

EMAIFO/CCFOA

Mechanics

For a Crew of 5

Pre-game Duties

Arrive at least one (1) hour before scheduled game time.

Referee should conduct a thorough pre-game with all officials.

- Review all official's responsibilities for each type of play that will or may occur.
- Each official should participate in these discussions covering issues that pertain to their position.
- Instruct Clock operator.
- Back Judge should review keys with Head Linesman and Line Judge.

Leave the dressing room together at least 20 minutes prior to kickoff.

Referee and Umpire visit each Head Coach

- U inspects braces, bandages, etc.
- R checks official time and confirms starting time with each head coach.
- Remind head coach of equipment rule requirements and his certification that all players are equipped according to rule.
- Review any unusual game situations; scrimmage play formations, free kick formations, return formations, etc.
- Review extensions of half-time, overtime, etc.

Line Judge should identify Medical staff or certified team trainers.

Line Judge should inspect the entire field and observe any issues and advise the other officials.

Head Linesman and Back Judge

- Locate the chains and down box on the sideline.
- Check box for four downs.
- Check the chain for kinks or knots.
- Check chain against 10-yard measure on the field.
- Check chain for tape mark at the 5-yd spot on the chain.
- Review with chain crew their responsibilities (see appendix A).

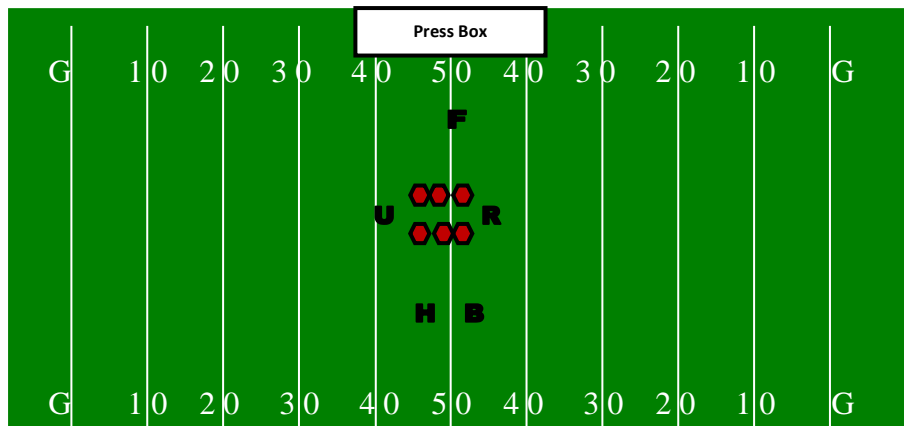
Line Judge and Back Judge are responsible to have their teams on the field prior to game time.

Line Judge and Head linesman should introduce themselves to their respective Head coach and confirm who is authorized to call time outs, ball person and person responsible for keeping players back.

After completing pre-game duties, take positions for coin toss.

- Referee, Head Linesman and Back Judge opposite the press box.
- Umpire and Line Judge press box side.
- Bring the captain(s) to the 50 yard line.

Coin Toss



Referee (R) and Umpire (U)

- Escort their Captains to the center of the field.

Line Judge (L), Head Linesman (H) & Back Judge (B)

- After captain(s) are escorted to the center of the field, take a position at the 9 yard marks. Keep all other team members behind the 9- yard marks.

Umpire will introduce his captain(s) to the Referee and remain to witness the coin toss.

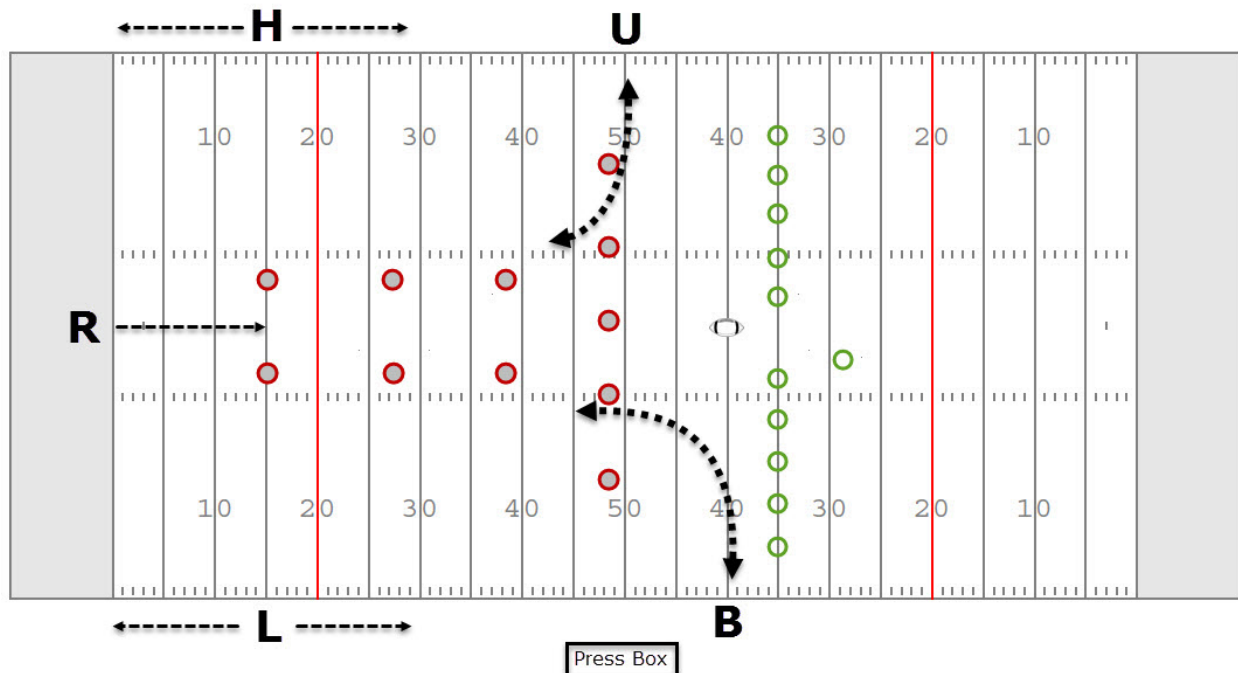
Referee will

- Introduce captains to one another.
- Advise of any issues/concerns.
- Ask visiting captain to call the toss and have the Umpire to repeat what was called.
- Explain the options to the winning captain.
 - Give the choices of Receive or Defer.
 - Do not allow a team to kick twice unless the coach is also in agreement.
- If the winning captain defers the choice, the Referee will:
 - Turn to the press box and placing his hand on that winning captain's shoulder and signal, "choice declined".
- Explain options to losing captain and obtain his choice.
 - Face press box, place captains in position facing each other with backs to the goal they will defend and give appropriate signals; simulate a kick or make a catching motion.

When toss is completed, all officials will meet the Referee and Umpire in the middle and record the coin toss results and then move to their kickoff positions.

- When moving to your kickoff position, go directly to your sideline and move the team and coaches back to clear the sideline before going to your kickoff position.

Free Kicks



When all officials are in position, they should raise and keep one arm in the air until the Referee sounds his whistle.

Referee is in the middle of the field at Team B's goal line. Once the Back Judge has reached the sideline, after handing the ball to the kicker, sound the whistle to give the ready signal.

- Count Team B players. Give signal to H and L.
- Rule on legality of team A's kick formation.
- Responsible for the ball carrier between the hash marks. Remain with the ball carrier until you release him to another official.
- If the ball is caught outside your zone or the ball carrier moves outside your zone, your key is the lead blocker and action in front of runner.
- On long returns, clean up behind the runner.
- Watch for Team B players touching the kick.
- Watch for Fair catch signal.
- Watch for Kick Catch Interference.
- Watch for the Wedge.
- Watch for Blocking below the waist and other illegal blocks.
- If touchback occurs, move into field of play to stop any late or illegal actions.

Umpire is on the sideline opposite the press box on Team B's restraining line.

- Count Team A players. Give signal to the Back Judge.
- Always have bean bag in hand.
- Watch for kicks out of bounds.
- Watch for Team B offside.

- Key on the three, Team A players on your side.
- Watch for an Onside kick.
- Watch for short kicks.
- On Short kicks and surprise Onside Kicks, Rule on:
 - Illegal touching
 - Illegal blocks
 - Kick Catch Interference
 - Fair catch signals
- Watch for Blocking below the waist and other illegal blocks.
- When the ball is clearly kicked deep, move into the field (between the numbers and the hash mark) and work inside out.
- On long returns, watch for blocking in front of the runner as he approaches, then clean up behind the runner, if necessary.

Line Judge is on the sideline on the press box side as deep as the deepest receiver or at the goal line. Adjust your initial position based on the strength of the kickers.

- Count Team B players. Give signal to R and H.
- Responsible for the runner in your side zone, be prepared to cover goal line. Remain with the ball carrier until you release him to another official.
- If the ball is caught outside your zone or the ball carrier moves outside your zone, your key is the lead blocker and action in front of runner.
- If the kick is deep and threatens the pylon, get to the pylon and rule whether the ball goes out of bounds in the field of play or end zone.
- Rule on forward progress of the ball carrier.
- Watch for short kicks.
- Watch for kicks out of bounds.
- Watch for Fair catch signal.
- Watch for Kick Catch Interference.
- Watch for the Wedge.
- Watch for Blocking below the waist and other illegal blocks.
- If touchback occurs, move into field of play to stop any late or illegal actions.

Head Linesman is on the sideline opposite press box side as deep as the deepest receiver or at the goal line. Adjust your initial position based on the strength of the kickers.

- Count Team B players. Give signal to R and H.
- Responsible for the runner in your side zone, be prepared to cover goal line. Remain with the ball carrier until you release him to another official.
- If the ball is caught outside your zone or the ball carrier moves outside your zone, your key is the lead blocker and action in front of runner.
- If the kick is deep and threatens the pylon, get to the pylon and rule whether the ball goes out of bounds in the field of play or end zone.
- Rule on forward progress of the ball carrier.
- Watch for short kicks.

- Watch for kicks out of bounds.
- Watch for Fair catch signal.
- Watch for Kick Catch Interference.
- Watch for the Wedge.
- Watch for Blocking below the waist and other illegal blocks.
- If touchback occurs, move into field of play to stop any late or illegal actions.

