



Match Official Checklist

The home team in a North West Premier Division or Division 1 fixture must provide a Match Official and ensure that they are supplied with a folder containing one, preferably two stop watches, Match Official Log, clipboard and two biros plus this checklist which should be laminated/placed in a clear wallet. The home team captain should hand this to the Match Official before the match and collect it from them afterwards.

Duties and Responsibilities of a Club Appointed Match Official:

- Make themselves known to the umpires prior to a match
- Ensure that they are registered on the GMS for the home team and that they are added to the team sheet
- Check that players and team officials present correspond with information listed on the home and away team's team sheet and officials are in line with Regulation 9.3 Team Officials All Grades - Each team may have a maximum of three team officials who are permitted to be in the bench area and a qualified medical doctor if available. The role of any official is to be included within the match sheet. Only those listed may enter the designated bench area
- Supervise rolling substitutions. Note that substitutions may not take place within the award and completion of a Penalty Corner, other than for an injured or suspended substitute goalkeeper
- Record on the Match Official Log:
 - all goals: the team, player number, time scored and whether a Field Goal (FG), Penalty Corner (PC) or Penalty Stroke (PS) was scored
 - cards issued: the team, player number and time awarded and whether a Red Card (RC), Yellow Card (YC) or Green Card (GC) was issued
- Time the suspension applicable for the issue of any Green or Yellow Cards by the Umpire. The period of suspension shall commence when the player has returned to the designated bench area. For the avoidance of doubt a player or team official who is temporarily suspended from play must sit calmly and quietly throughout the period of suspension and may not be involved in the match in any way. It is the responsibility of the Team Manager to work with the Match Official to ensure that this is done
- Check that the record of the match as per Regulation 9 is agreed by both teams and umpires on the conclusion of the match
- Check that the record of the match is correctly submitted to the GMS by teams. Any variance of this shall be raised with the ALDS
- If the fixture has been played in quarters, complete the [Premier Division Match Official Feedback Form](#) no later than 48 Hours after each fixture
- Give the completed Match Official Log to the home team captain and remind them to send to the relevant ALDS
- Report any significant variance to the Adult League Regulations by either team to the relevant ALDS

ALDS Contact Information

- Open/Men's Premier Division – Leighan Bleasdale leighanbleasda1enwhl@gmail.com
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