

# **PIAA FOOTBALL MECHANICS 7 OFFICIALS**



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## **GENERAL REMINDERS**

**Communication with other members of the crew is essential.** The smooth conduct of the game is dependent to a large extent upon how well the officiating crew on the field works with the timekeeper and members of the line-to gain crew. The field-clock operator must attend the pregame conference with the field officials so that he is completely aware of and understands the signals. The procedures near the end of a period and the game shall be explained at this time. The linesman will meet with the line to-gain crew prior to the game in order to review proper procedures. It is important to remember these assistant officials are part of the officiating team and add to smooth game administration.

**The correct use of the official signals** provides the only means for the crew of officials to communicate with coaches, assistant officials and fans. This important aspect of officiating is the only means through which decisions can be relayed. The signals, as adopted by the football rules committee, are dignified, informative and meaningful. They are the result of many years of study and experimentation. Poorly executed or unauthorized signals do nothing but confuse. The manner in which the signal is given determines, at least to a degree, acceptance by players, coaches and fans.

**The officials' appearance will greatly affect the conduct of the game.** A sloppily dressed official will find he has difficulty in having his decisions accepted on the field. On the other hand, the official who wears the proper uniform, which is neat, will foster proper attitudes from all concerned. The physical condition of an official is an important part of appearance. Officials who act in a professional manner, who move quickly from one position to another, and who have stamina to last throughout the game, will have more success than the official who does not possess these qualities. Officiating is strenuous, exhausting work. In order to meet the challenge, the official should have a thorough annual physical examination and be in good physical condition. Adjuncts to good condition are proper rest and care in eating prior to a game. Game officials should have an athletic appearance. That is to say the chest should protrude farther than the stomach and the official should be able to hustle as the situation necessitates. The individual who is out of condition, more often than not, does a poor job of officiating simply because of the inability to cover the play. The appearance of this type of official on the field detracts from the coaches' and players' confidence in the officiating team.

## **PREGAME RESPONSIBILITIES**

**Lateness in arrival is a cardinal sin in officiating.** For playoffs, officials should arrive at the site of the game at least two (2) hours before the scheduled game time. They should report directly to the game management thereby assuring them that the officials are present.

**The electric field clock operator shall attend the pregame conference** with officials one and one half (1½) hours before game time to review the signals and then check the operation of the scoreboard clock. Review signals for starting or stopping clock with operator. Instruct clock operator to time halftime - set at 15 minutes and start on Referee's signal- when the 15:00 runs off, reset 3 minutes and start immediately for mandatory warm-up.

**The game management is required to make available a competent crew** of registered officials to operate the line to gain equipment and provide each member with distinctive vest or jackets so that they will be readily recognizable. When the line-to-gain is the goal line use only the down marker.

**Line-to-gain marker** shall be used to mark the intersection of the yard lines with the chain in order to maintain its location. The down marker operator must remain outside and within six (6) feet of the sideline and check with the head linesman following each down in order to display the proper number. This person is not to change the number of the down or move the marker until instructed to do so by the head linesman. When the head linesman signals the crew to change positions following a change of possession or a 1st down, the down marker will be placed at the foremost point of the ball first and the rear rod placed in an adjacent position. Whenever there is a request for a measurement, the down marker will be placed at the spot of the front rod with the previous down indicated. If a ball person is not available, the front rod operator is responsible for retrieving the ball following a kick try. If there is a dispute regarding the number of the down; the referee shall determine the official down number.

**There are certain mechanics which become essential** for officials to observe following a 1st down and before the line-to-gain and down markers are moved back from the sideline. It is imperative for officials to fasten a "clip" at the back of the yard line closeted to the rear line-to-gain rod. This will always give the officials an accurate point of reference should a measurement for a 1st down be required.

**Auxiliary marker(s), which are unofficial line-to-gain ground markers** may be positioned off the sideline on both sides of the field. Whether such auxiliary marker is to be used is a decision to be made by the game management. Such use is optional. When an auxiliary marker is used, it is unofficial. When used, they should be of the type which lie flat on the ground and made of materials that pose no danger to players. An unofficial auxiliary down marker may be used on the sideline opposite the official chain and down marker. The person operating this auxiliary marker is considered to be a member of the chain crew and has the same restrictions as discussed in the foregoing paragraphs. The line judge will assist in placing the auxiliary marker.

**Use of any replay or television** monitoring equipment in making any decision related to the game is **prohibited**.

**A pregame conference** conducted by the referee shall be held before each game. The conference should start after the crew is dressed for the game at approximately one and one half (1½) hours before the scheduled game starting time. The Referee should notify game management to have the clock operator and the chain crew attend this pregame conference. The **Back Judge** will have the correct time and all officials will synchronize their watches accordingly. The pregame conference should follow a set outline to be most effective. The following checklist includes the major subjects to be covered.

#### **PREGAME DUTIES**

- I. Crew Assignments: On the field in uniform, approximately 45 minutes prior to scheduled kickoff time.**
  - A. Referee:**
    1. Visit with the home team head coach first then the visiting team head coach. Give the head coaches a list of officials and notify them of the length of intermission.
    2. Check with each head coach for any unusual plays or formations, including any that require prior notification.
    3. Secure name of coaching staff personnel who will be responsible for sideline control of team members and report this information to all officials.
    4. Conduct the official coin toss at 30 minutes prior to scheduled kickoff at mid-field or the scoreboard end zone. The Referee will read the sportsmanship message. Get verbal confirmation by each head coach that his players are legally equipped in compliance with NFHS rules and PIAA adoptions.
  - B. Umpire:**
    1. Accompany Referee and examine any player equipment which the coach has a question of legality.
  - C. Head Linesman:**
    1. Check line-to-gain equipment, meet and instruct chain crew.
  - D. Line Judge:**
    1. Check auxiliary line-to-gain equipment (if available), meet and instruct auxiliary chain crew.
  - E. Field Judge:**
    1. Review starting time and be sure an auxiliary stopwatch, which records accumulated time, is available. Field Judge times the game. **(This is a change from the CCA Football Officiating Manual for a crew of 7 which lists this as a side judge responsibility)**
  - F. Back Judge:**
    1. Is responsible for all timing situations, (except game clock), including 25-second play clock, one minute intervals after scores and periods, timeouts, halftime, etc.
  - G. Side Judge and Back Judge:**
    1. Instruct ball person to hold ball not in use moving up and down sideline. When new ball is requested by official, ball person should toss new ball to official. Ball person will have to retrieve their team's footballs that are thrown or kicked out of play. They should not enter field unless beckoned.

**II. Review coin-toss mechanics.**

**III. Discuss free kicks reviewing positions and responsibilities.**

**IV. Review coverage during scrimmage plays:**

- A. Running plays, position and coverage.
- B. Forward passes, eligibility of receivers and interference.
- C. Illegal forward passes.
- D. The umpire is responsible for checking numbering requirements.

**V. Review positions and coverage during scrimmage kicks:**

- A. First touching by K.
- B. Fair catch situations.
- C. Kicks out-of-bounds.
- D. Kick catching interference.
- E. Numbering requirements.

**VI. Review "momentum" rule as it applies inside the 5-yard line on kicks and interceptions.**

**VII. Goal line plays and tries.**

- A. Variation of positions near goal line.

**VIII. Review the following:**

- A. Substitution rule.
- B. Starting and stopping clock.
- C. Procedures during measurement.
- D. Duties during time-outs and intermission between periods.
- E. Penalizing personal and unsportsmanlike fouls.
- F. Penalty administration.
- G. Overtime procedure, if applicable.

**IX. Responsibilities following conference:**

**A. All Officials:**

- 1. Enter field together at least fifteen (15) minutes before game time.
- 2. Perform duties in business-like manner.
- 3. Performance and tempo sets tone for way in which game will be officiated.

**B. Referee:**

- 1. Inspect playing field and pylons with the Line Judge.
- 2. Direct game management to remove any hazards on or near field.
- 3. Approve clock operator; either scoreboard or sideline; must know where he is.
- 4. Keep official score.

**C. Umpire:**

- 1. Final check player equipment when requested by head coach.
- 2. You are the final authority on legality of equipment.
- 3. Do not permit use of any illegal equipment.

**D. Head Linesman:**

- 1. Secure and check the line-to-gain equipment and down markers plus all auxiliary equipment.
- 2. Check whether game management has distinctive vests or jackets for the crew.
- 3. Remind crew of their duties and responsibilities.
- 4. Instruct crew that you will use your heel to mark at sideline where rear rod is to be placed for every first down.
- 5. Work on side nearest line-to-gain equipment, which is opposite the press box.

**E. Line Judge:**

1. Inspect field with Referee.
2. Line Judge/Field Judge will notify Home head coach when to bring team onto field and remain with team to see it arrives on time at start of each half.

**F. Field Judge:**

1. Approve and mark home team game balls and instruct ball personnel.
2. Field Judge/Line Judge will notify Home head coach when to bring team onto field and remain with team to see it arrives on time at start of each half.
3. Times the game.

**G. Side Judge:**

1. Approve and mark visiting team game balls and instruct ball personnel.
2. Side Judge/Back Judge will notify Visiting head coach when to bring team onto field and remain with team to see it arrives on time at start of each half.

**H. Back Judge:**

1. Responsible for securing correct time and carrying an accurate watch.
2. Will have all timing situations except game clock.
3. Back Judge/Side Judge will notify Visiting head coach when to bring team onto field and remain with team to see it arrives on time at start of each half.
4. **Assist Field and Side Judges with approving and marking game balls.**
  - Before opening kickoff, Field Judge/Line Judge and Back Judge/ Side Judge are responsible to escort teams from locker rooms to field. Have teams on sidelines no later than 5 minutes before opening kickoff. Follow game script timeline if provided.

**THE OFFICIAL COIN TOSS**

**R,U**

The official coin toss will be held on the field thirty (30) minutes before kickoff either at mid-field or in the end zone near the official scoreboard with Head Coaches and team Captains of each team. The Referee will read the PIAA sportsmanship message and get verbal legally equipped confirmation from each head coach. The Referee and Umpire will record the results of the official toss; winner, choice and which goal to defend.

The ceremonial coin toss will be held at mid-field at three (3) minutes prior to kickoff.

