



# UMPIRES HANDBOOK 2016

**AFL Cairns**

[www.aflcairns.com.au](http://www.aflcairns.com.au)

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## **INTRODUCTION**

Welcome fellow Umpires of 2016,

First of all I would like to thank last year's committee for all the hard work, hours and commitment they gave the Association. A very big congratulations to Rowan Tattersall who has taken on the role with AFL Cairns as our new Umpire's Manager. I'm sure you will all agree this is a great appointment for the Association, although he will be missed as President.

This year brings a revitalised and fresh looking committee with a lot of new faces involved. Thank you to all who have volunteered for these very important roles as we continue to make the Association bigger and stronger in 2016 and beyond.

We have lost a few umpires this year due to a variety of reasons and we wish you all the best for the future, and hopefully we will see you back one day. To all the new and existing umpires lets have a great season. Remember, the work that you put in will show in the results throughout the season.

My door is always open if you need to discuss anything. We are always looking for new ideas to improve business. One last thing, it's your Association as much as it mine or any other members', what you put in is what you get out of it.

Enjoy our great game!

**Luke Heard**  
**President**  
**AFL Cairns Umpires Association**  
**0417 050 168**

### **2016 AFL CAIRNS UMPIRES ASSOCIATION COMMITTEE MEMBERS**

**President: Luke Heard**  
**Vice President/Treasurer: John Leahy**  
**Treasurer: Stacey Heard**  
**Secretary: Ben Koch**

#### **General Committee:**

**Richard Eggins**  
**Greg Giles**  
**Scott Edwards**  
**Dave Barton**  
**Nick Barr**  
**Peter Flower**

## CONTACTS AND GROUND LOCATIONS

### AFL Cairns

#### Umpiring Manager

Rowan Tattersall

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[rowan@af Cairns.com.au](mailto:rowan@af Cairns.com.au)

#### Senior Football Operations Manager

Sean Hunter

0402 116 615

[sean@af Cairns.com.au](mailto:sean@af Cairns.com.au)

#### AFL Cairns Juniors and Women's Operations Manager

Tim Mackrill

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### Ground Locations – AFL Cairns Seniors

<b>Cairns City Lions</b>	<b><i>Holloways Beach Sporting Complex</i></b> - Wistaria Street, Holloways Beach
<b>Cairns Saints</b>	<b><i>Griffiths Park</i></b> - Monk Street, Cairns
<b>Centrals Trinity Beach</b>	<b><i>Crathen Park</i></b> - Trinity Beach Sporting Complex, Nautilus Street, Trinity Beach
<b>Manunda Hawks</b>	<b><i>Cazalys Stadium</i></b> - Tills Street, Westcourt
<b>North Cairns</b>	<b><i>Watsons Oval</i></b> - Behan Street, North Cairns
<b>Port Douglas</b>	<b><i>Port Douglas Sporting Complex</i></b> - Wharf Street, Port Douglas
<b>South Cairns</b>	<b><i>Fretwell Park</i></b> - Robert Road, Centenary Park
<b>Pyramid Power</b>	<b><i>Power Park</i></b> – Maher Road, Gordonvale

## Ground Locations – AFL Cairns Juniors

<b>AFL Cape York Eagles</b>	<b><i>AFL Cape York House</i></b> 53 – 75 Buchan Street, Portsmith
<b>Cairns City Lions</b>	<b><i>Holloways Beach Sporting Complex</i></b> - Wistaria Street, Holloways Beach <b>Redlynch State High School</b> – Jungara Road, Redlynch
<b>Cairns Saints</b>	<b><i>Griffiths Park</i></b> - Monk Street, Cairns
<b>Centrals Trinity Beach</b>	<b><i>Crathen Park</i></b> - Trinity Beach Sporting Complex, Nautilus Street, Trinity Beach
<b>Manunda Hawks</b>	<b><i>Cazalys Stadium</i></b> - Tills Street, Westcourt
<b>North Cairns</b>	<b><i>Watsons Oval</i></b> - Behan Street, North Cairns
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## Our Vision:

To produce a high standard of Umpiring which provides a professional service and satisfaction to the needs of Australian Football at all levels in Cairns.

