

# GUIDELINES FOR ANALYSIS OF MATCH SITUATIONS AND REFEREE REPORT WRITING





# INTRODUCTION

This booklet consists of considerations for match situation analysis, reasons for cautionable offences, sending-off offences and report writing guidelines.

The considerations will assist you to take decisions in match situations based on the principles of The Laws of the Game.

Furthermore, this publication will help in identifying the appropriate reasons as stated in the Laws of the Game for cautionable and sending-off offences. This is important for consistency and uniformity in preparing the disciplinary report, incident report and supplementary report.

It is very important that the reason for showing a yellow or red card is described as per the Laws of the Game in the relevant reports.

A complete report will cover the “who, what, where, when, how and why”. The report writing guidelines will help you to cover all the required details.

The considerations, reasons and report writing guidelines are based on the Laws of the Game 2016/2017.

Prepared by

**AFC Referees Department**

## Fouls & Misconduct: Careless, Reckless, Using Excessive Force and Violent Conduct

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- 1 Does the player show a lack of attention or consideration when making the challenge?
- 2 Does the player act without precaution when making the challenge?
- 3 Does the player make fair or unfair contact with the opponent after touching the ball?
- 4 Does the player act with disregard to the danger for the opponent?
- 5 Does the player act with disregard to consequences for the opponent?
- 6 Does the player have a chance of playing the ball in a fair manner?
- 7 Does the challenge put the opponent in a dangerous situation?
- 8 Does the player touch the ball after making contact with the opponent?
- 9 Does the player use excessive force and endanger the safety of the opponent?
- 10 Does the player use brutality against the opponent when challenging for the ball?
- 11 Does the challenge endanger the safety of the opponent?
- 12 What degree of speed and/or intensity is the player using when making the challenge?
- 13 Does the player show clear malice when making the challenge?
- 14 Does the player lunge on the opponent from the front, from the side or from behind?
- 15 Which part of the body has the player used to make contact?
- 16 Does the player use studs when making a tackle?
- 17 On which part of the opponent's body is contact made?
- 18 In which direction are the tackler's feet pointing?
- 19 Does the player challenge for the ball at the moment the contact is made?
- 20 Does the player charge the opponent in a fair manner?
- 21 Do you consider the foul an act of violent conduct or a serious foul play?
- 22 Has the challenge been committed in a fair manner or a careless manner?
- 23 Does the player use the arm as a 'tool' or a 'weapon'?
- 24 Does the player challenge for the ball in a fair manner?
- 25 Does the player attempt to use excessive force or brutality against an opponent when not challenging for the ball?



## Interfere with or Stop a Promising Attack

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- 31 What is the distance between the offence and the goal?
- 32 Does the player have control of the ball?
- 33 Can the player gain control of the ball?
- 34 What is the direction of play?
- 35 How many defenders are involved in the situation?
- 36 Where are the defenders located?
- 37 How many attackers are involved in the situation?
- 38 Where are the attackers located?
- 39 How many options to pass the ball did the player have when he was fouled?
- 40 Does the challenge interfere with or stop a promising attack?
- 41 Does the handball offence interfere with or stop a promising attack?
- 42 Does the holding offence interfere with or stop a promising attack?
- 43 Does the impeding offence interfere with or stop a promising attack?

## Denying a Goal or a Goalscoring Opportunity

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- 51 What is the distance between the offence and the goal?
- 52 Is there a likelihood of the player keeping control of the ball?
- 53 Is there a likelihood of the player gaining control of the ball?
- 54 What is the general direction of play?
- 55 How many defenders are involved in the situation?
- 56 Where are the defenders located?
- 57 Is the offence a direct free kick or an indirect free kick?
- 58 If there is no offence, does the player have an obvious opportunity to score a goal?
- 59 Does the player deliberately handle the ball to deny the opposing team a goal?
- 60 Does the player hold, pull or push an opponent to deny an opponent an obvious goal-scoring opportunity?
- 61 Does the player making the challenge inside own penalty area attempt to play the ball and deny an opponent an obvious goal-scoring opportunity?
- 62 Does the player making the challenge inside own penalty area has a possibility to play the ball and deny an opponent an obvious goal-scoring opportunity?