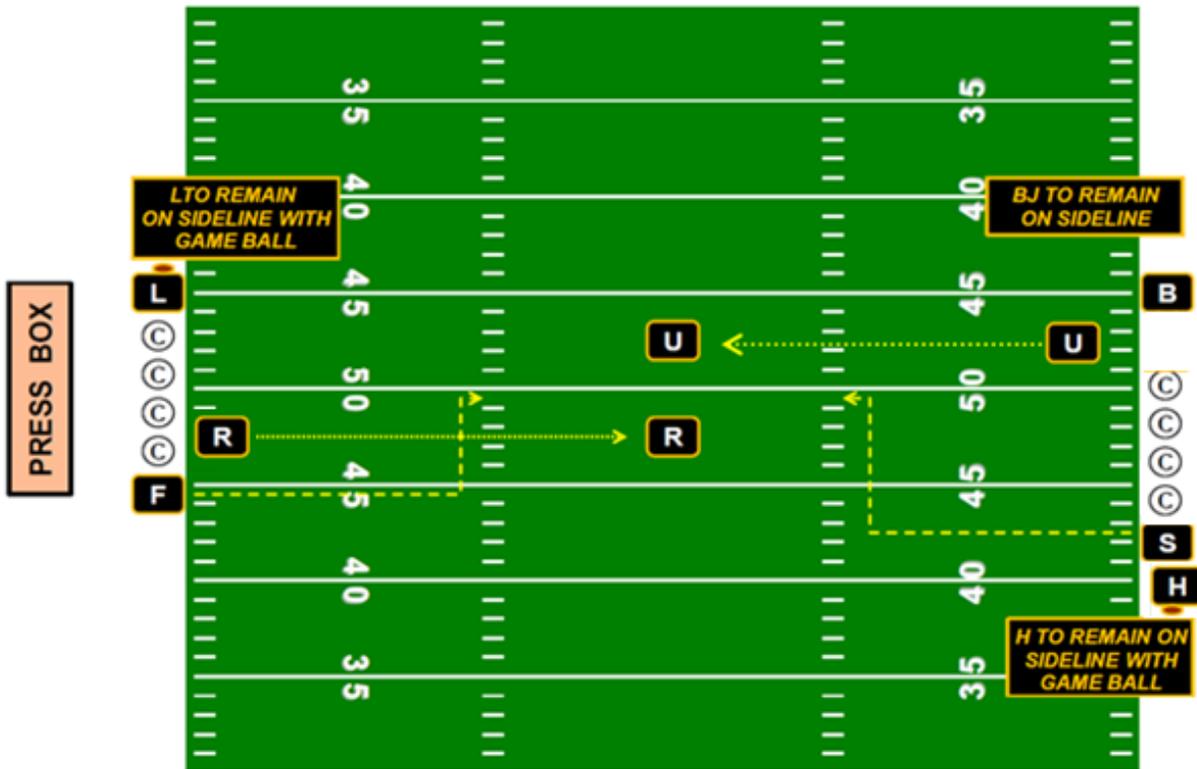
**THE CEREMONIAL COIN TOSS**

**R, U** At 3 minutes before kickoff, come to the center of the field. Referee from the press box side, Umpire from opposite press box side. Referee facing scoreboard. The captains should face each other with their backs to their sidelines. The Referee reintroduces himself to the captains and has them reintroduce each other. The Referee will then review the results of the official coin toss. If the winner of the toss opted to defer their choice until the second half, the Referee stands toward the press box clear of the captains, indicates the toss winner by placing his hand on the shoulder of the appropriate captain and gives the declined signal. The Referee will instruct the captains of the team that will receive the kickoff to face the opponent’s goal line. The other captains will face their opponent’s goal line. The Referee gives a catching motion to indicate the team that will receive. If the team chooses to kick, the Referee indicates the choice by making a kicking motion. If the team chooses one end of the field, the Referee points with both arms extended toward the appropriate goal line.

**FJ, SJ** On signal from Referee, will escort their captains to the inbounds line and from there return to the vicinity of the team area. At conclusion of the ceremonial coin toss procedures and captains have been dismissed, move together for final instructions from referee.

**LJ, HL, BJ** Remain at sideline. Restrict all other team personnel to their team box areas or well away from the vicinity of the toss. Do not allow teams to come to center of field at the conclusion of the coin toss keep them at their sidelines. At conclusion of the ceremonial coin toss procedures and captains have been dismissed, move together for final instructions from Referee. HL/LJ on kicking team’s sideline, bring kicking team’s ball to center of field and give to Back Judge. At Referee’s signal, hustle to kickoff positions. Linesmen and Judges clear sidelines before going to kick off position.

**SCOREBOARD**



## **SECOND HALF CHOICES**

1. As teams are being escorted to the field the Field Judge/Side Judge will get choices from the Head Coaches and they will report them to the Referee.
2. Hustle directly to kickoff positions after warm-up period. Linesmen and Judges clear sidelines before going to kickoff position.

## **END OF GAME PROCEDURE**

### **ALL OFFICIALS**

#### **A. Regulation game:**

1. Leave field together.
2. Neither avoid nor seek coaches.
3. Do not discuss game on field or make any public statement about game to news media.
4. Report any flagrant irregularity or disqualification(s) to state association office when applicable.

#### **B. Overtime, ten (10) yard line procedure:**

1. Hold coin toss at center of field, using overtime coin toss mechanics.
2. Toss winner shall choose to go on offense or defense, or end of field at which ball will be put in play.
3. To start each new series, team may designate location of ball between inbounds lines.
4. Referee will indicate winner of toss by placing a hand on his shoulder:
  - a. Then position offensive captain facing goal toward which ball will be advanced and defensive captain facing his opponent and opposite goal.
  - b. Give 1st down signal toward goal being used

Review the overtime procedure thoroughly with all crew members prior to each game. The overtime procedure is outlined in NFHS Football Rules Book and is included at the end of this manual. Each team will be permitted **one timeout during each overtime period** (a series for Team A and a series for Team B). The team scoring the greater number of points in the overtime shall be declared the winner. The final score shall be determined by totaling all points scored by each team during both regulation time and overtime periods.

## **PROPER UNIFORM**

Cap - Black with white piping; Referee solid white cap  
Shirt - Black and white striped with black collar  
Belt - Black  
Pants – Black tailored pants with white stripe on outside of leg.  
Socks – Black.  
Shoes - Solid black with black shoe laces.  
Undershirt, Turtleneck - Black  
Gloves - Black (if needed)

**DURING PRE-GAME DUTIES, PLAIN OR PIAA LOGO BLACK JACKETS MAY BE WORN BY ALL MEMBERS OF THE CREW - NO JACKETS ARE TO BE WORN DURING THE GAME.**

## **NORMAL FREE KICK**

### **I. Referee**

- A. Before kick:
  - 1. Position: R's goal line in the middle of the field.
  - 2. Count R players. Signal to HL and LJ.
  - 3. Check position of other officials.
  - 4. Hold arm above head to request ready sign from other officials and kicker.
  - 5. Ensure that there are at least 4 players on each side of the kicker when ball is kicked.
  - 6. After ready signs have been received, drop arm and sound whistle to signal that kick may be made.
  - 7. If short free kick is anticipated:
    - a. Take position near R's ten (10) yard line, in the middle of the field.
    - b. Be alert to assist other officials.
- B. After kick:
  - 1. Kick down the middle:
    - a. Signal clock to start when kick is touched other than first touching by K.
    - b. Pick up runner and follow until releasing to covering official.
  - 2. Kick deep:
    - a. Rule on touchback.
    - b. If kick caught inside five (5) yard line and player is downed in end zone, or ball goes out-of-bounds there, rule on whether player's momentum took him into end zone and mark spot of catch with bean bag.
  - 3. Kick to either side zone:
    - a. Move cautiously with play.
    - b. Observe action of players in vicinity of runner.
    - c. Serve as clean-up behind, to side of, and around runner.

### **II. Umpire**

- A. Before kick:
  - 1. Position: On sideline on K's free kick line opposite press box, monitor bench area and assist kicking team in getting into position.
  - 2. Count K players. Signal to SJ.
  - 3. Be certain all non-team personnel are behind the limit lines.
  - 4. Hold arm above head to indicate ready with bean bag in hand.
  - 5. Ensure Team K players are within 5 yards of their restraining line, and be sure there are at least 4 players on each side of the kicker when ball is kicked.
  - 6. If short free kick is anticipated, stay on K's free kick line opposite press box.
- B. After kick:
  - 1. Be alert for first touching by K - mark spot with bean bag.
  - 2. Be alert for ball kicked directly into the ground.
  - 3. Mark out-of-bounds spot with a penalty marker if kick goes out-of-bounds untouched by R.
  - 4. Watch initial blocks by players in five (5) yard zone and action against kicker.
  - 5. After ball has gone downfield, move deliberately to the hash mark while watching for fouls away from ball and officiating from inside of the field out.
  - 6. Be in position to take over coverage of runner in your area on long return.
  - 7. Watch for any infractions involving free kick lines.
  - 8. **Umpire and Back Judge are primarily responsible for judging an illegal pop-up kick. If illegal pop-up kick is judged, blow the play dead immediately**

### **III. Head Linesman**

- A. Before kick:
  - 1. Position: On sideline opposite the press box on Team R's goal line pylon.
  - 2. Be certain all non-team personnel are behind limit lines and substitutes are in team box.
  - 3. Count R players. Signal to Referee.
  - 4. Signal to Referee to indicate ready with bean bag in hand.

5. If short free kick is anticipated, position on sideline opposite the press box midway between the two restraining lines.
- B. After kick:
1. Kick to your side, pick up runner and follow. **Signal clock to start when kick is touched other than first touching by K.**
  2. When kickoff goes outside opposite inbounds line
    - a. Move cautiously toward play.
    - b. Observe action of other players in vicinity of the runner.
    - c. Serve as clean up behind to side of, and around runner.
  3. Maintain position enabling coverage of the sideline at all times.
  4. Mark out-of-bounds spot with a penalty marker if kick goes out-of-bounds untouched by R.
  5. Responsible for goal line pylon on your side of field (touchback).

#### IV. Line Judge

- A. Before kick:
1. Position: On sideline on press box side on Team R's goal line pylon.
  2. Be certain all non-team personnel are behind limit lines and substitutes are in team box.
  3. Count R players. Signal to Referee
  4. Signal to Referee to indicate ready, with bean bag in hand.
  5. If short free kick is anticipated, position on sideline on the press box side midway between the two restraining lines.
- B. After kick:
1. Kick to your side, pick up runner and follow. **Signal clock to start when kick is touched other than first touching by K.**
  2. When kickoff goes outside opposite inbounds line
    - a. Move cautiously toward play.
    - b. Observe action of other players in vicinity of the runner.
    - c. Serve as clean up behind to side of, and around runner.
  3. Maintain position enabling coverage of the sideline at all times.
  4. Mark out-of-bounds spot with a penalty marker if kick goes out-of-bounds untouched by R.
  5. Responsible for goal line pylon on your side of field (touchback).

