



## GAME INCIDENT REPORTING STANDARDS 2009-2010 MANUAL

### INTRODUCTION

The *Game Incident Reporting Standards* manual was created with the intent to help developing and seasoned officials in completing Game Incident Reports. Moreover, it was produced to set a consistent standard for Game Incident writing within the Cumberland Referees Association (CRA). All officials should consult and abide by these standards when completing Game Incident Reports.

### DEADLINES

Officials are limited to 20 hours from the end of their scheduled game to notify the Director of Discipline & Appeals or his/her designate via email that they will be submitting a Game Incident Report for their review. Additionally, officials shall be limited to 20 hours from the end of their scheduled game to actually complete the Game Incident Report. The rationale behind limiting officials to 20 hours as opposed to the normal 24 hours is that this allows sufficient time for the Director of Discipline & Appeals to review the material presented before him and still satisfying the Ottawa District Minor Hockey Association's (ODMHA) 24 hour policy.

Those who fail to comply with these procedures, without a compelling reason, could be subject to disciplinary actions as per the Cumberland Referees Association *Officiating Code of Discipline*.

### STANDARDS

#### **Online Form**

Officials shall be responsible to complete all fields of the Game Incident Report form. Those fields circled in blue below represent the correct format in which the reports more particular fields should be completed to CRA standards.

#### GAME INFORMATION

DATE	YYYY-MM-DD 2009-10-18	TIME	19:00	LOCATION	Navan	LEVEL	Midget A	LEAGUE	House League
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When completing the Game Information tab, officials should write the game time by using the 24 hour clock. Example: the official start time was 7pm – 19:00 would be the correct format.

Officials completing a Game Incident Report involving a rule 9.6 infraction should communicate with the Director of Discipline prior to writing the online report to discuss the events.

**PENALTY INFORMATION**

**Rule 9.6 (Formerly known as Rule 71)**

Please click this checkbox if this report includes a "Physical Abuse of Officials" infraction:   
**Note:** Selecting this checkbox will ensure the appropriate people are notified of this report.

	PLAYER INFORMATION			PENALTY INFORMATION				OTHER	
	HM / VS	PLYR #	PLYR NAME	PER.	TIME	PENALTY	GAME SHEET CODE	HC RULE REF.	INJURY ?
1	HM	24	John Blogging	1	4:55	Boarding	BDG	6.2 (a)	NO
2	HM	24	John Blogging	1	4:55	Game Misconduct	GM30	6.2 (a)	NO
3				1					NO
4				1					NO
5				1					NO

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**Penalty:** Do not use abbreviations. Write the complete infraction name. If multiple penalties are assessed as in the case with a Minor or Major penalty and a Game Misconduct penalty for Checking From Behind; use 2 rows.

**Game Sheet Code:** Ensure you select and verify that the proper code has been recorded on the official game sheet. The Game Sheet Codes can be found on the reverse of all game sheets.

**Hockey Canada Rule Reference:** Do not simply rely on the information on the back of the game sheet. Open your rule book and ensure that you select the corresponding rule reference to the event which occurred.

**REFEREE'S REPORT**

Include **ALL RELEVANT INFORMATION** regarding the above referenced game incident(s). This report must include:  
 a) All events that may have led up to the incident(s), and all events which followed the incident(s).  
 b) A detailed, clear and concise explanation of the incident(s) so that a person not at the game would understand.

At the 4:55 minute mark of the 1<sup>st</sup> period, number 24, John Blogging, of the Gloucester Rangers, checked his Cumberland Rockets opponent, number 25, Jack Daniels, behind the defending teams net. This resulted in the Cumberland Rockets player being thrown into the boards. The degree of violence of the impact was deemed high and given that the opposing Cumberland Rockets player was able to protect himself from the impact and that no apparent injury resulted from the play, a Major penalty and a Game Misconduct penalty were assessed for Boarding as per Hockey Canada rule 6.2 (a). The Gloucester Rangers player, number 24, John Blogging, was ordered to leave the playing surface by the Referee. The aforementioned player complied and was escorted to his dressing room by one of the Linesman (S. Roy) without incident. Play resumed and no further incidents occurred.

End of report.

