

# The Role of the Fourth Official

The following materials were prepared by Jim Ouliaris as required for the Level 2 Instructors Course. This handout provides some of the resources used for that presentation:

- Acknowledgements
- Coaching Session Plan on the Fourth Official
- LOTG – The Fourth Official and the Technical Zone
- The evolving role of the Fourth Official
- Unpacking the responsibilities of the Fourth Official – Prior, During and After
- Case Study – The role of the 4<sup>th</sup> Official by Kevin Docherty

## Acknowledgements

**This material was produced by Jim Ouliaris for accreditation for the Level 2 Referee Instructor Training Program in Sydney July 19<sup>th</sup> to 21<sup>st</sup> 2008.**

The following sources are acknowledged in the preparation of teaching materials:

- Kevin Docherty – Fourth Official
- Luke Brennan – Assistant Referee Drill
- Mick Gaut – Trainer
- Laws of the Game 2008/2009 – Authorised by the International Football Association Board
- UNITED STATES SOCCER FEDERATION Referee Development and Education, 2001
- FIFA REFEREE Development Program Practical Refereeing DVD Training Materials 2004

### **COPYRIGHT**

© Jim Ouliaris 2008

All rights reserved. These resources are protected by Australian and International Copyright laws. It may not be printed, photocopied or distributed electronically or used in any other manner which contravenes these copyright laws except for the following exclusions:

The purchaser may make unlimited paper copies of this document for Educational Purposes as long as all of the following conditions are met:

- The copies are for educational use only,
- The copies are only to be used within the organisation which purchased this resource,
- This resource is not to be modified or altered in any way without the expressed agreement of the author,
- This copyright notice includes all materials used within this document
- Every effort has been made to correctly source and attribute reference of source.

Outside these guidelines all material is subject to copyright under the Copyright Act 1968 (Clth) and permission must be obtained in writing from Jim Ouliaris.

# Laws of the Game 2008/2009

July 2008 Authorised by the International Football Association Board

<u>THE FOURTH OFFICIAL AND THE RESERVE ASSISTANT REFEREE</u>	
Emergency	<ul style="list-style-type: none"> <li>○ A fourth official may be appointed under the competition rules and officiates if any of the three match officials is unable to continue, unless a reserve assistant referee is appointed. He assists the referee at all times</li> <li>○ Prior to the start of the competition, the organiser states clearly whether, if the referee is unable to continue, the fourth official takes over as the referee or whether the senior assistant referee takes over as referee with the fourth official becoming an assistant referee</li> </ul>
Administration	<ul style="list-style-type: none"> <li>○ The fourth official assists with any administrative duties before, during and after the match, as required by the referee</li> </ul>
Substitution Equipment	<ul style="list-style-type: none"> <li>○ He is responsible for assisting with substitution procedures during the match</li> <li>○ He has the authority to check the equipment of substitutes before they enter the field of play. If their equipment does not comply with the Laws of the Game, he informs the referee</li> </ul>
Balls	<ul style="list-style-type: none"> <li>○ He supervises the replacement balls, where required. If the match ball has to be replaced during a match, he provides another ball, on the instruction of the referee, thus keeping the delay to a minimum</li> </ul>
Mistake	<ul style="list-style-type: none"> <li>○ He must indicate to the referee when the wrong player is cautioned because of mistaken identity or when a player is not sent off having been seen to be given a second caution or when violent conduct occurs out of the view of the referee and assistant referees. The referee, however, retains the authority to decide on all points connected with play</li> </ul>
Report	<ul style="list-style-type: none"> <li>○ After the match, the fourth official must submit a report to the appropriate authorities on any misconduct or other incident that occurred out of the view of the referee and the assistant referees. The fourth official must advise the referee and his assistants of any report being made</li> </ul>
Control Behaviour	<ul style="list-style-type: none"> <li>○ He has the authority to inform the referee of irresponsible behaviour by any occupant of the technical area</li> </ul>
Fifth	<ul style="list-style-type: none"> <li>○ A reserve assistant referee may also be appointed under competition rules. His only duty shall be to replace an assistant referee who is unable to continue or to replace the fourth official, as required</li> </ul>

## THE TECHNICAL AREA

The technical area relates to matches played in stadiums with a designated seated area for technical staff and substitutes as described below.

