



District IX
Walt Zinko Playing League
Policies, Procedures & Rules

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WALT ZINKO PLAYING LEAGUE
POLICIES, PROCEDURES, AND RULES

THE WALT ZINKO PLAYING LEAGUE WILL PLAY UNDER
THE CYSA AND DISTRICT IX ADMINISTRATION PROCEDURES.

The League will play under the rules set forth in the FIFA, "Laws of the Game", and those modifications as set forth in the Constitution of the California Youth Soccer Association and Policies adopted by the District IX Administration Board. Any further modification shall be contained herein.

ARTICLE 1 - PURPOSE

The purpose of the District IX Playing League is to facilitate inter-league play between member leagues within District IX and with leagues from such other districts as approved by the District Commissioners and CYSA where the individual leagues cannot field enough teams to form their own leagues or where it is desirable that a multi-district league be formed to provide sufficient competition for teams and players.

ARTICLE 2 - Authority

The District IX Playing League exists at the pleasure of the District IX Administrative Board and District IX's member leagues. It is intended that the Playing League be self-supporting, however, final budget approval, control of funds, approval of operating rules, procedures and policies, player eligibility and insurance requirements rest with District IX. All cash assets of the District IX Playing League will be held by District IX.

ARTICLE 3 - ADMINISTRATIVE STRUCTURE

1. Pursuant to the District IX Administration Procedures, the District IX Playing League is managed by a committee of the District IX Administrative Board. It is the intent of the district to involve as many people as practical in supporting youth soccer. The District IX Board reserves the right to assume operation of the District IX Playing League or replace the committee if it finds that the Playing League is being operated in violation of District IX policies or in a manner that harms youth soccer.
2. The District has delegated the operation of the Playing League to a Playing League Committee. The District IX Commissioner shall appoint the Chair of the Committee and shall approve the volunteers who agree to help operate the Playing League. Members of the playing league shall not be compensated for their time spent on Playing League activities, however, they may be reimbursed for reasonable expenses incurred on behalf of the Playing League. Reimbursements may cover the following: long distance telephone charges, postage, and purchases of paper and envelopes. Any reimbursements other than those noted above shall be first approved by the District IX Commissioner and Treasurer.
 - A. The Playing League Committee Chair may appoint a representative for each league in the Playing League. In addition, the Chair may appoint a Field Coordinator, a Jamboree Coordinator, a Scheduler, and a Referee Coordinator.
 - B. The Referee Coordinator may designate one or more assistants to help make referee assignments for the following geographic areas:
 - Siskiyou County
 - Lassen and Plumas Counties
 - Eastern Shasta County and Modoc County(Intermountain Area)
 - Tehama County
 - Trinity County
 - Western Shasta County (Valley area)
 - Non-District IX Leagues Playing In the District IX Playing League

C. The District IX Treasurer shall be a member of the District IX Playing League Committee and shall receive all District IX Playing League revenues, and shall pay all Playing League referees, invoices and expenses out of the District IX Playing League account. At each Fall and Spring meeting, the Treasurer shall report on the status of Playing League funds.

D. District IX Playing League Committee Members

POSITION	VOTING MEMBER
Committee Chair	Y
PAD Chairman	Y
Referee Coordinator	Y
Field Coordinator	Y
District IX Treasurer	Y
Jamboree Coordinator	Y
Scheduler	Y
Appointed Playing League Representative	Y
Each League President or designee	Y

Notes:

1. A person shall not be eligible to cast more than one vote.
 2. Where one or more of the above positions are combined, the person shall only be eligible to cast one vote.
 3. If unable to attend a District IX Playing League assemble; a League President may in writing designate an official from their league to vote on their behalf.
3. Prior to Fall and Spring play, the District IX Playing League may hold a meeting and shall invite all District IX member leagues in good standing to attend . At these meetings, member leagues or Playing League Committee members may recommend changes to these Playing League Rules, Procedures and Policies.

All proposed amendments must be placed on the agenda. Any proposed change shall be submitted in writing at least two weeks prior to the date of the season meeting they are intended to be considered. Along with the proposed language change, the submittal shall explain why the sponsoring member league or committee member feels the change is needed. Recommendations to amend these Rules, Guidelines and Policies shall be by majority votes of those present at the meeting. Amendments proposed from the floor shall be held in abeyance until the next regular season meeting.

