

AFL Gold Coast Juniors

Umpiring Manual 2013

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www.AFLGoldCoastJuniors.com.au



General Information

Introduction

We welcome and thank you for registering as an Umpire. This manual has been developed to assist you with the administrative, policy and managerial requirements of the AFLGCI Umpires.

Please read and familiarise yourself with the contents of this manual as attention to specific administrative duties is a significant part of the umpire's role.

This manual contains information pertaining to match day details; therefore it would be prudent that it be in your possession on match days.

Should you have any concerns relating to umpire administration do not hesitate to contact Cameron Williamson on 0429 726 860.

Important Contacts

AFL Gold Coast Juniors Contacts

Contact	Reason to Contact	Details
AFL Gold Coast Juniors Office	<ul style="list-style-type: none">Any	<ul style="list-style-type: none">5594 2566
Cameron Williamson - Umpire Development Officer	<ul style="list-style-type: none">Pay EnquiresPlayer ReportsAdvise absence from trainingRules / By-law clarificationIssues on Match Day	<ul style="list-style-type: none">WK: 5594 5722M: 0429 726 860E: cwilliamson@aflq.com.au
Jenny Webber - Gold Coast Juniors Manager	<ul style="list-style-type: none">Player reportsIssues on Match Day	<ul style="list-style-type: none">M: 0413 526 283E: gcafl@bigpond.com

Personal Details

It is your responsibility to ensure your personal details are accurate and up to date including

- home address
- email address
- home and work phone numbers
- fax numbers

Important

Should you need to change your details please contact the Umpiring Development Manager via email immediately with the details.



Taxation Employment Declaration Form

Please ensure you have correctly filled in and lodged a "Taxation Employment Declaration" form to prevent being taxed at an inappropriate rate. These forms are available from any Post Office and are to be returned to the Umpiring Department.

Important

A Taxation Employment Declaration Form must be submitted if you are over 18 or turning 18 during the 2013 season.

Bank Account Details

Your match payments are forwarded straight into your nominated Bank Account. Please ensure that you inform the Umpiring Department via email immediately of any changes to your Bank Account details.

Match Payments

H&A	Field	Boundary	Goals	Emergency
U/11	\$25	club	club	n/a
U/12	\$30	club	club	n/a
U/13	\$35	club	club	n/a
U/14	\$40	club	club	n/a
U/16	\$55	club	club	n/a

Finals	Field	Boundary	Goals	Emergency
U/12	\$45	\$20	\$20	\$30
U/13	\$53	\$20	\$20	\$30
U/14	\$60	\$20	\$20	\$30
U/16	\$83	\$20	\$20	\$30
Grand Final				
U/12	\$60	\$20	\$20	\$30
U/13	\$70	\$20	\$20	\$30
U/14	\$80	\$20	\$20	\$30
U/16	\$110	\$20	\$20	\$30

Payment Date/Method

Payments will be directly deposited into your bank account provided with your registration form. This will be done on or around the 25th of each month

Checking bank account details: your pay slips (which will be posted to you) will have account details displayed at the bottom. If you believe you are not being paid, please check these details first to confirm they are correct.

If your bank account changes, please email the Umpire Development Officer ASAP with the new account details.

Training

When: Every Wednesday Arriving 5.45pm, for 6pm start and finish at 7.30pm.

Where: Robina AFC - Corner of Scottsdale Dve and Prospect Crt, Robina



Caters for: Umpires of all ages and experience levels

Bring along: Whistle, appropriate clothes, runners, drink bottle and (following optional) bag, towel and spare clothes

Wet Weather Policy

In the event of adverse weather, or another event which may result in training being cancelled for the night, an email will be sent by 3pm the day of the training. This email will be sent to the usual email list (which you have used to register online). In the event of adverse weather or similar, please do not call to see if training is still on. Please check your email and if there is no cancellation, training will still go ahead.

