MFA REFEREES' COMMITTEE REGULATIONS FOR THE REGISTRATION and CONTROL OF MIDDLESEX REFEREES

For the attention of **ALL REFEREES** registered with this Association.

Where the masculine gender is employed in these Regulations, the feminine gender is included unless its exclusion is specifically indicated.

1 The Football Association Regulations

Every Referee is subject to the *"Regulations for the Registration and Control of Referees"* issued by The Football Association Limited. Referees shall read and abide by the requirements of those Regulations.

2 Referees' Committee

The Referees' Standing Committee of this Association shall act as the Local Referees' Committee.

3 Referees' Officer

A nominated member of staff of this Association shall deal with all matters relating to Referees except Appointments, which shall be dealt with by the Appointments Secretariat and promotion administration, which shall be dealt with by the Observer Co-ordinator.

4 Eligibility for Registration

All Referees qualified by examination with this or any other recognised Association, subject to compliance with The Football Association *"Regulations for the Registration and Control of Referees"*, shall be eligible, subject to approval by the Referees' Committee, to be placed on the Middlesex County Football Association Limited Register of Referees on application and on payment of the appropriate annual registration fee. Referees placed on the Register shall be known as "Middlesex FA Referees".

5 Referee's Certificate

Middlesex FA Referees may be issued with a Referee's Certificate.

6 Referee's Badge

Middlesex FA Referees shall be entitled to wear a Referee's badge.

Referees for whom this Association is the Parent Association, are required to wear the Badge during any match in which they officiate other than in a competition of contributory league level or above. For this reason, every Referee may purchase a Badge when he or she first registers with this Association. The Badge may be obtained from the Association Office at a price of £4.00 inclusive of VAT, by sending a stamped addressed envelope.

7 Annual Registration Fee

The annual registration fee for Referees shall be as determined by The Football Association Limited. Level 10 Referees and active Referees who are over 65 years of age on 1st March, will not be required to pay a registration fee.
Fees are payable on or before 15th May in each year for the following season. A Referee whose registration fee is unpaid on that date shall have his or her name removed from the Register and shall not be re-registered except on payment of a late registration fee of £5.00. The actual period covered by the registration fee shall be the forthcoming season as defined by The Football Association Limited.

8 Non-Active Referees

A Referee having been registered as Non-active for two consecutive full or part seasons may at the discretion of the Referees' Committee be re-examined prior to any further registration being accepted.

9 Jurisdiction of the Referees' Committee

The Referees' Committee shall have full jurisdiction over all Middlesex FA Referees of whom this Association is the Parent Association in matters affecting their interests. The Committee may, at their discretion, make recommendations to the Council of this Association.

10 Referee's Misconduct

The Committee shall have power to remove from the Register, or to deal as it thinks necessary, with any Referee who has, in the opinion of the Committee, been proved guilty of misconduct.

11 Matters not provided for

The Committee shall have power, subject to confirmation by the Board of this Association, to decide any question relating to the control and management of Middlesex FA Referees not already provided for in these Regulations.

12 Amendments to Regulations

The Committee may rescind or alter any of these Regulations.

13 Appointments to MFA Cup Matches

The Referees' Committee shall appoint, where possible, Referees to all Middlesex County Football Association Limited Cup matches. The Committee may also appoint Assistant Referees where this is considered desirable.

14 Precedence of Appointments

All Referees shall familiarise themselves with the order of precedence of appointments detailed in The Football Association Limited's *"Regulation 9 for the Registration and Control of Referees"*, subject only to four days' notice being given by the Appointments Secretariat.

15 Acknowledgment of Appointments

Referees and Assistant Referees shall acknowledge receipt of MFA Appointments to the Appointments Secretariat within **seven days** of issue date. Failure to do so may incur a fine of £5.00. Replies to appointments must be made by **first-class post or other means authorised by the Referees' Committee.**

16 Release from Appointment

If, for some special reason, a Referee or Assistant Referee wishes to be released from either acceptance or fulfilment of a MFA appointment, he must immediately **telephone** the Appointments Secretariat to give his reason for non-acceptance or withdrawal, and then confirm the request in writing within three days.