Any change to these Rules, Procedures or Policies shall first be ratified by the District IX Administration Board. Rule changes shall not occur during mid season. Where a conflict exists between CYSA, District IX Administration Procedures or District IX Playing League rules, the more restrictive rule shall prevail. In cases where there is not a clear rule to govern a situation in the these Playing League guidelines, rules and policies, the rules and procedures of the California Youth Soccer Association, the United States Youth Soccer Association, the United States Soccer Federation and FIFA shall be used. Summary minutes shall be kept of all District IX Playing League member Committee meetings by the Committee Chair.

ARTICLE 4 - RESPONSIBILITIES

1. Playing League.

- A. The Playing League representatives appointed should at all times be responsive to the needs of their coaches. They shall make sure that all coaches understand District IX Playing League Rules, Procedures and Policies, including discipline, and protest & appeal procedures. They shall be responsible for keeping their Committee Chair, Referee Coordinator and Field Coordinator informed of schedule changes, protests, appeals and referee, and field problems.
- B. The Playing League Chair shall be the representative of the District IX Playing League to the District IX Administration Board.
- C. The Playing League Chair shall notify member leagues of the spring/fall meetings; provide deadlines for the entry of team information for seasons of play; ensure that all the necessary Committee members have been appointed and perform day-to-day operation of the playing league.
- D. In cases where a game has been suspended or terminated by the referee, the Playing League Chair will review the importance of the game and determine if the game should be replayed. If the decision is not to replay the game, the terminated game will be considered a NO GAME situation, and it will have no bearing on team standings.
- E. The Playing League reserves the right to make any temporary rules they deem necessary to carry out the purposes of the League provided, such temporary rules are made permanent prior to the beginning of the next season of play.
- F. Team Placement, Divisions, and scheduling. The District IX Playing League shall assume authority for the placement of all teams into divisions for seasonal play.
 - 1. The League may consist of the following Class 3 designated age groupings: U12B, U12G, U14B, U14 G, U16B, U16G, U19B, and U19G. All Class 3 play within the District will be through the District IX Playing League. Additionally, the League may schedule for Inter-League play at the Class 4 U12B, U12G, U14B, U14G, U16B and U16G age designations. Class 4 play may also be handled on a "Host" league basis at the pleasure of the District IX Board of Directors. Any decisions to "Host" an age group must be made 120 days prior to the start of the season. If there are not enough teams to make up a division, the entered teams may compete up an age group for league play. In addition to the above age groups, the District IX Playing League may assign age pure team divisions if there are sufficient teams to form a division that does not make an established division unfeasible to play.
 - 2. Divisions consisting of more than eleven (11) teams may be divided into two divisions. Divisions consisting of more than eighteen (18) teams may be divided into three divisions.

All games scheduled by the Playing League are official games, and the procedures herein apply. Games scheduled by member leagues or by a "Host" league must follow the rules and procedures set for those leagues.

2. Leagues.

- A. Prior to the spring or fall meeting (or when required by the Playing League Chair), each member league shall submit the number of teams to play in each division, the fields on which they will play and the referee coordinator for their league.
- B. Each member league shall be responsible for providing insurance for home games in their area through CYSA. Games shall not be played on fields not covered by CYSA insurance or

with teams not covered with CYSA insurance. If it becomes necessary to obtain additional insurance, the member league or team shall name CYSA, the District IX Administration Board and the District IX Playing League and their officers and members as additional insured. Such additional insurance shall be equal to or greater than that provided through CYSA.

- C. Leagues must ensure that all coaches understand the Playing League rules; that they and their teams meet the obligations of the scheduled games and good sportsmanship.
- D. Assign and pay referees for all U12/14 home games. Keep a record of forfeits; provide a composite list of forfeits to the Playing League Chair at the end of the season of play, but no later than 7 days after the official last day of the season.

3. Coaches.

It is understood that coaching our youth is an honor and a privilege. Coaches must have their teams ready to play at the scheduled time and place and present the required credentials to the referee. Knowledge of Playing League rules and procedures is mandatory.

