FOOTBALL OFFICIALS MANUAL
2026 – 2027

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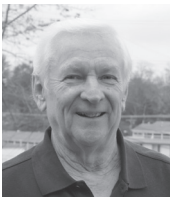

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TABLE OF CONTENTS

All Officials....1

5 MAN CREWS

Referee....21
Umpire....43
Linesman....53
Line Judge....66
Back Judge....78

7 MAN CREWS

Referee....90
Umpire....113
Linesman....123
Line Judge....136
Back Judge....148
Side Judge....160
Field Judge....171

ECO/PCO....181

Penalty Summary/Official Football Signals....186

ALL OFFICIALS

OFFICIALS' UNIFORM

All Officials in the crew must

- be dressed alike. Additionally, the Back Judge and Linesman must carry two contrasting bean bags. Bean bags can be white, black or blue but should be consistent among all crew members.
- wear the Football 2-inch stripe collared shirt (short or long-sleeve) with TSSAA logo and the American Flag on each sleeve.
- wear black pants with the 1 ¼" white stripe and black socks.
- wear black athletic shoes with black laces. Some white accents are permitted.
- wear the Official black hat with narrow white piping, with the exception of the Referee. The Referee will wear the white hat with TSSAA embroidered on the front. All hats must be fitted.
- wear a black belt 1-1/4" to 2" wide with a plain buckle.
- wear black undershirts, **if** undershirts are worn. Undershirts cannot show at the collar or through the outer striped shirt or extend below the sleeves of the outer striped shirt. Turtlenecks are allowed for cold weather.
- If assigned by the local association, the ECO and PCO are required to be dressed as outlined above. **EXCEPTION:** For regular season games only, Supervisors/Assigning Officers are not subject to this requirement.

APPEARANCE AND CONDUCT

All Officials in the crew must

- be neatly groomed.
- treat players and coaches with courtesy and respect at all times.
- never use profanity or inappropriate language or gestures.
- never consume alcoholic beverages on the day of any game at any level of play prior to the contest.
- never purchase alcoholic beverages or even enter an establishment that serves alcoholic beverages while wearing a TSSAA Official's uniform.
- never use any form of tobacco product (e-cigarette or similar item) when arriving at competition site until departure.
- never degrade another TSSAA Official or make any comments about games in public or on social media.
- assume everything said or done is being monitored by the host school.

PREGAME CONFERENCE

All Officials will

I. review the coin-toss mechanics.
II. discuss free kicks by reviewing positions and responsibilities.
III. review coverage during scrimmage plays.
IV. review legal formations, running plays, positions and coverage.
V. review forward passes, eligibility of receivers and interference.
VI. review positions and coverage during scrimmage kicks:
    A. First touching by kicking team.
    B. Fair-catch situations.
    C. Kicks out of bounds.
    D. Kick-catching interference.
    E. Numbering requirements.
    F. Prerequisites for post scrimmage kick fouls and penalty enforcement options.
    G. Field goals, including free kicks after a fair catch.
VII. review "momentum" rule as it applies inside the 5-yard line on kicks, interceptions and recoveries.
VIII. review correct positions for goal-line play and try.
IX. review:
    A. Substitution rule.
    B. Starting and stopping the game clock and play clock.
    C. Procedures during measurement.
    D. Duties during time-outs and intermission between periods.
    E. Penalizing personal and unsportsmanlike fouls.
    F. Extending or shortening a period.
X. review procedures for getting teams back to the field and obtaining choices for 2nd half.

SOUNDING WHISTLE

I. The Official covering the runner will
    A. see the ball in possession of the runner who is down or whose forward progress stopped before sounding his whistle.
    B. sound his whistle quickly and loudly when the ball becomes dead in his area.
    C. be the only Official allowed to blow his whistle (no echo whistle).
    D. move in quickly to be certain all action stops on the whistle.

E. prioritize player safety; it is his first responsibility.
F. be alert and in position to keep the ball in view.
G. use his bean bag to mark the dead ball spot **if** a whistle is sounded inadvertently.
H. not have an inadvertent whistle, but **if** an inadvertent whistle occurs:
    1. the ball becomes dead immediately.
    2. the location at which the ball will be put into play and the number of the next down will be determined by the location and status of the ball when the whistle was sounded.

STOPPING AND STARTING THE GAME CLOCK

I. All Officials should stop the game clock (S #3) twice when:
    A. the down ends following a foul.
    B. an Official's time-out is taken.
    C. a charged or TV/radio time-out is granted.
    D. the period ends.
    E. the ball is out of bounds.
    F. a forward pass is incomplete (legal or illegal), except for the Official who signals it incomplete (S #10).
    G. any unusual delay occurs such as "digging out" a fumble.
    H. a fair catch is made or awarded.
    I. an obvious first down has occurred.
    J. the down ends following a change of possession during the down.
    K. a fourth down play has ended.
    L. a free kick has ended.

II. An Official's time-out requires the game clock to be stopped when the ball becomes dead. An Official should stop the game clock (S #3) followed by tapping his hands on his chest twice:
    A. when there is a measurement for a possible first down.
    B. when captains and coaches are notified of time remaining.
    C. when a player appears to be injured.
    D. when a player is in need of equipment repair.
    E. to dry or change the ball after the ball had been spotted.
    F. for unusual heat or humidity which may create a health risk to the players.
    G. for any other reason relating to the administration of the game.

III. The following are situations for starting the game clock:
   A. Unless the game clock will start on the snap by rule, the game clock will start on the Referee's silent wind (no whistle) signal (S #2) following a first down inbounds. The Referee is not required to come to the line of scrimmage to give this signal.
   B. The game clock will start on the ready-for-play signal (S #1) followed by the game clock wind signal (S #2) - two different signals - if the game clock was stopped:
      1. for an Official's time-out.
      2. for a dead ball foul.
      3. for an inadvertent whistle.
   C. If the game clock starts on the snap, no visible signal to start the game clock is given.
   D. The game clock will start on a free kick when the ball is touched other than first touching by the kicking team, and the covering Official signals the game clock to start (S #2) twice.
   E. If signal to stop the game clock (S #3) is erroneously given, restart the game clock immediately (S #2) upon discovery of the error.

IV. If the ball becomes dead near the sideline inbounds and a first down is gained,
   A. the covering Official will:
      1. use normal coverage
      2. give one signal to indicate the game clock would normally continue to run (S #2) because the ball became dead in the field of play and then stop the game clock with the time-out signal (S #3) twice to indicate the line to gain was reached.
   B. the Referee will start the game clock with a silent wind (no whistle) signal (S #2) when the Umpire is inside the hash marks with the ball, unless he receives a signal from the Back Judge that the ball was not ready for play with at least 25 seconds remaining on the 40-second play clock, in which case the Referee will direct the play clock to be re-set to 25 seconds (with a pumping motion with one arm with a flat palm pointed upward) and follow the 25-second play clock procedure. If the game clock is running when the play clock is re-set, the game clock will not stop unless the Referee deems there has been a delay in re-setting the play clock.

V. When a forward fumble goes out of bounds between the goal lines:
   A. the covering Official will drop a bean bag at the spot of the fumble, stop the clock (S #3) and notify the Referee the ball will be returned to this spot.

B. the Referee will start the game clock with a silent wind (no whistle) signal (S #2) when the Umpire is inside the hashes with the ball unless there is a change of possession.

STARTING THE PLAY CLOCK

I. The play clock will be set to 40-seconds and started after scanning the field to ensure no penalties when:
   A. the ball is declared dead in field of play on a play from scrimmage and the covering Official raises his open hand (S #7).
   B. the covering Official gives a time-out signal (S #3) to indicate the line to gain has been reached.
   C. the covering Official gives a wind signal (S #2) followed by a time-out signal (S #3) to indicate the line to gain has been reached close to the sideline.
   D. the covering Official signals a pass is incomplete (S #10).
   E. the covering Official signals to stop the game clock (S #3), because the ball is dead out-of-bounds.
   F. when play resumes after an Official's time-out is taken, **if** initially related to a stoppage for injury, loss of helmet, equipment repair or a foul by a defensive player.
   G. after the administration or declining of a defensive penalty.

II. The play clock will be set to 25-seconds when the play clock is started:
   A. after the administration of an offensive penalty or offsetting penalties.
   B. when play resumes after a charged or TV/radio time-out is granted.
   C. or the first play of a quarter or overtime period.
   D. for a free kick or try.
   E. when Team A retains possession after a scrimmage kick or when Team B is awarded a first down (being very deliberate to give time for ball exchange and both teams to substitute).
   F. when play resumes after an Official's time-out is taken for an offensive injury, an offensive player who lost his helmet, offensive equipment repair, a measurement, heat/humidity or any other reason.
   G. when the Referee requests a re-set of the play clock because the ball was not made ready for play with at least 25 seconds of a 40-second play clock remaining. (The game clock starts on the snap unless the game clock was running when the Referee requested a re-set of the play clock.)

PLAY CLOCK/GAME CLOCK PROCEDURES

Event	Play Clock Starts At	Game Clock Starts	Covering Official's Signal	Referee's Signal
Dead Ball Inbounds	40	Running	S #7	None
Dead Ball Out of Bounds	40	Snap	S #3	None
Incomplete Pass	40	Snap	S #10	None
Team A Awarded 1st Down	40	Signal	S #3	Wind
Penalty Administration	25	Snap/ Ready[2]	S #3	Chop/ Wind[2]
Charged Team Time-out	25	Snap	S #3	Chop
Injury[1]	40/25	Snap/ Ready[2]	S #3	Chop/ Wind[2]
Measurement	25	Snap/ Ready[2]	S #3	Chop/ Wind[2]
Double Change of Possession – Team A Snaps	25	Ready	S #7	Wind
Change of Possession – Team B Snaps	25	Snap	S #3	Chop
Touchdown	25	N/A	S #5	Chop
Try, Field Goal, Safety	25	Varies[3]	Varies[3]	Chop
Start of Each Period	25	Varies	Varies	Chop
Legal Kick	25	Snap	S #3	Chop
Start of Overtime Period	25	N/A	N/A	Chop
Other Administrative Stoppages[4]	25	Ready	S #3	Wind

1 See Rule 3-6-1a(1)e EXCEPTION for defensive injuries and fouls.
2 The game clock will start on the legal touch of a free kick.
3 See Rule 3-4-2,3 for Starting the Game Clock.
4 Includes inadvertent whistle and period extension.

FUMBLE PROTOCOL

I. When a fumble occurs, all Officials who see the fumble must drop their bean bag at the yard line of the fumble.
II. When a fumble occurs and there is a pile, the nearest Official needs to go into the pile and start digging to see who has possession.
III. All other Officials need to stop the game clock and keep players from diving onto the pile.
IV. After the Official who is in the pile determines who has the ball, the nearest Official needs to signal in the direction the ball will be going.
V. If the team that fumbles has recovered the ball, wind the game clock and start the 40 second play clock immediately.

OFFICIALS' RADIO HEADSET PROTOCOL

I. Crew radios with headsets are MANDATORY during all high school varsity games, including all rounds of the Playoffs and the State Championship Games.
II. Remember most radio systems are generally not secure from the public, and you need to be careful of the language you use while speaking. DO NOT say anything you would not say over the Public Address system.
III. The Linesman will announce the down, yard line and line to gain over the radio prior to the start of each play. Also, the Linesman will announce if a 5-yard penalty will result in a 1st down when the line of scrimmage is in the middle of the chains. The Linesman and Line Judge will communicate whether they have a legal formation and may communicate there is a covered receiver, if the signal is not used.
IV. The ECO will announce when there are less than 2 minutes remaining in each half.
V. Officials will key the radio when reporting fouls to the Referee, so all Officials are aware of the foul and can communicate with the coaches.
VI. On 4th and short situations, the Referee will remind the Linesman and Line Judge to hustle in and sell a close spot and all Officials to stop the clock at the end of the play.
VII. The Umpire will announce the eligible receivers' numbers on or near the line of scrimmage when the offense is in a scrimmage kick formation.
VIII. The Umpire will communicate penalty enforcement via radio before marking off all penalties.

CREW COMMUNICATION SIGNALS

The following signals will be used:

I. The Linesman or Line Judge will communicate with each other by punching backward if the outside receiver on their side is off the ball and holding until the receiver goes in motion or the ball is snapped. If either has four players on the line of scrimmage on his side of the snapper, he will pat the top of his hat with his hand to indicate a covered receiver. The Umpire will then confirm the covered receiver with the Linesman or Line Judge by patting the top of his hat.

II. The Referee and Umpire will count the number of offensive players and verify that 5 players numbered 50-79 are on the offensive line (ineligible receivers) and signal to each other with a clenched fist that counting is complete and correct.

Team A Count	LOS	Backs	Status
12	8	4	Foul: too many offensive players
12	7	5	Foul: too many offensive players & too many A backs
11	7	4	Legal
11	6	5	Foul: too many A backs
10	6	4	Legal
10	5	5	Foul: too many A backs
9	5	4	Legal
9	4	5	Foul: too many A backs (Could also be a foul for not enough players on the LOS.)
8	4	4	Foul: not enough on LOS

III. For Penalty Enforcement, the Umpire will communicate with the Line Judge and Linesman before marking off a penalty. When marking off the penalty the Umpire will jog off the yardage from the spot of the foul, unless the foul was outside the hash marks. If the foul is outside the hash marks, mark the penalty from the hash marks. The following signals should be used:

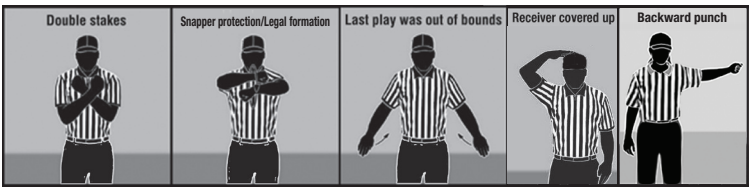
- A. One finger indicates a 5-yard penalty.
- B. Two fingers indicate a 10-yard penalty.
- C. Three fingers indicate a 15-yard penalty.
- D. An outstretched arm with the opposite hand to the elbow indicates a half-distance penalty.

IV. Double Stakes

V. Snapper Protection/Legal Scrimmage Kick Formation

VI. Last play was out of bounds

VII. Receiver covered up
VIII. Backward punch
IX. Completed catch (clutch hands to chest in catching motion)



USE OF PENALTY MARKER

I. The penalty marker should be tucked out of sight. If the penalty marker is tucked in the front of the pants, the black-ball type is recommended.
II. The penalty marker will be used to mark the appropriate yard line on which an Official has observed an infraction. Officials will avoid throwing penalty markers at players.
III. Discretion, officiating position and game situation should determine whether the marker is dropped or tossed following an infraction. However, as a general rule, Officials will throw the penalty marker in the air on a dead ball foul and throw the penalty marker out to a location or spot on a live ball foul. When encroachment or a false start foul occurs, the Linesman/Line Judge will throw the penalty marker to the side of the offending team.
IV. If an Official needs to relocate a penalty maker to the proper spot, it should be done immediately and prior to the foul being reported by picking up and placing (not tossing) on the proper spot.
V. When an Official has a foul, he should alert the crew by sounding three sharp blasts on his whistle at the end of the play.
VI. When a penalty marker is thrown, an Official away from the penalty marker and not involved in penalty enforcement should cover the penalty marker until the penalty is enforced.
VII. When the Linesman/Line Judge has a penalty marker, the opposite Line Judge/ Linesman will come to the hashes and mirror the dead ball spot so the penalty marker can be relocated, if needed, and the foul reported and hold until the penalty is ready to be enforced.

UNSPORTSMANLIKE CONDUCT

In determining whether an action rises to the level of an unsportsmanlike conduct foul, Officials should allow for brief, spontaneous, emotional reactions at the end of a play. However, Officials should penalize acts that are prolonged, choreographed or directed at an opponent. Examples that should be penalized without warning are as follows:

I. Demonstrations of violence such as brandishing guns and throat slashes.
II. Rehearsed poses.
III. Gestures with sexual connotation.
IV. Dunking the ball over the crossbar.
V. Removal of helmet to celebrate or protest.
VI. Dancing, somersaults or flips.
VII. Intentionally spiking or spinning the ball.
VIII. Any other act clearly intended to taunt, demean or show disrespect to an opponent.

USE OF THE HAT

I. The hat is to be tossed to the spot where the player goes out of bounds, voluntarily or involuntarily.
II. If voluntarily, meaning the player goes out of bounds on his own and during the down (a) returns to the field, (b) intentionally touches the ball, (c) influences the play or (d) otherwise participates, it is a penalty for illegal participation.
III. If involuntarily, meaning the player is blocked out of bounds and returns at the first opportunity, this is legal and no foul has occurred.

USE OF THE BEAN BAG

I. The bean bag is to be dropped on the appropriate yard line in accordance with the situations calling for such action in this manual.
II. The bean bag is to serve as an aid to enforcement and not an absolute reference point. The bean bag is to be used:
    A. to mark the spot of first touching by the kicking team on free kicks that have not yet traveled 10 yards.
    B. to mark the spot of first touching by kicking team on a scrimmage kick that has traveled beyond the expanded neutral zone.
    C. to mark the spot of possession, **if** inside the 5-yard line, for the defense or receiving team, **if** their momentum carries them into the end zone.

D. to mark the spot of a fumble.
E. to mark the spot where the ball was located when an inadvertent whistle sounds.
F. to mark the spot of a backwards pass that occurs beyond the line of scrimmage.

III. The Back Judge, Side Judge, Field Judge, and Umpire (The Linesman and Line Judge on short free kick situations) should have their bean bag in hand in preparation for all free kicks.

IV. The Back Judge must carry contrasting bean bags and has responsibility for dropping a bean bag from sideline to sideline on all scrimmage kicks. A bean bag must be dropped, when the kick is returned by the receiving team, to mark the spot the kick ended. A bean bag must also be dropped to mark the spot of a catch inside the 5-yard line or first touching by the kicking team. No bean bag is needed on a fair catch or when the ball is downed or rolls dead.

V. The Linesman must also carry contrasting bean bags to mark the spot after a first down when play is ready to start and the down mark operator is not in place.

CONTROLLING SAFETY ISSUES ON THE SIDELINE AND IN THE TEAM BOX

I. All Officials will:
A. consistently administer and enforce team-box and coaches' area restrictions.
B. be firm and professional, ensuring that restrictions are enforced so that all Officials have enough room to work.

II. After the first restricted area violation by a team:
A. the covering Official will drop his penalty marker for a sideline warning.
B. the covering Official will sound his whistle after the ball becomes dead, and report the infraction to the Referee.
C. the Referee will give the proper signal (S #15) and indicate the offending sideline.
D. the covering Official will verbally inform the coach of the warning. Communication should also include a reminder of enforcement of distance penalties for further violations.
E. all Officials record the time and period the warning is given.

III. After all violations for unintentional contact with an Official and the second and subsequent restricted area violations by a team:

A. the covering Official will drop the penalty marker, sound his whistle after the ball becomes dead, and report the infraction to the Referee.
B. the Referee will give the approved signals for unintentional contact with an Official (S #38, S #29, S #47) and restricted area violations (S #7, S #29, S #27, S #47). The Umpire will assess the applicable distance penalty.
C. the covering Official will verbally inform and remind the Head Coach when subsequent offenses will result in a 15-yard penalty.
D. all Officials record the time and the period that the penalty is assessed.

IV. Unsportsmanlike conduct fouls for contact with an official, restricted area violations and equipment violations (see below) charged to the Head Coach are considered separately to force an ejection.

ILLEGAL AND IMPROPERLY WORN PLAYER EQUIPMENT

To support the safety of all participants, players must wear equipment and uniforms that are properly fitted and worn as intended by the manufacturer. Allowing players to use illegal equipment, or wear required equipment improperly, could subject the coach to a penalty.

Illegal (prohibited) equipment includes jewelry, tinted visors, non-compliant eye shade, bands on the upper arm, neck or legs and uniform adornments like towels that do not conform to the rules. Improperly worn equipment includes pants not covering the knees, tooth and mouth protectors not worn and pads not being covered by the jersey.

When play is stopped for an equipment violation prior to the snap, the covering Official will sound his whistle, signal time-out (S #3) and send the player off the field. The following procedures will then be followed:

I. For the first offense, the player is only sent off the field.
II. For the second offense, the Head Coach will be given a warning (S #7, S #15).
III. For the third offense, the team will be penalized for delay of game (S #7, S #21). Also, the Head Coach will be verbally reminded that the next offense will result in a 15-yard penalty for unsportsmanlike conduct being charged to the Head Coach.
IV. For the fourth and subsequent offenses, the Head Coach will be penalized for unsportsmanlike conduct (S #7, S#27). The Head Coach will also be ejected for the second such unsportsmanlike conduct penalty (S #47).

FIELD-GOAL ATTEMPT BY FREE KICK AFTER A FAIR CATCH OR AWARDED FAIR CATCH

Positions:

I. Back Judge and Line Judge will be behind their upright.(5 Man Crew)
II. Back Judge and Field Judge will be behind their upright.(7 Man Crew)
III. Back Judge will rule on the crossbar.
IV. Both Officials determine whether the kick is successful.
V. The Referee will line up in the Back Judge position on a normal kick off.
VI. All other Official mechanics are the same as a kickoff.

KEYS AND PRIORITY OF KEYS – 5-MAN CREWS

I. In determining keys, several definitions are needed for clarification:
   A. Strength of the formation is determined by the number of eligible receivers on a particular side of the offensive information. It has nothing to do with the number of linemen on each side of the snapper, but rather the number of eligible receivers outside the tackles. If there is no strong side, strength is declared to the Linesman's side.
   B. Tight end is the end man on the line of scrimmage lined up no more than 4 yards from the nearest offensive lineman.
   C. Back in backfield is a player in the backfield between the tackles at the snap.
   D. Trips refers to three or more receivers outside the offensive tackle on the same side of the formation.
   E. Balanced formation occurs when there are the same number of eligible receivers outside the offensive tackles on each side of the formation. The Back Judge will key on the widest eligible receiver to the Lineman's side of the formation. The Linesman will then key on the next widest eligible receiver. The Line Judge will key on the eligible(s) on his side of the formation.
      1. Example: Team A sets in a balanced formation with two tight ends. The Back Judge will key on the tight end (the widest eligible) to the Linesman's side of the formation.
      2. Example: Team A has a flanker and a tight end on the side of the formation next to the Linesman. The Back Judge will take flanker, and the Linesman will take the tight end.
      3. Example: Team A has a split end and a slot back on the side of the formation next to the Linesman. The Back Judge will take the split

end, and the Linesman will take the slot back. In examples 2 and 3, the Line Judge takes the eligible(s) on his side of the formation.

F. Unbalanced formation occurs when the strength of the formation is determined by the number of eligible receivers outside of the offensive tackles. The Back Judge takes the widest eligible(s) to the strength of the formation. The Linesman or Line Judge to the strong side strength of the formation takes eligible(s) on his side. For example:

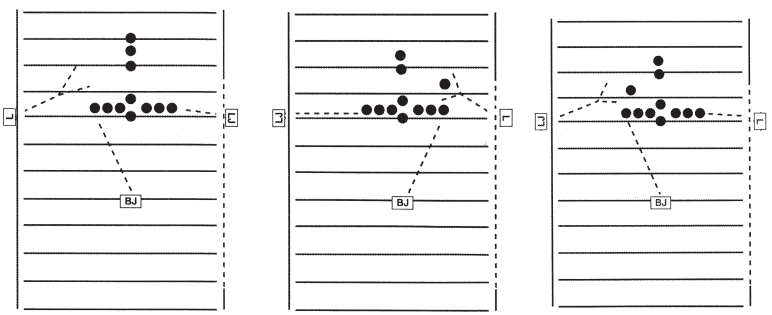
Team A has a flanker and a tight end to the Linesman's side of the formation. On the Line Judge's side there is a tight end. The Back Judge will take the flanker and the Linesman will take the end on his side of the formation. The Line Judge will take the eligible(s) to his side. If Team A sets in trips, the Back Judge will take the two outside eligible receivers to the strength of the formation. The strong side wing will take the inside eligible receiver. If the trips are stacked, the Back Judge takes the front two.

G. The Back Judge takes the man in motion or the last man in motion.

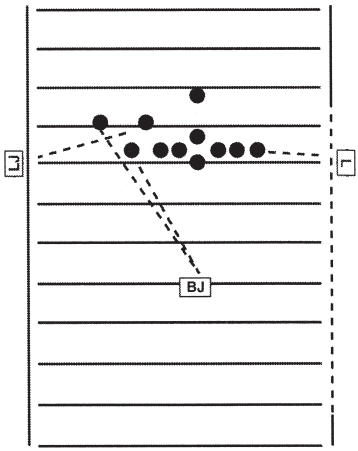
II. The priority of keys to determine initial assignments for each Official is as follows:

A. Back Judge has the first key.

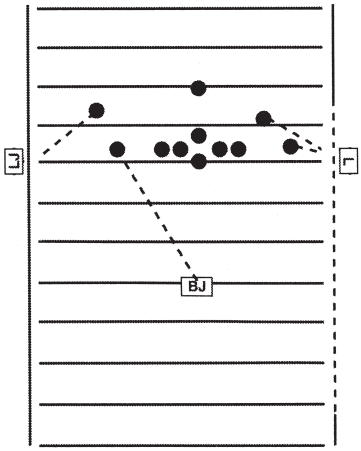
B. Line Judge and Linesman have the second key. Note: Do not key off the same player as the Official ahead of you in the priority. The Line Judge or the Linesman will not key off of the same player as the Back Judge. Normally, one wing Official will key off of the receiver on the side where the strength is not declared, and the other wing Official will be keying a strong side back.



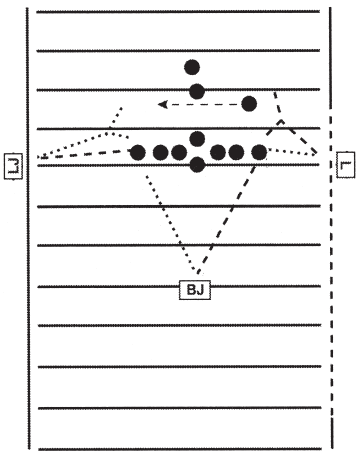
BALANCED FORMATION **STRENGTH TO L'S SIDE** **STRENGTH TO LJ'S SIDE**



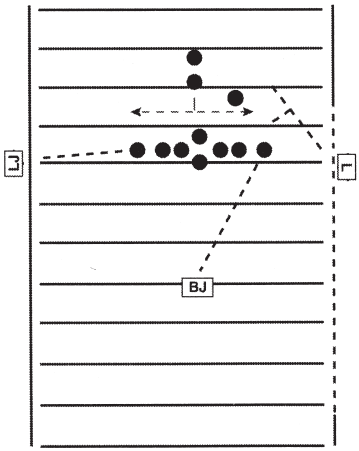
TRIPS TO ONE SIDE
(THREE RECEIVERS)



DOUBLE WING, OR ANY FORMATION
WITH TWO RECEIVERS EACH SIDE



MOTION WHICH CHANGES STRENGTH
(CHANGES KEY)



MOTION WHICH DOES NOT CHANGE
STRENGTH (DOES NOT CHANGE KEY)

KEYS & PRIORITY OF KEYS – 7-MAN CREWS

I. The priority of keys to determine initial assignments for each Official is as follows:
   A. Back Judge has the second key.
   B. Field Judge and Side Judge have the first key. Note- Do not key off the same player as the Official ahead of you in the priority. The Field Judge or the Side Judge will not key off of the same player as the Back Judge. Normally, one deep Official will key off of the receiver on the side where the strength is not declared, and the other wing Official will be keying a strong side back.

II. Balanced formation: When there are the same numbers of eligible receivers (2) outside the offensive tackles on each side of the formation, the Back Judge will key on the second eligible receiver to the Linesman's side of the formation. The Side Judge will key on the widest eligible receiver. The Field Judge will key on the widest eligible on his side with the Line Judge keying on the 2nd eligible on his side.
   A. Example: Team A sets in a balance formation with two tight ends. The Field Judge will key on the tight end (the widest eligible) to the Line Judge's side of the formation, and the Side Judge will key the tight end (the widest eligible) to the Linesman side of the formation.
   B. Example: Team A has a flanker and tight end on the side of the formation next to the Linesman. The Back Judge will take the tight end, and the Side Judge will take the flanker.
   C. Example: Team A has a split end and a slot back on the side of the formation next to the Linesman. The Side Judge will take the split end, and the Back Judge will take the slot back. In both examples, the Field Judge and Line Judge take the eligible(s) on their side of the formation.

III. Unbalanced formation: The strength of the formation is determined by the number of eligible receivers outside of the offensive tackles. The Back Judge takes the 2nd eligible to the strength of the formation. The Field Judge/Side Judge to the strong side strength of the formation takes the widest eligible on his side.

   Example: Team A has a flanker and a tight end to the Linesman's side of the formation. On the Line Judge's side there is a tight end. The Side Judge will take the flanker and the Linesman will take the end on his side of the formation. The Field Judge will take the eligible(s) to his side. If Team A sets in trips the Field Judge/Side Judge will take the widest eligible receiver and Back Judge will take the 2nd eligible to the strength of the

formation. The strong side Linesman or Line Judge will take the 3rd eligible receiver. If the trips are stacked let the receivers declare which direction they go.

IV. Motion: **if** motion occurs, the strength of the formation is not determined until the snap. Keys may change with motion.

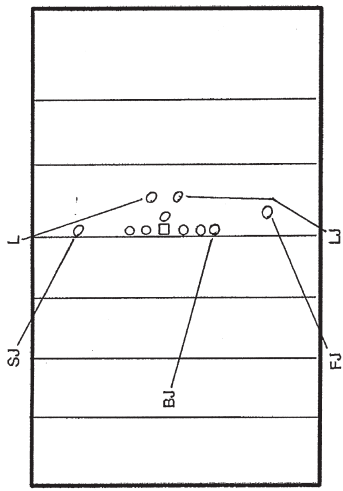
Example: Team A sets in a formation with a flanker and a tight end on the Linesman's side and the tight end on the Line Judge's side. The Back Judge initially takes the tight end, the Side Judge initially takes the flanker and the Field Judge initially takes the tight end on his side. If the flanker goes in motion, his position at the snap will determine if the original keys change. In this example, the flanker gets past the tight end on the Line Judge's side at the snap. The Back Judge then switches to the tight end on the Line Judge side and the Field Judge will switch to the flanker side. The Side Judge will switch to the tight end side. If the flanker is behind the tight end at the snap, the Back Judge will stay with the flanker (motion man) and the Field Judge will stay with his original key, the tight end.

