

# PROCEDURE FOR REFEREE PAYMENTS

March 2023



**FOOTBALL  
ST GEORGE**

**#WEARESTGEORGE**

# VERSION CONTROL

VERSION	DATE	AUTHOR	RATIONALE
1	March 2023	Phil Brown	First version

# PROCEDURE FOR REFEREE PAYMENTS

## 1 PURPOSE

The purpose of the *Procedure for Referee Payments* is to define the manner in which match payments are made to referees that officiate Football St George (“FSG”) matches, and the process by which FSG recoups those costs from the competing clubs.

## 2 SCOPE

This procedure applies to all Premiership, Championship, and Cup matches administered by FSG in winter and summer football competitions.

## 3 WHO THIS PROCEDURE APPLIES TO

This Policy applies to;

- Referees appointed to FSG Winter Football competitions by the St George Football Referees Association (“SGFRA”).
- Clubs competing in the FSG Winter Competitions.
- Referees appointed to FSG Summer Football competitions by the SGFRA.

This Policy does not apply to;

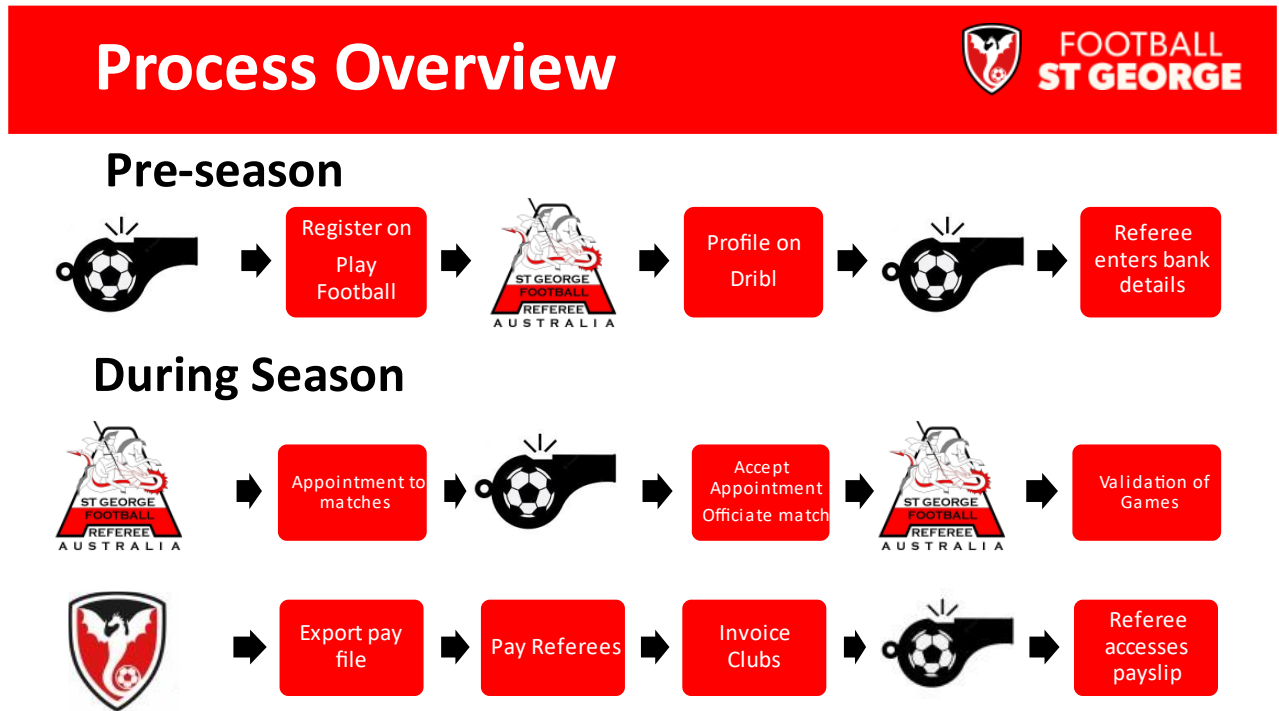
- Club referees and game leaders who are appointed by clubs or FSG where an Official Referee has not been appointed by the SGFRA.
- Teams competing in FSG Summer Football Competitions (whose referee match fees are built into the team entry fee).

