



REFEREE ADMINISTRATIVE HANDBOOK

2026 Edition

(Effective July 1, 2026, and thereafter, until modified
by the Board of Directors of the US Futsal Federation)

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United States Futsal Federation
Oakland, California

We would like to thank all who have given their time and energy for the growth and development of Futsal in the United States.

This handbook is dedicated to:

Alexander J.C. Para, President, USFF

For his years of dedication, leadership and self-sacrifice for the game of
Futsal

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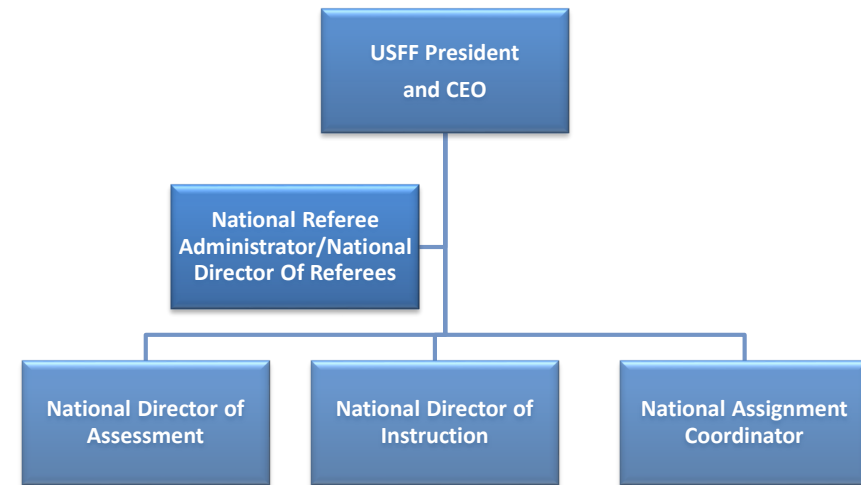
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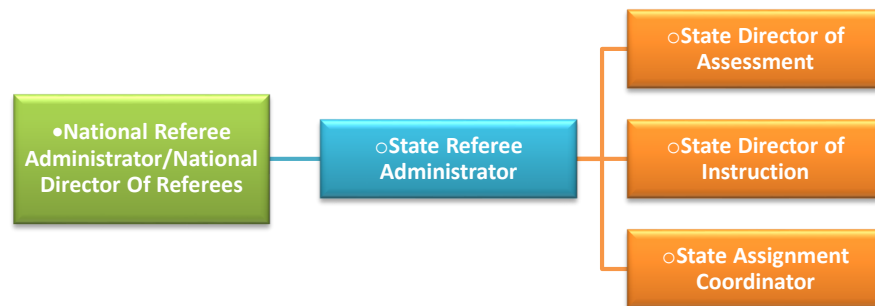
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National Organization Chart



State Organization Chart



Organization of National Referee Administration

The National Referee Administration shall have the National Director of Referee's as its head officer. Other officers who shall serve with the National Referee Administrator shall include the following:

1. National Director of Assessment
2. National Director of Instruction
3. National Referee Assignment Coordinator
4. A life Member if not available a past International or National Referee

The National Referee Administration shall also have a Disciplinary Committee.

Appointment and service:

1. The President of USFF, in the sole exercise of his or her discretion, shall appoint all National Referee Administration Officers, except as otherwise set out in this document. All appointments must be ratified by the USFF Board of Directors.
2. All National Referee Administration officers shall have a term of two years and may be reappointed without restriction in the discretion of the President of the USFF.
3. All National Referee Administration officers shall serve at the pleasure of the USFF Board of Directors, and may be removed from their offices at any time, with or without cause, by a 60% vote of the USFF Board of Directors. In the event that the Board of Directors is going to consider a removal vote for an office, the officer shall receive notice by email of the anticipated vote and the reason for it. Notice shall be deemed delivered 48 hours after the sending of the email. The subject officer may submit a response or explanation to the Board of Directors by sending an email containing that explanation to the USFF President within 10-days of the delivery of the Notice.

The USFF President shall transmit any explanation to the members of the Board by email forthwith upon receipt and prior to the taking of the vote. No vote shall be taken by the Board of Directors for 15 calendar days following the sending of the Notice.

4. In the event of the removal of a National Referee Administration officer by a vote of the Board of Directors, the President shall appoint a replacement within 14 calendar days of the removal vote.
5. The National Director of Referees of USFF shall chair the National Referee Disciplinary Committee. The Committee shall consist of its Chair and up to ten additional members appointed by the President of USFF to one-year terms. Committee members may be reappointed to the Committee without restriction.

Duties of USFF National Referee Officers

National Director of Referees

1. The National Director of Referees shall oversee all aspects of the USFF Referee program at the national level and shall provide oversight and supervision of each of the USFF State Referee Programs. The National Director of Referees reports to the USFF President.
2. The National Director of Referees shall work with and supervise the National Director of Assessment, the National Director of Instruction and the National Assignment Coordinator.
3. The National Director of Referees shall report no less than quarterly by the end of the months of March, June, September, and December, to the President of the USFF as to the status and operation of the Referee program. Although written reports are preferred, the quarterly reports to the President may be oral.
4. The National Director of Referees shall make an annual report in writing to the Board of Directors of the USFF as to the status and operation of the Referee program. That report shall be made on or before June 30 of each year.

Commented [JA3]: We should change this to National Director of Referees. I missed that when I dd the last revision.

