



ADVICE TO UMPIRES FOR THE COMPLETION OF THE RED CARD/MMO REPORT FORM

(From September 2014)

It is very probable that the red card or Match-day Misconduct Offence (MMO) you report this season will be the very first of your umpiring career. The following advice is offered to you so that when the time comes to complete a Red Card/MMO Report Form (RC/MMORF), be it your first or not, you will be familiar with it and what is required to complete it satisfactorily.

1. *Before the Season begins*

The **RED CARD and MATCH-DAY MISCONDUCT OFFENCE REGULATIONS 2008** are downloadable from the England Hockey website www.EnglandHockey.co.uk or obtainable from your Club Discipline Officer (CDO) or County Discipline Administrator (CDA). You should look at *Regulations 4, 5 & 6*, especially.

In the following advice "**Reg.**" refers to these Regulations. "**Rule**" refers to the current Rules of Hockey.

How to obtain an RC/MMORF

a) If you have a computer, view the RC/MMORF on, or download a copy of it from, the EH website. Familiarise yourself with this form.

b) If you don't have a computer, or can't use one, please ask a friend, or your CDO to download and print a hard copy for you. Familiarise yourself with this form. Arrange also for that computer friend, or your CDO, to be available in future, should you ever need to submit a report form or to transcribe your hand-written report form into an e-mail attachment.

The form will require submitting within 72 hours of the offence.

2. *At the time of the incident (or as soon as possible thereafter for the personal information)*

c) Obtain from the offender, or their team captain, the offender's name(s) **IN FULL**. Nicknames or diminutives of forenames are *not* acceptable. Both the offender and/or the team captain are obliged by **Reg.5.1.1** to provide this information. If the offender appears to be, or is likely to be, under 18 years of age, ascertain, if possible, and record the exact age for the purposes of completing Box 3 (**Reg.5.10. refers**).

d) If the offender uses obscene/insulting/abusive language either directly to you, or within earshot, record in writing, (verbatim), **the exact words** used. Likewise, make a written note of any such gestures made. Ensure the offending player leaves the pitch area. Do not restart the match until you have done this.

e) In the case of MMO's, ALL umpires MUST be fully conversant with all the provisions of **Reg. 4.4**, particularly the requirement in **4.4.1** to inform the offender "as soon as reasonably practicable after the umpire has decided to report an MMO". "A representative of the affiliated body" who should "also" be informed "in so far as is reasonably possible" is most likely to be the offender's team captain.

Whereas you should be able to remember, and be ready to implement automatically, the requirements of 2 c), d) & e) above, the following in paragraph 3 below need not necessarily be committed to memory, (although it might be useful if you can remember what is asked for), but it is offered and strongly recommended that it be used as an 'aide-memoir' when it comes to writing the report itself.

3. *At the time of filling in the RC/MMORF*

Record in your own words the events. The following extremely useful, information should be included if known, without it developing into a lengthy essay, in the Box 9 where you describe the full details of the offence.

N.B. Reg.5.10 - indicate in Box 9 if the victim for a Cat. b) or in the case of a cat. c) if the umpire/official was under 18.

f) The stage of the game, e.g. "the xth minute of the match" and the score at the time.

- g) Whereabouts on the pitch it occurred, and how far away from reporting umpire.
- h) What was the 'temperature' or nature of the match at the time, e.g. niggly/physical/chatty or dissent?
- i) Did anything lead up to this incident, or was it 'out of the blue'?
- j) Had the offender been green or yellow-carded before the incident - if so, what for?
- k) if the offence is one of "violence used" - was the victim injured? What was the injury? Did the victim require medical treatment? On or off the pitch? How much time elapsed from the incident until the restart?
- l) Did the offender leave the pitch and surrounding area (**Rule 14.5**) immediately and without dissent, or did misbehaviour continue? Write exact words used, or describe any gestures made.
- m) Did the offender make an effort to apologise later?
- n) Were you able easily to ascertain the full name of the offender from either the player or his team captain? If not, describe the nature of the difficulty or prevarication by either.
- o) Was the carded or reported player the team captain? (**Rule 3.4**)
- p) If your computer server censors any rude words please give the first and last letter of the offending word, and use as many asterisks as letters omitted instead, e.g. f*****g or w****r, otherwise such indecent or abusive words used should always be reported in full having been recorded at the time of the incident.
- q) Box 11 - ensure that your umpiring status is properly entered. If you are "unregistered", i.e. have no England Hockey umpire registration number then **Regs. 4.1 & 4.4.2** apply. It is essential the red card or disrepute is still reported if you are unregistered.
- r) Box 13 A scanned form containing a signature in box 13 sent by E mail is acceptable. A photo of a form transmitted across is acceptable. If using a typed electronic report without an actual signature when sent by personal e mail where the name of the sender in the address is unambiguous it is usually acceptable. Inform the receiving CDA of the pending report and ask their guidance on their preference.

We hope that the above advice and guidance helps you if faced with this often difficult and unpleasant feature of the game. We cannot cover all eventualities. However, do not be put off by the paperwork - it is really not difficult - AND,

PLEASE, **NEVER** AVOID AWARDING A RED CARD, OR NOT REPORTING AN MMO, SIMPLY TO AVOID THE PAPERWORK!

That helps no one and indeed could be considered **in some cases** a contravention of the Code of Ethics (disrepute) in itself.