

Ottawa Carleton Soccer League

Rules and Regulations

Recreational

February 2019



Ottawa Carleton Soccer League

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I. Applications

1. Any Clubs wishing to return to the OCSL from the previous outdoor season must submit a fully completed Returning Club Application to the OCSL office no later than March 1st of each calendar year. All outstanding fines or fees must also be submitted with this application.
2. Any clubs wishing to join the OCSL must submit a New Club Application with the application fee and bond no later than February 1st of the calendar year of the upcoming competition.
3. All clubs in the OCSL must be in good standing with their district organization. The League Management Board can refuse the application of any club that is not in good standing.
4. All team applications must be submitted to the OCSL office no later than March 31st
 - a. Acceptance of any late applications will be at the discretion of the League Management Board. When making this decision the LMB will consider:
 - i. Need to create balanced divisions
 - ii. Need to make a division viable
 - iii. Convenience of teams that have met the deadline
 - iv. Playing facilities and availability
 - v. Past financial and discipline record of the club
 - vi. The administrative cost of adding the team
5. All team fees must be submitted with the team applications. Fees are set at the previous year's AGM. These fees include team entry fees, any field rental and marking fees. Clubs whose total fees are more than \$2000 can:
 - a. Pay \$2000 with the application plus 50% of remaining balance at time of application. Pay the remaining balance in the form of a post-dated cheque, dated no later than May 1st and submit it with the application.
 - b. Pay the full amount with the application
6. Clubs are to apply for teams in the same division they participated in the previous season. In cases of promotion or relegation, clubs are to apply for teams in the divisions they are entitled to.
 - a. Requests to change divisions must be submitted to the OCSL office no later than May 1st. Requests made after May 1st may be charged a fee as determined by the LMB.
7. A team position spot is held by the club that the team is registered for. If a club wishes to transfer their spot to another club, they must notify in writing the OCSL that they are transferring the team spot to another club. If a club does not host a team in a team position spot they hold, they will lose their right to that spot.
8. Team withdrawals must be submitted in writing to the OCSL office.
 - a. Teams that are withdrawn on May 1st to May 15th, shall be liable for the full team entry fee of the division in which they have entered.
 - b. Teams that are withdrawn after May 15th shall be liable for the full team entry fee of the division in which they have entered, any field fees plus an administrative fee of \$500.00.



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9. Each team will be identified only by its club name and/or by the addition of a simple name, colour, letter or number, except in the case of a conflict between teams of the same club.
10. It is the responsibility of all clubs with the OCSL, who provide their own fields, to have their field allocations in to the OCSL office on or before May 1st for the upcoming season. If not provided by May 1st clubs will be subject to corrective action on a per team basis as indicated in the fee table. If no fields are assigned by May 15th the team may be withdrawn from the OCSL.
11. NSF Cheques - Any Club/team/player whose cheque is returned by the bank because of insufficient funds will be charged an administrative fee in addition to the amount of any fee charged by the bank. This will also include any charge disputes or chargebacks through PayPal or any financial processors.

II. Categories and Divisions

1. The OCSL will operate divisions in the following categories as applicable in accordance with Ontario Soccer published Rules
 - a. Senior Regional League
 - i. Men
 - ii. Women
 - b. Senior District Competitive League
 - i. Men
 - ii. Women
 - c. Senior District Recreational League
 - i. Men
 - ii. Women
 - iii. Co-ed
2. Teams that are new, returning from suspension or from a one-year lapse in participation (or more) will be placed at the discretion of the LMB.
3. The LMB may recognize any group of six (6) or more teams wishing to organize and operate a division or category not currently existing where not prohibited by the Ontario Soccer.
4. The structure and composition of the District Recreational divisions shall be as recommended by the OCSL Board in accordance with Ontario Soccer Policy on Leagues and published prior to April 1st and subject to approval of the Terms of League Operation.
5. Promotion and Relegation rules for District Recreational divisions shall be defined in the OCSL Division Composition Policy as amended by the OCSL LMB from time to time. These rules and any amendment thereto shall be communicated to all clubs prior to the start of each outdoor season.



