



**REPORTS**

All umpires have a responsibility to ensure that all participants in the game are provided a safe environment. This may include not starting a match or stopping a match until an issue is rectified.

These decisions would be made by the field umpires (and in consultation with official observers and/or club/league representatives).

Each umpire has an obligation to report any offences that are witnessed and deemed worthy of report.

All umpires should carry a notepad and pen/pencil with field umpires required to carry red, yellow and green cards. (Green cards = send off/sin bin for 15 minutes in Junior, Reserves and Women’s Football)

Reportable offences are listed in the Laws of Australian Rules Football (Rule book). Each umpire must familiarise themselves with the offences listed and ensure they take their rule book to every game.

Some offences attract a set penalty from the league but players may elect to attend a tribunal hearing to contest the charge. Depending on the offence, the umpire may elect for the report to be referred to the tribunal without the option of a set penalty.

**THE REPORT BOOK**

The report book is made of carbon paper. There are four pages to a report. (WHITE/PINK/BLUE/YELLOW) Please press hard with biro when filling out.

Check that each page is clearly able to be read. Write over it again if need be.

The WHITE (original) copy is kept by the umpire. (If tribunal is required, you will need to take the white copy to the tribunal).

All other copies (PINK, BLUE & YELLOW) are to be given to the match manager. They will then pass (PINK & BLUE) copies onto each of the team managers and the YELLOW copy will then go into the match envelope.

All clubs will have a report book as well as a “set penalty” sheet in umpires rooms.

**NWFL UMPIRES APPOINTMENT PANEL  
REPORT OF UMPIRE**

I hereby report the following Player or Players:—

Teams ..... V. ....

at ..... Date .....

SENIORS\*     RESERVES\*     THIRDS\*    \*Indicate game

Player's Name	Number	Club

I was officiating as ..... Umpire. During the ..... Quarter, when the incident occurred, the play was (describe vicinity)

(Describe incident in detail, particularly such charges as "Misconduct" etc.)

Contrary to Rule: The charge must be heard by the tribunal  Tick Appropriate  
The player can elect to take the set penalty  Box

Signature of Umpire .....

Name .....

[PLEASE PRINT]



### **Reporting procedures:**

- Ensure that you and your fellow umpires are safe at all times.
- Control the situation and remain calm.
- Take note of the reportable offence.....eg striking, charging, rough conduct etc
- Take note of the offending players number and team.
- Take note of the players number and team who was offended against.
- Take note of any specifics....eg striking with right or left hand and where contact was made, if bleeding or if attended to by a trainer.
- Take note of the quarter that the offence occurred.
- Take note of the location of the offence (eg where on the ground did it occur).
- Take note of where you were in relation to the offence (distance away from incident, where was the ball)
- The reported player and the player offended against must be advised that a report has been made. Take note of what each players says. This may be done at the time mainly by field umpires.

For boundary and goal umpires notifying players may be more easily done at the next interval. If the offence happens in the last quarter and unable to advise the player at the time then at the completion of play is ok. If not practical to advise the player, then advise the captain of the team.

- Complete the official report form in the changerooms either at half time or the end of the game ensuring that you refer to your rule book.  
This must be checked by another senior umpire or observer before submitting to the match manager at the end of game. Nobody other than the umpires and observer/coach are allowed in the changerooms whilst this is being done.
- It's important to make notes whilst the details are fresh in your mind in case you do attend a tribunal hearing. Never guess as to a detail.
- Do not discuss any details of reports made with any club personnel, players or people outside.

### **Tribunal Hearings**

You will be advised by Sunday night if you are required to attend a tribunal hearing. Tribunals are held at NWFL Headquarters at the Ulverstone Football Ground from 7pm on Monday nights (sometimes this may be varied).

The tribunal hearing:

- A panel of 3 independent people form the tribunal panel.
- You and your umpires advocate along with the reported player and their advocate will be invited into the tribunal room.
- The report/charge will be read by the tribunal chairperson
- The reported player will then be invited to submit a plea – guilty or not guilty
- You as the reporting umpire will then be invited to give your evidence which you can read from your notes. It's important to stick to facts only, do not guess and tell the truth.
- You may be asked questions from the tribunal panel to clarify things.
- The reported players advocate will then be invited to ask you questions also.
- Ensure you stick to your evidence/notes. If you don't know the answer to a question then say so or ask for the question to be reworded so you can understand.
- The reported player will be asked to give their evidence of what they say happened. The tribunal and your advocate may ask the player questions.
- Then the player offended against and their advocate will be invited into the room give their evidence. The tribunal, the reported players advocate and your advocate may then ask questions of the offended player.
- The player offended against will then leave the room and your advocate will sum up followed by the reported players advocate.
- Finally, all people will be asked to leave the room for the tribunal to make a decision. You and the reported player (and advocates) will then be invited back into the tribunal for the verdict (guilty/not guilty).
- If not guilty, that is the end of the hearing and you may leave.
- If guilty, the players advocate will provide a statement before the tribunal again asks everyone to leave in order to decide what suspension to impose.
- Once again you and the reported player (and advocates) will then be invited back into the tribunal for the suspension verdict. You will then be free to leave.



Report involving a player or official offended against  
EG: Striking

NWFL UMPIRES APPOINTMENT PANEL  
**REPORT OF UMPIRE**  
I hereby report the following Player or Players:-  
Teams ESSENDON v CARLTON  
at WEST PARK Date 1/5/19  
 SENIORS\*  RESERVES\*  THIRDS\* \*Indicate game  
Player's Name Number Club  
JOHN SMITH 5 CARLTON  
I was officiating as FIELD Umpire During  
the FIRST Quarter, when the incident occurred,  
the play was (describe vicinity)  
BACK POCKET, COOEE END.  
(Describe incident in detail, particularly such charges as "Misconduct"  
(s))  
JOHN SMITH (5) OF CARLTON IS REPORTED FOR STRIKING FRED FLINDSTONE (17) OF ESSENDON.  
Contrary to Rule 19.2.2 (a)(i)  
The charge must be heard by the tribunal  Yes Appropriate  
The player can elect to take the set penalty  No  
Signature of Umpire Phil McCulloch  
Name PHIL MCCULLOCH  
(PLEASE PRINT)

Report involving a player or official who offends against an umpire.  
EG: Abuse

NWFL UMPIRES APPOINTMENT PANEL  
**REPORT OF UMPIRE**  
I hereby report the following Player or Players:-  
Teams ESSENDON v CARLTON  
at WEST PARK Date 1/5/19  
 SENIORS\*  RESERVES\*  THIRDS\* \*Indicate game  
Player's Name Number Club  
JOHN SMITH 5 CARLTON  
I was officiating as FIELD Umpire During  
the FIRST Quarter, when the incident occurred,  
the play was (describe vicinity)  
CENTRE WING, SOUTHERN SIDE.  
(Describe incident in detail, particularly such charges as "Misconduct"  
(s))  
JOHN SMITH (5) CARLTON IS REPORTED FOR USING ABUSIVE LANGUAGE TOWARDS AN UMPIRE.  
Contrary to Rule 19.2.2 (k)  
The charge must be heard by the tribunal  Yes Appropriate  
The player can elect to take the set penalty  No  
Signature of Umpire Phil McCulloch  
Name PHIL MCCULLOCH  
(PLEASE PRINT)