ARTICLE 5-SPECIFIC PROCEDURES

1. Eligibility and Team Entry.

- A. Generally, the Playing League will accept teams in the U12 to U19 age groups, as it is assumed that U10 and below will play intraleague. All teams entered into the Playing League must conform to the team formation requirements of CYSA.
- B. Older Players: No team may roster an older player in any age group. There are no exceptions.
- C. Number of teams: Leagues may enter more than one team per age group or division.
- D. The District IX Playing League may approve non-district teams of the same class for play. Non-District teams playing in the District IX Playing League shall abide by all the District IX Playing League Rules, Guidelines and Policies, except their player and coaches passes shall be issued by their District of origination, in accordance with CYSA and USYSA rules.
- E. The required team entry information, which is typically, team name, age group, coach, coaches phone and e-mail, and home field, must be submitted to the Playing League no later than 25 days prior to any season. No alterations shall be allowed except those governed by the California Youth Soccer Association and District IX. Teams applying after the deadline may only be allowed in on a space available basis. There will be a \$25 fine for each team or field not updated or entered into the on-line system 25 days prior to any season.
- F. All players and coaches on each team must have appropriate District IX issued passes. The District Registrar will issue no more than five (5) coaches passes per registered team except under special circumstances approved by the District Commissioner. Coaches passes are intended for head coach, assistant coaches and/or manager. They are specific to one (1) registered team and may not be co-designated to any other team. A coach with pass must be on the sideline for Playing League and other CYSA sanctioned games.
- G. Entry fees set by the League are due when teams are submitted. The District IX Treasurer will bill the member Leagues for any applicable award fees, equipment fees, retainer fees and referee fees if not covered by the entry application. It is intended that league entry fees cover the cost of each season of play and shall be based on the number of teams playing plus any CYSA, District IX or actual costs. A retainer fee shall be paid by each member league to encourage teams to play all their games and to act as a credit account against which penalties and fines may be applied. If a team disbands at any time during the season, their

retainer fee will not be refunded and any games the team played in will be stricken from the standings. The retainer fee will be based on a rate of \$100 per team entered in District IX play not to exceed a total of \$400 per league. This retainer fee will be refunded to teams completing their schedule and complying with these rules, guidelines and policies. Games forfeited will be billed at the actual cost of the game, including field preparation, referee fees or other authorized cost. The fee will be charged against each member leagues account and deducted from any balance remaining in the retainer fee.

2. Canceling/rescheduling.

- A. Scheduled games need to be canceled by 9:00pm two nights prior to the game , i.e., Thursday night for a Saturday game. Coaches must call the opposing coach, their league president and the league representative to the Playing League. Home coaches must call/notify the referee assigner for that game. All properly canceled games may be rescheduled by the playing league, provided the canceling league agrees to a \$10 rescheduling fee.
- B. Games that are properly canceled or not played for legitimate reasons (weather, natural disasters), may be rescheduled. When games are canceled because of inclement weather, the home league will notify the coaches and referee coordinator in their community of the cancellation. The coach, in turn, shall notify the opposing coach. The home team coach, with the concurrence of the visiting coach, will arrange for a rain out to be rescheduled. This should be done on the next available Saturday or Sunday after the postponement and handled through the home team and Playing League representative . Notification should then be given to the Referee Assigner. If the coaches cannot agree on a time and date to reschedule a game, the Playing League Chair and each of the involved leagues appointed representative will decide which team shall be awarded a forfeit win and which team shall be awarded a forfeit loss. The rescheduling of any game not done through the Playing league may be considered a forfeit. A forfeit is considered a 1-0 win.
- C. When a game is stopped or suspended by the referee before the game time has expired, the game must be replayed. The home field coach will contact the visiting coach and offer a minimum of two dates, taking into consideration the other teams schedule and travel distances. The visiting team has the right to counter with one date. Failure of the home team to contact the visiting team shall count as a forfeit for the home team. Failure of the visiting team to respond to the dates or counter with a date at the site of the home team shall be a forfeit by the visitor. In the event both teams have made the appropriate contacts and a game is not played, it shall be considered a no-game and shall not count in the standings.

3. Forfeits.

Coaching in the District League should be an honor and with it comes some responsibility. Coaches have the final responsibility for making sure that their teams are ready to compete on game day, both on and off the field. Coaches that arbitrarily forfeit games (just don't want to travel, lack of player passes, etc.) may face the following penalties. For a first offense, written notification of the forfeit will be sent to the league president and the coach. For a second offense, within the same seasonal year, the coach will be suspended for one game and written notification of the forfeit and the suspension will be sent to the league president and the coach. In the case of a third offense, within the same seasonal year, the coach will be suspended for one (1) calendar year and written notification of the forfeit and the suspension will be sent to the league president and the coach.

- A. If the proper canceling procedures above are not followed, and a team does not show up at a scheduled game with at least seven (7) players with current player and coach passes within 15 minutes of game time, that team will forfeit the match. If a team chooses to forfeit the game after arriving at the field, for any reason before or during the game, that team will receive a forfeit. If the home team field is not available for play when the visitor arrives at the scheduled time, the

home team will receive a forfeit. In other words, the team the causes the scheduled game not to be played, will receive a forfeit. Teams that cancel after the deadline above, will forfeit the match. Teams that elect to scrimmage after the forfeit has been declared, will follow the guidelines of the home league. The Playing League does not maintain jurisdiction over scrimmages.