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III. Player Registration

1. Teams must be created in AIMS by May 1st of the competition year. Clubs may be subject to corrective action if not done.
2. All teams must have a minimum of eleven (11) players registered to their Ontario Soccer team roster, and posted on the OCSL website, by May 15th. Clubs may be subject to corrective action if not done.
3. A team cannot have more than 25 players registered at any one time
4. All players shall be registered with their District, through their respective clubs, in accordance to Ontario Soccer Published Rules. All Quebec based teams shall be registered with the Federation de Soccer du Quebec. Quebec based teams must have their official rosters on file with the EODSA.
5. All players must possess a valid form of player identification, which they must produce upon request.
6. All teams must have an official roster with them at every game.
7. Any player playing in an age restricted division must satisfy the age requirement as outlined in the Ontario Soccer Published Rules.
8. A team shall forfeit the game and be subject to disciplinary action if they play a player who:
 - a. Is not registered in accordance to Ontario Soccer Published Rule for Ontario teams, or in accordance to FSQ Published Rules for Quebec based teams
 - b. Is ineligible to compete at the level of play of that team
 - c. Is serving a suspension
 - d. Playing a player under a different name
 - e. Does not present a valid ID card
 - f. Does not have a valid play-up permit, TEP, or Trial Permit with them at the field
9. All transfers of players from one team to another must be done in accordance to Ontario Soccer Published Rules.
10. OCSL players may play on multiple teams, however they can only register to one competitive team. Any disciplinary action they earn will be tracked based on the team they earned it with.
 - a. All registrations must be in different divisions
11. On July 31st of the competition year, the OCSL rosters will be fixed and only the players registered to the teams at that point will be eligible to play in the OCSL competitions.

IV. Playing up Permits, Trial Permits, Temporary Eligibility Permits and Reserve Teams

1. A team may “call up” a player from a lower age classification level, team classification level, league level or divisional level.
 - a. A player must be called up from the highest team they are registered for.



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- b. Any call ups to an age restricted division must satisfy the age requirements of that division.
 - c. Recreational players can play up to any Competitive team.
 - d. MR1 players can only play up to an OT1 team or to competitive team. OT1 players can only play up to an MR1 team or competitive team.
 - e. All other MR and OT divisions may borrow a player from any other MR or OT division not mentioned above.
 - f. WR1 players can only be called up to competitive teams.
 - g. Players registered only on W30+ and Masters 50+ can play up to any OCSL team. W30+ and Masters 50+ may call up from any Recreational team as long as they qualify by age.
 - h. Players who are only registered on Coed teams can be called up to any OCSL team. Coed teams can call up from any recreational team.
2. Any team wishing to call up a player from another team from within their own club must complete the Play Up Permit either through the OCSL Website or on the paper form and submitted to the Match Official.
- a. The player must meet the requirements as listed above
 - b. No more than four (4) players from one or any combination of other teams may play up for a team in a game. A team found to be playing more than 4 players up at a time may be subject to corrective action.
 - i. For the 2019 season Masters teams are permitted to call up 6 players from another team(s)
 - c. A player is restricted to six (6) call ups per season. Once a player has played up for a maximum number of games, they cannot play any further games with a higher team unless that player is registered to the higher-level team in accordance to Ontario Soccer Published Rules
 - d. Any team found to be using a call up player from within their own club without using and submitting a completed OCSL Play Up Permit will be subject to disciplinary action.
3. A team wishing to call up a player from a lower team in a different club must use a Temporary Eligibility Permit (TEP). This permit is to be obtained from the district the player is registered in. It is not possible to call up across provincial borders.
- a. A copy of the completed form must be submitted with the game sheets to the Match Official.
 - b. If players play up without such authorizations the team and club may face disciplinary actions.
 - c. A player can only play up on a TEP 3 times in a season.
 - d. A player on a TEP must also have with them a valid form of player identification and must present it to the Match Official during card check.
 - e. A Senior club can call up a youth player from another club without a TEP if there is a signed affiliation agreement between the two clubs.