## Handling the Ball, Holding and Impeding

- 71 Is the hand moving towards the ball or is the ball moving towards the hand?
- 72 Are the player's hands or arms in a "natural position" or an "unnatural position"?
- 73 Does the player attempt to avoid the ball striking the hand?
- 74 Does the ball strike the player's hand from a short or from a long distance?
- 75 Does the player use the hand or arm to deliberately touch or block the ball?
- 76 Does the player attempt to score a goal by deliberately handling the ball?
- 77 Does the player prevent a goal by deliberately handling the ball?
- 78 Does the player prevent an obvious goalscoring opportunity by deliberately handling the ball?
- 79 Does the player try to deceive the referee by handling the ball?
- 80 Is the ball moving in the direction of the goal?
- 81 Does the player deny an obvious goalscoring opportunity by holding an opponent?
- 82 Does holding start from outside the penalty area and continue inside?
- 83 Does the player impede the progress of an opponent with contact?
- 84 Does the player impede the progress of an opponent with the hands?
- 85 Does the player unsuccessfully attempt to prevent a goal by deliberately handling the ball?



## Simulation

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- 91 Is there contact between the players involved?
- 92 Does the attacker use the slight contact to deceive the referee?
- 93 Has the attacker initiated the contact between the opponent and themselves?
- 94 Is there fair/normal contact between the players, resulting in no offence being committed?
- 95 Has the attacker anticipated the contact between the opponent and themselves?
- 96 Does the attacker initiate the contact?
- 97 Has the player over-exaggerated the seriousness of the foul committed?
- 8 Does the player simulate a foul to win a free kick?
- 99 Does the player attempt to deceive the referee?

## Confrontation

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- 101 Have the original or initial offenders been punished appropriately?
- 102 Were the actions of the players involved excessive with regard to physical contact?
- 103 Did the player(s) become involved unnecessarily by running from some distance?
- 104 Are the ARs effective in helping to prevent further confrontation between players?
- 105 Does the referee get "too close" to the incident and become caught up in the confrontation?
- 106 Does the referee remain calm when dealing with the confrontation?
- 107 Does the referee touch or push the players?
- 108 Does the referee try to separate the first players at the beginning of the confrontation?
- 109 Does the fourth official act appropriately?
- 110 Should any of the match officials make physical contact with players or members in the technical area?
- 111 Was at least one player from each team involved in the confrontation identified and punished appropriately?



## Management of Restart

- 121 Do the match officials manage the restart of play effectively?
- 122 Does the referee indicate to the kicker to wait for a signal to restart play?
- 123 Does the referee succeed in ensuring that the defensive wall retreats 9.15m and remains so?
- 124 How far away are the defensive players when the free kick is taken?
- 125 Does the referee take up the most advantageous position for the restart?
- 126 Is the ball placement acceptable?
- 127 Does the player prevent a quick restart?
- 128 Does the player provoke a confrontation by deliberately touching the ball after the referee had stopped play?
- 129 Does the player appear to take a restart but suddenly leave it to one of the teammates to take it?
- 130 Does the referee indicate or acknowledge the restart of the match after it has been stopped?
- 131 Were disciplinary sanctions correctly applied?
- 132 Should the referee allow a 'quick' free kick in this situation?
- 133 Is the ball intercepted by an opponent who is less than 9.15m (10 yards) from the ball?
- 134 Does the player distract or impede the thrower by moving closer than 2m (2 yards) where the throw-in is to be taken?
- 135 Is the use of vanishing spray effective in controlling 9.15m (10 yards) distance?

## Advantage

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- 141 Is there a team benefit if the referee applies the advantage?
- 142 Did the fouled player still have possession of the ball after the foul was committed?
- 143 Is there more of a benefit in applying advantage or awarding a free kick?
- 144 Does the foul committed deserve a yellow card?
- 145 Does the foul committed deserve a red card?
- 146 Is the foul committed near the penalty area?
- 147 Does the fouled player have space to progress?
- 148 Are there teammates in a good position to pass the ball to?
- 149 After advantage has been applied, should the referee return to administer a disciplinary sanction?
- 150 After application of the advantage, does the offending player play the ball or challenge/interfere with an opponent?
- 151 Where on the field of play did the offence occur?
- 152 Should the tempo/temperature of the match be considered?
- 153 If the player who committed the first offence had previously been cautioned, would it have been advisable to allow play to continue?
- 154 Is there a chance of an immediate attack?
- 155 Could the referee adopt a "wait and see" approach by delaying the whistle?