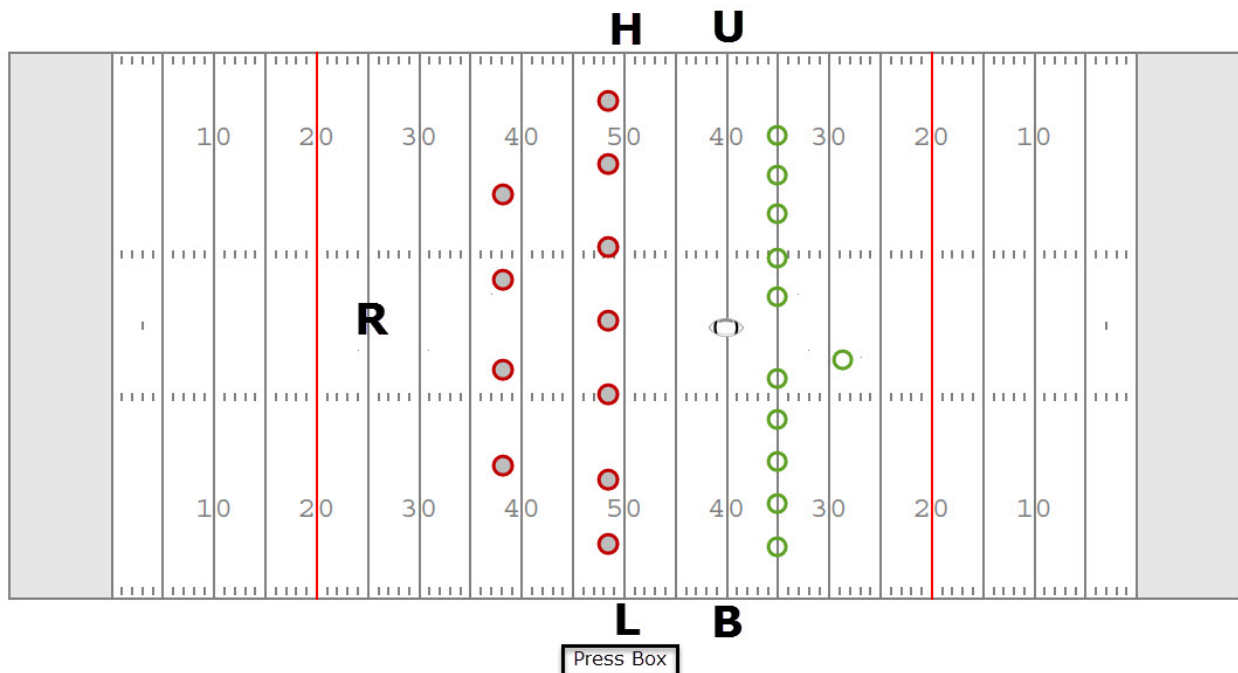
Back Judge is on the sideline on the press box side on Team A's restraining line.

- Inform the kicker to wait for the Referee's whistle. Hand him the ball and move along Team A's restraining line to the sideline.
- Count Team A players. Give signal to the Umpire
- Always have bean bag in hand.
- Watch for kicks out of bounds.
- Watch for Team A offside. (Philosophy: Rule Team A's restraining line as a line for deep kicks, rule it as a plane for short and onside kicks.)
- Key on the three, Team A players on your side.
- When the ball is clearly kicked deep, move into the field (between the numbers and the hash mark) and work inside out.
- On long returns, watch for blocking in front of the runner as he approaches.
- Watch for an Onside kick.
- Watch for short kicks.
- On Short kicks and surprise Onside Kicks, Rule on:
 - Illegal touching
 - Illegal blocks
 - Kick Catch Interference
 - Fair catch signals
- Watch for Blocking below the waist and other illegal blocks.
- You are responsible for the Team A's goal line.

Free Kick after a Safety

Restraining lines will be the A-20 for Team A and A-30 for Team B. All officials should assume relative positions and duties for kickoff. The ball will be put in play by a place kick, drop kick or punt.

Short (onside) Free Kicks – Be Aware of Fair Catch Signals



Referee will determine when to move into short free kick formations and will move to the center of the field near the 25 yard line.

- Be alert for deep kick and be prepared to retreat to rule on the goal line.

Umpire to Team A's restraining line on the sideline opposite the press box.

- Rule on Team A offside, treat Team A's restraining line as a plane.
- If the ball is kicked toward your side, rule on touching by either team.
- If the ball is kicked to opposite side, rule on blocking.
- Be prepared to cover a run back by a Team B player.

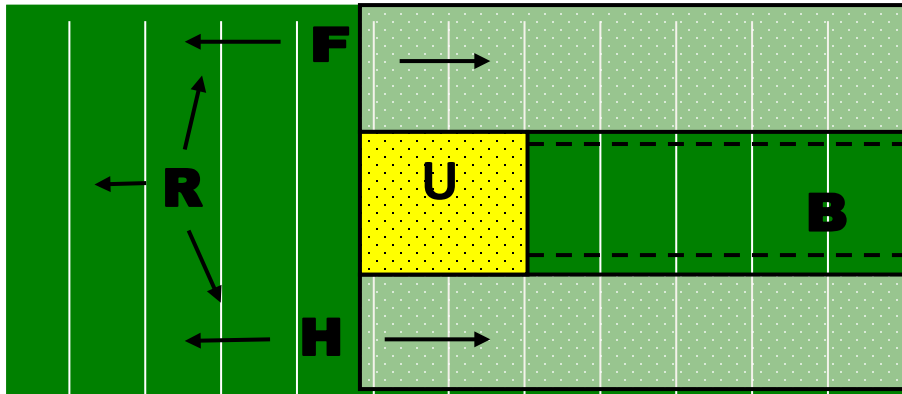
Head Linesman to Team B's restraining line opposite press box. **Line Judge** to Team B's restraining line, press box side

- If kick is long, retreat toward Team B's goal line and assume normal responsibilities.
- Rule on the kick breaking the plane of Team B's restraining line.
- Rule on touching by either team.
- Be prepared to cover a run back by a Team B player.

Back Judge informs the kicker to wait for the Referee's whistle. Hand him the ball and move along Team A's restraining line to the press box sideline.

- Rule on Team A offside, treat Team A's restraining line as a plane.
- If the ball is kicked toward your side, rule on touching by either team.
- If the ball is kicked to opposite side, rule on blocking.
- Be prepared to cover a run back by a Team B player.

Scrimmage Plays – Positions and Coverage



Positions

Referee - 12 to 14 yards deep and outside the shoulder of tight end (or normal position of the tight end) on the side of the QB throwing arm.

Umpire - 5 to 7 yards from the ball, clear of Team B players.

Head Linesman - Straddle the line of scrimmage either on or just off the sideline.

Line Judge – Straddle the line of scrimmage either on or just off the sideline.

Back Judge - 20 to 25 yards beyond the line of scrimmage on the strength side of the formation.

Pre-snap Duties

All officials should know the down and distance on each and every play. Additionally, every official is responsible for specific pre-snap duties that include, but are not limited to:

Referee

- Count offense, signaling U with 11 or less.
- Ensure the Defense has the opportunity to adjust to a substitution by the offense.
- Identify tackle as initial key for blocking.
- Identify backs that are outside of the tackle box.
- Identify any numbering issues in the backfield, e.g. player in a 50-79 jersey that cannot be eligible for a pass.

Umpire

- Cover the ball to prevent a snap prior to the ball being declared ready
- Ensure the Defense has the opportunity to adjust to a substitution by the offense.
- Count offense, signaling R with 11 or less.
- Ensure five lineman numbered 50-79 are present and on the LOS.
- Identify formation and strengths, lining up in a position to see the snap.

Head Linesman

- Ensure the correct down is on the down indicator.
- Count the defense and signal B using closed fist for 11 or less players.
- Watch for illegal substitutions by the offense on your sideline.
- Identify the eligible receivers and keys on your side of the football by number.
- Mark offensive scrimmage line with foot for flankers

- Identify if you have an unbalanced (more or less than three) line, signal the F.
- Rule on the eligibility of the lineman on your side of the football.

Line Judge

- Ensure the correct down is on the down indicator and know the status of the clock.
- Count the defense and signal B using closed fist for 11 or less players.
- Watch for illegal substitutions by the offense on your sideline.
- Identify the eligible receivers and keys on your side of the football by number.
- Mark offensive scrimmage line with foot for flankers
- Identify if you have an unbalanced (more or less than three) line, signal the H.
- Rule on the eligibility of the lineman on your side of the football.

Back Judge

- Count the defensive team and signal the H or F as appropriate.
- Identify the receivers and strength of the formation based on your keys.
- Before the ball is put in play, adjust position as necessary to ensure you can clearly see your key and area of responsibility.
- Know clock status and ensure the play clock is started appropriately.
 - Put your hand straight in the air at 10 seconds and then to the side at 5 seconds.

RUNNING PLAYS

All officials

- Always box in the play.
- Watch for fouls by blockers leading the runner and for fouls after ball is declared dead.

Referee

- Responsible for the ball, the runner and action around him to the neutral zone. If the action is not in the direction of your original position move toward or parallel to the scrimmage line, maintaining position approximately in line with the runner's progress. Close in on the ball when it becomes dead. If the runner is moving in toward your position, be deep enough to allow necessary clearance and then move toward or parallel to the scrimmage line, maintaining a position approximately in line with the runner's progress. Close in on the ball when it becomes dead and there is no threat of a foul.
- When the runner in the side zone reaches the neutral zone, turn him over to the L or H. Responsible for forward progress spot behind the neutral zone and out of bounds spot behind the neutral zone. Observe players and give support on sideline plays. Cooperate with U on spotting ball. Quick handoffs that result in short yardage gains will be the responsibility of the U or wing officials with the R concentrating on action behind the ball. When the quarterback turns up field with the ball, assume responsibility for the "pitch man", until there no longer a threat of a foul.
- On plays into the line, if runner is driven back after forward progress is stopped, retrieve ball from runner and relay to official covering spot.
- Watch the backs and quarterback for illegal shifts, the ball at the snap; and assist the U if there is movement of restricted linemen.
- Cover runner behind neutral zone, get ball on short out of bounds plays.

