

Manitoba Soccer Association Inc.

211 Chancellor Matheson Rd | Winnipeg, MB | R3T 1Z2
mbsoccer@manitobasoccer.ca | P: 204.594.5809 | F: 204.594.5139
www.manitobasoccer.ca



REFEREE OUTDOOR HANDBOOK 2023

Contents

REFEREE DEPARTMENT	2
ANNUAL REGISTRATION	2
LOGIN, AVAILABILITY & GAMESHEETS	2
LOGIN	2
AVAILABILITY	2
ASSOCIATIONS, NOTES, AND CONFLICTING TEAMS	3
GAMESHEETS.....	3
PAYMENT.....	3
EDUCATION OPPORTUNITIES	3
EDUCATION SESSIONS	3
PROSPECTS	3
OTHER OPPORTUNITIES.....	4
ASSIGNING POLICIES	4
CODE OF CONDUCT	5
PRE-GAME RESPONSIBILITIES.....	5
LEAGUE SPECIFIC RULES.....	6
WINNIPEG YOUTH SOCCER LEAGUE	7
MANITOBA MAJOR SOCCER LEAGUE.....	9
WINNIPEG WOMENS SOCCER LEAGUE.....	10
GAME SHEETS.....	11
CONFLICTING JERSEY	11
DISCIPLINE	11
DISMISSAL FORM.....	11
MISCONDUCT TOWARD A MATCH OFFICIAL	11
MATCH INCIDENT REPORT	11
MANITOBA SOCCER REFEREES ASSOCIATION	11
MANDATORY FITNESS TEST	12

REFEREE DEPARTMENT



Referee Development Manager & Assignor

Julio Ruiz

Contact:

Phone 204-594-5813

msaassignor@manitobasoccer.ca

referee@manitobasoccer.ca

jruiz@manitobasoccer.ca

For assigning related questions.

For questions regarding referee upgrade and development, mentorship, assessments, discipline, clinics, education...

For any other inquire.

ANNUAL REGISTRATION

Referees must complete and pay their registration with the MSA every year prior to be assigned to games. It can be done in the link below.

http://manitobasoccer.ca/page.php?page_id=123159

The fees are as follows:

- | | |
|---|----------|
| - Small Sided | \$0.00 |
| - District Youth (under the age of 18) | \$36.00 |
| - District Senior, Regional, and provincial | \$90.00 |
| - National | \$125.00 |

LOGIN, AVAILABILITY & GAMESHEETS

LOGIN

To login you can go to our website (www.Manitobasoccer.ca), and click on the right side on “Referee Login”, or on the link: https://msa-manitobasoccer.goalline.ca/login_ref.php

AVAILABILITY

Once you have signed in, on the “Referee News” menu you can find information on how to set up availability.

[Click here](#) to review a pdf on how to set availability.



ASSOCIATIONS, NOTES, AND CONFLICTING TEAMS.

On your referee profile, you can also block teams when there might be a conflict of interest (you, or a close relative either plays, coaches or is related to the club in any manner). In that case you should click “Edit Conflicting Teams” and block the team.

On the link “Update Account Information” you should write on the “Assignment Availability Notes” information that you consider relevant for the assignor to know.

GAMESHEETS

Before every game (excepting only when we informed you not to) you need to download and print game sheet. It is recommended you download and print the game sheet a few hours before kick off so as to ensure you capture the most recent roster should a team have made any last minute changes. On the game sheet you will find the roster with the players and coaches’ information.

[Click here](#) to review the pdf on how to download gamesheets.

PAYMENT

You can check your payroll on your Goalline profile, on the menu on the right side. If there is any game fee that has been omitted or mistakenly reduced from your payment, you can send an email to referee@manitobasoccer.ca until the 5th of the next month. Payment will be sent directly to the banking account you provided on your annual registration, if that information was not provided before the 5th, your payment will be delayed until next month.

Payments are done on the 15th day of the next month.

[Click here](#) to learn more about the Outdoor Game Fees.