## 4 REGULATIONS

The rules regarding referee match payments can be found in Part 5 – Match Officials, Articles 1 to 6 of the [FSG Competition Regulations](#).

## 5 PROCESS OVERVIEW

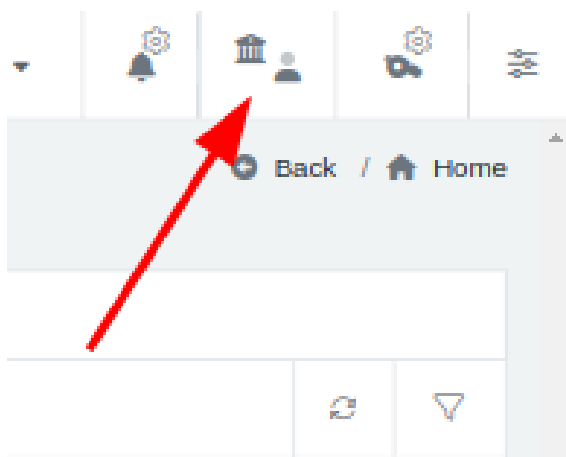
The following diagram provides an overview of the process applied to administer referee match payments.



## 6 REFEREE REGISTRATION

The process for Referees to register and be available to officiate matches includes;

- Referees register to the national registration platform (PlayFootball).
- The SGFRA import the referee registration from PlayFootball to the competition management platform (Dribl).
- Referees access their Dribl profile and enter their bank details.
- Note; Bank details are only accessible by the referee and assigned financial controller (appointed in consultation between FSG and SGFRA) who prepares the pay file.



Bank Details Icon on Referee Profile

Bank details landing page

## 7 REFEREES PAYMENT RATE CARD

Each year FSG sets the Referee Match Payments aligned to the Football NSW schedule of Referee Match Payments.

The Referee Match Payments are entered into the *Payment Rate Card* on Dribl by the FSG Competitions Manager, and checked for accuracy by the SGFRA Appointments Officer/s.

Match payments are calculated using the information from the *Payment Rate Card* applied to each corresponding match a referee officiates.

## 8 MATCH APPOINTMENTS

Each week the SGFRA Appointments Officer/s allocate referees to matches on Dribl.

Referees accept or decline their appointments.

Home Team	Away Team	Location	Round	Comp	Event Status	Time	Referee	Rate (\$)	Charge (\$)	Status
Bexley North FC 16 B Female	Hurstville ZFC 16 B Female		R3	RR	Complete	24 Apr 2022   12:15 pm	Eamon Bullock	64.00	64.00	Accepted
Rockdale City Raiders 15 B Male	Amcliffe Aurora FC 15 A Male		R4	RR	Complete	30 Apr 2022   11:35 am	Geordie Matheos	64.00	64.00	Accepted
Sans Souci FC O45 1 Male	Scots FC O45 1 Male	Ador Avenue Reserve Field 1 Synthetic	R1	RR	Complete	01 Apr 2022   6:00 pm	Sean Thomson	64.00	64.00	Accepted
Sans Souci FC O45 1 Male	Scots FC O45 1 Male	Ador Avenue Reserve Field 1 Synthetic	R1	RR	Complete	01 Apr 2022   6:00 pm	Alan Chen	32.00	32.00	Accepted
Sans Souci FC O45 1 Male	Scots FC O45 1 Male	Ador Avenue Reserve Field 1 Synthetic	R1	RR	Complete	01 Apr 2022   6:00 pm	Daniel Mascitti	32.00	32.00	Accepted
Ramsgate RSL FC 16 B Male	Bexley North FC 16 B Male	Ador Avenue Reserve Field 1 Synthetic	R1	RR	Complete	02 Apr 2022   11:05 am	Andrew Spiropoulos	64.00	64.00	Accepted
Dolls Point FC AA F Male	Peakhurst United AA F Male	Ador Avenue Reserve Field 1 Synthetic	R1	RR	Complete	02 Apr 2022   12:30 pm	Eric Cohen	64.00	64.00	Accepted
Dolls Point FC AA F Male	Peakhurst United AA F Male	Ador Avenue Reserve Field 1 Synthetic	R1	RR	Complete	02 Apr 2022   12:30 pm	Callum Bjazevich	32.00	32.00	Accepted
Dolls Point FC AA F Male	Peakhurst United AA F Male	Ador Avenue Reserve Field 1 Synthetic	R1	RR	Complete	02 Apr 2022   12:30 pm	Jake Anderson	32.00	32.00	Accepted
Dolls Point FC AA C Male	Peakhurst United AA C Male	Ador Avenue Reserve Field 1 Synthetic	R1	RR	Complete	02 Apr 2022   2:30 pm	Sean Thomson	64.00	64.00	Accepted
Dolls Point FC AA C Male	Peakhurst United AA C Male	Ador Avenue Reserve Field 1 Synthetic	R1	RR	Complete	02 Apr 2022   2:30 pm	Jake Anderson	32.00	32.00	Accepted
Dolls Point FC AA C Male	Peakhurst United AA C Male	Ador Avenue Reserve Field 1 Synthetic	R1	RR	Complete	02 Apr 2022   2:30 pm	Callum Bjazevich	32.00	32.00	Accepted
Dolls Point FC AA E Male	Peakhurst United AA E Male	Ador Avenue Reserve Field 1 Synthetic	R1	RR	Complete	02 Apr 2022   4:30 pm	Sean Thomson	64.00	64.00	Accepted