National Director of Assessment

1. The National Director of Assessment shall oversee all aspects of the USFF Referee Assessment Program at the national level and shall provide guidance to State Directors of Assessment. The National Director of Assessment shall provide advice as to the administration of the State Assessment Program to State Directors of Assessment upon their request. The National Director of Assessments reports to the National Director of Referees.
2. The National Director of Assessment shall work with the National Director of Instruction and the National Assignment Coordinator to improve the National Referee Program and facilitate its operation.
3. The National Director of Assessment shall work with the National Director of Referees, and the National Director of Instruction to create appropriate training classes for assessors and assessor candidates to be offered by USFF after approval by the President of the USFF.
4. The National Director of Assessment shall assign assessors to work with referees for matches under the USFF jurisdiction and shall maintain records of completed assessments.
5. The National Director of Assessment shall provide guidance and advice as requested to the State Directors of Assessment respecting the operation of the Referee Program and the creation of a Youth Referee Program.
6. The National Director of Assessment shall coordinate with the National Director of Referees to create forms for use in connection with assessment of referees and in matches to record the issuance of cards, the imposition of disciplinary action, other matters of importance that occur in connection with matches controlled by USFF.

7. The National Director of Assessment shall report no less than quarterly by the 15th day of the months of March, June, September, and December, to the National Director of Referees as to the status and operation of the Referee Assessment program. The report may be in written or oral form.

National Director of Instruction

1. The National Director of Instruction shall oversee all aspects of the USFF Referee Instruction Program at the national level and shall provide guidance to State Directors of Instruction. The National Director of Instruction shall provide advice as to the administration of the State Instruction Program to State Directors of Assessment upon their request. The National Director of Instruction reports to the National Director of Referees.
2. The National Director of Instruction shall work with the National Director of Referees, the National Director of Assessment, and the National Assignment Coordinator to improve the National Referee Program and facilitate its operation.
3. The National Director of Instruction shall work with the National Director of Referees, the National Director of Assessment, and the National Assignment Coordinator to create appropriate training classes for referees, assessors, instructors and assignors and candidates for those positions, to be offered by USFF after approval by the President of the USFF.
4. The National Director of Instruction shall provide guidance and advice as requested to the State Directors of Instruction respecting the operation of the Referee Program, the creation of a training program, and the creation of a Youth Referee Program.
5. The National Director of Instruction shall report no less than quarterly by the 15th day of the months of March, June, September, and December, to the National Director of Referees as to the status and operation of the Referee Assessment program. The report may be in written or oral form.

National Assignment Coordinator

1. The National Assignment Coordinator shall oversee all aspects of the assignment of referees at all matches operated or controlled by USFF from the list approved by the Competitions Committee. If the National Assignment Coordinator is unable to make the assignments directly for an event, the coordinator shall, subject to the approval of the National Director of Referees, appoint an assistant coordinator to make assignments for that event. The National Assignment Coordinator reports to the National Director of Referees.
2. The National Assignment Coordinator shall work with the National Director of Referees, the National Director of Assessment, and the National Director of Instruction to improve the National Referee Program and facilitate its operation.
3. The National Assignment Coordinator shall work with the National Director of Referees and the National Director of Instruction to create appropriate training classes for referee assignors and candidates, to be offered by USFF after approval by the National Director of Referees and the President of the USFF.

4. The National Assignment Coordinator shall provide guidance and advice as requested to the State Assignment Coordinators respecting the operation of the Referee Program and the creation of a Youth Referee Program.
5. The National Assignment Coordinator shall report no less than quarterly by the 15th day of the months of March, June, September, and December, to the National Referee Administrator as to the status and operation of the Referee Assessment program. The report may be in written or oral form.

Referee Disciplinary Committee

1. Shall have up to 12 members, one of whom shall be the National Director of Referees of USFF, who shall chair the Committee.
2. Each member shall serve a two (2) year term, with the exception of the Chairman, whose term shall end concurrently with the conclusion of his or her services as a member of the Board of Directors of USFF.
3. Each member other than the Chairman shall be appointed by the President of USFF.
4. The Committee will hear and decide matters involving a serious breach of duty by a USFF Referee, Referee Assignor, Referee Instructor and/or Referee Coordinator and impose any disciplinary action as the Committee deems necessary and appropriate.
5. The National Disciplinary Committee should not be confused with a disciplinary committee that may be created in connection with a tournament or other competition to address misconduct during or in connection with a match.

To bring a matter before the Committee, charges must be formally made to the National Director of Referee Administrator in writing. The charges will be forwarded to the Disciplinary Committee and the President of USFF within seven days of the receipt of the original complaint. The Committee will set forth the protocol of its proceedings and will hold the proceedings within twenty (20) days of the filing of the original complaint. Proceedings may occur live and in person or by video conference in the discretion of the Chair.

The accused shall have the right to attend all hearings and the right to defend himself or herself against the charges. If the Disciplinary Committee **concur**s with the validity of the charges, it shall fix the discipline to be imposed as a result of the inappropriate conduct.

Commented [JA4]: e should delete this as it is redundant with "concur" and "concur" works better.

All decisions made by the Disciplinary Committee can be appealed to the USFF Board of Directors in writing within thirty (30) days of the decision. Failure to deliver a written appeal notice, including a statement of the basis for the appeal to the National Office within thirty (30) days of the decision constitutes a permanent and irrevocable waiver of the right to appeal the decision.

If a member of the Committee is unavailable, the Committee may meet as long as a quorum is available. Alternatively, the Chair of the Committee may, in his or her sole discretion, appoint a temporary member to serve in connection with the matter at issue.

Nothing in this section shall preclude the appointment of a separate disciplinary committee to deal with, player, coach and other infractions that occur connection with matches.

