

## Weekly NTFL Umpire Advisor notes for Round 3

1. Don't forget to pick up your new 2017/18 NTFL Umpires "Umpires Manual, Season Planner" & "Reporting Procedure" documents from TIO Stadium umpires change-room as this has a lot of important information for your benefit.
2. **PLEASE STILL UPDATE YOUR "SCHEDULA" EVERY SUNDAY before 9pm!!!** (So carefully put in your availability so the coaches can do the appointments or you won't get a game for the next round)  
If you're going to be away or have work commitments, e.g.- **unavailable for the entire 3 days** please put your "unavailability dates" into Schedula ASAP and make yourself available only for 7am-7.30am on the FRIDAY morning (as per below example) as this will let the coaching staff know that you have been into schedula and confirm your un-availability for us.

### Weekly Availability Report

Week between 10 November 2014 and 16 November 2014



\*Also any one "playing" please put you're unavailable in schedula for the rest of the day from hour prior to your playing game because if you get injured during playing then we won't have time to find a replace for you umpiring later that day!!!!

\*Appointments will be NOW be email at 10.30am Tuesday morning so it's YOUR responsibility to **CONFIRM on "schedula" before 5pm Wednesday.** (Please log into schedula even if you didn't get an email just after 10.30am on a Tuesday).

3. **PLEASE** make sure you are "INSIDE" the umpire change-rooms a **minimum of 45 minutes prior** to the schedule starting match time (1 hour for Premier League), as we get paid to umpire, so we must be **Professional with our Pre-match Preparation!**
4. **Don't** forget to "slip, slop, slap" & hydrate properly well before you game.
5. **UMPIRE ESCORTS** - We **MUST** wait for BOTH clubs escorts at the boundary line in our correct discipline order. If a club isn't there ready to escort you out to the centre square, politely call out to that particular club. If no response after waiting 2minutes, then walk out to the middle of the oval to help keep matches on time. Field Umpires must record on the post-match paperwork which club didn't escort & they will be fined!!!
6. Monday 23<sup>rd</sup> October will be "SKILLS" including "Ruehland Field & Bradshaw Junior Field" panels at TIO No 2 Oval (FIELD & BOUNDARY umpires bring your whistle – be proactive & plan ahead). Wednesday 25<sup>th</sup> October starting at 5.40pm SHARP on TIO No 2 before the 1km Time Trials on the Athletics Track – five efforts – Groups 1 & 2, four efforts – Groups 3 & 4, three efforts – Group 5 (please wear team training singlet/shirt or it's 50pts & push ups)
7. **First name Field Umpire on the big "Appointment Sheet" is to ensure that all paperwork is sealed in the correct match envelope.** 2 team-sheets, 2 scorecards, 1 match day report sheet, 1 vote card sealed inside small envelope + any match day report sheets. (Missing scorecards happen when we have "club" goalies – so please get them before you leave the oval) + **Votes** – need to be "full names" please and not just initials or nicknames thank you! **THEN place match envelope inside the A3 DAY envelope!**
8. ALL NTFL players & **UMPIRES** under AFLNT By-law 4.3.9 are allowed to wear bike shorts under their shorts during matches if "flesh toned" so some of you better visit "The Cricket & Football shop ASAP. If this is not correct the umpiring coaching staff will inform you to remove them prior to the game. If "Players" aren't allowed wrong colours either are we!
9. **No Team sheets OR a team sheet with no coach & runner as a minimum on it, we DON'T WALK** out onto the oval **until we get a copy of BOTH team-sheets** or we aren't covered for insurance purposes. **PLEASE speak to the "Match Manager" ASAP** (bright yellow shirt & phone number on weekly match schedule outside our change-room) in relation to any team sheets or ground conditions issues well BEFORE THE MATCH!
10. If you have a "Women's match" **please make sure you check finger-nails before the game**, if they're too long tell the player to cut them OR cover each of them up with band-aids.
11. When filling out a "REPORT" after the game, please make sure if you do make a mistake writing it out, that you destroy all 4 carbon copies & start from starch on all 4 carbon copies so we don't have confusion like a case last season tribunal case!
  - a. All umpires in that particular game must check off the "report" to ensure we have all correct details written out. If you still haven't picked out the "2016-17 NTFL reporting procedure" document hand-out from the change-rooms! **Please text a photo of "your report sheet" to Noons via mobile phone straight after you have finished checking it off.**
12. Please remember change room etiquette, including language and dress. This includes ensuring you have your bag tidy and UNDER the seat when you leave to umpire your game.
13. **Our Water Carrying is very important** and we all need to please help jog water for our fellow umpires as hydration improves the whole team performance & morale. Plenty of NEW "YELLOW shirts/vests" at TIO Stadium change-room or in the away venue boxes, SO PLEASE HELP EACH OTHER OUT even if it's only a half a game. **(No 5lt water containers to be used DURING play – ONLY at the breaks as per by-laws) & Please** look after our new "Umpire AFL water-bottles" and make sure we bring them in especially from behind the posts. "Blue lid = water, Red lid = sports drinks".
14. **One plastic cup per person/ per day** thank you, as we waste too much \$\$\$ on them.
15. Please ensure in junior grades - **U18 & below** that the "Equal Number Rule" is applied at the start of each quarter, **UNLESS you have issued a Yellow or Red Card.**
16. **ALL** Yellow and Red cards are to be marked on the team sheet (right hand columns). You also need to text Noons which player, team and number.

**DO NOT PHONE Mark Noonan – AFLNT Umpiring Manager on Thursday's as it's his RDO, please CALL YOUR DISCIPLINE COACH first if it's urgent!!!**