While the size and position of technical areas may differ between stadiums, the following notes are issued for general guidance:

- the technical area extends 1 m (1 yd) on either side of the designated seated area and extends forward up to a distance of 1 m (1 yd) from the touch line
- it is recommended that markings are used to define this area
- the number of persons permitted to occupy the technical area is defined by the competition rules
- the occupants of the technical area are identified before the beginning of the match in accordance with the competition rules
- only one person at a time is authorised to convey tactical instructions and he must return to his position after giving these instructions
- the coach and other officials must remain within its confines except in special circumstances, for example, a physiotherapist or doctor entering the field of play, with the referee's permission, to assess an injured player the coach and other occupants of the technical area must behave in a responsible manner

### The Evolving Role of the Fourth Official

Observing how the role has changed through the addition of new functions and expanding responsibilities is key to seeing where this increasingly important element of the officiating team is likely to move in the future. **This pattern of change from the beginning of the 1990s to today parallels in many respects the elevation of the linesman to an assistant referee.**

<p><b>1991</b> <b>Introduction of the Fourth official with a brief list of duties</b></p>	<p>The International Football Association Board (IFAB) officially introduced the fourth official to the Laws of the Game. At that time, the formal role was brief:</p> <ul style="list-style-type: none"> <li>○ Officiate "in the event of any of the three match officials being unable to continue" (the competition authority to decide whether this would occur directly by stepping in for the referee or indirectly by filling in for the senior linesman who would take over for the referee)</li> <li>○ Assist "with any administrative duties before, during and after the match as required by the referee"</li> <li>○ Assist "with substitution procedures during the match"</li> <li>○ Control "the replacement footballs" and, if necessary, "provide another ball" to the referee</li> <li>○ Check "the equipment of substitutes prior to their entering the field of play" and inform the linesman if such equipment is not within the Laws of the Game</li> <li>○ Generally, though not having any official status under the Laws of the Game, "to assist the referee at all times"</li> </ul>
<p><b>1995</b> <b>The fourth official is part of the officiating team</b></p>	<p>The Laws of the Game were amended by IFAB Decision 15 to Law V which, for the first time, acknowledged the existence of the fourth official as part of the officiating team.</p>
<p><b>1996</b> <b>Able to submit a report not seen by the referee for misconduct</b></p>	<p>The IFAB added a responsibility to the list. The fourth official was authorized to "submit a report to the appropriate authorities, on any misconduct which has occurred out of the vision of the referee and the assistant referees." He was also to advise the referee and assistant referees "of any report being made."</p>
<p><b>1997/1998</b> <b>Major revision of the laws</b></p>	<p>The Laws of the Game were extensively rewritten. Board Decision 15 became Decision 2 under Law 5 and Fourth Official guidelines remained substantially the same.</p>
<p><b>1999/2000</b> <b>Able to check equipment &amp; inform the referee of irresponsible behaviour in tech area</b></p>	<p>The IFAB added several new and revised fourth official duties. First, if the equipment of a substitute does not comply with the LOTG, the fourth official now had the authority to inform the referee directly rather than having to communicate through the assistant referee. <u>Second, he could inform the referee regarding "irresponsible behaviour by any occupant of the technical area."</u> <b>CONTROL THE TECHNICAL AREA</b></p>
<p><b>2000/2001</b> <b>Notify the referee of any mistake re caution, send-off and notify the referee of an VC</b></p>	<p>A significant change occurred in this edition of the Laws. The fourth official will notify the referee if a player or substitute (1) has been cautioned or sent off based on an incorrect identification, (2) has not been sent off despite having received a second caution, or (3) has committed violent conduct out of the view of the referee and assistant referees.</p>
<p><b>2001/2002</b> <b>Able to assisting with situations involving players who have left the field because of bleeding or blood on the uniform</b></p>	<p>The International Board recognized the role of the fourth official in assisting with situations involving players who have left the field because of bleeding or blood on the uniform. In the past, only the referee could approve a player's return to the field based on personally determining that the problem had been corrected. In order to bring the team back to its authorized strength on the field as soon as possible, the Board endorsed the option of having the fourth official perform this inspection.</p>
<p><b>2007/2008</b> <b>Which emergency the fourth (or fifth) official does eg referee, AR1</b></p>	<p>With the evolution of the game the International Board recognized the role of the fifth official for Assistant Referees. It reinforces the view that each role is specialised that is referee and assistant referee.</p>

# THE ROLE of the 4TH OFFICIAL

Prepared by Kevin Docherty.

