- 4 Produce the books of account as required.
- 5 Pay all accounts passed for payment in accordance with these rules.
- 6 Submit a Financial report at all EC, GM, SGM and AGM meetings.
- 7 Submit an Audited Financial Statement to the members at the 1st GM the following year.
- 8 The Treasurer shall have a deliberate vote at all meetings.

as amended 18.11.2010

F. Member Protection Information Officer

1 Keep records of members that work with children (Commission for Children and Young People) and Note; these records are kept for Two (2) Years:

- A. Employee-Application Declaration and Consent
- B. Employer-Request for Background Check

as amended 21.11.2011

2 Understand procedures, guidelines and policies under the Children and Young People ACT, 2009 and its requirements. This form must be signed each year after a new president has been appointed.

3 Our Employer identification number is **16681**.

4 All short term referees are required to fill in forms as above every 3 years if they have previously completed one within the 12 month period of joining.

5 Member Protection Information Officer shall report all matters to the executive committee.

as amended 21.11.2011

6 As an employer, we cannot request a working with children check on a person under the age of 16 years. Anyone joining the CDSRA under the age of 16 years, at 31 March of the current year, is not required to complete a Working with Children form.

as amended 18.11.2010

G. Examination Board:

The Examination Board shall meet at such places as may be required, to examine any person desiring to qualify for active membership or regrading, regarding his/her aptitude and laws of the game, and his/her refereeing ability on the field of play, and shall report the results of such examinations to the Secretary. The Board shall supply examination papers and prepare and organise lectures as required. The Board shall also assist Clubs affiliated with the C.D.S.F.A. and any other body which may request assistance in relation to the laws of the game.

as amended 13.03.2000

H. Inspectors:

The duties of an Inspector shall be to inspect, grade and report to the E.C., in writing, each referee so inspected.

as amended 13.03.2000

I. Delegates:

The duties of a delegate shall be to attend such meetings of the organisation to which he/she has been appointed. They shall make regular reports to the GM's of this Association and to pass onto the secretary all written documentation. Alternate Delegates shall attend those meetings that the delegate is unable to attend.

J. Appeals Committee:

The duties of the Appeals Committee shall be to adjudicate on any appeals lodged to the Secretary in writing, by any member against a decision of the EC.

as amended 18.11.2010

Appeals shall be accompanied by an appeal fee which shall be set annually at the AGM (currently at \$50). This appeal fee is not refundable.

Such appeal shall be forwarded within seven (7) days of receipt, and the decision submitted to the member with such decision confirmed in writing to the Association Secretary.

The Appeals Committee shall consist of five (5) members who have three (3) years service with this Association. Members of the Appeals Committee shall elect a Chairperson, who shall have a casting vote if required.

No member of the E.C. shall be eligible for election to the Appeals Committee.

as amended 01.11.1995

K. Patron(s):

Shall be asked to be chairperson in conducting the election of office bearers to the Association of other duties as chairperson on Association matters.

11. AUDITORS

as amended 13.03.2000

The Auditor(s) shall be elected at the AGM to audit the books of the Association. The auditor(s) shall be appointed each year and shall not be an office bearer of this Association.

12. BANKING COMMITTEE

All Cheques issued by the Association shall bear the signatures of any (2) of the following President, Treasurer or Secretary.

13. COMMITTEE

The E.C. shall be empowered to appoint such committees as deemed fit for the proper conduct of the Association.

14. VOTING

as amended 30.03.1983

A. Each of the following shall be entitled to one (1) vote:

1 Life members

2 Active members

3 Financial non-active members as detailed in Section 5, para.(i)

as amended 18.11.2010

4 The chairperson at the election of office bearers at the AGM in the case of an equality of votes shall have a casting vote if he/she is a qualified member.

5 At all times only one (1) vote per person is applicable.

as amended 09.10.1989

B. No proxy voting shall be permitted.

C. All questions shall be determined by the voices or show of hands, unless afterwards a formal division is demanded, or the votes ordered to be counted and recorded, which shall be done at the request of any member, supported by one other member, and in that case the names for and against shall be taken down by the Secretary and recorded in the minutes of the meeting.