## Dissent

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- 161 Does the player show dissent by protesting verbally (by words)?
- 162 Does the player show dissent by protesting non-verbally (by action)?
- 163 Does the player act in a manner that shows a lack of respect for the game?
- 164 Could dissent have been avoided if the referee or AR had intervened quicker?
- 165 Does the referee support his/her colleague following a reaction by a player to a decision made by an AR?
- 166 Is the correct disciplinary sanction (yellow or red card) applied?
- 167 Does the referee correctly differentiate between frustration and dissent?
- 168 Does the captain of the team show dissent by protesting?
- 169 Does the player influence the referee to get an opposing player cautioned by waving an "imaginary card"?

## Body Language

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- 171 Does the referee show signs of uncertainty?
- 172 Does the referee's body language show confidence or alertness?
- 173 Is the referee's reaction slow after the incident?
- 174 Have the referee's actions inflamed the situation?
- 175 Does the referee remain calm and in control?
- 176 Has the referee been influenced into taking disciplinary action?
- 177 Does the referee use the whistle appropriately?
- 178 Does the referee use the cards appropriately?
- 179 Does the referee make the signals according to the guidelines for referees?
- 180 Does the referee make the message clear to the player(s) involved?
- 181 Does the referee raise his/her profile appropriately in more demanding situations?
- 182 Should the referee remain "neutral" and not make movements as though he is going to issue a disciplinary sanction?

## Concentration / Awareness

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- 191 Is the referee aware of a possible conflict in allowing the game to continue?
- 192 Is there immediate communication between the match officials to avoid unnecessary protests or appeals?
- 193 Does the referee keep his/her focus and concentration throughout the incident?
- 194 Is the referee in a good position to make the correct decision?
- 195 Is the communication process appropriate in deciding who the offending player is?
- 196 Why is the disciplinary sanction shown to the wrong player?
- 197 Is the referee aware of what the Law allows in certain situations?
- 198 Is the player guilty of persistently infringing the Laws of the Game?
- 199 Is the referee aware of the tactical play of a team that breaks up play or targets individual opponents?
- 200 Does the referee protect (a) player(s) from potential serious injury?

## Teamwork

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- 221 Is the AR closer to the action than the referee?
- 222 Does the AR have a better view of the incident than the referee?
- 223 Does the referee have a better view of the incident than the AR?
- 224 Is the signal from the AR to the referee clear?
- 225 Did the referee make a decision before the signal by the AR?
- 226 Does the incident happen out of the view of the referee?
- 227 Does the AR inform the referee about any misconduct?
- 228 Should one of the match officials have seen the incident?
- 229 Should the fourth official intervene, if none of the other officials had seen the incident?
- 230 Has teamwork broken down because of a lack of concentration?
- 231 Is the AR or AAR closer to the action than the referee?
- 232 Does the AR or AAR have a better view of the incident than the referee?
- 233 Does the AR or AAR inform the referee about any misconduct?
- 234 Should the AAR intervene if none of the other officials had seen the incident?
- 235 Should the referee be aware of "upper body" or contact with the hands/arms when the AR is focused on the ball being in or out of play?
- 236 Does the referee or AR or AAR have a clear view of the incident?
- 237 Is the decision given by the referee or AR credible given the distance they are from the incident?

## Offside

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- 241 Is the AR in a good position to judge offside?
- 242 Is the player in an offside position? If so, which part of the body?
- 243 Is the player in an offside position interfering with play by touching the ball?
- 244 Is the player in an offside position interfering with the goalkeeper? If so, how?
- 245 Is the player in an offside position interfering with an opponent? If so, how?
- 246 Does the player in an offside position gain an advantage by playing the ball?
- 247 Does the player in an offside position gain an advantage by interfering with an opponent?
- 248 Will the ball go to a player who was previously in an offside position after a rebound/deflect from an opponent?
- 249 Does the player in an offside position receive the ball after a deliberate save?
- 250 Does the player in an offside position receive the ball after a deliberate pass?