- B. All teams who forfeit games will be fined and the forfeit will count in league standings. U12/14 teams will pay a \$50 fine; U16/19 teams will pay a \$70 fine. Once the fine is paid, the game may be rescheduled as a makeup game and that game will not count in the team standings. The Playing League will deduct the forfeit fee from the retainer fee until those funds are exhausted. Forfeit fees will be reimbursed as follows: \$20 will remain with the Playing League, the remainder will be returned through the league to the offended team.

4. Score Reporting and Standings.

Team standings will be used to determine the League (age-group) Champions. If required by the District Cup rules, standings in the Playing League will be used for seeding.

- A. Coaches or an assigned representative of the team shall report all scores to the Playing League via the on-line procedure win or lose, tie, home or away. Scores must be reported within 72 hours of the end of the game, or that game will be a forfeit for each team for standing purposes.
- B. The standings will be determined via a percentage system. Points will be awarded on the 3-1-0 (win-tie-loss) point system. A team's winning percentage, for use in the rankings, will be determined with the following formula: Total points / Total possible points for games played/forfeited.
- C. Where a tie exists in standings, it will be broken as follows:
 - Head to head record
 - Most wins
 - Least goals allowed
 - Goals for up to four (4) per game
 - Fewest send-offs - then fewest cautions (League play only)

5. Awards.

- A. For all District IX Playing League divisions awards will be given to each player and a maximum of two coaches of each first and second place teams in each division.
- B. Perpetual Sportsmanship trophies may be awarded to one team in each division that the referees rate as having the best sportsmanship during the course of the fall season. These perpetual sportsmanship trophies for the Playing League shall be known as the "Steve Robason Sportsmanship Trophy".

6. Game Reports.

- A. Coaches must fill out the Game Report Card per CYSA rules and provide it to the referee. The Game Report is filed by the referee, thus a coach will not make comments on the report. If a coach wants to make a separate report on a game, he can file a Referee Evaluation (Appendix 4) or an Addendum to the Game Report (Appendix 5). These additional reports should be sent to the address on the Playing League web site.
- B. Game scores will be reported using the Playing League on-line system, or division secretaries, if appropriate.

7. Protests, Appeals, and Discipline (PAD).
 - A. Committee. There is hereby established a Protest, Appeals and Disciplinary Committee(PAD) of the District IX Playing League which shall act for the Playing League in all disciplinary matters and shall have discretionary powers in interpreting the degree of punishment applied to member teams, players and team personnel. The PAD Committee shall be duly appointed by the Playing Chair, or designated representative, and shall consist of the following types of members:
 1. The Playing League PAD Chair shall act as the Secretary for the PAD Committee and shall only vote in the event of a tie.
 2. League Presidents from the member leagues not a party to the protest or discipline.
 3. League Vice-Presidents from the member leagues not a party to the protest or discipline.
 4. District Board Members not a party to the protest or discipline.
 - B. Policy.
 1. The PAD Committee will use the CYSA Guidelines as their guideline in deciding disciplinary action. However, in extreme situations or in cases of repetition by the same individual, the PAD Committee may increase the penalties imposed.
 2. The PAD Committee shall review any and all send-offs received in tournament or jamboree play whether in or out of District IX. These send-offs may or may not warrant further discipline. The Playing League has no power in how timely these reports are received. Therefore, when received, these reports will be reviewed and the appropriate action taken. If a player receives a suspension in a tournament and does not completely serve it, that player shall be required to carry out the suspension in the next sanctioned games.
 3. The PAD Committee's disciplinary action will be based solely on the information on the game card and the referee's send-off report. If this committee feels it necessary to clarify any report it shall have the option of obtaining supporting statements from linesmen or other qualified witnesses or a verbal statement from the referee or any other factors which may be pertinent. In the event such testimony is taken, notice shall be given to the sent off player or coach, their league president, and the referee involved.
 4. In cases of send-offs for events without extenuating circumstances, the PAD Chair has the authority to impose minimum (as defined in section 4:08 of the CYSA Constitution) suspensions without the necessity of holding a hearing. If penalties above the minimum are to be imposed, then a hearing must be held.
 5. Any player receiving a send-off shall receive an automatic one game suspension which is not appealable. Any coach or assistant coach sent off shall receive an automatic three (3) game suspension which is not appealable. The automatic games suspension will be served at the next CYSA sanctioned game, which includes tournaments or jamborees.
 6. Should a substitute player, member of the coaching staff, or a spectator enter the playing field during play or during stoppage for an infraction on the field, the Head Coach will be held accountable. If said incident becomes a major sideline involvement or disruption resulting in game abandonment, the entire team or teams, including all registered players and all members of the coaching staffs will be subject to discipline by the District IX PAD Committee. Discipline may include suspension of all registered players and all members of the coaching

staff for the remainder of the CYSA-N season. A more severe penalty may be assessed against specific individuals if their actions warrant a more severe penalty. The suspension for players will include the denial of transfer to another registered team within CYSA-N, including participation in the Olympic Development Program. The suspension of coaches does not permit them coaching in any aspect including training and practice for their team or any other team involved in CYSA-N activities, including participation in ODP or other CYSA State related activities.

