



New York State West

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Referee Risk Management Policy

This Risk Management Policy for Referees and Referee Assignors of youth matches has been adopted by the NY West Board of Directors on April 24, 2013. It applies to soccer matches sanctioned by New York State West Youth Soccer Association (NY West) and played within the boundaries of the NY West geographical area.

A. General provisions:

A referee who is assigned to a match covered by this policy shall comply with the NY West Risk Management policy, and have an active Risk Management Pass. This also means that it is the responsibility of a Referee assignor to be aware of which referees have an active Risk Management Passes, and they shall only assign a referee to a NY West match covered by this policy if that referee has an active Risk Management Pass.

In order to establish a list of the Referees with approved Risk Management Passes, the State Referee Administrator (or their delegate) shall make available to the NY West Executive Director (or their delegate) the list of certified referees that desire to be assigned to NY West sanctioned matches. The NY West Executive Director (or their delegate) shall make available to the State Referee Administrator (or their delegate) a list of the certified referees that have an active Risk Management Pass. The State Referee Administrator (or their delegate) shall in turn make this list available to the Referee assignors, so that they can carry out their responsibility appropriately.

During the playing season, The State Referee Administrator (or their delegate) shall make available to the NY West Executive Director (or their delegate) access to the list of referee assignments for NY West sanctioned events, so that NY West can monitor on a periodic basis to assure that only referees with approved Risk Management Passes are being assigned to NY West matches.

B. Showing the Risk Management pass:

Any Match Officials participating in a sanctioned NY West match, which includes the Referee, the Assistant Referees, and a Fourth Official, shall have their Risk Management pass with them during the match and shall show their Risk Management Pass to at least one of the Team Officials, which includes the Coach, Assistant Coach, and Team Manager, prior to the start of the match. Any Team Official may request to see the Risk Management pass of any Match Official prior to the start of the match. Requests to see the Risk Management Pass must be made prior to the start of the match or the right of request is forfeited. Any person who is not a Team Official does not have the right to request to see a Risk Management pass of any of the Match Officials.

Failure of one or more of the Match Officials to produce their Risk Management Pass prior to the start of the match shall not be an automatic termination of the match. Since referees shall not be assigned to a match without an approved Risk Management Pass, it shall be presumed that they have misplaced their pass. A Team Official may request that any Match Official failing to produce their Risk Management Pass be prevented from officiating the match. If this means that there are not enough Match Officials to continue the match, the Team Official may request that the match be delayed without penalty to the requesting team, or may agree to allow to be played using that Match Official to officiate.



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If any Match Official is not able to produce their Risk Management Pass, a Team Official has the right to file a complaint with NY West or with the league/competition authority after the match is over, provided that the Team Official has requested to see the Pass prior to the start of the match. This shall trigger an investigation into the circumstances regarding the failure to show the pass, and the consequences of the alleged infraction of the Referee Risk Management policy.

The Referee Report for the match shall indicate which Match Officials showed their Risk Management Pass, and shall list the Team Officials that viewed the Risk Management Pass. This information provides protection for the Match Officials that have complied with the Referee Risk Management policy, and can be used for enforcement of the Referee Risk Management Policy by NY West.

No Team Official, player, parent, or spectator shall have the right to question any Referee or Assistant Referee assigned to the match regarding their qualifications to officiate the match, based on a failure to show their Risk Management Pass prior to the start of the match. Referee qualification and certification is a separate process administered by the State Referee Association, while the Risk Management approval process is an additional requirement imposed for youth matches and administered by NY West.

Any Match Official that fails to show their Risk Management Pass prior to the match when requested may be subject to disciplinary action after the match is over, based upon the consequences for infraction noted in Section D. below.

C. Tournament officiating:

For match play at Tournaments sanctioned by NY West, where player passes are not reviewed prior to the start of each match, the Tournament Director (or their delegate) shall request from the Tournament assignor a list of all of the assigned Match Officials and shall review the Risk Management Pass of each Match Official prior to their first scheduled match in the Tournament, to assure that each one has an active Risk Management pass. If any Match Official does not produce their Risk Management Pass they shall not be permitted to officiate any matches in the Tournament until they do show a valid Risk Management Pass.

