



Greater Victoria Minor Ball Hockey Association "GVMBHA"

Referee Bulletin #3



28 April 2019

Game Incident Reports (GIRs) – When you must make a formal report on an incident

Should an incident require you to have to make a write up and report for something that went bad in a game then you must compile a Game Incident Report (GIR). This Report is to be compiled within 24 hours of the incident but you are encouraged to do it soonest should time permit. The following are the steps which are to take in compiling such a report:

1. Make sure the incident is reportable;
2. Make sure the information is compiled correctly on the Game Sheet before the end of the game;
3. Take the "White" copy of the game sheet with you to compile the report;
4. Send an email to the R-I-C, Everett Hudlin (RIC@gvmbha.com) in advance, advising him a GIR is being sent for his review and action. You are to take a photo of the White Game Sheet and include it in this email;
5. Our GIRs are compiled online using the Goal Line Program, the same one as you select your referee schedule;
6. Make sure you log into Goal Line: https://site1981.goalline.ca/login_ref.php;
7. Referee Control Panel;
8. Referee Management;
9. Select "Create Incident Report";
10. Fill in the boxes using your info on the Game Sheet (See example provided);
11. The last box to get filled out is has a pull down menu. "To email your Executive about this posting, please select them below" - You are to select only Everett Hudlin Referee and Chief;
12. Click on "Submit Report"; and
13. You are then to make sure the original White Game Sheet is given to Everett at a time and location of his direction. This is important at this White Game Sheet is a legal document and the original MUST get to Everett ASAP.



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Game Incident Reports – Examples of when they are needed

- Major Penalties;
- Match Penalties;
- Misconduct Penalty that was given within ten (10) minutes of the conclusion of the game;
- If a player gets a second Misconduct in the same game;
- Game Ejection Penalties (This is only to track habitual behavior);
- Game Misconduct Penalties;
- Gross Misconduct Penalties;
- Anything which causes concerns and will need to be reviewed by the GVMBHA Executive. Circumstances will be up to the officials based on what occurs.

See attached copy of a sample Game Incident Report format as it looks like in Goal Line.

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