7. A player sent off for fighting before, during, or after a game or any substitute player entering the field during a fight shall receive a double penalty for this infraction.
8. The PAD Committee shall also have the authority to place any individual on probation in addition to the imposed suspension.

C. Methods.

1. The PAD Committee has the initial option of making its decisions via a telephonic hearing. The PAD Chairman will contact the committee members as described above to obtain their concurrence on the appropriate disciplinary action.
2. At the discretion of the PAD Chair, a hearing may be conducted. These hearings will conform to the guidelines in the current CYSA Protests, Appeals, and Disciplinary Manual.
3. When the decisions of the committee result in more than a one game suspension, the PAD Chairman will send the coach a SUSPENSION VERIFICATION REPORT ("Blue Card").

D. Request for Hearing.

Any party subject to a PAD Committee decision that is made by telephone, may request a full PAD Committee hearing within two days of notice of the decision. The time lines for scheduling the meeting will be the same as for the initial PAD Committee decision that was reached by telephone.

E. Appeals.

1. Only suspensions above the minimum, may be appealed.
2. A PAD decision that is appealed must follow these guidelines:
 - A. Appeals must be filed within 48 hours of notification of the PAD Committee decision, otherwise they shall be considered a late protest and will be null and void.
 - B. Any appeal shall be sent to the District IX Protest and Appeals Chairperson.
 - C. Any official appeal must be accompanied by a \$100 processing fee.
 - D. Any appeal shall be processed according to policies established by the District IX Administration Board.

8. League and Team Guidelines.

- A. All teams participating in the District IX Playing League plus their players and personnel must be approved by District IX, their Home league and the District IX Playing League Committee.
- B. Alcoholic beverages are not allowed during District IX Playing League team practices or games whether playing, coaching or being a spectator.
- C. It should be the objective of each team's coach(s) to give the players an equal share of the training and game participation

- D. The conduct of the coaches and of the players shall reflect the moral standards of the League. Profanity, excessive absence, unsportsmanlike conduct, and tampering with or the abandonment of teams may be sufficient cause for expulsion from the Playing League or other disciplinary action. Incorporated herein are Policy Nos. 1 and 2 of the District IX Administration Procedures pertaining to Coaching from the sideline and Misconduct, Referee Abuse, and Assault.
- E. No player may play without presenting to the referees a valid District IX USYSA Player Pass. Valid, approved player passes (with picture, stamped, signed and laminated) must be carried by the coach at all times and will be mandatory for all Playing League games, Jamboree, or tournament play. Any player that participates without his/her player pass may face an immediate, non-appealable 2 game suspension. Further, that players' coach may also face an immediate, non-appealable 3 game suspension.
- F. No person may coach without presenting to the referees a valid District IX USYSA coach pass. Valid, approved coach passes (with picture, stamped, signed and laminated) must be carried by the coach at all Playing League games, as well as for Jamboree or tournament play.
- G. Each coach shall have at each regular team practice or game the medical release forms for each player on the team and team goldenrod. Failure to have the medical release forms present at a practice or game may result in up to a three game suspension for the first offense.
- H. Coaching in the District League should be an honor and with it comes some responsibility. Coaches have the final responsibility for making sure that their teams are ready to compete on game day, both on and off the field. Coaches that arbitrarily forfeit games (just don't want to travel, lack of player passes, etc.) may face the following penalties. For a first offense, written notification of the forfeit will be sent to the league president and the coach. For a second offense, within the same seasonal year, the coach will be suspended for one game and written notification of the forfeit and the suspension will be sent to the league president and the coach. In the case of a third offense, within the same seasonal year, the coach will be suspended for one (1) calendar year and written notification of the forfeit and the suspension will be sent to the league president and the coach.
- I. The organization responsible for the scheduling and/or condition of the field will determine whether a field is usable and playable for a given day of play. Once the center referee has assumed control of the game, the center referee shall be the sole judge as to whether the play can continue with regards to field condition or weather.
- J. If a player is injured during practice or a game and requires emergency medical attention on site, the player shall have a written release from his/her doctor before returning to practice. It is the player's home leagues' responsibility to see that this is done.
- K. All head coaches shall be a minimum of 18 years or older; if not then they must have a team manager of 18 years or older, who will be present at all games. In instances where the coach is also a player on that team he/she will be issued a single joint "Player/Coach" pass. Such passes will indicate that the player is also the coach. If a player/coach is 'sent-off' during a match and he/she is the sole coach, the game will be terminated. Discipline for the player/coach will be imposed at the level of a coach, regardless of the type of offense and location (sideline or on the pitch).