D. All other voting shall be determined by a simple majority of members present and entitled to vote.

15. MEETINGS

- A. The accepted rules of debate shall apply.
- B. In the event of a quorum not being reached after 30 minutes of the normal starting time, the meeting shall lapse.
- C. To alter or rescind any resolution, fourteen (14) days notice, in writing, must be given by the member proposing the alteration or rescission.
- D. No notice to amend, repeal or add to the Constitution or By-Laws of this Association shall be put to the vote unless fourteen (14) days notice, in writing of such a motion has been given and no motion shall be deemed to be carried unless passed by two thirds (2/3rds) majority of members present and entitled to vote.
- E. A resolution shall not be rescinded at the meeting of the Association at which it is passed, unless the motion to rescind shall be carried by three-fourths (3/4ths) of the members present and entitled to vote.

16. ANNUAL GENERAL MEETINGS

- A. The AGM shall be commenced no later than the 30th November each year.
- B. Fourteen (14) days notice shall be given to all members.
- C. A quorum shall consist of fifteen (15) members entitled to vote.
- D. The order of business at the AGM shall be:

as amended 13.03.2000

1 Reading of minutes of previous AGM if required

as amended 18.11.2010

2 Presentation for adoption of the Annual Reports

3 Submit a Financial report

4 Consideration of the granting of Honorariums

5 Declaration of all offices being vacant

6 Election of officials, commencing with the announcement of any written nominations received

7 Election of Delegates

8 Election of Patron(s)

9 Election of Life Member (if required)

10 Appointment of Auditor(s)

11 Amendments to By-Laws / objects and rules for the following season

12 Alterations or amendments to the Constitution submitted in accordance with this Constitution

13 General Business

17. GENERAL MEETINGS

as amended 30.03.1983

A. General meetings shall be held at such time and place as determined annually at the AGM. It is incumbent on the Secretary to notify members of meetings.

B. A quorum shall consist of ten (10) members entitled to vote.

C. The order of business at the GM shall be:

1 Apologies

2 Reading of minutes of previous GM, if required, and confirmation of same

3 Business arising from same

4 Reading of minutes of E.C. meetings held since previous GM and business arising from such minutes

5 Correspondence and any business arising from same

6 Treasurer's report and any business arising from same

7 Examination Board report and any business arising from same

8 Inspectors report and any business arising from same

9 Delegates to NSW Division report and any business arising from same

10 Delegates to C.D.S.F.A. report and any business arising from same

11 Notices of motion and recommendations of which previous notice has been given

12 General Business

To deal with matters of extreme urgency, the order of business may be altered by vote of members at the meeting.

18. SPECIAL GENERAL MEETING

A. A SGM may be called for any or either of the following purposes only:

- 1 To deal with revisions, alterations and/or amendments to the Constitution
- 2 To deal with any written notice of motion involving amendments

as amended 18.11.2010

- 3 To deal with such items as advised in accordance with this Constitution which were omitted incomplete and are pertaining to the previous AGM.

B. SGM shall only be convened as follows:

- 1 By the E.C. providing at least seven (7) days notice is given
- 2 By a requisition carried at GM
- 3 By a requisition to the Secretary , in writing, signed by any member.

C. A quorum shall consist of ten (10) members entitled to vote.

D. Any SGM may be adjourned to such other time as the majority of those present may resolve.

19. EXECUTIVE COMMITTEE MEETINGS

A. E.C. meetings shall be held at such time and place as determined at the AGM for the following year.

as amended 21.11.2011

B. A quorum shall consist of four (4) members of the E.C. If an Executive Committee meeting does not have a quorum, a CDSRA life member may be called upon to make the quorum. That CDSRA life member will have the same voting rights of an EC member for the Executive Committee meeting they attend.

As amended 21.03.2013

C. Authority of the Executive Committee:

Subject to the Associations Incorporation Act (2009) and this Constitution, the business of the Association shall be managed, and the powers of the Association shall be exercised, by the Executive Committee. In particular, the Executive Committee shall act in accordance with the Objects and shall operate for the benefit of the Members and the football and officiating community throughout the Region.

In exercising its powers, the Executive Committee must do so in accordance with s180 – s185 of the Corporations Act (2001).

"The duties and functions of the E.C. shall include but not be limited to:

1. *Admission or rejection of applications of membership of this Association.*
2. *Suspension or fining of any member who is deemed to have breached the Constitution rules or By laws.*
3. *Control and management of all finances of the Association.*
4. *Considerations of all items of expenditure submitted for approval, and permit the Treasurer to pay such items when passed for payment.*
5. *Decide suitable dates for the Association's annual presentation dinner and any other social activities.*
6. *Investigation of any case of misconduct reported by any referee, club or official of this Association and deal with such reports as may be deemed as necessary.*
7. *Submit recommendations for the following year's fees to the AGM."*

D. The E.C. shall have the power to admit or exclude strangers to their meetings.

E. The order of business at an E.C. meeting shall be:

- 1 Apologies
- 2 Reading of minutes of previous E.C. meeting, if required, and confirmation of same
- 3 Business arising from same
- 4 Correspondence and any business arising from same
- 5 Treasurer's report and any business arising from same
- 6 Passing of accounts for payment
- 7 General Business

20. CONDUCT OF MEETINGS

A. Each member on speaking shall rise and address himself to the Chairperson and not to any member of the Association. No member may speak for more than five (5) minutes, except by consent of the Chairperson. During the time any member is speaking, all other members shall remain seated. When the Chairperson rises to speak no one shall continue standing, nor shall any person rise until the chair is resumed. The meeting may, by vote, resolve itself into Committee and whilst in Committee there shall be no restrictions as to the number of times a member may speak on the question.

B. The mover of every original motion, but not of an amendment, shall have the right of reply, not introducing therein any new matter and confining himself/herself strictly to answering previous objections, immediately after which the question will be put from the chair. No other member shall be allowed to speak more than once on the one question unless permission is given to explain, or the attention of the Chairperson to a point of order.

C. That when an amendment is moved upon a proposition, no further amendment shall be moved or taken into consideration until the first is disposed of; but any number of amendments may be brought forward in succession and the question must be put in such a manner that if one amendment be negated another may be moved on the original proposition; where upon further amendments may be moved, and if, after the disposal of an amendment, no further amendments may be moved, the question must ultimately be put, upon the original or amended motion, as the case may be, in order to its being passed as a resolution.

D. That all motions, whether original ones or amendments, shall if the Chairperson requests it, be reduced to writing, signed by the mover and handed to the Secretary.

E. That if the Chairperson at any Association meeting shall be of the opinion that any motion proposed thereat is of an objectionable character, it shall be competent for him/her either before or after same is brought forward to rule it out of order.

F. Dissent from the Chairperson's ruling shall not be spoken to except by the dissentient, and the Chairperson, each being confined to a period not exceeding three (3) minutes.

G. No member of the Association shall leave the room whilst evidence is being taken on protests, appeals or charges, without the permission of the Chairperson.

as amended 30.03.1983

H. Appeals against the disqualifications or suspensions, or penalties passed by an officer or member of this Association, shall be referred to the Appeals Committee.

as amended 30.03.1983

I. Appeals to the Appeals Committee must be lodged in writing, within fourteen (14) days of the original E.C. decision. Appeals to the Appeals Committee shall be heard within seven (7) days of receipt of written appeal by the Secretary. Appeals against the Appeals Committee decisions shall be directed to the Senior Body to which this Branch is affiliated.

as amended 13.03.2000

J. The ruling of the person chairing the meeting on a point of order or on the admissibility of a personal explanation shall be final and not be open for discussion.

21. ALTERATIONS TO THE CONSTITUTION

A. Alterations to the Constitution can only be made at the AGM or at a SGM of the Association, provided fourteen (14) days notice, in writing, of the proposed alteration is received.

B. No alteration, amendment or suspension shall be binding unless carried by two thirds (2/3rds) majority of those present and entitled to vote.

22. TRANSFER TO OTHER ASSOCIATIONS

Any member desirous of transferring to another association must obtain a written clearance from this Association.

23. MATCH DRESS

Members of this Association, whilst officiating at matches, must wear such distinguishing dress as this Association may from time to time direct.

24. VOLUNTARY TERMINATION OF MEMBERSHIP

as amended 22.10.2002

A. A member of the Association is not entitled to resign that membership except in accordance with this clause.

B. A member of the Association who has paid all amounts to the Association in respect of the members membership may resign from membership of the Association by first giving notice (being not less than 1 month) in writing to the Secretary of the members intention to resign and, upon the expiration of the period of notice, the member ceases to be a member.

25. BY LAWS

- as amended 21.03.2013 **1. REFEREES UNIFORMS**
The Association shall affiliate on an annual basis with the Canterbury & District Soccer Football Association.
- as amended 18.11.2010 All members will purchase and wear the new approved track suits. All new members will purchase the approved complete referee kit.
The uniform dress as laid down in these rules is binding on ALL members:
- as amended 21.11.2011 **A. Shirts:** Shall be black with either short or long sleeves.
Coloured shirts as approved may be worn. Where there is a clash with team colors, the alternate change shirt shall be yellow with either short or long sleeves and may have black collar and cuffs.
CDSFA (Where both the said Black and Yellow referees shirts clash with the teams colors, then a different color shirt may be worn, subject to the official badge being affixed to the left breast pocket.)only on CDSFA local competition games.
- as amended 2003 **B. Badge:** The official badge must be worn on the left breast pocket and the Association badge must be worn on the right breast pocket.
C. Shorts: Must be black.
D. Socks: Shall be all black with no logo.
E. Shoes: Shall be black. Clean laces must be worn.
F. Caps: Shall only be the approved cap with badge. Other styles are not allowed.
G. Flags: Each Referee/ Assistant shall be in possession of 2 flags of brilliant colors.
- as amended 18.11.2010 **H. Track Suits:** That all members will purchase and wear on the line when appropriate the branch track suit jacket with the appropriate badges.

2. ARRIVE AT GAMES ON TIME

Referees must ensure that they arrive at the ground and be ready to referee, where possible at least 30 minutes prior to the kick off time.

3. NON ATTENDANCE

Members shall not decline to officiate at fixture(s) allotted to them by the CDSRA, unless they can demonstrate appropriate reason. Any Referee who accepts an appointment and fails to keep that appointment without giving sufficient notice (no later than 48 hours earlier) or without reasonable excuse to the Executive **will be fined** an amount equal to the match fee.

4. MISCONDUCT

Should a player, team official or spectator assault a referee at or during a game, the referee will stop the game and call upon the Ground Official for assistance. Obtain all the information available concerning the assault and notify the Secretary by **7.30pm that evening**. If the Secretary is not available, members should contact the Senior Vice President or the Assistant Secretary. Members must also submit a full written report on the incident to the Secretary of the CDSRA by the Monday night after the game.

5. GROUND DISTURBANCES

Should any referee be involved in any disturbance etc at any ground or game, the following steps should be taken:

- as amended 18.11.2010 **A.** You must notify the Secretary by phone before 7.30pm that day. In such cases do not return the ID card and get as much information as possible. A written report must be submitted by both the referee and the assistant, to the secretary of the CDSRA by Monday evening following the game.
B. Members must not speak to the Media at all. The President / Secretary are the only EC members authorised to speak to the media. Any and all inquiries should be directed to the Secretary.
C. Ground officials. Each club must provide at least one ground official for each field. If there is NO ground official you cannot start the game until an official is present (10 Minutes waiting time). Each ground official must be clearly identified. Record on team sheet reason for game not starting.

6. CLASSIFICATIONS

A member who has not attained the age of eighteen (18) at the beginning of the association's year shall be deemed a Junior Member.

7. TROPHIES

Trophies will be awarded at the Annual Presentation and be determined by the EC.

8. GENERAL BULLETIN

The information included in the General Bulletin will become By Laws for the season specified on the cover of the Bulletin. Such Bulletin to be made available and distributed at the annual seminar.

as amended 2004