## PRE GAME:

- Contact referee one week prior to game to discuss matter arising such as : Flight details, pick up times, pick up places, ground conditions, stadium facilities, crowd attendances, atmosphere, history between the two teams, temperature (so referee can get mentally and physically ready for a really hot day), any players to take note of, team tactics etc.

## ON GAME DAY:

- Pick up referee at the designated time and place (do not be late)
- Arrive at the ground ninety (90) minutes prior to kick off
- Put score board on charge
- Get drinks ready and put the drinks on ice
- Get communication gear ready and check to see if the communication gear is working correctly
- Check that the assistant referee's flags and their beeping, buzzing signal to the referee is working.
- Check that the referee's receiving kit is receiving the signals from the assistant referee's flags
- Blow up the match balls ( blow up match balls to the desired pressure that the referee requires)
- Complete a pitch inspection with the other three match officials
- Organise team sheets been completed
- Ensure team sheets arrive on time and are filled out correctly. If team sheets aren't filled out correctly then notify the team who hasn't filled out the team sheets correctly immediately and get them to amend the team sheets as soon as possible
- Check to see what colours the goal keepers shirts are to be for both teams
- Get changed with other three (3) match officials
- When getting changed assist the three (3) match officials with getting on and turning on their communication gear
- Do a warm up with the other three (3) match officials
- Once a warm up is complete take out your electronic score board, paper work, etc to your table and chairs
- Do a last minute check of the technical area, ensuring that everything is in its correct position.
- Head back into the change rooms for pre match instructions
- Give the referee his match ball and assist him with putting on his receiver for the assistant referee's flags
- When standing in the players race just prior to kick off check to make sure that the goal keepers are wearing their correct designated coloured top for match day

## DURING GAME:

After coin toss with team captains the last shake of the hands by the match officials and as assistant referees are checking the nets and referee is getting ready for kick off.

- **The 4<sup>th</sup> official shakes hands with both coaches of the two (2) teams.**  
REASON: The 4<sup>th</sup> official shakes hands with both coaches of the two (2) teams to break the ice, ease the tension, show the two (2) coaches that the 4<sup>th</sup> official has a personality, let the two (2) coaches know if they have any problems that you are approachable, reasonable and prepared to listen to them.
- **The fourth official should NEVER sit down at his / her table and chairs.**  
REASON: If the 4<sup>th</sup> official sits down at his / her table and chairs the reaction time to any major blow up in the technical area is severely reduced by the mere fact that the 4<sup>th</sup> official must get out of his chair, move away from the table then get to the incident and then attempt to diffuse any hostile situation that has occurred around the technical area.  
  
e.g. Kevin Muscat and John Kosmina incident. 4<sup>th</sup> official standing, quick to get on the scene and attempt to diffuse the volatile situation.  
e.g. Danny Tatiato and Melbourne Victory incident – Ben Williams Refereed the game. 4<sup>th</sup> official standing, very quick to get on the scene and diffuse the volatile situation.
- **The 4<sup>th</sup> official stands next to or reasonably close to each technical area.** Standing next to each technical area for approximately five (5) minutes at a time and then rotating this movement from one bench to the other and then back to the table and chairs where the 4<sup>th</sup> official stands for five (5) minutes as well.  
  
e.g. Stand next to the HOME technical area for five (5) minutes then stand next to the AWAY technical area for five (5) minutes then, stand next to the table and chairs where the 4<sup>th</sup> official stands for five (5) minutes. Attempt this rotation throughout the entire duration of the game.

REASON: With the fourth official standing reasonable close to the technical areas you have an actual physical presence of authority and you must convey this in your body language e.g. stand up tall and straight, have a serious facial expression on your face, give a glance or glair if required at the appropriate time to ensure that you are aware of what is going on around you.

- If the 4<sup>th</sup> official stands next to or reasonable close to each technical area and is not sitting down at his or her table and chairs then **the 4<sup>th</sup> official can clearly identify who the trouble makers** are to the referee if the referee requires to take further action to the offending people in the technical area.

REASON: If the 4<sup>th</sup> official stands next to or reasonable close to each technical area then the 4<sup>th</sup> official can easily determine who is yelling, shouting, swearing and abusing the match officials etc. If the fourth official is sitting down then he or she may not be able to clearly identify who the individuals are committing all the abuse.