Umpires' Code of Conduct

All Umpires are to strictly adhere to the Umpires' Code of Conduct

1. Operate within the rules and spirit of the match.
2. Display control, respect and professionalism to all involved with the sport. This includes other umpires, coaches, officials, administrators, parents/guardians, spectators and all volunteers.
3. Respect the rights, dignity and worth of all participants regardless of their gender, ability, cultural background or religion.
4. Compliment and encourage participants.
5. Umpires at all times will adhere to the social media policy implemented by AFLQ and should, in addition, refrain from making comments on match policy, appointments, ground closures, match postponements, cancellations and rescheduling that may occur from time to time. For policy go to AFLQ website and adopted in its entirety by AFLGCJ. - **This Policy can be viewed and downloaded at:** www.aflq.com.au/fileadmin/user_upload/PDF/Policies_Rules_and_Regulations

Role of the Umpire

The role of the umpire is to apply the Laws of Australian Football and ensure the match is played in a safe and fair manner. The Laws of Australian Football give the umpire the responsibility to manage the match on and off the ground.

The game expects the umpires to:

- Place the safety and welfare of the participants above all else
- Be Courteous and Respectful
- Value the individual sport
- Seek continual self-improvement
- Be a positive role model in terms of behaviour and personal appearance.

People expect umpires to be:

- Trustworthy - honest and impartial
- Responsible - appreciate the importance of the umpires role
- Fit - Physically prepared for the task
- Knowledgeable - know the rules
- Punctual - arrive at the ground well before the game starts



Availability, Appointments, Confirmation & Withdrawal

Availability

Umpires are to email the Umpire Development Officer by 5:00pm every Monday detailing their availability for the following weekend.

Email cwilliamson@aflq.com.au

Appointment

Appointments will be completed and distributed by no later than 12:00pm every Thursday. The appointments will detail Date of Game, Time of Game, Age Group and Division of Game, Teams Playing, Venue and Umpires appointed.

Example of appointment sheet

Fri 7.5.13	7:00:00 PM	U14-1	Southport	V	Broadbeach	Southport	C. Williamson	P. Henderson
Sun 9.5.13	12:00:00 PM	U16-2	Labrador	V	Palm Beach	Labrador	A. Biggins	C. Williamson

Confirmation

On receiving and reviewing appointments Umpires must reply by email to confirm they're able to fulfil their appointments.

Example

*Confirmed – C Williamson for
Fri May 7, 7pm, U14-1 Southport
& Sun May 9, 12:00pm, Labrador*

Withdrawal

Important – Withdrawing after providing confirmation

It is understandable that situations arise which may result in you needing to withdraw from umpiring a match. The impact will be significant in terms of rescheduling, and the greater amount of time in advising of your circumstance allows the best possible opportunity to appoint another umpire.

Umpires withdrawing **MUST** phone Umpire Development Officer

Cameron - 0429 726 860



Match Day

2013 Club Directory/Contacts

Club	Address	Club Contact	Number
Broadbeach Cats	Kombumerri Park, Dunlop Crt, Merrimac	Lynda Gumley	0406 179 917
Burleigh Bombers	John Handley Community Complex, Christine Ave, Burleigh	Andrew Warren	0427 108 210
Carrara Saints	Alan Neilson Oval, Neilsons Rd, Carrara	Paula McPherson	0401 558 491
Coomera Magpies	Coomera Sports Park, Beattie Rd, Coomera	Lisa Forbes	0413 116 355
Labrador Tigers	Cooke Murphy Oval, Ashton St, Labrador	Simon Carter	0430 951 813
Ormeau Bulldogs	Currently sharing Pacific Pines venue	Emma Garrett	0432 271 798
Northern Rivers Storm	Fripp Oval, Ballina		
Pacific Pines Power	Flooded Gum Park, McAuley Pde, Pacific Pines	Jason Pryce	0408 174 064
Palm Beach Currumbin Lions	Salk Oval, Thrower Drv, Palm Beach	Eunice Ferguson	0438 172 716
Southport Sharks	Fankhauser Reserve, Musgrave Ave, Southport	Melissa Spencer	0411 633 330
Surfers Paradise Demons	Sir Bruce Small Park, Ashmore Rd, Benowa.	Darren Carmichael	0402 012 188
Tweed Coolangatta Blues	Len Peak Oval, Appel St, Kirra.	Craig Salisbury	0478 950 285

Umpires Kit

Umpires are to bring to every match a full kit. This includes

- A full set and clean uniform
- At least two whistles – *spare should be in Umpire's pocket at all times during matches*
- Yellow and Red 'Order Off' cards
- Pad and pen – *Should be in the umpire's pocket at all times during match*
- Report forms (*should be supplied by club, but all Umpires should carry a pad of report forms*)
- A copy of set penalties (*Should be supplied by club, but all Umpires should carry a copy*)
- Laws of Australian Football booklet
- Contact details of Clubs – *as detailed above*
- Location details of all AFL venues - *as detailed above*
- Telephone



Match Day Protocols

The presentation and approach by the Umpires on match day reflects on the professionalism and reputation of all Umpires.

