



## **FL SOCCER SRC INC POLICIES FOR ASSESSORS**

(REVISED 08 January 2019)

**FL SOCCER SRC INC, referred to as “SRC”, supports the United States Soccer Federation’s National Referee Development Program in its vision to become the pre-eminent worldwide model for referee excellence. In that respect, SRC presents this revised Referee Assessment Policy (The Policy), to promote and ensure excellence at all levels of the game.**

**SRC is a service organization and this Policy has been created in the interest of all in soccer, to promote integrity and is dedicated to all referees and assessors whose purpose is to ensure the progress of the game in terms of quality through achieving excellence in guidance and development.**

## FL-SRC Inc. POLICY FOR ASSESSORS

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## **Assessor Recertification and Upgrade Requirements**

### **Referee Assessor (Grade 7):**

Attained Referee Grade 7, passes the Grade 7 Assessor Course, and passes the Grade 7 assessor test. Do 5 shadow assessments with Grade 5 or higher Assessor appointed by SDA. Annual recertification requires 5 full assessments in the previous year or attendance at one (1) of the sponsored FYSA or FSSA event invited by the SDA, pass the online referee test (85 % or Higher) and attend in-service training as determined by the State Referee Administrator (SRA). Can assess Referee Grades 7 & 8.

### **State Assessor (Grade 5):**

Attained Referee Grade 6 or higher. Pass the US Soccer State Assessor Course and complete all requirements mandated by US Soccer within one (1) calendar year of course. Shadow assessments must be done with National Coach. Annual recertification requires 5 full assessments in the previous year or attendance at one (1) of the sponsored FYSA, FSSA events invited by the SDA, pass the National referee test (85% or Higher) and attend in-service training as determined by the State Referee Administrator (SRA). Can assess Referee Grades 8 through 6.

### **National Referee Coach (grade 3):**

Appointed annually by US Soccer. Can assess all referee grades. (Formerly National Assessor)

### **All Assessors:**

Must pass a background check according to Florida statutes in order to be certified to participate in FYSA and FSSA events.

Training and additional requirements for all grades will be as directed by the State Director of Assessors (SDA).

Certification is from January 1 to December 31. Recertification starts in July of each year and ends in December. Web Site: <https://flsrc.omgtsys.com/Memberlogin.aspx>

## **AVAILABILITY**

Assessors are expected to reserve one weekend per month for assessments.

Assessors who are also active referees may not both assess and referee at the same tournament. This restriction also applies to same day – same field for league and non-tournament events.

## **ASSESSMENT SCHEDULING**

Unless directed to do so by the State Referee Administrator (SRA) or State Director of Assessors (SDA), officials will not directly contact an assessor in an attempt to schedule and assessment.

In cases of possible conflict of interest regarding the assignment of a particular assessor to a match, the referee may submit a written statement outlining the problem to the State Director of Assessors (SDA) for determination prior to the match. In no case does the referee have approval rights in the assessor assignment.

When an official request to be informally evaluated, the assessment will not count and any fees are to be negotiated between the referee and the assessor.

All referees must request their assessments as noted below:

- **REFEREE:** Requests appropriate level game from his/her certified assignor.
  1. See requirements posted at FLSRC.org for your Referee Grade
  2. Reference Assessment Limitations on page 6 of this policy
- **ASSIGNOR:** Assigns appropriate game level
- **REFEREE:** Follows Referee Request Assessment information located at FLSRC.Org
- **ARA:** Will receive an email from FLSRC Officials Management System (OMS) with details of the pre-paid assessment. ARA will notify assessors in their area of request and assign available assessor in FLSRC Officials Management System (OMS).
- **ASSESSOR:** Must obtain the following information from the crew before game starts
  1. • Game Date
  2. • Game Time (all times are local time)
  3. • Gender
  4. • Game Age / Level
  5. • Location (Venue/Field)
  6. • City
  7. • Home Team
  8. • Away Team
  9. • League/Competition
  10. **Very Important:** First and Last name of each official on the game.

Assessor will not be paid on the field.

See **Assessor Fess** and instructions on following pages for payment.

All game assessments will be entered at USsoccer.gameofficials.net.

Assessor must have game number assigned at USsoccer.gameofficials.net.

for payment invoicing and to complete the assessment screen in FLSRC Officials Management System (OMS).