- 251 Does the assistant referee adopt the “wait and see” technique?
- 252 Is any other teammate who has a chance to play the ball in an onside position?
- 253 Does the player in an offside position challenge the opponent for the ball?
- 254 Does the AR give the benefit to the attacking player when the defender and attacker are in line?
- 255 Could the field markings help the AR to make a correct decision?
- 256 Does the referee identify the player who last touches the ball?

## Miscellaneous

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- 261 Is the foul committed inside or outside the penalty area?
- 262 Is the foul committed inside or outside the field of play?
- 263 Was the ball in play when the offence was committed?
- 264 Does the player enter or re-enter the field of play without the referee's permission?
- 265 Does the ball enter the goal?
- 266 Does the player kick the ball deliberately to his/her own goalkeeper?
- 267 Does the goalkeeper deliberately handle the ball?
- 268 Did the referee need to stop play in this situation?
- 269 Does the player prevent the goalkeeper from releasing the ball from the hands?
- 270 Did the player(s) deliberately delay the re-start unnecessarily?
- 271 Is this violent conduct or merely unsporting behaviour?
- 272 Should the referee consider suspending or abandoning the match?
- 273 Does the player impede the progress of an opponent without any contact being made?
- 274 Does the player kick or attempt to kick the ball when the goalkeeper is in the process of releasing the ball?
- 275 Did a dropped ball enter the goal without touching at least two players?
- 276 Is the ball kicked and clearly moves?
- 277 Does the player use a deliberate trick to pass the ball to his/her own goalkeeper in order to circumvent the Law?

## Management of Penalty Kicks

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- 281 Was the goalkeeper of the kicker in the correct position during kicks from the penalty mark?
- 282 Do(es) the attacking player(s) fail to remain 9.15m before the penalty kick is being taken?
- 283 Do(es) the defending player(s) fail to remain 9.15m before the penalty kick is being taken?
- 284 Does the referee need to order the penalty kick to be retaken?
- 285 Does the goalkeeper gain an unfair advantage by moving forward before the kick is being taken?
- 286 Does the kicker play the ball a second time before another player touches the ball?
- 287 Does the goalkeeper deliberately attempt to delay the taking of the penalty kick by acting in an unsporting manner?
- 288 Did the referee ensure the re-taken penalty kick was carried out in accordance with Law?
- 289 Was the penalty kick taken correctly and in accordance with Law?
- 290 Was the kick from the penalty mark completed?
- 291 Was the penalty kick taken by a teammate of the identified kicker?
- 292 Does the kicker feint to kick the ball after completing the run-up?
- 293 Does the kicker feint in the run-up?

## Injuries

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- 301 Should the referee need to stop the game earlier?
- 302 Was the Law correctly applied to the injured players before play was re-started?
- 303 Does the referee need to give an early signal for the stretcher?
- 304 Did the treatment of the injured player(s) take too long?
- 305 Does the player exaggerate the injury to get an opponent cautioned or to deceive the referee?
- 306 Does the fourth official check the player before allowing him/her to re-enter?
- 307 Does the referee play the correct amount of “additional time”?
- 308 Was the injury assessed before calling for the stretcher?
- 309 Did the player avoid possible contact to prevent injury to themselves?
- 310 Are the playing conditions dangerous and a threat to players’ safety?
- 311 Was the treatment on the field of play completed quickly? (in case an exception to leave the field of play)

## Assistant Referees

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- 321 Does the AR raise the flag in the correct hand?
- 322 Does the AR's flag technique confuse the referee?
- 323 Does the AR change hands before the flag is raised?
- 324 Is the AR's signal correct given the infringement that has been committed?
- 325 What else could the AR have done to get the attention of the referee?
- 326 Does the AR's intervention change the original decision of the referee?
- 327 Does the AR make eye contact with the referee before signalling?
- 328 Does the AAR make the correct judgement?
- 329 Is the AR or AAR positioned adequately to decide whether the ball has crossed over the goal line?
- 330 Is the AAR correctly positioned during the incident?