[Click here](#) for more information about our Travel Fees.

EDUCATION OPPORTUNITIES

We want you to develop your skills continuously and we have many ways for you to do it.

EDUCATION SESSIONS

Each month you can discuss and learn in a classroom environment about varied topics related to different soccer rules. Our instructors teach the content designed by experts in Canada Soccer. Every month we have one subject, and two different dates so you can choose according to your schedule. Please block your availability once you registered. [Click here](#) for more information. and to see the list of topics and education session dates. These education sessions are free to attend to all registered referees.

PROSPECTS

A group of the most promising referees in the province are invited to participate in our Prospects





Program. Three times a month, our most experienced referees share their experiences by discussing soccer situations, either on a class or on a practical portion.

If you are interested on it, send us an e-mail to jruiz@manitobasoccer.ca. While the Prospects Program is intended to develop promising referees at the early stages of their careers, all registered referees are welcome to attend to expand their knowledge.

[Click Here](#) to see the schedule.

OTHER OPPORTUNITIES

Laws Of The Game quiz: Every month we will send an email with a link for you to test your knowledge. The quizzes are based on the latest version of the FIFA Laws of the Game and feature both written questions and video review exercises. The quizzes are open book and you can attempt them as many times as you wish.

Mentors: Manitoba Soccer is tasked with developing and mentoring referees at all levels. A team of mentors make themselves available to be assigned to your games from time-to-time to provide you with feedback and helpful tips and tricks to improve as a referee. These mentoring opportunities are not formal assessments and are meant to create an informal feedback mechanism to support you in your development.

Assessors: You may be assigned an assessor from time-to-time who will watch your game and discuss with your areas of strength and opportunities for improvement. Assessors are experienced referees and trained in providing an objective view and feedback on where you are on your development pathway and specific details on how to improve. Assessors will mainly be assigned to those referees who are on the development pathway, wish to be considered for an upgrade or certain higher-level competitions or there is a particular concern about your performance as a referee.

Referee Development Pathway: We would love to see you achieve your maximum potential as a referee, which may include becoming a National or even a FIFA referee. [Click Here](#) to better understand the referee development pathway and how to achieve your goals.

ASSIGNING POLICIES

To be assigned to games, you must submit your availability for the coming month, prior to the 20th of each month. Games will be assigned on a month-by-month basis. For example, in order to be assigned games for July, you must have your availability completed in Goalline by no later than June 20th. Once you have been assigned a game, for the entire coming month, after that, you must confirm or decline the assignment within 48 hours after receiving the assignment. If you do not decline the game within 48 hours, you will have been deemed to have accepted that assignment.

If you have accepted a game and can no longer referee, you must email the MSA Assignor (mssaassignor@manitobasoccer.ca). The MSA Assignor will then provide you a list of qualified referees (if you do not already have it) who may be available to take your assignment. It is your responsibility to find a replacement and inform the MSA Assignor of that trade for approval. Trading games or not honoring the assignment you have accepted may be subject to fines. For more information regarding this topic, if you accepted a game (or forgot to decline and more than 48 hours have passed):

District referees or higher: You must email MSA Assignor to ask for the referees list if you do not have it already, to then find a replacement and inform the Assignor for approval. Trading games is subjected to fines.

If you want more information regarding this topic, [Click Here](#) to access the entire document.

CODE OF CONDUCT

According to Canada Soccer Code of Conduct and Ethics Match Officials must:

- Conduct themselves with dignity both on and off the field of play, and by example seek to inspire the principles of fair play in others;
- Adhere to all standards and directives established by Canada Soccer, International Football Association Board and FIFA;
- Be neat in appearance and maintain a high level of physical and mental fitness;
- Study and enforce the current Laws of the Game and any event-specific rules and regulations;
- Perform his/her designated duties, including attending organized clinics and lectures, etc. and shall assist their colleagues in upgrading and improving their standards of officiating, instructing and assessing;
- Adhere to the Canada Soccer's Anti-Doping Policy;
- Honour any appointments accepted, unless unable to do so by virtue of illness or personal emergency;
- Not publicly criticize other referees or Canada Soccer;
- Not make any statement to the media (newspaper, television, radio, etc.) related to a game in which the referee has officiated, or to the performance of the players or other officials;
- Not accept any appointment to officiate in any competitive game in which an immediate member of his/her family by marriage or common law is a registered player or coach. An immediate member of the family is a parent, a spouse, a son or daughter, a brother or sister;
- Not accept any appointment to officiate in unsanctioned events;
- Be fair, equitable, considerate, independent, honest, and impartial in all dealings with others;
- When writing reports, set out the true facts and not attempt to justify any decisions; and
- Report any approach to fix the result of a match.

To access the full document [Click Here](#).

PRE-GAME RESPONSIBILITIES

Before traveling, check your referee bag for:

- Whistle
- Cards set.
- Black shorts.
- Referee jersey and badge.
- Pump and gauge.
- Coin
- Game sheet and a pen.
- Flags set.

You can purchase these items online or find them more conveniently on our [store](#).

Referees must arrive to the field 30 minutes before the kick-off time. Before travelling, it is important to check your email and the league website in case the game has been cancelled or rescheduled.

Once on the field you should check:

FIELD	PLAYERS EQUIPMENT
<p>Check that there is any hazard on the field that cannot be removed like glass, rocks, broken goals.</p> <p>Check the condition of the field. If the grass is too long, the field is underwater or unlined.</p> <p>Check for goal nets, and corner flags.</p> <p>When you feel the game can be played without endangering the safety of the players or losing control of it, you can be flexible and let the game continue, but always report that on the game sheet.</p>	<p>There are different methods to do this. We suggest to line the players before the game, and while checking their game cards (or guest player permits), you can make sure that they have shin guards, that the number on their jersey matches the one on the game sheet, and they have no jewelry.</p> <p>Turbans/Patkas/Keski are allowed. To read the Memorandum, click here.</p> <p>Players will be allowed to wear synthetic plastic covers in their ears when having stretched ear holes. Read more here.</p> <p>Modern protective equipment made of soft, lightweight, padded materials are not considered dangerous and are therefore permitted. Read the cast policy here to know what is permitted.</p>
<p>GAME BALLS</p> <p>Ask two game balls to the home team.</p> <p>Inflate them to acquire the pressure indicated on the ball.</p>	<p>A player wearing an insulin pump because of a medical condition is permitted to play providing he/she has received written medical clearance and is able to provide the referee with a note indicating such. Read the policy here.</p>

LEAGUE SPECIFIC RULES

Before going to a game, you should read the competition rules. You can find them here:

Winnipeg Youth Soccer League - [Click here](#).

Manitoba Major Soccer League – [Click here](#).

Winnipeg Women’s Soccer League – [Click here](#).

Winnipeg Men’s Soccer League – [Click here](#).

Any other sanctioned league not contemplated here will be updated before the tournament on this document.

WINNIPEG YOUTH SOCCER LEAGUE

RECREATION INDOOR LEAGUE MATCH STANDARDS								
DIVISION	# OF PLAYERS	# OF PLAYERS TO START	MATCH DURATION	FIELD SIZE	EXTRA-TIME (FINALS ONLY)	BALL SIZE	SUBS	OFFSIDE
U9 - U12 REC	7v7 (6+1GK); 14 Player Max Roster	5 – at no time can the # be below 5	2x30 Halves 2 Min Halftime	Width: 33Y Length : 53Y	None	Super Light 4 (8.1-11.6 PSI) recommended; Regular 4 accepted	Unlimited - No maximum at one time	Not Enforced
U13 - U18 REC	6v6 (5+1GK) 18 Player Max Roster	4 – at no time can the # be below 4	2x30 Halves; 2 Min Halftime	Width: 33Y Length : 53Y	2 x 5 Mins Played In Full	Size 5	Unlimited - No maximum at one time	Not Enforced
<p>During the indoor season, all teams shall be allowed 5 minutes grace time past the scheduled kickoff time to acquire enough players to start a match. Failure to acquire enough players will result in a default.</p>								

*Review retreat line and attacking line before your game at WYSA's rules.

