

PORT MACQUARIE HASTINGS HOCKEY ASSOCIATION

DUTIES OF A TECHNICAL OFFICIAL (TO)

General

- Technical Officials (TO) shall be appointed to all games from under 13's and higher,
- Appointments can be found on the playing draws or from the relevant match committee,
- A TO shall be part of the match officiating team and, if required, shall act as the reserve umpire, and
- A TO has the same standards / dress code as umpires – **please wear fluoro bib to be easily identified.**

The responsibilities of each TO in a match are as follows;

- The match begins on time (Umpires will assist with this),
- Control entry and exit of all people onto the playing surface in conjunction with the umpires and captains. This includes overseeing that all substitutions occur as per the rules (player off first then player on – to occur within 3m of half way line) as well as the return of any suspended players,
- Check off all players from both teams against those listed on the cards,
- Coaches or Managers are complete team cards for **JUNIORS**,
- Ask both managers to ensure **ONLY** Players & **ONLY** Team Management (max 3 officials) are in and around the dugout areas during a match,
- During matches all players and officials are to remain in the dugout except for one coach / manager who shall be allowed out on the concrete area. Players in the process of being substituted shall also be permitted out on the concrete areas,
- Keep coach and manager and other bench members behaviour under control. Record and report all incidents via the match cards,
- Timing of all suspensions,
- Recording of all suspensions by indicating in the appropriate G Y R column,
- Be familiar with and able to operate the central timing system, there is a Scoreboard "How to Use" in the dugout,
- Any Goals scored added by using the Central Timing System (Scoreboard), and card in case of power outages,
- Checking **ALL** parts of the match cards are completed neatly and correctly - GK, Captains, suspension, injuries, goals scored and by whom,
- At completion of games, the Captains and Umpires both sign and check details correct. Then place the match card in the collection mailbox,
- **"MERCY RULE"** – When a team gets more than **5** goals in front, more so in the Juniors Competition, the additional goals for the winning team **MUST** not be placed on the Electronic Scoreboard. But they are placed on the game card, and

Non-Compliance

- It is the responsibility of all members of PMHHA to comply with the instructions of the TO relating to any of these powers. Attention is drawn to relevant codes of conduct,
- The TO has the authority to upgrade or extend a players suspension should the player in question further breach the rules, become unruly or not comply with reasonable requests from the TO whilst under the TO's control during a suspension. This should be noted on the match card,

- If any member fails to comply after requests from the TO, including blatant disregard, disrespect or confrontation, it will be recorded on the match card and the EXECUTIVE will investigate the matter. Disciplinary action will be taken against the member / person / club in line with current PMHHA policies including; codes of conduct, judicial reviews and investigations.
- TO's have the authority to ask un-authorised persons to leave the dug-out areas. TO's are to report these persons to the Executive and the relevant Match Committee via the match cards.

MATCH CARDS

PORT MACQUARIE HASTINGS HOCKEY ASSOCIATION INC. SCORE CARD																			
DAY - day of the week						DATE - today's date													
MEN / WOMEN / JUNIORS - cross out / circlce						GRADE / AGE - enter age group or division													
TEAM A - "home" teams name						TEAM B - "away" teams name													
		TEAM A				G	Y	R	GOAL			TEAM A				G	Y	R	GOAL
01	Capt	PLAYER NAMES				record GREEN cards in this column	record YELLOW cards in this column	record RED cards in this column	record GOALS SCORED in this column	01	Capt	PLAYER NAMES				record GREEN cards in this column	record YELLOW cards in this column	record RED cards in this column	record GOALS SCORED in this column
02	GK	PLAYER NAMES								02	GK	PLAYER NAMES							
03	PLAYER NAMES				03					PLAYER NAMES									
04	PLAYER NAMES				04					PLAYER NAMES									
05	PLAYER NAMES				05					PLAYER NAMES									
06	PLAYER NAMES				06					PLAYER NAMES									
07	PLAYER NAMES				07					PLAYER NAMES									
08	PLAYER NAMES				08					PLAYER NAMES									
09	PLAYER NAMES				09					PLAYER NAMES									
10	PLAYER NAMES				10					PLAYER NAMES									
11	PLAYER NAMES				11					PLAYER NAMES									
12	PLAYER NAMES				12					PLAYER NAMES									
13	PLAYER NAMES				13					PLAYER NAMES									
14	PLAYER NAMES				14					PLAYER NAMES									
15	PLAYER NAMES				15					PLAYER NAMES									
16	PLAYER NAMES				16					PLAYER NAMES									
TOTAL SCORE - put final score box						TOTAL SCORE - put final score box													

PORT MACQUARIE HASTINGS HOCKEY ASSOCIATION INC. MATCH REPORT	
MATCH: TEAM A (look at front of card) v. TEAM B (look at front of card)	
FINAL SCORE (enter final score here in the order of Team A then Team B)	
MATCH WON BY (enter winning teams name)	
INCIDENT / INJURY REPORT	
record of any match incidents or injuries or any other thing that should be reported	
UMPIRE 1 - printed name	UMPIRE 2 - printed name
SIGNATURE	SIGNATURE
CAPT. TEAM A - printed name	CAPT. TEAM B - printed name
SIGNATURE	SIGNATURE
TECHNICAL OFFICIAL - printed name	
TECHNICAL OFFICIAL SIGNATURE	