



PEEL HALTON DISTRICT LEAGUE - ADULT

Operational Policies

Preamble

Ontario Soccer Association (OS) is governing body for soccer in Ontario and is responsible for the sanctioning and oversight for all Leagues in Ontario.

Within these Operational policies any time the masculine is used it is deemed and understood to be the feminine as well.

1. Code of Conduct

Administrators, Executive Committee Members, League Officials, Club Officials, Match Officials, Match Assignors and registered team officials must conduct themselves on or off the field (at all times when dealing with soccer related activities) in such a manner as to set an example that when followed, would enable every player to be a credit to the game. Executives and League Officials SHALL investigate all reports and any non-compliance that they directly observe and advise team officials and Club Administrators of any non-compliance with the League's Rules & Regulations as soon as possible.

2. Management

- I. The affairs of the League(s) will be overseen by the Peel Halton Soccer Association, Board of Directors.
- II. The day-to-day management of the League(s) can be, assigned or contracted by the PHSA to a related or third party based on an annual agreement approved and signed on behalf of the Board of Directors.
- III. The League office staff, League contractors and PHSA office staff are not authorized to change or modify league policies or wave or adjust administrative fines or disciplinary fines.
- IV. The PHSA BOD has the sole rights to modify, change, add, modify or delete League Operational Policies. Changes to Operational Policies made by the League will be communicated to the participating Clubs at least 14 days before adoption of the changes.

- V. The proposed playing nights will be as made available by Club.
3. League Fee
- I. The annual League fee will be proposed by the League Management group, adopted by the PHSA BOD and ratified by the members as part of the budget presented at the PHSA Annual General Meeting.
 - II. For the League fee structure, please reference Appendix "A".
4. League Registration
- Clubs will register teams in the PHDL Sched2K system.
- Club will advise the league of the team contacts by April 15th. It is the Clubs responsibility to keep the league up to date on any contact changes for the Club and teams. With registration the Club and team contacts agree to receive contact from the league.
5. Team Regulations
- I. All players must be registered in accordance with OS Registration Policy and be in the AIMS system
 - II. A team may register a maximum of 25 players. A minimum of 11 players must be registered by April 15th of each year.
 - III. Each team must play in its own age level unless otherwise approved by the District and League In accordance with OS Policies and Procedures.
 - IV. All Team Coaches, assistant Coaches and Managers must be registered in the OSA registration system.
 - V. All players and team officials must have an OS Registration book/card validated by the District. The Registration book or card must present at all games and discipline hearings.
 - VI. Books/cards and game sheets must be available and checked by the opposing team official(s) fifteen (15) minutes prior to kick-off.

- VII. If players and/or team officials are not in possession of their books/cards they may not participate in the game or sit on the bench.
- VIII. If no books/cards are available for the entire team the game will not be played and the team will forfeit the game. The opposing team will win the game by a score of 1:0 and will be awarded the points for the game. In the event that the game is played despite one team having no books/cards the result of the game will be void and the team with no books/cards will forfeit the game.
- IX. Game sheets should not indicate that books/cards were checked if they were not. If it is found that books/cards were not checked when the game sheet indicates that they were; the club will be fined as per Appendix A.
- X. A player or team official arriving late will be allowed to participate in the game upon presentation of their registration book/card to the opposing team official(s). It is the responsibility of the team officials to ask the match official to make the game sheet available for late arriving players and/or team officials to verify the person's registration book/card. There is no time limit on when a late arriving player or team official may join the game.
- XI. Teams who are participating in the PHDL will abide by OS Rules Policies and Procedures regarding players except as noted in PHDL Rules and Regulations.
- XII. As per District regulation, after July 31st no player/s will be permitted to transfer or re-register from another team or club.
- XIII. A "call up" is any player who is not registered on the OS team roster, but the call up must be a registered OS member, and entered into SCHED2K.
- XIV. A player may play a maximum of eight (8) games in total per season as a call up in the PHDL. It is the responsibility of the team officials calling up the player to be aware of how many times the player has played as a call up in the current season.
- XV. A team may use a maximum of eight (8) call ups in any PHDL league or league cup game.
- XVI. If a player is found to have played in more than eight (8) games in the PHDL as a call up in the current season the team shall forfeit the 9th (+) game(s) and be fined as per Appendix A. The opposing team will win the game 1:0 and will be awarded the points for the game.