## 9 REFEREES CHECKING IN

Referees are required to *Check-in* at their matches on the Dribl App.

If a Referee does not *Check-in*, their match will not show as complete unless manually adjusted by the SGFRA Appointments Officer/s during the game validation process.

Referee must not *Check-in* at matches they do not officiate at. Checking in at matches a Referee does not officiate at may result in a false payment, which if found to be deliberate may result in disciplinary action.

In the case of matches being forfeited, Referees should only *Check-in* if they arrive at a ground and the match is subsequently forfeited.

## 10 UNCOVERED MATCHES LIST

Every Friday the SGFRA Appointments Officer/s will provide to the FSG Competitions Manager an *Uncovered Match List*, detailing gaps in the match schedule where referees cannot be appointed that weekend. The FSG Competitions Manager will post the *Uncovered Match List* to the FSG Website each Friday during the season.

The Uncovered Match List is current at the time of publishing, and subject to change up until kick-off.

## 11 WHAT IF MY MATCH IS NOT COVERED (FOR CLUBS)

If a Club believes that their match should have been covered by a referee/s (i.e., it did not appear on the *Uncovered Match List* on the FSG website) they are to inform FSG by completing the *Uncovered Match JotForm*.

**The JotForm is to be completed by no later than 5:00 pm each Monday**, so that match payments can be validated ahead of payment.

[Uncovered Match JotForm](#)

## 12 VALIDATION OF GAMES

The SGFRA Appointments Officer/s validate the games (i.e., confirming that a referee was at the match).

**This action occurs on Monday following matches played from the previous Tuesday to Sunday.**

The FSG Competitions Manager will check received *Uncovered Match JotForms* from Clubs against the validated games list completed by the SGFRA Appointments Officer.

