



**CANADIAN SOCCER ASSOCIATION
GUIDE TO APPOINTING
MATCH OFFICIALS**

Issued by the CSA Referee Committee

December 2006

Guide to Appointing

This document outlines the procedures to be adopted in the appointment of match officials at the Senior levels of the game. It identifies the process for games appointed by the Canadian Soccer Association, provides the CSA appointing expectation for league matches involving teams from the US Soccer Federation, and offers guidelines to Provincial Associations for the appointment of match officials to the Provincial Senior Leagues(s). Appointments are to be made in accordance with the Order of Precedence outlined below:

(a) The "Order of Precedence" of appointments, whether as a Referee or Assistant Referee, shall be as follows:

- (1) International Appointments
- (2) International Representative matches appointed by The Association;
- (3) The MLS;
- (4) The USL;
- (5) National Championships;
- (6) PDL and W-League
- (7) Senior Provincial League Competitions or equivalent;
- (8) Provincial Association Cup Competitions
Note Semi-final and Final ties in all Provincial Competitions will take precedence over PDL, W-League, and Senior Provincial League Competitions or equivalent.
- (9) University and College Soccer Leagues;
- (10) All other Appointments by The CSA.
- (11) Regional Soccer
- (12) District Soccer where appropriate

(b) Where release from an appointment is required to enable a Referee to take a more senior appointment in the Order of Precedence, above, the relevant Provincial Association or Competition is expected to release the official to the requesting appointing authority.

(c) Once The CSA or a Provincial Association has appointed a Match Official if, subsequently, the Match is postponed, abandoned or results in a draw and the re-arranged fixture is then scheduled to take place less than four complete days from the date of the original match, The CSA or Provincial Association appointment will take priority over any other appointment already accepted by the Referee from a Competition lower in the Order of Precedence, unless The CSA or Provincial Association waive their right to the services of the Match Official so appointed.

(d) "Fourth Officials" are appointed to certain competitions by The CSA or Provincial Association. The duties and responsibilities of the Fourth Official are detailed in the Laws of Association Football and in the Competition Rules. Such appointments form part of the Order of Precedence within the Competitions listed above.

"Standby/Reserve Officials" may be appointed to other Competitions but do not form part of the Order of Precedence and are not to be accepted by Referees in preference to an active appointment.

Where the term '*appropriate fitness test*' is used it requires match officials, regardless of gender, to have successfully completed the test to the same standard, unless otherwise specified.

Major League Soccer and Major League Soccer(Reserve)

Match officials from the National List of Referees and Assistant Referees, nominated by the CSA to the MLS for inclusion on its list of officials. Match officials will be appointed by the MLS, in conjunction with the CSA.

MLS (Reserve) appointments made from match officials on the National List of Referee and Assistant Referees, nominated by the CSA to the MLS for inclusion on its list of officials. Match officials will be appointed by the MLS, in conjunction with the CSA. 4th official appointments will be made from eligible National List Referees or Assistant Referees.

In Stadium Observers for the MLS and Assessors for the MLS(Reserve) will be appointed by the CSA from the list of eligible assessors as determined by the MLS and the CSA from time to time.

United Soccer League

Appointed by the CSA using the following guidelines:

- Referee: National List Referee or above
- Assistant Referees: National List Assistant Referee or above
- 4th Official: National List Referee or Assistant Referee or above
- Assessor: Appointed by the CSA

NB: Where a National List assistant referee is appointed as 4th official, in the event of the referee becoming incapacitated before or during the game, the assistant referee with the greatest seniority in the National Programme will assume the role as referee. A suitable 4th official may be recruited from the spectators or the game may be concluded without a 4th official if no suitable official is available.

Professional Development League

Appointed by the host Province using the following guidelines:

- Referee: Class 1 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season
- AR1 Class 2 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season
- AR2 Class 3 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season and has experience as an assistant referee in Provincial competitions
- 4th Official Class 2 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season
- Assessor (Where Appointed) CSA accredited Provincial Assessor or above.
(Where a National List Referee is appointed the assessor must be an Accredited National Assessor)

NB: Appointments may be offered to National referees and assistant referees in their respective discipline in this competition. The CSA may, in consultation with the host Province, request the appointment of out of Province referees for development purposes.

W League

Appointed by the host Province using the following guidelines. Female match officials should be given preference where available to provide development opportunities.

- Referee: Class 1 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season
- AR1 Class 2 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season
- AR2 Class 3 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season and has experience as an assistant referee in Provincial competitions
- 4th Official Class 2 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season
- Assessor
(Where
Appointed) CSA accredited Provincial Assessor or above.
(Where a National List Referee is appointed the assessor must be an Accredited National Assessor)
- NB: The CSA may, in consultation with the host Province, request the appointment of out of Province referees for development purposes. Female match officials on the National List may be used as either referee or assistant referee in this competition.