- XVII. Any team found to have played more than eight (8) call ups in a game the team shall forfeit the game and be fined as per Appendix A. The opposing team will win the game 1:0 and will be awarded the points for the game.
- XVIII. No player registered in a league higher may be used as a call up in the PHDL. If a team is found to have used a player registered in a league higher as a call up the team/club shall forfeit the game and will be disciplined accordingly. The opposing team will win the game 1:0 and will be awarded the points for the game.
- XIX. Teams from the same club playing in the same division shall not interchange players in PHDL

6. Team Officials

- I. "Team official" shall mean coach, assistant coach, manager or assistant manager who will be registered and carded by district association.
- II. All team head coaches and assistant coaches must have an OS Coaching Certification or Coach Certification as required according to OS published rules.
- III. All team officials must be registered with their District Association and their ID Book/Card must be presented to the opposing coach before the start of the game. If the books/cards are not available the official(s) name will not be entered on the game sheet and the official(s) will not be allowed to sit on the player bench. Team official's arriving late will be allowed to sit on the player's bench upon presentation of their registration book / card to the opposing coach and name entered on the game sheet.
- IV. A minimum of 1 and a maximum of 4 team officials, which are carded to the team, shall be permitted to sit on the bench.
- V. Smoking by Team Officials in proximity to the players; before, during or after a match is not permitted. This includes the field proximity, park area, parking area.
- VI. Team officials will coach within the marked technical area or within one (1) meter of their bench. Team officials are not permitted to walk up and down the sideline or obstruct the view or passage of the assistant referee.

7. Team Responsibilities

- I. Register their player and team officials with OS and have the players and team officials listed in the PHDL Shed2K system'
- II. Anyone on the bench entering the field of play without consent of the match official during an altercation will be subject to disciplinary action depending on League Discipline Committee findings.
- III. All teams will register colours for their home and away uniforms with the PHDL, and will wear the appropriate registered uniform for all PHDL games. Home and away uniforms must be different colours.
- IV. Teams failing to comply with League Rules and Regulations are subject to fines and/or disciplinary action. Team and club officials will be notified in writing of any fines levied and/or disciplinary action.
- V. A team must field a minimum of seven (7) registered players for a game and if not, the team shall forfeit the game and be fined as per Appendix "A".
- VI. If the minimum amount of players required in rule 7V is at the field by the scheduled game time, the match official will start the game at the scheduled time.
- VII. If any team fails to appear or appears and refuses to play at a scheduled League game or League Cup game, they shall be fined as per Appendix "A" and the team will forfeit the game. Forfeits will be recorded as 1:0 loss by default.
- VIII. Clubs/teams are responsible for the conduct of their players, officials, and spectators on and off the field of play during a game and before and after a game scheduled by the League.
- IX. A maximum of eighteen (18) registered players may sit on the bench. All players must be listed on the game sheet, and once listed are deemed to have played. (Players under suspension shall not be entered on the game sheet and should not be at player's bench). Teams found to have more than eighteen (18) players on the game sheet shall forfeit the game to the opposing team by a score of 1:0.
- X. Teams may request a maximum of three (3) exception dates to be advised at the time of registration.

- XI. Any team official withdrawing a team from a game shall be fined as per Appendix "A" and the team will forfeit the game. Forfeits will be recorded as 1:0 losses by default.

8. Home Club Responsibilities

Home clubs will be responsible for the provision of:

- I. Field markings, as per FIFA Rules. (including Technical Area)
- II. Goal nets.
- III. Corner flags.
- IV. A minimum of two (2) size five (5) game balls
- V. Change rooms (if available).
- VI. Field lights (when required).

9. Uniforms

- I. All players shall wear regulation soccer equipment as outlined by FIFA and OSA Rules.
- II. All Players, including goalies, must be identified by a number, a minimum 8 inches / 204 millimeters tall on the back of their shirt and such number will be recorded against the players' name on the game sheet. All numbers must be legible. No two players on the same team may wear the same number. No taped numbers are permitted on any player on the field.
- III. The home team will change to their registered away uniform colour if there is a conflict.
- IV. Goalkeepers' uniforms must not conflict with that of the game officials or opposing team and must be identified by a number on the back of the jersey.
- V. If the goalie is substituted, the new goalie must have a different number than the original goalie.

10. Match Officials

- I. The League or its designate will assign registered Match Officials to all games.
- II. Registered Match Officials must be present at the game thirty (30) minutes prior to the scheduled start to complete standard field check.