Organization of State Referee Administration

Each state shall have a:

State Referee Administrator – Appointed by the National Director of Referees and President and CEO

1. Must have completed fifteen (15) years as a certified USFF Referee and have attained USFF State Class 1 Referee status.
2. Must have served five (5) years as USFF certified Instructor or Assessor.
3. Serves a two-year term.
4. Is nominated by the State Executive Committee and appointed by the USFF National Referee Administrator.

State Director of Instruction – Appointed by the National Director of Referees and President and CEO

1. Must have completed ten (10) years as a certified USFF Referee and have attained USFF State Class 1 Referee status.
2. Must have served five (5) years as a USFF certified Instructor and have attained Regional Instructor status.
3. Serves a two-year term.
4. Is nominated by the State Executive Committee and appointed by the State Referee Administrator.

State Director of Assessment– Appointed by the National Director of Referees and President and CEO

1. Must have served ten (10) years as a certified USFF referee and have attained State Class 1 Referee status
2. Must serve five (5) years as a certified USFF Instructor and Assessor and have attained Regional Assessor status.
3. Serves a two-year term.
4. Is nominated by the State Executive Committee and appointed by the State Referee Administrator.

State Assignor Coordinator– Appointed by the State Referee Administrator

1. Must have served five (5) years as a USFF certified Referee.
2. Must serve two (2) years as a USFF certified Assignor.
3. Serves a three (3) year term.
4. Is appointed by the State Referee Administrator.

State Referee Disciplinary Committee – Appointed by the State Referee Administrator

1. Shall have five (5) members, one of whom shall be the State Referee Administrator.
2. Each member shall serve a five (5) year term, with the exception of the State Referee Administrator, whose term shall end concurrently with the conclusion of his

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Commented [JA6]: should be "served"

or her services as the State Referee Administrator.

3. Each member shall have served three (3) years as a USFF certified Referee.
4. Shall be appointed by the State Referee Administrator.

Duties of Members of the State Referee Administration.

The State Director of Referees Shall:

1. Enforce all policies as set forth by the USFF national office.
2. Register all Referees and Assignors in his or her state.
3. Supervise all programs pertaining to USFF Referees and their training within the state.
4. Appoint the State Assignor Coordinator upon recommendation of the State Executive Committee.
5. Recommend the State Director of Instruction and State Director of Assessment for approval by the National Referee Administrator.
6. Chair the State Referee Disciplinary Committee.
7. Report to the National Director of Referees not less than twice a year as to the status and operation of the USFF State Referee Program in that state.

The State Director of Instruction Shall:

1. Supervise all USFF Referee instructional programs offered within the state.
2. Appoint area Instructional Coordinators.
3. Certify all Instructors except for National Instructors to the national office.
4. Notify all officials of all changes to the Laws of the Game and/or policies established by the National Office.
5. Work with the State Director of Assessment for the instruction of all Assessors.
6. Report to the State Director of Referee.

The State Director of Assessment Shall:

1. Supervise all USFF assessment programs within the state.
2. Appoint all Assessors to matches for the purpose of assessing the participating referees.
3. Certify all Assessors, except for National Assessors within the state.
4. Supervise Youth Referee Development Programs in conjunction with the State Director of Referees and State Assignor Coordinator.
5. Report to the State Director of Referees.

The State Assignor Coordinator Shall:

1. Supervise all Assignors working within the state.
2. Supervise the training of Assignors in conjunction with the State Director of Instruction.
3. Supervise the proper assignment of all USFF Referees.
4. Supervise Youth Referee Development Programs in conjunction with the State Referee Administrator and State Director of Assessment.
5. Report to the State Director of Referee.

The State Referee Disciplinary Committee:

In consultation with the National Director of Referees, the State Referee Disciplinary Committee (the Committee) shall deal with any matters of allegedly inappropriate or unethical conduct by USFF Referees, Instructors, Assessors, Assignors and state administrators in their state. The State Director of Referees shall chair the Committee and shall appoint four additional members. At least two members of the Committee must be certified USFF Referees, Referee Instructors, or Referee Assessors.

At least one shall be chosen from the State Amateur and Youth committees.

To bring a matter before the Committee, charges must be formally made to the State Executive Committee and State Referee Administrator in writing. The charges will be forwarded to the Disciplinary Committee within seven days of the original complaint. The Committee will set forth the protocol of its proceedings and will hold the meetings within twenty (20) days of the filing of the original complaint. The accused shall have the right to attend all hearings and the right to defend himself or herself against the charges. If the State Disciplinary Committee concludes concurs with the validity of the charges, it shall fix the discipline to be imposed as a result of the inappropriate conduct. All decisions made by the Disciplinary Committee require concurrence of a minimum of three members of the committee, even if one or more members is not present. All decisions made by the Disciplinary Committee can be appealed to the State Board of Directors in writing within thirty (30) days of the decision. Failure to deliver a written appeal notice including a statement of the basis for the appeal to the State Office within thirty (30) days of the decision constitutes a permanent and irrevocable waiver of the right to appeal the decision.

If a member of the Committee is unavailable, the Committee may meet as long as at least three members are available. Alternatively, the Chair of the Committee may, in his or her sole discretion, appoint a temporary member to serve in connection with the matter at issue.

Nothing in this section shall preclude the appointment of a separate disciplinary committee to deal with, player, coach and other infractions that occur inside of the state during league or tournament play.