REVERSE MECHANICS FOR 7 MAN CREWS

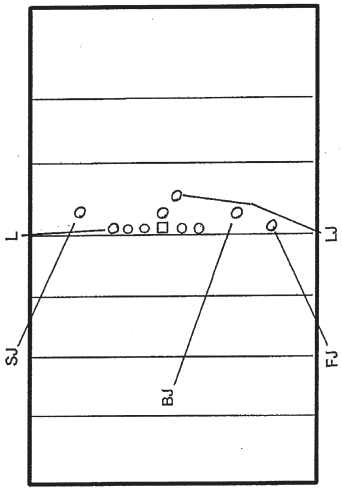
I. Reverse mechanics occur when there is a change of team possession and a return.

II. The Field Judge and Side Judge will:
   - A. cover the sideline in the restricted area and check for illegal blocks.
   - B. sound his whistle when the ball becomes dead in his area.
   - C. square off forward progress by moving down the sideline to the spot where the ball became dead (if outside the 2-yard line) and then jog perpendicular in toward the center of the field to the numbers and mark forward progress with his downfield foot.
   - D. mirror the opposite Side/Field Judge and help get the spot if they are blocked out.

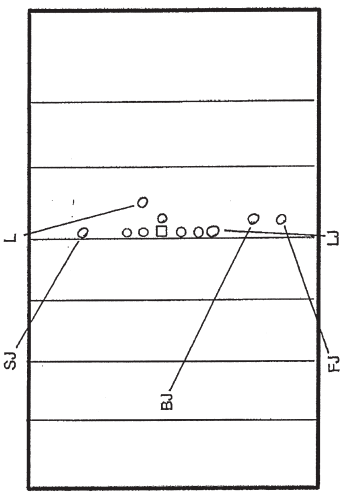
III. The Linesman and Line Judge will:
   - A. watch for illegal blocks, clipping and other fouls in the secondary.
   - B. direct his initial movement in reaction to the play situation. Movement in the restricted area should be controlled, but attempt to get a cushion of at least 20 yards in advance of the play.
   - C. **if** there is a break away, be at the goal line before the returner crosses it.
   - D. get the forward progress spot, **if** the ball is downed inside the 2-yard line.
   - E. move quickly and directly into the out of bounds area to observe, clean up any action and retrieve the ball, **if** the play goes out of bounds on his side.



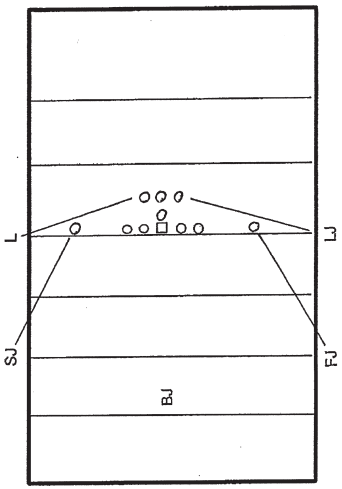
PRO SET



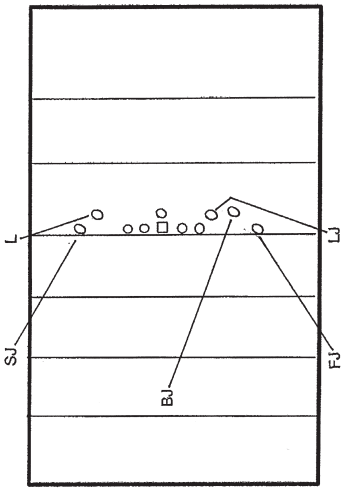
DOUBLE/DOUBLE SET
BALANCED



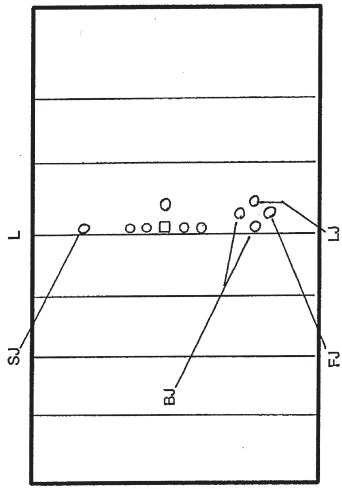
TRIP SET



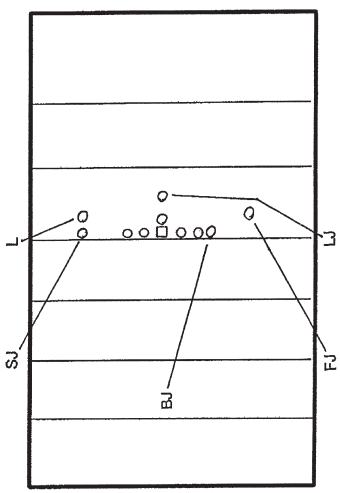
FULL HOUSE



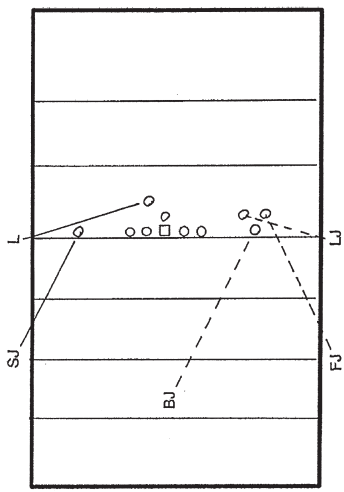
5 RECEIVER SET



4 & 1 SET



STACK SET



BUNCH SET

GUIDES FOR – "WHEN IN QUESTION"

• Incomplete pass or fumble	Incomplete pass
• Forward or backward pass	Forward pass
• Kick or pass touched or not	Not
• Catch or no catch	No catch
• Passer has thrown or fumbled	Passer has thrown
• Touchback or safety	Touchback
• Defenseless or not	Defenseless
• Excessive/unnecessary or not	Excessive/unnecessary
• Fumble or dead ball	Dead ball
• Helmet on or off	Helmet off
• Accidental or intentional (contact, touching, kicking)	Accidental
• 5 or 15 facemask	15-yard penalty
• 5 or 15 roughing kicker/holder	15-yard penalty
• Passer inside or outside free blocking zone	Outside
• Receiver on or off LOS	Legal formation/not covered
• Clipping or block in back	Clipping
• Forward pass crossed or did not cross line of scrimmage	Crossed

5 MAN CREW REFEREE

GAME WEEK PREPARATIONS

I. During the week of the game, the Referee will:
   A. contact the Athletic Director (or other Administrator) of the host school to verify game time, obtain location of Officials' parking and locker room, and inquire about any special events occurring prior to or during the game or any other unusual circumstances at game site. Request that members of the chain crew and ball boys wear distinctive vests or shirts to be easily identified, if possible.
   B. if unfamiliar with game site, obtain information regarding location of team dressing rooms to determine if crew should be prepared to prevent the teams from crossing paths entering and leaving the field.
   C. confirm the Administrators' Meeting will be held immediately after the pregame conference with both Head Coaches, approximately 30-minutes prior to game time.
   D. contact crew members prior to game day to advise them of the meeting time for travel departure site or the game site and any additional information with respect to the game provided by the host school.
   E. establish the pregame meeting time, and all Officials will arrive not less than 5-minutes prior to the scheduled time.

II. Upon arrival at the game site, the Referee will conduct a pregame meeting with the crew from a printed outline.

PREGAME COACHES CONFERENCE

The Referee will:

I. have the crew enter the field together, not less than 45-minutes prior to the scheduled kickoff time.
II. deliver the list of Officials to each Head Coach, starting with the home team.
III. ask the Head Coach to verbally verify, in presence of all crew members, that all players are legally equipped and in compliance with NFHS rules.
IV. obtain captains' numbers and advise that captains are needed 5-minutes prior to the scheduled kickoff. Circle the number of the speaking captain as determined by the Head Coach.
V. check with each Head Coach for any unusual plays, shifts, or formations.

VI. secure names of coaching staff personnel who will be responsible for sideline safety control of team members and report this information to all Officials.
VII. secure names of coaching staff personnel designated to call time-outs in absence of Head Coach.
VIII. verify where teams will be before the game and at half time.
IX. verify with each Head Coach the preferred choice if his team wins the toss.
X. inquire about any clock problems with home team Head Coach.
XI. verify that the home team has the chain crew, and both teams have ball personnel and game balls.
XII. confirm the time and place for the Game Administrators' Meeting with Head Coaches and Game Administrators.
XIII. determine whether each team has a designated health care professional on its sideline, and verify that an emergency plan is in place.
XIV. remind coaches no more than four captains are allowed for the coin toss.
XV. secure the name of team's designated representative (Coach or Player) who will make decisions regarding penalty acceptance or declination and ask them to communicate decisions through Linesman and Line Judge.

FOLLOWING PREGAME COACHES CONFERENCE

The Referee will:

I. attend the Administrators' Meeting with the two Head Coaches. The Game Administrator should identify security that will escort crew on and off the field and notify both Head Coaches of length of the halftime intermission.
II. direct game management to remove or repair any hazards on or near the field. Ensure all tents and other team equipment are in the team box between the 25-yard lines.
III. coordinate the inspection of playing field and pylons.
IV. inform Head Coaches of starting time and whether the game clock will be kept on the field.
V. inform visiting Head Coach of any change in halftime intermission (a maximum of 5-minutes either way).
VI. give the visiting Head Coach the option of operating the chains on the press box side of the field if the home team is on the sideline opposite the press box.
VII. keep the Official score.
VIII. ensure the ECO instructs the game clock operator to set the pregame clock to expire at the kickoff time.
IX. ensure the Back Judge instructs the game clock operator to time the halftime intermission. On the Referee's signal, the score board operator will set the game

clock to the appropriate time. The game clock will start on the Referee's signal to be given after both teams have left the field. When time has elapsed completely (or the Referee has signaled to reset the game clock after both teams have returned to the field), the score board operator will immediately reset 3-minutes on the game clock to time the mandatory warm-up period.

X. ensure the Linesman, Line Judge and Back Judge secure and approve the game balls. The Linesman and Line Judge will use the assigned ball personnel **if** two balls will be used.

XI. ensure the Line Judge and Linesman inform the ball personnel of the proper way and time to change the footballs between plays.

XII. verify heat index with the Game Administrator or training staff of the home team, **if** appropriate.

XIII. determine whether the PCO is an Official. If the PCO is not an Official, the Back Judge will conduct a pregame conference on operating the play clock.

XIV. instruct the crew to maintain a presence at or near the 50 yard line while both teams are still on the field.

XV. let the crew return to their locker room or go to another area away from the field if all pregame duties are completed and at least one team has left the field. If Officials remain on the field, they should not stretch, jog or do any other activities that would draw attention to them. All Officials must be back on the field 10 minutes prior to kickoff.

THE COIN TOSS

I. Pregame
   - A. The Back Judge and Line Judge will secure game balls from their respective teams to bring on the field for the coin toss. They will have the team captains line up 5-minutes before kickoff. The speaking captain for each team should stand next to the Referee.
   - B. The Referee and the Umpire will jog to the center of the field 3-minutes before kickoff. The Referee will face the scoreboard.
   - C. The Referee will signal the other Officials and captains on the field. The captains will meet the Referee and Umpire in the center of field. All other Officials should stop at the hash marks facing the Referee.
     1. The Line Judge will come out from the press box side on the 45-yard line furthest from the game clock.
     2. The Linesman and Back Judge will come out from the Linesman's side on each 45-yard line. The Linesman should be on the 45-yard line furthest from the game clock.

D. The Referee will instruct the captains to shake hands.
E. The coin will be flipped no later than the 2-minute mark.
F. In the presence of the Umpire, the Referee will:
   1. instruct the visiting captain to give "heads" or "tails" choice before the coin toss and inform the captains that if the coin is dropped it will be tossed again.
   2. make the toss and determine the winner.
   3. place a hand on the winning captain's shoulder and have the captain choose one of the following options:
      a) receive
      b) defer choice to second half
   4. **if** the winner of the toss defers, step toward the press box and give the deferred signal (S #10) twice; then ask the deferring captain which direction they would like to kick.
   5. **if** the winner of the toss chooses to receive, ask the other captain which direction they would like to kick.
G. The Referee will place the captains in position facing each other with their backs toward the goal they will defend.
H. While facing in the same direction as the receiving captain, the Referee will signal the choice by making a catch motion to simulate receiving.
I. The Referee will dismiss the captains.
J. After captains are released back to their sidelines, all Officials will gather in the middle of the field to verify the coin toss information and receive last minute instructions from the Referee. After instructions are given, all Officials will jog to their positions with 1-minute remaining on the game clock.
K. If the Home Team requests that military personnel, celebrities, etc. participate in the pregame coin toss, the actual coin toss should be held at the Administrators' Meeting. A ceremonial coin toss will then be held as described above with the options already being determined. If the coin toss is not done prior to the game, the Referee should toss the coin.

USE OF THE MICROPHONE

The Referee's use of a field microphone adds a positive dimension to communication when used properly. The microphone should be used to explain penalties and unusual situations. The Referee should have the option to use or not use a field microphone. The Referee should have control (on/off switch) of the microphone. **If** used, the microphone should be tested prior to the start of the contest, and the following guidelines should be followed.

When What Team Player Penalty Next Down

When – Identify ONLY if it is relevant.
For pre-snap fouls, say "Prior to the snap."
For a dead ball foul, say "After the play" while giving the dead ball signal. Never say "Dead ball."
If relevant, say "During the kick" or "During the return" or "Prior to the fumble/interception". This is not relevant when the ball stays in possession of the offense.

What – Always identify the foul.
Say "Holding", "False start", "Pass interference", "Free kick out of bounds", etc.

Team – Always say a team while pointing in that team's direction.
Say "Offense" or "Defense", "Kicking team" or "Receiving team".
Never announce color or team name.

Player – Give the number of the offending player.
Say while still pointing in team's direction.
If you don't have a number (do not guess) or it's not relevant (e.g., illegal participation), skip this.

Penalty – Always identify length of penalty and enforcement spot.
Say 5/10/15 yards "from the previous spot", "from the succeeding spot", "from the spot of the foul", "from the end of the run", etc.
Say "Half the distance to the goal line", when applicable.
Say "Penalty is declined", if applicable.

Next Down – If applicable, say "Loss of down" while giving the related signal.
Always say "*(Next)* down", while holding your upper arm parallel to the ground, your forearm straight up and your fingers signaling the number. Do not hold your hand in front of your face.
If it is a 1st down, signal while announcing.

Examples:

- "During the run, Holding, Offense #72, 10 yards from the previous spot, Replay 2nd down."
- "After the play, Personal foul, Defense #22, 15 yards, Result is a 1st down."
- "Pass interference, Defense #14, 15 yards from the previous spot, Result is a 1st down."
- "Roughing the passer, Defense #89, 15 yards from the previous spot, Automatic 1st down."
- "During the return, Block in the back, Receiving team #44, 10 yards from the spot of the foul, 1st down."
- "Illegal forward pass, Offense #12, 5 yards from the spot of the foul, Loss of down, 3rd down."
- "Prior to the snap, False Start, #77, 5 yards, still 2nd down."
- "After the play, Unsportsmanlike Conduct Offense #13, 15 yards from the end of the run, 3rd down. That is #13's first Unsportsmanlike Conduct foul." or "That is #13's 2nd Unsportsmanlike Conduct foul, so he has disqualified himself from the game."

Reminders for Referees:

- Ask the calling Official to give you the foul, team and number of offending player, penalty yardage and enforcement spot, live or dead ball, and in or out of bounds.
- For both the preliminary and final signal, come to a complete stop in an area clearly visible to and facing the press box away from any players. Stand still while announcing and look at press box during entire announcement.
- Keep your head level and stationary.
- Think before you speak. Do not turn the microphone on until you have all the information you need and the words in your head.
- "Rehearse" with the Umpire to ensure you have needed information before making the formal announcement.
- Speak in a clear, unhurried and conversational tone. Do not shout; this conveys anger.
- Coordinate statements with signals.
- Do not "over explain." You run the risk of stumbling on words. When in doubt, say less.
- If anything is unusual, have the calling Official remain close during the announcement to remind you of pertinent information.
- Use the word "correction" to change a previous announcement: "Holding, Offense #65, Correction, #56."
- When announcing time outs, you can refer to the team name.

- For unsportsmanlike conduct fouls, always tell whether it is the 1st or 2nd for that player/coach.
- When you are finished, turn the microphone off, pause, turn and jog to your next pre-snap position.
- Practice these principles in the following ways to improve and correct any mistakes:
  - Practice in front of a mirror, while talking out loud.
  - Watch replays of your games, when possible.
  - Say the words even in games you are not using a microphone.
  - Consider using a recorder during games to review later.

DECLARING BALL READY-FOR-PLAY

I. **If** the play clock is to be set to 25-seconds, after the ball is spotted, the Referee, will:
   A. move to a position approximately 12-15 yards from the line-of-scrimmage and at least 5 yards wide of the tackle position in a normal scrimmage formation.
   B. announce the down (using appropriate fingers or fist), check that the crew is ready and in position to officiate, release the Umpire off the ball and to his normal position prior to marking the ball ready-for-play and solely verify the number of offensive players **if** a quick snap is possible.
   C. sound his whistle, give the ready-for-play signal (S #1) and give the signal to start the game clock **if** necessary (S #2) twice.

II. **If** the play clock is set to 40-seconds after the end of the preceding play:
   A. the Referee will move to a position approximately 12-15 yards from the line-of-scrimmage and at least 5 yards wide of the tackle position in a normal scrimmage formation.
   B. the ball is ready for play when the Umpire returns to his normal position after spotting the ball (without a ready-for-play signal or whistle from the Referee). Unless held in position by the Referee, the Umpire does not linger over the ball.
   C. the Referee will re-set the play clock to 25-seconds (with a pumping motion with one arm with a flat palm upward) and follow the 25-second play clock procedure **if** he receives a signal from the Back Judge that the ball was not ready for play with at least 25 seconds remaining on the 40-second play clock. The Referee will stop the game clock to re-set the play clock only if he deems there has been a delay in re-setting the play clock.

CORRECTING OBVIOUS ERRORS IN TIMING

Requisites for correcting timing errors:

I. The timing errors must be readily evident and have resulted in an acknowledged discrepancy. The Referee may consult the ECO.

II. Corrections must not involve judgment but result from failure, either human or mechanical, to correctly administer the timing rule.

III. Corrections may occur if the error is discovered before the second live ball following the error unless the period has Officially ended.

COACH-REFEREE CONFERENCE

I. Purpose
   - A. The conference allows a review of possible misapplication or misinterpretation of rules by Officials.
   - B. The conference allows corrections when an error has been made.

II. Procedures
   - A. A request for the conference must be made prior to the ball becoming live following the play which is to be reviewed, unless the period has Officially ended.
   - B. The Head Coach calls or directs the player to request a time-out to confer with the Referee regarding possible misapplication of a rule.
   - C. The Referee grants the time-out and charges it to the requesting team.
   - D. The Referee, accompanied by the Linesman or Line Judge, and the Head Coach confer at the sideline directly in front of the team box in the field of play.
   - E. **If** the rule is determined to have been applied correctly:
     1. the time-out remains charged to the team.
     2. the foul for delay of game is called if all permissible time-outs have been used.
     3. If time permits, the Head Coach may talk to the team for the time remaining in the charged time-out.
   - F. **If** the rule is determined to have been applied incorrectly:
     1. the correction is made immediately.
     2. the time-out previously charged to the team becomes an Official's time-out.
     3. the Referee will review and explain the situation to the opposing Head Coach before continuing the game.

DISQUALIFICATION PROCEDURE

The Referee will:

I. provide the Head Coach with the reason and while accompanied by the Linesman or Line Judge.
II. require a disqualified player to vacate the field and remain off the field.
III. require a disqualified coach to vacate the stadium area.
IV. **if** a disqualified coach does not vacate the stadium area:
    A. inform the Head Coach (or acting Head Coach) that noncompliance could lead to forfeiture.
    B. locate the Game Administrator for assistance.
    C. do not continue the game until the disqualified coach vacates the stadium area.
    D. forfeit the game **if** necessary.

KICKOFF

I. The Referee will count receiving team players and confirm with the Line Judge and the Linesman using a clenched fist to each side. The clenched fist by the Line Judge and Linesman is the ready signal indicating the sideline is clear and the Official is ready for the kickoff.
II. The Referee will pick up the ready sign (open hand above head) from the ECO and PCO when they are in free kick positions, look for the ready sign by the Back Judge and then communicate to the Back Judge via radio to hand the ball to the kicker or signal by extending his arm toward the Back Judge with a clenched fist if radios are not used.
III. Once the Back Judge reaches his free kick position and communicates he is ready via radio or gives the ready signal when radios are not used, the Referee will promptly give the ready-for-play signal (S #1) with a sharp blast of his whistle.
IV. The Referee will make sure that kickers are in position before he blows the ready signal to avoid a delay of game foul.
V. On scoring plays involving a penalty by the opponent of the scoring team, the Referee will:
    A. give the preliminary penalty signal and indicate the offending team.
    B. obtain the choice from the designated representative of the offended team.
    C. give the penalty signal and indicate the offending team. **If** the penalty is accepted, the Referee will indicate if the score counts and if the penalty will be enforced on the subsequent kickoff by pointing to the succeeding spot.

The Back Judge will give the final signal prior to stepping off the penalty and prior to the subsequent kickoff.

VI. Before the kick, the Referee will:
- A. be positioned on the receiving team's goal line near the middle of the field away from any deep kick returners.
- B. count receiving team players.
- C. check positions of other Officials.
- D. declare the ball ready for play (S #1) and sound his whistle after ready signals have been received from other Officials.
- E. **if** a short or onside free kick is anticipated:
  1. move the Line Judge and the Linesman up.
  2. take position on the receiving team's goal line.
  3. be alert to assist other Officials.

VII. After the kick, the Referee will respond according to game situations.
- A. The Referee will be alert for an illegal formation when the ball is kicked.
- B. When the Linesman and Line Judge are positioned on the goal line, the Referee will:
  1. rule on a touchback while standing on the goal line.
  2. signal the game clock to start (S #2) when the kick is touched other than first touching by the kicking team.
  3. pick up the runner and follow until releasing to covering Official for a kick down the middle.
- C. **If** the Line Judge and Linesman have been moved up the field or positioned on the receiving team's free kick line in anticipation of an onside kick and a deep kick is made, the Referee will:
  1. remain on the receiving team's goal line.
  2. rule on touchback while standing on the goal line.
  3. be the only Official to wind the game clock on a free kick when the ball is kicked deep.
  4. rule on whether the player's momentum took him into the end zone and mark the spot of the catch with a bean bag, **if** the kick is caught inside the 5-yard line and the player is downed in the end zone.
- D. With a kick outside an inbounds line, the Referee will:
  1. move cautiously with play.
  2. observe action of other players in vicinity of the runner.
  3. serve as clean-up behind, to side of and around the runner.
- E. When a bean bag is thrown for first touching by the kicking team, the Referee will go near the spot of first touching, signal (S #16) and point at bean bag and determine where the receiving team will put the ball in play.

RUNNING PLAY

I. After the ball is spotted, the Referee will:
   A. move to a position that is visible to the ECO and the PCO (approximately 12-15 yards from the line-of-scrimmage and at least 5-yards wide of the offensive tackle) prior to the ready signal and will then adjust according to the formation. The Referee's initial position will be on the goal line when the ball is snapped from the 12-15 yard line and the end line when the ball is snapped on or inside the 12-yard line. The Referee will be positioned:
      1. on the passing arm side of the quarterback.
      2. to view tackle on opposite side and the backs.
      3. in a standing position with shoulders parallel or angled to the line of scrimmage.
   B. declare the ball ready-for-play by using the established procedure.
   C. make sure all players are set for the one-second count before the snap.
   D. count the number of offensive players and verify that 5 players numbered 50-79 are on the offensive line (ineligible receivers); signal to the Umpire with a clenched fist extended forward on the Umpire's side that counting is complete and correct.
   E. watch for snap irregularities and movement of linemen. The Referee will have primary responsibility for linemen on the opposite side. Assuming a right-handed quarterback, the Referee will have the left guard and left tackle.
   F. watch for illegal shift or player in motion.
   G. identify eligible backs.
   H. be alert for a Head Coach requesting a time out.

II. After the snap, the Referee will:
   A. key the tackle on the opposite side. **If** he blocks aggressively, the Referee will assume run. **If** he pass blocks, the Referee will assume pass.
   B. observe the ball, runner, action around the runner, and blocks up to the neutral zone, focusing on the linemen on the opposite side. Assuming a right-handed quarterback, the Referee will have the left guard and left tackle.
   C. move parallel to the line of scrimmage **if** action is not in the direction of original position, maintaining position approximately in line with runner's progress.
   D. delay moving immediately toward the line of scrimmage to avoid hindering reverse or delayed play and assure maximum vision of play.

E. move behind the play toward the side of the field to which the play advances to cover the runner **if** he is downed near the line.
F. watch for illegal use of hands by offensive players.
G. observe action behind the ball and away from the runner near the neutral zone.
H. observe action on the quarterback after handoff.
I. check the out-of-bounds spot behind the neutral zone before leaving the area.
J. continue to observe action behind the neutral zone before leaving the area.
K. be responsible for the runner until he crosses the neutral zone.

III. During a dead ball, the Referee will
A. only sound his whistle when the ball carrier is down in his area deep behind the line of scrimmage.
B. only go to the forward progress spot if he has the ball carrier down deep in the backfield. The Referee will be aware if the run ends close to a first down. Otherwise, the Referee will officiate dead ball action no closer than 5-yards from the dead ball spot.
C. when the ball is dead outside the numbers to his side, assist with relay of the ball to the Umpire for spotting unless a first down is gained.
D. when the ball is dead outside the hashes above the bottom of the numbers to his side, obtain the ball with help from the wing official or Back Judge for spotting while facing the appropriate sideline unless a first down is gained.
E. when the ball is dead outside the numbers to the opposite side, hustle to the opposite hash and obtain the ball for spotting while facing the appropriate sideline unless a first down is gained.
F. if a first down is gained, signal the game clock to stop (S #3) and then start the game clock with a silent (no whistle) wind signal (S #2) when the Umpire is inside the hashes with the ball, unless the play ended out of bounds. If the Referee need to spot the ball when a first down is gained, the Referee will signal the game clock to stop and then silent wind from the spotting position.
G. when a forward fumble goes out of bounds between the goal lines, start the game clock with a silent wind (no whistle) signal (S #2) when the Umpire is inside the hashes with the ball unless it was 4th down and the bean bag spot is short of a 1st down.
H. when the Back Judge spots the ball during the last two minutes of each half, the Referee will not start the game clock until the Umpire is in his position.

I. extend both arms to the side and parallel with the ground, then give the next down with the fingers and confirm next down with Linesman before the down indicator is changed.
J. quickly check that the down marker is correct and that the rest of the crew is ready.
K. give the time-out signal to stop the game clock unless it is already stopped by rule, if a change of team possession has occurred.

IV. When the offense lines up in victory formation late in a game, the Referee will move up in order to talk to the players and kill the play as quick as possible.

FORWARD PASS

I. After the ball is spotted, the Referee will follow the same procedures as described in the Referee section on Running Plays.
II. After the snap, the Referee will:
A. key the block of the offensive tackle on the opposite side.
B. observe all blocks behind the neutral zone.
C. remain wider and deeper than the passer, as the passer retreats.
D. give special attention to contact with the passer by:
1. continuing to observe the passer, not the flight of the ball, after the ball is released.
2. verbally alerting defenders when the passer has released ball.
3. adjusting position during the play to maintain the required view of the passer in the pocket.
E. determine whether the pass is forward or backward, when the quarterback drops back after the snap. The Line Judge and Linesman have the primary responsibility for the direction of the pass when thrown toward their sideline by the quarterback immediately after the snap or when they remain on the line of scrimmage.
F. be alert to observe an illegal pass and will:
1. move to the spot of the pass to determine whether the passer's feet were in or behind neutral zone when ball was released.
2. drop penalty marker **if** illegal, and continue to officiate.
3. mark the spot of the pass with a bean bag **if** close and continue to officiate.
G. when the Umpire assumes responsibility for the quarterback, focus on all linemen for illegal blocks. If the quarterback reverses field, the Referee will reassume responsibility for him if he crosses back in front of the Umpire.

H. when the ball is snapped from the goal line to the 12-yard line, move to and have responsibility for the goal line when the Umpire assumes responsibility for a retreating quarterback.
I. solely be responsible for intentional grounding. Although the Referee may get assistance from the covering Official, he is the only one that drops a penalty marker.
J. determine if the forward pass was tipped and give signal (S #11) **if** the pass was tipped.
K. continue to observe action behind the neutral zone before leaving the area.
L. be responsible for the runner until he crosses the neutral zone.

SCRIMMAGE KICK - PUNT

I. After the ball is spotted, the Referee will:
   A. check the down and distance with the Linesman.
   B. declare the ball ready-for-play when needed by using the established procedure.
   C. be positioned:
      1. 5-7 yards outside the offensive tackle.
      2. 3-5 yards behind the kicker on the kicking-leg side.
      3. in a standing position with shoulders parallel or angled to the line of scrimmage.
   D. be able to see the ball and observe all backs.
   E. count kicking team players and signal to the Umpire with a clenched fist extended forward on the Umpire's side that the players have been counted.
   F. signal to crew the kicking team is in a scrimmage-kick formation **if** the punter is at least 10 yards behind line of scrimmage (S #19).

II. After the snap, the Referee will:
   A. turn at an angle toward the kicker.
   B. watch for fouls behind the neutral zone, especially near the kicker.
   C. be alert for blocked kick and be ready to rule on recovery. After the kick is away and not blocked, the Referee's first movement should be to "circle" behind the kicker.
   D. verbally alert rusher(s) that ball has been kicked.
   E. determine **if** the kick was tipped and give signal (S #11) **if** the kick was tipped.
   F. observe line play after the ball crosses the neutral zone.
   G. move downfield slowly following the kick.

H. watch for fouls and, **if** there is a long return, be in advance of the runner and ready to rule on the touchdown and assist with forward progress near the goal line. When the runner crosses the goal line after running closely down the sideline, the Referee should look to the covering wing Official and assure the runner did not step out of bounds before giving a touchdown signal (S #5).
I. determine from the covering Official **if** the ball was touched beyond the neutral zone and by whom.
J. line up the Back Judge or the Line Judge from his position behind the punter by using an outstretched arm and "chopping" where the ball crossed the sideline **if** the kick goes out of bounds in flight.
K. go directly to the out-of-bounds spot on a short kick out of bounds.
L. signal the Linesman to move the line-to-gain equipment **if** no foul occurs during the kick.
M. when a bean bag is thrown for first touching by the kicking team, the Referee will go near the spot of first touching, signal (S #16) and point at bean bag and determine where the receiving team will put the ball in play.
N. obtain the ready sign from the Linesman before giving the ready-for-play signal.

FIELD-GOAL ATTEMPT OR TRY FROM ANY DISTANCE

I. After the ball is spotted, the Referee will:
   A. be positioned:
      1. 2-3 yards to the rear and 5-7 yards to the side of the potential kicker.
      2. in a standing position with shoulders parallel or angled to the line of scrimmage.
   B. count kicking team players and signal to the Umpire with a clenched fist extended forward on the Umpire's side that the kicking team has been counted.
   C. signal to the crew that the offensive team is in a scrimmage-kick formation (S#19).
   D. observe the kicker, holder and the opposite side tackle.
   E. on the swinging gate, go to his normal presnap position for a kick, and stay in that position throughout the down.
II. After the snap, the Referee will:
   A. turn and face the holder to be able to see the holder receive the ball.
   B. watch for a fumble by the holder.
   C. observe position of the holder's knee for possible backward pass attempt.

D cover as usual if run or pass.
E. assist in sideline coverage **if** run or pass develops to Line Judge's side.
F. signal score (S #5) or no score (S #10) twice after receiving the signal from the Officials ruling on the kick.
G. rule on roughing the kicker or holder.
H. immediately sound his whistle and give the no-score signal (S #10) twice **if** the try is blocked.
I. If the field goal is blocked, the ball remains live. Treat a missed field goal the same as a punt.

AFTER A TRY OR SUCCESSFUL FIELD GOAL

I. The Back Judge will time the 60-second interval.
II. The Referee will meet with the Back Judge after the play **if** a penalty is to be carried over to the kickoff to confirm the correct signal, team to be penalized and distance for the penalty.
III. The Referee will only meet with the crew after the try **if** late in the game and an onside kick is possible. The meeting can be replaced by using radios.
IV. The Referee will use the radio to move the Linesman and Line Judge up when an onside kick is anticipated.

AFTER A SAFETY (OR SCORE ON LAST PLAY OF 1ST/3RD QUARTER)

The Referee will:
I. meet with the Back Judge after the play **if** a penalty is to be carried over to the kick to confirm the correct signal, team to be penalized and distance for the penalty.
II. go to the 20-yard line on the press box side as players and Game Officials move to their positions.
III. give a signal to the other Officials, so they jog up the field together; he will jog up the field at the top of the numbers in front of the Line Judge and Back Judge to the opposite goal line.

ADMINISTERING PENALTIES

I. When ball is dead following a foul, the Referee will:
A. give the time-out signal (S #3) twice.
B. get full information from the Official who called the foul. When an unsportsmanlike or flagrant personal foul is called, challenge the Official

and consult with any other Officials involved, as necessary, to determine the foul is correct since these can lead to an ejection.

C. after clearing players on his side of the field, give the only signal to the press box side of the field on presnap fouls.

D. give the preliminary signal to the press-box side of the field only on live ball fouls.

E. give options to the designated representative of the offended team (quickly when the most advantageous choice is obvious).

1. If the choice is obvious, interpret silence as acceptance of the obvious choice.
2. Once made, the choice cannot be revoked.

F. make note of the enforcement spot for the penalty.

G. give the final signal for the foul to the press-box side of the field while the penalty is being administered.

H. look to the Back Judge for status of the game clock after the ready for play.

II. When the penalty is declined, the Referee will:

A. clear away from the players.

B. give the foul signal followed by the penalty-declined signal (S #10) twice while facing the press box.

III. When there is a double foul, the Referee will:

A. signal each foul while facing the press box.

B. follow this with the penalty-declined signal (S #10) twice.

IV. When two penalties are enforced, the Referee will give proper signals prior to each enforcement.

V. When the penalty is to be enforced on kickoff, the Referee will:

A. indicate the scoring signal (S #5).

B. indicate the proper foul signal.

C. point to the offending team.

D. point toward the succeeding spot.

VI. If an accepted penalty for foul by either team occurs during a down in which time expires, play continues with an untimed down (S #1) except for fouls listed in Rule 3-3-4.

VII. When dead-ball fouls occur after fourth down, the Referee will:

A. signal any live-ball fouls.

B. signal first down for the proper team.

C. signal dead ball.

D. signal the dead-ball foul(s).

MEASURING FOR FIRST DOWN USING TRADITIONAL LINE-TO-GAIN INDICATORS

I. Prior to and during the measurement, the Referee will:
   A. give the time-out signal (S #3) twice, followed by tapping hands to chest.
   B. signal the Linesman to bring the line-to-gain equipment onto the field.
   C. motion players away from the ball.
   D. not allow the ball to be moved in any manner.
   E. measure before the ball is taken inbounds from a side zone.
   F. use line-to-gain indicator to accurately place the ball at inbounds spot, if the line-to-gain is not reached in side zone.
   G. use inside edge of forward line-to-gain indicator to mark the line-to-gain.
   H. measure in the 4th quarter on all 4th downs within 1 yard of a 1st down when the scoring margin is within 14 points.

II. When measurement is completed, the Referee will:
   A. signal the number of the next down.
   B. spot the ball at the proper place.
   C. wait for the chain crew to return to position.

III. If a new series is awarded to the opponent of the team which was in possession when the ball became dead, the Referee will:
   A. place the ball so that the foremost point, when it became dead, becomes the near point when the direction is changed.
   B. set the new rear line-to-gain indicator with inside edge at the new point of the ball so the line-to-gain is 10-yards in advance of this point.

IV. After a measurement, the Referee will:
   A. inform captains he is ready to play.
   B. declare the ball ready-for-play (S #1), **if** the ball was out of bounds.
   C. signal ready-for-play (S #1) and then give the signal to start the game clock (S #2) twice, **if** the ball was not out-of-bounds.
   D. signal to start the game clock on the snap **if** first down for the defense (S #8).

TIME-OUT PROCEDURE

I. The Referee will sound his whistle and:
   A. signal “time-out” (S #3) twice.
   B. indicate by moving both arms twice in a horizontal motion toward the team **if** a time-out is charged to that team.
   C. indicate by tapping his chest with both hands **if** it is an Official’s time-out.

II. During the time-out, the Referee will:

A. check the number of time-outs remaining for each team and record the time-out and the game time on his game card.
B. check the time remaining with the Back Judge.
C. check the down with the Linesman.
D. notify the Head Coach when his team has no more time-outs remaining in the half.
E. position himself away from other Officials in his pre-snap position in parade rest.
F. make sure all Officials are ready after the Back Judge has sounded the 15-second warning whistle.

III. The Referee will declare the ball ready-for-play (S #1) when 60 seconds have expired.

INJURY TIME-OUT PROCEDURE

I. The Referee will summon the designated health-care professional(s) and/or coach(es) onto field.
II. The Referee's duties during an injury time-out include the following:
A. Any player who exhibits signs, symptoms or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion or balance problems) shall be immediately removed from the game and shall not return to play unless the school has a designated health-care professional to evaluate the player.
B. The Referee will be ready to assist the designated health-care professional(s) and/or coach(es) in securing additional medical help **if** requested by the designated health-care professional(s) and/or coach(es).
C. The Referee will attempt to keep players a significant distance away from a seriously injured player by directing players toward their respective team bench areas.
D. Once the designated health-care professional(s) begin(s) to work on an injured player, all Officials should control the total playing field environment and team personnel and allow the designated health-care professional(s) to perform services without interruption or interference. Always ensure adequate lines of vision between the designated health-care professional(s) and all available emergency personnel.
E. Players and coaches should be appropriately controlled to allow the designated health-care professional(s) all of the time they want to assist the injured player.

F. Position himself away from the injured player near his pre-snap position in parade rest.
G. Sound whistle twice to bring teams back on the field as the injured player is going off. Do not give the ready for play signal (S #1) until the injured player is inside the team box or has left the confines of the field.

END-OF-PERIOD PROCEDURE

I. If a field game clock is NOT used, the Referee will:
   A. make the Official's time-out signal (S #3) twice, followed by tapping hands on chest. This will occur with approximately 4-minutes remaining in second and fourth period.
   B. ensure that both Head Coaches are notified of the time remaining.
   C. sound his whistle and repeat the time-out signal (S #3) twice when time expires and the ball becomes dead.
II. If a field game clock is used:
   A. the Referee will be responsible for knowing when time expires when facing the game clock.
   B. If time expires prior to the snap, the Referee will:
      1. sound his whistle to prevent the snap, **if** possible.
      2. sound his whistle loud and long, and give the time-out signal (S #3) twice, **if** ball is snapped immediately after time has expired.
III. The Referee will delay signaling the end of the period for a few seconds to ensure no foul, no obvious timing error, no request for Coach-Referee Conference, and no other irregularity has occurred. To signal the official end of the period, the Referee will hold the ball in one hand over his head (S #14), signal with a fist above his head to simulate S #14 or announce on the stadium microphone, if used.

BETWEEN-PERIODS PROCEDURE

The Referee will:
I. record the down, distance, and yard line nearest the foremost point of the ball while meeting with the Umpire in the center of the field.
II. confirm the Umpire's spotting of the ball and check with Linesman after the ball is spotted.
III. make sure the sideline Officials are ready when notified by the Back Judge that 45-seconds have expired and the Back Judge has given two short blasts on his whistle.

IV. announce the down and distance from his presnap position when notified by the Back Judge that 60 seconds have expired.
V. declare the ball ready-for-play (S #1).

BETWEEN-HALVES PROCEDURE

The Referee will:
I. be responsible for seeing that the appropriate time is placed on the game clock for the half time intermission.
II. signal the ECO to start the game clock to time the intermission when both teams have cleared the field.
III. discuss situations with the crew in the dressing room or other private place, assuming all conversations are being monitored by host school.
IV. review overtime procedures, **if** applicable.
V. determine which team has the choice for the second half.
VI. have the crew back on the field 5-minutes prior to the halftime intermission ending and be responsible for seeing that 3-minutes are placed on the game clock for the mandatory warm-up period prior to the start of the second half after the intermission time has expired completely or the Referee has signaled to reset the game clock after both teams have returned to the field.

SECOND-HALF CHOICES

I. The Back Judge (visiting team)/Line Judge (home team) whose team has the second-half choice will obtain the choice from the team's Head Coach. This occurs at the start of the mandatory 3-minute warm-up and is communicated to the Referee.
II. The opposite Back Judge/Line Judge will obtain the opposing team's response to the second-half choice and communicate to the Referee.
III. The Referee communicates the choices obtained to all Officials.
IV. Officials will go directly to their free kick position with 1-minute remaining on the game clock during the 3-minute warm-up period.
V. Following the mandatory 3-minute warm-up period, both teams assume their respective free kick formations.

END OF GAME PROCEDURE

I. At the end of a Regulation game, the Referee will:
   A. indicate the end of the fourth period (S #14). If the game is decided, the clock is running and is less than the play clock and both teams are leaving the sideline, all Officials can move to the end of the field where they go off, and when time expires, the Referee will signal the end of the game with a fist above his head to simulate S #14 or announce on the stadium microphone, if used, before leaving the field.
   B. immediately jog off the field, together with all Officials, with security.
   C. not comment about the game on social media.
   D. not discuss the game on the field or make any public statement about the game to the news media.
   E. report any flagrant irregularity or disqualification(s) to the TSSAA by filing a report through the Arbiter website. This includes ejections for fighting.
   F. text teams and score to TSSAA (877-395-5091).
   G. before leaving the dressing room after the game, ensure the room is left in same or better condition than when Officials arrived.

II. For an Overtime 10-yard line procedure, the Referee will
   A. hold the coin toss at the center of the field, using standard coin-toss mechanics except with only one captain from each team.
   B. indicate the winner of the coin toss by placing a hand on the winning captain's shoulder.
   C. direct the coin toss winner to choose whether to be on offense or defense or to choose the end of the field at which the ball will be put into play.
   D. position the offensive captain facing the goal toward which the ball will be advanced, with the defensive captain facing his opponent.
   E. be aware that to start each new series that the team may designate the location of the ball between hash marks.
   F. give the first-down signal (S #8) toward the goal line to be used during the overtime period.
   G. If the score remains tied after each team has been given a series of downs:
      1. The procedure will be repeated at the center of the field for other overtime periods until a game winner is determined.
      2. The loser of the overtime coin toss will be given the first choice of options in the second overtime.
      3. If additional overtime periods are required, first options will be alternated with no coin toss.

UMPIRE

PREGAME COACHES CONFERENCE

The Umpire will:

I. participate in the Officials' pregame conference with each Head Coach and examine and rule on any player equipment issues which the coach has a question of legality.
II. review any appropriate documentation for equipment and artificial limbs.
III. witness and note each Head Coach's answer regarding his players being legally equipped.
IV. note each team captain's number, and circle the speaking captain's number as determined by the Head Coach.

FOLLOWING PREGAME COACHES CONFERENCE

The Umpire will:

I. inspect the playing field and pylons.
II. observe each team during warm-ups. If any illegal equipment is observed, the Umpire will advise a coach and make certain issues are resolved prior to the kickoff.
III. be the final authority on the legality of equipment and not allow the use of illegal equipment.
IV. talk with the center from each team and remind him that, in the absence of a ready-for-play signal from the Referee, the ball is not ready-for-play and cannot be snapped until the Umpire is in position away from the ball.

THE COIN TOSS

I. The Referee and the Umpire will jog to the center of the field from the press box side 3-minutes before kickoff. The Umpire will have his back to the scoreboard.
II. The Umpire will remain with the Referee to listen to instructions and to witness and record toss choices. After choices are made, the Umpire will verbally repeat the team choices and assist the Referee in lining up the kicking team captains with their backs to the goal they will defend.
III. After captains are released back to their sidelines, all Officials will gather in the middle of the field to verify the coin toss information and for last minute instructions from the Referee. After instructions are given, all Officials will jog to their positions.

KICKOFF

I. Before the kick, during the 1-minute intermission, the Umpire will:
   A. move to the intersection of the top of the numbers and the receiving team's free kick line on the Linesman's side of the field.
   B. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play.

II. Before the kick, after the teams are on the field, the Umpire will:
   A. move to his position on the sideline on the Linesman's side of the field at the intersection of the restricted area and the receiving team's free kick line with heels on the back of the restricted area.
   B. make certain coaches, players, substitutes, and other individuals are in proper locations, and ensure the sideline is clear.
   C. mentally review possible scenarios that could occur during the kick and subsequent play (e.g. kick out of bounds, muff, fumble, etc.).
   D. make certain the kicking team is in a legal kick formation with 11 players and step onto the field to correct, if necessary.
   E. hold open hand above head to indicate the kicking team has 11 players and his area is ready for play, until the Back Judge checks him off.
   F. have a bean bag in hand.

III. After the kick, the Umpire will
   A. let the kicking team go by and immediately move inside the nearest hash marks at a 45-degree angle on the Linesman's side of the field and officiate inside out during an obvious deep kick.
   B. move further onto the field as needed and observe action toward the center of the field, watch for illegal blocks, and watch for off ball action in front of the runner as he approaches, working inside out.
   C. advance no more than 10-15 yards up field on a deep kick.
   D. let the play go by and clean up behind the Back Judge if a long run occurs. The Back Judge will be ahead of the play to cover the goal line.
   E. echo the covering Official's signal (S #3) to stop the game clock.

IV. During an onside kick the Umpire will:
   A. be positioned on the kicking team free kick line in the restricted area on the Linesman's side of the field.
   B. be aware of action in the 10-yard belt.
   C. watch for encroachment by the receiving team, popup kicks, first touching by the kicking team (bean bag), touching by the receiving team, fair catch and recovery if the ball is in his area.

D. watch for illegal blocking, holding and early blocks by the kicking team.
E. be alert for first touching, catch and/or recovery, **if** the ball comes in his area. The other Officials should watch for illegal blocking, holding, clipping and early blocks by the kicking team.
F. stay in the restricted area and be prepared to cover the play **if** the receiving team gains possession and advances.

RUNNING PLAY

I. In many cases, the Umpire will spot the ball for the next down while facing the appropriate sideline. As much as possible, spot off the Line Judge to release the Linesman for chain responsibilities.
II. After the ball is spotted, the Umpire will:
   A. move to a position behind the snapper until released by the Referee, **if** the snap is imminent and the play clock has been set to 25-seconds.
   B. back out from the line of scrimmage to his normal position **if** the play clock has been set to 40-seconds.
   C. coordinate his position with Referee to ensure they are on the same yard line and be:
      1. at least 5 yards wide of the offensive tackle. The Umpire's initial position will be as close to the goal line as possible when the ball is snapped on or inside the 12-yard line.
      2. able to view the ball, tackle on the far side and the backs.
      3. in a standing position with shoulders parallel or angled to the line of scrimmage.
III. Prior to the snap, the Umpire will
   A. count the number of offensive players and verify that 5 players numbered 50-79 are on the offensive line (ineligible receivers).
   B. signal to the Referee with a clenched fist extended forward on the Referee's side that counting in A above is complete and correct.
   C. watch for interference with the snap and false start. The Umpire will have primary responsibility for the snapper and linemen on the opposite side. Assuming a right-handed quarterback, the Umpire will have the snapper, right guard, right tackle and tight end, **if** applicable; the Referee will have the left guard and left tackle.
   D. watch for disconcerting acts by the defense.
   E. note the position of the ball between the hash marks.
   F. note defensive players on the line of scrimmage in the free blocking zone.

G. sound his whistle, drop penalty marker and give the time-out signal (S #3) twice, **if** a dead ball foul occurs on the line of scrimmage.

IV. After the snap, the Umpire will:
- A. immediately remove whistle from his mouth.
- B. read the interior linemen to determine run or pass, and focus on the snapper and linemen on the opposite side. Assuming a right-handed quarterback, the Umpire will have the snapper, right guard, right tackle and tight end, if applicable.
- C. read the point of attack, paying particular attention to the free-blocking zone restrictions.
- D. when the run comes to his side of the field, observe the ball, runner, action around the runner and blocks up to the neutral zone.
- E. move to the side zone when the play dictates.
- F. after the ball crosses the neutral zone, quickly hustle down field observing action behind the ball.
- G. when reverse mechanics are used, clean up behind the ball carrier.

V. The Umpire will check for illegal use of hands or arms and other fouls near the neutral zone.

VI. The Umpire will be alert for:
- A. a fumble occurring beyond the neutral zone and will assist in determining who secures possession.
- B illegal contact on the snapper, **if** the offensive team is in a scrimmage-kick formation.
- C. action of players in and just behind the neutral zone.

VII. When the ball becomes dead, the Umpire will:
- A. when dead between the hashes, retrieve and spot the ball.
- B. when dead outside the hashes on or above the numbers to his side, obtain the ball with help from the wing official or Back Judge for spotting.
- C when dead outside the numbers to his side, assist in relaying the ball to the Referee for spotting.
- D. when dead outside the numbers to the side opposite him, hustle to the opposite hash and obtain the ball for spotting.
- E. on a first down, retrieve and spot the ball regardless of the location, so the Referee can signal and start the clock, if appropriate.
- F. after spotting the ball and clearing any players, jog backwards to his presnap position.

VIII. When the offense lines up in victory formation late in a game, the Umpire will move up in order to talk to the players and monitor the offensive and defensive lines after the snap.

FORWARD PASS

I. After the ball is spotted, the Umpire will follow the same procedures as described in the Umpire section on Running Plays.

II. After the snap, the Umpire will:

A. watch for illegal contact and illegal use of hands.

B. assist the Referee to determine **if** the pass was tipped and give signal (S #11) **if** the pass was tipped.

C. read the interior linemen and focus on the snapper and linemen on the opposite side. Assuming a right-handed quarterback, the Umpire will have the snapper, right guard, right tackle and tight end, **if** applicable.

D. assist the Referee to determine whether the passer's feet were in or behind the neutral zone when the ball was released.

E. if the quarterback drops back in the pocket, focus on all linemen for illegal blocks.

F. assume responsibility for the quarterback if the quarterback scrambles to his side and crosses in front of him until the quarterback is no longer threatened or becomes a runner, in which case he will observe the ball, runner, action around the runner and blocks up to the neutral zone. If the quarterback reverses field, the Umpire will release him to the Referee if he crosses back in front of him.

G. when the quarterback scrambles to the opposite side of the field and reverses field, the Umpire will back up if needed and, if he scrambles to his side and crosses in front of him, assume responsibility for the quarterback until he is no longer threatened or becomes a runner, in which case he will observe the ball, runner, action around the runner and blocks up to the neutral zone.

H. when the ball is snapped from the goal line to the 15-yard line, move to and have responsibility for the goal line when the Referee has responsibility for a retreating quarterback.

I. be prepared to assist the Referee with intentional grounding, **if** needed, by going to the spot of the throw and communicating with the Referee.

J. move to the side zone when the play dictates.

K. after the ball crosses the line of scrimmage, quickly hustle down field observing action behind the ball.

L. when reverse mechanics are used, clean up behind the ball carrier.

M. move quickly to the pile to assist the Referee, if the quarterback is sacked.

SCRIMMAGE KICK-PUNT

I. After the ball is spotted, the Umpire will:
   A. remind receiving team players who are head-up on the snapper or in guard-snapper gaps that the snapper has protection.
   B. coordinate his position with the Referee to ensure they are on the same yard line and be 5-7 yards outside the offensive tackle on the opposite side of the punter from the Referee, in a standing position with shoulders parallel or angled to the line of scrimmage, keeping snap in view.
   C. count kicking team players and indicate to the Referee with a clenched fist extended forward on the Referee's side that the kicking team has been counted.
   D. check numbering exception and announce the eligible receivers' numbers on or near the line of scrimmage via radio.
   E. read the snapper and offensive guards.
   F. after the Referee signals the kicking team is in a legal scrimmage kick formation, give the signal to indicate the snapper has protection (S #19).

II. After the snap, the Umpire will:
   A. hold position and be alert for roughing the snapper.
   B. shift to blocks by offensive linemen and backs in front of the punter.
   C. read the play and be alert for run or pass.
   D. be prepared to assist the Referee with action on the punter, **if** needed.
   E. determine **if** the kick was tipped and give signal (S #11) **if** the kick was tipped.
   F. be alert to assist the Referee in covering a short, blocked, or tipped kick and determine with the Linesman if the ball crosses the neutral zone.

III. After the kick, the Umpire will:
   A. quickly hustle down field and move toward the return area following and observing the first wave of kicking team linemen down field.
   B. when reverse mechanics are used, clean up behind the ball carrier.
   C. move to help relay the ball to the inbounds spot when the ball goes out-of-bounds.

FIELD-GOAL ATTEMPT OR TRY FROM ANY DISTANCE

I. After ball is spotted, the Umpire will:
   A. remind defensive players who are head-up on snapper or in guard-snapper gaps that the snapper has protection.

B. remind defensive players in the defensive backfield, near the snapper, that hurdling kicking team players is illegal.
C. coordinate his position with the Referee to ensure they are all on the same yard line and be 5-7 yards to the side of the potential kicker on the opposite side of the potential kicker from the Referee, in a standing position with shoulders parallel or angled to the line of scrimmage, keeping snap in view.
D. count kicking team players and indicate to the Referee with a clenched fist extended forward on the Referee's side that the kicking team has been counted.
E. check numbering exception.
F. after the Referee signals the kicking team is in a legal scrimmage kick formation, give signal to indicate the snapper has protection (S #19).
G. on the swinging gate, go to his normal presnap position for a kick, and stay in that position throughout the down.

II. After the snap, the Umpire will:
A. turn and face the snapper.
B. have responsibility for the snapper and all linemen blocks.
C. verify there is no illegal action on the snapper or hurdling.
D. be alert to determine **if** the kick crosses the neutral zone.
E. be ready to assist the Referee in covering a short or blocked kick.
F. be prepared to assist the Referee with action on the kicker, **if** needed.
G. move away from the action if a bad snap or fake occurs.
H. when reverse mechanics are used on a field goal attempt, clean up behind the ball carrier.
I. continue to officiate until teams have separated toward their respective sidelines after the ball becomes dead.

AFTER A SCORE OR TRY

The Umpire will:

I. go to the 20-yard line at the top of the numbers and then jog up the field along with the Back Judge (Umpire up the Linesman side and Back Judge up the press box side) to the intersection of the top of the numbers and the receiving team's free kick line.
II. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play.
III. help the receiving team line up, if necessary.

AFTER A SAFETY (OR SCORE ON LAST PLAY OF 1ST/3RD QUARTER)

The Umpire will:

I. go to the goal line on the Linesman side and then jog up the field at the top of the numbers (behind the Linesman) along with the Back Judge maintaining a 10-yard cushion to the intersection of the top of the numbers and the receiving team's free kick line.
II. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play.
III. help the receiving team line up, if necessary.

ADMINISTERING PENALTIES

The Umpire will:

I. secure the ball.
II. verify the enforcement spot and the distance with the Referee.
III. verify with the Linesman via radio if used and using the following signals:
    A. One finger indicates a 5-yard penalty.
    B. Two fingers indicate a 10-yard penalty.
    C. Three fingers indicate a 15-yard penalty.
    D. An outstretched arm with the opposite hand to the elbow indicates a half-distance penalty.
IV. proceed to mark off the penalty.
V. jog off penalties in between the hash marks on the actual yard lines.

MEASURING FOR FIRST DOWN USING TRADITIONAL LINE-TO-GAIN INDICATORS

The Umpire will:

I. take the forward stake from the chain crew member at the place of the measurement.
II. tighten the line-to-gain indicator and hold forward line-to-gain indicator near the ball until the Referee reaches his decision.
III. bring the stake to the hash mark and stretch out the chain after the Linesman has placed clip on yard line **if** the ball is outside the hash mark and short of the line-to-gain.

TIME-OUT PROCEDURE

The Umpire will:

I. stand over the ball facing the offense and the Referee in parade rest until the Referee is ready to mark the ball ready for play.
II. check the number of time-outs remaining for each team and record the time-out and the game time on his game card.
III. retreat to normal position after cleared by the Referee or the ready for play signal is given.

INJURY TIME-OUT PROCEDURE

The Umpire will:

I. maintain location of the ball.
II. make sure appropriate health-care professional(s) and/or coach(es) are not on the field for coaching purposes.
III. assist the Referee in moving the teams away from the injured player and, **if** the Referee elects, to the sidelines in front of their respective team box areas.
IV. be near the ball location and away from the injured player in parade rest.

BETWEEN-PERIODS PROCEDURE

The Umpire will:

I. confirm and record the down, distance and yard line nearest the foremost point of ball, with the Referee.
II. quickly take the ball to the Line Judge position at the corresponding point of the other half of the field and reverse directions.

BETWEEN-HALVES PROCEDURE

The Umpire will:

I. return to the field 5-minutes prior to the half time intermission ending.
II. be in his free kick position with 1-minute remaining on game clock during the 3-minute warm-up period.

END OF GAME PROCEDURE

The Umpire will:

I. immediately jog off the field together with all Officials, with security.
II. not discuss the game on the field or make any public statement about the game to the news media.
III. not comment about the game on social media.

LINESMAN

PREGAME COACHES CONFERENCE

The Linesman will:

I. participate in the Official's pregame conference with each Head Coach.
II. witness and note each Head Coach's answer regarding his players being legally equipped.
III. note each team captain's number, and circle the speaking captain's number as determined by the Head Coach.
IV. review duties of the Get Back Coach.

FOLLOWING PREGAME COACHES CONFERENCE

The Linesman will:

I. meet with the chain crew.
II. secure and check the chain equipment as follows:
    A. ensure the chain is marked at its midpoint with tape or a zip tie.
    B. check the chain for length and integrity, and ensure it is attached securely and free of any kinks.
    C. check the down indicator to confirm it operates correctly.
    D. carry zip ties in his pocket to repair the equipment, **if** necessary, and shorten any delay.
    E. make sure backup equipment is available.
III. ensure the line-to-gain equipment is marked at halfway point with tape, zip tie, etc. This can help with penalties measured from the previous spot or spot fouls to determine **if** first down after enforcement.
IV. check to see whether home management has distinctive vests or shirts for the chain crew.
V. remind the chain crew of their duties and responsibilities, and that they are Officials, not fans.
VI. instruct the chain crew that he will use a heel or bean bag to mark the spot at the sideline where the rear line-to-gain indicator is to be placed for every first down and where the clip should be placed.
VII. ensure the chain is clipped and set 2-yards off the sideline, **if** space permits.
VIII. work on the side where the line-to-gain equipment is operated, which is normally opposite the press box.

IX. ask home management to specify which side the chains will be located **if** there is no press box or a press box on both sides.
X. locate and instruct the Visiting team ball personnel on their duties and approve game balls with assistance from the Back Judge.
XI. verify a backup down indicator, or replacement batteries, is available if an electronic down indicator is used.

THE COIN TOSS

I. At the 5-minute mark, the Linesman will line up at the 45-yard line away from the clock on the Lineman's side of the field and wait for the Referee to signal for the Officials to escort the captains onto the field. The captains will meet the Referee and Umpire in the center of field. All other players must remain out of bounds on the sideline. All other Officials stop at the hash marks and angle in, facing the Referee and standing at parade rest.
II. The actual coin toss should be at the 2-minute mark.
III. After the captains are released back to their sidelines, all Officials will gather in the middle of the field to verify the coin toss information and for last minute instructions from the Referee. After instructions are given, all Officials will jog to their positions.

CONTROLLING TEAM PERSONNEL ALTERCATIONS

The Linesman will:

I. alert the coach on his side to keep all team personnel off the playing area.
II. record the uniform number of any substitute who enters the playing area during an altercation.

KICKOFF

I. Before the kick, during the 1-minute intermission, the Linesman will:
   A. check the chain crew for questions and positions.
   B. go to the goal line position and make sure the sideline is clear, moving all the way up to the edge of the team box area to clear the sideline, **if** necessary.
   C. count receiving team players and confirm with the Referee with a clenched fist extended down the sideline. The clenched fist by the Linesman is the ready signal indicating the sideline is clear and the Official is ready for the kickoff.

D. make sure the sideline is clear before giving the ready sign to the Referee.

II. Before the kick, after the teams are on the field, the Linesman will:
   A. be certain coaches, players, substitutes and other individuals are in the proper location.
   B. be positioned on the goal line out of bounds, one heel on the back edge of the restricted area and body angled toward the pylon, making sure the pylon is covered.
   C. alter his position **if** a short kick is anticipated and **if** instructed by the Referee.

III. After the kick, the Linesman will:
   A. signal the game clock to start (S #2) when the kick is legally touched.
   B. move deliberately along the sideline while watching for fouls away from the ball and covering to the kicking team's goal line.
   C. sound his whistle and give the time-out signal when the ball becomes dead in his area.
   D. rule on touchback while standing on the goal line giving the touchback signal (S #7) once.
   E. come off the pylon, to the numbers, and stop players from hitting while sounding whistle and giving the time-out signal (S #3).
   F. be alert **if** a fair catch signal is given by any receiving team player.
   G. mark the spot where the kick goes out-of-bounds on his side of the field.
   H. drop his penalty marker **if** the ball goes out-of-bounds untouched inbounds by the receiving team.
   I. maintain position while enabling coverage of his sideline at all times.
   J. observe legality of blocks and action away from the ball when he is not covering the runner.

IV. If it is obvious the kick will be fielded between the inbounds line and the sideline on the opposite side of the field, and the goal line is not threatened, the Linesman should cautiously begin to move up the sideline before the kick is fielded to observe and officiate up field action.

V. If aligned for a possible onside kick, the Linesman will:
   A. be positioned on the receiving team's free kick line in the restricted area on the Linesman's side of the field.
   B. be aware of action in the 10-yard belt.
   C. watch for encroachment by the receiving team, first touching by the kicking team (bean bag), touching by the receiving team, fair catch and illegal blocks.

D. be alert for first touching, catch and/or recovery, **if** the ball comes in his area. The other Officials should watch for illegal blocking, holding, clipping and early blocks by the kicking team.
E. stay in the restricted area and be prepared to cover the play **if** the receiving team gains possession and advances.

VI. If the Linesman is in position on the receiving team's free kick line and there is a deep kick, the Linesman will move quickly down the side, observe and officiate the downfield action.

RUNNING PLAY

I. After the ball is spotted, the Linesman will:
A. be positioned straddling the line of scrimmage on the sideline with heels on the back of the restricted area.
B. announce the down, yard line and line to gain over the radio prior to the start of each play; along with whether a 5-yard penalty will result in a 1st down when the line of scrimmage is in the middle of the chains.
C. count defensive team players and confirm with the Back Judge with a clenched fist extended up the sideline to the Back Judge side.
D. identify eligible receivers on his side.
E. be alert for illegal substitutions.
F. check the wingbacks, flankers, split ends and slot backs.
G. punch backward if the outside receiver on his side is off the ball and hold until the receiver goes in motion or the ball is snapped.
H. watch for the player in motion away from him and maintain responsibility for him even **if** he reverses direction. The Linesman will remain in position unless his vision is impaired, in which case, he will take one step into the offensive backfield.
I. count the number of backfield players and communicate via radios there is a legal formation to the Line Judge **if** there are four or less players off the line of scrimmage.
J. pat the top of his hat to indicate a covered receiver, **if** there are more than three players on the line of scrimmage on his side of the snapper, or communicate this via radios.
K. ensure all players have been, momentarily, between the 9-yard marks after the Umpire has spotted the ball and backed away. If not, drop a penalty marker if the defense does not cover the players who have not done so.
L. watch for encroachment or false start and throw the penalty marker to the side of the offending team **if** a foul occurs.

M. after the snapper has placed his hand(s) on the ball, look both ways and tell any coaches in the restricted area to back up. Drop a penalty marker if they remain in the restricted area after the ball goes live.
N. be alert for a Head Coach requesting a time out.

II. After the snap, the Linesman will:
A. work in the restricted area while the ball is live.
B. observe the keys and read the tackle to determine run or pass play.
C. stay on the line of scrimmage until the ball carrier crosses the line of scrimmage.
D. be alert for quick plays into the line and assist in marking forward progress with the downfield foot.
E. watch the initial charge of the linemen.
F. (on an end run to the opposite side) observe blocking near neutral zone to tackle.
G. check the block on an eligible receiver.
H. observe if any offensive or defensive player goes out of bounds. **If** so, toss hat at the spot they went out of bounds. **If** the player illegally returns, drop a penalty marker at the spot they return.

III. When the ball comes to his side of the field, the Linesman will
A. cover the sideline and check for illegal offensive and defensive blocks.
B. give the wind signal (S #2) twice after determining the ball is dead inbounds near the sideline, especially when forward progress is stopped inbounds.
C. sound his whistle when the ball becomes dead in his area and mark forward progress (using the cross-field spot of the Line Judge when needed) with the downfield foot. When contact pushes runners backward, they are entitled to the forward-most spot of the ball at the point of contact with the opponent.
D. square off forward progress by moving down the sideline to the spot where the ball became dead and then jog perpendicular in towards the center of the field to the numbers, unless the play ends close to a first down or with a possible change of possession. In this case, the Linesman will move quickly in as far as possible until he reaches players on that yard line and place the ball on the ground after spotting.
E. pause after the ball has been blown dead to ensure there is not a foul on the play, then raise his open hand above his head, signaling the 40-second play clock to begin.
F. keep all players in front of him unless the spot of forward progress is close to a first down or a touchdown, in which case the Linesman comes in as

far as possible to find the location of the ball. He does not go around any players.

G. **if** the ball is marked from outside the numbers on his team's side of the field, place the ball on his foot and relay in a new ball to the Umpire with the help of the Back Judge.

H. **if** the ball is marked from the numbers, extend both arms to the side and parallel with the ground, then give the next down with the fingers while verbally announcing to the sideline and back out to the sideline.

I. turn and face the sideline and jog back when the ball is marked inside the numbers.

J. hold the spot until the Back Judge sets the down indicator on first downs.

K. when a forward fumble goes out of bounds between the goal lines, the Linesman will drop a bean bag at the spot of the fumble and notify the Referee the ball will be returned to this spot.

IV. If the ball becomes dead near his sideline and a first down is gained, the Linesman will:

A. use normal coverage.

B. give the wind signal (S #2) twice and then give the time-out signal (S #3) twice after determining the ball is dead.

C. place the ball on his foot and relay a new ball to the Umpire for spotting with the help of the Back Judge.

D. **if** the down indicator is late arriving, drop a bean bag at the dead ball spot.

V. On down-the-line option plays toward the Linesman, the Linesman will observe the pitchman, loose ball and then the pitchman as he becomes the runner.

VI. When the ball goes to the opposite side of the field, the Linesman will:

A. move down the sideline in the restricted area until the ball becomes dead and then jog perpendicular in toward the center of the field to the numbers.

B. observe action on linebackers and backside pursuit.

C. mirror the Line Judge spot and help get the spot **if** he is blocked out.

D. after mirroring the spot, extend both arms to the side and parallel with the ground, then give the next down with the fingers while verbally announcing to the sideline and back out to the sideline.

VII. The Linesman will observe late blocks and fouls away from runner.

VIII. The Linesman is responsible for the entire sideline. If the ball goes out of bounds, he will:

A. signal time-out immediately (S #3).

B. hold out-of-bounds spot, monitoring players out-of-bounds, while another Official retrieves the ball.

IX. If an obvious first down occurs, the Linesman will signal the game clock to stop (S #3).
X. While moving downfield with the runner, the Linesman will watch for an illegal forward pass or fumble.
XI. If play continues following an illegal forward pass, the Linesman will drop the penalty marker at the spot of the pass to indicate where the run ended and at the spot of any subsequent foul.
XII. The Linesman (working with down indicator operator and chain crew) will:
    A. echo Referee's signal verbally and with proper hand signal.
    B. not turn his back on the field of play when having the down indicator moved.
    C. authorize down indicator operator to move only after Referee's signal.
XIII. When necessary to move the line-to-gain equipment, the Linesman will:
    A. spot foremost point of ball with downfield foot.
    B. have down indicator operator mark spot.
    C. have the chain crew set the two line-to-gain indicators.
    D. inform the Referee the line-to-gain equipment is ready.
XIV. When line-to-gain is the goal line, the Linesman will have the line-to-gain equipment removed from the sideline.
XV. When the offense lines up in victory formation late in a game, the Linesman will close in on the field in order to talk to the players and help clean up after the snap.

FORWARD PASS

I. After the ball is spotted, the Linesman will follow the same procedures as described in the Linesman section on Running Plays.
II. After the snap, the Linesman will:
    A. observe the keys and read the tackle to determine run or pass.
    B. be ready to rule on the direction (forward or backward) of all quarterback passes down the line of scrimmage to his side and punch accordingly.
    C. stay on the line of scrimmage until the ball crosses the line of scrimmage to cover a short pass in his area and have primary responsibility for ineligible receivers downfield before the pass is released on passes crossing the neutral zone, especially on plays going to the opposite side of the field. To help with this responsibility, the Linesman will drift two yards downfield.
    D. watch for interference by either team.
    E. be ready to rule on a fumble or an illegal pass after the completion.

F. give the time-out signal (S #3) and a completed signal, **if** a completed catch near the sideline.

III. If pass is incomplete in his area, the Linesman will:
   A. sound his whistle.
   B. give the incomplete-pass signal (S #10) twice.
   C. get a new ball and relay to the Official nearest the previous spot.
   D. assist the Referee in determining if the pass crossed the line of scrimmage for potential intentional grounding fouls.
   E. be alert for sideline action.

SCRIMMAGE KICK - PUNT

I. After the ball is spotted, the Linesman will:
   A. be positioned the same as a run or a pass play.
   B. check the down number.
   C. count receiving team players and confirm with the Back Judge with a clenched fist extended up the sideline to the Back Judge side.

II. After the snap, the Linesman will:
   A. hold momentarily until the ball crosses the line of scrimmage.
   B. release after the ball crosses the line of scrimmage and then move slowly downfield covering his side between the neutral zone and deep receiver(s).
   C. cover all kicks on his side of the field.

III. If the ball rolls out of bounds, the Linesman will:
   A. sound his whistle and give the time-out signal (S #3) twice.
   B. hold the spot and continue to observe the action.

IV. The Linesman will assist the Referee in covering the ball on a short kick.

V. The Linesman will note if the kick is touched beyond the neutral zone and then will:
   A. determine if the recovery was in or behind the neutral zone.
   B. be prepared to mark the first touching or fumble.

VI. On a routine kick, the Linesman will:
   A. watch for clipping and other fouls in the secondary.
   B. move with the runner **if** he comes to his side.
   C. follow the runner to the goal line **if** there is a break away.

VII. When the ball becomes dead in his area, the Linesman will:
   A. sound his whistle, give time-out signal (S #2) twice, and mark the spot.
   B. make sure of possession on a fair catch before blowing the play dead.
   C. assure the ball is covered **if** a foul needs to be reported to the Referee.
   D. watch the Referee for a signal before moving the line-to-gain equipment.

VIII. If the punt is blocked or the ball is snapped over the punter, the Linesman will:
   A. move into the offensive backfield and work to the kicking team's goal line to the extent necessary, **if** he is on the opposite side of the punter from the Referee.
   B. maintain his position on the line of scrimmage to determine whether a kick crosses the line of scrimmage, **if** he is on the same side of the punter as the Referee.

FIELD-GOAL ATTEMPT OR TRY FROM ANY DISTANCE

The Linesman will:

I. remain in the restricted area on the line of scrimmage while the ball is live.
II. check the down number.
III. count defensive players and confirm with the Back Judge with a clenched fist extended up the sideline to the Back Judge side.
IV. observe the neutral zone.
V. move with the play as on any other goal-line play if it is a pass or run.
VI. remember that all blocked field goals are treated the same as a punt.
VII. move onto the field after the ball is dead to help clean up after the play.

GOAL-LINE PLAY

I. The Linesman will position himself the same as in a running play.
II. On red zone snaps between the 10 and 5-yard lines, the Linesman will release slowly downfield keeping the runner in front of him to the goal line.
III. On a snap on or inside the 5-yard line, the Linesman will release to the goal line (staying deep in the restricted area giving players full access to the goal line/ pylon area) at the snap and officiate back to the ball being mindful of the line to gain.
IV. The Linesman will note the farthest point to which the ball is advanced.
   A. If short of the goal line, the Linesman will move in quickly and help by marking the progress spot with his downfield foot or by actually placing the ball.
   B. If the ball is in possession of the runner and touches or crosses the goal-line plane, the Linesman will instantly give the touch-down signal (S #5).
   C. If ball does not break the goal-line, the Linesman will not give any signal.
V. The Linesman will remind the chain crew to remove the line-to-gain equipment from the sideline when the line-to-gain is the goal line.

VI. On a snap from the goal line to the 5-yard line, the Linesman will release to the goal line at the snap and officiate from behind the ball.
VII. The goal line is the most important line when the ball is snapped inside the 5-yard line.

AFTER A TRY OR SUCCESSFUL FIELD GOAL

The Linesman will

I. go to the pylon.
II. work on establishing a safe sideline.
III. move to kickoff position at the goal line with one heel on the back edge of the restricted area and body angled toward the pylon.
IV. be certain coaches, players, substitutes and other individuals are in the proper location.

AFTER A SAFETY (OR SCORE ON LAST PLAY OF 1ST/3RD QUARTER)

The Linesman will:

I. go to the 10-yard line on the Linesman side and then jog up the field at the top of the numbers (in front of the Umpire) along with the Line Judge to the opposite goal line to arrive at the goal line at the same time.
II. move to kickoff position at the goal line with one heel on the back edge of the restricted area and body angled toward the pylon.
III. be certain coaches, players, substitutes and other individuals are in the proper location.

ADMINISTERING PENALTIES

The Linesman will:

I. when the Line Judge has a penalty marker, come to the hashes and mirror the dead ball spot so the penalty marker can be relocated, if needed, and the foul reported and hold until the penalty is ready to be enforced.
II. give option to the designated representative of the offended team **if** the offended team is on his sideline.
III. be certain of the down number.
IV. proceed to the succeeding spot after communicating with the Umpire.
V. be ready to have the line-to-gain equipment moved after penalty administration.
VI. verify the enforcement spot from which the yards are stepped off.

VII. not permit athletic trainers, attendants, or coaches to come onto field.
VIII. relay the penalty information to the appropriate coach and to other Officials, **if** necessary.

MEASURING FOR FIRST DOWN USING TRADITIONAL LINE-TO-GAIN INDICATORS

I. When a measurement is signaled by Referee the Linesman will:
   A. grasp the line-to-gain indicator and clip at the back edge of back-yard line. (Remember not to just grasp the clip because clip could detach.)
   B. instruct the down indicator operator to mark the front indicator spot with the down indicator and keep the same down number.
   C. bring the line-to-gain equipment behind the ball, and place the clipped part of the chain at the back edge of the back-yard line marked by the Line Judge's bean bag.
   D. hold firmly and call "ready" to the Umpire to stretch the line-to-gain indicator tight.
   E. wait for the Referee's decision and signal.
II. If not a first down, the Linesman will:
   A. accompany the chain crew to the sideline while holding the line-to-gain indicator and reset in the original position, 2-yards from sideline.
   B. have the down indicator operator move the down indicator to the next down.
III. If a new series, the Linesman will release the chain crew to the Back Judge, who will set for a first down after spotted by the Referee.

TIME-OUT PROCEDURE

I. When a player or Head Coach (or designee) requests a time out, the Linesman will signal time-out (S #3) twice, then notify the Referee a time out has been requested. A subtle point toward the requesting team is acceptable. Only the Referee will give the official signal and indicate the requesting team.
II. For a conference outside the 9-yard mark, the Linesman will:
   A. ensure the team is outside the 9-yard mark and above the 25-yard line.
   B. position himself at the top of the huddle around the 9-yard mark facing team/sideline, mark his game card and stand in parade rest.
   C. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and

return to play saying, “Coach, the ball will be marked ready for play in 15-seconds”.

D. be alert for substitutes by the team on his sideline or attempts to use substitutes for the purpose of deception.
E. maintain the proper number of players/attendants in the huddle when conferences are held between the inbounds lines.
F. inform the Head Coach of time-outs remaining.
G. have time-out huddle responsibilities by advising his team when the time-out has expired.

III. For a conference between the 9-yard marks, the Linesman will:
A. ensure only one coach and no more than three attendants are on the field to confer with no more than 11 players.
B. move to a position on the sideline to ensure there are no illegal substitution violations.

INJURY TIME-OUT PROCEDURE

The Linesman will:

I. assist the Referee in moving the teams away from the injured player.
II. position himself away from the injured player near his pre-snap position.
III. use the same procedure as outlined in the TIME-OUT PROCEDURE for a conference outside the 9-yard mark, **if** the Referee elects to send the teams to the sidelines.

BETWEEN-PERIODS PROCEDURE

The Linesman will:

I. record down, distance, and the yard line nearest foremost point of ball.
II. confirm information with the Referee and the Umpire.
III. make sure the clip is at the back edge of the back-yard line.
IV. call the down and distance to the chain crew.
V. reverse ends of the line-to-gain equipment and the two crew members.
VI. set the down indicator after the ball has been spotted.
VII. check the number of down and distance to gain.
VIII. indicate to the Referee he is ready by signaling the number of down with finger(s) or fist for fourth down.
IX. not set the chains before switching ends of the field **if** a first down is gained on the last timed down.

X. move to observe the team on his sideline with the same responsibilities as time-out procedures.
XI. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play saying, “Coach, the ball will be marked ready for play in 15-seconds”.

BETWEEN-HALVES PROCEDURE

The Linesman will:

I. return to the field 5-minutes prior to the half time intermission ending.
II. be in his free kick position with 1-minute remaining on game clock during the 3-minute warm-up period.

END OF GAME PROCEDURE

The Linesman will:

I. immediately jog off the field, together with all Officials, with security.
II. not discuss the game on the field or make any public statement about the game to the news media.
III. not comment about the game on social media.

LINE JUDGE

PREGAME COACHES CONFERENCE

The Line Judge will

I. participate in the Officials' pregame conference with each Head Coach.
II. witness and note each Head Coach's answer regarding his players being legally equipped.
III. note each team captain's number and circle the speaking captain's number as determined by the Head Coach.
IV. review duties of the Get Back Coach.

FOLLOWING PREGAME COACHES CONFERENCE

The Line Judge will:

I. observe each team during warm-ups.
II. check starting time and assist in getting game started on time.
III. assist with securing sidelines.
IV. inspect the playing field and pylons, as well as the sideline and end-line boundaries.
V. locate and instruct the Home team ball personnel on their duties and approve game balls with assistance from the Back Judge.

THE COIN TOSS

I. Prior to the 5-minute mark, the Line Judge will ensure the home team captains are on the sideline near midfield.
II. At the 5-minute mark, the Line Judge will line up at the 45-yard line furthest from the clock on the press box side of the field and wait for the Referee to signal the Officials to escort the captains onto the field.
III. No more than four captains are allowed on the field. All other players must remain out of bounds on the sideline. The captains will meet the Referee and the Umpire in the center of field. All other Officials stop at the hash marks facing the Referee and stand in parade rest.
IV. The actual coin toss should be at the 2-minute mark.
V. The Line Judge will carry his team's ball out to the coin toss.

VI. After the kickoff team is determined, the Line Judge will toss his ball to the Back Judge, **if** his team is kicking off. The Line Judge will return his ball to his team's sideline, preferably to the ball personnel, **if** his team is receiving.
VII. After the captains are released back to their sidelines, all Officials will gather in the middle of the field to verify the coin toss information and for last minute instructions from the Referee. After instructions are given, all Officials will jog to their positions.

CONTROLLING TEAM PERSONNEL ALTERCATIONS

The Line Judge will:

I. alert the coach on his side to keep all team personnel off the playing area.
II. record the uniform number of any substitute who enters the playing area during an altercation.

KICKOFF

I. Before the kick, during the 1-minute intermission, the Line Judge will:
   A. go to the goal line position and make sure the sideline is clear, moving all the way up to the edge of the team box area to clear the sideline, **if** necessary.
   B. count receiving team players and confirm with the Referee with a clenched fist extended up the sideline. The clenched fist by the Line Judge is the ready signal indicating the sideline is clear and the Official is ready for the kickoff.
   C. make sure the sideline is clear before giving the ready sign to the Referee.
II. Before the kick, after the teams are on the field, the Line Judge will:
   A. be certain coaches, players, substitutes and other individuals are in the proper location.
   B. be positioned on the goal line out of bounds, one heel on the back edge of the restricted area and body angled toward the pylon, making sure the pylon is covered.
   C. alter his position **if** a short kick is anticipated and **if** instructed by the Referee.
III. After the kick, the Line Judge will:
   A. signal the clock to start (S #2) when the kick is legally touched.
   B. move deliberately along the sideline while watching for fouls away from the ball and cover to the goal line.

C. sound his whistle and give the time-out signal (S #2) twice when the ball becomes dead in his area.
D. rule on touchback while standing on the goal line giving the touchback signal (S #7) once.
E. come off the pylon, to the numbers, and stop players from hitting while sounding whistle and giving the time-out signal (S #3).
F. be alert if a fair catch signal is given by any receiving team player.
G. mark the spot where the kick goes out-of-bounds on his side of the field.
H. drop his penalty marker **if** the ball is untouched inbounds by the receiving team.
I. maintain position while enabling coverage of his sideline at all times.
J. observe legality of blocks and action away from the ball when he is not covering the runner.

IV. If it is obvious the kick will be fielded between the inbounds line and the sideline on the opposite side of the field, and the goal line is not threatened, the Line Judge should cautiously begin to move up the sideline before the kick is fielded to observe and officiate up field action.
V. During an onside kick, the Line Judge will:
A. be positioned on the receiving team's free kick line in the restricted area on the press box side of the field.
B. be aware of action in the 10-yard belt.
C. watch for encroachment by the receiving team, first touching by the kicking team (bean bag), touching by the receiving team, fair catch and illegal blocks.
D. be alert for first touching, catch and/or recovery, **if** the ball comes in his area. The other Officials should watch for illegal blocking, holding, clipping and early blocks by the kicking team.
E. stay in the restricted area, and be prepared to cover the play **if** the receiving team gains possession and advances.
VI. If the Line Judge is in position on the receiving team's free kick line and there is a deep kick, the Line Judge will move quickly down the sideline, observe and officiate the downfield action.

RUNNING PLAY

I. After ball is spotted, the Line Judge will:
A. be positioned straddling the line of scrimmage on the sideline with heels on the back of the restricted area.

B. count defensive team players and confirm with the Back Judge with a clenched fist extended up the sideline to the Back Judge side.
C. identify eligible receivers on his side.
D. be alert for illegal substitutions.
E. check the wingbacks, flankers, split ends, and slot backs.
F. punch backward if the outside receiver on his side is off the ball and hold until the receiver goes in motion, or the ball is snapped.
G. watch for the player in motion away from him and maintain responsibility for him even **if** he reverses direction. Remain in position unless vision is impaired, in which case the Line Judge will take one step into the offensive backfield.
H. count number of backfield players and communicate via radios there is a legal formation to the Linesman **if** there are four or less players off the line of scrimmage.
I. pat the top of his hat to indicate a covered receiver, **if** there are more than three players on the line of scrimmage on his side of the snapper or communicate this via radios.
J. ensure all players have been, momentarily, between the 9-yard marks after the Umpire has spotted the ball and backed away. If not, drop a penalty marker if the defense does not cover the players who have not done so.
K. watch for encroachment or false start and throw the penalty marker to the side of the offending team **if** a foul occurs.
L. after the snapper has placed his hand(s) on the ball, look both ways and tell any coaches in the restricted area to back up. Drop a penalty marker if they remain in the restricted area after the ball goes live.
M. be alert to a Head Coach requesting a time out.

II. After the snap, the Line Judge will:
A. work in the restricted area while the ball is live.
B. observe the keys and read the tackle to determine run or pass play.
C. stay on the line of scrimmage until the ball carrier crosses the line of scrimmage.
D. be alert for quick plays into the line and assist in marking forward progress with the downfield foot.
E. watch the initial charge of the linemen.
F. observe blocking near neutral zone to tackle on an end run to the opposite side.
G. check the block on an eligible receiver.

H. observe if any offensive or defensive player goes out of bounds. **If** so, toss his hat at the spot they went out of bounds. **If** the player illegally returns, then drop a penalty marker at the spot they return.

III. When the ball comes to his side of the field, the Line Judge will:

A. cover the sideline and check for illegal offensive and defensive blocks.

B. give the wind signal (S #2) twice after determining the ball is dead inbounds near the sideline, especially when forward progress is stopped inbounds.

C. sound his whistle when the ball becomes dead in his area and mark forward progress (using the cross-field spot of the Linesman when needed) with the downfield foot. When contact pushes runners backward, they are entitled to the forward-most spot of the ball at the point of contact with the opponent.

D. square off forward progress by moving down the sideline to the spot where the ball became dead and then jog perpendicular in towards the center of the field to the numbers, unless the play ends close to a first down or with a possible change of possession. In this case, the Line Judge will move quickly in as far as possible until he reaches players on that yard line and place the ball on the ground after spotting.

E. pause after the ball has been blown dead to ensure there is not a foul on the play, then raise his open hand above his head, signaling the 40-second play clock to begin.

F. keep all players in front of him unless the spot of forward progress is close to a first down or a touchdown, in which case the Line Judge comes in as far as possible to find the location of the ball. He does not go around any players.

G. **if** the ball is marked from outside the numbers on his team's side of the field, place the ball on his foot and relay in a new ball to the Umpire with the help of the Back Judge.

H. **if** the ball is marked from the numbers, extend both arms to the side and parallel with the ground, then give the next down with the fingers while verbally announcing to the sideline, and back out to the sideline.

I. turn and face the sideline, and jog back when the ball is marked inside the numbers.

J. when a forward fumble goes out of bounds between the goal lines, the Line Judge will drop a bean bag at the spot of the fumble and notify the Referee the ball will be returned to this spot.

IV. If the ball becomes dead near the sideline and a first down is gained, the Line Judge will:
   A. use normal coverage.
   B. give the wind signal (S #2) twice and then give the time-out signal (S #3) twice after determining the ball is dead.
   C. place the ball on his foot and relay a new ball to the Umpire for spotting with the help of the Back Judge.

V. On down-the-line option plays toward the Line Judge, the Line Judge will observe the pitchman, loose ball, and then the pitchman as he becomes the runner.

VI. When the ball goes to the opposite side of the field, the Line Judge will:
   A. move down the sideline in the restricted area until the ball becomes dead, and then jog perpendicular in toward the center of the field to the numbers.
   B. observe action on linebackers and backside pursuit.
   C. mirror the Linesman spot and help get the spot **if** he is blocked out.
   D. after mirroring the spot, extend both arms to the side and parallel with the ground, then give the next down with the fingers while verbally announcing to the sidelines, and back out to the sideline.

VII. The Line Judge will observe late blocks and fouls away from runner.

VIII. The Line Judge is responsible for the entire sideline. If ball goes out of bounds:
   A. signal time-out immediately (S #3).
   B. hold out-of-bounds spot, monitoring players out-of-bounds, while another Official retrieves the ball.

IX. If an obvious first down occurs, the Line Judge will signal the game clock to stop (S #3). If a play ends close to a first down, the Line Judge will inform the Referee and other crew members.

X. While moving downfield with the runner, the Line Judge will watch for an illegal forward pass or fumble.

XI. If play continues following an illegal forward pass, the Line Judge will drop a penalty marker at the spot of the pass to indicate where the run ended and at the spot of any subsequent foul.

XII. When the offense lines up in victory formation late in a game, the Line Judge will close in on the field in order to talk to the players and help clean up after the snap.

FORWARD PASS

I. After the ball is spotted, the Line Judge will follow the same procedures as described in the Line Judge section on Running Plays.
II. After the snap, the Line Judge will:
   A. observe the keys and read the tackle to determine run or pass.
   B. be ready to rule on the direction (forward or backward) of a quick quarterback pass to his side and a pass on a play down the line of scrimmage and punch accordingly.
   C. move down the sideline as required to cover a pass on his side of the field on slow developing pass plays.
   D. watch for interference by either team.
   E. be ready to rule on a fumble or an illegal pass after the completion.
   F. give the time-out signal (S #3) and a completed signal, **if** a catch is completed near the sideline.
III. If pass is incomplete in his area, the Line Judge will:
   A. sound his whistle.
   B. give the incomplete-pass signal (S #10) twice.
   C. get a new ball and relay to the Official nearest the previous spot.
   D. assist the Referee in determining if the pass crossed the line of scrimmage for potential intentional grounding fouls.
   E. be alert for sideline action.

SCRIMMAGE KICK - PUNT

I. After the ball is spotted, the Line Judge will:
   A. be positioned the same as for run or pass.
   B. check the down number.
   C. count receiving team players and confirm with the Back Judge with a clenched fist extended up the sideline to the Back Judge side.
II. After the snap, the Line Judge will:
   A. release on the kick, move downfield covering his side of the field between the neutral zone and the deep receiver(s).
   B. cover all kicks on his side of the field.
III. If the ball goes out-of-bounds in flight, the Line Judge will:
   A. sound his whistle and give the time-out signal (S #3) twice.
   B. move farther downfield than where the ball went out of bounds.
   C. if he does not have an out-of-bounds spot, jog up the field with his open hand above his head until the Referee signals him to stop on the sideline by

marking the spot with outstretched arm and "chopping" down motion and then signal the direction the ball will be going.

IV. If the ball rolls out of bounds, the Line Judge will:
   A. sound his whistle and give the time-out signal (S #3) twice.
   B. hold the spot and continue to observe action.

V. The Line Judge will assist the Referee in covering the ball on a short or a blocked kick.

VI. The Line Judge will note if the kick is touched beyond the neutral zone and then will:
   A. determine if the recovery was in or behind the neutral zone.
   B. be prepared to mark the first touching or fumble.

VII. On a routine kick, the Line Judge will:
   A. watch for clipping and other fouls in the secondary.
   B. move with the runner **if** he comes to his side of the field.
   C. follow the runner to the goal line **if** there is a break away.

VIII. If a receiving team player signals for a fair catch and a fair catch is not made, the Back Judge will cover the ball and the Line Judge will cover receiver to make sure he does not block.