- III. Match Officials Fee Schedule & Half Game Fee details; see Appendix “B”.
- IV. For PHDL League matches the home team is responsible for the payment of match officials in cash, fifteen (15) minutes prior to kick off.
- V. Match official fees for League Cup matches are to be split equally between teams
- VI. The game shall be played if one official is present.
- VII. All Match Officials must have CSA District Referee qualification.
- VIII. Match Officials must be at least 16 years old.
- IX. Officiating complaints will only be acknowledged if received in writing by the League.
- X. The Match Official is responsible for completing the online game report via the Sched2k system. In addition, the Match Official must provide the “Official Game Sheet” plus pertinent paperwork to the league within twenty-four (24) hours of a game being completed. The ‘Official Game Sheet’ must be signed by all three match officials before being submitted. Furthermore, all disciplinary forms must be signed by the Match Official before submission. The following 3 methods can be used by the match official to provide the “Official Game Sheet” to the league:
 - Scan a copy and email to league
 - Drop off at league office
 - Mail to league office

If the Match Official uses the scan method, they must keep the official copy of the game sheet for the season in case the league requires the actual original. The league will not accept photos of the game sheets and/or disciplinary reports.

All non-compliance will be reported to their district association for disciplinary action. Failure by the game official to provide game sheets to the league office within the stipulated time frame does not make the game sheet or any disciplinary reports null and void. The league will process discipline once received.

- XI. All Match Officials must sign all game sheets and record any infraction(s) which occurred for which players or team officials were ejected. All non-compliance will be reported to their district association for disciplinary action.

11. Conflict of Interest

- I. All Match Officials and Match Assignors shall comply with the OS's Code of Conduct or the OS's Match Assignors Code of Conduct or they shall be reported to their district association for disciplinary action.
- II. Each Match Official, or Match Assignor is under an obligation to avoid a conflict of interest:
 - a) To absent himself or herself from any game at any time there is the matter giving rise to the conflict.
 - b) To refrain from accepting the game or officiating the game, where involved himself or herself with that age division.
 - c) To refrain for officiating when you have a relative who is participating in the match as a player of team official.
 - d) To refrain from officiating in a game when you are a team official, executive member, and/or a player within that club.
 - e) A Match Official may opt to engage a spectator to serve on line when one or more assistant are absent. Such person must be identified and agreed to by all team officials. If not approved by all team officials such person cannot be used. However if such person is approved that person will call balls in and out only.
- III. All non-compliance will be reported to their District Association for disciplinary action.

12. Game Start Time

- I. The Match Official will endeavor to start each game at the scheduled time designated by the League.
- II. An allowance of not more than fifteen (15) minutes from the scheduled time shall be made if either team has less than seven (7) players in attendance for games. No exceptions will be allowed by the Match Official.
- III. Games scheduled for weeknight should begin no earlier than 7PM and no later than 9PM. Only the League can assign other times at their discretion or as

required. Weekend games will be scheduled at the Leagues discretion to commence no earlier than 10 a.m. depending on field availability. Only the League can assign other times at their discretion or as required.

13. Game Duration

- I. The length of games will be:
Two (2) forty-five (45) minute halves
- II. A minimum break between the halves of five minutes and not more than ten minutes shall be provided. During periods of extreme heat the Match Official may at their discretion offer water breaks.
- III. Player substitution shall be permitted with the consent of the match official during a stoppage of play for the following:
 - a) Goal kick.
 - b) Scoring of a goal.
 - c) Injury of a player.
 - d) Halftime.

14. Game Sheets

- I. PHDL Online Game Sheets (Sched2k) as supplied by the League via the online game sheet module are considered the official game sheet. If the PHDL online game sheets are not used, the Club will be fined per Appendix "A". Game to be played provided an unofficial game sheet is available, as long as all the required information, i.e. players and team officials' names, OS number and shirt number are entered in the unofficial game sheet.
- II. The Club / team official will enter only players who are registered to the team in the OS system and have valid OS player book/card into the PHDL Shed2K system. Player and team officials under suspension are not allowed to participate while under suspension and are not permitted to be on the game sheet.
- III. All players and team officials must be identified on the game sheet. All names and OS registrant numbers must be legible at all times.
- IV. Team officials present at the game must sign the game sheet. Players and team official's names and registration numbers appear on the Game Sheet are deemed to have played in the match.
- V. Completed game sheets accompanied by any Disciplinary Reports, Trial Permits or

Temporary Registration Permits must be provided to the League office by the game official within twenty-four (24) hours of the final whistle. Non-compliance will be reported to their district association for disciplinary action. Failure by the Match Official to provide game sheets to the league office within stipulated time frame does not make the game sheet or any disciplinary reports null and void. The league will process discipline once received and reviewed.