Umpire

- Interior linemen, correct numbers, defensive signals. Legal snap, linemen moving, cover inside out and clean up away from ball on runs in side zone. Clip zone, chop blocks.

- Position prior to the snap is dictated by the formation however, you must be in a position to see the snap. Under normal circumstances U should be opposite the tight end. U is responsible for the legality of the snap with assistance from the R and wing officials.
- Just prior to and at the snap U will be certain the defensive team does not use words or signals which obviously disconcert their opponents when they are preparing to put the ball in play. U should be in position to see the snap and rule on illegal movement of lineman or ball. U continues to observe his area of responsibility as long as there is a threat of action.
- When play develops in his direction, U will read the ineligible pass receivers on the line of scrimmage. When a hole opens, he should move away from it as nearly laterally as possible. U should check for illegal use of the hands and holding and other fouls by both offensive and defensive players in his area.
- As the play develops between the tackles, U's primary responsibility to cover the action of players at the point of attack, then behind the ball and finally around the runner.
- On short, quick runs through the line, between tackles in close formation, U generally will sound his whistle when the runner's forward progress stops directly in front of him, on his side of the line of scrimmage. L and H will indicate forward progress for U to use as assistance.
- When the runner moves into the side zone, U will clean-up the area between his position and the ball. U may, if necessary, move in near the sideline when he is needed to give proper coverage of the action go where the play makes you go. When the ball is in the side zone, U is in position to observe action away from the ball and around the runner from an inside out position. When the play is over, all officials have responsibility to rule on late blocks and other illegal acts.
- Coordinate your position with that of the R for best coverage of interior line play.
- Read point of attack and your interior linemen.
- Know the ineligibles and where a forward pass first strikes anything.

Head Linesman

- Be wide, use arm/hand signals, action by end/linebackers on your side, legal snap, man in crack back position, chop block, man in motion on your side of snapper, encroachment & offside, action in front of runner toward you, runner on your side beyond zone, when run is away from you clean up action on QB after pitch or handoff, Pitchman when to your side. 9-yard mark restrictions.
- Initial position should be on the sideline. Cover the runner in your side zone beyond the line of scrimmage and out of bounds. Mark forward progress with down field foot, extended slightly toward the spot; don't exaggerate. When marking forward progress, converge rapidly on the dead ball spot when play in your area permits. Be alert to cover forward progress spot when runner has been thrown back.
- Observe initial charge on your side. You are responsible for blockers and action on ends and linebackers on your side. Pick up runner when he crosses the neutral zone in your area. Spot ball on quick thrusts and close line plays. If play goes away from you, observe action behind runner and assist with action on the pitch man if he does not receive the ball. Maintain a position in relation to the runner's progress observing the play behind the U and in front of the B. Be alert for the runner returning to your area.
- After the play is over, assist the R or B in getting the ball back to the U.
- In the neutral zone extended and WIDE, stay on or near sideline. Do not setup inside the 9-yard marks on your side. Adjust to the formation. Indicate offensive line of scrimmage by an extended foot, don't exaggerate. Take final position astride the neutral zone. Hand signals shall be used to indicate when the Team A player closest to you, on your side, is off the line of scrimmage. If Team A has an unbalanced line, the flank official who has four (or more) linemen on his side may so indicate by putting his open hand to the side of his face.
- For a snap at your inbounds line, be on or outside the sideline.

- Responsible for legality of motion man whenever he is on your side of the snapper (in any direction), until the snap. DOES NOT RELIEVE OPPOSITE OFFICIAL FROM MAKING OBVIOUS CALL!
- Be aware of the importance of assisting R in marking forward progress behind the neutral zone, particularly when goal line is involved.

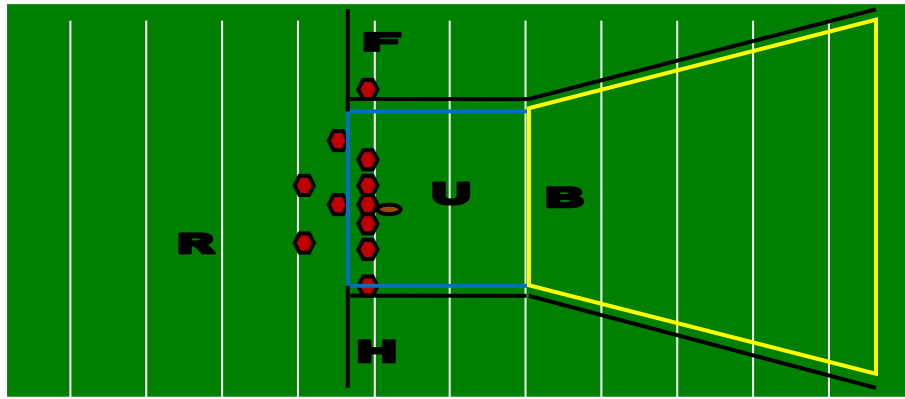
Line Judge

- Initial position should be on the sideline. Cover the runner in your side zone beyond the line of scrimmage and out of bounds. Mark forward progress with down field foot, extended slightly toward the spot; don't exaggerate. When marking forward progress, converge rapidly on the dead ball spot when play in your area permits. Be alert to cover forward progress spot when runner has been thrown back.
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- Responsible for legality of motion man whenever he is on your side of the snapper (in any direction), until the snap.
- Be aware of the importance of assisting R in marking forward progress behind the neutral zone, particularly when goal line is involved.

Back Judge

- Cover from behind defensive backs. Keep play bracketed, help on illegal blocks and action in front of runner. Help cover on downfield out of bounds, 9- yard mark restrictions.
- Cover plays from behind defensive backs. Watch for action by and on your key(s). Bracket runner between yourself and either H or L, depending on the side zone runner is occupying. Maintain enough depth to keep players boxed in. Cover continuing action in advance of the runner.
- On out of bounds runs, especially in team areas, move into dead ball area and assist flank officials and R with maintaining order. The presence of another official stops most dead ball fouls in the team areas. Some out of bounds runs may necessitate coming rapidly into the team area while observing all action. Go where the play makes you go.

Passing Plays



All officials

- Be alert for an illegal pass, especially after a completion, observe touching or catching by an ineligible player. Watch for holding or illegal contact on eligible receivers and all contact beyond the neutral zone both before and after the pass is thrown.
- At the beginning of each play, the B, the H and the L are in Man coverage. Each eligible receiver outside the tackles will be assigned to an official who is responsible for observing the action on (and by) that receiver as he attempts to get into a pass route. Problems arise when two officials are keying the same receiver and leave another receiver uncovered.

Referee

- When passer retreats, remain wide and deeper than the potential passer. R is solely responsible for intentional grounding. He may consult with other officials on the position of eligible receivers. Remain behind line to observe legality of the throw and action against the passer. After the passer throws the ball, continue to observe him until there is no threat of a foul. Ensure that passer is not roughed or thrown roughly to the ground. Verbally alert defenders when passer has released the ball. Continue to observe offensive and defensive action behind the line before moving out of the area. Other officials will cover play downfield. With help from the H L, determine whether pass is forward or backward and give appropriate signal. Move to spot of pass; if illegal, drop flag while continuing to officiate. (Note, if the pass is thrown immediately after the snap, the appropriate Wing official will be primarily responsible to determine legality and ensuing action.
- Action by, on, around passer, intentional grounding, pass from on or behind line, direction on drop-back, work passing arm side of QB is optional. If QB is sacked, mark dead-ball spot with bean bag. Protect the QB.

Umpire

- Check legality of numbers of interior offensive linemen at the snap. Observe action of players on and directly behind the neutral zone, illegal advance of ineligibles and assist with trapped and buttonhook passes. When U reads a forward pass play, he should step toward the line of scrimmage. This removes him as a target and opens up his area for shallow drag- pass patterns. This position permits U to observe linemen moving illegally downfield. After observing play of linemen and their contact with up blocking backs, pivot to assist on low trajectory and short passes over the center of the line. Know where ball first touches anything on forward pass. Use signal #11 when appropriate. Assist R in determining legality of forward passer.
- Know ineligibles, action on or by close in backs, linemen downfield, where first touched. Help on button hook and low short passes.

Head Linesman

- Know ineligible on your side by position and number, blocking by or on eligible receivers, eligible receivers out of bounds, quick pass direction, sideline yours. Help on first touching.
- Assist U in checking the legality of numbers of offensive interior linemen. Check legality of positions for players with eligible numbers. After initial charge of linemen, move into position to check blocking and contact of eligible receivers and linebackers. Be ready to rule on the direction of a quick quarterback pass. Drift downfield cautiously for the first 5-7 yards, approximately halfway between flat zone and the deepest receiver. While pass is in flight, move to the most advantageous position to judge the play. Always be prepared to come back to rule on play near the neutral zone in addition to sideline action. Observing the wide initial position is helpful in covering any pass. If potential passer decided to run, you must cover him beyond the neutral zone. Entire sideline is your responsibility.
- After an incompletion, form a relay to return the ball to official nearest the previous spot.

Line Judge

- Know ineligible on your side by position and number, blocking by or on eligible receivers, eligible receivers out of bounds, quick pass direction, sideline yours. Help on first touching.
- Assist U in checking the legality of numbers of offensive interior linemen. Check legality of positions for players with eligible numbers. After initial charge of linemen, move into position to check blocking and contact of eligible receivers and linebackers. Be ready to rule on the direction of a quick quarterback pass. Drift downfield cautiously for the first 5-7 yards, approximately halfway between flat zone and the deepest receiver. While pass is in flight, move to the most advantageous position to judge the play. Always be prepared to come back to rule on play near the neutral zone in addition to sideline action. Observing the wide initial position is helpful in covering any pass. If potential passer decided to run, you must cover him beyond the neutral zone. Entire sideline is your responsibility.
- After an incompletion, form a relay to return the ball to official nearest the previous spot.

Back Judge

- Cover plays from behind deepest receivers. Initial focus in on you key(s) as the leave the Line of Scrimmage. Once receivers are no longer threatened at the Line of Scrimmage, the B should transition quickly into zone coverage. Bracket pass receivers between yourself and either H or L, depending on location
- When contact occurs on a pass that is uncatchable, and the covering official does not drop his penalty marker, the covering official will give the uncatchable pass signal.
- Don't get beat deep, end line is yours. Keep play between you and flankers, momentum on interception near goal line.