IX. When the ball becomes dead in his area, the Line Judge will:
   A. sound his whistle, give the time-out signal (S #3) twice, and mark the spot.
   B. make sure of possession on a fair catch before blowing the play dead.
   C. assure the ball is covered **if** a foul needs to be reported to the Referee.

X. If the punt is blocked or the ball is snapped over the punter, the Line Judge will:
   A. move into the offensive backfield and work to the kicking team's goal line to the extent necessary, **if** he is on the opposite side of the punter from the Referee.
   B. maintain his position on the line of scrimmage to determine whether a kick crosses the line of scrimmage, **if** he is on the same side of the punter as the Referee.

FIELD-GOAL ATTEMPT OR TRY FROM ANY DISTANCE

I. After the ball is spotted, the Line Judge will:
   A. be positioned beyond the end zone and behind the upright where he feels most comfortable and has the best coverage of the upright.
   B. count defensive players and confirm with the Back Judge with a clenched fist extended forward on the Back Judge side.
   C. be alert to sound his whistle and signal time-out (S #3) for a time-out requested by the Head Coach on his sideline.

II. After the snap, the Line Judge will:
   A. assume responsibility for the end line and rule on his upright.
   B. key the tight end on his side.
   C. verbally communicate “Yes” or “No” to the Back Judge if the ball passes near his upright.
   D. be prepared to move **if** the kick is blocked, obviously short or a fake.
   E. if run or pass develops to his vacated side:
      1. quickly move along the end line to the back pylon to rule on the sideline.
      2. next move toward the goal line to assist.
   F. mark first touching, fumble, momentum or end of kick.
   G. remember all blocked field goals are treated the same as a punt.

III. After the ball becomes dead and the Back Judge sounds his whistle, the Line Judge will move 2 steps forward (no angle), simultaneously with the Back Judge, in front of his upright and signal score (S #5) or no score (S #10) twice while facing the line of scrimmage.

IV. On the swinging gate during a try, the Line Judge will:
   A. start in an initial position the same as a run or pass.
   B. move beyond the end zone and behind the upright **if** the swinging gate moves to the normal scrimmage kick position.

V. move onto the field after the ball is dead to help clean up after the play.

GOAL-LINE PLAY

I. The Line Judge will position himself the same as in a running play.

II. On red zone snaps between the 10 and 5-yard lines, the Line Judge will release slowly downfield keeping the runner in front of him to the goal line.

III. On a snap on or inside the 5-yard line going to the goal line, the Line Judge will release to the goal line (staying deep in the restricted area giving players full access to the goal line/pylon area) at the snap and officiate back to the ball being mindful of the line to gain.

IV. The Line Judge will note the farthest point to which the ball is advanced.
   A. If short of the goal line, the Line Judge will move in quickly and help by marking the progress spot with his downfield foot or by actually placing the ball.
   B. If the ball is in possession of the runner and touches or crosses the goal-line plane, the Line Judge will instantly give the touch-down signal (S #5).
   C. If ball does not break the goal-line, the Line Judge will not give any signal.

V. On a snap from the goal line to the 5-yard line, the Line Judge will release back to the goal line at the snap and officiate from behind the ball.
VI. The goal line is the most important line when the ball is snapped inside the 5-yard line.

AFTER A TRY OR SUCCESSFUL FIELD GOAL

The Line Judge will

I. go to the pylon.
II. work on establishing a safe sideline.
III. move to kickoff position at the goal line with one heel on the back edge of the restricted area and body angled toward pylon.
IV. be certain coaches, players, substitutes and other individuals are in the proper location.

AFTER A SAFETY (OR SCORE ON LAST PLAY OF 1ST/3RD QUARTER)

The Line Judge will:

I. go to the 10-yard line on the press box side and then jog up the field at the top of the numbers (between the Referee and Back Judge) along with the Linesman maintaining a 10-yard cushion to the opposite goal line to arrive at the goal line at the same time.
II. move to kickoff position at the goal line with one heel on the back edge of the restricted area and body angled toward the pylon.
III. be certain coaches, players, substitutes and other individuals are in the proper location.

ADMINISTERING PENALTIES

The Line Judge will:

I. when the Linesman has a penalty marker, come to the hashes and mirror the dead ball spot so the penalty marker can be relocated, if needed, and the foul reported and hold until the penalty is ready to be enforced.
II. give option to the designated representative of the offended team.
III. hold the enforcement spot or cover the penalty marker until the penalty is enforced.
IV. verify the accuracy and the distance of the yards to be stepped off.
V. not permit athletic trainers, attendants, or coaches to come onto the field.

VI. relay penalty information to the appropriate coach and to other Officials, **if** necessary.

MEASURING FOR FIRST DOWN USING TRADITIONAL LINE-TO-GAIN INDICATORS

The Line Judge will:

I. place a bean bag just behind the yard line where clip is to be placed to align the Linesman so the chains are parallel to the sidelines.
II. tend the ball at the time of measurement in front of the chains.
III. stay on the Linesman's side of the field to keep the press box view unobstructed.

TIME-OUT PROCEDURE

I. When a player or Head Coach (or designee) requests a time out, the Line Judge will signal "time-out" (S #3) twice, then notify the Referee a time out has been requested. A subtle point toward the requesting team is acceptable. Only the Referee will give the official signal and indicate the requesting team.
II. For a conference outside the 9-yard mark, the Line Judge will:
    A. ensure the team is outside the 9-yard mark and above the 25-yard line.
    B. position himself at the top of the huddle around the 9-yard mark facing team/sideline, mark his game card and stand in parade rest.
    C. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play saying, "Coach, the ball will be marked ready for play in 15-seconds".
    D. be alert for substitutes by the team on his sideline or attempts to use substitutes for the purpose of deception.
    E. maintain the proper number of players/attendants in the huddle when conferences are held between the inbounds lines.
    F. inform the Head Coach of time-outs remaining.
    G. have time-out huddle responsibilities by advising his team when the time-out has expired.
III. For a conference between the 9-yard marks, the Line Judge will:
    A. ensure only one coach and no more than three attendants are on the field to confer with no more than 11 players.
    B. move to a position on the sideline to ensure there is no illegal substitution violations.

INJURY TIME-OUT PROCEDURE

The Line Judge will:

I. assist the Referee in moving the teams away from the injured player.
II. position himself away from the injured player near his pre-snap position.
III. use the same procedure as outlined in the TIME-OUT PROCEDURE for a conference outside the 9-yard mark, **if** the Referee elects to send the teams to the sidelines.

BETWEEN-PERIODS PROCEDURE

The Line Judge will:

I. go to the spot where the ball will be spotted on the field when the new period will begin until the ball is spotted, then move to observe the team on his sideline.
II. assume the same responsibilities as time-out procedures.
III. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play saying, “Coach, the ball will be marked ready for play in 15-seconds”.

BETWEEN-HALVES PROCEDURE

The Line Judge will:

I. return to the field 5-minutes prior to the half time intermission ending and be responsible for the home team returning to the field before the clock expires.
II. at the start of the mandatory 3-minute warm-up, obtain the second-half choice from the Head Coach of the home team and communicate to the Referee.
III. be in his free kick position with 1-minute remaining on game clock during the 3-minute warm-up period.

END OF GAME PROCEDURE

The Line Judge will:

I. immediately jog off the field, together with all Officials, with security.
II. not discuss the game on the field or make any public statement about the game to the news media.
III. not comment about the game on social media.

BACK JUDGE

PREGAME COACHES CONFERENCE

The Back Judge will:

I. participate in the Officials' pregame conference with each Head Coach.
II. witness and note each Head Coach's answer regarding his players being legally equipped.
III. note each team captain's number and circle the speaking captain's number as determined by the Head Coach.

FOLLOWING PREGAME COACHES CONFERENCE

The Back Judge will:

I. attend the Pregame Emergency Action Plan Meeting.
II. review starting time and be sure an auxiliary stopwatch, with a countdown timer, is available.
III. assist with securing sidelines and inspecting player uniforms and equipment.
IV. inspect the playing field and pylons, as well as the sideline and end-line boundaries.
V. locate and instruct the team ball personnel on their duties and approve game balls with assistance from the Linesman and Line Judge.
VI. if there is a visible play clock, observe the play clock while the PCO is testing for both 25- and 40-second countdowns.
VII. be responsible for monitoring the correct time, carrying an accurate watch, and assisting in getting the game started on time.
VIII. locate and meet with both team quarterbacks and give instruction on the Back Judge's visual countdown mechanic of the play clock, if there is not a functioning visible play clock.
IX. instruct or take responsibility for the ECO and PCO, **if** there is one.

THE COIN TOSS

I. Prior to the 5-minute mark, the Back Judge will ensure the visiting team captains are on the sideline near midfield.
II. At the 5-minute mark, the Back Judge will line up at the 45-yard line closest to the game clock on the Linesman's side of the field and wait for the Referee to signal Officials to escort the captains onto the field.

III. No more than four captains are allowed on the field. All other players must remain out of bounds on the sideline. The captains will meet the Referee and the Umpire in the center of field. All other Officials stop at the hash marks, angle in facing the Referee and stand at parade rest.
IV. The actual coin toss should be at the 2-minute mark.
V. The Back Judge will carry his team ball out to the coin toss.
VI. After the kickoff team is determined, **if** the Back Judge's team is kicking off, his ball will be used. **If** his team is receiving, the Back Judge will be given the kickoff ball from the Line Judge and will return his ball to his team's sideline, preferably to the ball personnel.
VII. After the captains are released back to their sidelines, all Officials will gather in the middle of the field to verify the coin toss information and for last minute instructions from the Referee. After instructions are given, all Officials will jog to their positions.

TIMING

The Back Judge will:

I. be responsible for all timing situations, including, time-outs, quarter change and the time between a score and the succeeding kickoff, and sound his whistle for the 15-second warning.
II. penalize a team for delay of game.
III. unless there is a functioning visible play clock, raise his open hand overhead when there are 10 seconds remaining and count down seconds with a downward clock-like motion starting at 5-seconds.
IV. be responsible for the 25/40 second play clock and, if there is a visible play clock, not separately time the 25/40 second count if the visible play clock is functioning correctly. **If** repeated re-sets of visible play clock are disrupting the game, the Referee will determine whether to discontinue use of the visible play clock.
V. pause for one count and set the play clock to 40-seconds when:
    A. the ball is declared dead in field of play on a play from scrimmage and the covering Official raises his open hand to indicate that the ball is dead and indicate the number of the next down or gives the wind signal (S #2) followed by a time-out signal (S #3) to indicate the line to gain has been reached.
    B. the covering Official signals that a pass is incomplete.
    C. the covering Official signals to stop the game clock because the ball is dead out-of-bounds.

VI. set the play clock to 25-seconds when the play clock is started with the Referee's ready-for-play signal and whistle.
VII. alert the Referee when the ball has not been made ready-for-play with a least 25 seconds remaining on a 40-second play clock. The Referee is responsible for requesting a re-setting of the play clock to 25 seconds.
VIII. alert the Referee when both clocks are stopped due to a defensive penalty, defensive player injury or defensive equipment issue, and the play clock should be reset to 40-seconds.

KICKOFF

I. Before the kick, the Back Judge will:
   A. make sure there is 12:00 minutes on the game clock for the opening kickoff of the 1st and 3rd quarters. Verify the ball is legal and approved, if the kicker brings out his own ball.
   B. after giving a 15-second warning (two short blasts on whistle) to the teams at the 45-second mark, instruct the players on the press box side to move onto the field for the kick.
   C. count kicking team players and never allow the kickoff to proceed without the proper number of players. Ensure kicking team players are positioned properly.
   D. point out the Referee to the kicker, check legality of kicking tee and instruct the kicker to wait for the ready-for-play signal before kicking.
   E. if the game is televised, make sure the time out coordinator is ready for play.
   F. pick up the ready sign from the Umpire in his final position and turn to face Referee to indicate to Referee he is ready.
   G. hand the kicker the ball after ensuring the kicking team has the proper number of players and a legal formation and after the Referee communicates he is ready via radio or signals by extending his arm toward the Back Judge with a clenched fist when radios are not used.
   H. place the ball at the free kick spot, if the kicker will not accept the ball.
   I. jog down the kickoff line to take final position on sideline: on the kicking team's free kick line in the side zone with heels on the back of the restricted area line on the press box side of the field.
   J. have a bean bag in hand.
   K. be sure the sideline is clear and communicate to the Referee he is ready via radio or by holding an open hand above his head when radios are not

used. Also, communicate the number of any kicker more than 5 yards behind the free kick line via radio.

L. sound his whistle to prevent action, if the ball falls or blows off tee.

M. watch for any infractions involving the kicking team's formation after the ready for play signal, the kicking team's free kick line, encroachment by the kicking team, short kicks, pop-up kicks, onside kicks and spots of first touching.

N. assist in illegal early blocking by the kicking team.

II. Before the kick, after the teams are on the field, the Back Judge will watch for any infractions involving the kicking team's formation after the ready for play signal, encroachment by the kicking team, short kicks, pop-up kicks, onside kicks and spots of first touching.

III. After the kick, the Back Judge will:

A. run onto the field to the near hash marks to observe action mainly toward the center of the field including off-ball action. As the return develops, the Back Judge will move further onto the field as needed to cover like a running play and work inside-out, staying alert for holding, illegal blocks, clipping, etc. He should maintain a cushion and always be in advance of the runner and must be on the goal line before the runner crosses.

B. watch initial blocks in his area.

IV. If the kick is short, the Back Judge will not run onto the field but will be prepared to cover the play **if** the receiving team gains possession and advances.

V. During an onside kick or pooch kick, the Back Judge will:

A. be positioned on the kicking team's free kick line in the restricted area on the press box side of the field.

B. be aware of action in the 10-yard belt.

C. watch for encroachment by the kicking team, first touching by the kicking team (bean bag), touching by the receiving team, fair catch and illegal blocks.

D. be alert for first touching catch and/or recovery, **if** the ball comes in his area. The other Officials should watch for illegal blocking, holding, clipping, and early blocks by the kicking team.

E. stay in the restricted area and be prepared to cover the play **if** the receiving team gains possession and advances.

RUNNING PLAY

I. After the ball is spotted, the Back Judge will:
   A. be positioned 25-yards beyond defensive line of scrimmage and always deeper than the deepest defensive back (3-5 yards), roughly in the center of the field.
   B. be positioned no wider than the near upright, when the ball is on the hash marks.
   C. adjust position to the strength of the formation to provide the best coverage on single- and/or double-spread formation.
   D. be in initial position on the end line when the ball is snapped on or inside the 15-yard line.
   E. time the 25/40-second count and use visible signals **if** a functioning visible play clock is not used.
   F. count defensive players and confirm with the Linesman and Line Judge that he has counted the defense by extending an arm with a clenched fist out in front of him when 11 or less are counted. (Multiple counts are recommended) **If** more than 11, recount and **if** 12 or more, blow whistle and drop a penalty marker.
   G. be alert to a Head Coach requesting a time out.

II. After the snap, the Back Judge will:
   A. pause and read keys.
   B. move so the runner is between him and either the Linesman or Line Judge while observing blocks in front of the runner.
   C. retreat to be in position behind the deepest receiver. Stay far enough away to keep the play boxed in.
   D. maintain inside-out coverage, while staying between the hash marks.
   E. cover players who are deeper than the Linesman or Line Judge.
   F. cover action around the runner **if** he breaks free.
   G. cover the goal line, which is his primary responsibility when the ball is snapped outside the 15-yard line. When the ball is snapped between the 5 and 15-yard line and a running play develops past the line of scrimmage, move to the goal line to assist with coverage.
   H. be in advance of the runner and be ready to rule on the touchdown and assist with forward progress near the goal line. When the runner crosses the goal line after running closely down the sideline, the Back Judge should look to the covering wing Official and assure that the runner did not step out of bounds before giving a touchdown signal.

I. move into the area of a dead ball and assist Officials in maintaining order on out-of-bounds runs, especially in team areas.
J. assist with the relay of the ball in the side zone from the Linesman or Line Judge to the Umpire or off the field when a new ball is relayed in.
K. glance at the game clock to make sure it is accurate when the ball becomes dead. Example: Verify the game clock status- running or stopped and the time remaining.
L. correct obvious timing errors by stopping the game clock and talking to the Referee.
M. move in "accordion" with all other Officials toward the area of the dead ball while keeping all players in front of him.
N. obtain the ball with help from the wing official and spot on long plays down the field. During the last two minutes of each half, the Referee will not start the game clock until the Umpire is in place.
O. if a new series is awarded and the Linesman has the spot, set the down indicator for the Linesman or drop a bean bag at the dead ball spot **if** the down indicator is late arriving.
P. extend both arms to the side and parallel with the ground, then give the next down with the fingers and back out to presnap position.

III. When the offense lines up in victory formation late in a game, the Back Judge will close in on the field in order to talk to the players and help clean up after the snap.

FORWARD PASS

I. After the ball is spotted, the Back Judge will:
A. follow the procedures as described in the Back Judge section on Running Plays.
B. pause observe his keys and retreat in order to be in position behind the deepest receivers, never letting receivers get behind him.
C. cover deep receivers down the middle and to each sideline.
D. move quickly to the ball when the pass is thrown.
E. watch for interference by either team.
F. be ready to rule on possible fumble or illegal pass after completion.
G. be ready to rule on all passes near the goal line.
H. for passes into the endzone, move to the end line and be ready to rule on passes near the end line.

II. If the pass is incomplete in the Back Judge's area, he will:
A. sound his whistle.

B. give the incomplete-pass signal (S #10) twice.

III. If the pass is complete in the Back Judge's area, he will:
   A. sound his whistle when the ball becomes dead.
   B. move to the spot of forward progress **if** no other Official can get to the spot.
   C. give the time-out signal (S #3) twice when line-to-gain has been reached.

IV. On all incomplete passes, the Back Judge will assist with relaying the ball off to the opposite side of the field.

SCRIMMAGE KICK - PUNT

I. After the ball is spotted, the Back Judge will:
   A. be positioned 10-12 yards wider than and 10-yards behind the deepest receiver on the Linesman's side of field.
   B. have his contrasting bean bag in hand.
   C. count receiving team players and confirm with the Line Judge that he has counted the receiving team with a clenched fist extended out in front of him.
   D. be in his initial position: on the goal line when the ball is snapped on or inside the receiving team's 45-yard line or when a receiving team member is on or inside the 10-yard line.

II. After the snap, the Back Judge will:
   A. carry contrasting bean bags in his hand during down to mark first touching, fumble, momentum or end of kick if there is a return.
   B. observe action of the players around ball when the kick is short to either side. The Linesman and Line Judge will assume responsibility for the ball.
   C. cover all kicks down the middle of the field and be ready to rule on whether the kick is touched by either team.
   D. be prepared to rule on possession, **if** the ball is muffed.
   E. be alert for a hand-off and reverse.

III. When the kicked ball goes out of bounds in flight on the Linesman's side, the Back Judge will:
   A. sound his whistle.
   B. give the time-out signal (S #3) twice.
   C. move farther down field than where the ball went out.
   D. if he does not have an out-of-bounds spot, jog up the field with his open hand above his head until the Referee signals him to stop on the sideline by marking the spot with an outstretched arm and "chopping" down motion, then signal the direction the ball will be going and hold the spot until ball is spotted.

IV. When the kicking team is first to touch the scrimmage kick that is motionless beyond the neutral zone, the Back Judge will
   A. sound his whistle.
   B. give the time-out signal (S #3) twice, mark the spot and give the directional signal (S #8).

V. Do not anticipate a fair catch. The Back Judge should hold his whistle in his hand and see the ball possessed before sounding his whistle (no inadvertent whistles).

VI. If a receiving team player signals for a fair catch and a fair catch is not made, the Back Judge will cover the ball and the Line Judge will cover the receiver to make sure he does not block.

VII. Following a fair catch, the Back Judge will:
   A. sound his whistle.
   B. give the time-out signal (S #3) twice.
   C. give the directional signal (S #8).
   D. inform the Referee it was a fair catch.

VIII. When the runner catches the kick and advances, the Back Judge will:
   A. drop a bean bag at the spot possession is obtained.
   B. delay and observe the action behind the ball and let the other Officials pick up the runner.
   C. pick up the runner and sound his whistle when the ball becomes dead, **if** the other Official gets screened out.

IX. When the kick becomes dead, the Back Judge will:
   A. sound his whistle.
   B. give the time-out signal (S #3) twice and signal the direction the ball will be going.
   C. be prepared to rule on a touchback and give the touchback signal (S #7) twice.
   D. inform the Referee of the ball status.
   E. be prepared to rule on momentum **if** the kick is caught inside 5-yard line and the player is downed in his end zone.
   F. mark the spot of the catch inside the 5-yard line with bean bag.

FIELD-GOAL ATTEMPT OR TRY FROM ANY DISTANCE

I. After the ball is spotted, the Back Judge will:
   A. be positioned beyond the end zone and behind his upright where he feels most comfortable and has the best coverage of the upright.

B. count receiving team players and confirm with the Line Judge with a clenched fist extended forward on the Line Judge side.

II. After the snap, the Back Judge will:
   A. assume responsibility for the end line and for determining if the kick goes over or under the crossbar and inside the upright.
      1. Back Judge rules on crossbar and his upright.
      2. Line Judge rules on his upright.
      3. The Official who rules needs to verbally communicate “Yes” or “No” to the Line Judge.
   B. sound his whistle when a successful kick passes the upright or when it is apparently unsuccessful after breaking the goal-line plane.
   C. move 2 steps forward (no angle), simultaneously with the Line Judge, in front of his upright and signal score (S #5) or no score (S #10) twice while facing the line of scrimmage.
   D. be prepared to react if kick is blocked, obviously short or a fake:
      1. The Back Judge will key the tight end on his side.
      2. If run or pass develops, the Back Judge will delay and read the play.
      3. The Back Judge will stay on the end line to assist.
      4. The Back Judge will mark first touching, fumble, momentum, or end of kick with a bean bag.
   E. remember all blocked field goals are treated the same as a punt.

AFTER A TRY OR SUCCESSFUL FIELD GOAL

The Back Judge will:

I. start 60-second count for subsequent kickoff as players and Officials move to their positions.
II. obtain the ball which will be used to kickoff. This ball should be left behind the goal post by ball personnel before the try.
III. go to the 20-yard line at the top of the numbers and jog up the field along with the Umpire (Umpire up the Linesman’s side and Back Judge up the press box side) to the intersection of the top of the numbers and the kicking team’s free kick line. The Back Judge will give a signal to the Umpire, so they jog up the field together.
IV. give a 15-second warning (two short blasts on whistle) to the teams at the 45-second mark, if teams are not in position to play.
V. Help the kicking team line up, **if** necessary.

AFTER A SAFETY (OR SCORE ON LAST PLAY OF 1ST/3RD QUARTER)

The Back Judge will:

I. start 60-second count for subsequent free kick as players and Officials move to their positions.
II. go to the goal line and jog up the field at the top of the numbers (behind the Referee and Line Judge) along with the Umpire (Umpire up the Linesman's crew side and Back Judge up the press box side) maintaining a 10-yard cushion to the intersection of the top of the numbers and the kicking team's free kick line.
III. obtain the ball which will be used for the free kick.
IV. give a 15-second warning (two short blasts on whistle) to the teams at the 45-second mark, **if** teams are not in position to play.
V. Help the kicking team line up, **if** necessary.

ADMINISTERING PENALTIES

The Back Judge will:

I. cover the penalty marker until the penalty is enforced, if needed.
II. help obtain the ball.
III. assist in holding the spot of the foul or covering the penalty marker.
IV. assist in relaying penalty foul information to the appropriate sideline.
V. place the football on the ground and give the final signal for a foul to be enforced on the kickoff while facing the press-box side of field and step-off penalty yardage.

MEASURING FOR FIRST DOWN USING TRADITIONAL LINE-TO-GAIN INDICATORS

When a measurement is signaled by the Referee, the Back Judge will:

I. not permit team attendants to enter the field.
II. observe all players.
III. Move the down indicator operator to the front line-to-gain indicator spot and keep the same down number. Stay with the down indicator operator until the Linesman has returned to the sideline.
IV. If a first down and a new series is awarded, the Linesman will release the chain crew to the Back Judge who will set the chains for a first down after spotting by the Referee. If there is a penalty, do not move the down indicator until after enforcement.

V. **If** short of a first down, instruct the down indicator operator to wait until the Linesman has reset the chains before moving the down indicator and changing the down number.
VI. return to his presnap position on the field and observe the teams.

TIME-OUT PROCEDURE

The Back Judge will:

I. time 60-second interval and sound whistle twice to give the 15-second warning.
II. observe the team on the Linesman's sideline until the Linesman becomes available.
III. observe the time-out coordinator (red hat) for T.V. games.
IV. position himself in his pre-snap position, standing at parade rest.

INJURY TIME-OUT PROCEDURE

The Back Judge will:

I. assist the Referee in moving the teams away from the injured player.
II. position himself away from the injured player near his pre-snap position, standing at parade rest.

END-OF-PERIOD PROCEDURE

I. If a field game clock is NOT in use, the Back Judge will:
   A. notify the Referee approximately 4-minutes before the end of the 2nd and 4th periods.
   B. notify the Referee that time may expire during the next down approximately 30-seconds before the period expires.
   C. signal to the Referee by raising his open hand above his head, sounding his whistle and giving the time-out signal (S #3) twice when time expires and the ball becomes dead.
II. If a field game clock is used, the Back Judge will:
   A. be responsible for knowing when time expires **if** he is facing the game clock.
   B. sound his whistle to prevent the snap, **if** time expires.
   C. sound whistle loud and long and give time-out signal (S #3) twice, **if** the ball is snapped immediately after time has expired.

D. observe the team on the Linesman's sideline until the Linesman becomes available.

BETWEEN-PERIODS PROCEDURE

The Back Judge will

I. go to the Linesman's sideline and confer with the Linesman about the down, distance and spot of the clip. Once they agree the Back Judge will jog to the opposite end of the field where the spot of the clip will be marked. The Back Judge stands outside the yard line where the clip will be placed, marking the spot with his foot. The Linesman brings the chain with the clip and places it at the spot the Back Judge has marked.
II. observe the team on the Linesman's sideline until the Linesman becomes available.
III. assume the same responsibilities as for a time-out.
IV. time the 60-second interval and sound whistle twice to give the 15-second-warning.

BETWEEN-HALVES PROCEDURE

The Back Judge will

I. return to the field 5-minutes prior to the half time intermission ending and be responsible for the visiting team returning to the field before the clock expires.
II. at the start of the mandatory 3-minute warm-up, obtain the second-half choice from the Head Coach of the visiting team and communicate to the Referee.
III. be in his free kick position with 1-minute remaining on the game clock during the 3-minute warm-up period.

END OF GAME PROCEDURE

The Back Judge will:

I. immediately jog off the field, together with all Officials, with security.
II. not discuss the game on the field or make any public statement about the game to the news media.
III. not comment about the game on social media.

7 MAN CREW
REFEREE

GAME WEEK PREPARATIONS

I. During the week of the game, the Referee will:
   A. contact the Athletic Director (or other Administrator) of the host school to verify game time, obtain location of Officials' parking and locker room, and inquire about any special events occurring prior to or during the game or any other unusual circumstances at game site. Request that members of the chain crew and ball boys wear distinctive vests or shirts to be easily identified, if possible.
   B. if unfamiliar with game site, obtain information regarding location of team dressing rooms to determine if crew should be prepared to prevent the teams from crossing paths entering and leaving the field.
   C. confirm the Administrators' Meeting will be held immediately after the pregame conference with both Head Coaches, approximately 30-minutes prior to game time.
   D. contact crew members prior to game day to advise them of the meeting time for travel departure site or the game site and any additional information with respect to the game provided by the host school.
   E. establish the pregame meeting time, and all Officials will arrive not less than 5-minutes prior to the scheduled time.

II. Upon arrival at game site, the Referee will conduct pregame meeting with the crew from a printed outline.

PREGAME COACHES CONFERENCE

The Referee will:

I. have the crew enter the field together, not less than 45-minutes prior to the scheduled kickoff time.
II. deliver the list of Officials to each Head Coach, starting with the home team.
III. ask the Head Coach to verbally verify, in presence of all crew members, that all players are legally equipped and in compliance with NFHS rules.
IV. obtain captains' numbers and advise that captains are needed 5 minutes prior to the scheduled kickoff. Circle the number of the speaking captain as determined by the Head Coach.
V. check with each Head Coach for any unusual plays, shifts, or formations.

VI. secure names of coaching staff personnel who will be responsible for sideline safety control of team members and report this information to any Officials not attending the conference.
VII. secure names of coaching staff personnel designated to call time-outs in absence of Head Coach.
VIII. verify where teams will be before the game and at half time.
IX. verify with each Head Coach the preferred choice **if** his team wins the toss.
X. inquire about any clock problems with home team Head Coach.
XI. verify that the home team has the chain crew, and both teams have ball personnel and game balls.
XII. confirm the time and place for the Game Administrators' Meeting with Head Coaches and Game Administrators.
XIII. determine whether each team has a designated health care professional on its sideline, and verify that an emergency plan is in place.
XIV. remind coaches that no more than four captains are allowed for the coin toss.
XV. secure the name of team's designated representative (Coach or Player) who will make decisions regarding penalty acceptance or declination and ask them to communicate these decisions through Linesman and Line Judge.

FOLLOWING PREGAME COACHES CONFERENCE

The Referee will:

I. attend the Administrators' Meeting with the two Head Coaches. The Game Administrator should identify security that will escort crew on and off the field and notify both Head Coaches of length of the halftime intermission.
II. direct game management to remove or repair any hazards on or near the field. Ensure all tents and other team equipment are in the team box between the 25-yard lines.
III. coordinate the inspection of playing field and pylons.
IV. inform Head Coaches of starting time and whether the game clock will be kept on the field.
V. inform visiting Head Coach of any change in halftime intermission (a maximum of 5-minutes either way).
VI. give visiting Head Coach the option of operating the chains on the press box side of field **if** the home team is on the sideline opposite the press box.
VII. keep the Official score.
VIII. ensure the ECO instructs the game clock operator to set the pregame clock to expire at the kickoff time.

IX. ensure the Back Judge instructs the game clock operator to time the halftime intermission. On the Referee's signal, the score board operator will set the game clock to the appropriate time. The game clock will start on the Referee's signal to be given after both teams have left the field. When time has elapsed completely (or the Referee has signaled to reset the game clock after both teams have returned to the field), the score board operator will immediately reset 3-minutes on the game clock to time the mandatory warm-up period.