17 Confirmation of Match Details

If a match official does not receive confirmation from the home club at least seven (7) days before the date of the match, the relevant Referees' Appointments Officer **MUST** be informed immediately by telephone.

18 Requests for Officials

Upon application from a Club or a League affiliated with this Association, the Referees' Committee shall endeavour to appoint a Referee or Assistant Referee to officiate in any match. Such application shall be made in writing to the Appointments Secretariat at least fourteen days before the match and shall be accompanied by a fee of £10.00 (plus VAT at the standard rate) in respect of each official requested.

19 Examination of Referees

The Referees' Committee shall hold examinations whenever necessary to ascertain the competency of candidates who apply to be placed on the Register.

20 Application for Examination

Application to be examined as a Referee shall be made on Form R1. Requests for Form R1 may be made to the Referee Development Manager, to whom the Form shall be returned upon completion.

21 Permission to Officiate

Referees may only officiate in matches played by Clubs within the jurisdiction of The Football Association Limited, a County Football Association, a Service Football Association or the Amateur Football Alliance Limited.

22 Application for Promotion

Referees who wish to seek promotion to either Level 6 or Level 5 shall, in the first instance, apply to the Observation Co-ordinator in writing. In due course, the Observation Co-ordinator will issue Form R5a (Application for Promotion) to applicants. This Form must be completed and returned to the Association Office, marked for the attention of the Referee Department, so as to arrive no later than 1st March.

Each promotion candidate is required to enclose with their application a Bond (deposit) of £50. Inclusion in the scheme will not be accepted without this payment.

If a candidate remains within the Level 7-6 or Level 6-5 schemes the Bond will continue to be held but if a candidate leaves the scheme after successful promotion or voluntarily without achieving promotion at the end of the relevant promotion season, but having complied with all requirements, the Bond will be refunded (less any deductions, if already made).

If a candidate is removed from the scheme by the Referees' Committee or fails to fulfil all requirements, save for a medical condition for which evidence is provided, or elects to leave the scheme during a promotion season, once having entered the scheme, then the Bond will be forfeited.

If a report is not completed due to any failure by the candidate, £15 will be forfeited from the Bond in each instance.

The applicants shall be issued by the Observation Co-ordinator with nine Forms R6, Form R25a and Form R27/01.

The Level 7-6 or Level 6-5 promotion season shall commence on 1st March and terminate on the last day of February of the following year.

Referees who have sought promotion to a higher classification in the current season are not required to re-apply for promotion, as they will remain within the promotion scheme each season until they are either promoted to Level 5, removed from the scheme or resign from the scheme. Referees who have been removed from the scheme or who have resigned from the scheme are required to re-apply when they wish to seek promotion again, in accordance with the procedures set out previously.

Level 5-4 promotion nomination scheme

Candidates seeking nomination to The Football Association Limited for promotion to Level 4, who must already be at Level 5, shall apply in writing to the Association Office, marked for the attention of the Referee Department, so as to arrive no later than 1st June.

The Level 5-4 promotion nomination season shall commence on 1st July and terminate on the 20th day of March of the following year.

Each promotion candidate is required to enclose with their application a Bond (deposit) of £50. Inclusion in the scheme will not be accepted without this payment.

If a candidate leaves the scheme after successful promotion or voluntarily without achieving nomination/promotion at the end of the relevant promotion season, but having complied with all requirements, the Bond will be refunded (less any deductions, if already made).

If a candidate is removed from the scheme by the Referees' Committee or fails to fulfil all requirements, save for a medical condition for which evidence is provided, or elects to leave the scheme during a promotion season, once having entered the scheme, then the Bond will be forfeited.

If a report is not completed due to any failure by the candidate, £15 will be forfeited from the Bond in each instance.

Candidates seeking nomination to The Football Association Limited for promotion to Level 4 will remain in the scheme for one promotion season only and, if unsuccessful, will be required to re-apply in any subsequent season under the same terms.

Details of the requirements for submission of relevant matches for observation and details of the requirements will be supplied to each candidate following application. Regulations 23, 24, 25, 26 and 27 do not apply to the Level 5-4 promotion nomination scheme.

23 Applicant's List of Competitions (Form 25a)

Applicants shall return Form R25a to the Observation Co-ordinator to arrive between 1st and 31st December. The Form shall state the name, address and telephone number of the Referees' Secretary of each Competition on which the applicant is officiating as a Referee or as an Assistant Referee.

24 Applicant's List of Appointments (Form R6)

Applicants shall send one Form R6 for each month from March to May and August to February to the Observation Co-ordinator. The Form shall be sent so as to arrive no later than the third Saturday of the month preceding that to which the Form applies. Changes to appointments already notified, additional appointments and extra information shall be provided to the Observation Co-ordinator as soon as the information becomes known.

25 Return of Summary of Appointments (Form 27/01)

Applicants shall return Form R27/01 to the Observer Co-ordinator so as to arrive by the 3rd March. The Form shall contain a summary of appointments during the period from 1st March to the last day of February.

26 Requirements for Promotion Applicants

(a) Promotion applicants shall referee the minimum number of games (20) prescribed by The Football Association Limited prior to the last day of February of the relevant season. These shall be matches involving players over the age of 16 years.

(b) Where there is an opportunity to progress beyond Level 5, in accordance with The Football Association Limited's *"Regulations for the Control of Referees"*, a further requirement for promotion to Level 5 is the completion of five games as an Assistant Referee in the promotion Season.

(c) Promotion candidates are also required to attend an In-Service Training Course, as specified by the Referees' Committee.

(d) Promotion candidates shall be required to pass an examination on the Laws of the Game.

(e) Applicants must be refereeing on at least two leagues during the relevant season.

27 Observation of Applicants

An applicant for promotion will be considered on:

(a) Reports by Observers on his practical performance as a referee on the field of play

(b) Marks obtained as a referee in MFA Cup matches

(c) Marks obtained as a referee in Leagues and Competitions

(d) Reports by Councillors of the Middlesex County Football Association Limited.

(e) General administration

The markings and reports obtained from all sources are **strictly confidential** to the Referees' Committee.

28 Disqualification of applicants

An applicant who fails to comply with these Regulations may be excluded from consideration for promotion. In particular, an applicant who refuses a MFA Cup appointment may not be considered for promotion unless his reason for non-acceptance is acceptable to the Referees' Committee.

29 Relevant Regulations

Applicants for promotion shall thoroughly acquaint themselves with:

(a) The Football Association Limited *"Regulations for the Registration and Control of Referees"*.

(b) The Middlesex County Football Association Limited's *"Regulations for the Registration and Control of Middlesex Referees"*.

(c) The Home Counties Conference decisions which affect Referees.

30 Reporting Misconduct

A Referee shall prepare a Misconduct Report for any incident of misconduct by a player, official or spectator of a Club participating in a match in which the Referee is officiating. Such misconduct Reports shall be made in duplicate* within two days (Sunday not included) direct to The Football Association Limited or the Parent Association of the Club concerned. Assistant Referees shall prepare Reports and submit them if required by the Association concerned.

** to all Association's except Middlesex, where a single copy only is required.*

31 Misconduct Reports for Middlesex Clubs

In the case of players or officials of Clubs for whom the Middlesex County Football Association Limited is the Parent Association, with the exception of the Senior Clubs as stated in the Published Guide, reports of misconduct shall be sent to:

Middlesex County Football Association Ltd, 39 Roxborough Road, Harrow, Middlesex HA1 1NS

When a player is cautioned by a Referee, each Assistant Referee must also prepare a misconduct report form in case the Association requests that it be submitted.

In all other cases of Misconduct, both Assistant Referees, when registered with the Middlesex County Football Association Limited, must submit misconduct reports to the Association.

Where a report of misconduct involving **offensive, insulting or abusive language or verbal dissent** is made, the Referee shall include in his report the **actual** words used by the player or official.

32 Attendance by Referees at Disciplinary Meetings

A Referee or Assistant Referee who has made a Misconduct Report shall, if requested by the relevant Association, attend any personal hearing of any charge of misconduct that results from that Report. Referees who willfully refuse to attend Disciplinary Commissions will be dealt with by the Referees' Committee.

33 Misconduct Report Forms

All misconduct report forms must only be sent to the appropriate County Football Association or The Football Association Limited.

