

NOTES TO SECRETARIES

1. Who to contact/write to:

The League Secretary, for all general business matters, protests, suggestions.

The Treasurer, for all financial matters unless otherwise directed.

The Fixture Secretary, for all matters concerning the fixtures and postponements thereto.

The Registration Secretaries, for all registrations, result sheets, transfers, (Transfer forms must be pre-paid).

Please note which Registration Secretary is responsible for your Club's Registration Zone.

ZONE A

Colin Flight

Barnston A.F.C.

Basildon Town

Bishops Stortford Swifts

Broomfield

Canning Town

Galleywood

Great Baddow

Leytonstone United

M & B Club

Metpol Chigwell

Old Chelmsfordians

Roydon

Runwell Hospital

Sandon Royals

Shenfield A.F.C.

Springfield

Takeley

Westhamians

Writtle

ZONE B

John Pickering

Benfleet

Epping

Faces

Frenford Senior

Hannakins Farm

Harold Wood Athletic

Herongate Athletic

Hutton

Kelvedon Hatch

Linford Wanderers

Leigh Ramblers

Manford Way

Mountnessing

Newham United

Ongar Town

Potter Street

Ramsden

Rayleigh Town

Ryan

Shell Club Corringham

Stambridge United

Upminster

White Ensign

The Referee's and Asst. Referees Appointment Secretaries, for all matters relating to the appointment of Referees, Asst. Referees, including their non-appearance.

The Referee's Result Secretary, for all referee's result sheets.

The Publicity Secretary, for all items of interest, match reports.

The Match Result Secretary, for all match results.

The Discipline Secretary, for all matters of misconduct.

The Entertainments Secretary, for all social events and annual presentation dinner.

2. Each club shall supply separate accommodation for the referee. Each club must appoint a linesman, and provide clean RECOGNISED COLOUR flags of the fluorescent type. Club Secretaries are responsible for making sufficient arrangements to inform opposing club and Referee/Asst. Referees of time of kick-off, ground location, etc. The result must be phoned to the Hon. Match Result Secretary, and match reports to the Hon. Publicity Secretary.

3. Result sheets should reach the Hon. Registration Secretaries within FOUR full days, Sundays and Bank Holidays included, of the conclusion of the match (Rule 11 (a)). Be sure your players are duly qualified as per Rule 8(b).

4. Delay has been caused by the similarity of colours not being provided for (see Rule 9).

5. If the appointed referee does not turn up, agree upon a referee on the ground. (see Rule 13)

6. If summoned to attend a meeting of the League, arrange for the club to be represented, or the case may be decided in the absence of your delegate.

7. Any player who is suspended for infringements carried out at matches under the jurisdiction of the Essex Olympian Football League for a period of 63 days or more during a playing season (including suspensions amassed for continual cautions where the notification states the name of our league), risks being regarded as being guilty of undesirable conduct and having his registration withdrawn under rule 8 (H). This is in accordance with the criteria agreed at the Annual General Meeting.

Any club that, using the criteria set out by the Football Association, amasses a total of 70 disciplinary points (40 points for clubs with only one team) during a season (including those from the previous season not notified to the league until after the May Management Committee Meeting), is liable to be recommended by the League Management Committee for exclusion from the Constitution for the following season under rule 17 (B).

8. Please endeavour to have necessary first aid equipment available in case of any emergency. We expect to meet each other at least twice in the season. Any kindness we can show to our opponents let us do it now, as such omissions tarnish memories.

9. LEAGUE/DENNY KING MEMORIAL CUP. In the event of a draw at the expiration of time, extra time shall be played. If the scores are still equal at the end of extra time, the match shall be decided by a penalty competition in conformance with the current rules of the Football Association.

10. LEAGUE/DENNY KING MEMORIAL CUP. From the FOURTH ROUND INCLUSIVE be sure your players are duly qualified (i.e. MUST HAVE PLAYED IN FIVE ESSEX OLYMPIAN FOOTBALL LEAGUE COMPETITIVE MATCHES) BEFORE they may play, see Cup Rule 5(a). If in any doubt you should contact your League Registration Secretary, who will be only too pleased to check your players eligibility BEFORE THE MATCH.

11. Prompt attention to correspondence of an official nature will be greatly appreciated (see Rule 5(n)).

12. Referee's marking, to arrive at the total marks out of 100 to be awarded, clubs should use the following method:

Section 1, General Control (a maximum of) fifty marks.

- a) Did the Referee face up to difficulties, or was he influenced by the spectators?
- b) Were his decisions given clearly?
- c) Did he make effective use of his linesmen?
- d) Was his positioning satisfactory?

Section 2, Application of Laws (a maximum of) thirty marks.

Was the Referee generally correct in his decisions based on his interpretation of the Laws of the Game?

(N.B. Isolated controversial decisions should be ignored).

Section 3, Personality and Personal Appearance (a maximum of) twenty marks.

- a) Was the Referee confident and quick-thinking?
- b) Did his appearance and personality inspire confidence?

13. The 2007-2008 season will commence on Saturday 25th August and end on the last day of May for Essex Olympian Football League and League/Denny King Memorial Cup Matches.

14. Each team will receive mid-week evening fixtures, at the discretion of the League Hon. Fixture Secretary.

15. Players called to appear before the Disciplinary Sub-Committee, who are unable to attend, may be represented by their Club, or their case may be heard in their absence.

16. To help you when telephoning Officers, the forename of their wives are:-

Mrs. Stubbings	Chris	Mrs. Eve	Sylvia
Mrs. Coulthard	Pat	Mrs. Flight	Alison
Mrs. Oram	Addie	Mrs. Godfrey	Joanne
Mrs. Friend	Linda	Mrs. Pickering	Pam
Mrs. Cheeseman	Maureen	Mrs. Dicks	Pauline
Mrs. Cawson	Liz		