ARTICLE 6. CONDUCT OF GAME PROCEDURES.

1. Games are to be conducted under USSF Laws of the Game as modified by CYSA for youth play.
2. Prior to each game, both teams shall be jointly responsible for submitting to the referee, on the game card, one readable copy listing all of the players, their full name, jersey number, and the coaches signature. At the conclusion of each game, the referee shall be responsible for insuring completion and submittal of the game card to the Playing League representative by 6pm of the following Friday.
3. All games shall be started on time. A 15 minute waiting period will be allowed after scheduled game time for a delayed team. If a team cannot field seven(7) players within that time, the game shall be forfeited.
4. Once the center referee enters the field of play to begin preparation for the game and until they leave the field the center referee is in full charge of the game.
5. Equipment and Appearance.
 - A. All coaches should strongly enforce the dress code as currently approved by FIFA, CYSA, and Playing League rules. If a coach allows turtleneck tops or leggings, these items must be of solid colors and the same colors as the uniform with no printing on the legs or sleeves; this includes spandex shorts.
 - B. Any legal soccer shoe provided for in the "Law of the Game" shall be permissible in all age groups.
 - C. Shin Guards shall be worn as designed, in the full upright position, at all times during game play.
 - D. Knee length socks shall be worn which totally covers the shin guard.
 - E. Uniforms
 1. All players shall be in full uniform in order to play. Minimum uniform is a standard shirt, with numeral, as worn by all other team members with the exception of the goalkeeper.
 2. There shall not be a duplication of jersey numbers.
 3. Each goalkeeper's jersey shall be clearly distinguishable from all other players upon the field.
 4. The shirts of all players must be tucked in during a game.

ARTICLE 7. REFEREES.

1. Referee Requirements
 - A. The District IX Playing League may assign and pay referees for all U-19; U-16; U-14, and U-12, Class III games, or contract with an outside entity.
 - B. Each League may submit a list of qualified referees to the District IX Playing League Referee Coordinator for approval. This approved list can then be used to assign referees. This list shall be submitted with the team rosters. Referees assigned to Playing League games must be current certified USSF referees and must meet the following qualifications:
 1. Each certified referee must be rated by District IX Referee Coordinator according to the referee rating system. The District IX Playing League Referee Coordinator may appoint a committee of up to four certified referees to rate referees.

2. The District IX Playing League Referee Rating System is based on referee qualifications according to age groups and referee system used.
3. The following is the District IX referee rating system:

Position	Type	Age Group
Referee	USSF	10-12-14-16-19
Assistant	USSF	10-12-14-16-19

For example, a referee is rated 12/16. This means he or she has been rated to Referee up to USSF U12 and to Assistant up to USSF U16. The Referee Coordinator may designate which level of boys or girls play a referee is qualified to officiate.

- C. At any time Leagues may submit for District IX Playing League Referee Coordinator approval referees to be added to or upgraded on the current list. Any League assigning a referee for U-19, U-16 and U-14 and U-12 class III games who has been rejected by the District IX Playing League Referee Coordinator will have that game subject to forfeiture upon review by the Playing League Committee.
- D. All District IX Playing League games should be officiated by three (3) certified referees, with a minimum of one (1) certified referee and two club assistant referees being the minimum acceptable. In the event that none are available and if both coaches agree to alternate officiating and the game is started, the score and outcome will stand as a League game, however, referee fees shall not be paid by the Playing League except to Playing League assigned referees.

