

# Guide to Procedures



United States Soccer Federation

# Objective

At the end of this presentation, the student shall be able to demonstrate to the instructor's satisfaction the basic procedures used during the game.

# General Mechanics

- Common and Standard Practices
- Avoid Undue Attention
- The Whistle and Communication
- Diagonal System of Control
- Cooperation and Communication
- Signaling Technique



# Prior to Game

- **Team : Referee, ARs, and 4th Official**
  - Arrival at field
  - Field inspection
  - Pre-game instructions
- **15 Minutes Before Kick-Off**
  - Senior AR and 4th Official
    - player inspections
    - rosters
    - player passes



# Prior to Game

- Prior to Kick-Off
  - Field entry
  - Coin toss
  - Positions



# Kick-Off

- Referee Position
- AR Positions
- 4th Official Position



# During Play

- General Positioning
  - Referee
    - flexible
  - ARs
    - even with ball or second to last defender
    - flag straight down, always visible
    - square to field
      - flexible
    - eye contact - before signaling

# During Play

- Goalkeeper Possession/Punt
  - Referee
    - positions to watch where play will go
  - AR
    - verifies no goalkeeper handling
    - follows ball
    - may possibly move up field early

# During Play

- **Throw-In**

- Referee

- signals on his end
      - AR assists as needed
    - indicates location as needed
    - positions to watch where play will go



- AR

- signals on his end
    - maintains offside position (OSP)



# During Play

- Goal Kick

- Referee

- signals on his side of field
      - AR assists as needed
    - positions to watch where play will go



- AR

- signals on his side of field
    - checks ball position
    - maintains OSP



# During Play

- **Corner Kick**

- Referee

- signals on his side of field
      - AR assists as needed
    - checks ball placement
    - positions to watch where play will go



- AR

- signals on his side of field
    - checks ball position on kick at his corner
    - positions on goal line



# During Play

- Goal
  - Referee
    - checks with AR
    - points to center circle
    - observes players while positioning for kick-off
    - records goal
  - Lead AR
    - checks with Referee
    - runs up touch line
    - observes/records

# During Play

- Goal (continued)
  - Trail AR
    - records first
    - observes while Lead AR and Referee record
  - 4th Official
    - controls bench as needed
    - records goal
  - All officials deal with excessive celebration

# During Play

- Goal, Ball Comes Back Into Play
  - Referee
    - looks to AR for assistance as needed
  - AR
    - raises flag vertically
    - when game stopped
      - flag down
      - run up line



# During Play

- Goal to be disallowed
  - Referee
    - stops game if necessary
    - consults with AR as needed
    - restarts game
  - AR
    - offside by scorer - signals for offside
    - attacker foul or offside other than scorer
      - stands at attention
    - positions for restart



# During Play

- Offside

- Referee

- stops play or waves down flag
    - indicates IFK

- AR

- raises flag until
      - play stopped
      - waved down
      - defensive control/restart
    - indicates location
    - drops flag



# During Play

- Fouls observed by Referee
  - Referee
    - stops game
    - moves to spot of foul as needed
    - checks with AR if inside penalty area
    - indicates direction/type
    - manages wall, as needed
    - signals restart



# During Play

- Fouls Observed by Referee (continued)
  - AR
    - signals as appropriate
      - is foul in penalty area?
    - positions for restart



# During Play

- Fouls Indicated by Lead AR
  - Referee
    - stops play, waves down flag, or allows advantage
    - if play stopped
      - confers with AR as needed
      - signals direction
      - manages restart

# During Play

- Fouls indicated by lead AR (continued)

- AR

- ensures that referee could not see foul
    - signals with flag
    - shows direction with flag - or -
    - moves to goal line for PK
    - indicates restart location if not PK



# During Play

- Fouls Indicated by Trail AR
  - Referee
    - stops play or waves down signal
    - if play stopped
      - confers with AR as needed
      - signals direction
      - manages restart
  - Trail AR
    - signals with flag
  - Lead AR
    - mirrors trail AR's signal, if needed



# During Play

- Play On, Advantage Applied
  - Referee
    - calls out “Play on!” or “ Advantage!”
    - signals with hands
    - does NOT signal
      - trifling/doubtful fouls
      - situations where no foul occurred