It is a requisite that all Umpires adhere to strict protocols as to how they present themselves when attending matches, how they approach players, team and club officials, and what to prepare for the match.

- All Umpires are to arrive at the ground 45 minutes prior to the start of their match for all Home and Away Matches and 1 hour for Finals
- For Home and Away Matches commencing prior to 09:00am Umpires can arrive 30 minutes before the match
- All Umpires are to arrive wearing the AFL Gold Coast Umpire Association's dress polo, black slacks and black shoes
- All Umpires are to arrive to their matches with a full kit
- The Umpire match-uniform of orange/green shirt, orange/green socks, black shorts, sweat bands on both wrists must be worn for all matches. - *Green uniforms for junior umpires*
- The orange/green shirt must be tucked in and socks pulled up at all times.
- The Umpire cap is optional, but preferred
- Running shoes or cleats must be worn during matches, and must be light coloured
- Sunglasses can be worn
- A watch can be worn but must be covered by a sweat band
- No necklaces, earrings or piercings are to be worn whilst umpiring a match.
- All Field Umpires are to visit both teams prior to commencement of the match to introduce themselves and wish the players the best.
 - For clarity on this matter, it is not necessary to address all the players unless the coach wants you to. A brief introduction to the coach and officials is sufficient. Do not discuss rules unless a question is raised by the coach, team officials or a player.
 - Highlight to the coach, team officials and players that there is a zero tolerance policy on swearing, abusive language, fighting and slinging. Emphasize that the players should make the ball their objective.
- Always speak respectfully to players, club and team officials.
- Do not engage in an argument with any club or team official. If there is a concern or argument being addressed to the Umpire and the Umpire is unsure as how to best respond, the Umpire is to ask the person to redirect their concern or argument to their Senior Club Official.
- Umpires are to undertake stretching and any other activity that best suits them to warm up prior to a match
- Sunscreen is recommended



Match Day Process

HOME & AWAY	Action Required
45 min before start time	<ul style="list-style-type: none"> Arrive at Grounds Commence getting into uniform <div style="border: 1px solid black; padding: 2px; margin-top: 5px;"> <p>Important If arriving later than 30min prior to your match you MUST call the club contact</p> </div>
30min – 15min before start time	<ul style="list-style-type: none"> Ensure to collect the Match Ball from home team (should it be Team or CLUB?) Umpires to warm up (Not on Field) Meet the captain and coach from each team Check Players <ul style="list-style-type: none"> Jewellery and gloves: None allowed Compression shorts: matches skin or short colour
15 – 10min before start	<ul style="list-style-type: none"> Do final checks of umpire equipment
10min before start <i>If first game of day or time between games allow</i>	<ul style="list-style-type: none"> Umpires to enter and walk onto Playing Surface side by side Once ¾ to Centre Square Raise ball above head to sound siren
Once umpires enter centre circle after walking out	<ul style="list-style-type: none"> Field/Boundary to do one run around the square
After square run	<ul style="list-style-type: none"> Umpires to call captains to middle for hand shake and coin toss
After Coin Toss	<ul style="list-style-type: none"> Advise teams 1 minute then all umpires go to their positions (Goal Umpires Jog)
1st Quarter Break	
Siren goes for end of 1 st quarter 5 min break	<ul style="list-style-type: none"> All umpires to centre circle Umpires in to position after 1st siren (minute till start of play) Collectively identify outstanding players and note for B&F votes Rehydrate
Half Time Break	
Siren Goes for half time 10 min break	<ul style="list-style-type: none"> Field Umpires to walk off Playing Surface together straight away – Ground Marshall should be available for escort Rehydrate Collectively identify outstanding players and note for B&F votes
3 min before 3 rd quarter starts.	<ul style="list-style-type: none"> Umpires to enter and walk onto Playing Surface side by side Once ¾ to Centre Square Raise ball above head to sound siren
Minute siren blows	<ul style="list-style-type: none"> Field Umpires move to position and advise teams to get into positions promptly
3rd Quarter Break	
Siren goes for end of 3 rd quarter 5 min break	<ul style="list-style-type: none"> All umpires to centre circle Umpires in to position after 1st siren (minute till start of play) Collectively identify outstanding players and note for B&F votes Rehydrate
End of Game	
Siren goes for end of 4 th quarter	<ul style="list-style-type: none"> Field Umpires to walk off Playing Surface together straight away – Ground Marshall should be available for escort
Post Match	<p>Complete Match Paperwork in your own note pad</p> <ul style="list-style-type: none"> Complete B&F 3,2,1 votes Write down the scores, if goal umpire cards aren't delivered to umpire change rooms, ask the Ground Marshall to obtain them on your behalf. U/16 games and above utilise appointed boundary umpires, paid by the AFL. Please obtain their names and include in the online report. (Only field umpires complete the online report) Team managers will usually ask if there were any reports If report occurred, inform managers to return in 5-10min Follow/complete Umpires report paperwork checklist Rehydrate