- VI. Teams using players on a Temporary Registration Permit or Trial Permit must submit the authorized signed copy with the game sheet. All players playing for teams under a Trial or Temporary Permit will be governed by Policies and Procedures of OS and PHDL. The Match Officials must add any player's name(s) and OS number manually into the online game report that are not shown and participated in the game.
- VII. The suspension of players/team officials by the PHDL for any game in which a player/team official received a game or time suspension is recorded in the PHDL system. The system will endeavor to prevent any suspended individual from appearing on the game sheet. It is the responsibility of the team official(s) to ensure that no suspended player or team official participates in the game or is signed on the game sheet. Any player or team official entered on a game sheet for a game they are suspended for will result in disciplinary action.

15. Cancellation Of Games

- I. The game shall begin and/or continue to be played unless, in the opinion of the Match Officials, the safety of the players and/or the quality of the field is in jeopardy.
- II. The game will be replayed in full if less than fifteen (15) minutes of the second half has been played, after which time the results of the match at the time of the stoppage shall stand. The Match Official shall be the sole judge of time elapsed.
- III. When fields are closed by Municipality or Club, the league will notify affected teams of any cancellations as soon as notification has been received in the league office. Rules for rescheduling will be used when rescheduling games.
- IV. PHDL League Games and Cup Games may be cancelled at the discretion of the Match Official, the municipality or owner of the field.

16. Rescheduling Of Games

- I. Unless for conditions stated in section 15 no game will be rescheduled unless otherwise approved by the PHDL.
- II. All postponed games will be rescheduled by the PHDL or their delegates. The League will notify the teams a minimum of 48 hours in advance of any rescheduled game unless time does not allow the 48 hours advanced notice.
- III. The Home club must provide a date for rescheduling of a game to the PHDL within fourteen (14) days upon request of the PHDL. Failure to provide the required information will result in the game being scheduled at the away team's location. Or at a neutral site designated by the PHDL.
- IV. If game is reversed to away team's location the home club is responsible for all costs: Field cost and Match Official fees will be paid by the Home team.
- V. If the game is set for a neutral site by the PHDL the field cost and Match Official cost will be paid by the Home team.
- VI. There will be no league or league cup games scheduled for a team within 24 hours before or after their Ontario Cup game(s). Teams must notify the PHDL of any Ontario Cup games at least seven (7) days prior to the Ontario Cup game, or as soon as possible if they were given less than seven (7) day's notice by the OS.
- VII. The PHDL shall notify the team of the reschedule game data, time and location and receive acknowledgement first by e-mail and secondly by phone (if e-mail was unsuccessful). Notification will be deemed to have occurred after acknowledgement of the change by the team. If the team does not confirm, a final notice will be sent to the club and the team will be considered notified.
- VIII. Only the PHDL are authorized to schedule or reschedule games for the League.
- IX. Any match(s) scheduled or rescheduled by team officials, clubs or persons not authorized by PHDL will be declared null and void. Teams participating in an unsanctioned game, the League will deduct all points from the game.

17. League Standings

- I. The League Champion shall be the team which accumulates the greatest number of points, based on the formula of three (3) points for a win and one (1) point for a tie, in all games provided for by the PHDL schedule of that age group.
- II. In the event of a tie for first place between two or more teams at the end of regular season, the following criteria will be used to determine the League winner:
 - a) If two teams tie for first place in the PHDL, a game will be played. Kicks from the penalty mark will be taken if the game is tied after regulation time, per the league cup rules, and FIFA Law Rules on penalty kicks. Costs of match official(s) fees will be split between teams involved.
 - b) If three or more teams tie for first place, a round robin will be played and each game must have a winner, as per Rule "B (1)" and the team with the most points will be declared the champion. If
 - c) The teams are still tied in points the team with the best goal difference (goal plus against goal minus) will be declared the winner.
 - d) If teams are tied for the same position in any part of final standings except for first place, the results between the teams will be determined by:
 1. Head-to-head results.
 2. Total goal difference for the season.
 3. a game will be played per the decision of the Executive Board of the PHDL, if it will affect promotion/relegation

18. League Cup

- I. For the competition, eligibility shall be defined as the following:
 - a) A player may only play for the club to which he/she is registered, subject to Player Registration
 - b) Policy 3.0 of the OS Published Rules.
 - c) A player shall be deemed registered for the competition if his/her registration form has been properly registered by his/her District Association (in accordance with OS Published Rules) one (1) day before a game in which he/she plays in the competition.
 - d) A player shall NOT play for more than one team in PHDL league cup
 - e) Unless the player can provide proof to the contrary, a player whose name appears and has a signature on the team sheet shall be deemed to have played in the game.
 - f) Trial Permit Forms (T.P.F.'s) and Temporary Registration Permits (T.R.P.'s)

shall not be permitted in the competition.