## Players' Equipment

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- 341 Is it permissible to wear undershorts of a different colour to the main shorts?
- 342 Are players allowed to play without shin guards?
- 343 Should a goalkeeper wear colours that distinguish him/her from the other players and match officials?
- 344 Did the player wait until there is a stoppage in play before returning to the field of play?
- 345 Is a player allowed to continue playing with blood on the shirt?
- 346 Do the colours of the basic compulsory equipment distinguish the player from the opponents?
- 347 Do the colours of the basic equipment distinguish the player from the opponents?
- 348 Do the stockings entirely cover the shin guards?
- 349 Do the shin guards provide a reasonable degree of protection?
- 350 Is a player permitted to wear jewellery?
- 351 Is a player allowed to wear tape to cover jewellery?
- 352 Can a player play the ball without a boot on?
- 353 Does play need to be stopped for a player to adjust his/her equipment?

## Positioning & Movement

- 361 Is the referee too close to the incident?
- 362 Is the referee too far away to make a credible decision?
- 363 Is the referee's view obscured by (a) player(s)?
- 364 Does the referee create a good viewing angle in order to get the correct decision?
- 365 Is the AR better placed than the referee?
- 366 Are both the referee and the AR in good viewing positions?
- 367 Does the referee's position give him/her a good viewing angle?
- 368 Does the AR's position give him/her a good viewing angle?
- 369 Does the referee anticipate play and show good acceleration and speed?
- 370 Does the referee ensure to keep play between him/her and his or her assistant?
- 371 Is the referee's position close enough for controlling the further development of the situation?
- 372 Is the lead AR within the referee's field of vision?
- 373 Does the referee have a good angle of vision?
- 374 Was the referee in a good position to make the correct decision?
- 375 Does the referee's position interfere with play?
- 376 Does the referee anticipate play and adjust his/her position?



## Celebration of a Goal

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- 381 Did the celebration result in excessive time wasting?
- 382 Did the player make a gesture which was provocative?
- 383 Did the goal scorer climb onto the perimeter fencing to celebrate?
- 384 Did the player remove his/her shirt whilst celebrating?
- 385 Did the player cover his/her head with the shirt when celebrating?
- 386 Did the player use a mask to cover the head or face?
- 387 Did the player leave the field of play to celebrate?
- 388 Did the referee act in a preventative manner and exercise common sense?
- 389 Did the player jump into or go amongst the spectators to celebrate?
- 390 Did the goalscorer display a message on a under shirt or any other part of the equipment?
- 391 Were the goalscorer's actions excessive and creating safety concerns for the spectators?

## Delaying Re-start of Play

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- 401 Does the player delay the goalkeeper from distributing the ball into play?
- 402 Does the player provoke the referee into deliberately receiving a caution?
- 403 Should the referee consider if the player heard the whistle and clearly tried to delay the restart of play?
- 404 Did the player delay the restart of play by deliberately kicking the ball away?
- 405 Does the goalkeeper delay the re-start of play, if so, how?
- 406 Does the injured player use/extend the delay unfairly for a tactical reason?

## A. Cautionable offences - Reason to show a yellow card

### A1. Unsporting Behaviour

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- 501 Charges an opponent in a reckless manner
- 502 Jumps at an opponent in a reckless manner
- 503 Kicks an opponent in a reckless manner
- 504 Pushes an opponent in a reckless manner
- 505 Strikes an opponent in a reckless manner
- 506 Tackles or challenges an opponent in a reckless manner
- 507 Trips an opponent in a reckless manner
- 508 Deliberately handles the ball which is moving in the direction of the goal
- 509 Handles the ball in an attempt to score a goal
- 510 Handles the ball in an unsuccessful attempt to prevent a goal
- 511 Attempts to deceive the referee
- 512 Attempts to deceive the referee by feigning injury
- 513 Attempts to deceive the referee by pretending to have been fouled (simulation)
- 514 Commits a foul to interfere with a promising attack
- 515 Commits a foul to stop a promising attack
- 516 Handles the ball to interfere with a promising attack
- 517 Handles the ball to stop a promising attack
- 518 Despite receiving a warning, continuously holding an opponent before the ball is in play
- 519 Despite receiving a warning, continuously holding an opponent after the ball is in play
- 520 Plays the ball when leaving the field of play after being given permission to leave
- 521 Verbally distracts an opponent during play
- 522 Verbally distracts an opponent at a restart
- 523 Unfairly distracts or impedes the thrower by moving closer than 2m (2 yards) where the throw-in is to be taken
- 524 Makes unauthorised marks on the field of play
- 525 Uses a deliberate trick to pass the ball to the own goalkeeper with the head, chest, knee etc. to circumvent the Law
- 526 Uses a deliberate trick to pass the ball from a free kick to the own goalkeeper with the head, chest, knee etc. to circumvent the Law
- 527 Gesturing in a provocative, derisive or inflammatory way
- 528 Feinting to kick the ball once the kicker has completed the run-up