#### V. Side Judge

- A. Before kick:
1. Position: On sideline opposite the press box on Team R's restraining line.
  2. Monitor bench area and assist receiving team in getting into position.
  3. Be certain all non-team personnel are behind the limit lines and coaches and substitutes are in team box.
  4. Count K players. Signal to Umpire.
  5. Hold arm above head to indicate ready, with bean bag in hand.
  6. If short free kick is anticipated:
    - a. Position on R's free kick line, opposite the press box
    - b. Be alert for first touching by K or kick which does not cross R's free kick line.
- B. After kick:
1. Be alert for first touching by K - mark spot with bean bag.
  2. Mark out-of-bounds spot with a penalty marker if kick goes out-of-bounds untouched by R.
  3. Be alert for kick which does not cross R's free kick line.
  4. Be in position to take over coverage of runner in your area on long return. You have coverage of your sideline to end line at all times. You are responsible for K's goal line.
  5. Watch for any infractions involving free kick lines.
  6. Observe legality of blocks and action away from ball when not covering runner.
  7. Kick to opposite side of field:
    - a. Move cautiously toward play.
    - b. Observe action of other players in vicinity of runner.
  8. **Field Judge and Side Judge are secondarily responsible for judging an illegal pop-up kick. If an illegal pop-up kick is judged, whistle the play dead immediately.**

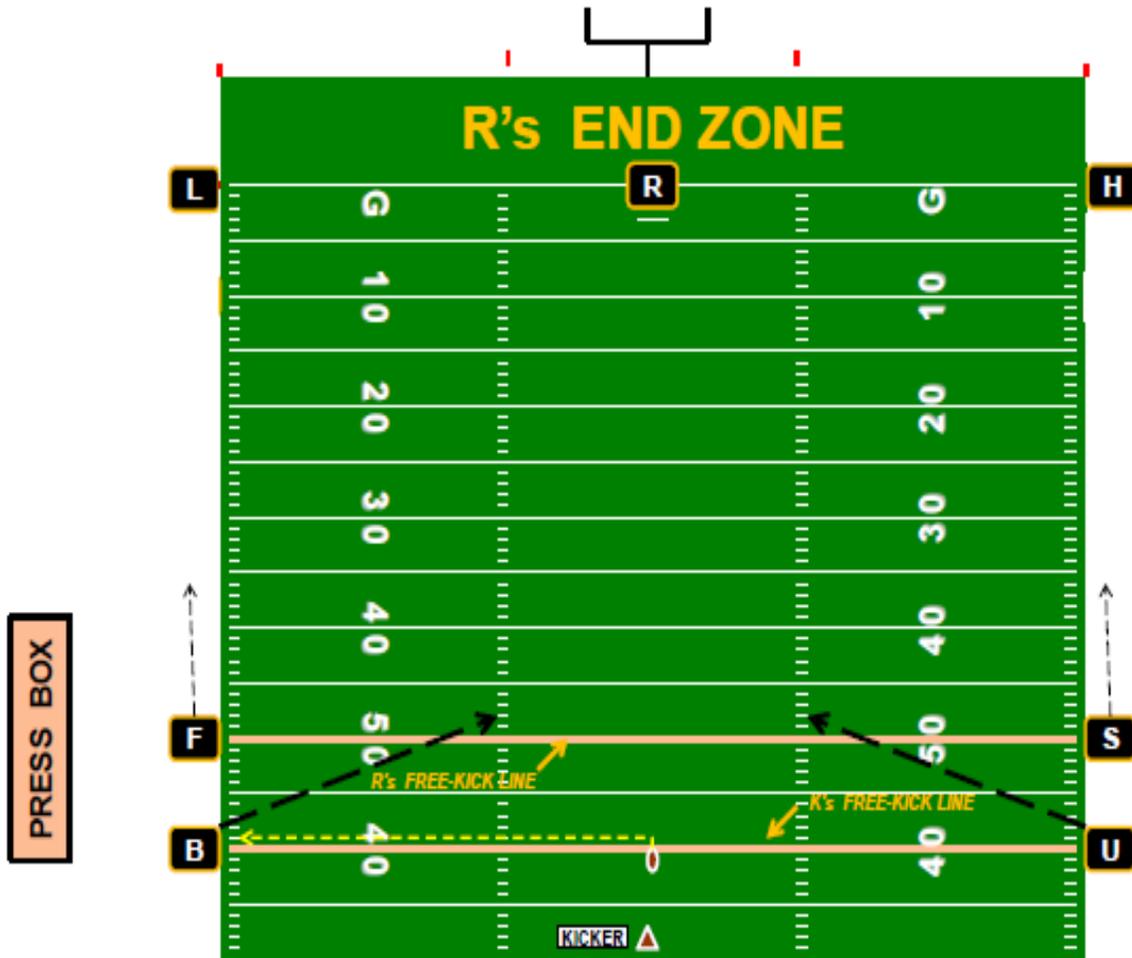
## VI. Field Judge

- A. Before Kick:
  - 1. Position: On sideline on press box side on Team R's restraining line.
  - 2. Monitor bench area and assist receiving team in getting into position.
  - 3. Be certain all non-team personnel are behind the limit lines and coaches and substitutes are in team box.
  - 4. Count K players. Signal to BJ.
  - 5. Hold arm above head to indicate ready, with bean bag in hand.
  - 6. If short free kick is anticipated:
    - a. Position on R's free kick line, opposite the press box
    - b. Be alert for first touching by K or kick which does not cross R's free kick line.
- B. After kick:
  - 1. Be alert for first touching by K - mark spot with bean bag.
  - 2. Mark out-of-bounds spot with a penalty marker if kick goes out-of-bounds untouched by R.
  - 3. Be alert for kick which does not cross R's free kick line.
  - 4. Be in position to take over coverage of runner in your area on long return. You have coverage of your sideline to end line at all times. You are responsible for K's goal line.
  - 5. Watch for any infractions involving free kick lines.
  - 6. Observe legality of blocks and action away from ball when not covering runner.
  - 7. Kick to opposite side of field:
    - a. Move cautiously toward play.
    - b. Observe action of other players in vicinity of runner.
  - 8. **Field Judge and Side Judge are secondarily responsible for judging an illegal pop-up kick. If an illegal pop-up kick is judged, whistle the play dead immediately.**

## VII. Back Judge

- A. Before kick:
  - 1. After score, take charge of ball and move up sideline to place ball for kickoff.
  - 2. Time one minute interval and twenty-five second count.
  - 3. Move on field to kicker and after checking legality of kicking tee, hand kicker ball, point out referee and instruct kicker to wait for referee's signal before kicking.
  - 4. Position: on sideline on K's free kick line on press box side, monitor bench area and assist kicking team in getting into position.
  - 5. Count K players. Signal to FJ.
  - 6. Ensure Team K players are within 5 yards of their restraining line, and be sure there are at least 4 players on each side of the kicker when ball is kicked.
  - 7. Obtain captain's ready sign.
  - 8. Be certain all non-team personnel are behind the limit lines and coaches and substitutes are in team box.
  - 9. Hold arm above head to indicate ready with bean bag in hand.
  - 10. If there is a penalty for a foul before kick ends requiring re-kick, administer penalty and place ball ready for play.
  - 11. If short free kick is anticipated, stay on K's free kick line on press box side.
- B. After kick:
  - 1. Be alert for first touching by K - mark spot with bean bag.
  - 2. **Back Judge and Umpire are primarily responsible for judging an illegal pop-up kick. If illegal pop-up kick is judged, blow the play dead immediately.**
  - 3. Mark out-of-bounds spot with a penalty marker if kick goes out-of-bounds untouched by R.
  - 4. Watch initial blocks by players in five (5) yard zone and action against kicker.
  - 5. After ball has gone downfield, move deliberately to the hash mark while watching for fouls away from ball and officiating from inside of the field out.
  - 6. Be in position to take over coverage of runner in your area on long return.
  - 7. Watch for any infractions involving free kick lines.
  - 8. Be sure kicking tee is off the field.

## NORMAL FREE KICK



Field Judge and Side Judge are responsible for K's goal line when in Normal Free Kick formation. When play becomes dead, be sure to move into the dead ball area and continue to dead ball officiate. Be aware of late hits and unsportsmanlike conduct around and away from the ball.

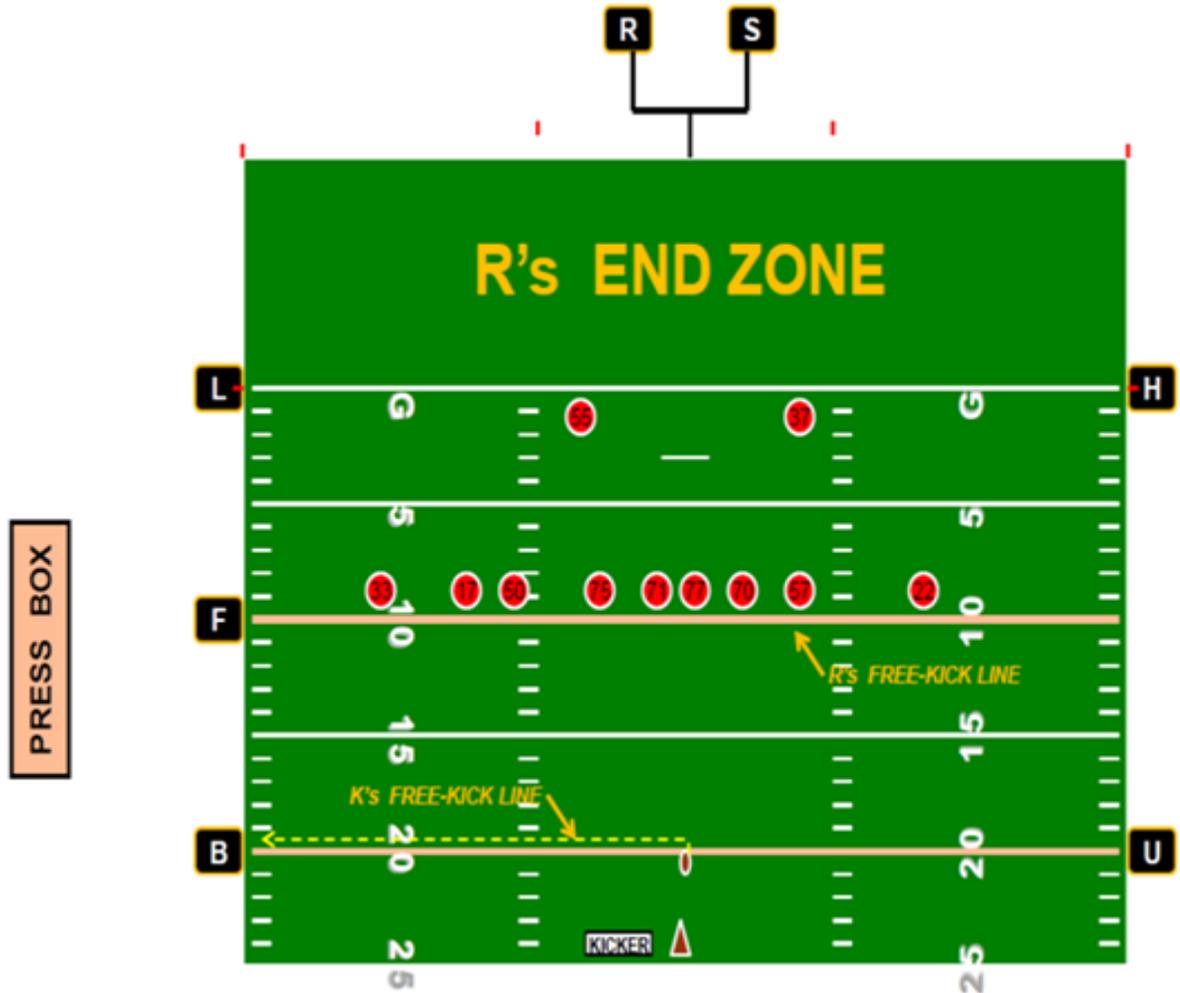


**FREE KICK FOLLOWING A FAIR CATCH OR AWARDED FAIR CATCH**

- R, SJ** Referee sounds ready for play whistle. Each man will cover one of the two goal posts. Ensure that there are at least 4 players on each side of the kicker when the ball is kicked. Both men are responsible for indicating whether or not field goal has been made. R will sound whistle.
- U, BJ** Initial position is same as normal free kick, kicker's free kick line. You are responsible for determining that kicking team is on side at time of kick. Ensure Team K players are within 5 yards of their restraining line, and be alert that there are at least 4 players on each side of the kicker.
- FJ** Initial position is same as normal free kick, receiver's restraining line. You are responsible to see to it that receivers remain behind their restraining line until ball is kicked.
- HL, LJ** Initial position is same as normal free kick, on your sideline at goal line pylon.
- R** Is responsible for sounding whistle when attempt is determined to be successful or unsuccessful.