DEVELOPMENTAL LEAGUE MATCH STANDARDS							
DIVISION	# OF PLAYERS	# OF PLAYERS TO START	MATCH DURATION	FIELD SIZE	BALL SIZE	SUBS	RETREAT LINE / OFFSIDE
U9 DL	6v6 (5+1GK); 12 Player Max Roster	4 – at no time can the # be below 4	2x25 Halves. 5 Min Halftime	Width: 33Y-40Y Length: 44Y- 60Y	Super Light 4 (8.1-11.6 PSI)	Unlimited at any stoppage; Unlimited throughout match	Retreat Line Enforced
U10 DL	6v6 (5+1GK); 12 Player Max Roster	4 – at no time can the # be below 4	2x25 Halves. 5 Min Halftime	Width: 33Y-40Y Length: 44Y- 60Y	Super Light 4 (8.1-11.6 PSI)	Unlimited at any stoppage; Unlimited throughout match	Retreat Line Enforced
U11 DL	9v9 (8+1GK) 16 player Max Roster	7 – at no time can the # be below 7	2x30 Halves. 5 Min Halftime	Width: 40Y-50Y Length: 55Y- 71Y	Regular 4	Unlimited at any stoppage; Unlimited throughout match	Attacking Line Enforced
U12 DL	9v9 (8+1GK) 16 player Max Roster	7 – at no time can the # be below 7	2x30 Halves. 5 Min Halftime	Width: 40Y-50Y Length: 55Y- 71Y	Regular 4	Unlimited at any stoppage; Unlimited throughout match	Attacking Line Enforced

PREMIER LEAGUE MATCH STANDARDS							
DIVISION	# OF PLAYERS	# OF PLAYERS TO START	MATCH DURATION	FIELD SIZE	BALL SIZE	SUBSTITUTIONS	OFFSIDE
U13 PREMIER	9v9 (8+1GK) 16 player Max Roster	7 – at no time can the # be below 7	2x35 Halves; 5 Min Halftime	Width: 40Y-50Y Length: 55Y- 71Y	Regular 5	Unlimited at any stoppage; Unlimited throughout match	Traditional Offside Enforced
U14 PREMIER	11v11 (10+1GK) 18 Player Max Roster	8 – at no time can the # be below 7	2x35 Halves; 5 Min Halftime	Width: 50Y-100Y Length: 100Y-130Y	Regular 5	Unlimited at any stoppage; Unlimited throughout match	Traditional Offside Enforced
U15 PREMIER	11v11 (10+1GK) 18 Player Max Roster	8 – at no time can the # be below 7	2x40 Halves; 5 Min Halftime	Width: 50Y-100Y Length: 100Y-130Y	Regular 5	Unlimited at any stoppage; Unlimited throughout match	Traditional Offside Enforced
U16 PREMIER	11v11 (10+1GK) 18 Player Max Roster	8 – at no time can the # be below 7	2x40 Halves; 5 Min Halftime	Width: 50Y-100Y Length: 100Y-130Y	Regular 5	Unlimited at any stoppage; Unlimited throughout match	Traditional Offside Enforced
U17 PREMIER	11v11 (10+1GK) 18 Player Max Roster	8 – at no time can the # be below 7	2x45 Halves; 5 Min Halftime	Width: 50Y-100Y Length: 100Y-130Y	Regular 5	Unlimited at any stoppage; Unlimited throughout match	Traditional Offside Enforced

*For Premier games, the older PR1 team decides what set of rules the referee will officiate with.