- g) A transferred player shall be deemed registered for the competition if his/her transfer form has been properly registered by his/her District Association (in accordance with the OSA Published Rules) one day before a game in which he/she plays in the competition.
 - h) A player who has been a professional or non-amateur player and who has been reinstated by the Canadian Soccer Association shall be eligible to participate in the competition provided that he/she has been a registered amateur player with his/her club for a period of thirty days prior to the game. The player may not register as an amateur player until his/her reinstatement has been approved by the Canadian Soccer Association.
 - i) Each player is Cup tied to the first team he/she played a League Cup game with, in the current season. If a player plays for a second team, the team will automatically lose the game to the opposing team by default with a score of 1:0 and disciplinary action will be taken.
- II. If the game is tied after regulation time, kicks from the penalty mark as per FIFA Law will apply.
 - III. No over-time periods, go straight to penalty kicks from the penalty mark.
 - IV. Match Official fees are to be split equally between teams and paid in cash fifteen (15) minutes prior to the start of the game. Field costs are to be paid by the home team except for semi-finals, and finals when booked by the League.
 - V. Regulation Time in the event the game is called, (i.e. adverse weather), in all league cup games, if fifteen (15) minutes or more of the 2nd half, have been played, the result of the game will stand. If the game is tied, or the suspension of play occurs during penalty kicks the cup game will be replayed in full.

19. Discipline

- I. The PHDL follows OS Discipline Policies which is governed by the CSA and all discipline will be applied under OS.
- II. All discipline matters (except appeals) and protests shall be handled by the League Discipline Committee which an independent panel.
- III. League Discipline Hearings will be held on Fridays, starting in June, and ending in

October. During the long weekends of Canada Day, Civic Holiday, Labour Day, and Thanksgiving, hearings days may change, please refer to website for more details.

- IV. Discipline in the case of alleged match official assault an OS hearing which is generally administered by the District Association in which the player or team official is registered. The accused is automatically suspended from all soccer related activity, as per OS Rules, until the case has been disposed of.
- V. All discipline reports must be provided along with the game sheet within twenty-four (24) hours of game completion to the PHDL office by the Match Official or Assistant Match Official. Game sheet reports must be completed online within twenty-four (24) hours of the final whistle. Failure by the Match Official to provide the game sheets to the league office within stipulated time frame does not make the game sheet or any disciplinary reports null and void. The league will process discipline once received and reviewed.
- VI. Any team official, who for whatever reason during a game withdraws his/her team from the field, will be subject to disciplinary action depending on League Discipline Committee findings.
- VII. Request to reschedule hearing dates will only be granted once per case and will be subject to a seventy-five dollar (\$75.00) administration fee. The written request must be received within the stipulated time along with the fee.
- VIII. Except in cases of OS misconduct Type 1.3, 1.5, and 1.6, an individual who is subject to the DBR system shall have the right to request to be disciplined by the D.B.H. system. The accused must submit a written request to the league within four (4) days of receiving the dismissal. The written request must be received within the stipulated time along with the fee of \$50.00. If found not guilty the fee of \$50.00 will be returned.
- IX. The accused is required to present their OS registration book at all disciplinary hearings.
- X. When required by PHDL, a club representative (Executive Member) must be present for a discipline hearing (DBH). If club representative does not show for the hearing the club will be fined.

20. Game Abandoned

Clubs will be held responsible if a game is abandoned because of the actions of its players, officials or spectators and will be subject to disciplinary hearing. If the club is found guilty team shall forfeit the game and the club will be fined as per Appendix "A". Forfeits will be recorded as 1:0 losses by default and points will be awarded to the opposing team depending on the discipline committees' findings.