## Our Mission Statement:

- Provide a high quality professional service to the football community
- Apply the laws and their interpretations with common sense and in accordance with the Spirit of the Laws
- Attend to the administrative requirements necessary for the successful staging of the game
- Manage and deliver programs in the pursuit of excellence with due regard for the individuals and organisations with which we deal, upholding the ideals of honesty and integrity in all things we do
- Contribute positively to the development of football in Cairns as a form of sporting entertainment
- Provide career pathways to the elite level for umpires and umpire personnel
- Participate and contribute to AFL endorsed national umpiring initiatives

## Umpire Expectations:

AFL Cairns expects umpires at all levels to apply the laws of the game and make their interpretations in accordance with the Spirit of the Game.

**Set an example** by your behaviour, dress and demeanour. We expect that umpires enjoy themselves but do so in a responsible and reasonable manner

**Gain the trust of players** – control the games within the rules. Be responsible, impartial and honest, and communicate positively with players where possible

**Fitness** – ensure that you work to attain the level of fitness required to carry out your duties

**Adopt a positive attitude** – always be positive towards your job. Train hard, be on time and encourage your fellow umpires. Enjoy yourself.

**Match paperwork** – complete all paperwork correctly and ensure that all the relevant information is placed in the corresponding folders in the match day tub

**First impressions count** – Wear your Association polo to and from games. Be well presented and neatly groomed. **No t-shirts, board shorts or thongs**

[Click here for Laws of Australian Football](#)

## **Position:**

Your position is as a casual umpire.

You are accountable to the Umpires Manager or delegate and are required to fulfil any reasonable directions given by that person from time to time.

Your responsibilities and duties as an umpire are:

- Umpire games as appointed by the Umpires Manager
- Ensure you have the correct uniform and equipment to perform your duties
- Attend training and coaching sessions to further enhance and develop the performance of your chosen discipline(s)
- Ensure all details of reports are provided to the Umpire Manager as soon as possible after the match where the incident took place

## **Hours and Location:**

Due to the nature of umpiring, you will be appointed to games at such times and at such locations as required by the appointment panel.

Consideration is taken in to account with regards to work, family and other commitments. However, notification of unavailability must be given a minimum of one(1) week in advance, unless in case of an emergency.

## **Match Payments:**

You will be paid in accordance with the current pay structure in the back of this booklet.

Your salary less deductions such as membership fees, social club, uniforms, equipment, meals and drinks and any other expenses approved and signed by you will be paid via direct deposit into you nominated bank account on a monthly basis.

## **Training:**

Training is held at Cazalys Stadium, Tills St, Westcourt on Tuesday and Thursday evenings throughout the season, unless alternative venues are arranged by the Umpires Manager.

Training commences at 5:45pm sharp each Tuesday and Thursday, and is usually completed by 7pm. Tuesday night is aimed at general fitness and skills for all disciplines, whilst Thursday nights is more specific and dedicated discipline training. Recovery sessions will also be scheduled to minimize injury and fatigue.

Training is compulsory for a minimum of six(6) sessions per calendar month. You will be required to attend a minimum of three(3) fitness sessions and a minimum of three(3) coaching sessions.

Consideration for absense will be taken regarding work commitments, family events and any unforeseen circumstances. You must phone or email the Umpire Manager one(1) week in advance to notify of any missed training sessions where possible.

Whilst training, all due care and respect must be taken towards your fellow umpires and equipment. Instruction from the Umpire Manager and any appointed session presenter shall be adhered to ensuring training sessions are efficient, effective and safe.

Following training on Thursday night, the group meets in the Umpires Room for a meal and any information regarding the weekends matches. The cost of the meal is generally \$5.00, which includes dinner and drink. The rooms will also be open after training on Tuesday nights for drinks and social events such as table tennis.

A ledger is run each week, so that when pays are processed, your meal cost will be deducted.

It is strongly encouraged that umpires attend both Tuesday and Thursday training sessions, specifically those aiming for or umpiring Senior Football. Good quality, well cushioned running shoes are essential. Please bring your own water bottle and towel.

**It is expected that Field and Boundary Umpires bring their whistles to training on both nights and Goal Umpires bring their flags.**



## **Appointments:**

All appointments for Seniors, Reserves, Colts, Women's and Junior fixtures will be emailed to you, based on your provided availability, early each week before the scheduled matches. Attendance of 6 training sessions per month (as stipulated in the **Training** section) is required to umpire senior football. Consideration will be taken for each individual case. If any unforeseen events occur after your provided availability causing you to not being able to umpire your appointed match, please contact the Umpire Manager as soon as possible.