- 529 Does not comply to leave the field of play on a stretcher or on foot after the referee has authorised the doctors and /or stretcher-bearers to enter the field of play
- 530 Gains an unfair advantage by re-entering the field of play, after having left the field of play for a tactical reason.
- 531 Distracts an opponent, after having left the field of play for a tactical reason.
- 532 Changes place with the goalkeeper without the referee's permission
- 533 Throws an object at an opponent or other person in a reckless manner
- 534 Throws the ball at an opponent or any other person in a reckless manner
- 535 Shows a lack of respect for the game
- 536 Unsporting behaviour against a match official
- 537 Unsporting behaviour against a team-mate
- 538 Unsporting behaviour against any other person
- 539 Takes a penalty kick without being identified to take the kick
- 540 Plays in a dangerous manner with obvious risk of injury to an opponent
- 541 Before the ball is in play (from penalty kick), goalkeeper infringes the Laws of the Game and the ball does not enter the goal
- 542 Kicks the ball at an opponent in order to play the ball again in reckless manner
- 543 Throws the ball at an opponent in order to play the ball again in reckless manner
- 544 Unsporting behaviour not previously mentioned



## A2. Celebration of a Goal

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- 545 Climbing onto a perimeter fence
- 546 Gesturing in a provocative, derisory or inflammatory way
- 547 Covering the head or face with a mask or other similar item
- 548 Removing the shirt or covering the head with the shirt

## A3. Dissent by Word or Action

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- 549 Shows dissent by protesting verbally against a referee's decision
- 550 Shows dissent by protesting non-verbally (gesture) against a referee's decision
- 551 Shows dissent by protesting verbally against an assistant referee's decision
- 552 Shows dissent by protesting non-verbally (gesture) against an assistant referee's decision
- 553 Shows dissent by hitting the ball on the ground
- 554 Shows dissent by clapping hands after a referee's decision

## A4. Persistent infringement of the Laws of the Game

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### A5. Delaying the Restart of Play

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- 556 Appearing to take a throw-in but suddenly leaving it to a teammate to take
- 557 Delaying leaving the field of play when being substituted
- 558 Excessively delaying a restart
- 559 Kicking the ball away after the referee has stopped play
- 560 Carrying the ball away after the referee has stopped play
- 561 Provoking a confrontation by deliberately touching the ball after the referee has stopped play
- 562 Taking a free kick from the wrong position to force a retake
- 563 Deliberately preventing a free kick being taken quickly
- 564 Excessively celebrating a goal resulting in excessive time-wasting

## A6. Failure to Respect the Required Distance When Play is Restarted with a Corner Kick, Free Kick or Throw-In

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- 565 Failing to respect the required distance when play is restarted with a corner kick
- 566 Failing to respect the required distance when play is restarted with a free kick
- 567 Failing to respect the required distance when play is restarted with a throw-in

## A7. Entering or Re-Entering the Field of Play without the Referee's Permission

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- 568 Entering the Field of Play without the Referee's Permission
- 569 Re-Entering the Field of Play without the Referee's Permission

## A8. Deliberately Leaving the Field of Play without the Referee's Permission

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- 570 Deliberately leaving the field of play without the referee's permission
- 571 A player deliberately leaves the field of play to put an opponent in an offside position unfairly