Louis Seguin  
9781

Verified

**Note:** Unless this report contains a rule 71 infraction you may wish to finalize this report. If the report is not verified, an email will be sent to your RIC requesting him/her to validate your report.

Save Report

Ensure that before clicking the "Save Report" button you uncheck the "Verified" box above.

## REFEREES REPORT FORMAT

The Referee's Report should be written using straightforward English grammar, summarizing the events that transpired to the reader in a clear, concise and logical fashion using the past tense.

Important details such as: the time and location of the infraction(s), the player(s) involved, the penalty(ies) assessed a description of the events and all pertinent rule references should all be verbalized in the report. Opinions and irrelevant details tend to diminish the reports credibility and misplace the reader's attention.

Below you will find an example of a solid Referee's Report for a Checking From Behind penalty. Notice it is brief, yet gives the reader a clear picture of the events and states all pertinent information relating to the events surrounding the infraction.

*At the 4:55 minute mark of the 1<sup>st</sup> period, number 24, John Blogging, of the Gloucester Rangers, checked his Cumberland Rockets opponent, number 25, Jack Daniels, behind the defending teams net. This resulted in the Cumberland Rockets player being thrown into the boards. The degree of violence of the impact was deemed high and given that the opposing Cumberland Rockets player was able to protect himself from the impact and that no apparent injury resulted from the play, a Major penalty and a Game Misconduct penalty were assessed for Boarding as per Hockey Canada rule 6.2 (a). The Gloucester Rangers player, number 24, John Blogging, was ordered to leave the playing surface by the Referee. The aforementioned player complied and was escorted to his dressing room by one of the Linesman (S. Roy) without incident. Play resumed and no further incidents occurred.*

*End of report.*

*Louis Seguin  
9781*

The Referee should always end the report in the same fashion – stating: “End of report” and then type his or her name and HCOP number below. This indicates that the summary is complete and has been review by the official.

## COMMON FAULTS

- Stating personal opinions
- Over summarizing the events / adding superfluous details
- Over simplifying the referee's report
- Rationalizing judgments'
- Spelling mistakes
- Poor grammar
- Improper or no punctuation
- Incorrect or no rule reference
- Improper penalty assessed
- Use of abbreviations
- Non use of rulebook terminology

## EXAMPLES OF HOW NOT TO COMPLETE A REPORT

### Example A

*"At 8:47 in 3rd period, Nepean #9 was in the attacking zone moving into the corner along the boards with the puck in his feet. As he bumped down towards the goal line, standing nearly 1 foot off the boards with his back facing the ice, #74 of Cumberland hit the player from behind with both hands in the numbers. #9 was unable to protect himself from the hit and was thrown into the boards with moderate force. The penalty was given immediately without incident as a 2 + GM for Checking from Behind. The player was uninjured and skated off unassisted."*

### Example B

*"Play was in the visiting defensive end when I had my arm up for a delayed penalty on the visitors (tripping). As the 2 players penalized were skating towards me from the front of the net they were exchanging words. After a few seconds #5 visitors throws a punch at #7 home. After a few moments again #7 home decides to grab the visiting player by the head (headlock motion) and they both fell to the ice. Once on the ice they exchanged a few punches and the linesman were able to break it up fairly quickly. Both players were assessed 5 + Gm for Fighting."*

### Example C

*"At 13:56 in the 3rd I am in process of giving home a penalty for interference (penalty procedure). The play was whistled at centre ice and I was on the spectator side meaning I had to go across the ice to tell the penalty to the timekeeper. On the way there a visiting player (#20) skates towards me and says: "Finally u fucking call a penalty. Its about fucking time" In this case I assessed him a 10 minute misconduct in order to not punish his team. As we took him to the box the player persisted on argue and once again saying the f word. He was then assessed a game misconduct under rule 9.2 A."*

### Example D

*"With a little over a 1:30 left to play, the puck comes in to the home teams zone. The home team quickly starts a breakout and the puck is sent to the middle of the ice, #6 from the visiting team takes an opportunity at a home team player with his head down. Once the puck leaves he hits the home team player with his glove (both hands on the stick) up in the player's helmet. The impact was minimal to moderate and he was assessed a 2 + 10 under rule 6.5A."*