- **The 4<sup>th</sup> official is part of the team.** On and off the field of play. The 4<sup>th</sup> official must still actively participate in the team environment as much as possibly. The 4<sup>th</sup> official maintains good eye contact with the referee when required

e.g. 50/50 balls that shotguns over the touch line from a 50/50 challenge or a ball takes a slight deflection in the vicinity of the 4<sup>th</sup> official's area, a fourth official can assist the referee and assistant referee in the decision making process if they have both missed the slight deflection or didn't get a good look at whom the ball last came of in the 50 /50 challenge by giving discrete hand signals across the chest or lower stomach region, indicating the way in which the thrown in should be taken.

REASON: Maintain excellent eye contact, team work which enhances an excellent team environment RESULT: GETTING THE DECISION CORRECT

- **Looking for infringements at a corner kick**

When a team takes a corner kick the 4<sup>th</sup> official should be looking for certain circumstances or infringements that the referee may miss or isn't looking for.

e.g. Melbourne Victory defending a corner kick. Kevin Muscat with his blocking and charging incidents when defending a corner kick.

The 4<sup>th</sup> official should be attempting to look for such acts from certain players and looking out for certain teams tactics. These team tactics and acts from certain players must be dealt with and these sorts of infringements must be culled from our game.

REASON: The 4<sup>th</sup> official needs to pick up on these certain tactics and inform the referee of any incident that occurred. The offending team needs to be punished for not playing the game in the right spirit and these sorts of cunning acts must be eliminated from the game.

- **Looking for infringements near the penalty area**

The 4<sup>th</sup> official's role here is very similar to that of when a corner kick is taken. When a free kick is taken from near the penalty area the 4<sup>th</sup> official should be looking for similar infringements that may occur when a corner kick is taken. The 4<sup>th</sup> official should be looking for **serious** infringements not in the view of the referee or Assistant Referee. The 4<sup>th</sup> official should be looking for such infringements that the referee may miss or isn't looking for.

REASON: When a free kick is taken from near the penalty area the 4<sup>th</sup> official at times may be standing on the opposite side of the field of play when this actually free kick is taken and subsequently may have a better peripheral view of play when the free kick is taken from around the penalty area, therefore seeing an infringement that the referee may potential miss due to his positioning and peripheral view at the time that the free kick near the penalty area was taken.

- **Looking for infringements with Free kick in the 4<sup>th</sup> officials area**

Again the role that the 4<sup>th</sup> official plays here is very similar to that of when a corner kick is taken and when a free kick is taken near the penalty area.

If the referee gives a free kick in the 4<sup>th</sup> official's area sometimes the 4<sup>th</sup> official may be the closest match official to the free kick and may have the best view or angle to see the free kick.

It is very important for the 4<sup>th</sup> official to be watching play in his area as he may clearly have the best position to clearly identify to the referee what actually happened in the incident or challenge.

It is also very important for the 4<sup>th</sup> official to maintain eye contact on play in his area especially when active play is occurring and play is moving away from the referee and towards the 4<sup>th</sup> official area, the fourth official will then certainly have the best view at active play and the 4<sup>th</sup> official can GREATLY HELP the referee in these situation as it is very difficult for a referee to determine how severe a challenge is, or at what speed and intensity the challenge is made at, whether studs went in first, how aggressive the challenge was WHEN PLAY IS MOVING AWAY FROM THE REFEREE and towards the official

REASON: With the fourth official maintaining eye contact on active play in his area and as play moves away from the referee and towards the 4<sup>th</sup> official, the 4<sup>th</sup> official can have a very good idea to what type of challenge was made for the ball e.g. careless, reckless, excessive force and be able to give a very accurate analysis of the challenge to the referee if required

- **Looking for infringements with challenges in front of the 4<sup>th</sup> official area**

Again the 4<sup>th</sup> official's role is very similar here to that of a corner kick been taken, free kick near the penalty, free kick near the 4<sup>th</sup> officials area. The 4<sup>th</sup> official may sometimes be the closest person to the actual incident or challenge OR EVEN have the best view or angle of the incident or challenge therefore the 4<sup>th</sup> official can clearly and easily identify to the match referee what occurred in the incident or what type of challenge it was. e.g. careless, reckless, with excessive force, studs first, late, high foot, use of the arms and elbows etc.

