



MATCH OFFICIAL POLICY

1. SCOPE

This policy applies to all Match Officials (MOs) appointed by Eastern Ontario Soccer (EOS) for sanctioned games across all leagues and competitions where EOS is responsible for assigning officials. It also applies to EOS staff, contractors, leagues using EOS assigning services, and any affiliated organizations involved in MO deployment or oversight.

2. DEFINITIONS and ABBREVIATIONS

ED	Executive Director
EFT	Electronic Funds Transfer
EOS	Eastern Ontario Soccer
EOSL	Eastern Ontario Soccer League
M.MOD	Manager, Match Official Development
MO	Match Official
OASC	Ottawa Adult Soccer Club
OCSL	Ottawa Carleton Soccer League
OS	Ontario Soccer

3. PURPOSE

The purpose of this policy is to define the standards, expectations, and core principles governing the assignment, conduct, reporting, upgrading, and compensation of Match Officials appointed by EOS. This policy ensures consistent, fair, inclusive, and effective practices across all match officiating activities under EOS jurisdiction.

4. POLICY

Equity and Inclusion

EOS is committed to ensuring equity, diversity, and inclusion in all aspects of match official operations. All decisions about assignments, upgrades, and conduct shall uphold these values.



Assignment Governance

EOS is responsible for appointing referees and assistant referees for designated leagues and competitions. Assignments must adhere to Ontario Soccer grading protocols. MOs will generally be assigned games at or below their certified grade level unless the EOS M.MOD authorizes specific exceptions.

EOS reserves the right to assign, reassign, or withdraw assignments in the interest of fairness, safety, or league integrity, and in consultation with affected stakeholders.

Assignment Conflicts

Match Officials must not accept games as a referee or assistant referee if any of the following conflicts are present:

1. *You are a player, coach or team official (including assistant coaches, managers, trainers) listed on the game sheet in a particular league and division - you should not officiate in that division of that league;*
2. *You have an immediate family member (spouse, son, daughter, brother, sister, parent) who is mentioned in #1 above, you should not officiate in that division of that league or*
3. *You are a board member, or on the executive of a particular club, the Club Head Referee or an employee, you should not officiate any teams of that club in an official competitive league or cup match.*

Match Official Availability

MOs are required to submit their availability and preferences in the official assigning system. While preferences will be considered, EOS reserves the right to assign officials based on league and game requirements.

Game Confirmation and Acceptance

Assigned MOs are expected to confirm or decline their games promptly. EOS may revoke unconfirmed assignments to ensure full game coverage.

Assignment Cancellations

Match Officials and leagues must adhere to clearly defined cancellation windows. Cancellations within certain thresholds may trigger payment obligations. Match Officials who fail to comply with the cancellation expectations may be subject to review and disciplinary action.



Reporting Requirements

All referees must complete accurate game reports for every match assigned to them, including EOSL U9 to U13 games. Non-compliance may result in delayed payment and/or disciplinary review.

Payment Policy

EOS processes MO payments for assigned games via EFT, subject to the submission of correct reports and banking details. EOS is not liable for paying MOs for games assigned by other organizations. Travel reimbursements are managed in accordance with the EOS Travel Policy below.

Travel Policy

Travel payments are based on zones rather than actual miles travelled. An MO's home and all field locations fall within one of 31 zones. The payment rate is 45 cents per zone kilometre after the first 25 km each way.

The maximum travel expense will be \$60.

Travel expenses are only applicable for the following games:

- Adult competitive game
- Adult recreational and youth games if the game is played in a rural zone

Adult recreational games that are played in any of these suburban zones are not subject to travel fees:

- Stittsville
- Kanata
- Richmond
- Nepean
- Ottawa
- Gloucester
- Cumberland

Examples:

- The MO lives in Rockland and officiates an MC2 game in Nepean; travel expenses will be paid.
- The MO lives in Rockland and officiates an MR1 game in Nepean; travel expenses will not be paid.
- The MO lives in Nepean and officiates an MC2 game in Rockland; travel expenses will be paid.
- The MO lives in Nepean and officiates an MR1 game in Rockland; travel expenses will be paid.

Upgrading and Assessment

EOS offers upgrading opportunities for MOs through Provincial, Regional, and District development pathways. MOs can participate in assessment programs aligned with Canada Soccer and Ontario Soccer standards. EOS may recommend or approve an MO's advancement based on merit and performance.

5. ROLES AND RESPONSIBILITIES

EOS Board of Directors

- Oversee policy alignment with EOS strategic priorities
- Approve changes to this policy

Executive Director

- Responsible for drafting, communicating, and implementing the policy
- May make non-substantive editorial changes for clarity
- Monitors and enforces compliance

Manager, Match Official Development

- Oversees implementation of the policy at the operational level
- Oversees the daily activities of the EOS MO Assigning Contractor
- Ensures assignments and upgrades follow policy and grading protocols
- Authorizes exceptions as needed
- Liaises with leagues regarding assignment issues and cancellations

Leagues

- Must adhere to EOS assignment policies and communicate changes promptly
- Responsible for notifying EOS of game cancellations or postponements

Match Officials

- Must comply with EOS assignment, conduct, and reporting policies
- Maintain accurate contact information in the assigning system
- Participate in upgrading programs as appropriate

Match Official Assigning Contractor

- Must comply with EOS assignment policies
- Must comply with the EOS Code of Conduct
- Must obtain written approval from the ED to act on behalf of EOS outside of the Assigning Contract.

6. BREACH OF POLICY

Penalties for breaches of this policy may include:

- Failing to adhere to assignment acceptance/cancellation timelines
- Submitting false or incomplete game reports
- Acting in conflict with EOS's equity and inclusion principles

The ED will investigate breaches in consultation with the M.MOD and may issue warnings, impose restrictions on reassignments, suspend from the pool, or take disciplinary action based on Ontario Soccer Discipline policies.

7. APPROVALS AND REVIEW

VERSION	AUTHOR	DATE	REASON FOR CHANGE
1.0	V Lowe	March 26, 2025	Reformatted to match new EOS policies formatting, and removed procedural content
1.1	Board Approved	August 27, 2025	Amend Conflict of Interest Policy