



Ground Official Submission Instruction and requirements

Email content **IMPORTANT** - Your Responsibility as a Ground Official

As per the Competition Regulations, please familiarise yourself with the following in relation to your role as Ground Official:

- a. A person assigned the responsibility of ground official should ensure that they introduce themselves to marshals of all teams and any match officials appointed to the ground.
- b. A ground official should advise the match official as to where he will be located whilst the match is being played. (This should be within line of sight of the referee and not in the club canteen or away from the playing area)
- c. A ground official's main duty shall be to provide assistance to match officials, team officials, spectators and players at their venue. Any other task that the ground official carries must be secondary in nature and must be relinquished immediately when it is made apparent that their assistance is required by any of the above.
- d. Ground Officials duties shall be to:
 - i. Assist the referee as required.
 - ii. Ensure that team Marshals are aware of their responsibilities, and if they are not, outline to them what their duties are.
 - iii. Where necessary, assist Team Marshals to ensure that spectators, team officials or reserve players do not encroach onto the pitch.
 - iv. Ensure that good order amongst spectators is maintained.
 - v. Ensure that alcohol is not consumed in the immediate vicinity of the playing area and that the local by-laws relating to the consumption of alcohol are upheld.
 - vi. Sign the Match Sheet (if a paper Match Sheet is used) in the space provided to acknowledge their presence at the fixture in case the association needs to contact you.
 - vii. If EMS are in use, the club should keep a register of who the Ground Officials are, recording date and time of duty, should they need to be recalled later.
 - viii. Call for emergency assistance from Police, Ambulance or Fire/Rescue if required.
 - ix. A ground official will have the same authority as a club committee member in the absence of a club committee member during an incident.
- e. A ground official has the right and responsibility to ask any abusive person to leave the area of play.
- f. if any action should be taken against their club member or report to the opposition club, details regarding the action that was taken against their club member/s should be provided by the Ground Official in a written incident report.
- g. Should any incident arise out of a match that is for consideration by the Association, the ground official shall complete a written eyewitness report. The report should be submitted to the club for forwarding to the association.



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- h. A Ground Official shall be prepared to appear at any association inquiry formed to deal with specific incidents where the ground official was in attendance.
- i. While it's not necessary that a Ground Official is fully conversant with Association Regulations or the Laws of the Game, it is advisable that they have access to a copy of the Association Regulations and access to a phone to contact the Association should an emergency arise.
- j. Ground Officials should be provided with a club directory and access to emergency competition contact numbers to assist them in obtaining advice during or after any incident.
- k. All Ground Officials shall have obtained the age of 18 years of age.
- l. Ground Officials will be required to wear a vest, as made available by the NFA with the NFA logo and markings.
- m. Penalties may be imposed by the NFA Board for breaches of this regulation.