KEYS AND GENERAL COVERAGE

Prior to the snap, officials will determine the strength to determine their key(s).

- Strength of the formation: is determined by the number of eligible receivers outside the Offensive Tackles on each side of the offensive formation. If there is no strong side ("balanced formation"), strength is declared to F's side.
 - Receivers are numbered from each sideline in. The widest receiver on the F's or the H's side is #1. The second receiver in is #2 and so on. If the two widest receivers are stacked, the one closest to the LOS is #1 and the receiver behind him is #2.

- B's normal assignment is the #2 receiver on the strong side. F and H will have the #1 receiver to their side. When there is only one receiver on each side, B will key #1 on the F's side and F will observe backs coming out of the backfield.
- **SNAPSHOT AT THE SNAP:** The position of the receivers is determined by their location, whether set or in motion, when the ball is snapped. It is as if we took a snapshot of the formation when the ball was snapped. This is particularly significant if there is a receiver in motion.
- **BACK IN BACKFIELD:** A player in the backfield between the tackles at the snap. If he is lined up outside the tackles, he is a receiver.

If there is a motion back, strength may change by the motion back's location at the snap. Officials will take a 'snapshot' of the formation at the snap and key the appropriate receivers as indicated herein. Again, we are only counting receivers who are outside the tackles at the snap.

All officials must be aware of all wide players to their sides blocking back toward the ball (possible illegal block below waist, clip, etc.).

Once the receivers have gotten off of the line of scrimmage (LOS) and into their pass routes, the officials must switch to Zone coverage

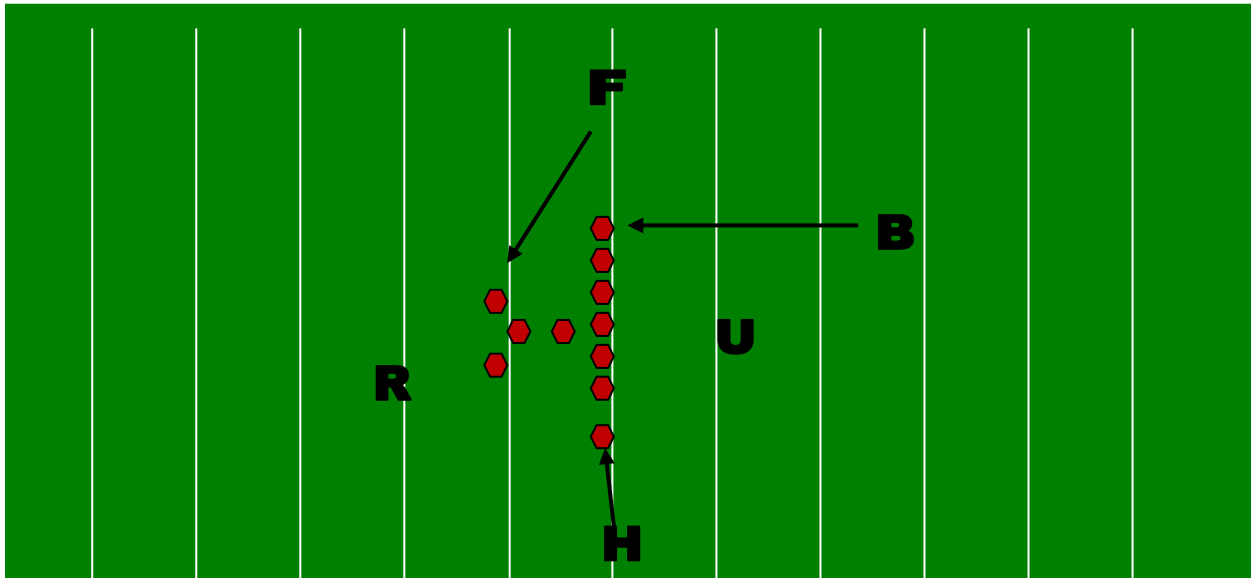
Zone coverage:

- B is responsible for any receivers who run deep routes.
- F and H are responsible for shorter routes as well as routes in their side zone.
- F and H must be aware of routes that take B deep and must be prepared to adjust their zones accordingly.
- While in Zone coverage, officials should pay particular attention to Team B players who hold Team A receivers as they are running past them or are making cuts during their route.
- Know how to begin with "Man" coverage before shifting to "Zone" coverage (discuss in Pre-game).

Keys

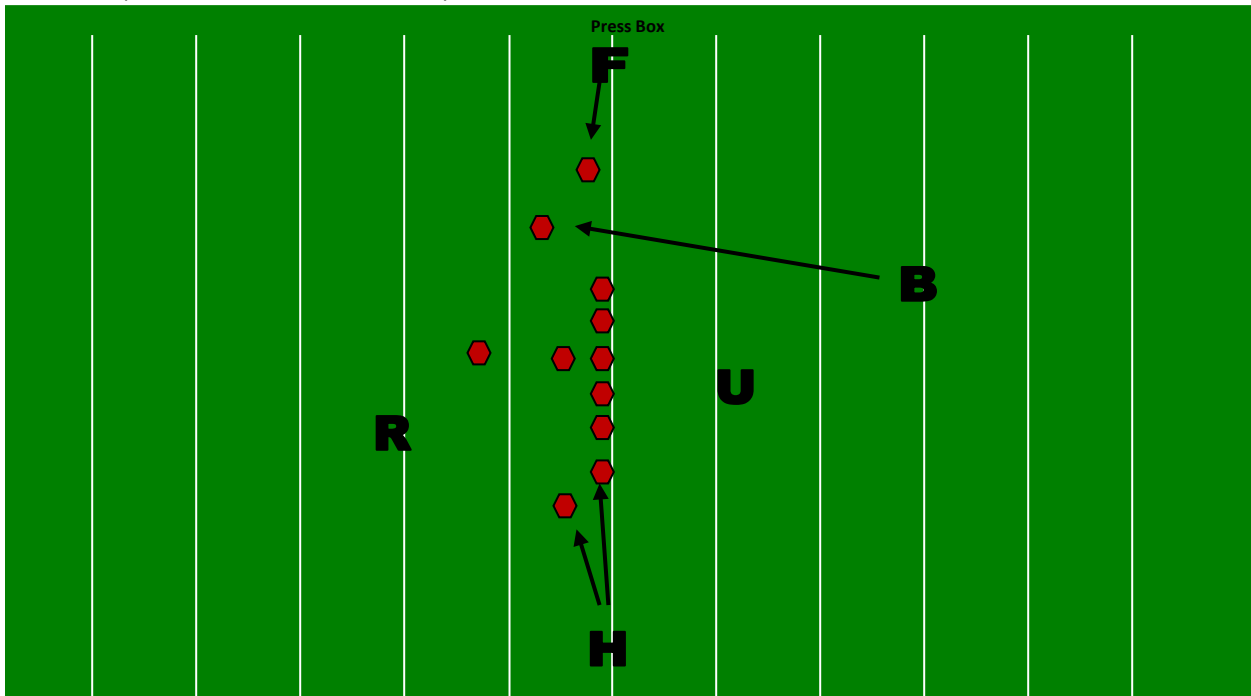
Balanced Formation (one Receiver on each side)

Balanced formation, strength is declared to F's side. B has the end on F's side. F has no receiver but is responsible for backs leaving the backfield. H is responsible for initial action on or by the end on H's side.



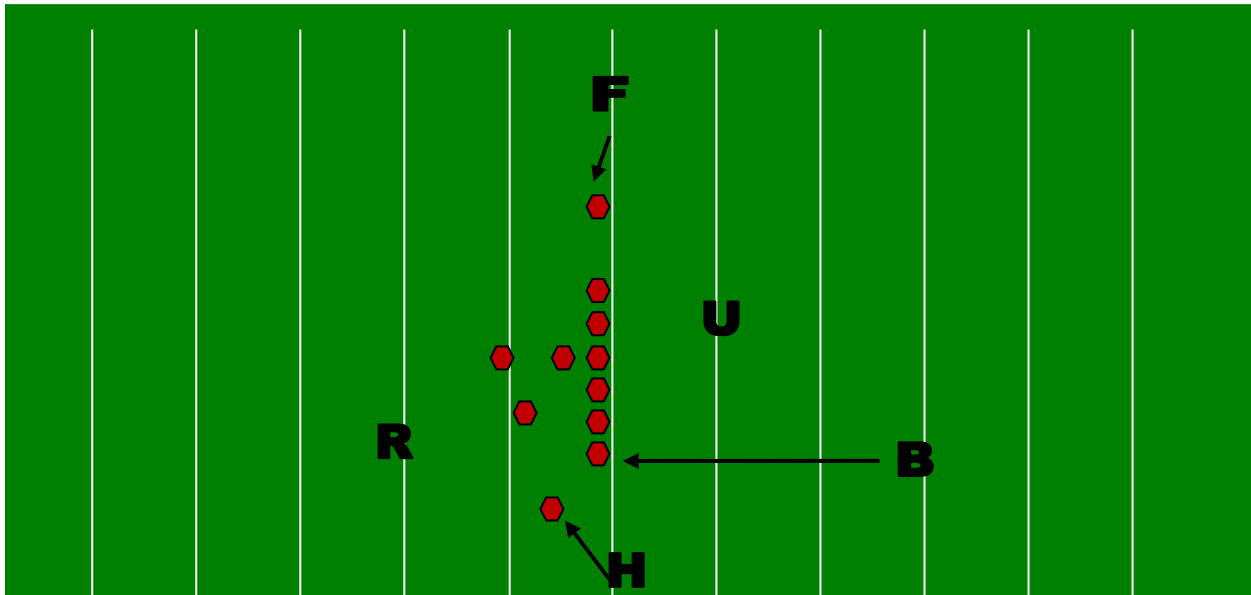
Balanced Formation (Strength declared to Line Judge's side)

When the formation is as below, strength is declared to F's side. F has the #1 receiver to F's side. B has the #2 receiver on F's side; H is responsible for initial action on or by the receiver on H's side.



