|  |  |
| --- | --- |
|  |  |

MEREWETHER UNITED FOOTBALL CLUB

duty officer responsibilities

**VISIBLE INDENTIFICATION**

* Duty Officers Vest is to be worn

**TIME AND SCOPE**

* Present during the whole of each fixture to which they are appointed
* Cover all games being played on the field to which they are appointed

**KEEP ORDER AT GAMES**

* Ensure spectators are behind the lines around the inside of ground, or at least 3m from field;
* **(Except for U/6’s and U/11’s)** coaches, referees on/near the bench – not walking up and down coaching/warming up (especially if Referee requests assistance),
* no abuse of Referee, players etc. players sent off to leave field and benches area, escort Referee and his assistants if required (especially in fiery game).
* Ensure games run on schedule (advise Referee prior to game.)

**ANSWER ANY QUESTIONS**

From referees, Coaches, Managers, Parents, Players, Spectators etc. direct to correct field. If unsure direct enquiry to Committee Member

**TEAMSHEETS**

* are left at table prior to game,
* teams have filled them in correctly,
* Referee returns to table after game.

**REFEREES**

* Ensure that a referree has been appointed
* in the event no official Referee is present refer to Committee Member

**ENSURE AMBULANCE OR POLICE** are called if required and direct to location for

* serious injury
* assault to players or officials

**KEEP PEOPLE OUT OF GOALMOUTHS**

* between games and at half time,
* away from behind goals during games.

**BE TACTFUL AND POLITE**

* where there is conflict that is difficult to resolve contact the MPIO or Committee Member to deal with the situation.