## **Availability:**

Umpires will be required to notify the Umpires Manager of any unavailable dates using the provided unavailability form a minimum of one(1) week in advance. The form will be emailed to you on a weekly basis for you to use if required.

## **Membership Fees:**

Membership / Registration fees have been set at \$150 per returning member and \$250 per new member for season 2016. These fees cover the cost of your uniforms, presentation night, administration fees, and subsidising meals and social functions.

There are 2 options for paying your membership, you can either elect to pay up front, or have the fees debited from your nominated account over the first 2 months of the season.

## **Uniforms:**

All members must have the current on and off field uniforms and wear them correctly at the appropriate times and places. This includes match day running uniform and off field Association apparel.

Your uniform cost will be included in your membership fees but can also be purchased on as needs basis. Once again, you can either pay up front at time of collecting your uniform, or elect to have costs of uniforms debited from your nominated account.

**Blue card:**

Every member over the age of 18 must have a valid blue card (working with children). If you do not have one, you will not be able to umpire junior football. Please advise Umpire Manager of your current status and ask for an application form if required.

**Umpires Passes:**

All umpires shall be provided with free entry to all Home and Away matches for senior, women's and Junior competitions. A gate pass will be issued to you at the start of the season. These passes MUST only be used for games in which you have been appointed and are not transferable.

**Tribunal:**

Tribunal hearings are on Tuesday nights beginning at 6pm. These are held in the Tribunal Room at the AFL Cairns Offices, 45-61 Tills St, Westcourt. If you are required for Tribunal, the Umpires Manager will contact you via phone on the Monday before the scheduled sitting. A time will be organized for you to meet with the umpire advocate before the Tribunal.

**Match Pay Rates:**

Payment of wages will be made directly to the bank account of your choice. Payments will be processed at the end of each month (April, May, June, July, August & September).

The pay rates below are under review for each AFL Cairns season.

<b>XXXX Pre Season</b>	<b>Cost / Ump</b>
Field (3 Umpires)	\$40.00
Boundary (4 Umpires)	\$15.00
Goal	\$20.00
Match Day Manager	\$25.00

<b>Seniors</b>	<b>Cost / Ump</b>
Field (3 Umpires)	\$100.00
Boundary (4 Umpires)	\$43.00
Goal	\$48.00
Match Day Manager	\$50.00

<b>Reserves</b>	
Field (2 Umpires)	\$75.00
Boundary (4 Umpires)	\$30.00
Goal	\$42.00
Match Day Manager	\$50.00

<b>Colts Home &amp; Away</b>	<b>Cost / Ump</b>
Field (3 umpires)	\$50.00
Boundary (4 Umpires)	\$25.00
Goal	\$28.00
Scoreboard	\$10.00

<b>CURTAIN RAISER COLTS</b>	<b>Cost / Ump</b>
Match Day Manager	\$50.00

<b>Womens</b>	<b>Cost / Ump</b>
Field (2 Umpires)	\$45.00
Boundary (4 Umpires)	\$20.00
Goal	\$28.00

<b>CURTAIN RAISER WOMENS</b>	<b>Cost / Ump</b>
Match Day Manager	\$50.00

<b>Seniors Finals Series</b>	<b>Cost / Ump</b>
Field (3 Umpires )	\$100.00
Boundary ( 4 Umpires )	\$43.00
Goal	\$48.00
Match Day Manager	\$50.00
Emerg Field	\$45.00

<b>Reserves Finals Series</b>	<b>Cost / Ump</b>
Field (3 Umpires )	\$75.00
Boundary ( 4 Umpires )	\$30.00
Goal	\$42.00
Match Day Manager	\$50.00
Emergency Field	\$30.00

<b>Seniors Grand Final</b>	<b>Cost / Ump</b>
Field (3 Umpires)	\$130.00
Boundary (4 Umpires)	\$55.00
Goal	\$60.00
Match Day Manager	\$50.00
Emerg Field	\$45.00

<b>Reserves Grand Final</b>	<b>Cost / Ump</b>
Field (3 Umpires)	\$95.00
Boundary ( 4 Umpires )	\$40.00
Goal	\$55.00
Match Day Manager	\$50.00
Emerg Field	\$30.00