- **Second, third and fourth phase of play behind the referee's back**

During the game if there is a fair challenge by both players for the ball and the fair challenge for the ball from both players was hard, firm but fair and the two players fall to the ground or tangle with each other upon attempting to get up of the ground and the ball is kicked up the field of play away from the original hard, firm, but fair challenge the referee will watch where the ball goes and he will never take his eyes of the ball and he will follow where play is with the ball,

The 4<sup>th</sup> official should be looking at the second, third, fourth phase of play behind the referee's back as in when the two players are getting up of the ground after the hard, firm but fair challenge to ensure that no player has a brain snap and attempt to trip, spit on the player, stand on the players arm or hand, hit, punch, elbow, knee the player in the head, push the player over, provoke the player verbally or physically etc as one of the players is getting up of the ground and attempting to get back involved in play after the hard, firm, but fair challenge

The 4<sup>th</sup> official should be looking out for all these potential blow ups in the second, third and fourth phase of play behind the referee's back as the referee is watching the second, third, fourth phase of play where the ball is and the referee has his eyes on the active play and not what is going on behind him.

REASON: If the three (3) other match officials misses an incident that occurs behind the play as the three (3) of them are concentrating of the game and on the ball and on their jobs during the game then the 4<sup>th</sup> official takes control of his role and watches out for any controversial incidents behind play.

- **Speaking to persons in the Technical area.** Leave an impression when you have spoken to them that if this person comes over again that there is going to be serious consequences. If you are carrying out a role of a 4<sup>th</sup> official, this requires you speaking to the people that are located in the technical area from time to time.

Two main points when dealing with people in the technical area is that

1. You as the 4<sup>th</sup> official must be FIRM, SERIOUS and POLITE
2. Also when dealing with people in the technical area, when speaking to people in a firm, serious and polite manner you want to leave an impression in their minds that this person is serious and if he comes over again that there is going to be serious consequences.

A 4<sup>th</sup> official should try and avoid continually going over to each team's technical area when there is something minor going on. Your actual physical presence standing near the technical area on a rotation period should be adequate enough to diffuse any minor situation.

If the fourth official continually goes over to the technical area for every minor incident and enters into a debate, argument, discussion over every minor incident then the 4<sup>th</sup> official loses his authority status and then when the technical area sees the 4<sup>th</sup> official come over again and again and again the technical area just think that he is only going to tell them off and not do anything about it at all and that he is just been a pain and walking over here at telling them to settle down and remain quiet.

As a fourth official when you approach the technical area in a firm, serious and polite manner you want to deliver your simple message in a firm, serious and polite manner and get out of there and not loiter around to enter into a debate, argument or discussion and when you walk away from the technical area you want to leave an impression in their minds that this guy is serious and that he is not afraid to follow through with his comments and that you want the technical area thinking in their minds that if the 4<sup>th</sup> official comes over here at any stage during the rest of the game that there is going to be serious consequences.

- **Injured players**

Trainers need to be monitored when there is an injured player. You as the 4<sup>th</sup> official must monitor the trainers and ensure that they don't just run onto the field of play when they fell like it. The trainers must stay in their designated technical area. By doing this they avoid possible collision with the assistant referee.

- **Correct procedure of substitution**

The 4<sup>th</sup> official must ensure that the correct procedure is applied when making a substitution. e.g. The player coming of the field of play is completely of the field of play before the player coming on the field of play enters the field of play. Also the 4<sup>th</sup> official can do a last minute jewellery check as well.

The 4<sup>th</sup> official should double check that the correct numbers are displayed on the electronic score board before displaying them to the crowd and both teams

- Subs to wear bibs.

When a substitution has been made the 4<sup>th</sup> official must ensure that the sub coming of the field of play, when he sits down in his technical area he must put on a bib for two reasons.

REASON:

- 1) He is clearly identified to the referee and assistant referees as a substitution and
- 2) He is not interfering with the assistant referee on the far side with his offside decision making process if the substitution is wearing a bib.