34 Availability Form

All Referees, except for those registered as non-active, shall submit to the Association Office an Availability Form each year. Levels International, 1, 2, 3, 4, 5, and 6 Referees shall be required to submit the form no later than 30th June and all other active Referees shall be required to submit the form no later than 31st July, or at the date of registration, if later. Where the date of registration is later than either of the aforementioned dates, the form must be submitted with the registration form. Failure to submit the form by the due date will result in a fine of £5.00 being imposed.

Referees shall indicate on the Availability Form those dates when they are not available to referee during the ensuing season. A Referee will not be permitted to officiate either as a Referee or Assistant Referee in any league or competition on those dates indicated not available to referee, except with the express permission and approval of the Appointments Secretariat. Failure to adhere to this requirement, which is subject to Football Association Regulation Number 8 for the Registration and Control of Referees, may result in a charge of misconduct.

35 Change of address or availability

Referees shall notify to the **Appointments Officer** any change of address, permanent or temporary, and any change of availability. Failure to notify a change of address, even where temporary, or change of availability, or to give adequate prior notice of non-availability on specific dates falling within the range of previously advised availability may result in a charge of misconduct.

36 Correspondence

Referees shall attend promptly to correspondence from this or any other recognised Football Association. Failure to reply as and when requested may be considered to be misconduct by a Referee and dealt with as such by the Referees' Committee.

37 Appeal against the decision of a Competition

Where a League or Competition imposes a penalty, punishment or disciplinary action, including removal from its list of referees at a time other than in the course of the normal annual review, the Referee may appeal against that decision or action. Such an appeal shall be made in accordance with the procedure in Regulation 4(i) of The Football Association Limited's *"Regulations for the Registration and Control of Referees".*

38 Appeal against the Decision of a County Football Association

Referees may appeal to The Football Association Limited against a decision or action of a County Football Association that imposes upon them a penalty, punishment or disciplinary action, including removal from that Association's list of registered referees. Such an appeal shall be made in accordance with the procedure in Regulation 4(k) of The Football Association Limited's *"Regulations for the Registration and Control of Referees."*

The Football Association's Regulations for the Control of Referees may be found and downloaded via the following link:

http://www.thefa.com/football-rules-governance/lawsandrules/rules-of-the-association

Laws of the Game

2017-18 Laws can be found for downloading (courtesy of Dutch FA) at:

http://static-3eb8.kxcdn.com/documents/274/092646_180517_LotG_17_18_FINAL_EN.pdf

The current information on various small-sided football can be found at:
http://www.thefa.com/football-rules-governance/lawsandrules/rules-of-the-association

INFORMATION FOR MIDDLESEX COUNTY REFEREES

MFA ADULT CUP FEES

Referees and Assistant Referees appointed by the Referees' Committee to MFA Cup matches may charge a maximum of:

SENIOR CHALLENGE CUP, SENIOR CHARITY CUP

Referee: £55 Assistant Referees: £35

PREMIER CUP

Referee: £40 Assistant Referees: £30

ALL OTHER COMPETITIONS

Referee: £35 Assistant Referees: £28

MFA YOUTH CUP FEES

SENIOR YOUTH, UNDER 18/17/16 CUPS

Referee: £33 Assistant Referees: £26

ALL OTHER AGE GROUPS

Referee: £30 Assistant Referees: £22

In addition, Referees and Assistant Referees may charge second class public transport expenses actually paid. If private transport is used, 40 pence per mile may be charged on the basis of travel from and back to the officials' home address, as registered with the Association.

There will be a MFA Cup Final Officials' evening held at Rayners Lane Football Club in the New Year once appointments have been made, commencing at 7.30pm. All MFA Cup Final Officials will be invited.

REFEREES' PROMOTION INFORMATION

is now available on the website.

http://www.middlesexfa.com/referees/promotion

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email: reubensimon2014@yahoo.co.uk

MEMBERSHIP OF THE REFEREES' ASSOCIATION

As a registered Referee, we strongly urge you to join the local Society of the Referees' Association. If you are an active referee, then membership of the RA is vital if you wish to progress as a referee and to ensure that you realise your full potential. Where, other than in the Referees' Association, can you get these benefits?