<b>Colts Finals</b>	<b>Cost / Ump</b>
Field (3 umpires )	\$50.00
Boundary ( 4 umpires )	\$25.00
Goal	\$28.00
Match Day Manager	\$50.00
Emergency Field	\$10.00

<b>Colts Grand Final</b>	<b>Cost / Ump</b>
Field (3 umpires)	\$70.00
Boundary ( 4 umpires )	\$30.00
Goal	\$30.00
Match Day Manager	\$50.00
Emergency Field	\$30.00

<b>Womens Finals</b>	<b>Cost / Ump</b>
Field (2 umpires)	\$45.00
Boundary ( 4 umpires )	\$20.00
Goal	\$28.00
Match Day Manager	\$50.00
Scoreboard	\$10.00

<b>Womens Grand Final</b>	<b>Cost / Ump</b>
Field (2 umpires)	\$55.00
Boundary ( 4 umpires )	\$25.00
Goal	\$30.00
Match Day Manager	\$50.00

Emergency Field	\$30.00
Scoreboard	\$10.00

<b>Under 15 Home &amp; Away</b>	<b>Cost / Ump</b>
Field (2 umpires )	\$50.00

<b>Under 15 H&amp;A Curtain Raiser</b>	<b>Cost / Ump</b>
Boundary (3 umpires)	\$20.00
Goal	\$25.00

<b>Under 15 Finals</b>	<b>Cost / Ump</b>
Field (3 umpires )	\$50.00
Boundary (3 umpires)	\$20.00
Goal	\$25.00
Emergency Field	\$25.00

<b>Under 15 Grand Final</b>	<b>Cost / Ump</b>
Field (3 umpires )	\$60.00
Boundary (3 umpires)	\$20.00
Goal	\$25.00
Emergency Field	\$25.00

<b>Under 13 Home &amp; Away</b>	<b>Cost / Ump</b>
Field (2 umpires )	\$35.00
<b>Finals, including Grand Final</b>	
Field (2 umpires)	\$35.00
Boundary ( 3 umpires)	\$20.00
Goal	\$25.00

<b>Under 11 Home &amp; Away</b>	<b>Cost / Ump</b>
Field (1 umpires )	\$25.00

## **Match Day Expectations:**

### **Umpires Uniform**

An umpire's standard of dress on and off the field can make a lasting impression and drastically affect your overall performance in the eyes of players and spectators alike. 'Looking like an umpire' will help gain trust and respect.

The uniform that umpires are required to wear when arriving and leaving the ground is:

- AFL Cairns Umpires off field polo shirt
- AFL Cairns Umpires off field shorts
- Suitable footwear – NO THONGS

The onfield uniform for field and boundary umpires is:

- On field green AFL Cairns Umpiring Shirt (Green vest for First Year Umpires)
- Grey AFL Cairns Umpiring Running Shorts
- AFL Cairns Green Umpiring Socks
- White wristbands
- Runners / football boots
- Whistle
- Card/paper for writing down reported player numbers
- Pen/pencil
- Red and Yellow Cards (Field Only)

The whistle recommended for use is called the Acme Thunderer, which can be purchased from Sportscene at the homemaker precinct, Rebel Sport at Showgrounds or A-Mart All Sports at Stockland Cairns. It is preferable for you to have two, in case you lose a whistle during a game.

### **The onfield uniform for goal umpires is:**

- Green AFL Cairns Umpiring Shirt (Green vest for First Year Umpires)
- Grey AFL Cairns Umpiring Pants
- Black runners / football boots
- White Flags (set of 4 flags)
- Several pens
- Scorecards
- Watch

It is recommended that all umpires carry the law book, a towel and drink bottle in their bag to all matches

**By abiding by these standards, we are showing our unity and professionalism to the wider football community.**

### **Before You Arrive**

Uniform and equipment should be packed the night before, in order to avoid any last minute panic if something cannot be found. It is a good idea to have a bag for match days only so permanent items can be kept in it.

Make sure all your whistles are clean and well taped.

Ensure your diet includes an adequate carbohydrate intake that is low in GI and that is from natural sources (e.g. whole grains, vegetables and fruits). Beware of overeating carbohydrates. A formula to use for carbohydrate intake is 5/10grams per kilogram of body mass per day.

80kg Umpire = 400-800g of carbohydrate each day.