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4. A team may give a trial to a player without registering them. The team must obtain a Trial Registration Permit from the district they are registered in.
 - a. A Trial Registration Permit is valid for three (3) games over thirty (30) days.
 - b. This player must not be registered anywhere for that competition season to be eligible for a Trial Registration Permit.
 - c. A copy of the completed permit must be submitted with the game sheets to the Match Official at the start of the game they are participating in.
 - d. The player must obtain, and present to the Match Official prior to participating, player identification.

V. Player Identification

1. Player identification will be in accordance with Ontario Soccer Published Rules
2. Each player must have a signed, valid form of Ontario Soccer player identification available at every game they participate in. Valid Identification must have:
 - a. a picture of the player
 - b. the full name of the player as it appears on their Ontario Soccer registration
 - c. their Ontario Soccer number or player registration number
 - d. the player's signature
 - e. a valid expiration date
3. The physical form of player ID must be present at the field.
4. The Match Official must perform a check of the player identification prior to the start of the game. This process must not delay the start of the game. Teams may be subject to corrective action if they are found responsible for delaying the start of a game.
5. Team officials must present the game sheet and players to the Match Official at least ten (10) minutes before the scheduled kick off time.
6. If a player identification or permit is not available at the field and presented to the Match Official, the Match Official is to indicate it on the game sheet. This player is considered ineligible to play. Any team found to be playing an ineligible player will be subject to disciplinary actions.
7. If a team does not have valid player identification at the scheduled kick off time or within 20 minutes after the scheduled kick off time, the game will be forfeited by that team. The team without the identification will be subject to disciplinary action.
8. If a team questions the legitimacy of the opposition's identification or permits presented at the field, this must be noted by the Match Official and the game shall be played. The questioning team should protest per the protest procedures.
9. Players who arrive after the game has begun, but before the start of the second half are allowed to play immediately. These players are to show the Match Official their player identification at half. Players who arrive after the start of the second half are not eligible to play.



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10. It is the expectation of the OCSL that the Match Official will be able to do player identification checks of teams without encountering any harassment from the teams, players or coaches. If a team is reported to be harassing Match Officials in regards to, or during the process of checking the player identification, the team may be subject to corrective action.

VI. Number of players and substitutions

1. A minimum of seven (7) and a maximum of twenty-five (25) players shall constitute a team at any Senior level.
 - a. Coed teams must maintain a maximum of seven (7) players of any one gender on the field at all times.
2. In any case where kick off has been delayed due to either or both teams having fewer than the minimum number of players the game will kick off as soon as both team can field the specified minimum number. If unable to start within twenty (20) minutes of the scheduled kick off time, the game will be abandoned and a report filed with the OCSL office. The defaulting team may be subject to disciplinary action.
3. Substitutions shall be allowed on the signal of the Match Official at halftime, goal kicks, their own throw in, opposition's throw in if they are making a substitution as well, after a goal, and to replace an injured player.
 - a. There shall be no limitations on the number of substitutions a team can make in any game in the OCSL
 - b. A team may change its goalkeeper for any player already on the field at any stoppage in play provided proper notice is given to the Match Official in accordance within Law 3 of FIFA Laws of the Game.

VII. Duration of Games

1. Games shall be two, forty-five (45) minute halves with a maximum of 15 minute half-time.
 - a. Games may only otherwise be shortened by the separate rules of competition by the OCSL.
 - b. Games may also be shortened at the discretion of the Match Official with the mutual agreement of the teams in the case of cloudy and dull nights or shortness of light late in the season. These changes should be noted on the respective game sheets by the Match Official.
2. Extra time will only be played in cup games or playoff games as required.
 - a. If teams are tied at the end of regulation time they shall toss for selection of ends and play two 15-minute halves. The entirety of extra time shall be played.
 - b. Teams shall be entitled to a short drink break between halves.
 - c. Where a game is still tied at the end of the prescribed extra time, the tie will be broken by the taking of FIFA penalty kicks



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- d. There is no extra time for regular season games