X. ensure the Linesman, Line Judge, Side Judge and Field Judge secure and approve the game balls. The Linesman, Line Judge, Side Judge and Field Judge will use the assigned ball personnel **if** two balls will be used.

XI. ensure the Linesman, Line Judge, Side Judge and Field Judge inform the ball personnel of the proper way and time to change the footballs between plays.

XII. verify heat index with the Game Administrator or training staff of the home team, **if** appropriate.

XIII. determine whether the PCO is an Official. If the PCO is not an Official, the Back Judge will conduct a pregame conference on operating the play clock.

XIV. instruct the crew to maintain a presence at or near the 50-yard line while both teams are still on the field.

XV. let the crew return to their locker room or go to another area away from the field if all pregame duties are completed and at least one team has left the field. If Officials remain on the field, they should not stretch, jog or do any other activities that would draw attention to them. All Officials must be back on the field 10 minutes prior to kickoff.

THE COIN TOSS

I. Pregame

A. The Back Judge and the Line Judge will secure game balls from their respective teams to bring on the field for the coin toss. The Side Judge, Linesman's side, and Field Judge, press box side, will have the team captains on their sides of the field line up 5-minutes before kickoff. The speaking captain for each team should stand on the Referee side.

B. The Referee and the Umpire will jog to the center of the field 3-minutes before kickoff. The Referee will face the scoreboard.

C. The Referee will signal the other Officials and captains on the field. The captains will meet the Referee and Umpire in the center of the field. All other Officials should stop at the hash marks facing the Referee.

1. The Line Judge and Field Judge will come out from the press box side on the 45-yard line. The Line Judge should be on the 45-yard line furthest from the game clock.
2. The Linesman and the Back Judge will come out from the Linesman's side on each 45-yard line. The Linesman should be on the 45-yard line furthest from the game clock.
3. The Side Judge will come out from the Linesman's side of the field behind the captains on the 50-yard line.

D. The Referee will instruct the captains to shake hands.

E. The coin will be flipped no later than the 2-minute mark.

F. In the presence of the Umpire, the Referee will:
1. instruct the visiting captain to give "heads" or "tails" choice before the coin toss and inform the captains that if the coin is dropped, it will be tossed again.
2. make the toss and determine the winner.
3. place a hand on the winning captain's shoulder and have the captain choose one of the following options:
   a) receive
   b) defer choice to second half
4. **if** the winner of the toss defers, step toward the press box and give the deferred signal (S #10) twice; then ask the deferring captain which direction he would like to kick.
5. **if** the winner of the toss chooses to receive, ask the other captain which direction he would like to kick.

G. The Referee will place the captains in position facing each other with their backs toward the goal they will defend.

H. While facing in the same direction as the receiving captain, the Referee will signal the choice by making a catch motion to simulate receiving.

I. The Referee will dismiss the captains.

J. After captains are released back to their sidelines, all Officials will gather in the middle of the field to verify the coin toss information and receive last minute instructions from the Referee. After instructions are given, all Officials will jog to their positions with 1-minute remaining on the game clock.

K. If the Home Team requests that military personnel, celebrities, etc. participate in the pregame coin toss, the actual coin toss should be held at the Administrators' Meeting. A ceremonial coin toss will then be held as described above with the options already being determined. If the coin toss is not done prior to the game, the Referee should toss the coin.

USE OF MICROPHONE

The Referee's use of a field microphone adds a positive dimension to communication when used properly. The microphone should be used to explain penalties and unusual situations. The Referee should have the option to use or not use a field microphone. The Referee should have control (on/off switch) of the microphone. If used, the microphone should be tested prior to the start of the contest and the following guidelines should be followed.

When What Team Player Penalty Next Down

When – Identify ONLY if it is relevant.
For pre-snap fouls, say "Prior to the snap."
For a dead ball foul, say "After the play" while giving the dead ball signal. Never say "Dead ball."
If relevant, say "During the kick" or "During the return" or "Prior to the fumble/interception". This is not relevant when the ball stays in possession of the offense.

What – Always identify the foul.
Say "Holding", "False start", "Pass interference", "Free kick out of bounds", etc.

Team – Always say a team while pointing in that team's direction.
Say "Offense" or "Defense", "Kicking team" or "Receiving team".
Never announce color or team name.

Player – Give the number of the offending player.
Say while still pointing in team's direction.
If you don't have a number (do not guess) or it's not relevant (e.g., illegal participation), skip this.

Penalty – Always identify length of penalty and enforcement spot.
Say 5/10/15 yards "from the previous spot", "from the succeeding spot", "from the spot of the foul", "from the end of the run", etc.
Say "Half the distance to the goal line", when applicable.
Say "Penalty is declined", if applicable.

Next Down – If applicable, say "Loss of down" while giving the related signal.
Always say "*(Next)* down", while holding your upper arm parallel to the ground, your forearm straight up and your fingers signaling the number. Do not hold your hand in front of your face.
If it is a 1st down, signal while announcing.

Examples:

- "During the run, Holding, Offense #72, 10 yards from the previous spot, Replay 2nd down."
- "After the play, Personal foul, Defense #22, 15 yards, Result is a 1st down."
- "Pass interference, Defense #14, 15 yards from the previous spot, Result is a 1st down."
- "Roughing the passer, Defense #89, 15 yards from the previous spot, Automatic 1st down."
- "During the return, Block in the back, Receiving team #44, 10 yards from the spot of the foul, 1st down."
- "Illegal forward pass, Offense #12, 5 yards from the spot of the foul, Loss of down, 3rd down."
- "Prior to the snap, False Start, #77, 5 yards, still 2nd down."
- "After the play, Unsportsmanlike Conduct Offense #13, 15 yards from the end of the run, 3rd down. That is #13's first Unsportsmanlike Conduct foul." or "That is #13's 2nd Unsportsmanlike Conduct foul, so he has disqualified himself from the game."

Reminders for Referees:

- Ask the calling Official to give you the foul, team and number of offending player, penalty yardage and enforcement spot, live or dead ball, and in or out of bounds.
- For both the preliminary and final signal, come to a complete stop in an area clearly visible to and facing the press box away from any players. Stand still while announcing and look at press box during entire announcement.
- Keep your head level and stationary.
- Think before you speak. Do not turn the microphone on until you have all the information you need and the words in your head.
- "Rehearse" with the Umpire to ensure you have needed information before making the formal announcement.
- Speak in a clear, unhurried and conversational tone. Do not shout; this conveys anger.
- Coordinate statements with signals.
- Do not "over explain." You run the risk of stumbling on words. When in doubt, say less.
- If anything is unusual, have the calling Official remain close during the announcement to remind you of pertinent information.
- Use the word "correction" to change a previous announcement: "Holding, Offense #65, Correction, #56."
- When announcing time outs, you can refer to the team name.

- For unsportsmanlike conduct fouls, always tell whether it is the 1st or 2nd for that player/coach.
- When you are finished, turn the microphone off, pause, turn and jog to your next pre-snap position.
- Practice these principles in the following ways to improve and correct any mistakes:
  - Practice in front of a mirror, while talking out loud.
  - Watch replays of your games, when possible.
  - Say the words even in games you are not using a microphone.
  - Consider using a recorder during games to review later.

DECLARING BALL READY-FOR-PLAY

I. If the play clock is to be set to 25-seconds, the Referee, after the ball is spotted, will:
   A. move to a position approximately 12-15 yards from the line-of-scrimmage and at least 5-yards wide of the tackle position in a normal scrimmage formation.
   B. announce the down (using appropriate fingers or fist), check that the crew is ready and in position to officiate, release the Umpire off the ball and to his normal position prior to marking the ball ready-for-play and solely verify the number of offensive players **if** a quick snap is possible.
   C. sound his whistle, give the ready-for-play signal (S #1) and give the signal to start the game clock **if** necessary (S #2) twice.

II. If the play clock is set to 40-seconds after the end of the preceding play:
   A. the Referee will move to a position approximately 12-15 yards from the line-of-scrimmage and at least 5-yards wide of the tackle position in a normal scrimmage formation.
   B. the ball is ready for play when the Umpire returns to his normal position after spotting the ball (without a ready-for-play signal or whistle from the Referee). Unless held in position by the Referee, the Umpire does not linger over the ball.
   C. the Referee will re-set the play clock to 25-seconds (with a pumping motion with one arm with a flat palm upward) and follow the 25-second play clock procedure **if** he receives a signal from the Back Judge the ball was not ready for play with at least 25 seconds remaining on the 40-second play clock. The Referee will stop the game clock to re-set the play clock only if he deems there has been a delay in re-setting the play clock.

CORRECTING OBVIOUS ERRORS IN TIMING

Requisites for correcting timing errors

I. The timing errors must be readily evident and have resulted in an acknowledged discrepancy. The Referee may consult the ECO.
II. Corrections must not involve judgment but result from failure, either human or mechanical, to correctly administer the timing rule.
III. Corrections may occur **if** the error is discovered before the second live ball following the error unless the period has Officially ended.

COACH-REFEREE CONFERENCE

I. Purpose
   A. The conference allows a review of possible misapplication or misinterpretation of rules by Officials.
   B. The conference allows corrections when an error has been made.
II. Procedures
   A. A request for the conference must be made prior to the ball becoming live following the play which is to be reviewed unless the period has Officially ended.
   B. The Head Coach calls or directs the player to request a time-out to confer with the Referee regarding possible misapplication of a rule.
   C. The Referee grants the time-out and charges it to the requesting team.
   D. The Referee, accompanied by the Linesman or Line Judge, and the Head Coach confer at the sideline directly in front of the team box in the field of play.
   E. If the rule is determined to have been applied correctly, then:
      1. the time-out remains charged to the team.
      2. the foul for delay of game is called **if** all permissible time-outs have been used.
      3. If time permits, the Head Coach may talk to the team for the time remaining in the charged time-out.
   F. If the rule is determined to have been applied incorrectly, then:
      1. the correction is made immediately.
      2. the time-out previously charged to the team becomes an Official's time-out.
      3. the Referee will review and explain the situation to the opposing Head Coach before continuing the game.

DISQUALIFICATION PROCEDURE

The Referee will:

I. provide the Head Coach with the reason while accompanied by the Linesman or Line Judge.
II. require a disqualified player to vacate the field and remain off the field.
III. require a disqualified coach to vacate the stadium area.
IV. If a disqualified coach does not vacate the stadium area, the Referee will:
   A. inform the Head Coach (or acting Head Coach) that noncompliance could lead to forfeiture.
   B. locate the Game Administrator for assistance.
   C. not continue the game until the disqualified coach vacates the stadium area.
   D. forfeit the game **if** necessary.

KICKOFF

I. The Referee will count receiving players and confirm with the Line Judge and the Linesman using a clenched fist to each side. The clenched fist by the Line Judge and Linesman is the ready signal indicating the sideline is clear and the Official is ready for the kickoff.
II. The Referee will pick up the ready sign (open hand above head) from the ECO and PCO when they are in free kick positions, look for the ready sign by the Back Judge and then communicate to the Back Judge via radio to hand the ball to the kicker or signal by extending his arm toward the Back Judge with a clenched fist if radios are not used.
III. Once the Back Judge reaches his free kick position and communicates he is ready via radio or gives the ready signal when radios are not used, the Referee will promptly give the ready-for-play signal (S #1) with a sharp blast of his whistle.
IV. The Referee will make sure that kickers are in position before he blows the ready signal to avoid a delay of game foul.
V. On scoring plays involving a penalty by the opponent of the scoring team, the Referee will:
   A. give the preliminary penalty signal and indicate the offending team.
   B. obtain the choice from the designated representative of the offended team.
   C. give the penalty signal and indicate the offending team. If the penalty is accepted, the Referee will indicate if the score counts and if the penalty will be enforced on the subsequent kickoff by pointing to the succeeding spot.

The Back Judge will give the final signal prior to stepping off the penalty and prior to the subsequent kickoff.

VI. Before the kick, the Referee will:
- A. be positioned on the receiving team's goal line near the middle of the field away from any deep kick returners.
- B. count receiving team players.
- C. check positions of other Officials.
- D. declare the ball ready for play (S #1) and sound his whistle after ready signs have been received from other Officials.
- E. if a short or onside free kick is anticipated:
  1. move the Line Judge and the Linesman up.
  2. take position on the receiving team's goal line.
  3. be alert to assist other Officials.

VII. After the kick, the Referee will respond according to game situations.
- A. The Referee will be alert for an illegal formation when the ball is kicked.
- B. When the Linesman and Line Judge are positioned on the goal line, the Referee will:
  1. rule on touchback while standing on the goal line.
  2. signal the game clock to start (S #2) when the kick is touched other than first touching by the kicking team.
  3. pick up the runner and follow until releasing to covering Official for a kick down the middle.
- C. If the Line Judge and Linesman have been moved up the field or positioned between the receiving and kicking teams' free kick lines in anticipation of an onside kick and a deep kick is made, the Referee will:
  1. remain on the receiving team's goal line.
  2. rule on touchback while standing on the goal line.
  3. be the only Official to wind the game clock on a free kick when the other Officials are in an onside kick formation and the ball is kicked deep.
  4. rule on whether the player's momentum took him into the end zone and mark the spot of the catch with a bean bag, **if** the kick is caught inside the 5-yard line and the player is downed in the end zone.
- D. With a kick outside an inbounds line, the Referee will:
  1. move cautiously with play.
  2. observe action of other players in vicinity of the runner.
  3. serve as clean-up behind, to side of, and around the runner.

E. When a bean bag is thrown for first touching by the kicking team, the Referee will go near the spot of first touching, signal (S #16), point at bean bag and determine where the receiving team will put the ball in play.

RUNNING PLAY

I. After the ball is spotted, the Referee will:
   A. move to a position that is visible to the ECO and the PCO (approximately 12-15 yards from the line-of-scrimmage and at least 5-yards wide of the offensive tackle) prior to the ready signal and will then adjust according to the formation. The Referee's initial position will be on the goal line when the ball is snapped from the 12-15 yard line and the end line when the ball is snapped on or inside the 12-yard line. The Referee will be positioned:
      1. on the passing arm side of the quarterback.
      2. to view tackle on opposite side and the backs.
      3. in a standing position with shoulders parallel or angled to the line of scrimmage.
   B. declare the ball ready-for-play by using the established procedure.
   C. make sure all players are set for the one-second count before the snap.
   D. count the number of offensive players and verify that 5 players numbered 50-79 are on the offensive line (ineligible receivers); signal to the Umpire with a clenched fist extended forward on the Umpire's side that counting is complete and correct.
   E. watch for snap irregularities and movement of linemen. The Referee will have primary responsibility for linemen on the opposite side. Assuming a right-handed quarterback, the Referee will have the left guard and left tackle.
   F. watch for illegal shift or player in motion.
   G. identify eligible backs.
   H. be alert for a Head Coach requesting a time out.

II. After the snap, the Referee will
   A. key the tackle on the opposite side. If he blocks aggressively, the Referee will assume run. If he pass blocks, the Referee will assume pass.
   B. observe the ball, runner, action around the runner, and blocks up to the neutral zone, focusing on the linemen on the opposite side. Assuming a right-handed quarterback, the Referee will have the left guard and left tackle.

C. move parallel to the line of scrimmage **if** action is not in the direction of original position, maintaining position approximately in line with runner's progress.
D. delay moving immediately toward the line of scrimmage to avoid hindering reverse or delayed play and to assure maximum vision of play.
E. move behind the play toward the side of the field to which the play advances to cover the runner **if** he is downed near the line.
F. watch for illegal use of hands by offensive players.
G. observe action behind the ball and away from the runner near the neutral zone.
H. observe action on the quarterback after handoff.
I. check the out-of-bounds spot behind the neutral zone before leaving the area.
J. continue to observe action behind the neutral zone before leaving the area.
K. be responsible for the runner until he crosses the neutral zone.

III. During a dead ball, the Referee will
A. only sound his whistle when the ball carrier is down in his area deep behind the line of scrimmage.
B. only go to the forward progress spot **if** he has the ball carrier down deep in the backfield. The Referee will be aware if the run ends close to a first down. Otherwise, the Referee will officiate dead ball action no closer than 5-yards from the dead ball spot.
C. when the ball is dead outside the numbers to his side, assist with the relay of the ball to the Umpire for spotting unless a first down is gained.
D. when the ball is dead outside the hashes above the bottom of the numbers to his side, obtain the ball with help from the wing officials for spotting while facing the appropriate sideline unless a first down is gained.
E. when the ball is dead outside the numbers to the opposite side, hustle to the opposite hash and obtain the ball for spotting while facing the appropriate sideline unless a first down is gained.
F. if a first down is gained, signal the game clock to stop (S #3) and then start the game clock with a silent (no whistle) wind signal (S #2) when the Umpire is inside the hashes with the ball, unless the play ended out of bounds. If the Referee needs to spot the ball when a first down is gained, the Referee will signal the game clock to stop and then silent wind from the spotting position.
G. when a forward fumble goes out of bounds between the goal lines, start the game clock with a silent wind (no whistle) signal (S #2) when the Umpire

is inside the hashes with the ball unless it was 4th down and the bean bag spot is short of a 1st down.

H. extend both arms to the side and parallel with the ground, then give the next down with the fingers and confirm next down with Linesman before the down indicator is changed.

I. quickly check that the down indicator is correct and the rest of the crew is ready.

J. give the time-out signal to stop the game clock unless it is already stopped by rule, **if** a change of team possession has occurred.

IV. When the offense lines up in victory formation late in a game, the Referee will move up in order to talk to the players and kill the play as quick as possible.

FORWARD PASS

I. After the ball is spotted, the Referee will follow the same procedures as described in the Referee section on Running Plays.

II. After the snap, the Referee will:

A. key the block of the offensive tackle on the opposite side.

B. observe all blocks behind the neutral zone.

C. remain wide and deeper than the passer, as the passer retreats.

D. give special attention to contact with the passer by:

1. continuing to observe the passer, not the flight of the ball, after the ball is released.
2. verbally alerting defenders when the passer has released ball.
3. adjusting position during the play to maintain the required view of the passer in the pocket.

E. determine whether the pass is forward or backward, when the quarterback drops back after the snap. The Line Judge and Linesman have the primary responsibility for the direction of the pass when thrown toward their sideline by the quarterback immediately after the snap or when they remain on the line of scrimmage.

F. be alert to observe an illegal pass and will:

1. move to the spot of the pass to determine whether the passer's feet were in or behind neutral zone when ball was released.
2. drop penalty marker **if** illegal, and continue to officiate.
3. mark the spot of the pass with a bean bag **if** close and continue to officiate.

G. when the Umpire assumes responsibility for the quarterback, focus on all linemen for illegal blocks. If the quarterback reverses field, the Referee will reassume responsibility for him if he crosses back in front of the Umpire.
H. when the ball is snapped from the goal line to the 15-yard line, move to and have responsibility for the goal line when the Umpire assumes responsibility for a retreating quarterback.
I. solely be responsible for intentional grounding. Although the Referee may get assistance from the covering Official, he is the only one that drops a penalty marker.
J. determine **if** the forward pass was tipped, and give signal (S #11) **if** the pass was tipped.
K. continue to observe action behind neutral zone before leaving area.
L. be responsible for the runner until he crosses the neutral zone.

SCRIMMAGE KICK - PUNT

I. After the ball is spotted, the Referee will
   A. check the down and distance with the Linesman.
   B. declare the ball ready-for-play when needed by using the established procedure.
   C. be positioned:
      1. 5-7 yards outside the offensive tackle.
      2. 3-5 yards behind the kicker on the kicking-leg side.
      3. in a standing position with shoulders parallel or angled to the line of scrimmage.
   D. be able to see the ball and observe all backs.
   E. count kicking team players and signal to the Umpire with a clenched fist extended forward on the Umpire's side that the players have been counted.
   F. signal to the crew that the kicking team is in a scrimmage-kick formation (S #19).

II. After the snap, the Referee will
   A. turn at an angle toward the kicker.
   B. watch for fouls behind the neutral zone, especially near the kicker.
   C. be alert for blocked kick and be ready to rule on recovery. After the kick is away and not blocked, the Referee's first movement should be to "circle" behind the kicker.
   D. verbally alert rusher(s) that ball has been kicked.
   E. determine **if** the kick was tipped and give signal (S #11) **if** the kick was tipped.

F. observe line play after the ball crosses the neutral zone.
G. move downfield slowly following the kick.
H. watch for fouls and **if** there is a long return, be in advance of the runner and ready to rule on the touchdown and assist with forward progress near the goal line. When the runner crosses the goal line after running closely down the sideline, the Referee should look to the covering wing Official and assure the runner did not step out of bounds before giving a touchdown signal (S #5).
I. determine from the covering Official if the ball was touched beyond the neutral zone and by whom.
J. line up the Side Judge or the Field Judge from his position behind the punter by using an outstretched arm and "chopping" where the ball crossed the sideline **if** the kick goes out of bounds in flight.
K. go directly to the out-of-bounds spot on a short kick out of bounds.
L. signal the Linesman to move the line-to-gain equipment **if** no foul occurs during the kick.
M. When a bean bag is thrown for first touching by the kicking team, the Referee will go near the spot of first touching, signal (S #16) and point at bean bag and determine where the receiving team will put the ball in play.
N. obtain the ready sign from the Linesman before giving the ready-for-play signal.

FIELD-GOAL ATTEMPT OR TRY FROM ANY DISTANCE

I. After the ball is spotted, the Referee will:
   A. be positioned:
      1. 2-3 yards to the rear and 5-7 yards to the side of the potential kicker.
      2. in a standing position with shoulders parallel or angled to the line of scrimmage.
   B. count kicking team players and confirm with the Umpire with a clenched fist extended forward on the Umpire's side that the kicking team has been counted.
   C. signal to the crew that the offensive team is in a scrimmage-kick formation (S #19).
   D. observe the kicker, holder, and the opposite side tackle.
   E. on the swinging gate, go to his normal presnap position for a kick, and stay in that position throughout the down.
II. After the snap, the Referee will:
   A. turn and face the holder to be able to see the holder receive the ball.

B. watch for a fumble by the holder.
C. observe position of holder's knee for possible backward pass attempt.
D. cover as usual **if** run or pass.
E. assist in sideline coverage **if** run or pass develops.
F. signal score (S #5) or no score (S #10) twice after receiving the signal from the Officials' ruling on the kick.
G. rule on roughing the kicker or holder.
H. immediately sound his whistle and give the no-score signal (S #10) twice **if** the try is blocked.
I. If the field goal is blocked, the ball remains live. Treat a missed field goal the same as a punt.

AFTER A TRY OR SUCCESSFUL FIELD GOAL

I. The Back Judge will time the 60-second interval.
II. The Referee will meet with the Back Judge after the play **if** a penalty is to be carried over to the kickoff to confirm the correct signal, team to be penalized and distance for the penalty.
III. The Referee will only meet with the crew after the try **if** late in the game and an onside kick is possible. The meeting can be replaced by using radios.
IV. The Referee will use the radio to move the Linesman and Line Judge up when an onside kick is anticipated.

AFTER A SAFETY (OR SCORE ON LAST PLAY OF 1ST/3RD QUARTER)

The Referee will:

I. meet with the Back Judge after the play **if** a penalty is to be carried over to the kick to confirm the correct signal, team to be penalized and distance for the penalty.
II. go to the 30-yard line on the press box side as players and Game Officials move to their positions.
III. give a signal to the other Officials, so they jog up the field together; he will jog up the field at the top of the numbers in front of the Line Judge, Back Judge and Field Judge to the opposite goal line.

ADMINISTERING PENALTIES

I. When ball is dead following a foul, the Referee will:
   A. give the time-out signal (S #3) twice.
   B. get full information from the Official who called the foul. When an unsportsmanlike or flagrant personal foul is called, challenge the Official and consult with any other Officials involved, as necessary, to determine if foul is correct since these can lead to an ejection.
   C. after clearing players on his side of the field, give the only signal to the press box side of the field on presnap fouls.
   D. give the preliminary signal to the press-box side of the field only on live ball fouls.
   E. give options to the designated representative of the offended team (quickly when the most advantageous choice is obvious).
      1. If the choice is obvious, interpret silence as acceptance of the obvious choice.
      2. Once made, the choice cannot be revoked.
   F. make note of the enforcement spot for the penalty.
   G. give the final signal for the foul to the press-box side of the field while the penalty is being administered.
   H. look to the Field Judge for status of the game clock after the ready for play.

II. When the penalty is declined, the Referee will:
   A. clear away from the players.
   B. give the foul signal followed by the penalty-declined signal (S #10) twice while facing the press box.

III. When there is a double foul, the Referee will:
   A. signal each foul while facing the press box.
   B. follow this with the penalty-declined signal (S #10) twice.

IV. When two penalties are enforced, the Referee will give proper signals prior to each enforcement.

V. When the penalty is to be enforced on kickoff, the Referee will:
   A. indicate the scoring signal (S #5).
   B. indicate the proper foul signal.
   C. point to the offending team.
   D. point toward the succeeding spot.

VI. If an accepted penalty for foul by either team occurs during a down in which time expires, play continues with an untimed down (S #1*) except for fouls listed in Rule 3-3-4.

VII. When dead-ball fouls occur after fourth down, the Referee will:
   A. signal any live-ball fouls.
   B. signal first down for the proper team.
   C. signal dead ball.
   D. signal the dead-ball foul(s).

MEASURING FOR FIRST DOWN USING TRADITIONAL LINE-TO-GAIN INDICATORS

I. Prior to and during the measurement, the Referee will:
   A. give the time-out signal (S #3) twice, followed by tapping hands to chest.
   B. signal the Linesman to bring the line-to-gain equipment onto the field.
   C. motion players away from the ball.
   D. not allow the ball to be moved in any manner.
   E. measure before the ball is taken inbounds from a side zone.
   F. use line-to-gain indicator to accurately place the ball at inbounds spot, **if** the line-to-gain is not reached in side zone.
   G. use inside edge of forward line-to-gain indicator to mark the line-to-gain.
   H. measure in the 4th quarter on all 4th downs within 1 yard of a 1st down when the scoring margin is within 14 points.

II. When measurement is completed, the Referee will:
   A. signal the number of the next down.
   B. spot the ball at the proper place.
   C. wait for the chain crew to return to position.

III. If a new series is awarded to the opponent of the team which was in possession when the ball became dead, the Referee will:
   A. place the ball so that the foremost point, when it became dead, becomes the near point when the direction is changed.
   B. set the new rear line-to-gain indicator with inside edge at the new point of the ball so the line-to-gain is 10-yards in advance of this point.

IV. After a measurement, the Referee will:
   A. inform captains he is ready to play.
   B. declare the ball ready-for-play (S #1) **if** the ball was out of bounds.
   C. signal ready-for-play (S #1) and then give the signal to start the game clock (S #2) twice, **if** the ball was not out-of-bounds.
   D. signal to start the game clock on the snap **if** first down for the defense (S #8).

TIME-OUT PROCEDURE

I. The Referee will sound his whistle and will
   A. signal "time-out" (S #3) twice.
   B. indicate by moving both arms twice in a horizontal motion toward the team if a time-out is charged to that team.
   C. indicate by tapping his chest with both hands **if** it is an Official's time-out.

II. During the time-out, the Referee will:
   A. check the number of time-outs remaining for each team and record the time-out and the game time on his game card.
   B. check the time remaining with the Back Judge.
   C. check the down with the Linesman.
   D. notify the Head Coach when his team has no more time-outs remaining in the half.
   E. position himself away from other Officials in his pre-snap position in parade rest.
   F. make sure all Officials are ready after the Back Judge has sounded the 15-second warning whistle.

III. The Referee will declare the ball ready-for-play (S #1) when 60 seconds have expired.

INJURY TIME-OUT PROCEDURE

I. The Referee will summon the designated health-care professional(s) and/or coach(es) onto the field.

II. The Referee's duties during an injury time-out include the following:
   A. Any player who exhibits signs, symptoms or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion or balance problems) shall be immediately removed from the game and shall not return to play unless the school has a designated health-care professional to evaluate the player.
   B. The Referee will be ready to assist the designated health-care professional(s) and/or coach(es) in securing additional medical help **if** requested by the designated health-care professional(s) and/or coach(es).
   C. The Referee will attempt to keep players a significant distance away from a seriously injured player by directing players toward their respective team bench areas.
   D. Once the designated health-care professional(s) begin(s) to work on an injured player, all Officials should control the total playing field environment

and team personnel and allow the designated health-care professional(s) to perform services without interruption or interference. Always ensure adequate lines of vision between the designated health-care professional(s) and all available emergency personnel.

E. Players and coaches should be appropriately controlled to allow the designated health-care professional(s) all of the time they want to assist the injured player.

F. Position himself away from the injured player near his pre-snap position in parade rest.

G. Sound whistle twice to bring teams back on the field as the injured player is going off. Do not give the ready for play signal (S #1) until the injured player is inside the team box or has left the confines of the field.

END-OF-PERIOD PROCEDURE

I. If a field game clock is NOT used, the Referee will:
   A. make the Official's time-out signal (S #3) twice, followed by tapping hands on chest. This will occur with approximately 4-minutes remaining in second and fourth period.
   B. ensure that both Head Coaches are notified of the time remaining.
   C. sound his whistle and repeat the time-out signal (S #3) twice when time expires and the ball becomes dead.

II. If a field game clock is used:
   A. the Referee will be responsible for knowing when time expires when facing the game clock.
   B. If time expires prior to the snap, the Referee will:
      1. sound his whistle to prevent the snap, if possible.
      2. sound his whistle loud and long, and give the time-out signal (S #3) twice, if the ball is snapped immediately after time has expired.

III. The Referee will delay signaling the end of the period for a few seconds to ensure no foul, no obvious timing error, no request for Coach-Referee Conference, and no other irregularity has occurred. To signal the official end of the period, the Referee will hold the ball in one hand over his head (S #14), signal with a fist above his head to simulate S #14 or announce on the stadium microphone, if used.

BETWEEN-PERIODS PROCEDURE

The Referee will:

I. record the down, distance, and yard line nearest the foremost point of the ball while meeting with the Umpire in the center of the field.
II. confirm the Umpire's spotting of the ball and check with Linesman after the ball is spotted.
III. make sure the sideline Officials are ready when notified by the Back Judge that 45-seconds have expired and the Back Judge has given two short blasts on his whistle.
IV. announce the down and distance from his presnap position when notified by the Back Judge that 60-seconds have expired.
V. declare the ball ready-for-play (S #1).

