

MANDATORY FOR 2009

All referees **MUST** under undergo Risk Management if they wish to work any ENY sanctioned games in 2009!

The USSF has instituted this for all Referees starting this year and ENY has mandated this for 2009.

Referees who do this prior to January 1, 2009 will **NOT** have to pay any fee. Those doing this **AFTER** January 1, 2009 will have to pay the basic fee, so it is advisable you do so now.

In order to do this, you must follow the steps below. This process will take only a few minutes:

- 1) Go to the ENY website at www.enysoccer.com.
- 2) Click on the Risk Management tab on the top (right).
- 3) Under "Certified Referees, Coaches and Volunteers Requiring Background Check" click on "continue".
- 4) Click on "Certified Referee Click Here" to enter the process. If you click on **ANY** other item you **WILL** be asked to **PAY!**
- 5) Then click on "Click Here to Login and Register".
- 6) Click on "Create a New Account".
- 7) Enter a **VALID** email address and password and then click on "Next". Without a **VALID** email address, you will not be cleared through Risk Management. You also **CANNOT** use another referee's email address!!
- 8) Enter the required information and then click on "Next".
- 9) Click on "Register Myself". You should now see a \$0.00 owed fee.
- 10) Click on "Register"
- 11) Enter the required information. You **WILL** need your Social Security number at this time. The last question asks "Referee Role". Click on the box and select "Referee".
- 12) Answer **ALL** of the questions asked, filling in any descriptions if necessary; then click "Continue".
- 13) Click "I Agree".
- 14) On the "Registration Summary" page, click on "Check Out".
- 15) You should then see a page with "Your order is not yet complete"; You must click on "Confirm Order".
- 16) You will then get a final page with your Order Number.
- 17) On the "My Account Page" click the "View Order" and print this page out for your records.
- 18) Click on "log out" to end session. You have now completed your Risk Management.
- 19) You will then get a series of emails, the last confirming your clearance. Keep this!

Again, this is **MANDATORY** if you wish to work ENY sanctioned games in 2009!

NO EXCEPTIONS WILL BE MADE!