**Exception:** **If game is already listed at USsoccer.gameofficials.net**  
**The ARA will notify the National Assignor (Michael Mekelberg) of the assessor assignment who will then assign the National Coach or Assessor at US Soccer GameOfficials.net website.**

**NOTE:** FLSRC understands and does expect game day problems.

Any assessment that does not happen due to no assessor, teams no show, game canceled. The referee does not lose their money. It can be applied to another assessment. Referee must notify ARA before game day or day of the game within 2 hours of match, by phone call, text and/or email of the problem.

**Any assessment that the requesting Referee or AR, does not notify the assessor and ARA of any changes and the assessor is not notified within 2 hours of match and shows for the match, that Referee or AR will forfeit their money.**

**It is the referee's responsibility to notify the assessor and ARA of any and all changes of the requested assessment AS SOON AS POSSIBLE.**

It is the Referees responsibility to know the rules of competition and understands the possibility of any game not reaching a full 90 minutes will not count for assessment and paid fee for assessment will not be reimbursed.

## **OUT of STATE REFEREE ASSESSMENTS**

Referees who are from out-of-state and wish to be assessed in Florida must have their State Referee Administrator (SRA) approval sent via email to the Florida State Referee Administrator (SRA) and State Director of Assessors (SDA) prior to scheduling the assessment.

The approval email must indicate the type of assessment required. The requesting referee must supply a current USSF ID number, full name, Date of Birth (DOB), and email to the State Director of Assessors (SDA) for entry into the appropriate website.

The assessment fee, if required, is the responsibility of the requesting referee.

The requesting referee will be notified via email to download the assessment results which will be filed on the USsoccer.gameofficials.net website.

## **FORMS AND PROCESSING**

All forms are required to be completed electronically on-line and forwarded within 7 days (48 hours preferred) using the USsoccer.gameofficials.net website, unless otherwise specified.

This policy will be strictly enforced. Failure to comply will result in disciplinary action to the assessor and no payment for the assessment. The National Coach and Assessor will be subject to discipline, fine and suspension for failure to comply.

Unless the assessment is completed on all assigned officials, regardless of who requested or paid for the assessment, the assessment will not be counted as valid for either the referee(s) or the assessor.

## **ASSESSMENT CONTENT**

Assessments are confidential and may only be provided to others by the State Referee Administrator (SRA) or State Director of Assessors (SDA) as/is according to US Soccer and FLSRC Policy.

Complete and accurate information is mandatory. Careful and particular attention should be given when recording name, game, grade, date, USSF ID of the assessed. The recommendation blocks must be completed. The level of the game and the game score must be clearly indicated on the form.

The informational hints provided on the full assessment should not be copied for the feedback to the official. The intent of these comments is to provide US Soccer, State Referee Administrator (SRA), State Director of Instructions (SDI) and State Director of Assessors (SDA) with information for future training, with a credible indicator of the referee's capability and potential for upgrade, and to provide a guide for future assignment.

The scores must match comments.

Recommendations and grading must meet US Soccer published guidelines.

## **DISCIPLINE**

If an assessor is accused of misconduct, unethical conduct, misuse or abuse of authority, conflict of interest, etc., a written description of the alleged misconduct must be submitted to the State Director of Instructions (SDI) for investigation and the findings are sent to the State Referee Administrator (SRA).

## **ASSESSMENT LIMITATIONS**

A referee may use only one (1) assessment per day.

Club ARs or currently unregistered referees cannot be used in matches for assessment.

College, High School and games in which an unaffiliated team participates cannot be used for FLRC or US Soccer assessments.

All assessments must be accomplished within Florida unless pre-approved by the State Referee Administrator (SRA) or State Director of Assessors (SDA).

All games used for Assessments must be 90 minutes in length U19 or higher depending on referee grade.

Assessments must occur within the current calendar year (1 JAN to 31 DEC).

Assessments must occur within 12 months of the date of first assessment.

Make up Assessments must be at the same, or higher, level as an unacceptable assessment.

Assessors should not be assigned to do back-to-back games.

## **ASSESSOR FEES**

### **Assessors appointed by the National Director of Assessments, Professional Referee Organization, or delegate**

Assessor fees are established and paid for by the requesting organization.