**NOTE: The same kicking rules apply as any other normal free kick.**

**FREE KICK FOLLOWING A FAIR CATCH OR AWARDED FAIR CATCH**



**SCRIMMAGE KICKS (PUNTS)**

- R** Position on the kicking leg side of the kicker, slightly behind and to the side of the kicker and count offensive players. See the ball from snap to kick and observe the blockers and kicker at the same time. Be in position to be at a 45-degree angle with kicker when the ball is kicked. If the kicker is near the end line, straddle the end line and warn the kicker before the snap.
- U** Position is approximately 10 yards off the line of scrimmage and count offensive players. Find a spot that allows you to observe the action on and around the snapper. In case of blocked punt or muffed snap, move to the line of scrimmage to assist the wing man in ruling on plays involving the line of scrimmage.
- HL, LJ** Take your basic position and officiate as on a scrimmage play. Assist Referee in knowing if kick is tipped by a defensive player. Hold your position until the ball crosses the neutral zone. When the ball crosses the neutral zone, move slowly down field. In the case of a blocked punt or a muffed snap, official looking at Referee's back will hold the line of scrimmage; the official opposite the Referee will retreat into K's backfield to assist the Referee on coverage of the play.
- FJ, SJ** Take a basic position on sideline on your side of the field no less than 5 yards behind deepest receiver and count Team B players. Be aware of kicks traveling into the end zone and assist BJ with ruling on play on ball in end zone.  
**When kicking team snaps ball from approximately the forty (40) yard line in toward R's goal line; SJ and FJ should take a position at the goal line pylon to rule on kicks going into end zone.**
- BJ** Take a position no less than 5 yards behind and at the side of the deepest receiver, favoring the wide side of the field and count Team B players. However, if the deepest receiver takes a position inside his 10 yard line, line up on the goal line. Rule on validity of catch, covering the runner until he enters another official's zone. You are responsible for marking the end of the kick with a bean bag. Watch for kick-catching interference.

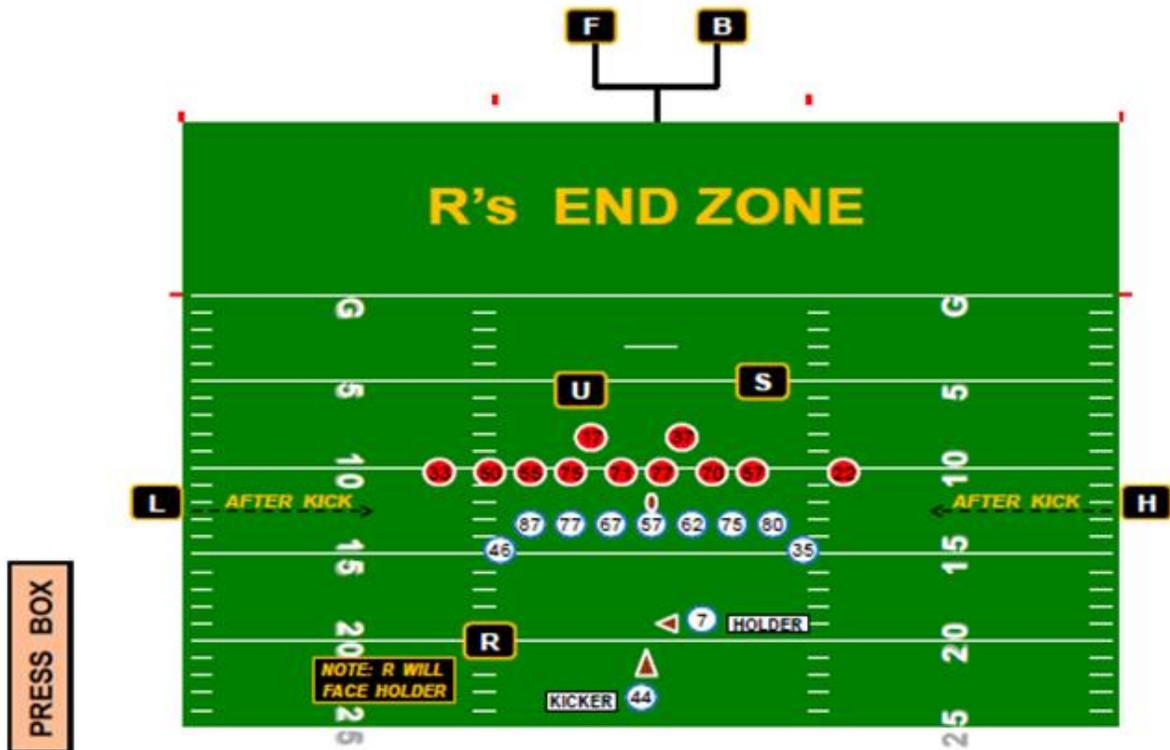
**SCRIMMAGE KICKS (PUNTS)**



**FIELD GOALS AND TRYS**

- R** Position facing the holder, approximately 10-12 yards wide on about the same yard line as the holder. Referee is responsible for action on the kicker and holder.
  - U, SJ** Line up in a twin umpire position seven yards deep and cover all line of scrimmage action. U will have primary responsibility to protect snapper. Be aware of numbering exceptions if applicable.
  - HL, LJ** Take regular position. Be ready to cover sideline from line of scrimmage to end line. After kick is dead, move in toward players watching for dead ball fouls.
  - BJ, FJ** BJ and FJ take position inside the limit line; each man will cover one of the two goal posts. Rule on success or failure of field goal attempts, BJ will sound whistle. Official nearest ball rules on play with other official reflecting ruling. Be alert for ball striking an upright or crossbar. If ball strikes the crossbar, the BJ is responsible for the ruling. FJ and BJ count defensive players.
  - BJ** AFTER TRY - Moves up sideline with ball to place ball for kickoff.
- REMINDER:** During a TRY, if B secures possession or as soon as it is apparent a kick has failed to score, the ball is dead and the play is over. Officials should sound their whistle immediately.

**FIELD GOAL AND TRYS**



## **SCRIMMAGE PLAYS**

### **BASIC POSITION AND DUTIES**

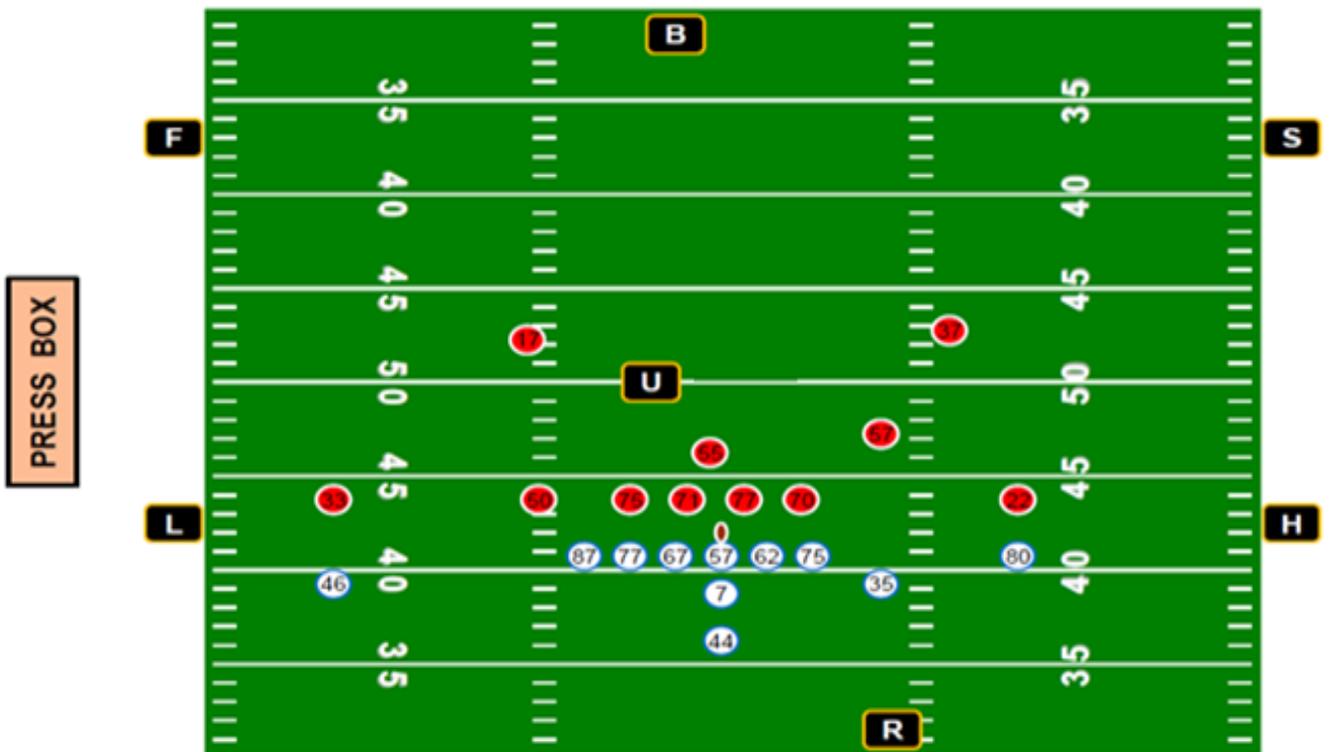
**BASIC POSITIONS MAY VARY, DEPENDING UPON PLAY SITUATIONS, TEAM FORMATIONS, THE FIELD AND WEATHER CONDITIONS.** Always box in the play. Avoid positions that may cause scrambling to avoid interference with players.

