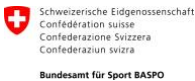


Swiss Hockey

Indoor Season 2024/25 Instructions for the Technical Delegate

Unsere Partner:



1. Appointment of the TD:

The Technical Delegates will be reported by name to the Head of Competitions by the host club three weeks before the tournament date. Any questions can be directed to the office.

2. Duties during the tournament:

The main tasks of the TDs include overseeing the competition in accordance with the tournament regulations and handling the financial accounting. If changes to the match schedule are necessary due to delays or the absence of teams, the TD makes the final decision.

2.1 Supervision of the competition:

- Monitoring all games and intervening in case of an incident.
- The timekeeping system is operated by a helper.
- Ensuring that the match schedule is adhered to: starting the match on time (greeting must take place beforehand).
- Enforcing the 5-minute halftime break. In case of delays (e.g., due to injury), this break can be shortened. The length varies depending on the match schedule.
- The TD is prohibited from consuming alcoholic beverages during the tournament.

2.1.1 Tournament report:

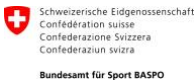
The tournament report is filled out electronically on Clubee. A maximum of 12 players per team can be entered in the report.

The report must be uploaded no later than 10 minutes before the start of the game.

The reports are filled out by the TD with the results of the game and digitally signed by both referees.

If possible, the TD enters the results on Clubee during the tournament, but no later than one hour after the end of the tournament (for seniors) or by Sunday evening (for juniors).

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2.2 Goalscorers:

For all leagues, the goalscorers must be noted on the match reports. It is sufficient to mark a tally for each goal next to the relevant player on the match report and to note the total number of goals scored at the end of the tournament. In junior tournaments, the TD should ask the team managers to assist in reporting their team's goalscorers after each match. The TD records the goalscorers on the report.

2.3 Player control:

Player control is carried out in collaboration with the referees before each match based on the completed reports. The player check must be conducted thoroughly and consistently. In the senior leagues, the corresponding qualification marks (maximum of three per season and league) must be applied on the match reports.

Important! All players listed on the report are considered to have participated and will receive a qualification mark. If a player is listed only as an emergency substitute and their participation is not planned, the TD must be informed before the match begins.

The player must wear a training jacket over the team jersey so that the TD can clearly verify whether they were used. Only players who are not used in this sense will not receive a qualification mark. The substitute goalkeeper only receives a qualification mark if they are actually used. The team manager must verify the qualification marks immediately after the match. Later complaints will not be accepted.

Players must be controlled on the bench, where only the coaches, assistants, team managers, and physiotherapists (a maximum of 4) and the players listed on the match report are allowed (checked by the referees). The benches must be free-standing and separate from the spectators. The TD must have a clear view of the bench. The match reports remain with the TD throughout the tournament and will be sent to the office by email or post after the tournament ends

2.4 Match restrictions:

Any newly issued red cards must be recorded on the report. The respective club will be informed by the office about the duration of the suspension. Suspensions take immediate effect. If immediate decisions are required, the TD takes over.

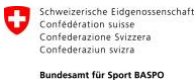
3. Compensation

The compensation of TDs is regulated through the expense claim form.

4. Accounting:

The TD is responsible for calculating the costs of the tournament and allocating them to the attending clubs based on the settlement form. The following should be noted:

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- The compensation for each function can be found on the settlement form and in the referee's account.
- Referee costs must be listed individually and detailed with supporting evidence.
- The costs for the hall rental must correspond to the amount charged to the club by the municipality.
- Intentionally false information on the settlement form will be punished according to Art. 34, Sec. 6, and reported to the disciplinary committee.
- The TD collects the calculated amounts from the attending clubs and pays the referees.

5. Protests:

Protests are handled according to the competition regulations.

6. Materials to support the umpires:

To ensure the smooth running of the games, the clubs are requested to provide the following materials at the TD table:

- 2 referee sets (with whistle, cards, and referee shirt)

7. Duties after the tournament ends:

- All reports signed by the referees, including recorded goals, cards, and incidents.
- Settlement form.
- If necessary, additional remarks