Referee Registration

The State Director of Referees shall supervise the registration of Referees, Referee Assignors, Referee Instructors, and Referee Assessors within the state. Each registration form must be signed by the appropriate authority and all information requested must be provided and completely accurate. All registration forms will be submitted to the National Office with the appropriate registration fees. The National Office will not accept registration forms unless verified and signed by the State Director of Referees and appropriate instructor or which seek to upgrade without submittal of the required

Commented [JA7]: We should limit this to matters arising in their state as it now overlaps the national committee's work.

documentation to qualify for the upgrade. The State Director of Referees may confirm and register Referees who have met the upgrade standards for Grade 9, 8 and 7. The State Director of Referees shall not accept a referee registration form seeking to register for a different grade than the National Office has approved with respect to Referees registering for Grade 6 and higher or for Instructors and Assessors.

Cross Certification Policy for USSF Referees

United States Soccer Federation Referees must certify as Grade 10 Class 2 Referees for a minimum of one year before they attain the equivalent United States Futsal Federation grade. USSF Referees must complete all certification requirements for the USFF equivalent grade.

United States Soccer Federation National Referees will receive certification as United States Futsal Federation Grade 1 Regional Class 1 Referees and must maintain USFF certification criteria.

United State Futsal Federation Referee Grades

Grade 10: United States Futsal Federation Referee Class 2

- A. **Minimum Age:** 12-YO.
- B. **Badge:** USFF Referee, with current year.
- C: **Authorized Assignment Level:** Referee for all youth games at the local level for ages 16 and under, subject to the restriction that a referee may not be assigned to a game for an age group older than the referee. By way of example, a 12-year-old referee can receive assignments to games for age groups 12 and under only.

Grade 9: United States Futsal Federation Referee Class 1

- A. **Minimum Age:** 17 YO
- B. **Badge:** USFF Referee, with current year.
- C: **Authorized Assignment Level:** Referee in all youth games at the local level.

Grade 8 United States Futsal Federation State Referee Class 2

- A. **Minimum Age:** 18 YO.
- B. **Badge:** USFF State Referee, with current year.
- C: **Assignment Level:** Referee in all youth games at the local and regional level and amateur games through second division; Assistant Referee in Amateur Division Games below the top division.

Grade 7 United States Futsal Federation State Referee Class 1

- A. **Minimum Age:** 19 YO
- B. **Badge:** USFF State Referee, with current year
- C: **Assignment Level:** Referee in all youth games at the local and regional level and amateur games through second division; Assistant Referee in top Amateur Division Games.

Commented [JA8]: Do we want to change this and add a minimum age? I we do, we should allow young children to become referees and assign them to appropriate games. I suggest that we use 10 o 12.

Grade 6 United States Futsal Federation Regional Referee Class 2

- A. **Minimum Age:** 21 YO
- B. **Badge:** USFF Regional Referee, with current year
- C. **Assignment Level:** Referee in all youth games including the regional and national levels; all amateur games including state amateur and First Division and Regional Amateur Division matches. Assistant Referee in all matches through the national level.

Grade 5 United States Futsal Federation Regional Referee Class 1

- A. **Minimum Age:** 22 YO
- B. **Badge:** USFF Regional Referee, with current year
- C. **Assignment Level:** Referee in all youth games, including the regional and national level; referee in all amateur games, including at the regional and national level. Assistant referee in professional league and international cup games.

Grade 4 United States Futsal Federation National Referee II

- A. **Minimum Age:** 24 YO
- B. **Badge:** USFF National Referee, with current year
- C. **Assignment Level:** All games except formal FIFA international matches; assistant referee for international matches.
- D. **Additional Requirement:** U.S. Citizenship or Permanent Residency

Grade 3 United States Futsal Federation National Referee I (International Panel Candidate)

- A. **Minimum Age:** 25 YO
- B. **Badge:** USFF National Referee, with current year
- C. **Assignment Level:** All games except formal FIFA international matches
- D. **Additional Requirement:** U.S. Citizenship

Grade 2 United States Futsal Federation International Referee

- A. **Minimum Age:** 26 YO
- B. **Badge:** FIFA Referee, with current year
- C. **Assignment Level:** All games except top FIFA international Matches
- D. **Additional Requirement:** U.S. Citizenship

Grade 1 United States Futsal Federation International Referee

- A. **Minimum Age:** 27 YO
- B. **Badge:** FIFA Referee, with current year
- C. **Assignment Level:** All games
- D. **Additional Requirement:** U.S. Citizenship

Emeritus Referees:

Any USFF referee Grade 6 or higher who retires is automatically conferred as an “emeritus referee” at the grade held at the time of retirement. Emeritus referees may refer to themselves as referees of their retirement grade followed by the term “Emeritus”. Emeritus referees have no maintenance requirements and may retain that title in perpetuity.

Emeritus referees may choose to continue to referee but must qualify to referee by attending the maintenance class and **passing** the maintenance test. The classification of “Emeritus” retroactively applies to all retired USFF Referees Grade 8 and higher. USFF may issue “Emeritus” badges without years to any Emeritus Referee who requests one. Emeritus badges with the current year will be made available to an Emeritus Referee wishing to continue to referee for any year in which the Emeritus Referee qualifies to referee.

Unless a specific exception is approved by the USFF President upon recommendation from the National Director of Referees, the United State Futsal Federation grade and title of an official will be determined solely by the standards and examinations issued by the USFF National Office as set out in this handbook.

The USFF National Office will issue all referee, referee assignor, referee instructor and referee assessor Badges and referee/instructor/assessor/ assignor registration cards and will determine the official Referee Uniform(s) to be worn for all sanctioned matches.