Senior Provincial League(s)

Provincial Associations, where they do not have direct responsibilities for appointing to the Senior Provincial League, should ensure that League administrators adhere to the following guidelines for appointing.

- Referee: National List Referee or above, or Class 1 referee who has attended the annual refresher training (or equivalent) and, where appropriate, League Pre-season meetings and successfully completed the appropriate fitness test for the current season
- AR1 National List Assistant Referee or above, or Class 1 referee who has attended the annual refresher training (or equivalent) and, where appropriate, league Pre-season meetings and successfully completed the appropriate fitness test for the current season
- AR2 Class 2 referee or above who has attended the annual refresher training (or equivalent) and, where appropriate, league Pre-season meetings and successfully completed the appropriate fitness test for the current season.
- 4th Official Class 2 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season
- Assessor
(Where
Appointed) CSA accredited Provincial Assessor or above.
(Where a National List Referee is appointed the assessor must be an Accredited National Assessor)
- NB: The CSA may, in consultation with the host Province, request the appointment of out of Province referees for development purposes.

In the absence of sufficient National officials or Class 1 referees, suitably experienced C2 referees, who are in the Provincial Promotion Scheme, may be appointed as Referee or Assistant Referee 1.

National Club Championships

Seniors Men and Women

Appointed to the Tournament by the CSA and the host Province, individual assignments made on behalf of the CSA by the Supervisor of officials.

- Referee: National List Referee and above
- AR1 National List Assistant Referee or above
- AR2 Class 1 referee or above, from the host Province, who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season
- 4th Official: Class 2 referee or above, from the host Province, who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season or from those officials selected for the Tournament
- Assessors: Appointed by the CSA from the appropriate accredited level
- Supervisor
Of Officials: Appointed by the CSA
- CSA Referee
Committee: Appointed by the Chairman of the CSA Referee Committee
- NB: Female National List Referees and above will be appointed to both the Men's and Women's Competition.

The CSA reserve the right to review the classification of the Assistant Referees and 4th Official after consultation with the host Province.

U-18

Appointed to the Tournament by the CSA and the host Province, individual assignments made on behalf of the CSA by the Supervisor of officials.

Referee: National List Referee or above, or Class 1 referee who has attended the annual refresher training (or equivalent) and, successfully completed the appropriate fitness test for the current season

AR1 National List Assistant Referee or above, or Class 1 referee who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season

AR2 Class 2 or 3 referee or above, from the host Province, who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season

4th Official: Class 2 or 3 referee or above, from the host Province, who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season, or from those officials selected for the Tournament

Assessors: Appointed by the CSA from the appropriate accredited level

Supervisor
Of Officials: Appointed by the CSA

CSA Referee
Committee: Appointed by the Chairman of the CSA Referee Committee

NB: Female Match Officials may be appointed to both the Men's and Women's Competition.

The CSA reserve the right to review the classification of the Assistant Referees and 4th Official after consultation with the host Province.

U-16

Appointed to the Tournament by the CSA and the host Province, individual assignments made on behalf of the CSA by the Supervisor of officials.

Referee: National List Referee or above, or Class 1 referee who has attended the annual refresher training (or equivalent) and, successfully completed the appropriate fitness test for the current season

AR1 National List Assistant Referee or above, or Class 1 referee who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season

AR2 Class 2 or 3 referee or above, from the host Province, who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season and has some experience as an assistant referee in local Provincial Competitions

4th Official: Class 2 or 3 referee or above, from the host Province, who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season or from those officials selected for the Tournament

Assessors: Appointed by the CSA from the appropriate accredited level

Supervisor
Of Officials: Appointed by the CSA

CSA Referee
Committee: Appointed by the Chairman of the CSA Referee Committee

NB: Female Match Officials may be appointed to both the Men's and Women's Competition

The CSA reserve the right to review the classification of the Assistant Referees and 4th Official after consultation with the host Province.

U14

Appointed to the Tournament by the CSA and the host Province, individual assignments made on behalf of the CSA by the Supervisor of officials.

Referee: National List Referee or above, or Class 1 or 2 referee who has attended the annual refresher training (or equivalent) and, successfully completed the appropriate fitness test for the current season

AR1 National List Assistant Referee or above, or Class 1 or 2 referee who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season

AR2 Class 2 or 3 referee or above, from the host Province, who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season and has some experience as an assistant referee in local Provincial Competitions

4th Official: Class 2 or 3 referee or above, from the host Province, who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season or from those officials selected for the Tournament

Assessors: Appointed by the CSA from the appropriate accredited level

Supervisor
Of Officials: Appointed by the CSA

CSA Referee
Committee: Appointed by the Chairman of the CSA Referee Committee

NB: Female Match officials may be appointed to both the Men's and Women's Competition

The CSA reserve the right to review the classification of the Assistant Referees and 4th Official after consultation with the host Province.

