

**Reporting players – Umpire responsibilities & tips**

The SFNL tribunal operates under administrative law principles, therefore the burden of proof is the ‘*balance of probabilities’*, basically a lower level of proof with the premise being that all things considered it is more likely than not that the offence occurred. As an umpire you will be required to give evidence before the Tribunal. The Tribunal is primarily interested in the facts of the case; although hearsay and other evidence not usually allowed in the criminal jurisdiction of law are allowed in Tribunal hearings under SFNL By-Laws. As well as the administrative SFNL processors as an umpire you must;

**Game day**

* Take control of the incident
* Ensure correct details of the incident (ie players names, jumper numbers, teams etc)
* If more than one umpire has seen the incident then each umpire should make an independent report
* Do not discuss the report with players or football club officials other than in the cause if the incident meets the acceptance of a set penalty infringement
* Take notes of the incident at the earliest opportunity (ie involved player location on the ground where the incident occurred, language/ conversation that took place (in direct if possible))
* Tell the players involved in the incident:
* Reported player: card colour, what they have been reported for (ie: ….you’ve been reported for striking No 2 for Bentleigh do you understand that..)
* Other player involved: that another player (number & team) has been reported & the reason for the report. ie: player No2 from Benteigh has been reported for striking you, do you understand that… )
* Only report what you see & what you hear – if there is any other incident you think should be reported to the SFNL record it on the match report
* Before submitting the report / match day report have another umpire proof read the report to ensure accuracy and details

**Tribunal attendance**

* Be on time – be prepared
* Professional appears (preferably SFNL polo shirt, black trousers)
* Revise your evidence before appearing before the tribunal
* Use a *Yes / No* response if that will answer the question - don’t ramble on
* Keep your answers relevant, factual & succinct
* Be confident in your answers
* Know the offence & what constitutes the offence
* Know the definition of each coloured card (red / yellow / card)
* Be able to justify your decisions ie why you used a certain coloured card as opposed to another colour