- Membership of a strong national association through your local society
- Monthly meetings in your locality for social and cultural activities
- Comradeship and advice on refereeing matters from experienced colleagues
- Assistance with your development as a referee
- Representation of your interests at County and National levels with the full support from the RAE should you be the victim of unfortunate circumstances or should you receive unjust treatment.
- Guidance on matters affecting promotion.
- Direct access to the best range of referee kit and equipment in the country
- Personal accident insurance cover while on refereeing duties
- Membership of the Benevolent Fund
- IPRS supervised physiotherapy – for full members
- Free standard motor accident assistance; to upgrade to a full Motor Legal Expenses Insurance Policy there is an added, optional premium of £3.

With all these advantages, how can you afford not to be a member of the Referees' Association?

You will be welcome at any meeting of your local Society / Branch Association. For details of membership of the RA, or for any information on meetings, please contact your local branch Secretary from the list shown.

REFEREES' SOCIETIES AFFILIATED TO THE MIDDLESEX REFEREES' ASSOCIATION

Harrow www.harrowreferees.co.uk; Twitter: @HarrowReferees

Secretary: David Roberts, 86 Waverley Road, Harrow, Middlesex HA2 9RD
(h) 020 8868 6630; (m) 07778 050040; email: davidroberts.tv@btinternet.com

Society Training Officer: Andy Taylor, 62 Myrtleside Close, Northwood, Middlesex HA6 2XH
(h) 01923 820236; (m) 07957 626270; email: andyjctaylor@talktalk.net

Meetings: Second Monday of the month or occasional third Thursday of the month (see Twitter for details) at Tithe Farm Sports and Social Club, Rayners Lane FC, 151 Rayners Lane, Harrow, Middlesex HA2 0XH at 8.00pm. Young Referees' Development Group Meeting at 7.00 p.m. for referees aged 14 to 25.

South Middlesex

Secretary: Elliott Foster, 28 Upham Park Road, Chiswick, London W4 1PG
(m) 07922 554474 email: smrasecretary@gmail.com

Society Training Officer: Denis Gilgallon, 30 Staines Road, Hounslow, Middlesex TW3 3LZ
(h) 020 8570 2334; (m) 07956 543055; email: denisgilgallon@ashleylaw.co.uk

Meetings: Third Thursday of the month at Hounslow Conservative Club, Gresham Road, Hounslow Middlesex TW3 4BY at 7.45pm.

Uxbridge

Secretary: Mitchell Payne, 86 Woolacombe Way, Hayes, Middlesex UB3 4EX,
(h) 0208 581 2350; (m) 07584 014938; email: L-payne3@sky.com

Society Training Officer: Robert Was, 9 Edgar Road, Yiewsley, Middlesex UB7 8HN
(h) 01895 442847; (m) 07831 389739; email: robtheref@aol.com

Meetings: Third Thursday of the month at Uxbridge Football Club, Honeycroft, Horton Road, West Drayton, Middlesex UB7 8HX at 8.00pm.

West Middlesex

Secretary: Richard Parsons, Riverbank Cottage, Blacksmiths Lane, Staines, Middlesex TW18 1UB
(h) 01784 469 918; (m) 07790 268 503; email: rparsons@sportsbeat.co.uk

Society Training Officer: Ray Herb, 34 Bingley Road, Sunbury-on-Thames TW16 7RB
(h) 01932 784776; (m) 07956 052326; email: herbys@tiscali.co.uk

Meetings: First Monday of the month at Ash Tree public house, Convent Road, Ashford, Middlesex TW15 2HW at 7.45pm.

REFEREES' SOCIETY AFFILIATED TO THE REFEREES' ASSOCIATION THROUGH AFA & LONSAR

North Middlesex www.northmiddlesexreferees.org.uk

Secretary: Robin P Jagot, 24 Tiverton Road Potters Bar, Herts EN6 5HY
(h) 01707 6521461; (m) 07791 746 036; email: jagot.rp@btinternet.com

Meetings: Third Thursday of the month at Holtwhites Sports Centre, Kirkland Drive, Enfield, Middlesex EN2 0RU