All National Coaches and Assessors assigned by FLSRC will be paid by submitting an invoice in Viewpost after assessment or assessments are completed and posted at [USsoccer.gameofficials.net](http://USsoccer.gameofficials.net). Contact the SDA for instructions on how to use [USsoccer.gameofficials.net](http://USsoccer.gameofficials.net) if needed or you are not listed as an assessor.

**You must record the USsoccer gameofficials game number for your invoice.**

**All regular season assessments must be completed within 7 days after the assessment date.**

Any assessment not completed within 7 days after the assessment, the National Coach or FLSRC Assessor will not be paid for their service. The National Coach or Assessor will be subject to discipline, fine and suspension for failure to comply.

Any invoice sent to Viewpost, past 30 days of the completed assessment (on time) will not be paid.

### **Regular Season Game Fees**

#### Grade 7 Assessor Fee

Grade 7 Assessor fee is \$75.00 for one (1) referee and no others on the game requesting assessment.

Grade 7 Assessor fee is \$75.00 for one (1) AR and no others on the game requesting assessment.

Grade 7 Assessor fee is \$90.00 for two (2) of the referee crew requesting assessment.

Grade 7 Assessor fee is \$100.00 for three (3) of the referee crew requesting assessment.

Grade 5 State Assessor Fee

Grade 5 State Assessor fee is \$85.00 for one (1) referee and no others on the game requesting assessment.

Grade 5 State Assessor fee is \$85.00 for one (1) AR and no others on the game requesting assessment.

Grade 5 State Assessor fee is \$100.00 for two (2) of the referee crew requesting assessment.

Grade 5 State Assessor fee is \$110.00 for three (3) of the referee crew requesting assessment.

National Coach fees are set by US Soccer.

National Coach fee is \$125.00 for one (1) referee or more on any game requesting assessment.

**Travel**

Grade 7 and 5 Assessors

Fee \$25.00

Must be preapproved by SRA and/or SDA by email for anything over 100 miles round trip Home Zip code to Field Zip code.

Fee \$25.00

National Coach travel fee is \$25.00 anything between 0 miles and 100 miles round trip. Home Zip code to Field Zip code. Anything over the 100 miles will be between the National Coach and Referee or Referees and will not be invoiced in Viewpost.

**Game Cancellation Fee**

Fee \$25.00

All National Coaches and Assessors game time game cancellation fee.

All National Coaches and Assessors who arrive at the site and the game does not get played will be paid a no game fee. Must be invoiced in Viewpost. When Official Management System (OMS) requirements have been accomplished.

**INVOICING**

You must have a Viewpost Account. If you do not have an account contact Abrom Douglas Jr for information (abrom54@gmail.com)

Viewpost information for submitting assessment invoice.  
Regular Season Games

No Game Invoice Example

Item: Assessor Fee      Description: (year) Assessment (date of assessment mm/dd/yyyy No Game)

Notes: USsoccer Game # \_\_\_\_\_

Referee: (First and Last name if requested and paid for assessment)

AR1: (First and Last name if requested and paid for assessment)

AR2: (First and Last name if requested and paid for assessment)

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## Regular Season Game Invoice Example

Item : Assessor Fee                      Description: (year) Assessment (date of assessment mm/dd/yyyy)

Item: Travel (if approved)              Description: (year) Assessment (date of assessment mm/dd/yyyy)

Notes: USSoccer Game # \_\_\_\_\_

Referee: (First and Last name if requested and paid for assessment)

AR1: (First and Last name if requested and paid for assessment)

AR2: (First and Last name if requested and paid for assessment)

The screenshot displays the Viewpost.com invoice creation interface. At the top, there are input fields for the invoice number (6182056), start date (1/2/2019), and end date (2/1/2019). Below these are fields for Customer (with a search bar) and Terms (30 days). A button labeled "Make this a recurring invoice. Setup" is present. The main area features a table with columns: Item, Description, Qty, Unit Price, Tax, and Total. Two empty rows are shown, each with a total of \$0.00. An "Add Line" button is below the table. A Notes field is on the left, and a Sub-Total of \$0.00 is on the right. A Total Amount of \$0.00 is displayed in a grey box. The footer includes navigation links (Viewpost.com, About, Terms, Privacy, Security, Contact, Support), copyright information (© 2019 Viewpost IP Holdings, LLC), and a "Help" button. A sidebar on the right shows the invoice status (6182056 DRAFT), Company Name, Due date (Feb 1, 2019), and amount (\$0.00). It also has an "Additional Fields" section with a toggle, PO #, Tax, and Shipping fields, and "Save & Preview" and "More" buttons.

