

Ottawa Carleton Soccer League  
Regional Rules and Regulations  
February 2025



## Ottawa Carleton Soccer League

2451 Riverside Dr., Ottawa, Ontario K1H 7X7 tel: 613 233-4451  
web site: www.ocslonline.ca fax: 613 233-6051 e-mail: manager@ocslonline.ca

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### I. Applications

1. All Regional Division applications, including payment, are due to the OCSL Office no later than February 15, 2025.
2. Team withdrawals must be submitted in writing to the OCSL office.
  - a. Teams that are withdrawn from March 16<sup>th</sup> at 12:01 AM to April 15<sup>th</sup> at 11:59 PM shall be liable for the full team entry fee.
  - b. Teams that are withdrawn from April 16<sup>th</sup> at 12:01 AM to May 1<sup>st</sup> at 11:59 PM shall be liable for the full team entry fee of the division in which they have entered, plus an administrative fee of \$500.00.
  - c. Teams that are withdrawn after or on May 2<sup>nd</sup> shall be liable for the full team entry fee for the division in which they have entered, any field fees, plus an administrative fee of \$1000.00.
3. 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.
4. 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 1<sup>st</sup> for the upcoming season. If not provided by May 1<sup>st</sup>, clubs may be subject to corrective action on a per team basis as indicated in the fee table. If no fields are assigned by May 15<sup>th</sup> the team may be withdrawn from the OCSL.
5. 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 other financial processors.
6. Member clubs of the OCSL are required to provide a club referee and discipline representative for the 2025 season.
  - a) Club Referee: Clubs may nominate a match official who refereed at least three (3) OCSL matches in the 2024 season, or a participant in the 2025 Match Official Accelerator Program.
  - b) Club Discipline Panel Member: Clubs may nominate a discipline panel member who sat on a panel for at least one OCSL or EODSA adult disciplinary hearing in 2024, or completes a 2025 discipline course and commits to panel service for at least one hearing in 2024. Paid chairs are eligible for nomination as a Club Discipline Panel Member.

### 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
    - iii. U21 Men



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- iv. U21 Women
    - c. Senior District Recreational League
      - i. Men
      - ii. Women
      - iii. Oldtimers (35+)
      - iv. Masters (50+)
  2. The structure and composition of the Regional Division shall be as recommended by the OCSL Board in accordance with Ontario Soccer Policy on Leagues, and subject to the approval of the Terms of League Operation, prior to the Spring Coaches Meeting.
  3. Promotion and relegation rules for Regional shall be defined in the OCSL Divisional Configurations Policy as amended by the OCSL LMB when deemed necessary. These rules and any amendments thereto shall be communicated to all clubs prior to the start of each outdoor season.
  4. A club may have a maximum of TWO (2) teams in a Regional division.

### III. Player Registration

1. Teams must be created in Sportsengine (OSCAR) by May 1<sup>st</sup> of the competition year. Clubs that have not done so may be subject to corrective action.
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 5<sup>th</sup>. Clubs that fail to do so may be subject to corrective action.
3. A team cannot have more than TWENTY-FIVE (25) players registered at any one time. See section VI.1 regarding the number of players a regional team is permitted to dress for each game (18).
4. All players shall be registered with their District, through their respective clubs, in accordance to Ontario Soccer Published Rules. All players must possess a valid form of player identification, which they must produce upon request.
5. All teams must have an official roster with them at every game.
6. Any player under the age of 18 who is registered in the OCSL must have a signed “Waiver Under 18” filed with the OCSL office prior to playing their first game.
  - a. Any call up player under the age of 18 must use the “Call up Permit Under 18” form. They do not need a waiver on file if they are not registered to that team.
7. Any player playing in an age restricted division must satisfy the age requirement as outlined in Ontario Soccer Published Rules.
  - a. All players must be born in 2009 or earlier
  - b. Special dispensation for younger players (born in 2010 or earlier) to participate in the OCSL must be approved by their district governing body
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



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- c. Is serving a suspension
  - d. Playing a player under a different name
  - e. Does not present a valid form of identification
  - f. Does not have a valid play-up permit, TEP, or STRP 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' (Regional or District Competitive) team. Any disciplinary action they earn will be tracked based on the team they earned it with.
- a. All registrations must be to teams in different divisions.
11. At 12:01am on August 1<sup>st</sup> of the competition year, the OCSL rosters will be fixed. Players can no longer be registered to OCSL teams.

