

Weekly NTFL Umpire Advisor notes for Round 6

1. **TRAINING** - Monday 13th of November **“Compulsory Education Session with special guests”** at 5.40pm SHARP in the MLLLC Level 1 Theatre before breaking up into disciplines for vision/ whiteboard session. Wednesday 15th November starting at 5.40pm SHARP on “Millner Primary School” (please wear training singlet/shirt or its 50push ups).
2. **“SCHEDULA” MUST BE UPDATED EVERY SUNDAY night 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 as **we wasted 10+ hours this week because people aren't planning ahead!!!**)
 - a. *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!!!!
 - b. 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



- c. *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 11am on a Tuesday).
3. **Garden's Oval** – League umpires to walk at 3.45pm due to special pre-game tribute to Duncan Saddler.
 4. **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!**
 5. LAST CHANCE to pick up your new 2017/18 NTFL Umpires **“Umpires Manual, Season Planner” & “Reporting Procedure”** documents as this Monday night as it has a lot of important information for your benefit.
 6. **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!!!
 7. 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.**
 8. **Field Umpire please 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!**
 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. **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” in the away venue boxes, SO PLEASE HELP EACH OTHER OUT even if it's only a half a game & **stay OUT of the WAY!** (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”.

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!!!