## A9. Denying an Obvious Goal-Scoring Opportunity within Own Penalty Area and Referee Awards a Penalty Kick

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- 572 Attempts to play the ball when commits an offence against an opponent within own penalty area which denies an opponent an obvious goal-scoring opportunity
- 573 There is a possibility to play the ball when commits an offence against an opponent within own penalty area which denies an opponent an obvious goal-scoring opportunity

## B. Sending-off Offences - Reason to Show a Red Card

### B1. Denying the Opposing Team a Goal or an Obvious Goal-Scoring Opportunity

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- 574 Denying the opposing team a goal by deliberately handling the ball
- 575 Denying the opposing team an obvious goal-scoring opportunity by holding an opponent
- 576 Denying the opposing team an obvious goal-scoring opportunity by pulling an opponent
- 577 Denying the opposing team an obvious goal-scoring opportunity by pushing an opponent
- 578 Denying the opposing team an obvious goal-scoring opportunity by deliberately handling the ball
- 579 Player commits an offence (outside own penalty area), which is punishable by a free kick, against an opponent who is moving towards the player's goal, denying an obvious goal-scoring opportunity
- 580 Does not attempt to play the ball when commits an offence against an opponent within own penalty area which denies an opponent an obvious goal-scoring opportunity
- 581 There is no possibility to play the ball when commits an offence against an opponent within own penalty area which denies an opponent an obvious goal-scoring opportunity

### B2. Serious Foul Play

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- 582 Charges an opponent using excessive force or brutality when challenging for the ball
- 583 Jumps at an opponent using excessive force or brutality when challenging for the ball
- 584 Kicks an opponent using excessive force or brutality when challenging for the ball
- 585 Pushes an opponent using excessive force or brutality when challenging for the ball
- 586 Strikes an opponent using excessive force or brutality when challenging for the ball
- 587 Tackle or challenge that endangers the safety of an opponent
- 588 Tackle or challenge that uses excessive force or brutality against an opponent
- 589 Trips an opponent using excessive force or brutality when challenging for the ball
- 590 Lunges at an opponent in challenging for the ball with excessive force or endangering the safety of an opponent

### B3. Spits at an Opponent or Any Other Person

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## B4. Violent Conduct

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- 592 Uses excessive force or brutality against an opponent when not challenging for the ball
- 593 Attempts to use excessive force or brutality against an opponent when not challenging for the ball
- 594 Uses excessive force or brutality against a team-mate
- 595 Attempts to use excessive force or brutality against a team-mate
- 596 Uses excessive force or brutality against a team official
- 597 Attempts to use excessive force or brutality against a team official
- 598 Uses excessive force or brutality against a match official
- 599 Attempts to use excessive force or brutality against a match official
- 600 Uses excessive force or brutality against a spectator
- 601 Attempts to use excessive force or brutality against a spectator
- 602 Uses excessive force or brutality against any other person
- 603 Attempts to use excessive force or brutality against any other person
- 604 Throws an object at an opponent or other person using excessive force
- 605 Throws the ball at an opponent or any other person using excessive force
- 606 Deliberately strikes an opponent on head or face with a hand or arms when not challenging for the ball
- 607 Deliberately strikes any other person on head or face with a hand or arms when not challenging for the ball
- 608 Kicks the ball at an opponent in order to play the ball again using excessive force
- 609 Throws the ball at an opponent in order to play the ball again using excessive force

## B5. Using Offensive, Insulting or Abusive Language and/or Gestures

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## B6. Receiving a Second Caution in the Same Match

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## B7. Sending Off for an Offence not Previously Mentioned in Law 12

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## B8. Reason to expel a Team Official from Technical Area

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- 613 Kicking a water bottle inside the field of play
- 614 Throwing a water bottle inside the field of play
- 615 Using offensive, insulting or abusive language and/or gestures against a match official
- 616 Using offensive, insulting or abusive language and/or gestures against opposing team official
- 617 Using offensive, insulting or abusive language and/or gestures against opposing player
- 618 Using offensive, insulting or abusive language and/or gestures against other person
- 619 Pushing, kicking, striking and/or charging an opposing player after entering the field of play for assessment of an injured player
- 620 Pushing, kicking, striking and/or charging a match official after entering the field of play for assessment of an injured player
- 621 Pushing, kicking, striking and/or charging an opposing player while leaving the field of play
- 622 Pushing, kicking, striking and/or charging a match official while leaving the field of play
- 623 Pushing, kicking, striking and/or charging a match official by entering the field of play during the match
- 624 Pushing, kicking, striking and/or charging a match official by entering the field of play after the match
- 625 Failing to act in a responsible manner



# REPORT-WRITING GUIDELINES

## Law 5 States: Page 45

“Provides the appropriate authorities with a match report, including information on disciplinary action and any other incidents that occurred before, during or after the match.”