#### **A. Determining and Priority of Keys:**

- ALL**
1. In determining keys, the following definitions are needed for clarification purposes:
    - a. Strength of the formation is determined by the number of eligible receivers on a particular side of the offensive formation. It has nothing to do with the number of linemen on each side of the center but rather the number of eligible receivers outside the tackles.
    - b. Tight End - the end man on the line of scrimmage lined up no more than four yards from the nearest offensive lineman.
    - c. Back In Backfield - a player in the backfield between the tackles at the snap.
    - d. Trips - three or more receivers outside an offensive tackle.
  2. The priority of keys to determine initial assignments for each group of officials is as follows:
    - a. Field Judge and Side Judge.
    - b. Back Judge.
    - c. Line Judge and Head Linesman.
  3. The general rule is not to key the same player as the group of officials ahead of you priority wise. For example, the Line Judge or Head Linesman should not key the same player as the Back Judge and the Back Judge should not key the same player as the Field Judge or the Side Judge.
- R**
1. Be in a position where you may be comfortable to see the ball and backs and tackle on your side, except flankers, or a man in motion toward you. Usual position is behind and about 5-7 yards outside the deepest back or backs, approximately 12-15 yards deep. R shall work on the throwing arm side of the quarterback.
  2. Check the offensive formation and count the offensive players. Signal with closed fist for 11 players and open hand if less than 11 players.
  3. Check the setbacks and quarterback for illegal motion, the ball at the snap; and assist the Umpire if there is movement of restricted lineman.
- U**
1. Position variable according to the formations of both teams; avoid position which will interfere with linebackers. Adjust distance behind the defensive line according to the width of Team A's formation and (except on goal line or try situations) be at least 5, but seldom more than 7 yards deep. Whenever possible, coordinate your position with the R for best coverage of the interior line play.
  2. Read offensive alignment and know 5 ineligible.
  3. Count offensive players. Signal with closed fist for 11 players and open hand if less than 11 players.
  4. Rule on illegal movement by restricted linemen prior to the snap.
  5. Be certain the defensive team does not use words or signals to disconcert opponents.
- HL, LJ**
1. Take original position on the sideline and adjust to the spot of the snap. Read the offensive formation and know your eligible receiver responsibilities.
  2. Watch for illegal formations, including encroachment prior to the snap.
  3. False starts by offensive players.
  4. Indicate the offensive line of scrimmage by extended foot, and then take final position straddling the neutral zone.
  5. Cover man in motion going away from you for illegal motion. This man continues to be your responsibility, even though he changes direction. (Does not relieve opposite official from making obvious call).
  6. Has forward progress spot to Team B's two-yard line.

- SJ, FJ**
1. Take original position approximately 20 yards deep on the sideline. Start on the same yard line as opposite deep wing official.
  2. Know your eligible receiver responsibilities.
  3. Count Team B players. Signal with closed fist for 11 players and open hand if less than 11 players.
  4. Has forward progress spot from the Team B two-yard line and in.
  5. Be aware of violations in restricted team area.
- BJ**
1. BJ takes original position 25 yards deep favoring the tight end's side of the field. BJ must always be in position to cover from the inside (looking out) and is responsible for the end line. Formation and player position should dictate the distance from the line of scrimmage.
  2. Know your eligible receiver responsibilities.
  3. Count Team B players. Signal with closed fist for 11 players and open hand if less than 11 players.
  4. If there is not a visible play clock, BJ will place arm straight overhead with palm open to signify five (5) seconds left in the twenty-five (25) second play clock.

**NORMAL SCRIMMAGE PLAYS**



## **B. Running Plays.**

Progression of Coverage: SNAP - TACKLE - KEY - ZONE.

**Referee:** After making sure the snap was legal and there were no false starts, the Referee should read whether the play is a run or pass play. When the Referee reads run, the Referee's primary responsibility is the football until it is beyond the line of scrimmage, then to cover the action behind the runner. While the ball is behind the line of scrimmage, focus on blocks on the front side of the point of attack. At the snap, move only if necessary. Delay moving immediately to avoid hindering reverse or delayed plays and to assure maximum vision of play. If needed, move backwards at an angle to keep the play in front.

If the play is wide, slowly move in that direction and watch for action around and in front of the runner to the neutral zone. On option plays, if the quarterback keeps the ball and turns up field, observe action on the trailing back until there is no longer the threat of a foul. When the quarterback becomes the runner and runs into a side zone or out of bounds, follow him all the way including out of bounds.

When runners OTHER THAN THE QUARTERBACK move into the side zone, move in that direction watching the play and action, but it is not necessary to go too far past the hash marks. Unless the runner was the quarterback or in a hurry-up or "two-minute offense," assist in spotting the ball at the hash mark when the ball is dead in a side zone or out of bounds. For obvious first downs on long plays, or on short gains between the hash marks, it is not necessary to run to the line of scrimmage prior to declaring the ball ready for play.

**Umpire:** After making sure the snap was legal and there were no false starts or encroachment, the Umpire should read whether the play is a run or pass play. When the Umpire reads run, his coverage depends on whether the play is between or outside the tackles. On run plays between the tackles, he should focus on the point of attack in front of and around the runner and action on or by the interior linemen. On run plays outside the tackles, he should slowly turn toward the flow of the play and observe action on the back side of the flow. He should look for holding, chop blocks and other illegal blocks. Do not be restricted between the hash marks. When the ball becomes dead in a side zone or out of bounds, move out and retrieve the ball. For a hurry-up or "two-minute" offense, obvious first downs and long gains, short gains between the hash marks, or balls that become dead within a few steps beyond the hash marks, retrieve and spot the ball getting forward progress from the wingman and spot the ball.

**Head Linesman and Line Judge:** After making sure the snap was legal and there were no false starts or encroachment, observe the tackles to read run or pass. Once run is read, both officials should maintain position on the line of scrimmage and allow the play to develop in front of them. Observe actions by tackles, the nearest interior lineman, and keys. The official covering the runner should observe the blocking in front of the runner behind the line of scrimmage or in the neutral zone. Do not leave the line of scrimmage until the runner crosses it. If the play is nearing the sideline, the covering official should back up beyond the sideline while maintaining his position on the line of scrimmage and officiate from outside-in. If the play is away from him, the official should pick up action behind the Referee and Umpire while moving downfield with the play giving special attention to late action on the Quarterback after he has pitched the ball.

When the runner is down in his area, the covering official should get an accurate forward progress spot and hold it until the Referee or Umpire acknowledges it. The officials should use cross-field mechanics when needed to assist each other in getting accurate forward progress. When the ball is dead, each official should "accordion in" on to the field approximately to the nine-yard marks or until he feels pressure from other players. Each official should square off the field in getting the spot and should match each other on the same line. If there is any disagreement, the officials should close in together and determine the correct spot. Use the up-field foot to give the spot of forward progress. When the ball is dead inbounds near the sideline including when a runner is forced sideways or backwards out of bounds, give a winding signal to indicate the clock is to continue running. If the ball goes out of bounds, hold the out of bounds spot and facing the action out of bounds while either the Referee or deep wing official retrieves the ball. When getting the out of bounds spot, always keep the head up looking at the action and never look down at the ground. If a first down is obvious, the covering wingman should stop the clock. If close, signal to and wait for the Referee to rule.

**Field Judge and Side Judge:** At the snap, maintain initial position while reading the play. Observe action on the widest receiver. Be alert for illegal blocks, "crackback" blocks, and holding. Maintain a cushion in advance of the play and assist with action on lead blockers. Be at the goal line before the runner crosses it. Take forward progress inside the two-yard line. If the play goes out of bounds on his side and the wing official has the spot, he should proceed directly into the out of bounds area to observe, clean up any action, and retrieve the ball. If the play is going

away from him, he should assist in observing action behind the Umpire. When the ball becomes dead in between the hashes, he should "accordion in" while observing dead ball action. Be mindful of off-ball activity, especially in wide-open plays.

**Back Judge:** At the snap, maintain initial position while reading the play. Once run is read, he should observe action on or by his key eligible receiver as determined by the formation. Move laterally and backwards to observe the action of players behind the Umpire and ahead of the runner. Delay moving forward during the play. Be ready to take over on cutback and breakaway runs. When a runner makes a long run, the Back Judge must be on the goal line in advance of the runner to rule on the touchdown and assist with forward progress near the goal line. When a runner crosses the goal line after running closely down the sideline, the Back Judge should look to the covering deep wing official and assure that the runner did not step out of bounds before giving a touchdown signal. On plays that carry into the side zones and out of bounds, the Back Judge should cover the action around and in front of the runner. When the ball becomes dead in between the hashes, he should "accordion in" while observing dead ball action. Be mindful of off-ball activity, especially in wide-open plays.

### **C. Passing Plays.**

Progression of Coverage: SNAP - TACKLE - KEY - ZONE.

**Referee:** On passing downs, as the passer retreats, stay outside of and deeper than the passer, moving backwards along an angle to maintain cushion if necessary. Observe drop back blockers in vision, especially the opposite-side tackle, both tackles in an empty backfield formation, and any lineman potentially holding. After the pass is thrown, continue to observe action on and around the passer until there is no threat of a foul. Verbally alert defenders when the passer has released the ball. Assist the Line Judge on passes thrown in determining forwards or backwards. Responsible for all passes thrown behind the line of scrimmage when the ball is snapped within Team B's 5 yard line. The Referee is the sole judge for intentional grounding but will obtain information from other officials as to whether a forward pass was thrown into an area not occupied by an eligible receiver.

**Umpire:** When the Umpire reads pass, he should adjust his position to maintain a clear view of the center and two guards. He should look for holding or other illegal blocks keying, but not tunneling, on the center and two guards. He must be alert for ineligible receivers being down field prior to the releasing of a forward pass. The Umpire must also assist the Line Judge in determining whether the pass crossed the neutral zone. When the ball is snapped inside Team B's 5-yard line, he is primarily responsible for determining whether a forward pass crossed the line of scrimmage and if the passer was beyond the neutral zone. Once the pass has been released, he should turn quickly to assist in determining if there is a reception, interception, or an incompleteness as other officials may be blocked out if the pass was thrown over the middle, but maintain coverage of his area of responsibility as long as there is a threat of action. After a catch, he should cover continuing action around the runner in the side zone.

**Head Linesman:** After the snap, observe the tackles to read run or pass. When pass is read, observe the tackle while he is engaged. The Head Linesman's primary responsibility is for his eligible key receiver. He should be prepared to move downfield along the sideline up to five yards at a pace allowing him to maintain focus on his keys in the belt area (roughly from the line of scrimmage to 10 yards downfield). Movement should be deliberate and with a purpose. Rarely will the Head Linesman slide more than five yards downfield but should adjust depending on the situation (end of half or game pass near end zone, fourth and long, third and seven, etc.). If his key receiver or belt area is not threatened, he should assist with the tackle on his side.

When the pass is released deep downfield, the Head Linesman should move downfield with the pass. He is responsible for receptions between him and the deep official. For shorter downfield passes, especially when the ball is throw directly into his area, reducing movement while the ball is in the air will improve his ability to see the play more accurately. If the pass is not thrown in his area, he should observe off-ball action. Provide information to the Referee on whether eligible receivers were in the area of a forward pass.

When the runner is down and the Head Linesman has forward progress, the Head Linesman should get an accurate forward progress spot and hold it until the Referee or Umpire acknowledges it. He and the Line Judge should use cross-field mechanics when needed to assist each other in getting accurate forward progress. When the ball is dead, each official should "accordion in" on to the field approximately to the nine-yard marks or until he feels pressure from other players. Each official should square off the field in getting the spot and should match each other on the same line. If there is any disagreement, the officials should close in together and determine the correct spot. Use the up-field foot to give the spot of forward progress.

**Line Judge:** After the snap, observe the tackles to read run or pass. When pass is read, observe the blocking tackle and key eligible receiver. If the receiver is threatened or goes downfield, give him priority. The Line Judge is responsible for activity involving the line of scrimmage, including whether the passer goes beyond the line of scrimmage and whether a forward pass crosses the line of scrimmage. He is also responsible for determining whether a pass behind the line is forward or backwards, and he should extend ("punch") his arm toward the offensive side of the ball to indicate a backwards pass.

When the pass is released deep downfield, the Line Judge should move downfield with the pass. He is responsible for receptions between him and the deep official. For shorter downfield passes, especially when the ball is thrown directly into his area, reducing movement while the ball is in the air will improve his ability to see the play more accurately. If the pass is not thrown in his area, he should observe off-ball action. Provide information to the Referee on whether eligible receivers were in the area of a forward pass.

When the runner is down and the Line Judge has forward progress, he should get an accurate forward progress spot and hold it until the Referee or Umpire acknowledges it. He and the Head Linesman should use cross-field mechanics when needed to assist each other in getting accurate forward progress. When the ball is dead, each official should "accordion in" on to the field approximately to the nine-yard marks or until he feels pressure from other players. Each official should square off the field in getting the spot and should match each other on the same line. If there is any disagreement, the officials should close in together and determine the correct spot. Use the up-field foot to give the spot of forward progress.

**Field Judge and Side Judge:** At the snap, maintain initial position while reading the play. Once pass is read, move backwards to maintain cushion and assure maximum vision. Observe contact on key receivers and the defensive backs. They should cover the sideline from their original position to the end line. When the ball is thrown into the official's area, he should cover the play and watch the defender's action on the receiver.

**Back Judge:** At the snap, maintain initial position while reading the play. Once pass is read, move backwards to maintain cushion and assure maximum vision. The Back Judge is responsible for action on his key receiver from the time the ball is snapped until necessary to release him in order to cover action in his zone. On plays originating outside Team B's 20 yard line, the Back Judge should be on the goal line before any ball carrier crosses it. No receiver or runner should ever get behind him. The Back Judge always has end line responsibility. He should always be aware that he is officiating from the inside-out.

### **Reverse Mechanics**

During a scrimmage kick / punt return, or when Team B begins a return following a turnover, officials should use reverse mechanics to cover the play.

**Referee:** The Referee should cautiously move backwards towards Team A's goal line while maintaining coverage of Team A's Quarterback or Kicker. The Referee will work inside out to cover the play. He should NOT turn his back on the play to get to Team A's goal line.

**Umpire:** The Umpire should work to cover as any other play.

**Head Linesman and Line Judge:** When Team B or R begins its return, the Head Linesman/ Line Judge should begin backing up along the sideline and officiating in front of the return, assisting with lead blockers. They should maintain a cushion in advance of the play and be on the goal line before the runner. The Head Linesman/ Line Judge will have forward progress in this situation between Team A's (K's) two-yard line and the goal line.

**Field Judge and Side Judge:** The Field Judge/Side Judge will trail the play and cover action on and around the runner on their side. The official who does not have coverage of the runner will assist in off-ball coverage and clean-up action behind other officials. When not covering the runner, be alert for off-ball activity. The Field Judge/Side Judge will take forward progress up to Team A's (K's) two-yard line.

## **ASSIGNMENTS AND BASIC KEYS**

For complete coverage, all officials must cover their assigned keys at the snap.

**Referee:** Assume the position described in this manual. Key on the quarterback backs and the opposite tackle. Has quarterback responsibility throughout the play, until and unless the quarterback / runner advances beyond the neutral zone where a Wing Official picks up coverage.

**Umpire:** Insure legal snap. Has primary responsibility for the center and both guards and action on or by them. Officiate at and behind the point of attack.

**Head Linesman and Line Judge:** At the snap, key on the third inside receiver on the strong side and the second inside receiver on the weak side. Help with tackle on side of Referee. If a balanced formation, the Line Judge's side is the strong side. If trips are present, key on the second receiver. **STAY WITH YOUR KEY(S) FOR INITIAL CONTACT ON HIM OR BY HIM. DO NOT RELEASE YOUR KEY TOO EARLY OR GO TO ZONE COVERAGE; BUT DO NOT JUST TUNNEL VISION KEY.** Only after initial contact should you go to zone coverage.

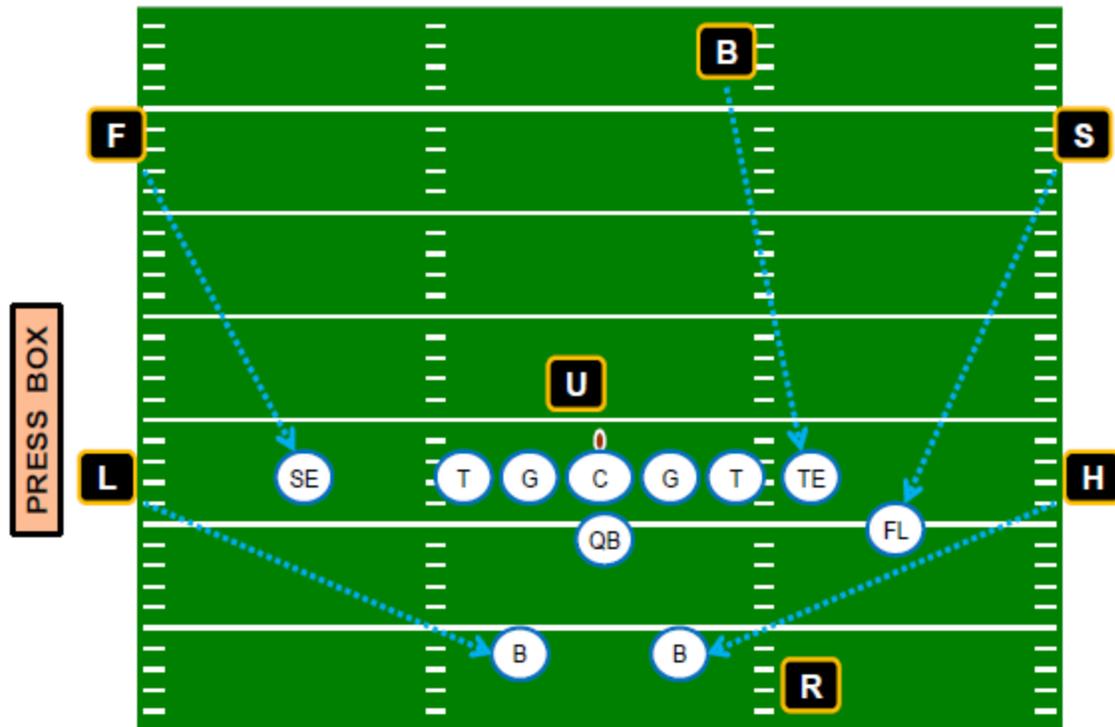
**Field Judge and Side Judge:** At the snap, key on the widest receiver.

**Back Judge:** Key on the second receiver on the strong side. If balanced formation, the Line Judge's side is the strong side. If trips are presented, key on the third receiver.

Shifts: Your keys are set at the snap. Therefore, if there is a shift before the snap, your keys may change. **BE ALERT FOR SHIFTS PRIOR TO THE SNAP.**

Examples of the application of these keys are illustrated on the following diagrams:

PRO SET > STRENGTH TO HEAD LINESMAN's SIDE



**Referee:** Quarterback, backs and opposite tackle.

**Umpire.** Center and both guards.

**Head Linesman:** Third eligible receiver from the sideline to your side of the formation. In this case, the back on your side of the field if he leaves the backfield.

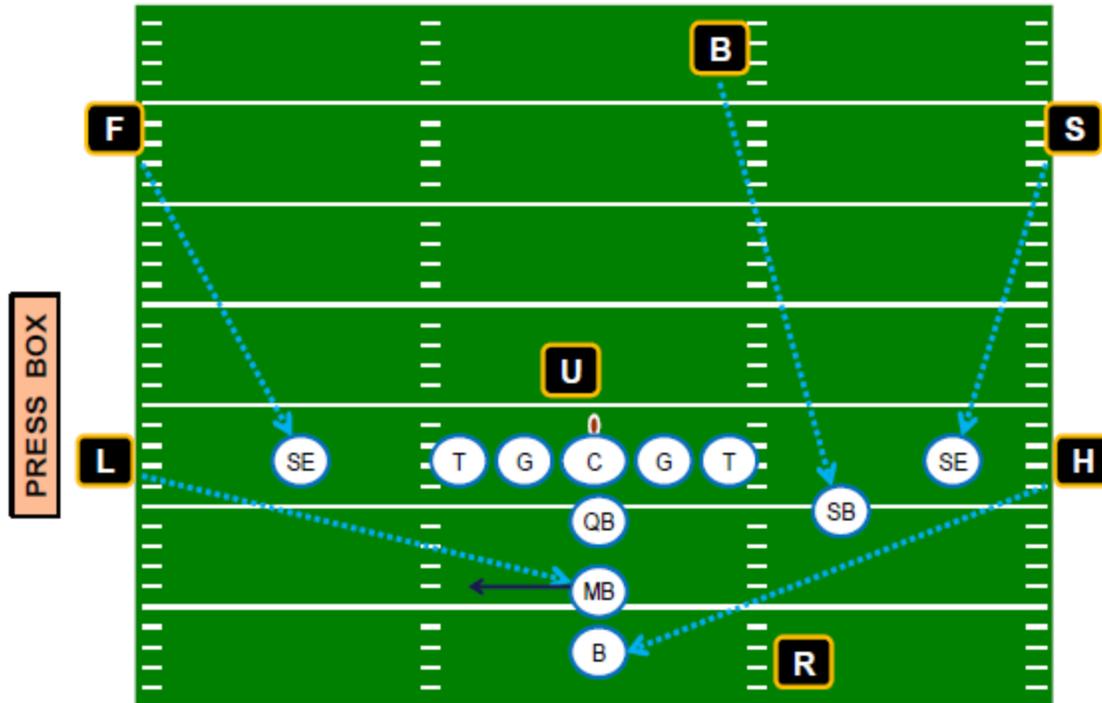
**Side judge:** Widest eligible receiver in the formation on your side of the field. In this case, the flanker.

**Line judge:** Normally the third eligible receiver from the sideline to your side of the formation. With only two eligibles on your side, your key is the inside receiver. In this case, that's the back on your side of the field if he leaves the backfield.

**Field judge:** Widest eligible receiver in the formation on your side of the field. In this case, the split end

**Back judge:** Second eligible receiver on the strong side of the field. In this case, the tight end.

## MOTION MAN INSIDE TACKLE AT SNAP



**Referee:** Quarterback, backs and opposite on tackle.

**Umpire:** Center and both guards.

**Head Linesman:** The motion man until he crosses the opposite tackle. When that happens, key on running back.

**Side judge:** Widest eligible receiver in the formation on your side of the field. In this case, the split end.

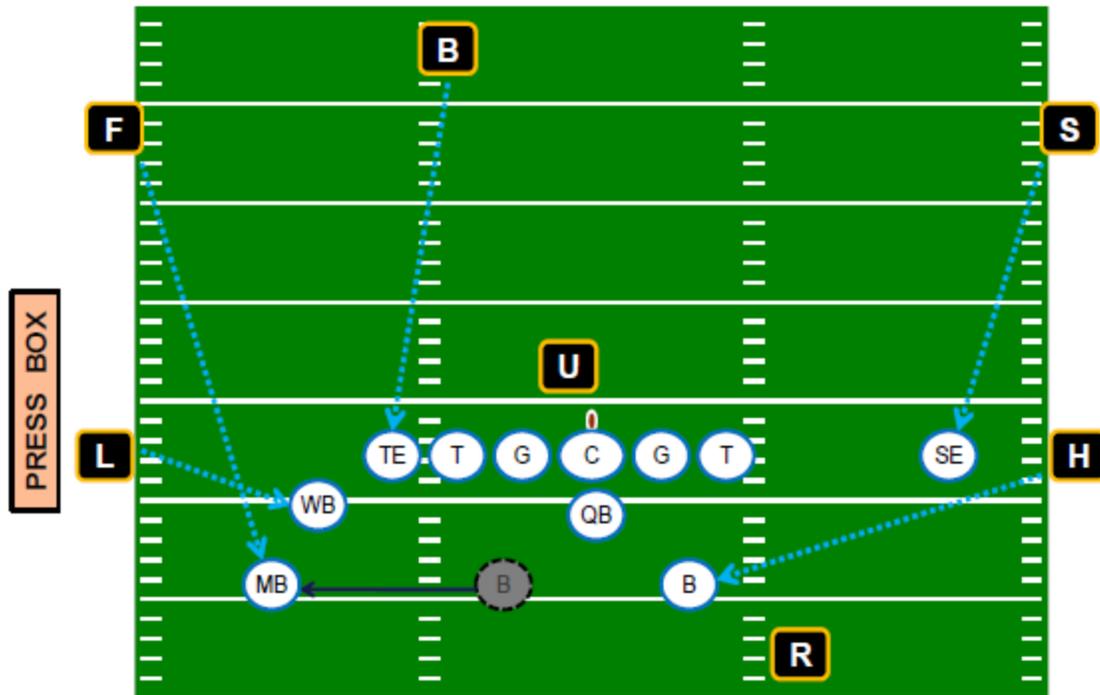
**Line judge:** Normally the third eligible receiver from the sideline to your side of the formation. With only two eligibles on your side, your key is the inside receiver. In this case, that's the motion man if he gets outside the tackle.

**Field judge:** Widest eligible receiver in the formation on your side of the field. In this case, the split end.

**Back judge:** The second eligible receiver on the strong side. In this case, that's the slot back.



## MOTION MAN IS WIDEST AT SNAP



**Referee:** Quarterback, backs and opposite tackle.

**Umpire:** Center and both guards.

**Head Linesman:** Normally the third eligible receiver from the sideline to your side of the formation. With only two eligibles on your side, your key is the inside receiver. In this case, that's the back on your side of the field.

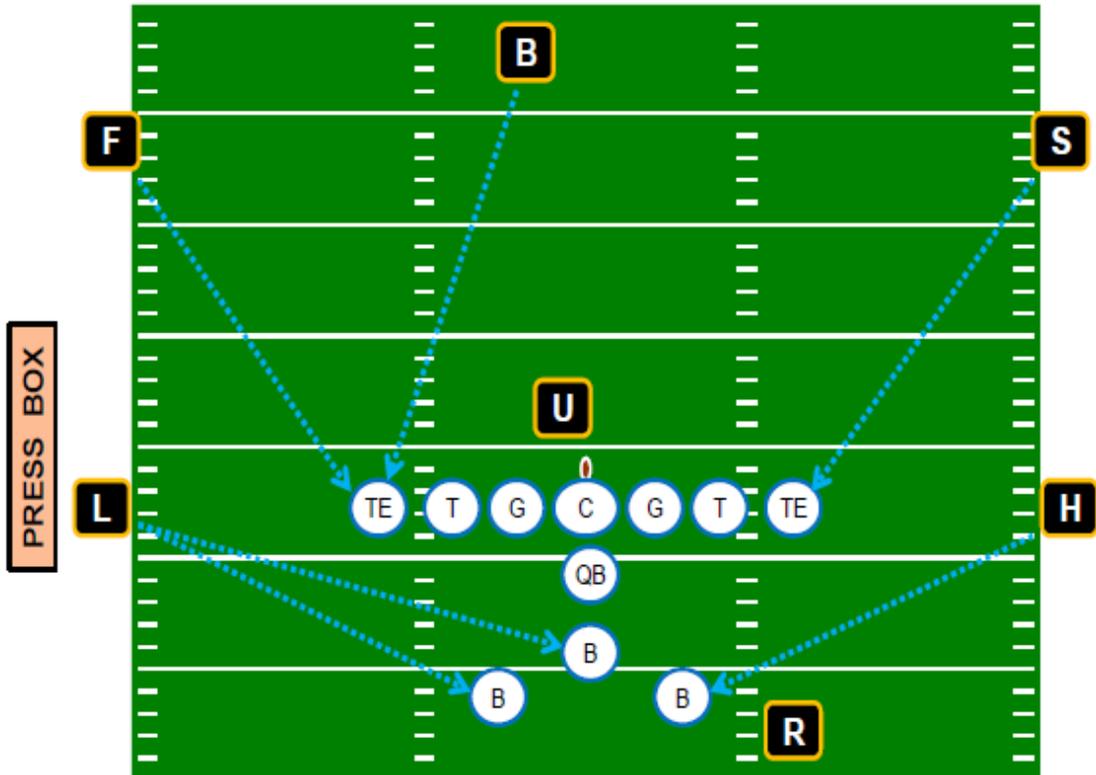
**Side judge:** Widest eligible receiver in the formation on your side of the field. In this case, the split end.

**Line judge:** Second eligible receiver from the sideline to your side of the formation because there are three receivers outside the tackle.

**Field judge:** The widest eligible receiver in the formation on your side of the field. In this case, the motion man.

**Back judge:** The third eligible receiver on the strong side because there are now three receivers outside the tackle. In this case, the man in motion outside the tackle.

## DOUBLE TIGHT END > BALANCED FORMATION



**Referee:** Quarterback, backs and opposite tackle.

**Umpire:** Center and both guards.

**Head Linesman:** Normally the third eligible receiver from the sideline to your side of the formation. With only two eligibles on your side, your key is the inside receiver. In this case, that's the back on your side of the field.

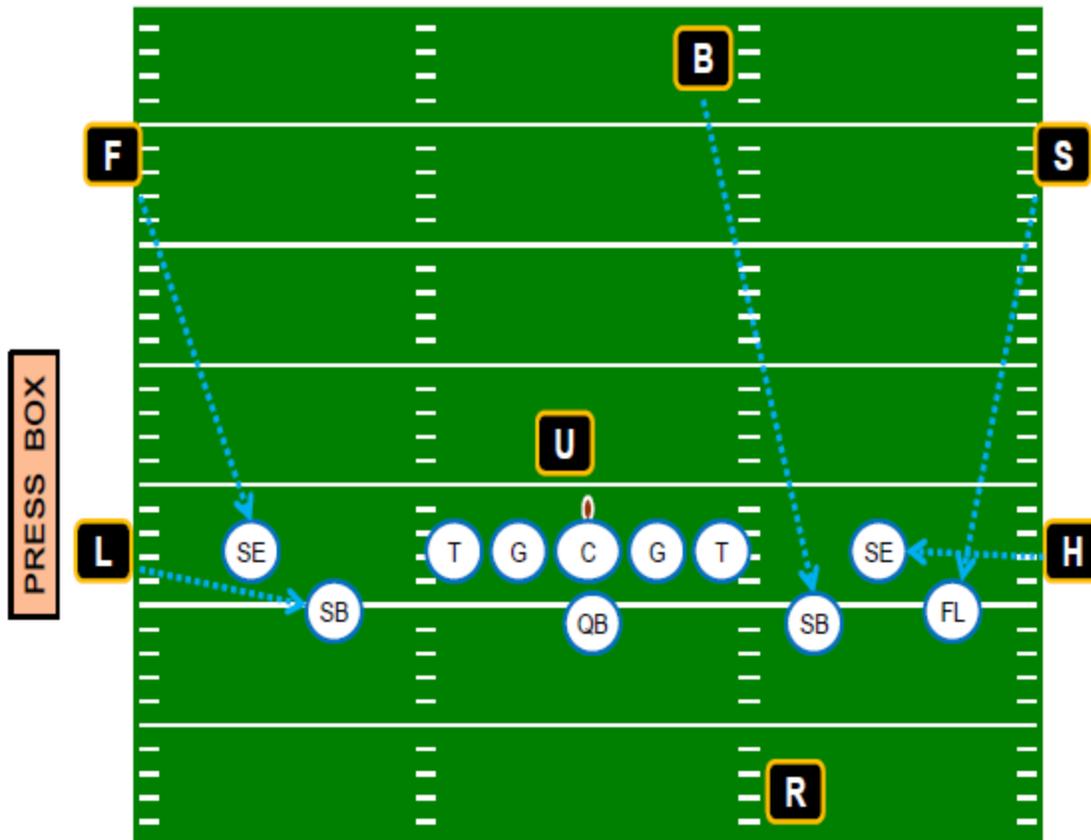
**Side judge:** Widest eligible receiver in the formation on your side of the field. In this case, the tight end.

**Line judge:** The widest backs on his side. In this case, the running back and the fullback.

**Field judge:** Widest eligible receiver in the formation on your side of the field. In this case, the tight end.

**Back judge:** The back judge assists to the line judge's side when the formation is balanced. He has the widest receiver on the line judge's side. In this case, that's the tight end. Then key on first back out backfield.

## TRIPS > EMPTY BACKFIELD



**Referee:** Quarterback, opposite tackle.

**Umpire:** Center and both guards.

**Head Linesman:** Second eligible receiver from the sideline to your side of the formation. In this case, the split end. This is an exception to his normal key receiver.