Guide for Referees giving destinations of misconduct Senior Clubs

Name of Club	*Send Off*	*Caution*
AFC Hayes **(First Team)**	Middlesex	Middlesex
AFC Hayes **(Non First Team)**	Middlesex	Middlesex
Ashford Town (Middlesex)	**FA**	**FA**
Beaconsfield SYCOB **(First Team)**	**FA**	**FA**
Beaconsfield SYCOB **(Non First Team)**	Berks & B	Berks & B
Bedfont & Feltham	Middlesex	Middlesex
Brentford	**FA**	**FA**
Brimsdown Rovers **(First Team)**	**FA**	**FA**
Brimsdown Rovers **(Non First team)**	London	London
Enfield 1893	Middlesex	Middlesex
Enfield Town **(First Team)**	**FA**	**FA**
Enfield Town **(Non First Team)**	Middlesex	Middlesex
Hampton & Richmond Borough **(First Team)**	**FA**	**FA**
Hampton & Richmond Borough **(Non First Team)**	Middlesex	Middlesex
Hanwell Town **(First Team)**	**FA**	**FA**
Hanwell Town **(Non First Team)**	Middlesex	Middlesex
Hanworth Villa	Middlesex	Middlesex
Harefield United	Middlesex	Middlesex
Harrow Borough **(First Team)**	**FA**	**FA**
Harrow Borough **(Non First Team)**	Middlesex	Middlesex
Hayes & Yeading **(First Team)**	**FA**	**FA**
Hayes & Yeading **(Non First Team)**	Middlesex	Middlesex
Hendon **(First Team)**	**FA**	**FA**
Hendon **(Non First Team)**	Middlesex	Middlesex
Hillingdon Borough	Middlesex	Middlesex
North Greenford United **(First Team)**	Middlesex	Middlesex
North Greenford United **(Non First Team)**	Middlesex	Middlesex
Northwood **(First Team)**	**FA**	**FA**
Northwood **(Non First Team)**	Middlesex	Middlesex
Potters Bar Town **(First Team)**	**FA**	**FA**
Potters Bar Town **(Non First Team)**	Hertfordshire	Hertfordshire
Staines Town **(First Team)**	**FA**	**FA**
Staines Town **(Non First Team)**	Middlesex	Middlesex
Tokyngton Manor	Middlesex	Middlesex
Uxbridge **(First Team)**	**FA**	**FA**
Uxbridge **(Non First Team)**	Middlesex	Middlesex
Wealdstone **(First Team)**	**FA**	**FA**
Wealdstone **(Non First Team)**	Middlesex	Middlesex
Wembley	Middlesex	Middlesex
Wingate & Finchley **(First Team)**	**FA**	**FA**
Wingate & Finchley **(Non First Team)**	London	London

It should be noted that, where a Club is playing in a MFA Cup Tie, the above schedule also applies, with the exception of the Middlesex County FA ***Senior Charity Cup***, in which case, **all send offs** should be sent to the Middlesex FA, cautions as above. Match Officials are also informed, that misconduct arising from Middlesex Parented Clubs playing in Other Associations' County Cup matches, (ie London FA, etc), the above schedule still applies. **It is hoped that this guide will be of use to Match Officials. If you have any query, please contact the Association Office on 020 8515 6199 BEFORE submitting your misconduct reports.**

REQUEST FOR A TRANSFER TO ANOTHER AFFILIATED ASSOCIATION

A referee must register with the Affiliated Association where he/she resides. Should you move into another county association's area, you can use this form to request a transfer. The following form must be completed and forwarded to the Affiliated Association with which you are **currently** registered.

FULL NAME …… FAN Number…….

AGE AS AT 1 MARCH (next)……..…… DATE OF BIRTH…….……

PREVIOUS ADDRESS …….

……

POST CODE……

TELEPHONE NUMBER (H) ……..……..…..(B) ……..……(M) ……..……

CURRENT LEVEL …… YEAR OBTAINED ..…….……..…..

IF LEVEL 4, STATE WHICH SUPPLY LEAGUE YOU CURRENTLY OFFICIATE ON:

……..……..

SEASON LAST REGISTERED ……

DATE OR YEAR OF EXAMINATION ……

NEW ADDRESS ……...……

……..……..……

POST CODE ……..

TELEPHONE NUMBER (H) ……..(B) ……..……(M) ……..…….

DATE OF AVAILABILITY IN NEW AREA ……

DETAIL ANY RESTRICTIONS CONCERNING AVAILABILITY ……..

…….

Signed……. (Referee)