VIII. Scheduling

1. Games will not be scheduled on July 1st
2. The outdoor season will start in May on a date determined by the LMB. Clubs will be notified of the start date by May 1st of the competition calendar year
3. The OCSL will attempt to schedule around the following competitions for teams as long as the OCSL office is given notice of participation by May 1st of the competition year:
 - a. CSA or Ontario Soccer sanctioned cup competitions
 - b. Local tournaments that are sanctioned by the EODSA
 - c. Soccer related travel outside of the country which is EODSA Approved
4. Games will be rescheduled by the league in the following instances. Teams will be given 2 dates that are within a 2-week period of the originally scheduled game. Each team has 72 hours to respond with their preference of dates. Otherwise the league may reschedule the game unilaterally
 - a. The assigned match official does not appear for the match and no suitable stand in is available or agreed upon at the field
 - b. The field is closed by the organization that issues the permit
 - c. If Match Official judges the field to be unfit to play. The club holding the permit to the field may be issued a fine.
 - d. There are weather factors, such as electrical storms, which in the opinion of the match official, warrant not playing the game or its abandonment
5. Each team is permitted to request to reschedule one (1) games that do not fall under one of the above categories. Full details on the rescheduling process can be found in the OCSL Reschedule Policy.

IX. Postponement of Games, Defaulted Games, and Abandoned Games

1. Notification of league postponements shall be made to both teams at least 24 hours before the game, except in those cases where the Field Permit issuer declares the field unusable. These cases might not have prior notice. Notification will be made by email or telephone to the contact information provided by the team officials.
2. Clubs or teams must notify the OCSL office in writing at least 24 hours prior to the scheduled kick off time if they are not able to field a team. Less than 24 hours of notice will be subject to corrective action.
 - a. Any Match Official fees may also be assessed to the defaulting team
3. The Match Official is the sole judge of postponing/abandoning a game at the field.
 - a. Any team which fails to field the allowable minimum number of players within twenty (20) minutes after the scheduled kick off time shall be considered to have failed to



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- appear and they shall default the game. The Defaulting team shall be subject to fines. The score will be recorded as 2-0 for the opposition.
- b. If both teams fail to appear, both teams will be subject to corrective action. There shall be no points and no score for the game, but each team will have one loss added to its record.
 - c. The LMB may order a defaulted game rescheduled where:
 - i. The defaulting team benefits from having defaulted,
 - ii. A team other than the defaulting team is adversely affected by the default. Any team which refuses or is unable to replay the game may have its record deleted from the league records
 - d. Any team which fails to field the allowable minimum number of players at any time after the match has commenced shall be considered to have failed to appear and they shall default the game. The defaulting team may be subject to fines. The score shall appear as 2-0 for their opposition or the score at the time the game was stopped, whichever score is more beneficial to the remaining team.
 - i. Any Match Official fees may also be assessed to the defaulting team
4. If the game is abandoned by the Match Official for reasons of weather, including visibility, or field conditions before the completion of $\frac{3}{4}$ of the normal playing time it may be rescheduled. Games abandoned in the final $\frac{1}{4}$ of normal playing time will be considered complete. Inclement weather is not, by itself, sufficient grounds for cancellation but a game shall be delayed, at least until the danger passes.
 5. If the Match Official is required to abandon a game at any time for any reason then noted above, the LMB will determine the outcome of the game. If warranted, such decision may wait until any related discipline matters are decided.
 6. If it is determined there is a team at fault for the non-completion of a game (i.e. defaults the game, fails to maintain 7 players, or forces the abandonment of the game etc.) the at fault club will be billed for the Match Official fees of that game. If there is no one team at fault for the non-completion (i.e. weather forces the abandonment) both clubs participating in the game will be billed 50% of the match official fees for that game.

X. Standings

1. In all league games a team will be awarded 3 points for a win and 1 point for a draw. The team with the most points at the end of the regular league schedule shall be the division champion.
2. Tie Breaking - If two (2) or more teams are tied on points, the tie will be broken by the following process:
 - a. Most wins
 - b. cumulative head to head score
 - c. goal differential
 - d. most goals for



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3. If a division has been split into two (2) subdivisions on a basis other than playing ability, overall first place shall be determined by one play-off game between the division leaders. No other places will be ranked overall. If a division has been split into more than two divisions, then a modified round robin format will be used to determine overall first placing. Playoff formats will be determined by the LMB and published prior to the start of the season if required.
4. A team forfeiting a game shall lose the game 2 - 0 in addition to suffering any other penalties prescribed by the LMB. Forfeits will be subject to extra scrutiny.
5. Play-off games shall be played under extra-time rules as stated above.