Procedures for Referee Upgrades

1. The referee must notify the State Referee Administrator in writing before beginning the process for grades 9 through 7. The referee must notify the State and the National Referee Administrators in writing before beginning the process for grades 6-4.
2. The referee should notify the State Assignor and, when appropriate, the National Assignor, so that the proper games can be assigned for evaluation purposes.
3. The referee must contact the State Director of Assessment to coordinate sending assessors to the games in which the referee will be assessed. In connection with national events, the referee should contact the National Director of Assessment to coordinate sending assessors to the games in which the referee will receive assessments.
4. After the referee fulfills all the requirements for upgrade the State Referee Administrator will approve the upgrade to Grades 09 and 08 and will advise the National Referee Administrator of the completion of the requirements and send all documentation required to process the upgrade to the National Referee Administrator for approval of upgrade to Grade 07 and higher.

Commented [JA9]: Should be "passing".

Commented [JA10]: this should probably reference the procedures you added. Otherwise it gives the appearance that the Director of Referees and CEO can do whatever they want and that we have no real regulations. If they want to move someone along, the regulations you drafted give them a pretty free hand and it gives us the appearance of consistency, good faith, and propriety

THAT IS THE INTENT

Commented [I11R10]:

Exceptional/Fast Tracking Advancement and Upgrade Waiver Policy

This policy is intended to be used sparingly and in extraordinary circumstances.

Purpose

The purpose of this policy is to provide a pathway for exceptionally talented referees to be considered for advancement to a higher referee grade before satisfying all standard minimum experience requirements related to years of service, match counts, or tenure at their current grade.

This policy recognizes that, on rare occasions, a referee may demonstrate abilities, leadership qualities, match management skills, and performance levels that substantially exceed those normally expected of officials at their current classification.

1. Eligibility

A referee seeking being identified/recommended for consideration under this policy must:

1. Be at least twenty-one (21) years of age at the time of application.
2. Be in good standing with the Federation and all affiliated organizations.
3. Have no unresolved disciplinary actions, suspensions, or integrity-related concerns.
4. Meet all mandatory registration, fitness, testing, and educational requirements associated with the grade sought.
5. Possess documented experience officiating adult amateur at National Championship events, adult elite amateur, semi-professional, professional, and/or other high-level adult competitions deemed appropriate by the National Referee Program.
6. Demonstrate exceptional performance significantly above the expected standard for their current referee classification.
7. Pass three (3) official assessments at a U.S. Futsal event. Two of the assessments must be at the U.S. Futsal National Championship.

2. Exceptional Circumstances Standard

Approval under this policy shall be considered only when the applicant has consistently demonstrated abilities that indicate readiness to perform successfully at the higher classification despite not satisfying all years and game count upgrade requirements.

The burden of proof, documentation, rests entirely with the applicant and person who is recommending/supporting officials.

Approval shall not be granted solely because a referee:

- Is highly motivated;
- Has attended development events;
- Has completed advanced training;
- Has personal relationships with administrators;
- Has officiated a large number of matches.

Commented [JA12]: This suggests that referees can apply for consideration. That is contrary to my understanding of the purpose and function of the policy. Candidates should be identified and nominated by others and not have the ability to apply for consideration.

Commented [JA13]: This again suggests that the referee can apply for an exception and then prove his or her case.

The determining factor shall be demonstrated performance and readiness for the higher level.

3. Required Competencies

Applicants seeking Referees being identified/recommended for consideration under this exception policy must consistently demonstrate the following competencies:

Commented [JA14]: See comment above.

A. Match Control and Management

- The referee must demonstrate the ability to:
- Manage difficult and emotionally charged matches.
- Maintain control without unnecessary misconduct.
- Apply preventative officiating techniques.
- Recognize and address escalating behavior before it becomes misconduct.
- Display confidence and composure under pressure.

B. Decision-Making

The referee must demonstrate:

- Consistently accurate foul recognition.
- Strong disciplinary decision-making.
- Appropriate application of advantage.
- Accurate recognition of misconduct.
- Excellent understanding and application of the Laws of the Game.

C. Leadership

The referee must:

- Effectively lead officiating crews.
- Demonstrate professionalism before, during, and after matches.
- Conduct meaningful pregame discussions.
- Mentor and support less experienced officials.
- Earn the respect of players, coaches, and fellow referees.

D. Communication Skills

The referee must demonstrate:

- Clear verbal communication.
- Effective non-verbal communication.
- Professional interactions with participants.
- Strong conflict management skills.
- Effective teamwork with assistant referees and fourth officials.

E. Professionalism

The referee must consistently exhibit:

- Integrity.
- Accountability.
- Reliability.
- Commitment to continuous improvement.
- Respect for all participants and officials.

F. Performance in Adult and Professional Matches

The referee must have demonstrated success in:

- Adult amateur matches;
- Adult premier competitions;
- Semi-professional competitions;

- Professional competitions; or
- Other advanced adult competitions approved by the National Director of Referees.

Youth match experience alone shall not be sufficient to justify consideration under this policy.

4. Recommendation Process

State Referee Administrator Recommendation

Where a State Referee Administrator (SRA) exists, the SRA shall be responsible for initiating and completing the recommendation package.

The recommendation must include:

- Complete the "Exception and Fast Tracking" form
- A written justification for the exception;
- An evaluation of the referee's readiness;
- Documentation of adult and/or professional match experience;
- Recent assessment reports;
- Evidence of exceptional performance;
- A statement explaining why the referee should be considered despite not meeting the standard upgrade requirements.

NOTE: At a regional or National U.S. Futsal events, assessors may initiate and complete the recommendation package.

States Without an SRA

In jurisdictions where no SRA exists, the recommendation may be completed by an individual designated by the National Director of Assessment, the National Director of Referees, or the President and CEO of U.S. Futsal.