CIS Final Tournament

Men's

Appointed to the Tournament by the CSA; individual assignments made on behalf of the CSA by the Supervisor of Officials.

Referee: FIFA Referee; on the International List of Male Referees for the year of the Tournament, or nominated FIFA referee.

Assistant Referees: FIFA Assistant Referee: on the International List of Male Assistant Referees for the year of the Tournament or CSA National List Assistant Referee.

4th Official: Appointed from those officials selected for the Tournament or CSA National List Officials.

Assessors: Appointed by the CSA from the appropriate accredited level

Supervisor Of Officials: Appointed by the CSA

CSA Referee Committee: Appointed by the Chairman of the CSA Referee Committee

Women's

Appointed to the Tournament by the CSA; individual assignments made on behalf of the CSA by the Supervisor of Officials.

Referee: FIFA Referee; on the International List of Female Referees for the year of the Tournament, or CSA National List Official.

Assistant Referees: FIFA Assistant Referee: on the International List of Female Assistant Referees for the year of the Tournament or CSA National List Officials. The CSA will appoint female match officials as appropriate to supplement the assistant referee list for this tournament

4th Official: Appointed from those officials selected for the Tournament.

Assessors: Appointed by the CSA from the appropriate accredited level

Supervisor Of Officials: Appointed by the CSA

CSA Referee Committee: Appointed by the Chairman of the CSA Referee Committee

University Soccer League

Appointed by the host Province using the following guidelines:

Referee: Class 1 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season

AR1 Class 2 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season

AR2 Class 3 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season and has experience as an assistant referee in Provincial competitions

4th Official Class 2 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season.
(where appointed -required for TV Games)

Assessor CSA accredited Provincial Assessor or above.
(Where Appointed) (Where a National List Referee is appointed the assessor will be an Accredited National Assessor)

NB: Appointments may be offered to National referees and assistant referees in their respective discipline in this competition. The CSA may, in consultation with the host Province, request the appointment of out of Province referees for development purposes.

Attention is drawn to games that are televised live or tape delayed. The referee is to be an experienced official who has experience working with the televised media. In such games the 4th official should also be a class 1 referee, or above, capable of taking over as referee in the event that the originally appointed official becomes incapacitated during the game.

College Soccer League

Appointed by the host Province using the following guidelines:

- Referee: Class 1 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season
- AR1 Class 2 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season
- AR2 Class 3 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season and has experience as an assistant referee in Provincial competitions
- 4th Official Class 3 referee or above who has attended the annual refresher training (or equivalent) and successfully completed the appropriate fitness test for the current season.
(where appointed -required for TV Games)
- Assessor CSA accredited Provincial Assessor or above.
(where appointed) (Where a National List Referee is appointed the assessor will be an Accredited National Assessor)

NB: Appointments may be offered to National referees and assistant referees in this competition.

Attention is drawn to games that are televised live or tape delayed. The referee is to be an experienced official who has experience working with the televised media. In such games the 4th official should also be a class 1 referee, or above, capable of taking over as referee in the event that the originally appointed official becomes incapacitated during the game.

All Stars

Officials nominated by the participating Provinces from its list of C2 and C3 officials, with outstanding ability, to act as Referee, Assistant Referee or 4th Official.

Boys All Stars – Male C2 and C3 officials

Girls All Stars - Female C2 and C3 officials

The CSA, in conjunction with the host Provincial Association, will allocate additional match officials to ensure sufficient officials are available for the duration of the Tournament. Where a Provincial Association is unable to provide an eligible or appropriate gender match official, the CSA reserve the right to invite another participating Provincial Association to cover the shortfall.

Assessors: Appointed by the CSA from the appropriate accredited level

Supervisor

Of Officials: Appointed by the CSA

CSA Referee

Committee: May be appointed at the discretion of the Chairman of the CSA Referee Committee

International Club Matches

The CSA are responsible for the sanctioning of all International visiting club matches played in Canada. As such the responsibility for the appointing of match officials also rests with the CSA. The CSA may devolve the appointments to Provincial Associations where the opportunity for the development of match officials exists.

In principle, where professional and/or semi professional clubs are involved the appointments will be made using the following guidelines:

- Referee: National List Referee or above
- Assistant Referees: National List Assistant Referee or above
- 4th Official: National List Referee or Assistant Referee or above
- Assessor: Appointed by the CSA
(where appointed)

In Tournament soccer, except those involving senior professional and/or semi professional teams, where international visiting teams are participating, the Provincial Association will be required to ensure that appropriate officials are available.

It is the responsibility of the organisers of matches involving visiting international club teams to ensure that the CSA (where professional and/or semi professional clubs are involved), and the Provincial Association in all other cases, is approached to provide the appropriate match officials. Sufficient notice should be given to either the CSA or Provincial Association to avoid inappropriate appointing or excessive costs of match official's expenses.