XI. Defunct Teams

1. A team will be declared defunct if
 - a. It withdraws from the league
 - b. It fails to field enough players (defaults) for two (2) consecutive games, where those games are six (6) or more days apart
 - c. It fails to field enough players (defaults) for four (4) games over the course of the season
2. Only games that are not played at all or not played to completion can make a team defunct. Games that are played to completion, but then later defaulted will not make a team defunct.
3. Any extraordinary or extenuating circumstance will be considered.
4. A defunct team will have its entire record for the season expunged from the standings. The club will lose the right to that team position spot. All fees associated with this team will be forfeited and an administrative fee will be levied against the club in accordance to Rule 1.8b

XII. Protests

1. A Protest Panel shall hear all protests arising out of any game within the OCSL. The Protest Panel shall consist of at least three (3) members of the LMB and/or Discipline Panel.
2. The Protest Panel will deal only with matters raised in the Protest. Any other issues that arise (e.g. Discipline) will be dealt with at subsequent hearings as may be necessary.
3. Any protest concerning ineligible players must be noted on the official's game sheet at first opportunity indicating when the player in question arrived i.e. start of game, first half, halftime, or second half. If this is not noted on the game sheet the protest will not stand.
4. Failure to meet the following submission requirements will result in the protest being disqualified.
 - a. Protest fee shall be as established by the LMB and must accompany any protest.
 - b. Intention to file a protest shall be recorded within 24 hours of the game to which it relates by phoning the OCSL office, at its current telephone number, leaving all pertinent details. Notice of intention to protest may also be filed by fax and/or email within the specified 24 hours.



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- c. The written protest must be filed on the official protest form, counter-signed by a Club official, and addressed to the OCSL Secretary c/o OCSL office at its current office.
 - d. The written protest must be received at the OCSL office by recorded delivery (i.e. registered mail, hand delivery, courier, etc.) within three (3) working days of the game in question. The stipulated protest fee must accompany the written protest.
 - e. The protesting team must send a copy of the written protest (by recorded delivery) to its opponent in the game being protested within three (3) working days. A copy of the receipt from the recorded delivery must be submitted (with the written protest) as proof that this requirement has been met.
 - f. No responsibility shall be assumed by the LMB for protests not received within the specified time period unless they are sent by registered mail.
 - g. Successful protests will be refunded the protest fee, while those which are denied will lead to forfeiture of the fee.
5. Any protests relating to the grounds, goal posts, crossbars, ball, colours or other appurtenances of the game shall not be entertained unless notice of complaint was lodged with the Match Official prior to the game or at the time it was discovered during the game. The Match Official shall record details of the complaint on the game report immediately upon being informed. The Match Official shall require that the cause of the objection be rectified by the team responsible (or by the teams) if this can be accomplished without unduly delaying the game. The Match Official may abandon the game if rectification is not possible and to continue would, in his/her opinion, be dangerous or otherwise unfeasible.
 6. The decision by the Protest Panel on a protest may only be overturned by appeal to the EODSA or higher body in accordance with that body's rules.
 7. In the event that the OCSL or a higher governing body takes discipline action (charges with a misconduct) which pertains to the matter being protested, and the accused does not attend the hearing, the Protest Panel shall make a decision based on the information provided in the written protest and information provided at the Protest meeting.

XIII. Discipline

1. If authorized to do so by the EODSA, the LMB shall be delegated responsibility for discipline and appoint a Discipline Committee to deal with infractions occurring at games under the jurisdiction of the OCSL but not including misconduct directed at game officials.
2. The rules and procedures followed for discipline shall be those as established by the Ontario Soccer and as set out in the Published OCSL Discipline Policy.
3. The Discipline Committee shall be empowered to bond, fine, suspend or deal with in accordance with the Ontario Soccer Published Rules those Clubs, teams, players or Club officials whom it shall find guilty of any form of misconduct. The notification of the hearing shall include a complete listing of the charges to be faced, including appropriate references to this and other applicable constitutions.