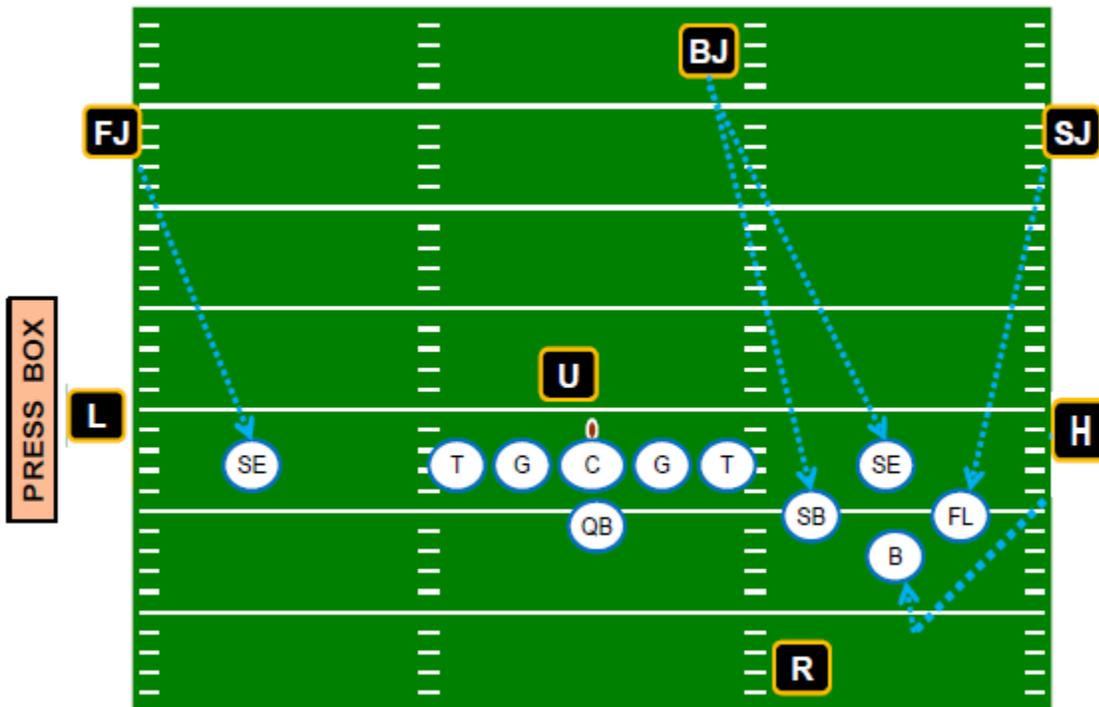
**Side judge:** Widest eligible receiver in the formation on your side of the field. In this case, the outside flanker.

**Line judge:** Normally the third eligible receiver from the sideline to your side of the formation. With only two eligibles on your side, your key is the inside receiver. In this case, it's the slot back.

**Field judge:** Widest eligible receiver in the formation on your side of the field. In this case, the split end.

**Back judge:** The third eligible receiver on the strong side. In this case, the slot back. This is an exception to his normal key receiver.

## FOUR RECEIVERS > UNALIGNED



**Referee:** Quarterback, opposite tackle.

**Umpire:** Center and both guards

**Head Linesman:** Second eligible receiver from the sideline to your side of the formation.

**Side judge:** Widest eligible receiver in the formation on your side of the field. In this case, the outside flanker.

**Line judge:** No formal key. Observe tackle and blocking.

**Field judge:** Widest eligible receiver in the formation on your side of the field. In this case, the split end.

**Back judge:** The third and fourth eligible receiver on the strong side.

## **GOAL LINE PLAYS**

### **A. Ball Snapped From Team B's 20 to 7-Yard Line:**

The Referee, Umpire, Head Linesman, and Line Judge will assume their normal positions. The Field Judge and Side Judge will position themselves on the goal line outside the pylon and will maintain this position as Team A moves toward the goal line. The Back Judge will position himself on the end line once the snap is on or inside Team B's 20-yard line. The Head Linesman/Line Judge will have forward progress to the Team B two-yard line. The Field Judge/Side Judge will have forward progress between the Team B two-yard line to the goal line.

### **B. Ball Snapped On and Inside Team B's 7-Yard Line:**

The Referee, Umpire, Head Linesman, and Line Judge will assume their normal positions. The Field Judge and Side Judge will position themselves on the end line outside the pylon and will maintain this position as Team A moves toward the goal line. The Back Judge will be on the end line. At the snap, the Head Linesman and Line Judge should move to the goal line outside the pylon and officiate from that spot. Be on the goal line before the runner crosses it. The Referee will take responsibility on ruling passes behind the line of scrimmage. The Umpire will take responsibility for determining whether the pass or passer crossed the line of scrimmage.

### **C. Goal Line Coming Out.**

When Team A snaps the ball on or inside its own five yard line, the Head Linesman and Line Judge should immediately move to the goal line outside the pylon. All other officials should officiate the play as normal.

**HL, LJ, SJ, FJ, BJ** All keys remain unchanged. All be alert for pick plays.

## **TIMEOUTS**

**R** Quickly take position, well clear of officials and players, and be ready to handle any emergency. Give timeout signal and “chuck” hands toward the team’s huddle who requested the timeout. Record timeout information on game card. On the Back Judges signal that the timeout has expired, or if both teams return to the field before the timeout expires, blow your whistle and give the ready for play signal.

**U** Take charge of the ball making sure it does not move. Record timeout information on game card.

**HL, LJ** Linesman and Line Judge assume positions near team huddles on their side of field. Inform the head coach which team took the timeout, how many each team has remaining and when the timeout has expired.

**FJ, SJ** Take position halfway between teams and its team area. Observe team on your side of the field and be ready to assist the Head Linesman and Line Judge in getting teams back to the field promptly once the timeout expires.

**BJ** BJ will time the timeout, notifying Referee when 15 seconds remain in the timeout period. Take position to communicate with the TV Liaison. (If applicable)

**HL, LJ, FJ, BJ** Be aware of substitution infractions. Record timeout information on game card.

## MEASUREMENTS

- R** Remain over ball and announce down and distance. Rule if line to gain has been made or not.
- U** Once the Head Linesman places the clip down and secure, will take the front stake from the chain crewman and stretch the chains so the Referee can rule on whether the front of the ball is beyond the line to gain.
- HL** Will take the chain at the clip, and direct the chain crew to take the chains onto the field toward the ball.
- LJ** Will help the Head Linesman align the chains on the field for measurement by giving him a spot on the yard line with the clip and in line with the ball.
- BJ** Will hold the ball in place on the ground.
- FJ** Will keep the area clear so that the press box can observe the measurement.
- SJ** Will mark and hold the front stake with the down box.

When a measurement is needed and the ball is dead outside the hash marks, the same process is used. However, if the ball is short of the line to gain, the old ball should remain at the spot until a new ball is spotted at the hash mark for the next play. In this situation, the Field Judge should obtain a new ball and hand it to the Referee. The Referee will take the new ball from the Field Judge and also grab the link of the chain just in front of the foremost point of the old ball. The Head Linesman, holding the clip, the Referee, holding the chain link, and the Umpire, holding the front stake, should bring the chains to the hash mark and align them with assistance from the Line Judge. The Head Linesman shall hold the chain and clip.

## PENALTY ADMINISTRATION

- R** Give a preliminary signal to the Press Box on all fouls other than false starts and/or encroachment infractions.
- Meet with the offended captain and relay his choice of acceptance or refusal to the U before measurement of the foul.
  - After the foul has been measured, signal the Press Box again to inform them as to the nature and result of the enforcement. If the penalty is refused, inform the Press Box by using the proper signals.
  - Mark the ball ready for play and wind the clock when appropriate.
- U** When the R informs you of the foul and the offended team, search out the appropriate team captain and escort him to the R in order for the penalty options to be given to him for evaluation and decision.
- If necessary, measure the penalty from the proper enforcement spot and place the ball at the succeeding spot in order for it to be marked ready for play. Do not walk off the distance line by line, do the math in your head and walk directly to the proper yard line.
  - Check with the H to ensure any measurement has been marked at the proper distance.
- HL** Move to the enforcement spot and measure the proper distance of the penalty at your sideline. Make eye contact with the U before he places the ball at the succeeding spot and ensure that he measured the proper distance.
- LJ** Hold the enforcement spot until the measurement is completed to ensure proper enforcement.
- SJ, FJ, BJ** One of you mark the dead ball spot and cover the game ball until an alternate ball has been placed by the U at the succeeding spot. The other cover the dropped flag and when measurement and enforcement have been completed, return it to the calling official.
- HL, LJ, SJ and FJ** Communicate with head coach the nature of the foul, down and distance and the number of the player committing the foul.

## **RESOLVING TIED GAMES**

An overtime period is untimed play after a regulation game has ended with the score tied. During an overtime period each team has an opportunity for an offensive series of downs. However, an overtime period may include only one offensive series of downs if the defensive team scores a safety or touchdown.

Modifications and Notes Compared to Regulation Play:

3-1: When the score is tied at the end of the fourth period, the referee will instruct both teams to return to their respective team boxes. There will be a three-minute intermission during which both teams may -confer with their coaches. All officials will assemble at the 50-yard line, review the overtime procedure, -and discuss how penalties, if any, including any carry-over penalties from the regulation contest will be assessed to start the overtime procedure. (See 8-3-5,6) At the end of the intermission, the linesman will go to the team on the side of the field where the line to gain equipment is located and the line judge will go to the other team. They will inform the coaches of any - special penalty enforcements that apply.

3-2-1: At the coin toss in the center of the field the visiting-team's captain shall be given the privilege of choosing "heads" or "tails" before the coin is tossed. The winner of the toss shall be given his choice of defense or offense first, or of designating the end of the field at which the ball will be put in play for this set of downs. The loser will have his choice of the other options. The referee will indicate the winner of the toss by placing a hand on his shoulder. To indicate which team will go on offense, the referee will have that captain face the goal toward which his team will advance and indicate this with the first-down signal. The other team captain will face the offensive captain with his back toward the goal he will defend.

3-5-1: Each team shall be permitted one time-out during each overtime period (a series for A and a series for B). The team scoring the greater number of points in the overtime shall be declared the winner. The final score shall be determined by -totaling all points scored by each team during both regulation time and overtime periods.

5-1-1: To start the overtime, the offensive team shall put the ball in play, first and goal, on the defensive team's 10-yard line or succeeding spot if carry-over penalty has been administered (15-yard line for six-player football) anywhere between the inbounds lines. The first offensive team shall have a series of four downs. That series shall be terminated by any score by the -offensive team or if the defensive team has possession of the ball. If the team on offense scores a touchdown, it is entitled to the opportunity for a try unless the points would not affect the outcome of the game or playoff qualifying.

A field-goal attempt is permitted during any down.

If the defensive team gains possession, the ball becomes dead immediately and the offensive team's series of downs is ended.

After the first team on offense has completed its series of downs, the first team on defense will become the offensive team with the ball in its possession at the same 10-yard line anywhere between the inbounds lines. The same end of the field will be used for possessions by both teams during the two sets of downs to ensure equal game conditions and conserve time.

If the score remains tied after each team has been given one series of downs in an overtime period, then the procedure shall be repeated with other overtime periods until a game winner is determined. In this case, there shall be an intermission of two minutes. At the subsequent meeting of team captains, the loser of the overtime coin toss will be given first choice of the options.

If additional overtime periods are required, then first options will be alternated with no coin toss.

5-1-2: If a safety is scored by the offensive team, the succeeding spot will be the 10-yard line in -possession of the team that was on defense, provided the defensive team has not had its series of downs (the temporary overtime score is: Team A-2; Team B-0).

When the defensive team gains possession of the ball, the down and series immediately end for the -offensive team.

5-2-1: The offensive team shall be awarded a new series of downs when any one of the following occurs:

- a. Offensive team recovers a scrimmage kick (field-goal attempt) between the goal lines after it has been touched first by the defensive team beyond the neutral zone.
- b. Defensive team is guilty of roughing the kicker, place-kick holder, snapper or passer.

5-3-1: The line to gain is always the goal line.

8-1: If the defensive team scores a safety or touchdown, the game is ended.

8-3: No try will be attempted if the winner of the game has been determined.

10-4-3a: Post scrimmage kick enforcement is not applicable in this procedure.

Refer to 2017 NFHS Rulebook for Resolving Tied Games Interpretations. Page 84.