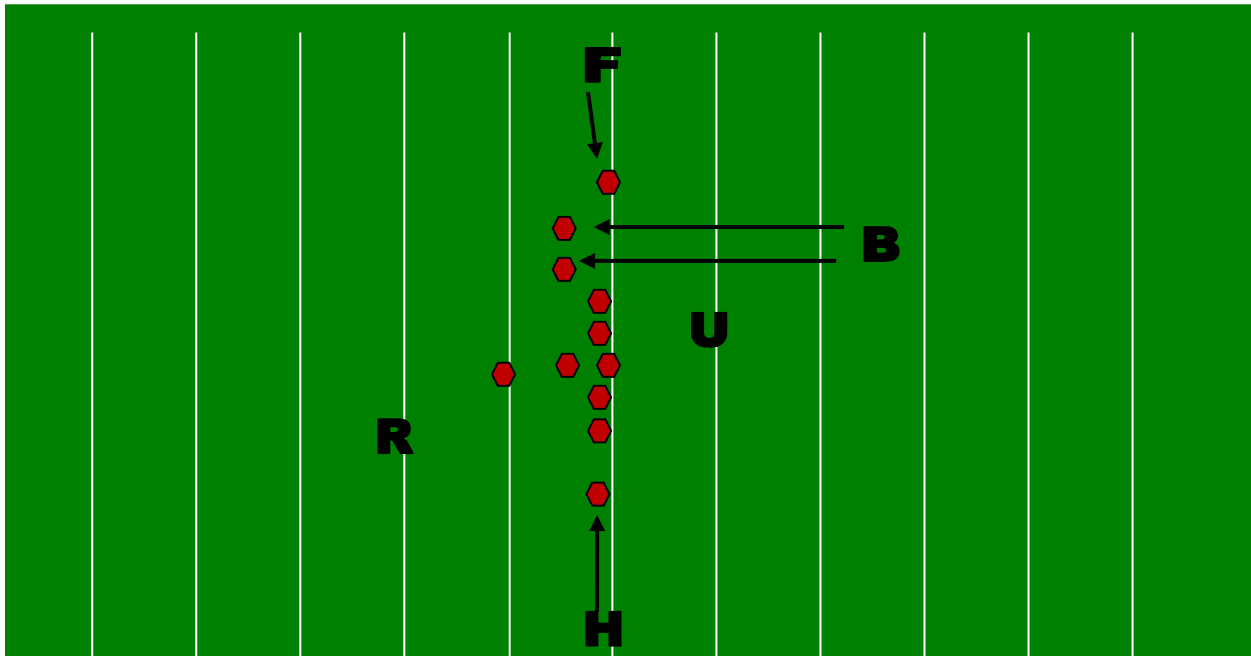
Strength to Head Linesman side

When the formation is as below, strength is declared to H's side. H has the #1 receiver on H's side. B has the #2 receiver on the H's side; L is responsible for initial action on or by the end on F's side.



Trips (Three Receivers on One side)

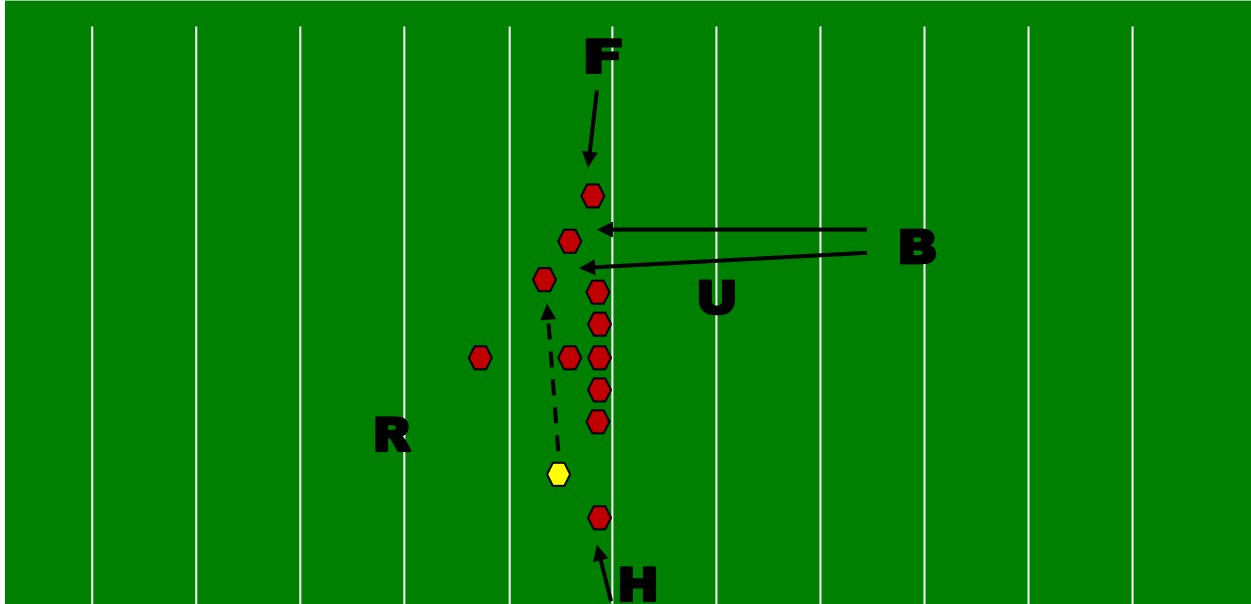
When there are "trips" (triple receivers) on one side, F and H will have the #1 receiver to their side. B's is responsible for the #3 receiver. The #2 receiver is assigned based on how close he is to #1 or #3. If he is closer to #1, he belongs to F or H. If he is closer to #3, he belongs to B. When in question, the F or the H will key #1 and #2. The official opposite the trips will be responsible for #1 on his side and #2 if there is one. In trips formation, the officials must be prepared to go to zone quickly.



Motion into Trips

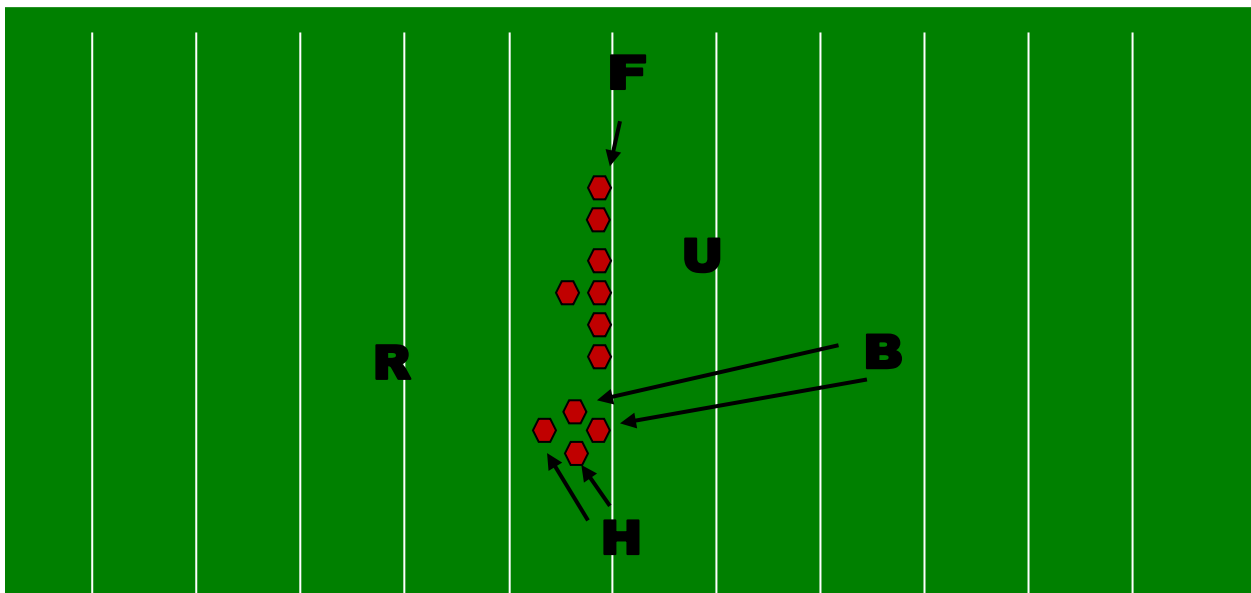
When a back is in motion strength and keys may or may not change. The officials will determine their keys based on the position of the eligible receivers when the ball is snapped. The formation below began as "TWINS" (with strength declared to F's side). B's key becomes the #2 receiver on F's side. If the receiver in motion continues to F's side and is outside the tackle

when the ball is snapped, the formation becomes “TRIPS” to F’s side. The officials must know their keys well enough to adjust instantaneously.



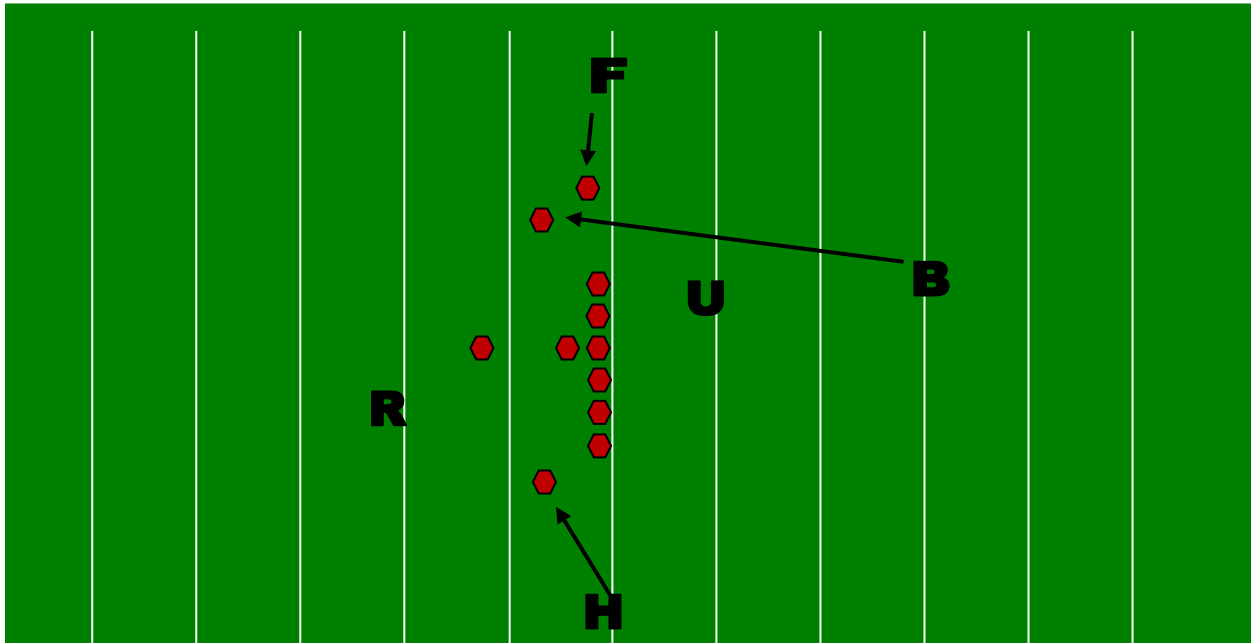
Quads (Four Receivers on One side)

When there are quads, B has the two inside and/or front receivers. H has the two outside/rear-most receivers. It is important to go to zone very quickly. Both B and the H must know what all four receivers do during the play. Receivers who run deep routes become the responsibility of B. Receivers who go across the middle become the responsibility of the H. The F on the other side has the lone receiver to that side.