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- I. The accused has 72 hours from the game to request a hearing
- II. A hearing cannot be requested for the following Ontario Soccer disciplinary codes
 1. 1.3 – 3 Yellow cards in a season
 2. 1.5 – 5 yellow cards in a season
 3. 1.6 – 6 Yellow cards in a season
- III. There is an administrative fee that is required to accompany the request for a hearing. This must be paid before the request will be processed
- IV. The fee will be returned if the player is found not guilty on all charges.
4. All unpaid fines and fees at the end of each season (received by an individual or organization under the jurisdiction of a Club) will be the responsibility of the Club.
5. Any fine associated to an suspension can be found in the Discipline Policy. The individual will remain suspended until the fine is paid.
 - I. Coaches or team officials found guilty of an Ontario Soccer charge will also be administered a fine in addition to the suspension.
6. Serving of suspensions
 - I. At least 72 hours of notice will be given prior to the game the suspension will be served on.
 - II. The individual must serve the suspension on the game(s) indicated on the suspension notice
 - III. If a game a player is to serve a suspension on is defaulted the suspension will be considered served
 - IV. If a game a player is to serve a suspension on is rescheduled to a different day, the suspension follows that game
 - V. If a game a player is to serve a suspension on is started, but not completed for whatever reason, and needs to be replayed, the suspension will be moved to the new game and will be served there.
7. Any Red Cards or Yellow Cards issued in an abandoned or not complete game shall stand.
8. More information can be found in the Discipline Policy

XIV. Club and Team Official Responsibilities

1. Each team at minimum must have two team officials and/or coaches and/or managers listed in the OCSL Website as contacts.
2. Clubs
 - a. It is the responsibility of the club to update the OCSL on any staff or board member changes and to update the OCSL Website if they are any changes to the club contact information
 - b. Club and team officials are fully responsible for the conduct of their players, officials and spectators at, and at the vicinity of, games in which they participate.



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- c. Club Officials are responsible for keeping Club practices and non-scheduled games off publicly owned fields for which they have no permit.
 - d. Claims for losses or damages against the League arising from misconduct may be assessed by the LMB against the player, officials(s) or Club(s) deemed to be responsible.
 - e. Club Officials are responsible for their players arriving on time and where the game is delayed due to insufficient number of players arriving on time corrective action may be taken.
 - f. Violation of any of the above could result in corrective action
3. Team Officials
- a. The names of all team officials shall be entered on the game report and he/she shall identify him/herself to the Match Official. All Team official present at the field must sign the game sheet.
 - b. No coach, manager, trainer or other Club/team official may enter the field of play unless requested to do so by the Match Official.
 - c. No coach or manager has the right to withdraw his or her team from the field of play without the approval of the Match Official except as specified herein.
 - d. Objectionable conduct by a coach or any team official may result in the coach or team official being warned, ejected or reported by the Match Official to the OCSL/EODSA and may be subject to further disciplinary action.
 - e. If the coach/manager does not enter the game feedback information into the League Management system within 48 hours, they may be subject to corrective action.
4. The home team shall assign the two team "benches" to separate areas on the same side of the field. Coaches shall restrict their activities to their own bench area. Each team shall be responsible for restricting their spectators to the opposite side of the field from the teams. Children under the age of 12 of team officials and/or players will be entitled to remain in the immediate area of their team bench.
5. For more information, please refer to the Club and Team Official guide published in the spring of each competition year.

XV. Equipment

1. Jerseys:
 - a. All players on the same team (except the goalkeeper) shall wear shirts of the same colour. The goalkeeper shall wear a shirt of a different colour from those of his/her team and the opposition.
 - b. All teams shall register their colours in the OCSL website prior to playing their first game.
 - c. Where, in the opinion of the Match Official, a similarity of the uniform colours could be confusing, the home team shall change providing the visiting team's colours are as listed in the OCSL website. If not, the visiting team shall change. It is the responsibility of the coach of the team that is required to change to have alternate shirts ready.