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

1. Regional teams must designate a reserve team.
  - a. The reserve team must be one of the following:
    - i. A team from within their own club that participates in an OCSL district competitive division (C1-C4) or an ERSL regional division or;
    - ii. A team from outside their own club provided there is an approved affiliation agreement between the two clubs that has been filed with the appropriate governing body.
  - b. The reserve team form must be completed in its entirety and submitted to the OCSL office no later than May 1<sup>st</sup>. Failure to do so may result in disciplinary action.
  - c. Reserve team players can be hand written on the game sheet or through the 'Playing Up Permit' function on the OCSL website.
  - d. Regional teams can call up a maximum of SIX (6) players from outside their team per game. A team found to be playing more than SIX (6) players up at a time may be subject to corrective action.
  - e. Starting August 1<sup>st</sup>, the maximum of SIX (6) call ups per game does not apply for Regional teams.
  - f. A player can play up to a Regional team, within their own club, an unlimited times in a season.
  - g. Any team found to be using a call up player from within their own club without using the appropriate Permit will be subject to disciplinary action.
2. A maximum of TWO (2) Temporary Eligibility Permits (TEPs) are permitted at each game.
3. A team may give a trial to a player without registering them. The team must obtain a Short Term Registration Permit (STRP) from the district they are registered in. A maximum of TWO (2) STRPs are permitted at each game.
  - a. A STRP 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.



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- 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.

### V. Player Identification

1. Teams must have a copy of their official Ontario Soccer roster available at each game to produce if requested by the match official.
2. Each player must have a valid form of player identification available at every game they participate in. Valid identification can be either:
  - a. **Ontario Soccer Roster with headshots in the top-right corner**
  - b. **Government Issued Photo ID. This must have:**
    - a picture of the player
    - the full name of the player as it appears on their Ontario Soccer registration
    - the player's signature
    - a valid expiration date (has not yet expired)

*If any of the above criteria is not met, the match official is to indicate it on the gamesheet*
3. 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.
4. Team officials must present the game sheet and players to the match official at least TWENTY (20) minutes before the scheduled kick off time. Failure to do so may result in disciplinary action (see "List of Penalties" document).
5. 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.
6. If a player plays without a valid form of identification before the start of the second half, the game will be forfeited by that team. The team without the identification will be subject to disciplinary action.
7. 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 on the game sheet and the game shall be played. The questioning team should protest per the protest procedures.
8. Players who arrive after the game has begun, but before the start of the second half can play immediately. The player(s) must show the match official their player identification at half. Players who arrive after the start of the second half are not eligible to play.
9. It is the expectation of the OCSL that the match official will be able to do player identification check 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.



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### VI. Number of players and substitutions

1. A team must dress a minimum of SEVEN (7) and a maximum of EIGHTEEN (18) players for all Regional games.
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 OCSL game
  - 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 the FIFA Laws of the Game

### VII. Duration of Games

1. Games shall be two, forty-five (45) minute halves with a maximum of a FIFTEEN (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.

### VIII. Scheduling

1. Games will not be scheduled on July 1<sup>st</sup>
2. The outdoor season will begin the second weekend of May.
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 1<sup>st</sup> 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. Should an opening weekend of games, or a centralized venue weekend be scheduled by the league, these games are not open for rescheduling.
5. Games will be rescheduled by the league in the following instances. Teams will be given TWO (2) dates that are within a 2-week period of the originally scheduled game. Each team has SEVENTY-TWO (72) hours to respond with their preference of dates. Otherwise the league may reschedule the game unilaterally.