FINALS		Action Required	
1 hour before start time		<ul style="list-style-type: none"> Arrive at Venue and report to umpire coach, Goal Umpires collect scorecards (located near Officials Table/Tent) 	
45 min before start time		<ul style="list-style-type: none"> Start getting dressed 	
30min before start time		<ul style="list-style-type: none"> Field Umpires go to team rooms. 	
30min – 15min before start time		<ul style="list-style-type: none"> Field/Boundary Umpires to warm up (Not on Field) Ensure Match Ball is available 	
15 – 10min before start		<ul style="list-style-type: none"> Do final checks of umpire equipment 	
10min before start		<ul style="list-style-type: none"> Umpires to enter and walk onto Playing Surface in formation Once ¾ to Centre Square No 1 Umpire to Raise ball above head to sound siren 	
Once umpires enter centre circle after walking out		<ul style="list-style-type: none"> Field/Boundary to do one run around the square 	
After square run		<ul style="list-style-type: none"> Umpires to call captains to middle for hand shake and coin toss 	
After Coin Toss		<ul style="list-style-type: none"> Advise teams 1 minute then all umpires go to their positions (Goal Umpires Jog) 	
1st Quarter Break			
Siren goes for end of 1st quarter <i>5 min break</i>		<ul style="list-style-type: none"> All umpires to centre circle, Goal Umpires Jog to middle of Playing Surface check scores and wave off if correct, if not jog over to scoreboard and amend. Umpires to rehydrate Goal Umpires to jog back to position straight after drink. Other umpires in to position after 1st siren (minute till start of play) Field Umpire to blow whistle and advise play resuming in a minute.) 	
Half Time Break			
Siren Goes for half time <i>10 min break</i>		<ul style="list-style-type: none"> Field and Boundary Umpires to walk off Playing Surface together straight away. Goal Umpires Jog to middle of ground check scores and wave off if correct, if not jog over to scoreboard and amend. Once done, jog off the ground into rooms. Get a drink and chat with the umpire coach. 	
3 min before 3rd quarter starts.		<ul style="list-style-type: none"> Umpires to enter and walk onto Playing Surface in formation Once ¾ to Centre Square No 1 Umpire to Raise ball above head to sound siren 	
Once umpires hit centre square after walking out		<ul style="list-style-type: none"> Goal Umpires jog to goals and get ready. Boundary and Field Umpires get into position. 	
Minute siren blows		<ul style="list-style-type: none"> Field Umpire advises teams to get into positions now 	
3rd Quarter Break			
Siren goes for end of 3rd quarter <i>5 min break</i>		<ul style="list-style-type: none"> All umpires to centre circle, Goal Umpires Jog to middle of Playing Surface check scores and wave off if correct, if not jog over to scoreboard and amend. Umpires to rehydrate Goal Umpires to jog back to position straight after drink. Other umpires in to position after 1st siren (minute till start of play) Field Umpire to blow whistle and advise play resuming in a minute. 	
End of game			
Siren goes for end of 4th quarter		<ul style="list-style-type: none"> Field and Boundary Umpires to wait in centre square for goal umpires to wave flags. Goal Umpires Jog to middle of Playing Surface, check scores and wave off if correct, if not jog over to scoreboard and amend. Once done all umpires walk off Playing Surface in formation to rooms (if it's a draw Umpire Coach will direct umpires what will occur). 	
After Game		<ul style="list-style-type: none"> Goal Cards go to the officials table. Any reports to be issued to teams as per normal may ask umpire coach to get the team sheets from officials table for you. 	