Avoid a late night before your match. This includes abstaining from excessive alcohol consumption. You are not only letting down yourself, but also your fellow umpires, players and supporters if you are not in peak condition for your match.

Given the climate of Cairns, ensure that you are well hydrated in the lead up to your match. Hydration on days prior to your game, according to recent studies, is more important than hydrating on match day. It is recommended that you drink between 2-3L of water each day 2-3 days prior to your match.

Around 3-4 hours before your game, it is a good idea to have a normal meal high in carbohydrates (Low GI), moderate in protein and low in fat. It is advisable to drink at least 1.5L of water in the morning of your game. If you have an evening match, ensure that you maintain your hydration throughout the day.

### **At The Ground**

Umpires are to arrive at the ground no later than 45 minutes before the start of the game. However, it is recommended that you arrive at least 60 minutes before your scheduled start time. This time will be needed to change, warm up and prepare for your match. **IF YOU ARE RUNNING LATE, YOU NEED TO CALL YOUR RUNNING PARTNERS IMMEDIATELY.**

**WHEN YOU ARRIVE AT THE GROUND, YOU MUST SIGN ON IMMEDIATELY.** This is a workplace health and safety obligation, and will also ensure you get paid for the game. If you don't sign on, you don't get paid.

Umpires have use of the umpires change rooms at each ground. Please keep these rooms tidy, and ensure you leave the room the way that you found it when you arrived, making sure all rubbish is cleaned up and placed into a plastic bag or a bin.

**DO NOT LEAVE VALUABLES IN THE UMPIRES ROOM WHILE IT IS UNATTENDED, THE CLUB IS NOT RESPONSIBLE FOR SECURITY .**

Warm-up exercises must be thorough. This should include a warm-up jog, static stretches, dynamic stretches and run throughs all prior to walking out on the ground.

### **After The Match**

At the end of the game, join the other umpires and walk off the field as a team. Go directly to the Umpires Room.

It is important that the match day paperwork is filled in accurately. AFL Cairns will provide all match day paperwork.

There will be a separate envelope for each game played on the day. The following needs to be included in the relevant match envelope:

- Teams Sheets
- Match Report
- Best and Fairest Votes (to be placed in separate envelope)
- Scorecards
- Timekeepers Cards
- Any Reports (Including Set Penalty Sheets)
- Umpires Pay Sheets, and
- JLT Forms

Clean the Umpires Room before you leave. If our space is left like a pig sty then it reflects poorly on us as a whole, and clubs won't bother providing us with a clean space to begin with.

It is strongly encouraged that all umpires (particularly Senior Field Umpires) socialise with players and officials after the game in the club room. Staying for a soft drink is all that needs to occur. This reflects positively upon the Umpires and the Umpires Association within the wider football community. **DO NOT UNDER ANY CIRCUMSTANCES DISCUSS A REPORT.** Please remember you are bound by the AFL Cairns Umpires Code of Conduct when you are representing the Association at after match functions.

### **Field Umpire Duties:**

The field umpires shall officiate and have full control of a Match. The role of the field umpire is to apply the laws of the game and ensure the game is played in a safe and fair manner.

The Laws of the Australian Football bestow upon the Umpires the responsibility to manage the match both on and off the ground on behalf of the Controlling Body.

This is a significant responsibility.

People associated with football have certain expectations of Umpires. They expect them to be:

- responsible — a person who has integrity and undertakes the role in a professional manner;
- prepared for their role — a person who understands the role and is physically and mentally prepared for the task;
- competent — a person who is able to perform to a certain standard 'in the heat of battle'.

There are a great number of factors that contribute to 'good' umpiring and the Umpires success and enjoyment.

The first of those is to understand the role of the Field Umpire, which can be put as follows:

- interpret and apply the Laws with common sense and in accordance with the Spirit of the Laws/game;
- attend to the administrative requirements necessary for the successful staging of the game;
- ensure a safe environment for the participants;
- contribute to the enjoyment of all participants.

### **INTERPRETING AND APPLYING THE LAWS**

Most infringements occur:

- in the contest for the ball and,
- in the tackling of the player in possession of the ball.