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- 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 the 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
6. Each team is permitted to request to reschedule TWO (2) games that do not fall under one of the above categories. Reschedule procedures 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 TWENTY-FOUR (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. Teams will have defaulted a game if they notify the office they are unable to field a team in advance of the game or if they fail to maintain SEVEN (7) players on the field for the duration of a game or if they fail to appear at the field of play. A result of 3-0 will be entered for the game and in addition the offending team will be deducted 3 points from the standings in addition to any fines that are assessed (see list of penalties).
  - a. The Defaulting team will be responsible for any match official fees.
  - b. Regional teams will be fined the cost of the field if the defaulting team is not the permit holders.
    - i. The field costs will be returned to the permit holder as an account credit
  - c. 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.
3. If near or at the end of the season a defaulted game impacts the position of a team in that division that is in the running for promotion, relegation, or playoffs (if applicable), the LMB may order the game to be replayed. If either of the teams refuse or do not present enough players at the rescheduled game, the LMB may strip the defaulting team of promotion and/or demote them the following season.
4. The match official is the sole judge of postponing/abandoning a game at the field
5. If the game is abandoned by the match official for reasons of weather, including visibility, or field conditions before the completion of 67.5 minutes of playing time it may be rescheduled as per OCSL Rule 8.5. Games abandoned in the final 22.5 minutes 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.
6. 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.





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7. 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 SEVEN (7) players, or forces the abandonment of the game) the club will be responsible 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. 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
  - e. coin toss
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.
4. A team forfeiting a game shall lose the game 3 – 0 and be deducted 3 points from the standings, in addition to suffering any other penalties prescribed by the LMB. Forfeits will be subject to extra scrutiny (see list of penalties).
5. Play-off games (if necessary) shall be played under extra-time rules as stated in the FIFA Laws of the Game.

### 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 three (3) 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 by the LMB.
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 1.2

### 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.



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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. Failure to meet the following submission requirements will result in the protest being disqualified. The process to protest is as follows:
  - a. **At the field:** If the protest has to do with the eligibility of a player, it must be noted on the game sheet before the game ends (pregame, halftime, or during play – have the ref make a note). All other protests can be made up until five minutes after the game has ended. If there is no note on the game sheet the protest will not stand.
  - b. **24 hours:** Email [discipline@ocslonline.ca](mailto:discipline@ocslonline.ca) within 24 hours to inform the league of your protest. Keep it short - i.e., ‘we are protesting the outcome of this game’. You do not need to get into detail.
  - c. **72 hours:** Fill out the official protest form (found under the ‘Forms’ tab’). Get into detail and attach any supporting documentation. Have a club official sign the form. A \$100 protest fee must accompany the form. Email the form to [discipline@ocslonline.ca](mailto:discipline@ocslonline.ca). Forms must be submitted no later than 72 hours after the game has finished.
  - d. **Wait for outcome:** Successful protests will be refunded the protest fee, while those which are denied will lead to forfeiture of the fee.
4. 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.
5. The decision by the Protest Panel on a protest may only be overturned by appeal to Ontario Soccer, or a higher body in accordance with that body's rules.
6. 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 Ontario Soccer and 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 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



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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.

- I. The accused has 72 hours from the end of the game in question to request a hearing
- II. A hearing cannot be requested for the following Ontario Soccer disciplinary codes
  1. 1.7.5 – 5 yellow cards in a season
  2. 1.7.7 – 7 Yellow cards in a season
- III. There is a \$100.00 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 a 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 the original 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.
  - VI. Players cannot be called up while suspended
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 OCSL Discipline Policy.

### **XIV. Club and Team Official Responsibilities**

1. Each team must have a minimum of TWO (2) and a maximum of FOUR (4) team officials (i.e., coaches, managers or trainers) listed on the OCSL website as contacts.
2. Each team must have a minimum of ONE (1) and a maximum of FOUR (4) team officials (i.e., coaches, managers or trainers) listed on the game sheet.
3. Club responsibilities:
  - 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 there are any changes to the club contact information.