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- d. In all OCSL games shirts must be numbered, except for goalkeepers' jerseys which may or may not be. Numbers must be at least 8 inches in height. No two players may wear the same number. The player's number shall be indicated on the Game Report beside his/her name and no player shall change his/her number during the game without the permission of the Match Official.
2. Each team shall provide, and correctly install, two corner flags at one end.
3. Each team shall provide, and correctly install, a good net at one end of the field.
4. The home team shall provide a properly inflated size 5 ball
5. As per Law 4, all items of jewellery are not permitted and must be removed. Non-dangerous protective equipment, for example headgear, facemasks, and knee and arm protectors made of soft, lightweight padded material is permitted, as are goalkeeper's caps and sport spectacles. Medical Alert jewellery must be identified to the Match Official prior to the game and fully taped down. Every team shall ensure that an adequate first aid kit, and someone to use it, be at each game.
6. If a team does not provide a goal net, corner flags, or a game ball, or is late starting the game due to any of these aforementioned items, they may be subject to corrective action

XVI. Game Reports

1. Three (3) copies of OCSL Game Sheets (signed by all team officials present at the game) with attached permits, must be provided to the game official prior to the start of the game.
 - a. These sheets must contain typed list of all registered players' full names (first and last names) together with their shirt numbers, Ontario Soccer or FSQ registration numbers and game related information (Division, Date, Team Names, and location etc.).
 - b. Any player listed but not in attendance must have a line through their name or he/she is deemed to have played that game.
 - c. Any player under suspension must be listed in the Suspension box at the bottom of the sheet. Failure to identify players under suspension may result in disciplinary action by the OCSL.
 - d. At the end of the game, the game official will provide each team with one completed copy of the respective team sheets and return a signed copy to the OCSL with any required reports.
 - e. Failure of a team to properly fill in a game sheet as noted above may result in the team being subject to corrective action.
2. The Game Report shall consist of both teams' Game Sheets, complete with the applicable Caution Forms, Dismissal Forms, Match Official Assault Forms, Special Incident Report Forms, and Permits. The Match Official must sign all sheets. The Match Official must enter all information in the game report section of RefCentre and submit the Game sheets and any permits or forms to the OCSL office.



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3. The Game Sheet, when complete, shall show the final score, scorers and any incident which resulted in a caution or ejection of a player or team official, or other Special Incident.
4. Game Sheets are required for all scheduled games. If a game is not played the Game Sheet(s) shall be filled in as completely as possible and the reason given why the game was not played.
5. Failure to provide the required equipment, including a Game Sheet, shall be noted on the Game Sheet and the team(s) may be subject to fines.
6. The Match Official is responsible for transmitting the complete game report to the League office within 48 hours. If no one notifies the office of the game result within five (5) days, the game will be recorded as un-played with no points being awarded to either team.
7. Anything that might need to be communicated to the office should be entered as a Special Incident Report by the Match Official. This can include, but not be restricted to, questioning player eligibility, noting the cards were not checked, or attempts were made to check cards but the team did not wish to check cards, field or facility issues, team official or spectator issues etc. The OCSL Office staff will follow up with all comments noted for appropriate action.

XVII. Match Officials

1. Registered Match Officials shall be appointed to all games in the OCSL, from provincial association lists of currently registered Match Officials. All Match Officials will be appointed per the Ontario Soccer Published Rules and EODSA Match Official Appointment Policy. Match Officials shall be appointed by the EODSA through RefCentre.
2. Match Officials are expected to be at the game site (scheduled field) at least 30 minutes prior to the scheduled kickoff time, or face disciplinary action.
3. The game official(s) will obtain the game sheets at least ten (10) minutes before the scheduled game start to verify the valid player identification, player and game sheet. If a player does not have valid player identification it must be noted on the game sheet and the player notified immediately that (a) the card is not valid and is being marked on the game sheet and (b) the player should ask his or her coach/manager about penalties.
4. Match Officials (and assistant Match Officials) officiating OCSL games shall receive fees for their services in the amount set by the EODSA. Game reports must be received in the OCSL office within forty-eight (48) hours of the game in order for all officials involved to receive credit for the game and to be guaranteed payment with the next monthly payment. No payment for any game will be processed until the game sheet has been received.
5. Where an appointed Match Official fails to appear within 20 minutes after the scheduled kickoff time either team has the right to leave with an automatic right of reschedule. The teams concerned should however endeavour to agree on a person, not necessarily on the official list, to act as an appointed Match Official and this shall be so noted on the game sheet by both coaches. Once so appointed, such an individual shall have any and all powers of an official Match Official. Game reports must be received within the stipulated time period(s) for payment(s) to be processed and issued.