To assist Umpires develop their skills in these areas, it is crucial that they have a good understanding and working knowledge of the Spirit of the Laws/game

### **ADMINISTRATIVE REQUIREMENTS**

The Umpire is expected to undertake a number of administrative related tasks on match-day – prior to and following the match. These include:

- arrangements for contacting and liaising with clubs and their officials, and
- the handling of paperwork related to the match.

It is essential that Umpires fully understand these requirements.

### **A SAFE ENVIRONMENT**

The Field Umpire has an important role to play in ensuring that a safe environment exists for all participants on the field. That is achieved through ensuring that:

- a pre-match inspection of the playing field and surrounds is undertaken and,
- infringements are penalised during the match.

## **Boundary Umpire Duties:**

### (a) Duties

Unless determined otherwise by the relevant Controlling Body, the duties of a boundary Umpire include without limitation:

- (i) judging whether a football is Out of Bounds or Out of Bounds on the Full and signalling to the field Umpire when that has occurred;
- (ii) throwing the football back into play if it has gone Out of Bounds, when directed to do so by a field Umpire;
- (iii) determining whether a Player has incorrectly entered the Centre Square in contravention of Law 11.3.4 including notifying the field Umpire of Centre Square infringements;
- (iv) bringing the football back to the Centre Square after a Goal has been scored; and
- (v) reporting a Player or Official who commits a Reportable Offence.
- (vi) Assisting goal umpires to determine a score.

### (b) Bringing Football into Play

When the boundary Umpire signals that the football is Out of Bounds, the field Umpire shall immediately sound a whistle to indicate that the football is out of play. When directed by the field Umpire, the boundary Umpire shall bring the football into play by throwing the football over their head towards the centre of the Playing Surface. The field Umpire may recall any throw in by the boundary Umpire that in their opinion does not allow any opportunity for the football to be contested.

### 8.2.3 Out of Bounds

Where the field Umpire has failed to notice a boundary Umpire's signal that the football has gone Out of Bounds or Out of Bounds on the Full, the following shall apply:

- (a) the boundary Umpire shall continue signalling until they are noticed by a field Umpire;
- (b) upon noticing the boundary Umpire's signal, the field Umpire shall stop play and direct that the football be taken to where it crossed the Boundary Line, at which point the football shall be thrown in by the boundary Umpire or Kicked back into play, as the case may be. This provision does not apply if a Free Kick or Fifty-Metre Penalty is awarded before the field Umpire notices the boundary Umpire's signal;
- (c) this Law applies even if a Goal or Behind is scored before the field Umpire notices the boundary Umpire's signal. In such instances, the field Umpire shall direct the goal Umpire to annul the score.



## **Goal Umpire Duties:**

Unless otherwise determined by the relevant Controlling Body, the duties of a goal Umpire include:

- (i) judging whether a Goal or Behind has been scored;
- (ii) signalling that a Goal or Behind has been scored upon being given the All Clear or Touched All Clear by a field Umpire;
- (iii) recording the Goals and Behinds scored by each Team during a Match; and
- (iv) reporting a Player or Official who commits a Reportable Offence.
- (v) Assisting boundary Umpires to determine if the football is Out of Bounds.
- (b) Behind or Out of Bounds

Where a goal Umpire considers that a Behind has been scored and a boundary Umpire considers the football has gone Out of Bounds or Out of Bounds on the Full, the decision of the goal Umpire shall prevail.

- (c) Comparing Score

At the end of each quarter and at the end of a Match, the goal Umpires shall compare the score which they have recorded. If the scores are different and cannot be agreed upon or corrected by the goal Umpires, the scores shall be compared to the score recorded by the Timekeeper(s) or person(s) appointed by the Controlling Body under Law 12.7 (if any). If the matter still remains unresolved or the Timekeeper has not recorded the scores, the matter shall be referred to the relevant Controlling Body for determination.

- (d) Goal Umpire Unsure

If a goal Umpire is unsure whether the football crossed the Goal or Behind Line, or is Out of Bounds; the goal Umpire shall seek the assistance of the Field and boundary Umpires. If the correct decision cannot be determined following consultation, the goal Umpire shall give the lesser score.

## **WORKPLACE HEALTH & SAFETY**

The Committee of the AFL Cairns Umpires Association actively supports the objectives and aims of the Workplace Health & Safety Legislation and codes of practice, and recognises its obligations to protect all employees at the workplace from injury and work related disease by:

- Providing a healthy and safe work place in which to umpire.
- Providing training for umpires in safe working practices.
- Providing adequate safety equipment.
- Continually reviewing safety procedures and work conditions.