Home Team	Away Team	Ground	Round	Competition	Event Status	Time	Name	Rate	Charge	Status	Toggle All
Hurstville City Minotaurs O45 1 Male	Sans Souci FC O45 1 Male	Beverley Hills Park Field 1	R3	RR	Complete	14 Apr 2022   7:30 pm	Lucas Breeze	32.00	32.00	Accepted	<input type="checkbox"/>
Hurstville City Minotaurs O45 1 Male	Sans Souci FC O45 1 Male	Beverley Hills Park Field 1	R3	RR	Complete	14 Apr 2022   7:30 pm	Dana Sutherland	32.00	32.00	Accepted	<input checked="" type="checkbox"/>
Hurstville City Minotaurs O45 1 Male	Sans Souci FC O45 1 Male	Beverley Hills Park Field 1	R3	RR	Complete	14 Apr 2022   7:30 pm	Eric Cohen	64.00	64.00	Accepted	<input checked="" type="checkbox"/>
Oatley Football Club AAW B Female	Carlton Rovers AAW B Female	Peakhurst Park No5 Field 1 Synthetic	R2	RR	Complete	12 Apr 2022   7:30 pm	Aaron Faust	32.00	32.00	Accepted	<input checked="" type="checkbox"/>
Oatley Football Club AAW B Female	Carlton Rovers AAW B Female	Peakhurst Park No5 Field 1 Synthetic	R2	RR	Complete	12 Apr 2022   7:30 pm	Alan Chen	64.00	64.00	Accepted	<input checked="" type="checkbox"/>
Carss Park FC O35 D Male	Bankisia Tigers FC O35 C Male	Peakhurst Park No5 Field 1 Synthetic	R1	RR	Complete	13 Apr 2022   7:30 pm	Sean Thomson	64.00	64.00	Accepted	<input checked="" type="checkbox"/>
Carss Park FC O35 D Male	Bankisia Tigers FC O35 C Male	Peakhurst Park No5 Field 1 Synthetic	R1	RR	Complete	13 Apr 2022   7:30 pm	Yong Deng	32.00	32.00	Accepted	<input checked="" type="checkbox"/>
Carss Park FC O35 D Male	Bankisia Tigers FC O35 C Male	Peakhurst Park No5 Field 1 Synthetic	R1	RR	Complete	13 Apr 2022   7:30 pm	Nick Broekhuis	32.00	32.00	Accepted	<input checked="" type="checkbox"/>
Hurstville ZFC PL 1R Male	Kogarah Waratahs PL 1R Male	Peakhurst Park No5 Field 1 Synthetic	R1	RR	Complete	14 Apr 2022   6:00 pm	Lance Murton	70.00	70.00	Accepted	<input checked="" type="checkbox"/>
Hurstville ZFC PL 1R Male	Kogarah Waratahs PL 1R Male	Peakhurst Park No5 Field 1 Synthetic	R1	RR	Complete	14 Apr 2022   6:00 pm	Hang Lee	36.00	36.00	Accepted	<input checked="" type="checkbox"/>

The Appointments Officer “toggles” between green and red at the right column to confirm referee attendance

## 13 PAY FILE

The FSG Competition Manager exports a Pay file from Dribl **on Tuesday each week**.

The pay file uses the Payment Rate Card and applies the appropriate fee against the referee appoints validated by the SGFRA Appointment Officer/s.

## 14 PAYMENT AND PAYSリップ

### 14.1 Payment

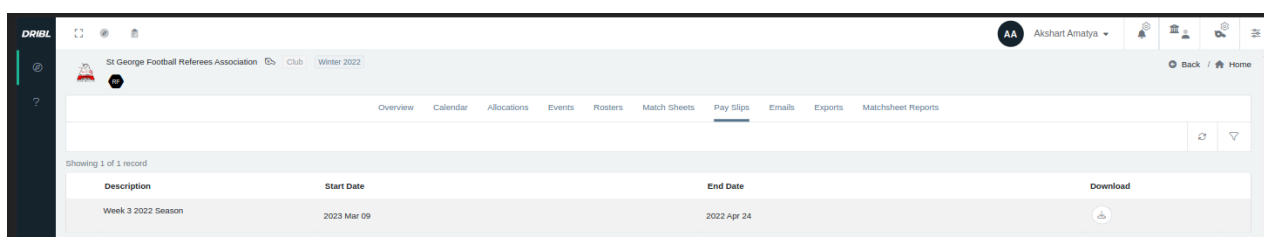
FSG uploads the pay file to the bank for **payment every Wednesday during the season** (which should be cleared into referee bank accounts by Thursday).

Referees are paid directly into their bank account listed on their Dribl profile.

Payment is made from FSG accounts.

### 14.2 Payslip

Dribl generates a pay slip for each referee, each week they are paid. Pay slips are accessible via the referee's profile.



## 15 CLUB INVOICING

Dribl generates invoices for clubs. The invoice is generated using the *Payment Rate Card* and validated appointments. FSG invoices Clubs monthly in arrears for referee match fees.

