



Bulletin No.: I0915

To: Branch Referees-in-Chief

**Info: Officers
Branch Presidents
Directors
Branch Executive Directors
Life Members**

Date: January 28, 2009

From: Vernon Doyle, Referee-in-Chief

**SUBJECT: OFFICIALS' VERBAL AND WRITTEN REPORTS DURING INTER-BRANCH
PLAYOFFS, REGIONAL AND NATIONAL CHAMPIONSHIPS**

**INSTRUCTION TO REFEREES ON REPORTS
OFFICIALS' VERBAL AND
WRITTEN REPORTS**

DURING INTER-BRANCH PLAY-OFFS

Please note that all items of a disciplinary or security nature shall be fully reported to the Hockey Canada Manager, Officiating, Hockey Canada Calgary Office, for possible supplementary discipline. Items to be reported include:

- All Match penalties
- All Gross Misconduct penalties
- All Game Misconducts
- All Misconducts within last 10 minutes of 3rd period or overtime
 - Any other incident or misconduct that may involve disciplinary action - including Rule 47
- Any incident or problem that may affect the proper playing of the game (e.g. crowd control)

The procedure to be followed by the Referee involves both a verbal and a written report. The reason why a verbal report is necessary is because a decision may sometimes have to be made in a short period of time and the written report might not have reached us by then.

A. VERBAL REPORT

For all verbal reports, the Referee is required to contact the Hockey Canada Manager, Officiating, Todd Anderson at (403) 777-4587 before 9:00 a.m. the following day.

For games played on Friday or Saturday evenings, the Referee is requested to leave a message.

B. WRITTEN REPORT

Following the verbal report, the Referee shall also send a legible written report of the incident via fax and / or email to:

Hockey Canada - Fax # (403) 777-3635 or email – tanderson@hockeycanada.ca
Hockey Canada - Calgary Office
Manager, Officiating
2424 University Drive N.W.
Calgary, Alberta T2N 3Y9

This will ensure that that matter is handled in a timely matter. Please ensure that your report has your contact phones and the event contact numbers.

NOTE:

Although a Hockey Canada representative will be assigned to all inter-branch play-off series and even if that person may wish to handle the situation or himself report the incident; the Referee is still required to verbally report to the Hockey Canada, Calgary Office.

As the Referee, common courtesy dictates that you notify this representative that your instructions are also to notify the Calgary Office.

GAME SHEETS

Local Branch Game Report forms will be used for inter-branch play-off games. Upon completion of the game the Official Game Report should be faxed to the Calgary Office by the Hockey Canada representative.

Please ensure that the above information will be sent to all referees nominated for inter-branch playoffs, regional and national championships.

Yours truly,



Vernon Doyle
Referee-in-Chief, HOCKEY CANADA