



MEMO 39-2023

DATE: Monday 17th July
TO: NNSWF Premier Clubs
FROM: Senior Officer – Premier Competitions
SUBJECT: Reminder: Duty Officer Attendance

For Information or Action	Action required	Action completed by	NNSWF Contact	Total Pages
Information	Remind Duty Officers of responsibilities	N/A	Steph Carte	1

Dear All,

As we approach the end of the current season, I am reaching out to all clubs with a crucial reminder regarding the presence of Duty Officers on match days.

It is the responsibility of each club to fulfill its obligation by providing the correct amount of Duty Officers.

Home team: A minimum of **TWO** Duty Officers required.

Away team: A minimum of **ONE** Duty Officer required.

Duty Officer responsibilities:

- Must be clearly identifiable.
- Must actively patrol the playing arena.
- Must escort the referees to and from the playing field.
- Must not consume alcohol, or be intoxicated, when engaged as a duty officer.
- Should be the first point of contact for spectators of your own club.
- Should engage early with any of your own club's supporters who show signs of potential misbehaviour or abuse to help avoid it before it happens.

While we understand that acquiring volunteers on match days can present challenges, it is essential that we, as a football community, remain committed to upholding the standards of safety and inclusivity. By collectively ensuring the provision of Duty Officers, we can guarantee that everyone involved can enjoy the sport in an environment that promotes high standards of health and safety.

Your cooperation in this matter is greatly appreciated. If you have any questions or require further clarification, please do not hesitate to contact me.

Thank you for your attention and continued support.

Kind regards,

Steph Carte
Senior Officer – Premier Competitions
Northern NSW Football