## POST GAME:

- Walk of the ground with the other match three (3) match officials as a team
- Bring in score boards, balls, paper work, etc with you as you are leaving the ground with the other three (3) match officials
- Lock change room doors as all of you would like privacy and time to cool down and unwind after the game and not have people barging in every minute asking questions and wanting things
- Monitor the door. If someone knocks on the door then the 4<sup>th</sup> official answers it, as the other match officials are unwinding down from the game
- Fill out all the relevant paper work (NEAT, TIDY and CORRECT)
- Double check that all the paper work is correct
- Get the referee to confirm details are correct on the relevant paper work
- Once all paper work is correct, checked and signed by match referee then get the paper work faxed off to the relevant authorities
- Organises with the liaison officer that two (2) D.V.D's of the game are copied and brought to the match official change rooms. One for the referee and one for the match inspector.
- Packs up and puts away all the communication gear
- Once all the paper work has been faxed off to the relevant authorities and the paper work has been returned to the match official's room then the 4<sup>th</sup> official collates all the other relevant paper work from the game and hands it to the referee.
- Then all four (4) match officials leave together as a team.
- The 4<sup>th</sup> official drops the referee back at his hotel after they have left the ground

## 1. Responsibilities Prior to Start of a Match

### A. Working as a Team

- Arrive together or coordinate with referee the preferred arrival time so that the entire team are present at the same time (NYL – 90 minutes prior to Kick-off)
- Determine from the referee the appropriate outfit (Suit & Tie) and game uniform (Yellow or Black)
- Be fully prepared (equipment and uniform) to serve as either the referee or as an assistant referee, in accordance with competition rules
- Participate fully and in any pre-game meeting regarding responsibilities, procedures, and any match-specific issues

### B. Pre-Game Inspections – Field, Ball, and Teams

- Participate with referee and AR's when inspecting the field, with particular attention to the benches and technical areas
- Check match balls and ensure they comply with the requirements of Law 2 (know your referee and their preferred pressure eg 1 atmospheres or 14 pound per square inch)
- Following inspection of the game balls, provide them to the referee for selection of the primary (starting) game ball and issue others to the home team
- Check the substitution board equipment (if available) and ensure its reliability
- Check or obtain team sheets including signatures and copies

### C. Interaction with Club Officials

- Effective communication is the key
- Introduce yourself to coaches or team managers
- Discuss with the coaches matters such as substitution procedures, warm-up areas, and injury procedures
- Resolve any issues or ambiguities regarding competition rules as requested by the referee (e.g. penalties, etc)

### D. Immediately Prior to the Start of Play

- Walk onto the field with the referee, assistant referees, and teams
- Perform final check of technical area and fourth official's areas for proper equipment, and the presence of authorized persons
- Respond to eye contact by the referee that all matters under the fourth official's control are in readiness for the start of play

## 2. Responsibilities During Play

### A. General

- Remain at the fourth official's table or designated area unless performing a specific duty elsewhere eg injured player
- Remain standing throughout the match but try not to be too noticeable
- Maintain proper records for substitutions, goals, cards and any incidents outside the vision of the referee and assistant referees
- Notify the referee as quickly as possible if a player or substitute has
  - been cautioned or sent off based on an incorrect identification
  - not been sent off despite having received a second caution
  - committed violent conduct out of the view of the referee and assistant referees
- Be aware of the position and movement of substitutes, coaches, and other team personnel

### B. Substitutions

- Confirm substitute listed on the team-sheet
- Check that his or her equipment conforms to Law 4
- Stand at halfway line with substitute slightly behind and on bench side of you
- If both teams are requesting a substitution, keep the substitutes on their respective bench sides
- Perform substitution procedures for each team separately
- If a numbers kit or board is being used, display the number of the player being substituted and number of the substitute entering the field
- Make sure the substitute does not enter the field until the exiting player has completely left the field
- Record the time of the substitution.

### C. Controlling the Technical Area

- Take particular note of any persons not recognized as authorized to be in these areas and bring their presence to the attention of the match officials (e.g., field marshals) for removal
- Keep both benches and technical areas under observation
- Make a mental note of instances where a coach or other team official moves off the bench to give technical instructions but does not return after giving instructions
- Choose the appropriate time to respond
- Use your presence to get a coach or team official to sit down
- Sometimes a quiet word may assist in diffusing a tense situation, if this does not work then be more assertive
- Be prepared to bring to the attention of the coach any instances of improper behaviour by team officials or substitutes on the bench
- Monitor and prevent the practice of throwing water bottles of any kind onto the field or to players on the field
- Monitor substitutes who are warming up (especially near Assistant Referee 1) and prevent them from interfering with official activities
- Make sure that subs are easily distinguished from players