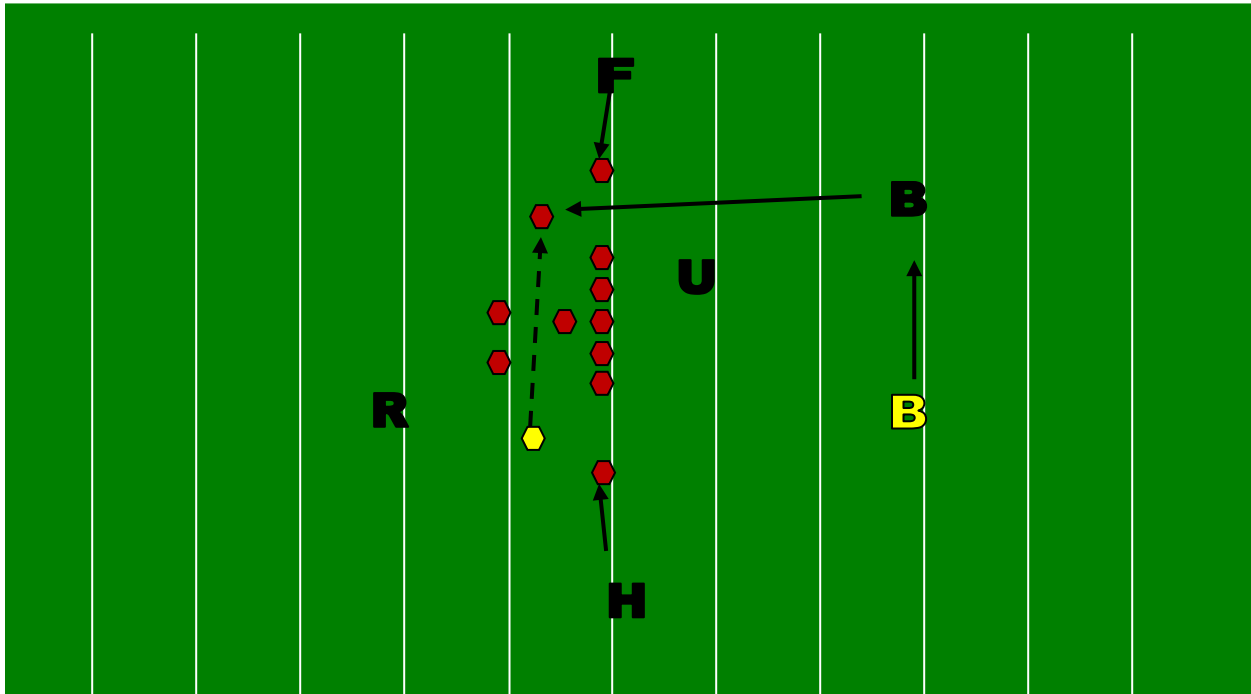
Twins (Two Receivers to each side)

The formation below is “balanced” and the strength is declared to the F’s side. F and H will have the #1 receiver to their side. B’s primary key is the #2 receiver on the F’s side. B’s secondary key is the receiver (#1 or #2) entering middle zone from the H’s side. B must observe primary key, then shift attention to secondary key as soon as possible.

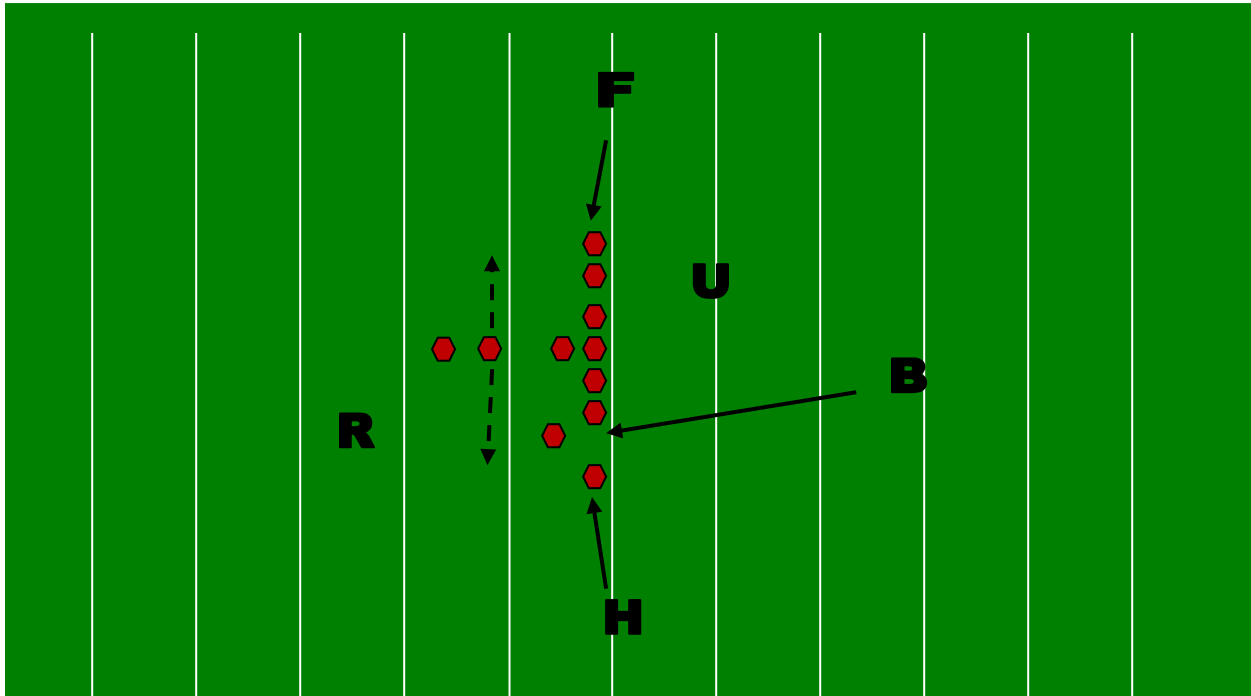


Motion changes Strength

The formation is “balanced” and the strength is declared to the F’s side. H and F will have the #1 receiver to their side. B’s primary key is the #2 receiver on the F’s side. B’s secondary key is the receiver (#1 or #2) entering the middle zone from the F’s side. B must observe original key, then shift attention to his secondary key as soon as possible.

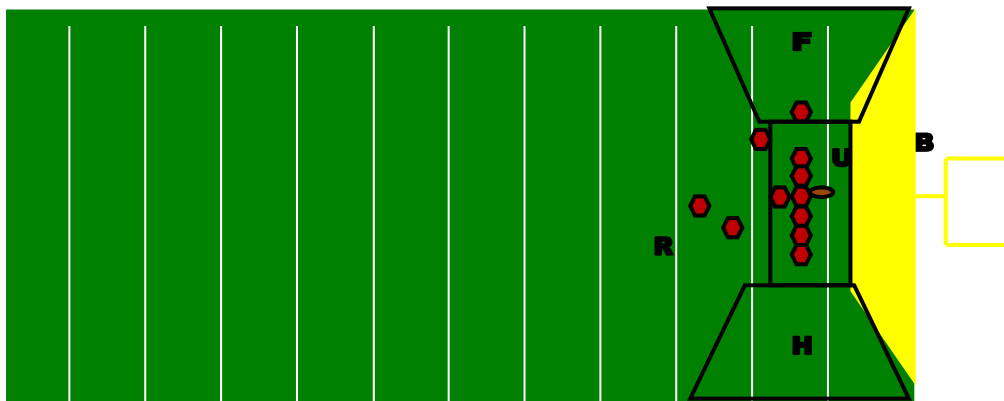


Motion doesn't change Strength



GOAL LINE PLAYS

Basic Position and Coverage



Except when a field goal attempt is indicated on a try, the crew will setup as on any other short yardage down.

GOAL LINE PLAYS:

Coverage is the same as any scrimmage play except be ready to move. Be alert for score, sound loud whistle when you rule a score. Move in if not sure; help if pile-up, nearest official will dig out ball. R will signal if score.

Referee

- Position and coverage the same as for other scrimmages with the forward point of advancement usually determined by the wing official. Signal score only after being positive all requirements are met.

Umpire

- Adjust your position to account for proximity to the goal line.
- When runner has made quick thrust into the line at your feet, be sure the ball is not moved forward after it is declared dead.
- Never signal score but assist the F and H, verbally or visually if necessary.
- If ball's forward progress is stopped short of the goal line, move in on the ball, mark and hold the dead-ball spot until ball is spotted for the next play.