5. Supporting Documentation

The application package shall include:

1. A referee resume.
2. Match history demonstrating advanced-level adult competition experience.
3. At least three (3) assessments completed within the previous twenty-four (24) months.
4. Written recommendations from:
 - The State Referee Administrator (when applicable);
 - A State Director of Assessment, State Director of Instruction, or equivalent official; and
 - At least one National Referee, National Assessor, Professional Referee, or the National Director of Referees.
5. Any additional documentation requested by the National Referee Program.

Commented [JA15]: When originally discussed, we included the possibility of an assessor identifying a potentially qualified referee, and proposing that referee for consideration. This structure excludes the assessors completely. I want to point out that it is different. I do think that we should not completely exclude an assessor from proposing someone for consideration; but I can see an argument for making that change. Presumably an assessor identifying someone can contact the appropriate SRA and make the recommendation to that person, but the policy does not make that clear.

Commented [JA16]: At what point do we appoint this person; and if we are appointing someone to do the duties of an SRA, why not just appoint them as the SRA. We want to expand the Assessment Program. The more people we have working to do that the better.

WE MAY NOT HAVE SOMEONE QUALIFIED OR ABLE TO COMPLETE THE TASK.

Commented [I17R16]:

6. Review Authority

All requests submitted under this policy shall be reviewed by the National Referee Committee or its designated review panel.

Approval of an exception is entirely discretionary.

Submission of an application does not create an entitlement to an upgrade, assessment, promotion opportunity, or advancement.

The review panel may:

- Approve the exception request;
- Deny the exception request;
- Require additional assessments;
- Require additional match experience;
- Defer consideration pending further development.

7. Limitations

This policy is intended for exceptional cases only.

The National Director of Referees expects the vast majority of referees to satisfy all standard upgrade requirements established by the referee pathway.

Exception approvals should be rare and reserved for referees whose performance clearly demonstrates readiness beyond their current classification and whose experience in adult and/or professional competitions indicates a high likelihood of success at the next level.

8. Effective Date

This policy shall become effective upon approval immediately and shall remain in force until amended or rescinded.

Guiding Principle: The objective of this policy is not to accelerate advancement, but to ensure that extraordinary talent, demonstrated performance, leadership, and proven success in adult and professional environments may be recognized when doing so serves the best interests of the referee program and the game.

Certification/Upgrade Requirements for USFF Referees

USFF Entry Level Referees Grade 10/Referee 2

- Attend an entry level 16-hour USFF referee course.
- Pass a written exam with minimum score of 70%.

Upgrade Requirements from USFF Grade 10 to Grade 09/Referee1

- Maintain one year as a Grade 10 referee.
- Referee a cumulative total of 50 career games at all levels.
- Attend an in person or online Intermediate Referee Course
- Pass a written exam with minimum score of 85%.
- Pass a formal assessment at the U14 level or higher with a score of at least 70%.

Upgrade Requirements from USFF Grade 09 to Grade 08/State Referee 2

- Maintain one year as a Grade 09 referee.
- Referee a cumulative total of 50 career games at all levels.
- Attend a six-hour Advanced Referee Course.
- Pass the State Referee Exam with a score of 80%.
- Pass two formal assessments at the U16 level or higher with a score of at least 70%

Upgrade Requirements from USFF Grade 08 to Grade 07/State Referee 1

- Maintain one year as a Grade 08
- Referee a cumulative total of at least 50 games at the level of U19 or higher.
- Attend 6-hour Advanced Referee Course
- Pass State Referee Exam with a score of 85.
- Pass two formal assessments at the Amateur Level or higher with a score of at least 75%.

Upgrade Requirements from USFF Grade 07 to Grade 06/Regional Referee 2

- Maintain two years as a Grade 7.
- Referee a cumulative career total of 75 games with at least 25 games at the amateur level or higher.
- Attend a six-hour Advanced Referee Course
- Pass the Regional Referee Exam with a score of at least 80%.
- Pass two formal assessments at the Division 1 Amateur Level or higher with a score of not less than 80%. One of the assessments must be at a USFF Regional event
- Pass the physical fitness test as set out below if one is administered.

Upgrade Requirements from USFF Grade 06 to Grade 05/Regional Referee 1

- Maintain one year as a Grade 6.
- Referee a cumulative career total of 100 games with at least 35 games at the amateur level or higher.

Commented [JA18]: If we are going to add the Referee 2, Referee 1, etc. designation, maybe we should just drop the Grade 10, 9, etc. They are somewhat redundant, and I like the Referee 2, etc. better. I think it is clearer to the referees that way.

I THOUGHT ABOUT IT, HOWEVER< ALEX HAS NOT WANTED TO CHANGE THIOS YET

Commented [I19R18]:

Commented [JA20]: Should be USFF

Commented [JA21]: See comment above.

- Attend a six-hour Advanced Referee Course
- Pass the Regional Referee Exam with a score of at least 85%.
- Pass two formal assessments at the Division 1 Amateur Level with scores of at least 80% and one at the professional level with a score of at least 80%. One of the assessments must be at a USFF Regional event
- Pass the physical fitness test as set out below if one is administered

Upgrade Requirements from USFF Grade 05 to Grade 04/National Referee 2

- Maintain two years as a Grade 05.
- Attend a National Referee Certification Session
- Pass the National Referee Examination with a score of at least 80%
- Pass 5 assessments, with a minimum of three of the assessments on professional games, earning a minimum of 80% on professional games and 80% on any game below the professional level. Two of the assessments must be at a USFF National event
- Pass the physical fitness exam as set out below if one is administered
- Referee a cumulative career total of 200 games, with at least 50 at the amateur level or higher.