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6. The Match Official shall be responsible for the conduct of the game in accordance with the FIFA laws and the rules and regulations of the League.
7. Subject to such rules laid down by the authority responsible for permitting a facility, the Match Official shall have the power to decide on the fitness of the grounds in all matches and his decision shall be final.
8. Immediately at the conclusion of a game the Match Official shall complete all sections of the Game Report and delivers or makes all reasonable effort to deliver one complete copy of each team's portion of the Report to each team's manager or coach. Information to be given to each team must include a list of all goal scorers as well as a description of all discipline (cautions and dismissals). He/she must transmit the signed documentation including discipline reports and special incident documentation (including as detailed as possible description of any injuries) to the OCSL office within 48 hours following the game. Failure to abide by this regulation may result in disciplinary action.
9. The Match Official shall ensure that the wellbeing of the players is given priority over the progress of the game. If there is any doubt about the seriousness of an apparent injury the Match Official must immediately stop play and ensure the player receives appropriate attention.
10. The Match Official shall prepare a Special Incident Report and submit it to the OCSL office in all cases of apparent serious injury including, but not limited to, those of broken limbs and all head injuries.
11. The Match Official shall immediately abandon play, at least temporarily, in any game during which thunder, or lightning occurs. Failure to do so will result in a report being forwarded to the EODSA for possible disciplinary action. No action will be taken against a Coach who removes his/her team from the field under such circumstances where the Match Official fails to act.
 - a. The Match Official and teams must follow the Canada Soccer Severe Weather Policy in the instance of thunder or lightning.
 - b. The Match official may be brought up on disciplinary action if the OCSL feels they did not follow the Canada Soccer Severe Weather Policy.
12. During extreme hot weather, before the start of play, if either team requests that water breaks be taken - the Match Official must comply with this request. Such breaks should occur approximately midway through each half and be at an appropriate stoppage in play e.g. goal kick, injury, substitution.
13. More information can be found in the Match Official Policy

XVIII. Trophies

1. Team trophies, cups and shields are the property of the League. They are presented to the appropriate winners on an annual basis on the condition that they be returned.
2. Each club must ensure that all League property presented to a representative of their Club is returned to the OCSL prior to July 1st of the following season.



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3. Failure to do so will result in the Club being fined an appropriate amount per trophy, cup or shield or the cost of replacing the trophy, cup or shield (whichever is higher).

XIX. Bob Rathwell Ottawa Cup

1. The OCSL will run, in addition to the regularly scheduled league play, a cup for the following divisions:
 - a. Men's Competitive
 - b. Women's Competitive
 - c. Men's Recreational
 - d. Women's Recreational
2. The entrance fee, cup format and rules of the cup will be reviewed and published prior to the start of each competition season
3. Cup fees are required to be remitted to the OCSL prior to participation in the cup
4. All teams in the OCSL are eligible for participation in the cup that corresponds with their division
5. For more information please refer to the Bob Rathwell Ottawa Cup Rules published each spring of the competition year.

XX. Additional Rules

1. The LMB may amend, clarify, add or delete by majority vote at a LMB meeting, additional rules and regulations pertaining to any or all divisions of the League provided that they are sent to the clubs and teams concerned before the start of the season during which they are to have effect.
2. The LMB may make emergency rulings during the season on matters not currently covered by the existing rules and regulations. These rulings must be communicated immediately to the membership and will be enforceable on a moving forward basis, and not on a retroactive basis.
3. The LMB may modify existing rules and regulations during the season if required. Such changes must be communicated immediately to the membership. Enforcement of any such change will be on a moving forward basis, and not on a retroactive basis.
4. Such Rules, Regulations and Rulings shall have effect for the current season only and may be subject to ratification at the next Annual General Meeting.
5. The OCSL, may at its discretion, levy fees for the provision of services to its members.