

NOCRA Referee Supplemental Report Process

Last Update: 8/26/12



This is the process to follow when a Referee Supplemental Report is required.

When is a report required?

1. CSL
 - a. If it is for Violent Conduct, Assault, Referee Abuse or suspected Falsification of Documents.
 - b. NOTE: If the ejection is not related to the “above”, write the reason on the Official CLS Match report.
2. Tournament
 - a. Based on the Tournament rules of play, check with the Tournament Director.
 - i. Most tournaments require you to complete a Supplemental report within a few hours.

Do you pull the Player, Coaches or Administrators card?

1. Only for Violent Conduct, Assault, Referee Abuse or suspected Falsification of Documents.

Where and when do I send the report?

1. CSL
 - a. When a Supplemental Report is needed:
 - i. Email the report to the VP of NOCRA (copy: The President and Instructor) within 24 hours of the match.
 1. Call the VP of NOCRA “right after the match” to inform him a report will be forthcoming within 24 hours.
 - ii. Hold onto the Player, Coaches or Administrator card until instructed on where to send it.
 - b. When just a CSL Match Report is used:
 - i. Email a copy of the CSL Match Report to the VP of NOCRA and copy the President of NOCRA within 24 hours.
2. Tournament
 - a. If it is “**not**” Violent Conduct, Assault, Referee Abuse or suspected Falsification of Documents, complete the report on site and give it to the Field Marshal.
 - i. Get the name, phone number and email address of the person to whom you gave the report.
 - ii. Forward (via email) all information to the VP of NOCRA within 24 hours.
 - b. If it is “**for**” Violent Conduct, Assault, Referee Abuse or suspected Falsification of Documents, complete the report onsite and give it to the Field Marshal.
 - i. Get the name, phone number and email address of the person to whom you gave the report.
 - ii. Hold on to the Player, Coaches or Administrator card until instructed on where to send it.
 - iii. Call the VP of NOCRA “right after the match” to inform him a report will be forthcoming within 24 hours.
 - iv. Email the report to the VP of NOCRA (copy: The President and Instructor) within 24 hours of the match.