21. Protests

- I. Protests based on decisions of the Match Official's interpretation of FIFA Law will not be acknowledged.
- II. No protests will be entertained by the PHDL regarding players(s)/team official(s) eligibility if the team making the protest has not checked books/cards as per PHDL Rule 6 "III".
- III. The protest must be submitted in writing within forty-eight (48) hours of the game being terminated. A fee of Three Hundred dollars (\$300.00) in cash or club cheque must be mailed within five (5) working days. Protests can only be heard if any rules of the PHDL or OS have been violated. All protests must be signed by an official team representative and a Club Executive.
- IV. The PHDL will review protests and send a response within fourteen (14) days - once all relevant information is received by the PHDL.
- V. If protest is ruled out of order – fee will be returned minus admin fee of seventy-five dollars (\$75.00).
- VI. Hearing scheduled, if protest upheld fee will be returned. iii) Hearing scheduled, if protest denied fee will be forfeited.
- VII. Clubs or teams protesting the outcome of a game based on the PHDL or OS rules being broken – the protest to reverse the game result will be decided by the Discipline Committee of the protest hearing. The Discipline Committee will have the right to reverse the result of the game by default and issue fine applicable to the case.

22. Appeals

Any discipline hearing decisions of the League may be appealed to the Peel Halton Soccer Association at the following address:

Persons appealing a decision of the League Discipline Committee are subject to the decision rendered until the appeal has been disposed of.

Peel Halton Soccer Association
B3-5659 McAdam Road
Mississauga, Ontario
L4Z 1N9

APPENDIX "A"

2017 Fee

Structure

LEAGUE FEES	Amount
Team Registration Fee	\$600.00
Club Bond Fee	\$500.00
Late Registration Fee	\$75.00
Late Registration (after March 15 st)	\$150.00
Team withdrawal (before April 1st)	\$500.00
Team withdrawal (after April 1st)	Loss of entry fee plus \$500 fine
Team withdrawal (after May 1st)	Loss of entry fee plus a \$1500 fine
HEARING FEES	Amount
Discipline by Hearing Request from DBR (returned if found not guilty)	\$50.00
Discipline by Hearing Club	\$50.00
Request to reschedule a Hearing Payable as per Rules	\$75.00
FINES	Amount
Club/Team failing to comply with PHDL Rules	\$250.00
Team failing to provide / comply with Team Responsibilities under section 6	1 st \$125 / 2 nd \$250 / sub \$400
Failure to comply with Home Club Responsibilities - Section 7	\$150.00
Game Sheet violations - Section 14	\$50.00
Club / Team playing an ineligible player	\$300.00
Game abandonment	\$300.00
Failure to appear by Club at a hearing where required to attend	\$300.00

In The Event That a Team Withdraws From the League:

- Team is not registered until completed application and fees are received by league.
- A club registering a team and pulling the team from the league will forfeit the League fee.

- Between April 1st - May 1st, such clubs will forfeit its League fee and will be fined \$500.00
- After May 1st the club will forfeit the League fee and will be fined \$1500.00

Fines Fees and Payments

- All payments must be cash, club cheque or money order, payable to the PHSA within 21 days.
- All hearing fees and fines for DBR & DBH for players will automatically billed to the Club.
- Clubs are responsible for all fees and fines of team officials and players.
- Clubs not paying discipline hearing fees or fines within the stipulated time will be declared not in good standing and their District Association and OSA will be notified.

APPENDIX “B” MATCH OFFICIALS FEES

Match Officials Fees: \$155.00

These fees are paid by the home team.

Match Official - \$65

Assistant Match Officials (x2) \$45

The fees are split equally between the two teams in all Cup rounds.

Match Official fees paid by PHDL for scheduled games where kick-off does not take place:

The Match Officials shall be paid a half-game fee for games that are not started due to the following situations:

- The field, in Match Official’s discretion, is unplayable.
- The town’s parks department closes the field prior to kick-off.
- The Match Official was not contacted at least one hour prior to scheduled kick-off of the game.
- One or both teams do not show up after the grace period has lapsed.
- One or both teams have less than the minimum number of players required to kick off the game.

The half-game fee noted above shall be paid only if:

- The match official collects and completes the game sheet(s) and provides a short written report explaining why the game did not start.
- The appointed Match Official and Assistant Match Official, who were present at the field, shall include their names, OSA Registrant Number and signature(s) in the space provided on the game sheet(s).
- Hand a fully completed and signed copy of the game sheet(s) to the coach/manager of the team(s) that is/are present.
- Forward the fully completed and signed original to the PHDL office within twenty-four (24) hours.

The League shall insure that all of the requirements herein were met prior to issuing the said half-fee payment to the Match Official/Assistant Match Official in question. Furthermore, the Match Official or Assistant Match Official shall NOT collect any amount from the participating team(s) if the game is not started. Should such fees be collected, and the game does not kick-off, then those fees must be returned to the team(s) they were collected from.

Revisions Made:

- May 2017