### D. Equipment Problems, Bleeding, or Blood on the Uniform

- Be aware of the referee instructing a player to leave the field due to illegal equipment, bleeding, or blood on the uniform and distinguish this from either a send-off or a substitution
- Do not permit a player to return to the field until the referee's instructions have been complied with
- Monitor efforts to stop any bleeding, replace a blood-soaked uniform, or correct illegal equipment

- If, in the pregame conference, the referee has authorized the fourth official to inspect and confirm the correction of any bleeding or equipment problems, ensure that the matter has been fully resolved in accordance with the referee's instructions

#### **E. Goals, Injuries, and Critical Situations**

- Record the time and immediate circumstances of all goals
- Check both benches to ensure that non-players are not entering the field
- If celebrating players approach their bench area, encourage them to take their position for the kick-off without excessive delay
- Record the time of any injury for which play is stopped
- Prevent team officials and bench personnel from entering the field in response to an injury and, when permitted by the referee, allow only appropriate personnel to attend to the player
- Where an injured player off the field is prepared to return to play, stand at the midfield line to communicate to the referee that the player is now ready to return to the game
- Monitor team officials and substitutes on the bench in critical situations where there might be an attempt to enter the field, prevent such entry if possible, and identify for subsequent referee action any persons who do enter the field despite your efforts
- If a player is sent off (shown a red card), ensure that the player exits the field entirely (utilize field marshal, match official, or security staff to assist if necessary)

#### **F. Half-time Break**

- As the period closes, gather equipment and join the referee and assistant referees so that all officials can exit the field as a group
- Secure replacement ball unless this has already been done by the referee or an assistant referee
- Participate in comparing and, where necessary, correcting records of significant events
- Participate in the general discussion among the team of officials regarding the conduct of the match, patterns observed, player behaviour to be observed more closely, etc.
- Before the start of the second half, check with teams to determine if substitutions are to be made and ensure that the proper procedure is followed
- In the event of time added on obtain the signal from the referee extra time

#### **G. Additional Periods of Play and/or Kicks from the Penalty Mark**

- Be prepared to remind persons in the technical areas of the requirements for these situations and their responsibilities
- If the rules of competition call for additional periods of play following a tied score, assist the referee in maintaining an orderly transition from the end of the last regular period of play to the first part of extra time
- If the match will continue with kicks from the penalty mark to decide a draw, ensure that only players, not substitutes or coaches, enter the field for this phase of play
- Note the order of players kicking from the mark and the results of their kicks as backup to the record being kept on the field

### **3. Responsibilities After the Match**

#### **A. Equipment and Paperwork**

- Make sure all equipment and other items you brought to the field are gathered up and taken with you
- Retrieve the ball if close to you when the match ends and carry it with you until it can be given to the referee
- Move to join the referee and assistant referees without undue delay (avoid in particular being engaged in conversation by anyone wanting to discuss events during the match)

#### **B. Match Debrief**

- Provide information from your records as requested by the referee to confirm or correct information recorded on the field
- Bring to the referee's attention any events which were not observed by the officials on the field but which should be included in the match report
- Participate fully as a member of the officiating team in discussions conducted by the referee and/or assessor to review and assess match events, critical situations, issues of control, team and player behaviour, etc

#### **C. Fourth Official's Report**

- If a separate report by the fourth official is needed (in the case of events mentioned in the referee's game report which are included based solely on your information), ensure that the details are fully discussed with the referee
- Provide the referee with a copy of any report you submit

#### **4. General Considerations and Special Situations**

- The fourth official is the primary point of contact with the officiating team for all persons other than the players, substitutes, and team officials (e.g. the media, security, stadium representatives, ball retrievers, etc.)
- The fourth official performs his/her duties under and with the authority of the referee
- The actual authority of the referee should be used as seldom as possible and only as a last resort but, when it is needed, do not hesitate to inform the referee
- Maintain composure and a professional appearance at all times, avoid being drawn into any conversations which do not relate directly to the conduct of your responsibilities
- Small actions taken decisively and early often prevent situations from deteriorating into greater tension, conflict, and confusion
- If you intend to speak to a coach, substitute, or team official in the technical area, keep the conversation brief and professional
- If action must be taken with respect to anyone in the technical area (including a player temporarily off the field for some purpose), attempt to involve the coach by requesting assistance or bringing the matter first to his attention