The referee's report will be viewed by the appropriate authorities for any disciplinary action/sanction to be taken against:

- Players / substitutes
- Team officials etc.

The report will be used as reference for further sanctions, where necessary, based on:

- The Laws of the Game
- AFC Disciplinary Code

Disciplinary offences committed must be reported according to the Laws of the Game.

- Report the specific incident, accurately (player's name / number / team etc.)
- Know what happened
- Follow actual details as in Law 12 (refer to Reason for Yellow/Red Card)

When required, the '**Supplementary Report**' section MUST be filled in.



## Remember “The AFC Rule”:

**A** - Accurate & true information

**F** - Facts & direct to the point

**C** - Concise & brief

The supplementary report must be submitted without delay.  
For a sending off, the report must be submitted immediately after the match.



## **Law 5 States: Page 46**

“Takes action against team officials who fail to act in a responsible manner and may expel them from the field of play and its immediate surrounds”

### **Further sanction subject to the AFC Disciplinary Code**

A team official is sent off if he/she commits any of the following three offences:

#### **Unsporting Conduct**

Throwing of tantrums, water bottles on or off the field, kicking of property, uttering vulgarities and profanities to the match officials, opponents etc.

#### **Violent Conduct**

Attacking match officials, opponents on or off the field of play, kicking, holding and pushing etc. in an aggressive manner.

#### **Spitting**

Spitting at the match officials, opponents etc., or on the ground to display anger at and disagreement with decisions by the match officials etc.



**Further details to be included in an Incident Report are:**

1. Reports on commotion, brawl, players'/spectators' behaviour etc.
2. Delay of match kick-off time, match restart etc. due to weather, floodlights or any other reasons. If necessary, required to include the condition of the field of play.
3. Must state the reasons and circumstances of any incidents connected or not connected with the match, even if this took place before or after the match or during half time

**Remember to include time of incident and how long the delay was.**

Details to be included in Supplementary Report are:

1. ONLY send-off offences (Players/substitutes and team officials) must be included in the Supplementary Report
  2. Must state the reasons and circumstances of any incidents connected or not connected with the match, even if they place before or after the match or during half time
- Ensure the date, time and content is specific.
  - Remember to include time of incident, name/jersey number of offender(s) and please indicate how long the delay was.



## Elements of a well-written incident report

A good incident report will ensure questions relevant to who, what, when, where, how and why are completed. The emphasis placed on each of these questions will vary based on the type and complexity of the incident.

<b>Who</b>	Who is reporting the incident?
	Who was affected?
<b>What</b>	What happened? (Include incident type and identify details)
	What are the characteristics of the incident?
	What initial actions did you take?
	What is the incident severity rating (ISR) at the time of the incident report?
<b>When</b>	When did the incident occur?
<b>Where</b>	Where did the incident occur?
<b>How and Why</b>	Why and how did the incident occur?
	What factors contributed?

- State the **FACTS** - avoid opinions and inferences
- **CONCISE** - give enough information clearly and in a few words
- **COMPLETE** - Who, What, When, Where, Why and How
- **UNDERSTANDABLE** - Present thoughts in an organised, chronological manner; good grammar and spelling, and avoid abbreviations
- **PRESERVATION OF EVIDENCE** - Document the chain of custody of all equipment and supplies affiliated with the incident

It may seem contradictory to say that a report should be both complete and concise. However, concise means ensuring all the important details are included. Omit words that do not add value and that interfere with readability.

Well-written reports are factual, fair and impartial. A fact is something real that can be either proved or disproved. Opinions and inferences should be avoided.





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