Home Team	Away Team	Location	Round	Age Group	Time	Rate	Charge	Home Charge	Away Charge
Sans Souci FC 17/18 C Male 17	All Saints Oatley West 17/18 C Male 18	Field 1 Synthetic Arncliffe Park	1	17/18	2022-08-13 04:00:00	\$ 32	\$ 32	\$ 16	\$ 16
Sans Souci FC 17/18 C Male 17	All Saints Oatley West 17/18 C Male 18	Field 1 Synthetic Arncliffe Park	1	17/18	2022-08-13 04:00:00	\$ 64	\$ 64	\$ 32	\$ 32
Sans Souci FC 17/18 C Male 17	All Saints Oatley West 17/18 C Male 18	Field 1 Synthetic Arncliffe Park	1	17/18	2022-08-13 04:00:00	\$ 32	\$ 32	\$ 16	\$ 16
Connells Point Rovers FC 17/18 B Male 17	Hurstville ZFC 17/18 B Male 17	Field 1 Synthetic Memorial Park	1	17/18	2022-08-13 00:50:00	\$ 32	\$ 32	\$ 16	\$ 16
Connells Point Rovers FC 17/18 B Male 17	Hurstville ZFC 17/18 B Male 17	Field 1 Synthetic Memorial Park	1	17/18	2022-08-13 00:50:00	\$ 32	\$ 32	\$ 16	\$ 16
Connells Point Rovers FC 17/18 B Male 17	Hurstville ZFC 17/18 B Male 17	Field 1 Synthetic Memorial Park	1	17/18	2022-08-13 00:50:00	\$ 64	\$ 64	\$ 32	\$ 32
Arncliffe Aurora FC 17/18 A Male 17	Bexley North FC 17/18 A Male 18	Field 1 Synthetic Ador Avenue Reserve	1	17/18	2022-08-13 03:05:00	\$ 32	\$ 32	\$ 16	\$ 16
Arncliffe Aurora FC 17/18 A Male 17	Bexley North FC 17/18 A Male 18	Field 1 Synthetic Ador Avenue Reserve	1	17/18	2022-08-13 03:05:00	\$ 32	\$ 32	\$ 16	\$ 16
Arncliffe Aurora FC 17/18 A Male 17	Bexley North FC 17/18 A Male 18	Field 1 Synthetic Ador Avenue Reserve	1	17/18	2022-08-13 03:05:00	\$ 64	\$ 64	\$ 32	\$ 32
Kogarah Waratahs 17/18 C Male 17	Bexley North FC 17/18 C Male 18	Field 1 Synthetic Arncliffe Park	1	17/18	2022-08-13 01:40:00	\$ 32	\$ 32	\$ 16	\$ 16
Kogarah Waratahs 17/18 C Male 17	Bexley North FC 17/18 C Male 18	Field 1 Synthetic Arncliffe Park	1	17/18	2022-08-13 01:40:00	\$ 32	\$ 32	\$ 16	\$ 16
Kogarah Waratahs 17/18 C Male 17	Bexley North FC 17/18 C Male 18	Field 1 Synthetic Arncliffe Park	1	17/18	2022-08-13 01:40:00	\$ 64	\$ 64	\$ 32	\$ 32
Kogarah Waratahs 17/18 C Male 17	Bexley North FC 17/18 C Male 18	Field 1 Synthetic Arncliffe Park	1	17/18	2022-08-13 01:40:00	\$ 64	\$ 64	\$ 32	\$ 32
Banksia Tigers FC 17/18 A Male 18	Kogarah Waratahs 17/18 A Male 18	Field 1 Synthetic Ador Avenue Reserve	1	17/18	2022-08-13 05:20:00	\$ 64	\$ 64	\$ 32	\$ 32
Banksia Tigers FC 17/18 A Male 18	Kogarah Waratahs 17/18 A Male 18	Field 1 Synthetic Ador Avenue Reserve	1	17/18	2022-08-13 05:20:00	\$ 32	\$ 32	\$ 16	\$ 16
Banksia Tigers FC 17/18 A Male 18	Kogarah Waratahs 17/18 A Male 18	Field 1 Synthetic Ador Avenue Reserve	1	17/18	2022-08-13 05:20:00	\$ 32	\$ 32	\$ 16	\$ 16
Forest Rangers FC 17/18 B Male 182	Forest Rangers FC 17/18 B Male 181	Field 1 Synthetic Memorial Park	1	17/18	2022-08-13 03:00:00	\$ 64	\$ 64	\$ 32	\$ 32