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- 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.
  - 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, official(s) or club(s) deemed to be responsible.
  - e. Club and team 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 may result in corrective action.
4. Coaches
- a. Team official(s) must ensure their team is at the field a minimum of THIRTY (30) minutes before kickoff and is ready to start the game at the scheduled kickoff time. Failure to do so may result in disciplinary action.
  - b. Competitive teams must have certified coaches. Coaches for Ontario teams must be certified per Ontario Soccer Published Rules and all coaches must be registered with the Ontario Soccer. Coaches for teams from outside Ontario must be certified and registered per their team's governing body. A copy of the coaching certificate must be filed with the OCSL office. For every game a properly registered individual shall be designated by the Club as team coach or manager. The coach or manager is responsible for the conduct of his/her team.
  - c. The names of all team officials present at the field shall be entered on the game sheet and he/she shall identify him/herself to the match official. All team officials present at the field must sign the game sheet.
  - d. No coach, manager, trainer or other club/team official may enter the field of play unless requested to do so by the match official.
  - e. 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.
  - f. 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.
  - g. 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.
5. Bench area
- a. Only players and team officials listed on the game sheet are permitted in the bench area.
  - b. The home team shall assign two technical areas on the same side of the field. For facilities that do not have designated technical areas, the home team must mark the technical areas for both teams (e.g., cones etc.)
  - c. The home team shall choose their bench area.
  - d. Coaches shall restrict their activities to their own technical area. Each team shall be responsible for restricting their spectators to the opposite side of the field from the teams.
  - e. Everyone in the technical area must have their name on the game sheet.



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- f. All substitutes in the technical area or warming up must wear a bib/shirt that, in the opinion of the referee, is not similar in colour to either of the teams' jerseys.
6. For more information, please refer to the Club and Team Official guide published in the spring of each competition year.

### XV. Equipment

1. Kits:
  - a. All players on the same team (except the goalkeeper) shall wear matching shirts.
  - b. The goalkeeper shall wear a shirt of a different colour from those of his/her team and the opposition.
  - c. All teams shall register their colours in the OCSL website prior to playing their first game.
  - d. 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.
  - e. 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 course of the game without the permission of the match official.
  - f. Competitive team outfield players must wear identical shirts, shorts and socks.
    - Any tape or material applied or worn externally must be black, white, or the same colour as that part of the sock it is applied to or covers
  - g. Undergarments
    - i. If undershirts are worn, they must be black, white, or a single colour which is the same colour as the main colour of the shirt sleeve; or a pattern/colours which exactly replicate(s) the shirt sleeve
    - ii. If undershorts/tights are worn, they must be black, white, or the same colour as the main colour of the shorts or the lowest part of the shorts
- \*\*If in the opinion of the referee, any of the above mentioned criteria is not met, the player may be requested to leave the field of play to rectify the situation before returning to the field of play.\*\*
2. Each regional team must have their home field approved by the League's Field Committee.
3. The home team shall be responsible to provide, and correctly install all four (4) corner flags
4. The home team shall be responsible to provide, and correctly install both nets
5. The home team shall provide two properly inflated size 5 balls.
6. Law 4 (equipment) applies to all OCSL games. 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,



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as are goalkeeper's caps and approved sport spectacles. Medical Alert jewellery must be identified to the match official prior to the game and fully taped down.

7. If the home team does not provide goal nets, corner flags, or game balls, or is late starting the game due to any of these aforementioned items, they may be subject to disciplinary 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 no later than twenty (20) minutes before the start of the game. Teams that fail to do so may be subject to corrective action (see list of penalties).
  - a. These sheets must contain a 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.
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



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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 official shall be appointed to all games in the OCSL, from provincial association lists of currently registered match official. All match officials will be appointed per Ontario Soccer Published Rules. match officials shall be appointed by the EODSA through RefCentre.
2. Match officials are required to be at the game site (scheduled field) at least THIRTY (30) minutes prior to the scheduled kickoff time, or may face disciplinary action.
3. The match official(s) will obtain the game sheets at least TWENTY (20) 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 TWENTY (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.
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.



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9. The match official shall submit a Special Incident Report to the OCSL office in all cases of apparent serious injury including, but not limited to, those of broken limbs and all head injuries.
10. The match official must comply and implement the Canada Soccer Severe Weather Policy in the instance of thunder or lightning.
  - a. The match official may be brought up on disciplinary action if the OCSL feels they did not follow the Canada Soccer Severe Weather Policy.
11. 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.
12. 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.
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 Open
  - b. Women's Open
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, which are 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.





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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.