Instructions & guidance on the use of Communication Equipment for Match Officials

Updated 18 February 2020

Communication System

The use of the 'Communication System' is an effective tool for referees, assistant referees and fourth officials and is mandatory for all matches in FIFA Competitions. Football West has purchased multiple **RefAudio Pro** communications systems from L&W Sports Communications for match officials to use, on games to be determined by Football West.

Distribution and Maintenance

For competitions or matches where the communication system is adopted, after confirming their appointment the match referee shall collect the system from Football West at training on the Wednesday prior to the match, or make alternative arrangements prior to the weekend. All kits will be numbered, and the referee will sign out the kit they receive, and sign in on return of the kit after the match.

Upon collection the referee shall confirm that the following items are included in each kit:

- 3 x RefAudio Pro full duplex transceivers
- 3 x Boom Mics
- 3 x Multi-fit Arm Pockets
- 1 x Dual socket AC adapter
- 3 x USB charging cables
- 1 x high quality, protective carry-case

Although the transceivers should be fully charged and set to the right channels, the referee shall ensure that they perform checks on the units prior to match day.

After use the referee should return the kit, with all items neatly packed back into the carry-case, to Football West at training on the Monday night. If the referee is unable to attend training on the Monday night then they should make alternative arrangements to ensure the kit arrives at Football West by Tuesday morning.

The kits will be then cleaned and charged ready for distribution on Wednesday to the next appointed referee. There is no need to wash the arm pockets as this will be done by Football West, but please ensure they have dried out before storing in the carry-case.

If there is found to be any damage caused through a lack of care from the officials who used the kit, then they may be liable for any costs involved in replacing damaged items. Any malicious damage may also result in disciplinary action taken against the offending person.
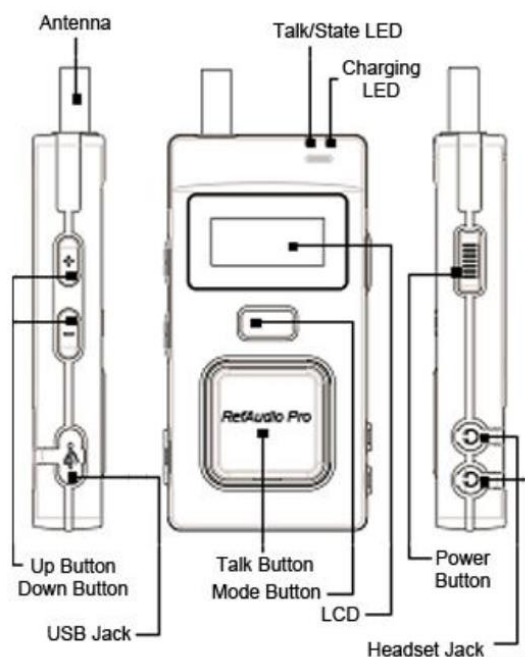
User Manual

Battery

The rechargeable Lion battery 3.7V, 1,100mAh is installed in the device. Plug the USB charging cable into the USB port and connect to the A/C adapter or any USB charging device. The charging LED on the right hand side top corner of the radio will blink during charging and will turn off when the battery is fully charged.

Power On/Off

Press and hold the power button for 3 seconds to turn the unit on. The LCD display lights up and shows the selected volume and basic radio status levels. This is known as the HOME screen. To turn off, press the power button until the letters "OF" appear then release. The radio will shut down.

Group Selection

Press and hold the MODE button until the "grp" indicator flashes in the LCD screen. Select the Group number 0-24 by pressing the "▲" and "▼" on the left hand side of the radio (volume buttons). Release all the buttons and the screen will revert to the HOME screen. All radios need to have the same group number to be able to communicate with in other in the group.

ID Selection

In a group, each radio must have a different ID starting at "00" to "99". The "00" radio becomes the "MASTER" radio and every group must have a master radio. The words Master and Talk will appear in the LCD screen next to the volume number on the home screen.

To set each radio in the group, press and hold the MODE button until the "grp" flashes. Press the mode button again and the "ID" symbol will flash. Use the ▲ and ▼ buttons on the side of the radio to give each radio an ID between "01" and "04". Release all the buttons and the radio will be set on that selected "ID". Any radio with an "ID" "05" to "99" will be receive only radios.

Volume Up/Down

Press the ▲ button to increase the volume and the ▼ button to reduce the volume. There are 6 volume levels and the volume may be adjusted at any time during use.

Side Tone On/Off

The RefAudio Pro radio has a side tone function that allows the user to hear what is being transmitted.

Antenna | Talk/State LED | Charging LED | Up Button | Down Button | USB Jack | Talk Button | Mode Button | LCD | Power Button | Headset Jack

Press and hold the MODE button until the "GRP" symbol on the LCD screen is blinking. Press the mode button twice until the "SO" symbol appears in the LCD screen. "SO" indicates that the side tone function is on. To turn off the side tone function when the "SO" symbol is flashing, use the ▼ or ▲ buttons and the "SF" symbol will appear. Release all buttons and the radio will reset to the home screen. The speaker off symbol will be shown on the home screen. To turn on side tone repeat the process.

Microphone off / Receive only setting

The radio can be used in receive only mode. When this is required press and hold the MODE button until the "GRP" symbol on the LCD screen is blinking. Press the mode button 3 times until the "PO" symbol appears in the LCD screen. To use receive only mode, use the ▲ and ▼ buttons until the

"PF" symbol appears on the screen. Release all buttons and the radio will reset to the HOME screen. To return the radio to full function, repeat the steps until the symbol "PO" is on the display.

Microphone Sensitivity Level Control

In situations where loud external noise exists, you can reduce the sensitivity level of the microphone. Press and hold the MODE button until the "GRP" symbol on the LCD screen is blinking. Then press the MODE button 4 times until the symbol C4 appears in the LCD Display. Use the ▲ and ▼ buttons to adjust the level. C1 is the lowest microphone level and C5 is at the highest level.

Audio Output High/Low

If a higher output is required, for example in very noisy environments, the RefAudio Pro radio has an increased output setting.

Press and hold the MODE button until the "GRP" symbol on the LCD screen is blinking. Then press the MODE button 5 times until the symbol "UL" appears in the LCD Display. Use the ▲ and ▼ buttons to adjust the level to

"UH" for increased output. Note. When used in the UH mode the user may experience sound distortion or hearing damage. Ensure correct volume levels are used.

Lock Mode

The radio can be placed into lock mode if required to prevent any unwanted changes to the radio. This can be achieved by simultaneously pressing the Mode button and the RefAudio Pro button on the front of the radio until the letters "LC" appear on the screen. In the lock mode function only the volume of the radio can be adjusted. If the radio is turned off the lock mode will remain until the unlock sequence takes place. To unlock the radio repeat the locking process.