Online Match Report

By Sunday night, and from the notes written down on your match day note pad, both field umpires are required to have entered a match report on the **AFL GOLD COAST JUNIORS UMPIRE RESULTS FORM**. This can be found by following the link: <https://docs.google.com/spreadsheets/viewform?formkey=dHNFSEROTUJIYWxGU0JXZUg2ZDc4Vnc6MA#gid=1>

In the online document it will ask you to enter all the relevant details of the match you are reporting on. This includes

- Umpires Name
- Date
- Month
- Age group
- Division
- Boundary Umpire names (only for U16 games)
- Scores
- Any comments you feel necessary (ie: coaches behaviour abusive etc.)
- Votes: 3 to best on ground, 2 votes, 1 vote.
- Reports or send offs

Order Off Process

The Order Off Law (LOAF 20 save for 20.6.2(b) (ii), 20.6.2(b) (iii) and 20.7(a)) shall apply to all AFLGCJ sanctioned matches.

Yellow Card

A Player ordered off the Playing Surface under a Yellow Card shall remain off the Playing Surface for the equivalent of HALF A QUARTER OF MATCH TIME (the "Time Off Penalty").

- **The offending player cannot be replaced** during the penalty period.
- Under the direction of the controlling umpire the second umpire will escort the offending player towards the interchange area and hold the yellow card up so the Timekeeper or Official designated for that duty can clearly see.
- The second umpire is to watch and ensure the player leaves the Playing Surface
- The controlling umpire will wait till the second umpire has released the player to the interchange prior to recommencing the game.
- The Time Off Penalty does not commence until the offending Player reports to the Timekeeper or official designated for that duty.
- At the end of the penalty period, half a quarter of match time, the player can return to the Playing Surface.

Any player Ordered Off two (2) times during a Match shall be automatically on report for misconduct and is not permitted to re-enter the Playing Surface for the remainder of the Match



Red Card

A Player Ordered off the Playing Surface, under a **Red Card**, shall be reported and

- **Is not permitted to re-enter the Playing Surface for the remainder of the Match**

Umpires are to

- Advise the player of the reason why they are being ordered-off under a red card
- In their note pad;
 - take note of the players number, and the number of any involved player/s, if an offence against an opposing player/s
 - describe the incident
 - take note the location of the incident, i.e. offending player's team right forward pocket.
 - Take note of the where the umpire was located to the incident
- Under the direction of the controlling umpire the second umpire will escort the offending player towards the interchange area and hold the red card up so the Timekeeper or Official designated for that duty can clearly see.
- The second umpire is to watch and ensure the player leaves the Playing Surface
- The controlling umpire will wait till the second umpire has released the player to the interchange prior to recommencing the game.
- The Time Off Penalty does not commence until the offending Player reports to the Timekeeper or official designated for that duty.

At the end of the penalty period, half a quarter of match time, the player **cannot** return to the Playing Surface, but can be replaced by another player.

