

1. The ABC of Report Writing

While the practical elements of refereeing like fitness, rules examination and advisor reports are vitally important to the development of the referee it is very fair to say that the job is not complete until the Referee's Report has been completed and submitted to the secretary of the committee-in-charge.

In saying that it is also recognised that the completion of the report can be a considerable challenge to the referee and **The ABC of Report Writing** will, hopefully, assist the referee in completing his report in an **Accurate, Brief and Clear** fashion.

In writing the report it is very important that the referee is **CLEAR**.

Concise – give sufficient detail of infraction, using the language of the rule, do not over-elaborate or exaggerate.

Legible – make sure your report can be easily read.

Efficient – where disciplinary issues are involved, please aim to have your report submitted by photo or email to the secretary of the Committee-in-Charge within 24 hours of the game. In any event, please ensure that it is posted to the secretary within three days of the game.

Accurate – exact details all through the report using the language of the rules.

Relevant – stick to the facts.

The Referee's report should be signed in Irish, and the teams involved



Cumann Lúthchleas Gael

Páirc an Chrócaigh, Baile Átha Cliath 3. Fón: 01-8658600

Foirm Oifigiúil Tuarascála an Réiteora

Referee's Official Report Form

Ainm:

Seoladh:

A Chara,

You are hereby notified that you have been appointed by
Coiste Náisiunta Roghnaithe Na Réiteoir to referee:

Ionad:

Comortas:

V

Dáta:

You will receive a SMS message at requesting you to text the score of this match. Please reply to this message ASAP after the match in the exact format: H G-PP A G-PP
An example would be: H 2-10 A 1-0

You are requested to:

- Be on the pitch ten minutes before starting time.
- Arrange for Match Umpires.
- Complete this form and return it (together with team lists) within three days of the match or, if requested, within 24 hours of the match.
- Any report which contains a disciplinary issue must be faxed to 01-8658650 no later than midday the following day.
- In the event of being unable to act please notify Páirc an Chrócaigh immediately.

This information will normally be completed when you receive notification of the fixture from the Committee-in-Charge.
If it is not then please insert your own name and address
in Irish.

Again this information will normally be completed when you receive notification of the fixture from the Committee-in-Charge.
If it is not then please insert:
Venue }
Competition } **All in**
Teams in Opposition } **Irish**
Date and Time }
Please pay particular attention to correcting any change in venue, date or start time.

Cúntas an Réiteora

Please record the time at which both teams took the field, as well as the actual starting and finishing times.

took the field at: _____
 took the field at: _____
 Match started at: _____ Match ended at: _____

You must record the full names of your two linesmen, as well as the four umpires on duty.

Please give the final scoreline in the game.

Linesmen: _____ and _____
 Goal Umpires: _____ and _____
 and _____ and _____
 Final Score: _____
 Goals: _____ Points: _____
 Goals: _____ Points: _____

The referee must record details of all substitutions including temporary substitutions and substitutions in extra time

Ionadaithe - Substitutes

Imreoiri		Contae/Club
1.	For	
2.	For	
3.	For	
4.	For	
5.	For	
1.	For	
2.	For	
3.	For	
4.	For	
5.	For	

Imreoirí a ordaitear den bpaíre

Details of players ordered off the field

(State Infraction/s for which player/s were sent from the field)

Please use language of the rule book

Imreoir (Player)	Contae (County/Club)	Mí-iompar (Infraction)
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(A) Immediate Ordering—Off Foul / Infraction (A Red Card)

Record the full name of the players sent off on an Immediate Ordering Off Infraction (Straight Red Card), their club or county and the Infraction committed. Please use the language of the rules, e.g. Tó strike an opponent with the hand, to contribute to a melee etc

(B) Ordering-Off on Foot of either, a second cautionable infraction (Football/Hurling)
(A Second Yellow Card followed by Red (Football & Hurling)
Or
A Cautionable Infraction followed by a Cynical Behavior Infraction (in Football only)
(A Yellow Card and a Black Card followed by a Red (Football only)

Record the full name of the players sent off on a second cautionable foul (Second Yellow Card) or a Yellow Card followed by a Cynical Behaviour Infraction (Black Card), their club or county and the Second Yellow Card or Black Card Infraction committed. Please use the language of the rules, e.g. Tó deliberately pull down an opponent, to engage in rough play etc

(C) Cynical Behavior Infraction (A Black Card) (Football Only)

Record the full name of the players sent off on a Cynical Behaviour Infraction (Black Card), their club or county and the Black Card Infraction committed. Please use the language of the rules, e.g. Tó deliberately pull down an opponent, to deliberately trip an opponent etc

Sínithe..... Dáta.....

Please ensure you sign and date your report.
You must sign your report in Irish.

**Imreoiri Gorthaithe (Injured Players)
Nature of Injury**

Record the full name of players injured, their club and county and the nature of their injury.

Additional Comments

Please record any other details which upon which you should comment, e.g. Breaches of Match Regulations, Unauthorised Incursions, Abuse of Match Officials by Team Officials etc

Include comment on any of the listed questions.

1. If there was any delay in starting what was the cause?

2. Was a match programme provided? (Please check prior to the game)

3. Were players' jerseys numbered in accordance with number on programme?

4. Were linesmen properly attired? (If not please give details)

5. Was the pitch properly marked?

6. Was the grass cut short enough?

Give brief comments on stewarding, encroachment onto the pitch by officials, or any other matter on presentation which you feel should be highlighted:
