

- **Team check-in:** As referee calls each player's name in roster sequence, AR collects pass and compares player to photograph. Referee has player turn to show jersey # and cleats. Second AR inspects cleats. Referee verifies or enters correct # on roster, and inspects for other items which may be required or disallowed.

### Start of Match

- Five minutes prior to kick off time, Referee and AR's enter field along halfway line. Referee carries properly inflated ball. AR's walk on each side of referee and carry their flags furled.
- At center, referee steps out across center spot, turns to face AR's and places ball on spot. Captains join and face their opponents, all forming a box about the center spot.
- Referee makes introductions of officials and captains and then conducts the coin toss. May make statements or answer questions on field conditions or items unique to that competition. Be professional, cordial, and brief.
- Other instructions are unnecessary!
- AR's move to goals for final check, inform keeper of start, move to touchline, verify # of players and unfurl flags.
- Referee verifies # of players. When AR's in position with flags unfurled, referee whistles to start match.
- Same procedures to start second half, except no meeting.



Consult your USSF **Guide To Procedures For Referees, Assistant Referees and Fourth Officials** for complete listing of procedures.

## REFEREE'S STANDARD INSTRUCTION TO ASSISTANT REFEREES

Officials work together as a team.

- I. **AR's duties are to assist the Referee by:**
  - A. Indicating ball out of play and restart possession
  - B. Indicating offside infractions
  - C. Indicating fouls or misconduct that Referee
    1. **Could not see** due to position (far side/screened)
    2. **Did not see** due to attention focused elsewhere
  - D. Record game information as instructed by Referee
    1. Trail AR records first (while Lead and Referee watch)
    2. Lead AR records next (while Trail and Referee watch)
    3. Referee records when in position for kick-off (watches until AR's finish records)
    4. Both AR's back up Referee on time
- II. **Ball out of play**
  - A. Flag signals – always keep flag to field side, always in Referee's sight
  - B. Goal Kick: Point flag directly at near side of goal area
  - C. Corner Kick: Point flag directly at near corner arc
  - D. Throw-in: **In AR's half**, point to direction of throw at 45°; if unsure – straight up, make direct eye contact with Referee; Referee decides. **Referee's half:** no signal unless requested by Referee by eye contact then mirror Referee decision
- III. **Restarts**
  - A. Kick-Off: start in line w/18 yd line – moved to 2<sup>nd</sup> LD
  - B. Throw-in: if near, show location; move to 2<sup>nd</sup> LD; watch feet of thrower
  - C. Corner Kick: at corner flag; ball placement; encroachment; watch for out of play; judge goal
- IV. **Position**
  - A. Goal Kick: at 6yd; ball placement; move to 2<sup>nd</sup> LD
  - B. Free Kick Midfield: ball placement; moved to 2<sup>nd</sup> LD

- C. Free Kick near goal: 2<sup>nd</sup> LD (if Ref to offside, judge goal)
- D. Shots on goal: **move** with ball to goal line
- E. Ball out/in: flag up until Ref stops play, then restart
- F. Penalty Kick: on goal line, 18 yds from post; judge goal
- G. Goal OK: **sprint** 15 yards towards halfway line
- H. Problem: freeze – wait for Referee to consult with you; stand at attention

#### V. Duties

- A. Substitute: squared flag overhead, mirror if necessary; flag down upon eye contact w/Ref and award signal by Ref; when complete, hand signal to Ref
- B. Time check: near end of each period, silent signal
- C. Offside infractions  
Flag straight up – hold until whistles or waves off  
At whistle – point to field location of offside infraction; never flag **offside position**

Referee most likely to wave off flags when ball:

- goes directly to defending goalkeeper's possession
- goes to defender who controls and counter attacks

#### VI. Fouls – Free Kick Awards – Indicated by AR

- A. Determine if Referee **needs** assistance
- B. Flag straight up and “flick/wave” – wrist action
- C. If waved off, put flag down, smile, stay calm
- D. At whistle, point direction w/flag; **Referee options**: indicate IFK or DFK, other info; direct eye contact; you are telling **Referee** only

In an **emergency**, AR may come on to field to assist in setting wall or aiding Ref

#### VII. Fouls Near Goal – Referee Call or AR opinion

- A. Be 100% sure of DFK/IFK and player's intent
- B. If outside penalty area, or IFK within penalty area – eye contact – stay in line with spot of foul
- C. If inside penalty area and definitely DFK – eye contact – **walk to corner**; if Ref awards penalty, go to proper position; if no penalty, stay calm

- D. Ref's call – needs info on in/out of penalty area, silent signal (flag between legs)

In an **emergency**, AR may come on to field to assist in setting wall or aiding Ref

#### VIII. Fouls Behind Referee's Back – Dissent with AR

- A. Talk to players near you as required (low key) to assist Referee in controlling improper behavior/ dissent
- B. If serious foul play or player unresponsive, mirrored flag to get Referee involved (admonition/caution/ send off)

In an **emergency**, closest AR may come on field to distract fighting players until Ref arrives or to cover Ref's back if matters get out of hand; other AR records times, jersey numbers and colors, who did what to whom, and sequence of events.

#### General

1. At end of each ½, **move quickly** to Ref (nearest official gathers ball)
2. Do **not** tolerate: Delay of game/Encroachment/ Dissent; Interference with goalkeeper; Discussion of judgment calls
3. **Minimal** interpretation of **Laws** as time permits is OK
4. Players will **test** you! They will press for any break or weakness and will do whatever **you** allow them to do.

#### Pre-Game Duties

- **Arrival Time:** Minimum 30 minutes prior to kick off
- **Referee instructions to AR's:** prior to each match, cover essentials quickly. Officials must not be cause of delayed start.
- **Field Inspection:** Officials inspect field, goals, nets, flags for safety and conformance with the Laws of the Game. Referee may mark minor hazard in a clear and non-dangerous manner and proceed with the game. Referee records deficiencies in game report.