Report Process

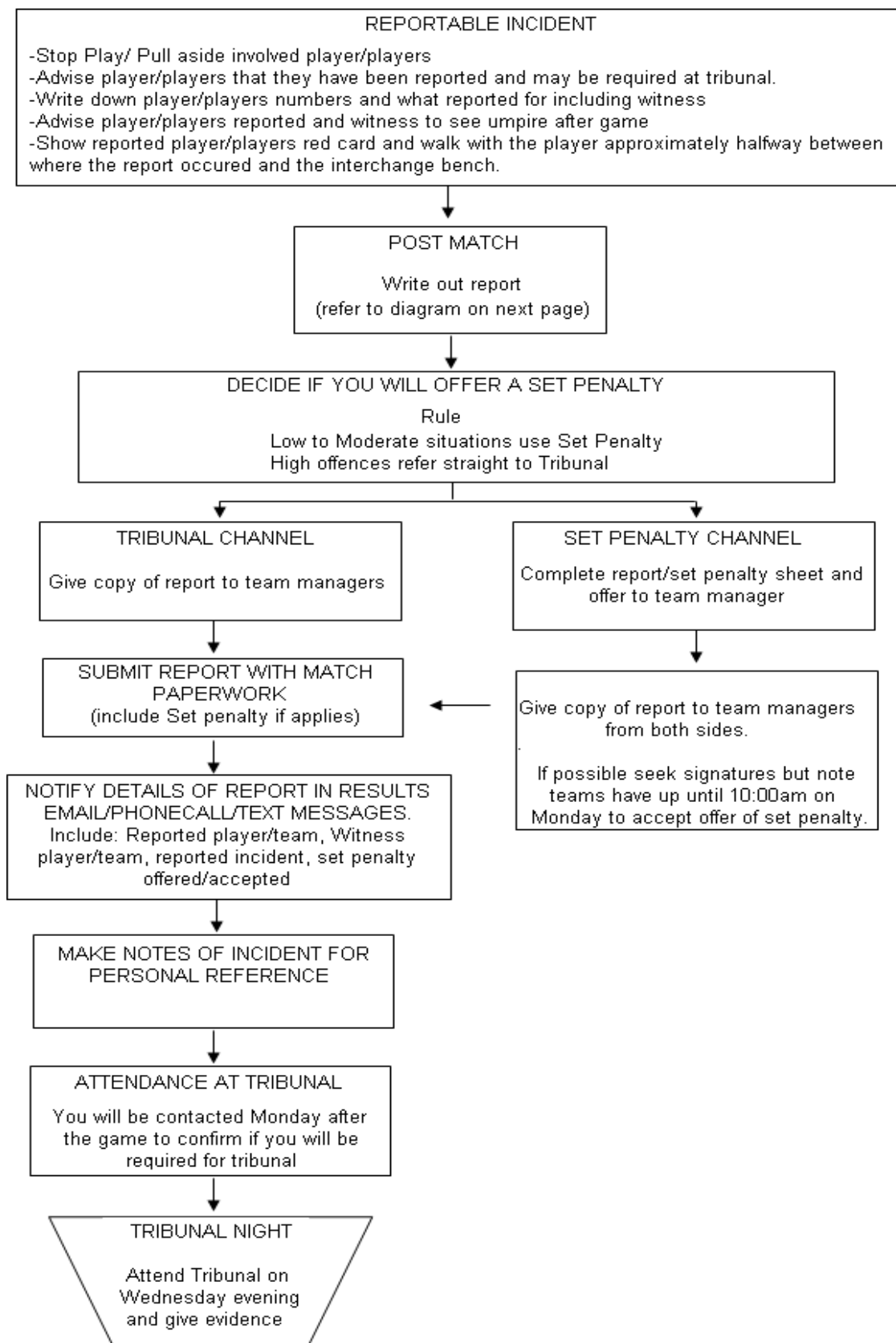
It may be the case that a player has been ordered off on a red card. It is important that you undertake the reporting of this/these player/s.

All umpires should have an umpire report form provided by the home club.

- (1) If a player is reported by an umpire he/she **MUST** red card that player and the player is then sent off for the remainder of the game.
- (2) The red card **MUST** be made visible to the Time Keeper/Send off Steward. This may mean that the game is stopped until this is noted
- (3) When completing the "Report of Umpire" Form
 - (a) You must put the charge on the report sheet. It will start with 19.2.2.
 - (b) All Umpires rooms will have the current Laws of Australian Football books for you to select the correct charge. It is not necessary to put the full story of what happened (only if it is a Misconduct charge)
 - (c) All players involved must have their CLUB / JUMPER NUMBER written on the report sheet.
- (4) If a player is then offered "Set Penalties" You **MUST** have all the form completed correctly and signed by all parties involved.
- (5) This form **MUST** be given to the Secretary or appointed official of the home venue club as AFLGCJ **MUST** be notified by that club within 1 hour of the game.