Upgrade Requirements from USFF Grade 04 to Grade 03/National Referee 1

- Maintain one year as a Grade 04.
- Attend the National Referee Certification Session
- Pass the National Referee Examination with a score of at least 80%.
- Pass 3 assessments, at least two of which must be on professional games, earning a minimum of 80%. One of the assessments must be at a USFF National event
- Pass the National Referee Physical Fitness Exam if one is administered

Upgrade Requirements to USFF Grade 02, and 01 Referee

- Upgrade requirements for these three grades will be set by US Soccer and FIFA.

Maintenance Requirements for USFF Referees

Every USFF referee must complete the prescribed maintenance for the referee's grade prior to registration each year. A referee failing to meet the required maintenance in any year for the grade held in the previous year will be allowed to register as a referee for the next lowest grade during the current year. By way of example, a Grade 5 referee who fails to meet the annual maintenance requirements for a Grade 5 referee will be allowed registered as a Grade 6 referee.

A referee downgraded for failing to complete required maintenance may recover the lost grade for the following seasonal year by completing the required maintenance for the higher grade prior to the end of the same seasonal year in which the referee was downgraded. A referee who fails to recover the higher grade within the seasonal year of the downgrade may not recover it, but must requalify for the higher grade.

Commented [JA22]: I think we need to make the commitment to administer these tests. This structure creates two paths, one in which referees have to pass the test and one in which they do not. I know we have been remiss in setting the tests up but I think the better fix is to set them up and administer them.

TRUE, BUT WE HAVE NOT HAD ONE ADMINISTERED SINCE THE EXSISTANCE OF USFF. WE WILL TRY AT NATIONALS EACH YEAR.

Commented [I23R22]:

Commented [JA24]: See comment above.

Commented [JA25]: See comment above.

USFF Grade 10 Referees

- Attend online or in person a four-hour re-certification course.
- Pass a re-certification exam with a score of at least 70%.
- Referee a minimum of 10 games.
- It is recommended, but not required, that each referee receive a coaching evaluation after refereeing 10 games. An evaluation is not a formal assessment and will not be graded. It consists of someone watching the referee in a game within their competence level of assignment and making suggestions to the referee as to how to improve. A coaching evaluation can be provided by any USFF assessor, instructor, or referee holding a grade at least two levels higher than the referee being evaluated. A referee of Grade 8 or higher may provide a coaching evaluation for a Grade 10 referee.

USFF Grade 09 Referees

- Attend online or in person a four-hour re-certification referee course.
- Pass a re-certification exam with minimum score of 85%.
- Receive a coaching evaluation (as defined in the section dealing with Grade 10 Referees).

USFF Grade 08 Referees

- Attend online or in person a four-hour advanced referee course.
- Pass the State Referee Exam with a minimum score of 80%
- Pass a Formal Assessment at the U19 level or higher with a score of not less than 70%
- Pass the Physical Fitness exam as set out below.

USFF Grade 07 Referees

- Attend online or in person a four-hour Advanced Referee Course
- Pass State Referee Exam with a score of at least 85%.
- Pass a Formal Assessment at the Amateur level or higher with a score of not less than 70%.
- Pass the Physical Fitness exam as set out below.
- Referee at least 15 games at the amateur level or higher

USFF Grade 06 Referees

- Attend online or in person a four-hour Advanced Referee Course
- Pass the Regional Referee Exam with a score of 80%
- Pass a Formal Assessment at the Division 1 Amateur level or higher, with a score of not less than 75%.
- Pass the Physical Fitness exam as set out below.
- Referee at least 25 games at the amateur level or higher

USFF Grade 05 Referees

- Attend online or in person a four-hour Advanced Referee Course
- Pass the Regional Referee Exam with a score of 85 or better out of a possible 100 points.
- Pass a Formal Assessment at the Amateur level or higher, with a score of not less than 75%.
- Pass the Physical Fitness exam as set out below.

- Referee at least 25 games at the amateur level or higher

USFF Grade 04 Referees

- Attend the National Referee Certification Session, if one is available at the National Championship
- Pass the National Referee Examination
- Pass 3 assessments on professional games with a score of not less than 80%.
- Pass National Referee Physical Fitness Exam, if one is administered at the National Championship
- Referee at least 25 games at the amateur level or higher

USFF Grade 03, 02, and 01 Referees

- Maintenance requirements for these three grades will be set by US Soccer and FIFA.

If a referee does not pass the required written examination the referee may retake the entire examination after waiting period of one month.

If a referee fails an assessment in a qualifying match, the failure requires the referee to obtain two passing assessments to satisfy the maintenance requirements. Should a referee fail two assessments in qualifying game in the same season, the referee will need to pass three assessments on qualifying games to satisfy the maintenance requirements. A referee failing three assessments in a single season will be downgraded one grade and registered the following season as one grade lower. To regain the lost grade, the downgraded referee will need to requalify to upgrade. If a match does not qualify for assessment, it imposes no additional burden on the referee.

Commented [JA26]: This means that they do not have to attend if we don't offer one. I think the better fix is to make the commitment to offer this, rather than let people through without it.

SEE MY COMMENT ABOVE> WE WILL TRY TO HAVE THIS DURING THE NATIONAL EVENT.

Commented [I27R26]:

Commented [JA28]: See comments above.

Commented [JA29]: This should be USFF.

SADLY< USFF CAN NOT APOINT FIFA REFEREES> WE HAVE TO HAVE USSF DO THIS.