MANITOBA MAJOR SOCCER LEAGUE

Division	Maximum players on game sheet	Halves duration	Halftime duration	Substitution	Minimum players on field
Premier	20	45 minutes	5 minutes	Limit of 5 substitutions in a game. Unlimited substitutions at half-time	No fewer than 7

First	20			Limit of 5 substitutions in a game. Unlimited substitutions at half-time	
Second	20			Unlimited substitutions in a game (3 substitutions at a time) , for the following divisions	
Third	20				
Fourth	20				
Fifth	20				
Sixth	20				
Seventh	20				
Eighth	20				

WINNIPEG WOMENS SOCCER LEAGUE

Division	Maximum players on game sheet	Halves duration	Halftime duration	Substitution	Minimum players on field
Premier	20	45 minutes	5 minutes	Unlimited substitutions, provided no more than three (3) players are substituted at any one time.	No fewer than 8
First					
Second					
Third					
Fourth					
Fifth					
Masters					



GAME SHEETS

Game sheets must be sent to the leagues no later than 48 ours after the game along with any other discipline form when it is the case. Please let the coaches take a picture of the game sheet if they ask for it.

SEND GAME SHEETS TO:			
WYSA	MMSL	WWSL	
wysa@wpgsoccer.com	gamesheets@mmsl.ca	wwslgamescores@outlook.com	gamesheets@winnipegmenssoccerleague.ca

CONFLICTING JERSEY

WYSA	MMSL	WWSL
Away team must change	Home team must change	Home team must change

DISCIPLINE

At MSA and our leagues, we care about you and your safety as a referee. We do not tolerate any form of violence or harassment towards you. If something does happen, we strongly encourage you to report it. This way, we can take action to prevent it from happening again in the future. You can find [here](#) a document provided by our neighbours in Saskatchewan on how to fill those forms accurately, or you can contact the [MSRA](#), and they can support you on that as well.

DISMISSAL FORM

Whenever a player or team official has been dismissed, a Dismissal Form is necessary, it must be sent to the league where the dismissal occurred no more than 48 hours after the occurrence. [Click here](#) to get the form.

MISCONDUCT TOWARD A MATCH OFFICIAL

If you were abused by a player, or team official, you must fill this report and a dismissal form if the person received a red card for it. [Click here](#) to access the form. This report should be sent to the league no later than 24 hours after the problem occurred.

MATCH INCIDENT REPORT

Incidents including but not limited to events such as abandonment of matches, reporting misconduct or interference by spectators and issues with facilities, venues or fields should be described on this form. A separate form must be completed for each incident. Get the form by [clicking here](#).

MANITOBA SOCCER REFEREES ASSOCIATION

The MSRA has worked along the MSA for many years supporting referees. If you need assistance filling a



report, and/or want to be closer to the referee community, you can always reach to them [here](#).

MANDATORY FITNESS TEST

All MSA Registered Referees excepting Small Sided, are required to sign up for and attend the Mandatory Fitness Test. Annual Fitness Testing typically is scheduled in the months of April and May.

Fitness Test Standards by Category			
Select either FIFA or Beep Test as applicable			
Category	FIFA Test		Beep Test
	Sprints 6x40m (60 sec rest)	Interval Test x40 (4000m)	Continuous Run 20m
Women FIFA/National	6.40 sec	17 / 20 sec	n/a
Women Provincial	6.60 sec	17 / 22 sec	n/a
Women Regional	6.80 sec	17 / 24 sec	n/a
Women District	n/a	n/a	Stage 6
Men FIFA/National	6.00 sec	15 / 18 sec	n/a
Men Provincial	6.40 sec	15 / 20 sec	n/a
Men Regional	6.60 sec	17 / 22 sec	n/a
Men District	n/a	n/a	Stage 6
FIFA & National Assistant Referees	CODA	Sprints 5x30m (30 sec rest)	Interval Test x40 (4000m)
Women	11.00 sec	5.10 sec	17 / 22 sec
Men	10.00 sec	4.70 sec	15 / 20 sec

* Last updated, May 8, 2023.