Report Flow Chart



Example of Set Penalty sheet



SET PENALTIES

Date _____

1. The Umpire, the charged Player or any other person or club involved in the incident have the right to request that the report be referred to the tribunal.
2. Should a report be received without this sheet attached it will be assumed that one of the parties involved requires that the charge proceed.
3. If the Umpires agree to allow the "Set Penalty" they must sign the sheet at the bottom and include it with the paper work being sent to the League, they should also notify the appropriate officials that they have made a report and they will or will not accept the set penalty.
4. Should more than one umpire report a player for a single incident only one set penalty form need be submitted.
5. The parties involved in the incident have, until 10.00am on the Monday following the game, the opportunity to request that the matter be referred to the Tribunal or alternatively take the set penalty. (Via the League Secretary)
6. If a club does not accept the set penalty and wishes to have it heard by the Tribunal and the Tribunal finds the player guilty, the Tribunal will be free to apply any sentence it sees fit under the circumstances.

The 'set penalties' will be administered for the following offences and in the following manner.

Rule	Explanation	Penalty
19.2.2(c)	Using abusive, insulting, threatening or obscene language towards or in relation to an umpire – grade 1	1 match
19.2.2(c)	For a second offence in the same season the penalty for a grade 1 charge	4 matches
19.2.2(c)	Using abusive, insulting, threatening or obscene language towards or in relation to an umpire – grade 2	2 matches
19.2.2(c)	For a second offence in the same season the penalty for a grade 2 charge	6 matches
19.2.2(d)	Behaving in an abusive, insulting, threatening or obscene manner towards or in relation to an umpire	2 matches
19.2.2(e)	Disputing a decision of an umpire	1 match
19.2.2(f)	Using an obscene gesture	1 match
19.2.2(g)	(i) kicking another person	2 matches
	(ii) striking another person GRADE 1	1 match
	GRADE 2	2 matches
	(iii) tripping another person whether by hand, arm, foot or leg	1 match
	(iv) engaging in time wasting	1 match
	(v) charging another person GRADE 1	1 match
	GRADE 2	2 matches
	(vi) throwing or pushing another player after that player has taken a mark, disposed of the football or after the football is otherwise out of play	1 match
	(vii) engaging in rough play against an opponent which in the circumstances is unreasonable GRADE 1	1 match
	GRADE 2	2 matches
(viii) engaging in a melee, except where the players sole intention is to remove a teammate from the incident	5 penalty units	
(x) spitting at or on another person	Tribunal	
	(xi) bumping or making forceful contact to an opponent from front-on when the player has his head over the ball GRADE 1	1 match
	GRADE 2	2 matches
19.2.2(h)	Attempting to kick another person	1 match
19.2.2(i)	Attempting to strike another person	1 match
19.2.2(j)	Attempting to trip another person by hand, arm, foot or leg	1 match
19.2.2(k)	Intentionally shaking a goal post or behind post when another player is preparing to kick or is kicking for goal or after the player has kicked for goal and the ball is in transit	1 match
19.2.2(l)	Wrestling another person	5 penalty units
19.2.2(m)	Using abusive insulting, threatening or obscene language – grade 1	1 match
	Using abusive insulting, threatening or obscene language – grade 2	2 matches
19.2.2(n)	Failing to leave the playing surface when directed to do so by a field umpire	2 matches
19.2.2(p)	Any act of misconduct	Tribunal

Reported Players Name _____	No. _____	Club _____
I hereby agree to accept the set penalty as indicated above		Signature _____
Witness Players Name _____	No. _____	Club _____
I hereby agree with the set penalty as indicated above		Signature _____
Reporting Umpire _____	Signature _____	
Reporting Umpire _____	Signature _____	
I / we hereby agree to allow the charged player to take the set penalty if he decides to do so		



Important

As players have the ability to play in other divisions, even play up an age group, any reports need to be notified to the Umpire Development Officer, (Cameron Williamson 0429 726 860) or AFL Gold Coast Juniors Administration Manager (Jenny Webber 0413 526 283) directly after the completion of the match.

Important

Being a professional umpire means completing all of your paperwork correctly. Any queries please call a member of the umpire coaching staff.

If another umpire is present ask them to proof read for you.

Always ensure the clubs meet you outside your change rooms.

There should be no more than 3 people from each club there. (parent/guardian, Team Manager and the offending player)

Don't discuss the report at all with teams except to hand the sheets to teams to sign off on or contact AFLGJC regarding set penalty (if offered)

Once completed, contact the Umpire Development Officer via phone to relay details regarding report.