Head Linesman and Line Judge

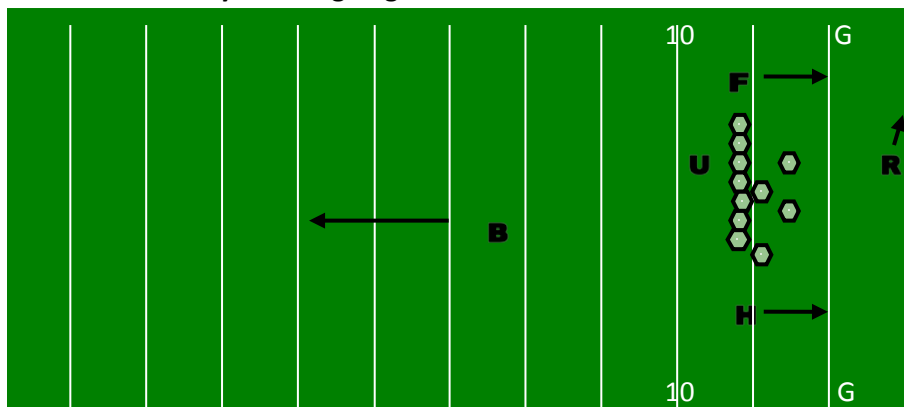
- Initial position must be wide on or near the sideline.
- Move toward the goal line and rule on the score or on accurate forward point when you see the ball.
- Be alert for a forward pass.
- If ball's forward progress is stopped short of the goal line, move in on the ball, mark and hold the dead-ball spot until ball is spotted for the next play.
- Indicate score by touchdown signal only when in position to determine.

Back Judge

- Start on the end line if snap is from on or inside the 10 yard line.
- Assume complete responsibility of end line coverage.
- In short yardage situations, i.e. running plays, stay alert for any illegal activities.

Reverse Mechanics

Ball Inside the 10 yard line going out



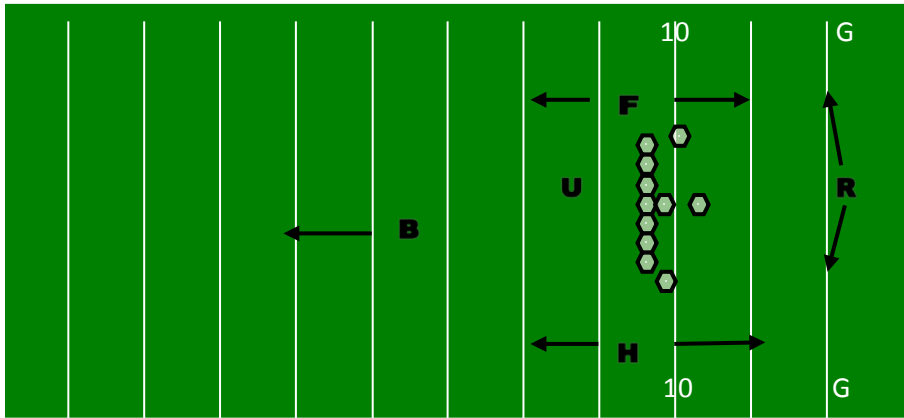
Referee

- Responsible for End line

Head Linesman and Line Judge

- Responsible for Goal line
- First steps backwards toward Goal line and then officiate out.

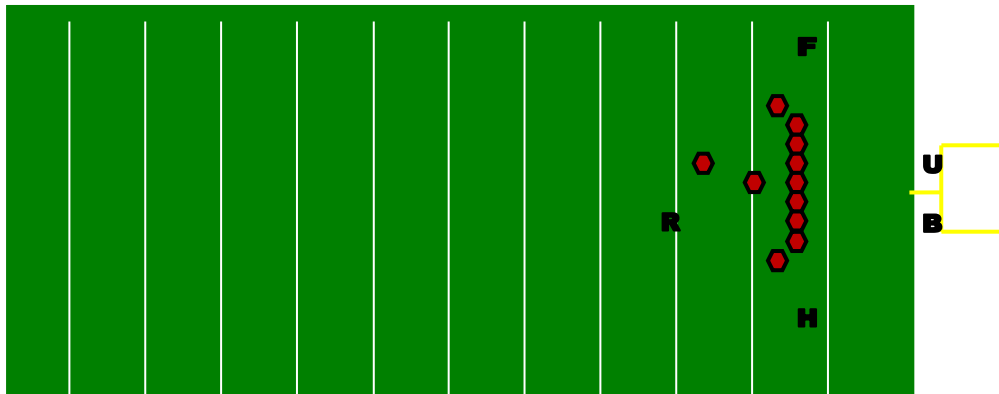
Ball Outside the 10 yard Line going out



Referee

- Responsible for Goal line

TRY AND FIELD GOAL PLAYS



Officiate all try downs as a normal scrimmage down and do not sound whistle until ball is dead.

On field goal attempts B & U will take positions slightly behind the goal posts. When the kick is made, adjust positions to rule on kick. When the ball strikes the cross bar, B is solely responsible for the result of the attempt and will give the appropriate signal. B and L should use either signal #5 or signal #10 as appropriate.

Basic positions and coverage

Referee

- Position is a yard or so to the rear and several yards to the side of the potential kicker, facing the kicker where you can see the ball when spotted for the kick.
- Covers as usual if a run or pass.
- Signal score.
- Rule on roughing or running into the kicker and/or holder.

Umpire

- Take positions slightly behind the goal posts.
- Responsible for your upright goal post.
- Observe defensive linemen over center
- Know your keys for eligibles.
- When the kick is made, adjust positions to rule on kick.
- Give the appropriate signal (signal #5 or signal #10).
- If run develops to your vacated side, quickly move along back line to back pylon to rule on the sideline.
- If attempt is short and ball remains alive, officiate as a scrimmage kick.

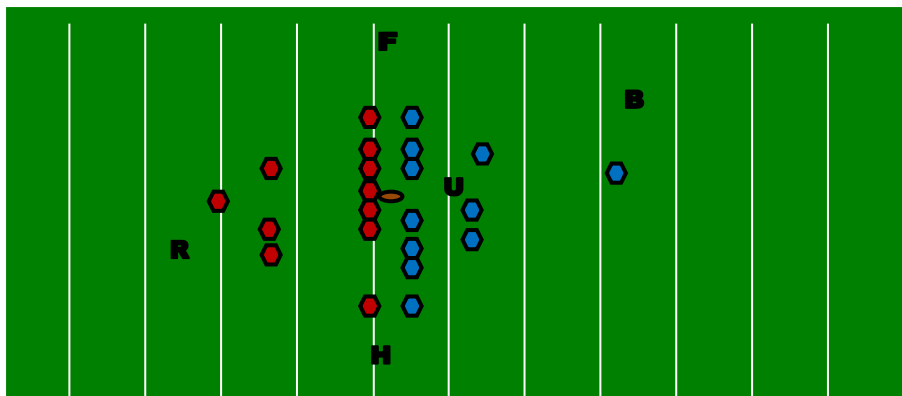
Head Linesman and Line Judge

- Responsible for the legality of the snap and the line of scrimmage.
- Quickly move to goal line if run develops.
- If the kick is short or partially blocked, know if it crossed the neutral zone.

Back Judge

- Take positions slightly behind the goal posts.
- Responsible for your upright goal post and the cross bar.
- Know your keys for eligible's.
- When the kick is made, adjust positions to rule on kick.
- If the ball strikes the cross bar, you are responsible for the result
- Give the appropriate signal (signal #5 or signal #10).
- If run develops to your vacated side, quickly move along back line to back pylon to rule on the sideline.
- If attempt is short and ball remains alive, officiate as a scrimmage kick.
- Sound whistle when ball becomes dead on try's attempted field goals.

Scrimmage Kicks (Punt plays)



Basic positions and coverage

Referee

- Takes position at the side of the kicker, wide enough to see the ball from snap to kick.
- Be able to see blockers and kickers at the same time.
- Be in position to be even with, or slightly in front of the kicker when ball is kicked.

- Adjust to the situation; warn potential kicker if he is on or outside the end line prior to the snap.
- Watch blocking and illegal action by players behind the line.
- Observe action of and against the kicker.
- If the flight of the kick is toward a sideline, move quickly to position in line with the flight and use arm signals to direct the official covering that sideline to out of bounds spot.
 - When correctly aligned, drop your arm as indication that the official hold the spot until ball is spotted for next down.
- If the kick is caught or recovered downfield, be prepared to take over the runner.
- Be alert for blocked kick.
- Be alert for recovery and advance.

Umpire

- Adjust to field position 8 to 10 yards deep favoring the H's side of the field.
- Face the offensive line during the initial charge, observing the action of Team A and Team B players.
- Look down the line at the initial charge, checking blocks of offense and action by defensive players.
- Observe the defensive linemen over center to avoid serious injury to snapper.
- Shift observations to contact between defensive players.
- After players go past your position turn and move toward the return area, observe for illegal action by either team.
- Be alert for blocked kick.
- Be alert for recovery and advance.

Head Linesman

- Be alert for blocked or partially blocked kick.
- Once snap is good move downfield.
- Responsible for short kick.
- Responsible for action around deep receiver (first touching - legal or illegal, kick catch interference, valid or invalid signal for fair catch).
- If kick is short you are responsible for the out of bounds spot for the ball.
 - If in doubt as to spot of out of bounds kick in the air, raise hand and Referee will assist.
- Mark and hold out of bounds spot of rolling kick on your side
- If the kick is short to your side, observe first touching, legal or illegal, kick catch interference, valid or invalid signal for fair catch.
- Maintain position to cover in front of the runner after catch or recovery of the kick.
- You have responsibility for the entire sideline on your side.

Line Judge

- Primary responsibility to know if kicked ball crosses neutral zone.
- Hold LOS until the ball crosses the neutral zone then move slowly downfield covering your side.
- Be alert for blocked or partially blocked kick and know if it crossed the neutral zone.
- Observe offensive backs for holding, and defensive holding in the line area.
- If kick is short you are responsible for the out of bounds spot for the ball.
 - If in doubt as to spot of out of bounds kick in the air, raise hand and Referee will assist.
- Mark and hold out of bounds spot of rolling kick on your side
- If the kick is short to your side, observe first touching, legal or illegal, kick catch interference, valid or invalid signal for fair catch.
- Maintain position to cover in front of the runner after catch or recovery of the kick.
- You have responsibility for the entire sideline on your side.