2. Assigners.

As stated in Article 3. 2. B., the Referee Coordinator may appoint assistants to assign referees in the specified geographic areas. Assigners have the following responsibilities:

- A. Assign referees for U16/19 games in their area in accordance with Playing League policies with preference given to those referees who have taken refresher training and the fitness run.
- B. Collect game cards for all assigned games.
- C. Provide an accurate list of the referees', name, address, and amount due to the District Treasurer at the following times: April 30 and end of season (for spring play) and September 30 and end of season (for fall play). Within 15 days of the end of season.
- D. Keep a record of the forfeits and notify the Playing League Chair when they occur and provide a composite list at the end of the season. NOTE. The on-line software may be used to satisfy the above requirements

3. Payment for Referees

- A. Referee payments shall be made by the District IX Treasurer or the contracted entity based on receipt of a game card signed by all referees that worked the game. Game cards not received, that are received illegible, incomplete or after five days after the end of the season jeopardize compensation to the referees who worked the game.
- B. Referee fees shall be determined by the District IX Administration Board prior to the beginning of season play. Non-certified referees shall not be paid. The District Commissioner or the Playing League Chair may approve a change in referee fees for an emergency in order to have a scheduled game played.

- C. When assigned referees are given less than 24 hours notice of a canceled game, they shall be compensated as if the game had been played if the center referee submits a blank game card listing the intended game information and noting when notice of cancellation of the game was received.

APPENDIX 1
INFORMATION FOR COACHES AND REFEREES

I. REFEREES

- A. The District IX Playing League will use player passes and coaches passes for credential check for all League games. After you inspect the teams, a referee will keep the coach and player passes and return them after the game unless a player or coach has been ejected.

- B. If the game you are assigned to is forfeited on the field, the official Playing League game is complete. If you choose to stay and provide refereeing for a scrimmage that is agreed upon by the coaches, the home league has jurisdiction over the scrimmage. Should an incident occur, fill out Appendix 5-Addendum to Game Report, and send a copy to the Playing League for information and to the home league for any action they deem appropriate.

- B. If a player is sent-off or cautioned, the referee must indicate the player's full name, CYSA number and jersey number as well as the reason for the send-off or caution, on the game card. It is the responsibility of the referee to write specific information on the game card regarding send-offs and cautions so the PAD Committee can fairly evaluate the player and impose the proper penalty.

- D. If you have sent-off a player or coach from a game, it is your responsibility to write a "referee 24 hour send-off report" and mail it, the game card and player / coach passes to the P.A.D. Chairman and a copy to the Playing League Committee Chair. The Referee's 24 hour send-off report must be postmarked no later than the first business day following the game in question, otherwise further disciplinary action may not be taken other than the automatic one game suspension. Please describe the incident which caused the caution or send-off in terms used in the Laws of the Game. If you have comments regarding a game or the coaching of the game, good or bad, they should submit them to the Playing League Chair on a separate letter or the form included with this document.
PAD Chairman, Rob Moseman, P.O. Box 491539, Redding, CA 96049

II. COACHES

- A. Coaches are requested to carry these Rules, Guidelines and Policies with them to games and make them available if there are any questions about what credentials are needed or Playing League policies. Refer to Article 5, Section 1F, 8E and 8F-ALL PLAYERS AND COACHES MUST HAVE VALID DISTRICT IX ISSUED PASSES AVAILABLE AT EACH GAME.

- B. Coaches may not write comments on the game card after they submit the game card to the center referee, and are reminded that even though the game has ended an improper approach to the referee could still lead to a personal caution or send off. If a coach has comments about the game or refereeing, they should submit them in writing on a separate letter to the Playing League Committee Chair. Any comments received are to be forwarded to the Playing League Referee Coordinator.
 - 1. Coaches are encouraged to submit refereeing comments (positive or otherwise) on the referees evaluation form at Appendix 4. These responses will also be forwarded to the District Referee Committee through the Playing League Referee Coordinator and or the contracted entity.
 - 2. Letters of comment about game matters or pending disciplinary actions may be sent to the Playing League Committee Chair.

- C. When a player is sent-off from a game, he/she shall automatically sit out the next League or tournament game under the District IX Rules. Ask the referee at this next game to indicate on the game card that the player is sitting out the game. The automatic one game suspension is not appealable.

- C. If available, have the referee also complete and sign the League-supplied SUSPENSION VERIFICATION REPORT postcard ("Blue Card") for recording game suspensions assessed to a specific player or coach. It is recommended that the postcard also be used to record sit outs at tournament games as the game

cards are often not readily available. Once the disciplinary assessment is completed, mail the postcard to the PAD Committee Chair or Playing League Committee Chair.

- E. It is the recommendation of the Playing League Committee that coaches have the suspended player present at his/her suspended game(s).
- F. A suspended coach shall not coach, participate either directly or indirectly, or be in the near vicinity of the team's game during the suspension.