## Tournament Fees

Assessors are expected to attend all pre-tournament and subsequent meetings and be available for assignments throughout the tournament, including the last game.

All National Coaches and Assessors will be paid by submitting an invoice in Viewpost after all assessments are completed and posted at USSoccer.gameofficials.net

**You must record the USSoccer gameofficials game numbers for your invoice.**

**All Tournament assessments must be completed within 14 days after the assessment date.**

Any tournament assessment not completed within 14 days after the assessment, the National Coach or FLSRC Assessor will not be paid for their service. The National Coach or Assessor will be subject to discipline, fine and suspension for failure to comply.



National Coach \$130.00 per day

Assessor Grade 5 \$105.00 per day

Assessor Grade 7 \$85.00 per day

### **Tournament Travel**

State Referee Administrator (SRA) approved, round trip mileage is reimbursable only in excess of the first 100 miles. Mileage is measured from Home zip code to Field zip code, not portal to portal, using commercial tools such as MapQuest.

Assessors will only be reimbursed for one round trip per tournament assignment.

Formula Example:

Home Zip code to Field Zip code = 100 miles, Round trip x 2 = 200 miles – 100 miles = 100 x .50 = \$50.00

All rental cars must be preapproved by SRA or SDA. No mileage is paid when renting a car.

### **Tournament Invoice**

Rental Car, Gas and Toll receipts must be scanned and attached to the Viewpost Invoice for reimbursement.

Game Invoice Example

Item : Assessor Fee                      Description: (year) (Tournament Name)

Item: Travel                                Description: (year) (Tournament Name)

Item: Rental Car                         Description: (year) (Tournament Name)

Item: Fuel                                 Description: (year) (Tournament Name)

Item: Tolls                                 Description: (year) (Tournament Name)

### **NATIONAL REFEREE COACH ASSIGNMENT POLICY**

The following policy is effective immediately for the assignment of National Referee Coaches in Florida that are not otherwise assigned by US Soccer, PRO, or their delegate.

The State Director of Assessors (SDA) will assign National Referee Coaches as noted below.

Per standard US Soccer policy, the referees may not solicit particular assessors nor can the assessors assign themselves.

This policy applies to all Florida National Referees, Grade 5, and Grade 6 referees requesting National Referee Coaches for assessments.

An ARA may assign National Referee Coaches to Grade 8 to 7, 7 to 6 and Grade 6 & 7 assessments.

Grade 5 Referee or AR and Upgrades to 5, by National Coach \$125 per game 3 assessments Must be by 3 different National Coaches.

Referee all 3 assessments as Center

AR all 3 assessments as AR if at all possible should be AR1 unless both AR's are getting assessed.

### **Matches assigned by US Soccer or PRO**

Any National Coaches assigned by US Soccer or Pro to match, those fees are set by US Soccer and or Pro and are paid by those organizations out of State Control.

### **Assessor assigned by US soccer or PRO**

The assessor will need to accept or decline within their policy limits.

The assessment is to be entered on the USSoccer.GameOfficials.net when completed or as they may otherwise specify.

### **Assessors NOT assigned by US Soccer or PRO**

The State Director of Assessors (SDA) will assign an available national assessor to the match if requested.

The assessment is to be entered on the USSoccer.GameOfficials.net when completed unless otherwise specified.

### **National Referee Coach Assignment Other Matches**

A request for assessment is to be emailed by the official to the SDA including the details of the match a *minimum* of 7 days prior to the match.

The State Director of Assessors (SDA) will select and assign an available National Referee Coach

The assessor will need to accept or decline within the standard 24-hour window

The assessment will be entered on the US Soccer GameOfficials.net as an "Other" assessment.

### **Assessor Fees**

For those matches assigned by US Soccer, the published US Soccer assessor fees apply.

In those cases where the assessor fees are NOT paid by US soccer, such as PDL, the assessor fee for the match will be determined by FLSRC.

### **Travel**

The requesting official(s) is (are) responsible for all assessor travel costs over 100 miles roundtrip provided the assessor and the referee have mutually agreed to such costs prior to the match. \$.50 cent a mile over 100 miles. (Example: Home Zip code to Field Zip code = 100 miles, Round trip = 200 – 100 x .50 = \$50.00)