BETWEEN-HALVES PROCEDURE

The Referee will:

I. be responsible for seeing that the appropriate time is placed on the game clock for the half time intermission.
II. signal the ECO to start the game clock to time the intermission when both teams have cleared the field.
III. discuss situations with the crew in the dressing room or other private place, assuming all conversations are being monitored by host school.
IV. review overtime procedures, **if** applicable.
V. determine which team has the choice for the second half.
VI. have the crew back on the field 5-minutes prior to the halftime intermission ending and be responsible for seeing that 3-minutes are placed on the game clock for the mandatory warm-up period prior to the start of the second half after the intermission time has expired completely or the Referee has signaled to reset the game clock after both teams have returned to the field.

SECOND-HALF CHOICES

I. The Side Judge (visiting team)/Field Judge (home team) whose team has the second-half choice will obtain the choice from the team's Head Coach. This occurs at the start of the mandatory 3-minute warm-up and is communicated to the Referee.
II. The opposite Side Judge/Field Judge will obtain the opposing team's response to the second-half choice and communicate to the Referee.

III. The Referee communicates the choices obtained to all Officials.
IV. Officials will go directly to their free kick position with 1-minute remaining on the game clock during the 3-minute warm-up period.
V. Following the half time intermission and mandatory 3-minute warm-up period, both teams assume their respective free kick formations.

END OF GAME PROCEDURE

I. At the end of a Regulation game, the Referee will
   A. indicate the end of the fourth period (S #14). If the game is decided, the clock is running and is less than the play clock and both teams are leaving the sideline, all Officials can move to the end of the field where they go off, and when time expires, the Referee will signal the end of the game with a fist above his head to simulate S #14 or announce on the stadium microphone, if used, before leaving the field.
   B. immediately jog off the field, together with all Officials, with security.
   C. not comment about the game on social media.
   D. not discuss the game on the field or make any public statement about the game to the news media.
   E. report any flagrant irregularity or disqualification(s) to the TSSAA by filing a report through the Arbiter website. This includes ejections for fighting.
   F. text teams and score to TSSAA (877-395-5091).
   G. before leaving the dressing room after the game, ensure the room is left in same or better condition than when Officials arrived.
II. For an Overtime 10-yard line procedure, the Referee will:
   A. hold the coin toss at the center of the field, using standard coin-toss mechanics except with only one captain from each team.
   B. indicate the winner of the coin toss by placing a hand on the winning captain's shoulder.
   C. direct the coin toss winner to choose whether to be on offense or defense or to choose the end of the field at which the ball will be put into play.
   D. position the offensive captain facing the goal toward which the ball will be advanced, with the defensive captain facing his opponent.
   E. be aware that to start each new series that the team may designate the location of the ball between hash marks.
   F. give the first-down signal (S #8) toward the goal line to be used during the overtime period.
   G. If the score remains tied after each team has been given a series of downs:

1. The procedure will be repeated at the center of the field for other overtime periods until a game winner is determined.
2. The loser of the overtime coin toss will be given the first choice of options in the second overtime.
3. If additional overtime periods are required, first options will be alternated with no coin toss.

UMPIRE

PREGAME COACHES CONFERENCE

The Umpire will:

I. participate in the Officials' pregame conference with each Head Coach and examine and rule on any player equipment issues which the coach has a question of legality.
II. review any appropriate documentation for equipment and artificial limbs.
III. witness and note each Head Coach's answer regarding his players being legally equipped.
IV. note each team captain's number, and circle the speaking captain's number as determined by the Head Coach.

FOLLOWING PREGAME COACHES CONFERENCE

The Umpire will:

I. inspect the playing field and pylons.
II. observe each team during warm-ups. If any illegal equipment is observed, the Umpire will advise a coach and make certain issues are resolved prior to the kickoff.
III. be the final authority on the legality of equipment and not allow the use of illegal equipment.
IV. talk with the center from each team and remind him that, in the absence of a ready-for-play signal from the Referee, the ball is not ready-for-play and cannot be snapped until the Umpire is in position away from the ball.

THE COIN TOSS

I. The Referee and the Umpire will jog to the center of the field from the press box side 3-minutes before kickoff. The Umpire will have his back to the scoreboard.
II. The Umpire will remain with the Referee to listen to instructions and to witness and record toss choices. After choices are made, the Umpire will verbally repeat the team choices and assist the Referee in lining up the kicking team captains with their backs to the goal they will defend.
III. After captains are released back to their sidelines, all Officials will gather in the middle of the field to verify the coin toss information and for last minute

instructions from the Referee. After instructions are given, all Officials will jog to their positions.

KICKOFF

I. Before the kick, during the 1-minute intermission, the Umpire will:
   A. move to the intersection of the top of the numbers and the kicking team's free kick line on the Linesman's side of the field.
   B. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play.

II. Before the kick, after the teams are on the field, the Umpire will:
   A. move to his position on the sideline on the Linesman's side of the field at the intersection of the restricted area and the kicking team's free kick line with his heels on the back of the restricted area.
   B. make certain coaches, players, substitutes, and other individuals are in proper locations, and ensure the sideline is clear.
   C. mentally review possible scenarios that could occur during the kick and subsequent play (e.g. kick out of bounds, muff, fumble, etc.).
   D. make certain the kicking team is in a legal kick formation with 11 players and move onto the field to correct, **if** necessary.
   E. hold an open hand above his head to indicate the kicking team has 11 players and his area is ready for play, until Back Judge checks him off.
   F. have a bean bag in hand.
   G. watch for any infractions involving the kicking team's formation after the ready for play signal, encroachment by the kicking team, short kicks, pop-up kicks, onside kicks and spots of first touching.

III. After the kick, the Umpire will:
   A. let the kicking team go by and immediately move inside the nearest hash marks at a 45-degree angle on the Linesman's side of the field and officiate inside out during an obvious deep kick.
   B. move further onto the field as needed and observe action toward the center of the field, watch for illegal blocks, and watch for off ball action in front of the runner as he approaches, working inside out.
   C. advance no more than 10-15 yards up field on a deep kick.
   D. let the play go by and clean up behind the Back Judge **if** a long run occurs. The Back Judge will be ahead of play to cover the goal line.
   E. echo the covering Official's signal (S #3) to stop the game clock.

IV. During an onside kick, the Umpire will:
   A. be positioned on the kicking team's free kick line in the restricted area on the Linesman's side of the field.
   B. be aware of action in the 10-yard belt.
   C. watch for encroachment by the kicking team, first touching by the kicking team (bean bag), touching by the receiving team, fair catch and recovery if the ball is in his area.
   D. watch illegal blocking, holding and early blocks by the kicking team.
   E. be alert for first touching, catch and/or recovery, **if** the ball comes into his area. The other Officials should watch for illegal blocking, holding, clipping and early blocks by the kicking team.
   F. stay in the restricted area and be prepared to cover the play **if** the receiving team gains possession and advances.

RUNNING PLAY

I. In many cases, the Umpire will spot the ball for the next down while facing the appropriate sideline. As much as possible, spot off of the Line Judge to release the Linesman for chain responsibilities.
II. After the ball is spotted, the Umpire will:
   A. move to a position behind the snapper until released by the Referee **if** the snap is imminent and the play clock has been set to 25-seconds.
   B. back out from the line of scrimmage to his normal position **if** the play clock has been set to 40-seconds.
   C. coordinate his position with Referee to ensure they are on the same yard line and be:
      1. at least 5 yards wide of the offensive tackle. The Umpire's initial position will be as close to the goal line as possible when the ball is snapped on or inside the 12-yard line.
      2. able to view the ball, tackle on the far side and the backs.
      3. in a standing position with shoulders parallel or angled to the line of scrimmage.
III. Prior to the snap, the Umpire will:
   A. count the number of offensive players and verify that 5 players numbered 50-79 are on the offensive line (ineligible receivers).
   B. signal to the Referee with a clenched fist extended forward on the Referee's side that counting in A above is complete and correct.
   C. watch for interference with the snap and false start. The Umpire will have primary responsibility for the snapper and linemen on the opposite side.

Assuming a right-handed quarterback, the Umpire will have the snapper, right guard, right tackle and tight end, **if** applicable; the Referee will have the left guard and left tackle.

D. watch for disconcerting acts by the defense.
E. note the position of the ball between the hash marks.
F. note defensive players on the line of scrimmage in the free blocking zone.
G. sound his whistle, drop penalty marker, and give the time-out signal (S #3) twice **if** a dead ball foul occurs on the line of scrimmage.

IV. After the snap, the Umpire will
A. immediately remove whistle from his mouth.
B. read the snapper and interior linemen to determine run or pass, and focus on the snapper and linemen on the opposite side. Assuming a right-handed quarterback, the Umpire will have the snapper, right guard, right tackle and tight end, **if** applicable.
C. read the point of attack, paying particular attention to the free-blocking zone restrictions.
D. when the run comes to his side of the field, observe the ball, runner, action around the runner and blocks up to the neutral zone.
E. move to the side zone when the play dictates.
F. after the ball crosses the neutral zone, quickly hustle down field observing action behind the ball.
G. when reverse mechanics are used, clean up behind the ball carrier.

V. The Umpire will check for illegal use of hands or arms and other fouls near the neutral zone.

VI. The Umpire will be alert for:
A. a fumble occurring beyond the neutral zone and will assist in determining who secures possession.
B. illegal contact on the snapper, **if** the offensive team is in a scrimmage-kick formation.
C. action of players in and just behind the neutral zone.

VII. When the ball becomes dead, the Umpire will:
A. when dead between the hashes, retrieve and spot the ball.
B. when dead outside the hashes on or above the numbers to his side, obtain the ball from the wing officials for spotting.
C when dead outside the numbers to his side, assist in relaying the ball to the Referee for spotting.
D. when dead outside the numbers to the side opposite him, hustle to the opposite hash and obtain the ball for spotting.

E. on a first down, retrieve and spot the ball regardless of the location, so the Referee can signal and start the clock, **if** appropriate.
F. after spotting the ball and clearing any players, jog backwards to his presnap position.

VIII. When the offense lines up in victory formation late in a game, the Umpire will move up in order to talk to the players and monitor the offensive and defensive lines after the snap.

FORWARD PASS

I. After the ball is spotted, the Umpire will follow the same procedures as described in the Umpire section on Running Plays.
II. After the snap, the Umpire will:
A. watch for illegal contact and illegal use of hands.
B. assist the Referee to determine **if** the pass was tipped and give signal (S #11) **if** the pass was tipped.
C. read the interior linemen and focus on the snapper and linemen on the opposite side. Assuming a right-handed quarterback, the Umpire will have the snapper, right guard, right tackle and tight end, **if** applicable.
D. assist the Referee to determine whether the passer's feet were in or behind the neutral zone when the ball was released.
E. if the quarterback drops back in the pocket, focus on all linemen for illegal blocks .
F. assume responsibility for the quarterback if the quarterback scrambles to his side and crosses in front of him until the quarterback is no longer threatened or becomes a runner, in which case he will observe the ball, runner, action around the runner and blocks up to the neutral zone. If the quarterback reverses field, the Umpire will release him to the Referee if he crosses back in front of him.
G. when the quarterback scrambles to the opposite side of the field and reverses field, the Umpire will back up and, if he scrambles to his side and crosses in front of him, assume responsibility for the quarterback until he is no longer threatened or becomes a runner, in which case he will observe the ball, runner, action around the runner and blocks up to the neutral zone.
H. when the ball is snapped from the goal line to the 15-yard line, move to and have responsibility for the goal line when the Referee has responsibility for a retreating quarterback.
I. be prepared to assist the Referee with intentional grounding, **if** needed, by going to the spot of the throw and communicating with the Referee.

J. move to the side zone when the play dictates.
K. after the ball crosses the line of scrimmage, quickly hustle down field observing action behind the ball.
L. when reverse mechanics are used, clean up behind the ball carrier.
M. move quickly to the pile to assist the Referee **if** the quarterback is sacked.

SCRIMMAGE KICK - PUNT

I. After the ball is spotted, the Umpire will
   A. remind receiving team players who are head-up on snapper or in guard-snapper gaps that the snapper has protection.
   B. coordinate his position with the Referee to ensure they are on the same yard line and be 5-7 yards outside the offensive tackle on the opposite side of the punter from the Referee, in a standing position with shoulders parallel or angled to the line of scrimmage, keeping snap in view.
   C. count kicking team players and indicate to the Referee with a clenched fist extended forward on the Referee's side that the kicking team has been counted.
   D. check numbering exception and announce the eligible receivers' numbers on or near the line of scrimmage via radio.
   E. read the snapper and offensive guards.
   F. after the Referee signals the kicking team is in a legal scrimmage kick formation, give the signal to indicate the snapper has protection (S #19).
II. After the snap, the Umpire will:
   A. hold position and be alert for roughing the snapper.
   B. shift to blocks by offensive guards and backs in front of the punter.
   C. read the play and be alert for run or pass.
   D. be prepared to assist the Referee with action on the punter, **if** needed.
   E. determine **if** the kick was tipped and give signal (S #11) **if** the kick was tipped.
   F. be alert to assist the Referee in covering a short, blocked or tipped kick and determine with Linesman if the ball crosses the neutral zone.
III. After the kick, the Umpire will:
   A. following the kick, quickly hustle down field and move toward the return area following and observing the first wave of kicking team linemen down field.
   B. when reverse mechanics are used, clean up behind the ball carrier.
   C. move to help relay the ball to the inbounds spot when the ball goes out-of-bounds.

FIELD-GOAL ATTEMPT OR TRY FROM ANY DISTANCE

I. After ball is spotted, the Umpire will:
   A. remind defensive players who are head-up on the snapper or in guard-snapper gaps that the snapper has protection.
   B. remind defensive players in the defensive backfield, near the snapper, that hurdling kicking team players is illegal.
   C. coordinate his position with the Referee to ensure they are on the same yard line and be 5-7 yards to the side of the potential kicker on the opposite side of the potential kicker from the Referee, in a standing position with shoulders parallel or angled to the line of scrimmage, keeping snap in view.
   D. count kicking team players and indicate to the Referee with a clenched fist extended forward on the Referee's side that the kicking team has been counted.
   E. check numbering exception.
   F. after the Referee signals the kicking team is in a legal scrimmage kick formation, give the signal to indicate snapper has protection (S #19).
   G. on the swinging gate, go to his normal presnap position for a kick, and stay in that position throughout the down.

II. After the snap, the Umpire will:
   A. turn and face the snapper.
   B. read interior linemen focusing on the snapper and linemen on the opposite side.
   C. be alert for determining if the kick crosses the neutral zone.
   D. be ready to assist the Referee in covering a short or blocked kick.
   E. be prepared to assist the Referee with action on the kicker, **if** needed.
   F. move away from the action if a bad snap or fake occurs.
   G. when reverse mechanics are used on a field goal attempt, clean up behind the ball carrier.
   H. continue to officiate until teams have separated toward their respective sidelines after the ball becomes dead.

AFTER A SCORE OR TRY

The Umpire will

I. go to the 20-yard line on the Linesman's side and then jog up the field at the top of the numbers along with the Back Judge (Umpire up the Linesman's side and Back Judge up the press box side) to the intersection of the top of the numbers and the kicking team's free kick line.
II. help the kicking team line up.

AFTER A SAFETY (OR SCORE ON LAST PLAY OF 1ST/3RD QUARTER)

The Umpire will:

I. go to the goal line on the Linesman's side and then jog up the field at the top of the numbers (between the Side Judge and Linesman) along with the Back Judge maintaining a 10-yard cushion to intersection of the top of the numbers and the kicking team's free kick line.
II. help the kicking team line up.

ADMINISTERING PENALTIES

The Umpire will

I. secure the ball.
II. verify the enforcement spot and the distance with the Referee.
III. verify with the Linesman via radio, if used, and using the following signals:
    A. One finger indicates a 5-yard penalty.
    B. Two fingers indicate a 10-yard penalty.
    C. Three fingers indicate a 15-yard penalty.
    D. An outstretched arm with the opposite hand to the elbow indicates a half-distance penalty.
IV. proceed to mark off the penalty.
V. jog off penalties in between the hash marks on the actual yard lines.

MEASURING FOR FIRST DOWN USING TRADITIONAL LINE-TO-GAIN INDICATORS

The Umpire will:

I. take the forward stake from the chain crew member at the place of the measurement.
II. tighten the line-to-gain indicator and hold forward line-to-gain indicator near the ball until the Referee reaches his decision.
III. bring the stake to the hash mark and stretch out the chain after the Linesman has placed clip on yard line **if** the ball is outside the hash mark and short of the line-to-gain.

TIME-OUT PROCEDURE

The Umpire will:

I. stand over the ball facing the offense and the Referee in parade rest until the Referee is ready to mark the ball ready for play.
II. check the number of time-outs remaining for each team and record the time-out and the game time on his game card.
III. retreat to normal position after cleared by the Referee or the ready for play signal is given.

INJURY TIME-OUT PROCEDURE

The Umpire will:

I. maintain location of the ball.
II. make sure appropriate health-care professional(s) and/or coach(es) are not on the field for coaching purposes.
III. assist the Referee in moving the teams away from the injured player and, **if** the Referee elects, to the sidelines in front of their respective team box areas.
IV. be near the ball location and away from the injured player in parade rest.

BETWEEN-PERIODS PROCEDURE

The Umpire will:

I. confirm and record the down, distance and yard line nearest the foremost point of ball, with the Referee.
II. quickly take the ball to the Field Judge position at the corresponding point on the other half of the field and reverse directions.

BETWEEN-HALVES PROCEDURE

The Umpire will:

I. return to the field 5-minutes prior to the half time intermission ending.
II. be in his free kick position with 1-minute remaining on game clock during the 3-minute warm-up period.

END OF GAME PROCEDURE

The Umpire will:

I. immediately jog off the field, together with all Officials, with security.
II. not discuss the game on the field or make any public statement about the game to the news media.
III. not comment about the game on social media.

LINESMAN

PREGAME COACHES CONFERENCE

The Linesman will:

I. participate in the Official's pregame conference with each Head Coach.
II. witness and note each Head Coach's answer regarding his players being legally equipped.
III. note each team captain's number, and circle the speaking captain's number as determined by the Head Coach.
IV. review duties of the Get Back Coach.

FOLLOWING PREGAME COACHES CONFERENCE

The Linesman will:

I. meet with the chain crew.
II. secure and check the chain equipment as follows:
    A. ensure the chain is marked at its midpoint with tape or a zip tie.
    B. check the chain for length and integrity, and ensure it is attached securely and free of any kinks.
    C. check the down indicator to confirm it operates correctly.
    D. carry zip ties in his pocket to repair the equipment, **if** necessary, and shorten any delay.
    E. make sure backup equipment is available.
III. ensure that the line-to-gain equipment is marked at halfway point with tape, zip tie, etc. This can help with penalties measured from the previous spot or spot fouls to determine if first down after enforcement.
IV. check to see whether home management has distinctive vests or shirts for the chain crew.
V. remind the chain crew of their duties and responsibilities, and that they are Officials, not fans.
VI. instruct the chain crew he will use a heel or bean bag to mark the spot at the sideline where the rear line-to-gain indicator is to be placed for every first down and where the placement of the clip should be.
VII. ensure the chain is clipped and set 2-yards off the sideline, **if** space permits.
VIII. work on the side where the line-to-gain equipment is operated, which is normally opposite the press box.

IX. ask home management to specify which side the chains will be located **if** there is no press box or a press box on both sides.
X. locate and instruct the Visiting team ball personnel on their duties and approve game balls with assistance from the Side Judge.
XI. verify a backup down indicator, or replacement batteries, is available if an electronic down indicator is used.

THE COIN TOSS

I. At the 5-minute mark, the Linesman will line up at the 45-yard line away from the clock on the Linesman's side of the field and wait for the Referee to signal for the Officials to escort the captains onto the field. The captains will meet the Referee and Umpire in the center of field. All other players must remain out of bounds on the sideline. All other Officials stop at the hash marks, angle in, facing the Referee and standing at parade rest.
II. The actual coin toss should be at the 2-minute mark.
III. After the captains are released back to their sidelines, all Officials will gather in the middle of the field to verify the coin toss information and for last minute instructions from the Referee. After instructions are given, all Officials will jog to their positions.

CONTROLLING TEAM PERSONNEL ALTERCATIONS

The Linesman will:

I. alert the coach on his side to keep all team personnel off the playing area.
II. record the uniform number of any substitute who enters the playing area during an altercation.

KICKOFF

I. Before the kick, during the 1-minute intermission, the Linesman will:
   A. check the chain crew for questions and positions.
   B. go to the goal line position and make sure the sideline is clear, moving all the way up to the edge of the team box area to clear the sideline, **if** necessary.
   C. count receiving team players and confirm with the Referee with a clenched fist extended up the sideline. The clenched fist by the Linesman is the

ready signal indicating the sideline is clear and the Official is ready for the kickoff.

D. make sure the sideline is clear before giving the ready sign to the Referee.

II. Before the kick, after the teams are on the field, the Linesman will:
   A. be certain coaches, players, substitutes and other individuals are in the proper location.
   B. be positioned on the goal line out of bounds, one heel on back edge of the restricted area and body angled toward the pylon, making sure the pylon is covered.
   C. alter his position **if** a short kick is anticipated and **if** instructed by the Referee.

III. After the kick, the Linesman will:
   A. signal the game clock to start (S #2) when the kick is legally touched.
   B. move deliberately along the sideline while watching for fouls away from the ball and covering to the kicking team's 2-yard line.
   C. sound his whistle and give the time-out signal when the ball becomes dead in his area.
   D. rule on touchback while standing on the goal line giving the touchback signal (S #7) once.
   E. come off the pylon, to the numbers, and stop players from hitting while sounding whistle and giving the time-out signal (S #3).
   F. be alert **if** a fair catch signal is given by any receiving team player.
   G. mark the spot where the kick goes out-of-bounds on his side of the field.
   H. drop his penalty marker **if** the ball goes out-of-bounds untouched inbounds by the receiving team.
   I. maintain position while enabling coverage of his sideline at all times.
   J. observe legality of blocks and action away from the ball when he is not covering the runner.

IV. If it is obvious that the kick will be fielded between the inbounds line and the sideline on the opposite side of the field, and the goal line is not threatened, the Linesman should cautiously begin to move up the sideline before the kick is fielded to observe and officiate up field action.

V. If aligned for a possible onside kick, the Linesman will
   A. be positioned on the 45-yard line in the restricted area on the Linesman's side of the field between the kicking and receiving teams' free kick lines and leapfrog the Side Judge.
   B. be aware of action in the 10-yard belt.

C. watch for encroachment by the receiving team, first touching by the kicking team (bean bag), touching by the receiving team, fair catch and illegal blocks.
D. be alert for first touching, catch and/or recovery, **if** the ball comes in his area. The other Officials should watch for illegal blocking, holding, clipping and early blocks by the kicking team.
E. stay in the restricted area and be prepared to cover the play **if** the receiving team gains possession and advances.

RUNNING PLAY

I. After the ball is spotted, the Linesman will:
A. be positioned straddling the line of scrimmage on the sideline with heels on the back of the restricted area.
B. communicate with the Side Judge when the ball will be snapped inside the 2-yard line. Determine if the Side Judge/Field Judge should stay on the goal line.
C. announce the down, yard line and line to gain over the radio prior to the start of each play; along with whether a 5-yard penalty will result in a 1st down when the line of scrimmage is in the middle of the chains.
D. identify eligible receivers on his side.
E. be alert for illegal substitutions.
F. check the wingbacks, flankers, split ends and slot backs.
G. punch backward if the outside receiver on his side is off the ball and hold until the receiver goes in motion, or the ball is snapped.
H. watch for the player in motion away from him and maintain responsibility for him even **if** he reverses direction. Remain in position unless vision is impaired, in which case, the Linesman will take one step into the offensive backfield.
I. count number of backfield players and communicate via radios there is a legal formation to the Line Judge **if** there are four or less players off the line of scrimmage.
J. pat the top of his hat to indicate a covered receiver, **if** there are more than three players on the line of scrimmage on his side of the snapper or communicate this via radios.
K. ensure all players have been, momentarily, between the 9-yard marks after the Umpire has spotted the ball and backed away. If not, drop a penalty marker **if** the defense does not cover the players who have not done so.

L. watch for encroachment or false start and throw the penalty marker to the side of the offending team **if** a foul occurs.
M. after the snapper has placed their hand(s) on the ball, look both ways and tell any coaches in the restricted area to back up. Drop a penalty marker if they remain in the restricted area after the ball goes live.
N. be alert to a Head Coach requesting a time out.

II. After the snap, the Linesman will:
A. work in the restricted area while the ball is live.
B. observe the keys and read the tackle to determine run or pass play.
C. stay on the line of scrimmage until the ball carrier crosses the line of scrimmage.
D. be alert for quick plays into the line and assist in marking forward progress with the downfield foot.
E. watch the initial charge of the linemen.
F. (on an end run to the opposite side) observe blocking near neutral zone to tackle.
G. check the block on an eligible receiver.
H. observe if any offensive or defensive player goes out of bounds. If so, toss hat at the spot they went out of bounds. If the player illegally returns, drop a penalty marker at the spot they return.

III. When the ball comes to his side of the field, the Linesman will:
A. cover the sideline and check for illegal offensive and defensive blocks.
B. give the wind signal (S #2) twice after determining the ball is dead inbounds near the sideline, especially when forward progress is stopped inbounds.
C. sound his whistle when the ball becomes dead in his area and mark forward progress (using the cross-field spot of the Line Judge when needed) with the downfield foot. When contact pushes runners backward, they are entitled to the forward-most spot of the ball at the point of contact with the opponent.
D. square off forward progress by moving down the sideline to the spot where the ball became dead and then jog perpendicular in towards the center of the field to the numbers, unless the play ends close to a first down or with a possible change of possession. In this case, the Linesman will move quickly in as far as possible until he reaches players on that yard line and place the ball on the ground after spotting.
E. pause after the ball has been blown dead to ensure there is not a foul on the play, then raise his open hand above his head, signaling the 40-second play clock to begin.

F. keep all players in front of him unless the spot of forward progress is close to a first down or a touchdown, in which case the Linesman comes in as far as possible to find the location of the ball. He does not go around any players.

G. **if** the ball is marked from outside the numbers on his team's side of the field, place the ball on his foot and relay in a new ball to the Umpire for spotting with help from the Side Judge.

H. **if** the ball is marked from the numbers, extend both arms to the side and parallel with the ground, then give the next down with the fingers while verbally announcing to the sideline and back out to the sideline.

I. turn and face the sideline and jog back when the ball is marked inside the numbers.

J. hold the spot until the Side Judge sets the down indicator on 1st downs when the ball is marked inside the numbers.

K. when a forward fumble goes out of bounds between the goal lines, the Linesman will drop a bean bag at the spot of the fumble and notify the Referee the ball will be returned to this spot.

IV. If the ball becomes dead near his sideline and a first down is gained, the Linesman will:

A. use normal coverage.

B give the wind signal (S #2) twice and then give the time-out signal (S #3) twice after determining the ball is dead.

C. place the ball on his foot and relay a new ball to the Umpire for spotting with the help of the Side Judge.

D. **if** the down indicator is late arriving, drop a bean bag at the dead ball spot.

V. On down-the-line option plays toward the Linesman, the Linesman will observe the pitchman, loose ball, and then the pitchman as he becomes the runner.

VI. When the ball goes to the opposite side of the field, the Linesman will:

A. move down the sideline in the restricted area until the ball becomes dead and then jog perpendicular in towards the center of the field to the numbers.

B. observe action on linebackers and backside pursuit.

C. mirror the Line Judge and help get the spot **if** he is blocked out.

D. after mirroring the spot, extend both arms to the side and parallel with the ground, then give the next down with the fingers while verbally announcing to the sideline, and back out to the sideline.

VII. The Linesman will observe late blocks and fouls away from runner.

VIII. The Linesman is responsible for the entire sideline. If the ball goes out of bounds:

A. signal time-out immediately (S #3).
B. hold out-of-bounds spot, monitoring players out-of-bounds, while another Official retrieves the ball.

IX. If an obvious first down occurs, the Linesman will signal the game clock to stop (S #3).

X. While moving downfield with the runner, the Linesman will watch for an illegal forward pass or fumble.

XI. If play continues following an illegal forward pass, the Linesman will drop the penalty marker at the spot of the pass to indicate where the run ended and at the spot of any subsequent foul.

XII. The Linesman (working with down indicator operator and chain crew) will:
A. echo the Referee's signal verbally and with proper hand signal.
B. not turn his back on field of play when having the down indicator moved.
C. authorize down indicator operator to move only after Referee's signal.

XIII. When necessary to move the line-to-gain equipment, the Linesman will:
A. spot foremost point of ball with downfield foot.
B. have down indicator operator mark spot.
C. have the chain crew set the two line-to-gain indicators.
D. inform the Referee that the line-to-gain equipment is ready.

XIV. When line-to-gain is the goal line, the Linesman will have the line-to-gain equipment removed from the sideline.

XV. When the offense lines up in victory formation late in a game, the Linesman will close in on the field in order to talk to the players and help clean up after the snap.

FORWARD PASS

I. After the ball is spotted, the Linesman will follow the same procedures as described in the Linesman section on Running Plays.

II. After the snap, the Linesman will:
A. observe the keys and read the tackle to determine run or pass.
B. be ready to rule on the direction (forward or backward) of all quarterback passes down the line of scrimmage to his side and punch accordingly.
C. stay on the line of scrimmage until the ball crosses the line of scrimmage to cover a short pass in his area and have primary responsibility for ineligible receivers downfield before the pass is released on passes crossing the neutral zone, especially on plays going to the opposite side of the field. To help with this responsibility, the Linesman will drift two yards downfield.
D. watch for interference by either team.

E. be ready to rule on a fumble or an illegal pass after the completion.
F. give the time-out signal (S #3) and a completed signal, **if** a catch is completed near the sideline.

III. If pass is incomplete in his area, the Linesman will:
A. sound his whistle.
B. give the incomplete-pass signal (S #10) twice.
C. get a new ball and relay to the Official nearest the previous spot.
D. assist the Referee in determining if the pass crossed the line of scrimmage for potential intentional grounding fouls.
E. be alert for sideline action.

SCRIMMAGE KICK - PUNT

I. After the ball is spotted, the Linesman will:
A. be positioned the same as a run or a pass play.
B. check the down number.