Back Judge

- Position yourself on the F's side,
- Take position outside and ahead of the deep receiver(s).
- Responsible for ruling on fair catch signal in his area.
- Observe first touching, interference, and fair catch situations.
- Cover kicks on ground or in air which go 25 yards or more.
- If in doubt as to spot of out of bounds kick in the air, raise hand and Referee will assist.
- Mark and hold out of bounds spot of rolling kick on your side
- Be ready to rule on kick in end zone.
- Be alert for batting.
- Use a bean bag to mark the spot where kick ends.

End of Period:

Referee

- Signal end of period.
- Record down, distance and yard line.
- Announce yard line on which forward point of ball rests and the down and distance loudly and clearly enough for other officials to hear.
- Check with the H and U on location, down and distance and proceed to corresponding yard line beyond the 50-yard line and spot the ball.

Umpire

- At close of first and third periods, see that ball is not disturbed until exact position has been determined.
- Check and accompany Referee to opposite side of the field.

Head Linesman

- Record the down, distance and yard line upon which the ball rests.
- Grasp the chain at the back edge of the marked yard line.
- Reverse the chain and the crew holding the rods and move to corresponding line in the other half of the field.
- Hold the point on the chain at the opposite marked yard line while the assistants tighten the chain.

Line Judge

- Move downfield observing teams, go to approximate position for ball.

Back Judge

- Assist H with recording down, distance and clip line.
- Take box and place at yard line on opposite side of the field.

All Officials

- After the ball is spotted, chain and down indicator reset, check for correct spotting, down and distance to gain.

Second Half Options:

Line Judge and Head Linesman

- Obtain second half option from appropriate coach

Back Judge and Line Judge

- Ensure your team is out and ready to play.

All Officials

- Move to normal kickoff positions.

End of Regulation Time

All Officials should leave together at half and at the conclusion of game.

Extra Period

All Officials

- Gather at the center of the field and review extra period rules and procedures.
- Approximately three minutes following the end of regulation play, break to positions for coin toss.
- Remind head coach of team on your sideline of extra period rules, particularly coin toss and option procedures, and time-outs.

Referee

- Move directly to the center of the field and call for captain(s) from both teams.
- Obtain option from captain of team that had second choice in previous extra period, then option from opposing captain.
- Indicates choices to press box

Clock Operator Game Duties:

- On all free kicks, start the clock when the ball is legally touched in the field of play, unless the ball is caught or recovered by a player who is legally down. In this case, the clock will not start. The nearest official(s) will signal the legal touching of the ball by indicating that the clock should start.
- Any official may signal a team time-out, so be alert to stop the clock.
- The clock is not to be stopped on plays near a boundary line unless an official so signals. Many times the ball goes out of bounds after having been declared dead in the field of play.
- If a pass is touched or caught out of bounds, the incompleteness signal will stop the clock.

Note: On some plays near the sideline and in advance of the line to gain, an official may give a winding signal to indicate the ball is inbounds and follow it by a stop the clock signal for an apparent first down. Be alert for both signals.

All officials and clock operator are to be sure that the clock is stopped under the following circumstances:

- Whenever a team or an official's time-out is charged.
- After any score.
- When a live ball goes out of bounds.
- On a penalty.
- When either team is awarded a first down.
- Following an incomplete pass.

After the clock has been stopped, it will be started again on the Referee's "Start the Clock" signal, or if no such signal is given, the game clock will be started on the snap or legal touching of a free kick.

In case of a pile-up anywhere on the field, be alert, an official may stop the clock until the congestion is over. The R then may start the clock again before the ready for play signal.
Timing errors on the game clock or by an official may be corrected by the Referee.

Time Outs

Referee

- Signal time out to press box.
- Referee's time out - Signal time out, then indicate R's time out by tapping chest with hands.
- Only the R may stop the clock for a coach's conference.
- Declare ball ready for play as soon as time out has been met.
- Notify the head coach when his team time outs are exhausted.

Umpire

- Cover and hold ball position.

Back Judge

- Time all time outs.
- 20 seconds remaining inform Referee.

Line Judge and Head Linesman

- Stay with the Team on your side.
- Get them out when Timeouts over.
- Notify a coach from team on your sideline of the number of time outs remaining to each team.

All Officials

- Record time left on clock and number of requesting player when charged team timeout is requested. Do not huddle unless necessary.

Injury Time Outs

All

- Same as team time out, however permit as much time as is necessary.
- Do not allow players to assist teammates but direct that they wait for trained staff.
- R may permit water attendants to tend to their teams on the field during extended injury timeouts.

Fumbles

The nearest official should point in the proper direction, no matter who recovers. R will then signal the next down when he makes the ball ready for play.

Digging out Fumbles

- Should it become necessary to "dig out" a fumble, the official nearest the ball should dig for the ball. The next official to the area should signal to stop the clock and look to the clock to ensure it is stopped. The stop the clock signal should be relayed by the remainder of the crew.
- When the digging official determines possession he should verbally relay possession information to the nearest standing official, normally the R, who will then signal the proper direction. If possible, the signaling official will point to the recovering player to assist the press box. Only the R, if he is not the signaling official, should relay the direction signal.

Use of Bean Bags and Cap

- A Bean Bag is used to mark enforcement spots.
- A Bean Bag should be dropped at the spot where:
 1. A scrimmage kick ends inbounds (Post Scrimmage Kick enforcement spot).
 2. An official observes a fumble.
 3. A hand-off or backward pass occurs **beyond** the neutral zone
 4. A hand-off or backward pass occurs when there is no neutral zone (change of possession or free kick).
 5. A Team A player illegally touches a free or scrimmage kick.
 6. A Team B player intercepts a forward pass between his five yard line and the goal line.
 7. A Team B player catches or recovers a fumble or a backward pass between his five yard line and the goal line.
 8. A Team B player catches a free or scrimmage kick between his five yard line and the goal line.
 9. Forward progress ends and action continues (Dead ball officiating).
- A Cap should be dropped at the spot where:
 1. An eligible Team A pass receiver voluntarily goes out of bounds (flag if he is first to touch legal forward pass).
 2. An eligible receiver fails to return/attempt to return inbounds immediately after being blocked out of bounds.
 3. A Team A player goes out of bounds voluntarily on a **free** or **scrimmage** kick down.

Calling and Reporting Fouls:

- The calling official will drop or throw marker at proper spot.
- Mentally marking the yard line.
- If ball is alive, withhold whistle until the ball becomes dead
 - Sound whistle in loud bursts until you are certain other officials are aware a foul has been called.
- The official should then communicate the information to the R.
 - Report who fouled by jersey color or offense/defense or A/B, and number.
 - What was the foul?
 - Status of ball when foul occurred (live ball/dead ball).
 - Spot of foul, previous spot, end of run or end of kick.
- Referee will state foul and give the signal.
- Wing officials notify coaches on all fouls number/ position.
- One official will hold the spot of foul.
- One official will cover and hold dead ball spot and mark end of run. Leave ball on ground.
- Check U's enforcement.
- Know status of ball if it is in play.
- Make mental note as to whether the clock should be started on the ready or on the snap.

Measurements

When establishing forward progress or the end of the run, be sure there is no need for measurement before announcing the down. If close, announce the down and be alert for either captain's request for measurement, if doubtful, call for measurement without captain's request. In usual circumstances, the F will assist R with determining obvious first downs by stopping the clock. When a play ends close to the down marker, the F can assist the R by indicating "close". The R can then move to the spot to determine if a measurement is needed or if a first down will be awarded.

Back Judge

- Will ensure the ball is not moved after being spotted for measurement. Hold ball if necessary.
- Clear the area of officials and players for press box view.

Head Linesman

- Instruct the box operator to place the box at the position of the front stake.
- Grasp chain at the clip on the back edge the yard line nearest the rear rod.
- Carry chain with the chain crew to the position on the field marked by FJ.
- Place the clip on the back edge of the marked yard line and let U know when set.
- U will stretch the chain and make sure it is not jerked from your grasp.
- If not first down retain firm grasp and personally set the chain at its original spot on the sideline.

Line Judge

- Go to yard line nearest rear stake.
- Mark a spot perpendicular to the ball.
- Assist the H in positioning the chain for an accurate measurement.

Umpire

- Take forward rod.
- Wait until H is set and then carefully tighten the chain. Don't pull or jerk it.
- Have the rod perpendicular to the ground at the side of the ball until R announces his ruling, and then return rod to the chain crew.

Referee

- See that the U is ready.
- Observe the relative position of ball and point to be gained, and then announce your ruling.
- If short of a first down, use the forward point established on the chain when spotting the ball at the inbounds line.
- Remain over the ball and announce down and distance.
- Get ready signals from captains while H is resetting chain.
- When H is ready, declare the ball ready for play.

Appendix A

Chain Crew Instructions

Head Linesman should meet with the chain crew at least 15 minutes before game time and 5 minutes before the start of the second-half kickoff.

The chain crew should consist of four individuals:

- one down-box person (clip as well if only three)
- two to hold the rods
- one clip person

Introduce yourself to the chain crew and make sure they understand exactly what their responsibilities are during the game.

- Inform them not to move the chain or change the down unless instructed by you.
- Or if you tell them to move or change the down and they see a flag on the field to stay put and alert you that there is a flag on the field.
- Head Linesman will set the spot (with his heel) for all downs.
 - The down-box person will set the box at the spot
 - The rear rod is to be set behind the down marker and then the clip shall be placed at the back edge of the 5-yard line nearest the rear rod.
- The chains shall be set on the sideline and then the crew may move the chains off the sidelines by one yard.
- The marker must be held at all times in an upright position with the down correctly shown.
- On all measurements for first down when the chain is moved onto the field.
 - The down-box person is to place his marker at/off the spot of the front rod until a new series of downs is declared or the chain is returned to its previous position.
- The chain crew must move as quickly as possible to the next position.
- When a runner or pass receiver is going out of bounds in the immediate vicinity, the chain crew should drop the marker(s), and get out of their way. The chain crew member away from the play should hold his position if possible.
- The chain is not used if it is a first-and-goal situation. The chain should be placed on the ground out of play.
- The down-box person should place the marker on the line of scrimmage on all try plays.
- The chain crew must refrain from showing any partisan reaction to the events taking place on the playing field.
- No cell phones.