

## **FOOTBALL FEDERATION OF BELIZE F.F.B**

*Formerly B.N.F.A 1980-2001*

*Affiliated to FIFA and CONCACAF*

*#26 Hummingbird Highway, Belmopan City, P.O. Box 1742 Belize City C.A.*

*Telephone # 822-3410/3717 Fax # 822-3377*

*E-mail: [bzefederation@gmail.com](mailto:bzefederation@gmail.com) Website: [www.footballfederationbelize.com](http://www.footballfederationbelize.com)*



# **The Referee Committee and Department**

## **3 Introduction**

- 1.** Each Member Association is obliged to establish a Referees Committee which is directly subordinate to the Member Association based on art. 13 par. 1 (e) of the FIFA Statutes.
  
- 2.** The Referees Committee must be an integral part of the Member Association's structure. Refereeing organisation, regulations and development must come under the exclusive control of the Member Association, and under no circumstances may it fall under the supervision or control of other bodies, such as the leagues, unions or government (including parliaments and any other state authorities).

#### **4 Composition of the Referees Committee**

- 1.** The Referees Committee shall be composed of a chairman, a deputy chairman and the members deemed necessary to discharge its duties. Its members may not be affiliated to any clubs, leagues or any other football organisation.
- 2.** The Executive Committee shall appoint one of its members as chairman of the Referees Committee.
- 3.** The deputy chairman and members of the Referees Committee shall be appointed by the president of the Member Association at the proposal of the chairman of the Referees Committee.

## **8 II. THE REFEREES COMMITTEE**

#### **5 Duties of the Referees Committee**

The duties of the Referees Committee are defined by the Executive Committee of the Member Association in terms of reference containing primarily the following rights and duties:

- a)** To classify the Referees in each category on the basis of their performance in selected matches and propose promotions or demotions
- b)** To appoint Referees to matches in competitions organised by the Member Association or for any other tournaments, whenever requested to do so

- c)** To nominate candidates for the International List who are eligible to officiate at international matches according to FIFA Regulations governing the registration of international referees, assistant referees, futsal referees and beach soccer referees on FIFA's lists
- d)** To comply with standard refereeing methods as established by FIFA to ensure uniform implementation of the Laws of the Game
- e)** To utilise uniform criteria for the assessment of Referees as established by FIFA
- f)** To approve the Referee Instructor and Assessor panels
- g)** To approve administrative regulations governing refereeing.

### **III. THE REFEREEING DEPARTMENT 9**

#### **6 Introduction**

- 1.** Each Member Association must set up a dedicated refereeing department headed by an expert with broad experience in the field of refereeing.
- 2.** The refereeing department must be set up within the administration of the Member Association.

#### **7 Composition of the refereeing department**

- 1.** The refereeing department should be composed of at least one expert with broad experience in the field of refereeing, working on a full-time basis and responsible for the administration and development of refereeing.
- 2.** In addition, other staff will be necessary to cover the areas of administration and development, depending on the Member Association's needs.

## **8 Duties of the refereeing department**

The refereeing department has primarily the following duties:

- a)** To assist the Referees Committee
- b)** To implement decisions adopted by the Referees Committee
- c)** To carry out all tasks related to the logistics of refereeing
- d)** To carry out all administrative duties of the refereeing department
- e)** To implement programmes to develop the Referees according to the guidelines approved by the Referees Committee

## **10 III. THE REFEREEING DEPARTMENT**

- f)** To organise courses for Referees, Referee Instructors and Referee Assessors

**g)** To prepare and produce teaching materials in line with the Laws of the Game issued by IFAB

**h)** To report regularly on its activities to the Referees Committee either directly or through the General Secretary of the Member Association.

## **9 Financial matters and resources**

**1.** On the instructions of the Referees Committee, the refereeing department shall propose the annual budget which, once approved by the Referees Committee, shall be submitted to the Member Association for final approval by the general assembly. The budget shall be fixed, and it will not be possible to transfer funds between different items and areas, unless this has been expressly authorised by the Member Association. The budget must contain provisions for grassroots, FIFA (all categories) and women's refereeing programmes.

