

## COMPLETING A RED CARD OR MATCH OFFICIAL ABUSE REPORT

The report completed by the Match Official to trigger the disciplinary process where Match Official Abuse is alleged is a critical document on which the effective operation of the process relies. Well written, accurate reports containing the right amount of detail should enable a Disciplinary Panel to determine the appropriate sanction for the offence committed and should, in most cases, ensure that the panel can deal with the case without requiring the Match Official to attend the hearing.

Where the report contains insufficient detail to enable the panel to perform its role, the CB Discipline Secretary may refer the report back to the Match Official with a request for further information. This information will be required before notification of the hearing can be sent to the offender and their club. Inadequate reports are therefore likely to result in delays to conducting the hearing.

### Checklist

The report should address all of the issues below which apply to the incident(s) the subject of the report:

- What decision or action of the Match Official prompted the alleged abuse?
- Where on the field did this occur?
- How far away from the offending were you when the offending words were spoken (or physical act committed)?
- To the best of your recollection, what were the precise words spoken?
- Did the offender make eye contact with you when the offending remarks were made?
- Are you in a position to discount the possibility that the offending words were directed at someone other than yourself such as a team mate or opponent?
- What impact did the offence have on the remainder of the match – e.g. what was the response of the other players to the offender's words or actions?
- After you notified the offender of your decision how did they respond?
- Did you have any subsequent contact with the offender?
- Was there an appointed Assistant Referee or Referee Assessor/Performance Reviewer who may be able to provide supporting evidence?

### In cases where physical abuse is alleged

What part of the offender's body was used to initiate (or attempt to initiate) physical contact – e.g. clenched fist, hand, arm, elbow, knee, foot?

Were you in a position where you were able to defend yourself and/or take evasive action?

Did actual physical contact occur?

If so, with which part of your body was contact made?

How would you describe the level of force used?

Did you sustain any injury?