The Committee of the AFL Cairns Umpires Association recognises that everyone has a role to play in accident prevention and safe working practices in the areas under their control and the areas in which they work.

### **Committee / Association Responsibilities**

- Devising and administering a Health & Safety program.
- Holding regular meetings to discuss Health & Safety programs and goals.
- Taking effective action to provide and maintain healthy and safe working conditions for all umpires.
- Investigating injuries that occur and discussing with the persons involved, corrective action.
- Complying with relevant legislation, codes of practice and company policy.

### **Umpires Responsibilities**

- Working safely, observing all health and safety instructions, standards and codes of practice.
- Wearing personal protective equipment and using safety devices in an operational and hygienic condition at all times.
- Reporting to their supervisor as soon as possible, any hazard, unsafe work practices, accident, injury, near miss incidents or other occupational health and safety problems.

The Committee of the AFL Cairns Umpires Association is committed to ensuring that every umpire understands and accepts that they have a responsibility and duty to make every effort to ensure their own health and safety and the health and safety of those around them.

**Smoking is not permitted in any training or umpire's rooms or in any AFL Cairns facility, whether owned or occupied**

## **ORDER OFF RULE**

### **YELLOW CARD**

- A yellow card is issued should a Player or Official be found to have breached the Laws or given away a free kick in a deliberate, intentional, reckless, or undisciplined manner or behaved in a manner that the Umpire considers is detrimental to the game.
- The period of time to be spent off the field for a yellow card misdemeanour shall be 10 minutes of playing time. A Player sent off under the yellow card system may not be replaced.
- The field Umpire shall show the yellow card to the offending Player or Official, point to the interchange area, then show the yellow card to the interchange steward. The interchange steward should acknowledge the Umpire's signal (via reciprocal showing of a yellow card) and is in charge of ensuring that the "send off" period is 10 minutes of playing time. The interchange steward should make notation on the interchange sheet of the Player's number, time of send off, and time of return to ground.
- The Player must remain off the field for 10 minutes playing time. Off the field means outside of the boundary line. Players sent off must not cross the line back onto the field through the interchange area until advised that their send off period has expired by the interchange steward. A Player who has been sent off is not permitted to enter the field of play during breaks between quarters.

### **RED CARD**

- Any Player or Official reported under the Laws for an offence as listed in Law 20.2 or Law 20.3 will be sent off for the remainder of the match.
- The Umpire will show the offending Player or Official a red card and point them to the interchange area, then show the red card to the interchange steward. The interchange steward should acknowledge the Umpire's signal (via reciprocal showing of red card) and make notation on the interchange sheet of the Player's number, time of send off, and the beginning of the 10 minutes of playing time that must elapse before the sent off Player can be replaced by another Player.
- Any Player or Official receiving a red card will be reported for that offence and a report sheet must be completed by the Umpire post match.
- A Player or Official sent off under the red card system must not at any time return to the field of play for that match, including at breaks or intervals between quarters.

**Set penalties may be offered to players and officials who commit a reportable offense. It is important to thoughtfully grade these properly as per the information below.**

### **Information regarding grading reportable offences:**

**Grade 1** - In relation to 19.2.2(g) (ii) striking; 19.2.2(g) (v) charging and 19.2.2(g) (xi) bumping/contact to player with head over the footy, a grade 1 is applied for any application of force to another person without consent that is unjustified and unnecessary. Contact is low impact and does not cause injury.

In relation to 19.2.2 (c) and 19.2.2 (m), both regarding language, a grade 1 is applied for any language considered abusive, insulting, threatening or obscene other than those words specified in grade 2.

**Grade 2** - In relation to 19.2.2(g) (ii) striking; 19.2.2(g) (v) charging and 19.2.2(g) (xi) bumping/contact to player with head over the footy, a grade 2 is applied for any application of force that is to such a degree that it causes injury or personal discomfort. Contact is medium impact and/or late.

In relation to 19.2.2 (c) and 19.2.2 (m), both regarding language, a grade 2 is applied for the use of words that are derogatory, insulting, indecent and obscene.