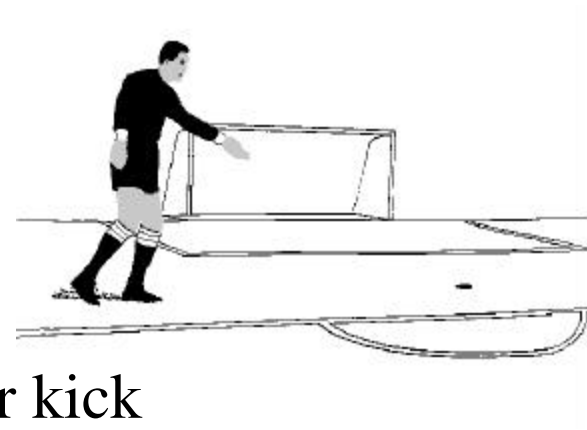


# During Play

- **Penalty Kick (Signaled by Referee)**

- Referee

- whistles to stop play
    - points to penalty mark
    - positions off field
    - supervises placing of ball for kick
    - identifies kicker
    - ensures proper player positions
    - takes position and signals for kick



# During Play

## •Penalty Kick (Signaled by Referee, continued)

### – AR

- indicates PK if referee “asks”
- takes up position at goal line/penalty area intersection
- if goal not scored, resumes OSP
- if goal scored, follows “Goal” procedures



# During Play

- **Penalty Kick (Signaled by AR)**
  - Referee
    - same as if referee had signaled
  - AR
    - signals foul
    - walks to corner flag unless waved down by referee

# During Play

- 4th Official

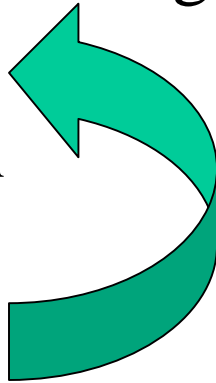
- Constantly scanning benches/field

- home bench

- visiting bench

- Referee

- game



- In case of bench trouble

- deals with bench farthest from senior AR

- Manages substitutions

# Misconduct - Play Stopped

- Referee

- Identifies and isolates player(s)
- Records information
- Informs and cards player(s)
- Waits for player(s) to leave, if sent off
- If needed, cards immediately, records later

# Misconduct - Play Stopped

- ARs and 4th Official
  - Prevent others from interfering
  - Record pertinent information
  - If send-off, monitor player's leaving

# Substitutions

- Referee
  - Acknowledges substitute
  - Delays restart
  - When player leaves, beckons substitute
  - Adds time as appropriate
- AR
  - Signals referee
  - When acknowledged, drops flag
  - Assists with substitution if no 4th official



# Substitutions

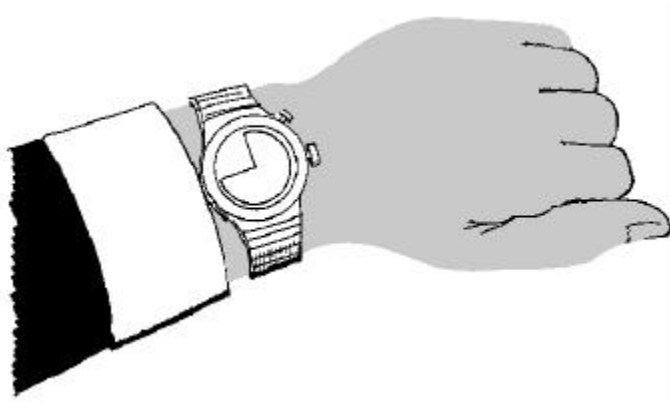
- 4th Official

- Inspects equipment
- Collects/verifies pass
- Informs senior AR
- Displays numbers when recognized
- Prevents early entry
- Records time/players' numbers



# Timing

- Referee
  - Makes eye contact with other officials
- ARs
  - Indicate last 5 minutes/end of time



# End of the Game

- Referee
  - Signals with whistle
  - Points to center circle
  - Secures game ball
  - Oversees teams' behavior
- ARs
  - Join referee on field
  - Assist in team supervision
- 4th official
  - Gathers equipment/joins referee team off field