Forest Rangers FC 17/18 B Male 182	Forest Rangers FC 17/18 B Male 181	Field 1 Synthetic Memorial Park	1	17/18	2022-08-13 03:00:00	\$ 32	\$ 32	\$ 16	\$ 16
Forest Rangers FC 17/18 B Male 182	Forest Rangers FC 17/18 B Male 181	Field 1 Synthetic Memorial Park	1	17/18	2022-08-13 03:00:00	\$ 32	\$ 32	\$ 16	\$ 16
Connells Point Rovers FC 17/18 B Male 17	Forest Rangers FC 17/18 B Male 182	Field 1 Synthetic Penshurst Park	2	17/18	2022-08-20 02:20:00	\$ 64	\$ 64	\$ 32	\$ 32
Connells Point Rovers FC 17/18 B Male 17	Forest Rangers FC 17/18 B Male 182	Field 1 Synthetic Penshurst Park	2	17/18	2022-08-20 02:20:00	\$ 32	\$ 32	\$ 16	\$ 16
Connells Point Rovers FC 17/18 B Male 17	Forest Rangers FC 17/18 B Male 182	Field 1 Synthetic Penshurst Park	2	17/18	2022-08-20 02:20:00	\$ 32	\$ 32	\$ 16	\$ 16
Banksia Tigers FC 17/18 A Male 18	Bexley North FC 17/18 A Male 18	Field 1 Synthetic Penshurst Park	2	17/18	2022-08-20 04:30:00	\$ 64	\$ 64	\$ 32	\$ 32
Banksia Tigers FC 17/18 A Male 18	Bexley North FC 17/18 A Male 18	Field 1 Synthetic Penshurst Park	2	17/18	2022-08-20 04:30:00	\$ 32	\$ 32	\$ 16	\$ 16
Banksia Tigers FC 17/18 A Male 18	Bexley North FC 17/18 A Male 18	Field 1 Synthetic Penshurst Park	2	17/18	2022-08-20 04:30:00	\$ 32	\$ 32	\$ 16	\$ 16
Kogarah Waratahs 17/18 C Male 17	All Saints Oatley West 17/18 C Male 18	Field 1 Synthetic Peakhurst Park No5	2	17/18	2022-08-20 04:30:00	\$ 64	\$ 64	\$ 32	\$ 32
Kogarah Waratahs 17/18 C Male 17	All Saints Oatley West 17/18 C Male 18	Field 1 Synthetic Peakhurst Park No5	2	17/18	2022-08-20 04:30:00	\$ 32	\$ 32	\$ 16	\$ 16
Kogarah Waratahs 17/18 C Male 17	All Saints Oatley West 17/18 C Male 18	Field 1 Synthetic Peakhurst Park No5	2	17/18	2022-08-20 04:30:00	\$ 32	\$ 32	\$ 16	\$ 16

## 16 QUESTIONS

### 1.1 Match Officials

- Where a referee has a question regarding their match payments, they are to contact the SGFRA Treasurer in writing at [treasurer@saintsref.org.au](mailto:treasurer@saintsref.org.au)

### 1.2 Clubs

- Where a club has a question regarding the referee match payments invoiced to them, they are to contact the FSG Competitions Manager in writing at [comps@footballstgeorge.com.au](mailto:comps@footballstgeorge.com.au)



**FOOTBALL  
ST GEORGE**

**Football St George**

Level 2, Western Grandstand

Netstrata Jubilee Stadium

Carlton NSW 2218



9556 3055



[footballstgeorge.com.au](http://footballstgeorge.com.au)



[info@footballstgeorge.com.au](mailto:info@footballstgeorge.com.au)



[/footballstgeorge](https://www.facebook.com/footballstgeorge)



[\\_footballstgeorge](https://www.instagram.com/_footballstgeorge)