**2.** Each Member Association, through its relevant body, will establish a service fee, including daily allowances and travelling expenses, to be paid to the Referees for every match.

## **IV. THE REFEREES 11**

### **10 Introduction**

Member Association Referees shall be considered to be persons registered with the Member Association as a Referee and must meet the following minimum requirements:

- a) They shall have passed the FIFA Fitness Test specific to each Referee category according to the Fitness Tests in the Annexe. If there is any divergence between the Fitness Tests in the Annexe and the FIFA Fitness Test in the FIFA Regulations governing the registration of international referees, assistant referees, futsal referees and beach soccer referees on FIFA's lists, the latter shall be authoritative.
- b) They shall have passed an annual medical examination testifying to their ability to referee; in the event of unavailability or medical problems that could affect their refereeing career, the Referees must inform their Member Association immediately.
- c) They shall have passed a test on their technical knowledge of the Laws of the Game issued by the IFAB.

## **11 Referee categories**

**1.** Each Member Association's Referee categories shall be determined based on the categories or leagues organised by the association. The number of Referees in each category shall be determined by each Member

Association on the basis of needs and different geographic and economic factors.

**2.** The number of Referee categories shall correspond to the number of football levels the Member Association has. The top four categories should be composed as follows:

#### **12 IV. THE REFEREES**

**a)** Category 1: Referees who officiate in the professional competitions organised by the Member Association (or whose organisation is delegated to a professional league)

**b)** Category 2: Referees who officiate in the semi-professional and amateur competitions organised at national level

**c)** Category 3: Referees who officiate in the competitions organised at regional or provincial level

**d)** Category 4: Referees who officiate in grassroots and youth competitions.

**3.** Each Member Association may establish Referee subcategories as necessary in accordance with the Member Association's competitions.

#### **12 Appointment of Referees**

**1.** The appointment of Referees is a fundamental part of Referee development and must be undertaken by the Referees Committee in conjunction with the refereeing

department. No club, league or other body of the Member Association may interfere in the Referee appointment process.

**2.** Referees shall be appointed to matches that correspond to their level of skill and experience, in the context of a planned process. Referees appointed must be chosen from among the Referees who have passed the medical, fitness and technical tests, which are all monitored by qualified professionals.

**3.** Referees shall be appointed in good time before the match or event in question, thus allowing adequate time for them to prepare, save in exceptional situations that are duly justified.

### **13 Promotion and demotion of Referees**

**1.** The criteria for the promotion and demotion of Referees must be approved by the Referees Committee.

**2.** At the end of each season, the Referees Committee, assisted by the refereeing department, shall prepare a ranking of the Referees in each category and subcategory based on the marks given by the Assessors.

**3.** The Referees Committee shall decide how many Referees are to be demoted to the lower category or subcategory and how many are to be promoted to the upper category or subcategory every season.



## **14 Evaluation of Referees' performances**

The Referees Committee shall establish a Referee Assessor panel to analyse the performance of the Referees in the matches in their category. The prerequisites for appointment as a Referee Assessor shall be outlined in an annexe to these regulations.

Consequently, the Referees Committee shall establish a Referee report template to record the relevant information and marks of the Referees.

All records are the property of the Member Association and should be kept by the refereeing department for further reference in the long term.

### **Committee Members**

1. Marlon Kuylen – President
2. Luis Peña
3. Eugene Contreras
4. Gerald Henry Jr.
5. Louis Lucas

### **Referee Department**

1. Eugene Contreras Head of Department  
Instructor/Assessor
2. David Henry Jones Instructor/Assessor
3. Josue Rivera Instructor (beach & futsal)

4. Amir Castilla Physical Instructor/Assessor
5. Carla Gentle Instructor/Assessor
6. 7 Coordinators

### **Assessors' Panel**

1. Eugene Contreras
2. David Henry Jones
3. Gerald Henry Jr.
4. Louis Lucas