**Grade 3** - In relation to 19.2.2(g) (ii) striking; 19.2.2(g) (v) charging and 19.2.2(g) (xi) bumping/contact to player with head over the footy, a grade 3 is applied for any application of force that is to such a degree that it causes serious injury. Contact is high impact and/or very late.

### **Information regarding rough conduct:**

A player shall be deemed to have committed a Reportable Offence under Law 19.2.2(g)(vii) *engaging in rough conduct against an opponent which in the circumstances is unreasonable* where in the bumping of an opponent (whether reasonably or unreasonably) he causes forceful contact to be made with any part of his body to an opponent's head or neck and instead on bumping, the player had a realistic alternative to: a) contact the ball; or b) tackle the opponent.

Even if the player did not have any of these alternatives realistically open to him he may still be found guilty of Rough Conduct if his conduct was unreasonable in the circumstances. In determining whether any bump was unreasonable in the circumstances regard will be had to:

- whether the degree of force applied by the person bumping was excessive for the situation;
- whether the player being bumped was actively involved in the passage of play;
- the distance the player applying the bump has run to make contact;
- whether an elbow is part of the contact;
- whether the player bumping jumps or leaves the ground to bump

In the interests of player safety, the purpose of the Rule dealing with high bumps is to reduce, as far as practicable, the risk of head injuries to players and this purpose needs to be kept firmly in mind by all players and will guide the application of the Rule.

## AFL CAIRNS UMPIRES CODE OF CONDUCT

- Display fairness and uniformity in applying the Laws of Australian Football and the AFL Cairns By-Laws.
- The conduct of all umpires on and off the field must be above reproach. They will present themselves in all dealings with the league and the club officials, in a manner which will not embarrass or bring into disrepute the Association or its members
- All umpires will be correctly attired at all games, or will face disciplinary action from the executive.
- Harrasment - physical, racial, sexual, sexual orientation, verbal or emotional will **NOT** be tolerated
- Under no circumstances are your umpiring uniforms to be worn if you are going out on the town. When you are wearing our uniform you are representing the association.
- Respect your fellow umpires, whether field, boundary, goals or interchange. We must present a united group at all times
- Respect the players and coaches. You cannot gain respect without showing it first.
- Under no circumstances do we talk against another umpire. If there is a problem you must put it in writing to the secretary so the executive can investigate further.
- No association member can talk or contact any media outlet, nor make comment on any AFL Cairns Independent Tribunal decision without having first discussed any responses with AFL Cairns Senior Umpires.
- We are a group made up of both junior and senior members, so ensure your conduct is appropriate for those around you. This includes group emails
- This code of conduct applies to all members.

## Membership Application Form

(PRIVATE AND CONFIDENTIAL)

### PERSONAL INFORMATION

<b>First Name:</b>	<b>Gender:</b>
<b>Surname:</b>	<b>Date of Birth:</b>
<b>Address:</b>	
<b>Home Phone:</b>	<b>Mobile:</b>
<b>Preferred Email:</b>	
<b>Alternate Email:</b>	
<b>Blue Card Number:</b>	<b>Expiry Date:</b>

### GENERAL UMPIRE AVAILABILITY

Game Days			
<input type="checkbox"/> Saturday	<input type="checkbox"/> Sunday	<input type="checkbox"/> Friday	<input type="checkbox"/> Wednesday
Senior Leagues			
<input type="checkbox"/> Field	<input type="checkbox"/> Boundary	<input type="checkbox"/> Goal	
Junior Leagues			
<input type="checkbox"/> Field	<input type="checkbox"/> Boundary	<input type="checkbox"/> Goal	

### UMPIRE HISTORY

<b>Accreditation:</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Level</b>	<b>Year</b>
<b>Did you Umpire in 2015?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Where?</b>	
<b>Are you affiliated with a club in Cairns?</b>				

### BANK DETAILS

<b>Bank:</b>	
<b>Account Name:</b>	
<b>BSB:</b>	<b>Account:</b>

### EMERGENCY INFORMATION

<b>Emergency Contact:</b>		
<b>Emergency Number:</b>		
<b>Do you have any medical conditions?</b>	<input type="checkbox"/> <b>No</b>	<input type="checkbox"/> <b>Yes</b>
<b>Explain:</b>		

### DECLARATION

**I have read the Umpires Handbook and have understood and will abide by the Code of Conduct.**

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

**Guardian Authority (if under 18):**

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signed:** \_\_\_\_\_

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