Commented [I30R29]:

Procedures for Reporting Referee Assault or Abuse

- Referee assault is any intentional act of physical violence at or upon a referee or his/her personal property.
- Abuse is defined as a verbal statement or physical act not resulting in bodily contact, which implies or threatens physical harm to a referee or the referee's property or equipment or which demeans the referee. Abuse includes, but is not limited to the following acts committed upon a referee: using foul or abusive language toward a referee; using language that implies or threatens physical harm to the referee or the property of the referee; spewing any beverage on a referee's personal property; or spitting at (but not on) the referee.

A referee who has been assaulted or abused must first contact by telephone the President of the State Association and the State Director of Referees the same day the incident occurred. The referee must then follow up with a written report to the State Director of Referees, State President and the league within 48 hours of the occurrence. The report must be accurate and may include any police or medical reports.

If the incident has occurred at a tournament, the tournament director must be notified in writing the same day. If the incident is out of the referee's home state a written report must be sent to the National Director of Referees within 10 days.

If the incident occurs at a tournament or competition presented or controlled by USFF, instead of the State Referee Administrator, the referee shall notify the National Director of Referee and the President of USFF on the day the incident occurs and provide a written report to the National Director of Referees within 48 hours of the occurrence.

Game Priority in Referee Appointments

Referees registered with the United States Futsal Federation are expected to act ethically and professionally in accepting assignments. A referee may release a lower-level appointment to accept a higher-level appointment for the benefit of the referee program; however, exercising this step requires a minimum of 72-hour notice with respect to the appointment being released. In the event of a released appointment, the referee must immediately return all funds advanced in connection with the appointment. Matches shall receive priority as follows:

- i. All FIFA Appointments
- ii. All CONCACAF Appointments
- iii. International A Matches
- iv. IFA Matches
- v. Any U.S. Futsal National Select Team Matches
- vi. Professional Division 1 League Matches
- vii. All National Championship Finals
- viii. All Regional Championship Finals
- ix. Other Professional League Matches
- x. National Tournaments
- xi. Regional Cup Competitions
- xii. State Cup Competitions

Youth Referees

Each state will establish a Youth Referee Development program supervised by the State Referee Administrator to promote the certification, recertification and mentoring of youth referees. The State Director of Referee should work in conjunction the State Assignor Coordinator to ensure that youth referees receive assignments to appropriate level games and are being properly mentored. The State Director of Referees and State Assignment Coordinator will appoint senior level referees, preferably certified instructors and assessors to participate in the program.

The National Director of Referees, National Director of Assessment, National Director of Instruction and National Assignment Coordinator will make themselves available to offer guidance as to the creation and operation of a successful Youth Referee Program.

Each year States will recognize outstanding female and male mentors and youth referees. The State Referee Administrator will submit the names to the regional office which will send certificates recognizing the officials for their contributions to their states and the USFF. These referees should be sent to the regional tournament as representatives of their states.

Modifications to Laws of the Game

Subject to the agreement of the National Office with state associations, the laws may be modified in their applications for matches where the players are under 16 years of age and for players over 35 years.

The following modifications are permissible:

- Size and weight of ball;
- Durations of the periods of play;
- Size of the Playing Court;
- Kick-in foot fouls are the same as those for a throw-in in outdoor soccer
- No direct scoring from kick-off
- An addition to Law XII where a goalkeeper is not permitted to throw the ball over the halfway line which will result in an indirect free kick for the opposing team from the spot where the ball crossed the halfway line.

Physical Fitness Test

The test is to be administered by a USFF certified instructor who has been given permission by the State Director of Instruction or the National Director of Instruction. The instructor is required to sign a document with the date, location and results of the test. The test must be taken before the registration deadline of each state for certification of that year.

Speed Test	Age	State and Regional Referees	National Referees
1000 meter	all	4 minutes and 20 seconds	4 minutes and 20 second
4 x 10	Under 38	11.0 seconds	11.0 seconds
(run twice)	Over 38	11.0 seconds	11.0 seconds
Staggered Run	Under 38	45.0 seconds	42.0 seconds
(run twice)	Over 38	50.0 seconds	42.0 seconds

See details below

Physical Fitness Test **For Futsal Referees – Ex. No. 3**

1,000 m.



Shuttle Run

Running a distance of 1,000 meters in 4 minutes and 20 seconds.

Purpose

To assess the endurance of referees for an effort extended during a match of two 20-minute halves, with a maximum of two 1-minute time-out stoppages per half.

Details of test

<u>Age/Time</u>	<u># of Laps</u>	<u>Distance in Meters</u>	<u>Total</u>
18-45 and above	2, 5	1,000	4' 20"

Procedure

After the start signal, the candidate must run the required distance in no more time than the 4 minute and 20 second limit. A standard 400-meter internal cord track is required.

Example

A male referee, aged according to the international standards of eligibility runs the 1,000 meters in 4 minutes and 20 seconds or less.

Observations

Distance could vary and be established at 1,200 meters with a time limit of 5 minutes and 30 seconds.

Commented [JA31]: We should probably consolidate this with the section addressing the physical fitness test on page 22. We also need to address the question of the time requirements for referees over 45. We have no requirement for retirement at 45. FIFA used to require that, but dropped it and now require referees to pass fitness tests (among other things) to retain their status. That said, think the language on page 22 covers this and offers more clarity. I think we should delete page 26 in its entirety.

WE WILL NOT LIMIT AN AGE SO WE DO NOT GET A LAWSUIT. AS LONG AS THEY PASS THE FITNESS TEST, THEY STAY

Commented [I32R31]:

We

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