APPENDIX 2
DIRECTIONS ON HOW TO FILE AN APPEAL TO A PAD COMMITTEE DECISION

- A. An appeal will be heard only on the decision of the PAD Committee. The referee's report will be of the utmost importance in considering an appeal. An appellant should state the reasons they feel that the disciplinary action in the decision was too severe or incorrect in accordance with CYSA guidelines. Cite the section and paragraph(s) that support your appeal.
- B. The automatic one game suspension or three game suspension (for coaches) for receiving a send off cannot be appealed.
- C. An appeal must be in writing and postmarked within 48 hours of the notification of the PAD Committee decision. The appeal is made to the Playing League Committee Chair. Notify the Playing League Committee Chair by phone or e-mail as soon as the packet is mailed.
- D. The appeal will be considered within 18 days upon receipt of the appeal and the fee. The Playing League Committee Chair will attend the meeting. All parties to the appeal will be notified at least seven (7) days prior to the hearing. Appealing parties may attend or they may submit written input to the Playing League Committee Chair prior to the hearing. You and your player will be notified of the appeal decision of the Playing League Committee Chair within five (5) days of the hearing.
- E. A suspension will continue in effect until fully served unless modified by the appeal process. The coach is responsible for enforcing this suspension.
- F. The appeal must be accompanied by a one hundred dollar (\$100.00) processing fee in the form in a check made out to:

"District IX Playing League"
P.O. Box 992950
Redding, California 96099-2950

Mail the check and protest to the Playing League Committee Chair. The fee is refundable if the appeal is upheld.
- G. The decision of the Playing League Committee on the appeal may be appealed to the District IX Administration Board. (See the District Administrative Procedures governing this process.)

APPENDIX 3
DIRECTIONS ON HOW TO FILE A GAME PROTEST

A. A protest will be heard by the PAD Committee only on the misapplication of:

- The FIFA rules of the Game of Soccer as amended by CYSA
- The District IX Playing League Rules of Play

Any protest must state the law or the rule believed to be violated and the misapplication of that law or rule. Note, a judgment call of the referee may not be protested.

B. A protest must be in writing and received within 72 hours of the completion of the game in question. A protest shall be mailed directly to the Playing League Committee Chair if it is postmarked within three days following the game in dispute.

C. The Playing League Committee Chair will determine if the protest is valid and if so, will call a special meeting of the District IX Playing League PAD Committee to consider the appeal within seven days of receipt of the appeal, provided, the PAD Committee can act upon the protest by telephone vote if time is of the essence and the parties involved waive the open meeting requirement. The appellant will be notified of the decision of the PAD Committee by the Playing League Committee Chair or their Division Secretary.

D. The protest must be accompanied by a twenty-five dollar (\$25.00) nonrefundable processing fee in the form of a check made out to: "District IX Playing League"

Mail the check and protest to the Playing League Committee Chair
District IX Walt Zinko Playing League, P.O. Box 992950, Redding, CA 96099-2950

E. A decision on the protest by the PAD Committee may be appealed to the District IX Board within 48 hours after notification of the PAD Committees decision is received. Submit an appeal directly to the District IX Commissioner in accordance with Board policies.

REFEREE EVALUATION

District IX Walt Zinko Playing League, P.O. Box 992950, Redding, CA 96099-2950

This form is to used by a coach to evaluate the referee doing his/her game. Please note this form may and should by used to praise a good job as well as criticize a bad one. These forms can be mailed to the Playing League Referee Coordinator, or directly to the District IX Referee Coordinator. Specific examples are more valuable than opinions.

Age group _____ Date _____ Score _____

Your name _____ Telephone Number _____

Teams involved _____

Time and Date of Game Refereed _____

Which team won the game _____

1. Did the Referee control the game? EXP. _____

2. Did the Referee know the laws of the game? EXP. _____

3. Did the Referee give the impression of being unbiased? EXP. _____

4. Was the Referee consistent in his/her calls -Good or Bad- ? EXP. _____

5. Was his/her dress and appearance befitting a Referee?EXP. _____

Please feel free to add additional pages as necessary.

APPENDIX 5
Addendum to Game Report

District IX Walt Zinko Playing League, P.O. Box 992950, Redding, CA 96099-2950

This form is to be used by a referee or another coach to provide information on game conduct. Please note that this form may and should be used to praise a good job as well as criticize bad behavior. This form can be mailed directly to the Playing League Chair who will forward them to the District IX Commissioner and applicable league president. In filling out the form, please remember that specific examples are worth more than opinions.

Age group _____ Date _____ Score _____

Teams involved _____

Name of coach(s) _____

Which team won _____ Game Location _____

1. Describe the conduct of the coach or coaches. _____

2. How did the players conduct themselves? _____

3. Describe the conduct of the spectators. _____

4. What are your suggestions? _____

Please feel free to add additional pages as necessary to explain the points you wish to make.

Your name: _____