If a Match Official from outside the geographical jurisdiction of NY West is assigned to officiate a Tournament match sanctioned by NY West, the Tournament Director (or their delegate) shall verify with the Tournament assignor that the outside Match Official is cleared to officiate youth matches by their own state organization.

D. Consequences for infractions to the Referee Risk Management policy:

NY West shall be the sole authority in its geographical jurisdiction with regard to issues of the Referee Risk Management policy. NY West has the authority to discipline any Assignor who assigns any match official to a NY West sanctioned match, knowing that the match official does not have a valid Risk Management pass. NY West has the authority to discipline any Match Official that officiates a NY West sanctioned match when the Match Official does not have a valid Risk Management pass or does not show the Risk Management pass.

Failure of a referee to be approved for Risk Management and officiating a NY West sanctioned match is a Serious Infraction of the Referee Risk Management policy. Such Serious Infractions



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shall be treated as allegations of Referee Misconduct in accordance with the established U.S. Soccer Federation policy. Any of the following shall be considered a Serious Infraction if:

- A Referee Assignor knowingly assigns a referee who does not have an active Risk Management pass to a match sanctioned by NY West,
- A Match Official officiates a match sanctioned by NY West but does not have an active Risk Management Pass,
- A Match Official attempts to circumvent the process by showing an invalid Risk Management Pass, or showing someone else's Risk Management Pass.

Any other infraction or failure to comply with the Referee Risk Management Policy may be considered a Minor Offense, and shall be disciplined according to a set of Established Consequences. The Minor Offenses may include, but are not limited to, the following:

- Failure of a Match Official assigned to a match sanctioned by NY West to show their active Risk Management pass upon request prior to the start of the match
- Failure of a Referee to list those who showed their Risk Management Pass on the referee report for a match
- Any other common violations of the Referee Risk Management policy that may arise from time to time

The President of NY West shall appoint a committee to set Established Consequences for the Minor Offenses associated with failure to comply with the NY West Risk Management policy, while remaining compliant with U.S. Soccer Federation policies and other NY West policies, as applicable. The committee appointed by the President shall consist of the Executive Director of NY West as Chair, the State Referee Administrator, the State Assignor Coordinator, a referee designated by the State Referee Administrator, and a member of the NY West Board of Directors. The Established Consequences may include warnings, fines, suspension of assignments and other disciplinary actions associated with the most common violations of the NY West Risk Management policy. The Established Consequences shall also include best practices and guidelines for how to set disciplinary action, on a case-by-case basis, for situations that may arise that are not covered as part of the most common violations. The Established Consequences set by the committee shall be ratified by the NY West Board

If an infraction of the Referee Risk Management policy is reported to either the NY West Executive Director (or their delegate), or the State Referee Administrator (or their delegate), they shall inform each other and jointly investigate the situation to determine the veracity of the complaint. Following verification of a complaint constituting potential Referee Misconduct, the Adjudication Committee of NY West shall hold a hearing to examine the circumstances and make a ruling on discipline in accordance with the Referee Misconduct policy or the U.S. Soccer Federation policy, whichever is appropriate.

In the case of Minor Offenses, if the Executive Director (or their delegate) does determine that an infraction has in fact occurred, NY West shall discipline the individuals involved in the infraction in accordance with the Established Consequences.

E. Appeals

Any Match Official or Assignor who has been disciplined as a result of being found to be in violation of the NY West Risk Management policy has the right to appeal this decision, in conformance with the policies, by-laws, and other rules as established by NY West and the U.S.



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Soccer Federation. Decisions rendered by the Executive Director (or their delegate) in the case of Minor Offenses can be appealed to the Adjudication Committee of NY West. Decisions rendered by the Adjudication committee of NY West constitute the final decision of NY West and can be appealed to the U.S. Soccer Federation.

F. Revision history:

April 24, 2013 – Referee Risk Management Policy adopted by the NY West Board of Directors