II. After the snap, the Linesman will:
A. hold momentarily until the ball crosses the line of scrimmage.
B. release after the ball crosses the line of scrimmage and then move slowly downfield covering his side between the neutral zone and deep receiver(s).
C. cover all kicks on his side of the field.

III. If the ball rolls out of bounds on a short kick, the Linesman will:
A. sound his whistle and give the time-out signal (S #3) twice.
B. hold the spot and continue to observe the action.

IV. The Linesman will assist the Referee in covering the ball on a short kick.

V. The Linesman will note if the kick is touched beyond the neutral zone and will then:
A. determine if the recovery was in or behind the neutral zone.
B. be prepared to mark the first touching or fumble.

VI. On a routine kick that is returned, using reverse mechanics, the Linesman will:
A. watch for illegal blocks, clipping and other fouls in the secondary.
B. direct his initial movement in reaction to the play situation. Movement in the restricted area should be controlled, but attempt to get a cushion of at least 20 yards in advance of the play.
C. **if** there is a break away, be at the goal line before the returner crosses it.
D. get the forward progress spot, **if** the ball is downed inside the 2-yard line.
E. move quickly and directly into the out of bounds area to observe, clean up any action and retrieve the ball, **if** the play goes out of bounds on his side.

VII. When the ball becomes dead in his area, the Linesman will:
   A. sound his whistle, give time-out signal (S #3) twice, and mark the spot.
   B. make sure of possession on a fair catch before blowing the play dead.
   C. assure the ball is covered **if** a foul needs to be reported to the Referee.
   D. watch the Referee for a signal before moving the line-to-gain equipment.

VIII. If the punt is blocked or the ball is snapped over the punter, the Linesman will:
   A. move into the offensive backfield and work to the kicking team's goal line to the extent necessary, **if** he is on the opposite side of the punter from the Referee.
   B. maintain his position on the line of scrimmage to determine whether a kick crosses the line of scrimmage, **if** he is on the same side of the punter as the Referee.

FIELD-GOAL ATTEMPT OR TRY FROM ANY DISTANCE

The Linesman will

I. be positioned and remain in the restricted area on the line of scrimmage while the ball is live.
II. check the down number.
III. observe the neutral zone.
IV. move with the play as on any other goal-line play **if** it is a pass or run.
V. remember that all blocked field goals are treated the same as a punt.
VI. move onto the field after the ball is dead to help clean up after the play.

GOAL-LINE PLAY

I. The Linesman will position himself the same as in a running play.
II. On red zone snaps between the 10 and 5-yard lines, the Linesman will release slowly downfield keeping the runner in front of him to the 2-yard line.
III. On a snap, on or inside the 5-yard line, the Linesman will release to the goal line (staying deep in the restricted area giving players full access to the goal line/pylon area) at the snap and officiate back to the ball being mindful of the line to gain, unless the Linesman has instructed the Side Judge to stay on the goal line so the Linesman can better cover the line to gain.
IV. The Linesman will note the farthest point to which the ball is advanced (snap inside the 5-yard line).
   A. If short of the goal line, the Linesman will move in quickly and help by marking the progress spot with his downfield foot or by actually placing the ball.

B. If the ball is in possession of the runner and touches or crosses the goal-line plane, the Linesman will instantly give the touch-down signal (S #5).
C. If ball does not break the goal-line, the Linesman will not give any signal.

V. The Linesman will remind the chain crew to remove the line-to-gain equipment from the sideline when the line-to-gain is the goal line.
VI. On a snap from the goal line to the 5-yard line, the Linesman will release to the goal line at the snap and officiate from behind the ball.
VII. The goal line is the most important line when the ball is snapped inside the 5-yard line.

AFTER A TRY OR SUCCESSFUL FIELD GOAL

The Linesman will:

I. go to the pylon.
II. work on establishing a safe sideline
III. move to kickoff position at the goal line with one heel on the back edge of the restricted area and body angled toward the pylon.
IV. be certain coaches, players, substitutes and other individuals are in the proper location.

AFTER A SAFETY (OR SCORE ON LAST PLAY OF 1ST/3RD QUARTER)

The Linesman will:

I. go to the 20-yard line on the Linesman's side and then jog up the field at the top of the numbers (in front of the Umpire) along with the Line Judge to the opposite goal line to arrive at the goal line at the same time.
II. work on establishing a safe sideline.
III. move to kickoff position at the goal line with one heel on the back edge of the restricted area and body angled toward the pylon.
IV. be certain coaches, players, substitutes and other individuals are in the proper location.

ADMINISTERING PENALTIES

The Linesman will:

I. when the Line Judge has a penalty marker, come to the hashes and mirror the dead ball spot so the penalty marker can be relocated, if needed, and the foul reported and hold until the penalty is ready to be enforced.

II. give option to the designated representative of the offended team **if** the offended team is on his sideline.
III. be certain of the down number.
IV. proceed to the succeeding spot after communicating with the Umpire.
V. be ready to have the line-to-gain equipment moved after penalty administration.
VI. verify the enforcement spot from which the yards are stepped off.
VII. not permit athletic trainers, attendants, or coaches to come onto field.
VIII. relay the penalty information to the appropriate coach and to other Officials **if** necessary.

MEASURING FOR FIRST DOWN USING TRADITIONAL LINE-TO-GAIN INDICATORS

I. When a measurement is signaled by Referee the Linesman will:
   A. grasp the line-to-gain indicator and clip at the back edge of back-yard line. (Remember not to just grasp the clip because clip could detach.)
   B. instruct the down indicator operator to mark the front line-to-gain indicator spot with the down indicator and keep the same down number.
   C. bring the line-to-gain equipment behind the ball, and place the clipped part of the chain at the back edge of the back-yard line marked by the Line Judge's foot.
   D. hold firmly and call "ready" to Umpire to stretch the line-to-gain indicator tight.
   E. wait for the Referee's decision and signal.
II. If not a first down, the Linesman will:
   A. accompany the chain crew to the sideline while holding the line-to-gain indicator and reset in the original position, 2-yards from sideline.
   B. have the down indicator operator move the down indicator to the next down.
III. If new series, the Linesman will release the chain crew to the Side Judge who will then set for a first down after spotted by the Referee.

TIME-OUT PROCEDURE

I. When a player or Head Coach (or designee) requests a time out, the Linesman will signal "time-out" (S #3) twice, then notify the Referee a time out has been requested. A subtle point toward the requesting team is acceptable. Only the Referee will give the official signal and indicate the requesting team.

II. For a conference outside the 9-yard mark, the Linesman will:
   A. ensure the team is outside the 9-yard mark and above the 25-yard line.
   B. position himself at the top of the huddle around the 9-yard mark facing team/sideline, mark his game card and stand in parade rest.
   C. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play saying, “Coach, the ball will be marked ready for play in 15-seconds”.
   D. be alert for substitutes by the team on his sideline or attempts to use substitutes for the purpose of deception.
   E. maintain the proper number of players/attendants in the huddle when conferences are held between the inbounds lines.
   F. inform the Head Coach of time-outs remaining.
   G. have time-out huddle responsibilities by advising his team when the time-out has expired.

III. For a conference between the 9-yard marks, the Linesman will:
   A. ensure that only one coach and no more than three attendants are on the field to confer with no more than 11 players.
   B. move to a position on the sideline to ensure there are no illegal substitution violations.

INJURY TIME-OUT PROCEDURE

The Linesman will:

I. assist the Referee in moving the teams away from the injured player.
II. position himself away from the injured player near his pre-snap position.
III. use the same procedure as outlined in the TIME-OUT PROCEDURE for a conference outside the 9-yard mark, **if** the Referee elects to send the teams to the sidelines.

BETWEEN-PERIODS PROCEDURE

The Linesman will:

I. record down, distance, and the yard line nearest foremost point of ball.
II. confirm information with the Referee and the Umpire.
III. ensure the clip is set at the back edge of the back-yard line.
IV. call the down and distance to the chain crew.
V. reverse ends of the line-to-gain equipment and the two crew members.

VI. set the down indicator after the ball has been spotted.
VII. check the number of down and distance to gain.
VIII. indicate to the Referee he is ready by signaling the number of down with finger(s) or fist for fourth down.
IX. not set the chains before switching ends of the field **if** a first down is gained on the last timed down.
X. if above is completed in time, move to a position 8-10 yards above the pre-snap side of the huddle and assume the same responsibilities as time-out procedures.
XI. when the 45-second whistle is blown, assist in getting players and coaches to break up and return to play.

BETWEEN-HALVES PROCEDURE

The Linesman will:

I. return to the field 5-minutes prior to the half time intermission ending.
II. be in his free kick position with 1-minute remaining on the game clock during the 3-minute warm-up period.

END OF GAME PROCEDURE

The Linesman will:

I. immediately jog off the field, together with all Officials, with security.
II. not discuss the game on the field or make any public statement about the game to the news media.
III. not comment about the game on social media.

LINE JUDGE

PREGAME COACHES CONFERENCE

The Line Judge will:

I. participate in the Officials' pregame conference with each Head Coach.
II. witness and note each Head Coach's answer regarding his players being legally equipped.
III. note each team captain's number and circle the speaking captain's number as determined by the Head Coach.
IV. review duties of the Get Back Coach.

FOLLOWING PREGAME COACHES CONFERENCE

The Line Judge will:

I. observe each team during warm-ups.
II. check starting time and assist in getting game started on time.
III. assist with securing sidelines.
IV. inspect the playing field and pylons, as well as the sideline and end-line boundaries.
V. locate and instruct the Home team ball personnel on their duties and approve game balls with assistance from the Field Judge.

THE COIN TOSS

I. At the 5-minute mark, the Line Judge will line up at the 45-yard line furthest from the clock on the press box side of the field and wait for the Referee to signal the Officials to escort the captains onto the field.
II. No more than four captains are allowed on the field. All other players must remain out of bounds on the sideline. The captains will meet the Referee and the Umpire in the center of field. All other Officials stop at the hash marks facing the Referee and stand in parade rest.
III. The actual coin toss should be at the 2-minute mark.
IV. The Line Judge will carry his team ball out to the coin toss.
V. After the kickoff team is determined, the Line Judge will toss his ball to the Back Judge, **if** his team is kicking off. The Line Judge will return his ball to his team's sideline, preferably to the ball personnel, **if** his team is receiving.

VI. After the captains are released back to their sidelines, all Officials will gather in the middle of the field to verify the coin toss information and for last minute instructions from the Referee. After instructions are given, all Officials will jog to their positions.

CONTROLLING TEAM PERSONNEL ALTERCATIONS

The Line Judge will:

I. alert the coach on his side to keep all team personnel off the playing area.
II. record the uniform number of any substitute who enters the playing area during an altercation.

KICKOFF

I. Before the kick, during the 1-minute intermission, the Line Judge will:
   A. go to the goal line position and make sure the sideline is clear, moving all the way up to the edge of the team box area to clear the sideline, **if** necessary.
   B. count receiving team players and confirm with the Referee with a clenched fist extended up the sideline. The clenched fist by the Line Judge is the ready signal indicating the sideline is clear and the Official is ready for the kickoff.
   C. make sure the sideline is clear before giving the ready sign to the Referee.
II. Before the kick, after the teams are on the field, the Line Judge will:
   A. be certain coaches, players, substitutes and other individuals are in the proper location.
   B. be positioned on the goal line out of bounds, one heel on back edge of the restricted area and body angled toward the pylon, making sure the pylon is covered.
   C. alter his position **if** a short kick is anticipated and **if** instructed by the Referee.
III. After the kick, the Line Judge will:
   A. signal clock to start (S #2) when the kick is legally touched.
   B. move deliberately along the sideline while watching for fouls away from the ball and cover to the 2-yard line.
   C. sound his whistle and give the time-out signal (S #2) twice when the ball becomes dead in his area.
   D. rule on touchback while standing on the goal line giving the touchback signal (S #7) once.

E. come off the pylon, to the numbers, and stop players from hitting while sounding whistle and giving the time-out signal (S #3).
F. be alert **if** a fair catch signal is given by any receiving team player.
G. mark the spot where the kick goes out-of-bounds on his side of the field.
H. drop his penalty marker **if** the ball is untouched inbounds by the receiving team.
I. maintain position while enabling coverage of his sideline at all times.
J. observe legality of blocks and action away from the ball when he is not covering the runner.

IV. If it is obvious the kick will be fielded between the inbounds line and the sideline on the opposite side of the field, and the goal line is not threatened, the Line Judge should cautiously begin to move up the sideline before the kick is fielded to observe and officiate up field action.

V. During an onside kick, the Line Judge will:
A. be positioned on the 45-yard line, in the restricted area on the press box side of the field, between the kicking and receiving teams' free kick lines and leapfrog the Field Judge.
B. be aware of action in the 10-yard belt.
C. watch for encroachment by the receiving team, first touching by the kicking team (bean bag), touching by the receiving team, fair catch and illegal blocks.
D. be alert for first touching, catch and/or recovery, **if** the ball comes in his area. The other Officials should watch for illegal blocking, holding, clipping and early blocks by the kicking team.
E. stay in the restricted area and be prepared to cover the play **if** the receiving team gains possession and advances.

RUNNING PLAY

I. After ball is spotted, the Line Judge will:
A. be positioned straddling the line of scrimmage on the sideline with heels on the back of the restricted area.
B. communicate with the Field Judge when the ball will be snapped inside the 5-yard line.
C. identify eligible receivers on his side.
D. be alert for illegal substitutions.
E. check the wingbacks, flankers, split ends, and slot backs.
F. punch backward if the outside receiver on his side is off the ball and hold until the receiver goes in motion or the ball is snapped.

G. watch for the player in motion away from him and maintain responsibility for him even **if** he reverses direction. Remain in position unless vision is impaired, in which case the Line Judge will take one step into the offensive backfield.
H. count number of backfield players and communicate via radios there is a legal formation to the Linesman **if** there are four or less players off the line of scrimmage.
I. pat the top of his hat to indicate a covered receiver, **if** there are more than three players on the line of scrimmage on his side of the snapper or communicate this via radios.
J. ensure all players have been, momentarily, between the 9-yard marks after the Umpire has spotted the ball and backed away. If not, drop a penalty marker **if** the defense does not cover the players who have not done so.
K. watch for encroachment or false start and throw the penalty marker to the side of the offending team **if** a foul occurs.
L. after the snapper has placed their hand(s) on the ball, look both ways and tell any coaches in the restricted area to back up. Drop a penalty marker if they remain in the restricted area after the ball goes live.
M. be alert to a Head Coach requesting a time out.

II. After the snap, the Line Judge will
A. work in the restricted area while the ball is live.
B. observe the keys and read the tackle to determine run or pass play.
C. stay on the line of scrimmage until the ball carrier crosses the line of scrimmage.
D. be alert for quick plays into the line and assist in marking forward progress with the downfield foot.
E. watch the initial charge of the linemen.
F. observe blocking near neutral zone to tackle on an end run to opposite side.
G. check the block on an eligible receiver.
H. observe if any offensive or defensive player goes out of bounds. If so, toss his hat at the spot they went out of bounds. If the player illegally returns, drop a penalty marker at the spot they return.

III. When the ball comes to his side of the field, the Line Judge will:
A. cover the sideline and check for illegal offensive and defensive blocks.
B. give the wind signal (S #2) twice after determining the ball is dead inbounds near the sideline, especially when forward progress is stopped inbounds.
C. sound his whistle when the ball becomes dead in his area and mark forward progress with downfield foot (using the cross-field spot of the

Linesman when needed). When contact pushes the runner backward, they are entitled to the forward-most spot of the ball at the point of contact with the opponent.

D. square off forward progress by moving down the sideline to the spot where the ball became dead and then jog perpendicular in towards the center of the field to the numbers, unless the play ends close to a first down or with a possible change of possession. In this case, the Line Judge will move quickly in as far as possible until he reaches players on that yard line and place the ball on the ground after spotting.

E. pause after the ball has been blown dead to ensure there is not a foul on the play, then raise his open hand above his head, signaling the 40-second play clock to begin.

F. keep all players in front of him unless the spot of forward progress is close to a first down or a touchdown, in which case the Line Judge comes in as far as possible to find the location of the ball. He does not go around any players.

G. **if** the ball is marked from outside the numbers on his team's side of the field, place the ball on his foot and relay a new ball to the Umpire with the help of the Field Judge.

H. **if** the ball is marked from the numbers, extend both arms to the side and parallel with the ground, then give the next down with the fingers while verbally announcing to the sideline, and back out to the sideline.

I. turn and face the sideline and jog back when the ball is marked inside the numbers.

J. when a forward fumble goes out of bounds between the goal lines, the Line Judge will drop a bean bag at the spot of the fumble and notify the Referee the ball will be returned to this spot.

IV. If the ball becomes dead near the sideline and a first down is gained, the Line Judge will:

A. use normal coverage.

B. give the wind signal (S #2) twice and then give the time-out signal (S #3) twice after determining the ball is dead.

C. place the ball on his foot and relay a new ball to the Umpire for spotting with the help of the Field Judge.

V. On down-the-line option plays toward the Line Judge, the Line Judge will observe the pitchman, loose ball and then the pitchman as he becomes the runner.

VI. When the ball goes to the opposite side of the field, the Line Judge will:
   A. move down the sideline in the restricted area until the ball becomes dead and then jog perpendicular in towards the center of the field to the numbers.
   B. observe action on linebackers and backside pursuit.
   C. mirror the Linesman spot and help get the spot **if** he is blocked out.
   D. after mirroring the spot, extend both arms to the side and parallel with the ground, then give the next down with the fingers while verbally announcing to the sidelines, and back out to the sideline.

VII. The Line Judge will observe late blocks and fouls away from runner.

VIII. The Line Judge is responsible for the entire sideline. If the ball goes out of bounds:
   A. signal time-out immediately(S #3).
   B. hold out-of-bounds spot, monitoring players out-of-bounds, while another Official retrieves the ball.

IX. If an obvious first down occurs, the Line Judge will signal the game clock to stop (S #3). If a play ends close to a first down, the Line Judge will inform the Referee and other crew members.

X. While moving downfield with the runner, the Line Judge will watch for an illegal forward pass or fumble.

XI. If play continues following an illegal forward pass, the Line Judge will drop a penalty marker at the spot of the pass to indicate where the run ended and at the spot of any subsequent foul.

XII. When the offense lines up in victory formation late in a game, the Line Judge will close in on the field in order to talk to the players and help clean up after the snap.

FORWARD PASS

I. After the ball is spotted, the Line Judge will follow the same procedures as described in the Line Judge section on Running Plays.

II. After the snap, the Line Judge will:
   A. observe the keys and read the tackle to determine run or pass.
   B. be ready to rule on the direction (forward or backward) of all quarterback passes to his side and punch accordingly.
   C. stay on the line of scrimmage until the ball crosses the line of scrimmage to cover a short pass in his area and help detect ineligible receivers downfield before the pass is released on passes crossing the neutral zone,

especially on plays going to the opposite side of the field. To help with this responsibility, the Line Judge will drift two yards downfield.

D. watch for interference by either team.
E. be ready to rule on a fumble or an illegal pass after the completion.
F. give the time-out signal (S #3) and a completed signal, **if** a completed catch near the sideline.

III. If pass is incomplete in his area, the Line Judge will:
A. sound his whistle.
B. give the incomplete-pass signal (S #10) twice.
C. get a new ball and relay to the Official nearest the previous spot.
D. assist the Referee in determining if the pass crossed the line of scrimmage for potential intentional grounding fouls.
E. be alert for sideline action.

SCRIMMAGE KICK - PUNT

I. After the ball is spotted, the Line Judge will:
A. be positioned the same as for run or pass.
B. check the down number.

II. After the snap, the Line Judge will:
A. hold momentarily until the ball crosses the line of scrimmage.
B. release after the ball crosses the line of scrimmage and then move downfield covering his side between the neutral zone and the deep receiver(s).
C. cover all kicks on his side of the field.

III. If the ball rolls out of bounds, the Line Judge will:
A. sound his whistle and give the time-out signal (S #3) twice.
B. hold the spot and continue to observe action.

IV. The Line Judge will assist the Referee in covering the ball on a short or a blocked kick.

V. The Line Judge will note if the kick is touched beyond the neutral zone and will then:
A. determine if the recovery was in or behind the neutral zone.
B. be prepared to mark the first touching or fumble.

VI. On a routine kick that is returned, using reverse mechanics, the Line Judge will:
A. watch for illegal blocks, clipping and other fouls in the secondary.
B. direct his initial movement in reaction to the play situation. Movement in the restricted area should be controlled, but attempt to get a cushion of at least 20 yards in advance of the play.
C. **if** there is a break away, be at the goal line before the returner crosses it.

D. get the forward progress spot, **if** the ball is downed inside the 2-yard line.
E. move quickly and directly into the out of bounds area to observe, clean up any action and retrieve the ball, **if** the play goes out of bounds on his side.

VII. When the ball becomes dead in his area, the Line Judge will:
A. sound his whistle, give the time-out signal (S #3) twice, and mark the spot.
B. make sure of possession on a fair catch before blowing the play dead.
C. assure the ball is covered **if** a foul needs to be reported to the Referee.

VIII. If the punt is blocked or the ball is snapped over the punter, the Line Judge will:
A. move into the offensive backfield and work to the kicking team's goal line to the extent necessary, **if** he is on the opposite side of the punter from the Referee.
B. maintain his position on the line of scrimmage to determine whether a kick crosses the line of scrimmage, **if** he is on the same side of the punter as the Referee.

FIELD-GOAL ATTEMPT OR TRY FROM ANY DISTANCE

The Line Judge will

I. be positioned and remain in the restricted area on the line of scrimmage while the ball is live.
II. check down indicator.
III. observe neutral zone.
IV. move with the play as on any other goal-line play, **if** it is a pass or run.
V. remember that all blocked field goals are treated the same as a punt.
VI. move onto the field after the ball is dead to help clean up after the play.

GOAL-LINE PLAY

I. The Line Judge will position himself the same as in a running play.
II. On red zone snaps between the 10 and 5-yard lines, the Line Judge will release slowly downfield keeping the runner in front of him and stop at the 2-yard line.
III. On a snap on or inside the 5-yard line, the Line Judge will release to the goal line (staying deep in the restricted area giving players full access to the goal line/pylon area) at the snap and officiate in front of the ball being mindful of the line to gain, unless the Linesman has instructed the Field Judge to stay on the goal line so the Line Judge can better cover the line to gain.
IV. The Line Judge will note the farthest point to which the ball is advanced (snap inside 5-yard line).

A. If short of the goal line, the Line Judge will move in quickly and help by marking the progress spot with his downfield foot or by actually placing the ball.
B. If the ball is in possession of the runner and touches or crosses the goal-line plane, the Line Judge will instantly give the touch-down signal (S #5).
C. If ball does not break the goal-line, the Line Judge will not give any signal.

V. On a snap from the goal line to the 5-yard line, the Line Judge will release back to the goal line at the snap and officiate from behind the ball.
VI. The goal line is the most important line when the ball is snapped inside the 5-yard line.

AFTER A TRY OR SUCCESSFUL FIELD GOAL

The Line Judge will
I. go to pylon.
II. work on establishing a safe sideline.
III. move to kickoff position at the goal line with one heel on the back edge of the restricted area and body angled toward the pylon.
IV. be certain coaches, players, substitutes and other individuals are in the proper location.
V. count receiving team players.
VI. confirm both a safe sideline and proper number of receiving team players by signaling the Referee using a clenched fist of the outside arm.

AFTER A SAFETY (OR SCORE ON LAST PLAY OF 1ST/3RD QUARTER)

The Line Judge will:

I. go to the 20-yard line on the press box side and then jog up the field at the top of the numbers (in front of the Back Judge) along with the Linesman maintaining a 10-yard cushion to the opposite goal line to arrive at the goal line at the same time.
II. work on establishing a safe sideline.
III. move to kickoff position at the goal line with one heel on the back edge of the restricted area and body angled toward pylon.
IV. be certain coaches, players, substitutes and other individuals are in the proper location.

ADMINISTERING PENALTIES

The Line Judge will:

I. when the Linesman has a penalty marker, come to the hashes and mirror the dead ball spot so the penalty marker can be relocated, if needed, and the foul reported and hold until the penalty is ready to be enforced.
II. give option to the designated representative of the offended team.
III. hold the enforcement spot or cover the penalty marker until the penalty is enforced.
IV. verify the accuracy and the distance of the yards to be stepped off.
V. not permit athletic trainers, attendants, or coaches to come onto the field.
VI. relay penalty information to the appropriate coach and to other Officials if necessary.

MEASURING FOR FIRST DOWN USING TRADITIONAL LINE-TO-GAIN INDICATORS

The Line Judge will:

I. place his foot just behind the yard line where clip is to be placed to align the Linesman so the chains are parallel to the sidelines.
II. observe all players.

TIME-OUT PROCEDURE

I. When a player or Head Coach (or designee) requests a time out, the Line Judge will signal “time-out” (S #3) twice, then notify the Referee a time out has been requested. A subtle point toward the requesting team is acceptable. Only the Referee will give the official signal and indicate the requesting team.
II. For a conference outside the 9-yard mark, the Line Judge will:
    A. ensure the team is outside the 9-yard mark and above the 25-yard line.
    B. position himself at the top of the huddle around the 9-yard mark facing team/sideline, mark his game card and stand in parade rest.
    C. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play saying, “Coach, the ball will be marked ready for play in 15-seconds”.
    D. be alert for substitutes by the team on his sideline or attempts to use substitutes for the purpose of deception.

E. maintain the proper number of players/attendants in the huddle when conferences are held between the inbounds lines.
F. inform the Head Coach of time-outs remaining.
G. have time-out huddle responsibilities by advising his team when the time-out has expired.

III. For a conference between the 9-yard marks, the Line Judge will:
A. ensure only one coach and no more than three attendants are on the field to confer with no more than 11 players.
B. move to a position on the sideline to ensure there is no illegal substitution violations.

INJURY TIME-OUT PROCEDURE

The Line Judge will

I. assist the Referee in moving the teams away from the injured player.
II. position himself away from the injured player near his pre-snap position.
III. use the same procedure as outlined in the TIME-OUT PROCEDURE for a conference outside the 9-yard mark, **if** the Referee elects to send the teams to the sidelines.

BETWEEN-PERIODS PROCEDURE

The Line Judge will:

I. observe the team on his sideline.
II. assume the same responsibilities as time-out procedures.
III. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play saying, “Coach, the ball will be marked ready for play in 15-seconds”.

BETWEEN-HALVES PROCEDURE

The Line Judge will

I. return to the field 5-minutes prior to the half time intermission ending.
II. be in his free kick position with 1-minute remaining on game clock during the 3-minute warm-up period.

END OF GAME PROCEDURE

The Line Judge will

I. immediately jog off the field, together with all Officials, with security.
II. not discuss the game on the field or make any public statement about the game to the news media.
III. not comment about the game on social media.

BACK JUDGE

PREGAME COACHES CONFERENCE

The Back Judge will:

I. participate in the Officials' pregame conference with each Head Coach.
II. witness and note each Head Coach's answer regarding his players being legally equipped.
III. note each team captain's number and circle the speaking captain's number as determined by the Head Coach.

FOLLOWING PREGAME COACHES CONFERENCE

The Back Judge will:

I. attend the Pre-Game Emergency Action Plan Meeting.
II. review starting time and be sure an auxiliary stopwatch, with a countdown timer, is available.
III. assist with securing sidelines and inspecting player uniforms and equipment.
IV. inspect the playing field and pylons, as well as the sideline and end-line boundaries.
V. if there is a visible play clock, observe the play clock while the play clock operator is testing for both 25- and 40-second countdowns.
VI. be responsible for monitoring the correct time, carrying an accurate watch, and assisting in getting the game started on time.
VII. locate and meet with both team quarterbacks and give instruction on the Back Judge's visual countdown mechanic of the play clock.
VIII. locate and meet with both team quarterbacks and give instruction on the Back Judge's visual countdown mechanic of the play clock, if there is not a functioning visible play clock.

THE COIN TOSS

I. At the 5-minute mark, the Back Judge will line up at the 45-yard line closest to the game clock on the Linesman's side of the field and wait for the Referee to signal Officials to escort the captains onto the field.
II. No more than four captains are allowed on the field. All other players must remain out of bounds on the sideline. The captains will meet the Referee and the

Umpire in the center of field. All other Officials stop at the hash marks, angle in facing the Referee and stand at parade rest.

III. The actual coin toss should be at the 2-minute mark.

IV. The Back Judge will carry his team ball out to the coin toss.

V. After the kickoff team is determined, **if** the Back Judge's team is kicking off, his ball will be used. **If** his team is receiving, the Back Judge will be given the kickoff ball from the Line Judge and will return his ball to his team's sideline, preferably to the ball personnel.

VI. After the captains are released back to their sidelines, all Officials will gather in the middle of the field to verify the coin toss information and for last minute instructions from the Referee. After instructions are given, all Officials will jog to their positions.

TIMING

The Back Judge will:

I. be responsible for all timing situations, including, time-outs, quarter change and the time between a score and the succeeding kickoff, and sound his whistle for the 15-second warning.

II. penalize a team for delay of game.

III. unless there is a functioning visible play clock, raise his open hand overhead when there are 10 seconds remaining and count down seconds with a downward clock-like motion starting at 5-seconds.

IV. be responsible for the 25/40 second play clock and, if there is a visible play clock, not separately time the 25/40 second count if the visible play clock is functioning correctly. If repeated re-sets of the visible play clock are disrupting the game, the Referee will determine whether to discontinue use of the visible play clock.

V. pause for one count and set the play clock to 40-seconds when:
   A. the ball is declared dead in field of play on a play from scrimmage and the covering Official raises his open hand to indicate the ball is dead and indicate the number of the next down or gives the wind signal (S #2) followed by a time-out signal (S #3) to indicate the line to gain has been reached.
   B. the covering Official signals that a pass is incomplete.
   C. the covering Official signals to stop the game clock because the ball is dead out-of-bounds.

VI. set the play clock to 25-seconds when the play clock is started with the Referee's ready-for-play signal and whistle.

VII. alert the Referee when the ball has not been made ready-for-play with a least 25 seconds remaining on a 40-second play clock. The Referee is responsible for requesting a re-setting of the play clock to 25 seconds.

VIII. alert the Referee when both clocks are stopped due to a defensive penalty, defensive player injury or defensive equipment issue, and the play clock should be reset to 40-seconds.

KICKOFF

I. Before the kick, the Back Judge will:
   A. make sure there is 12:00 minutes on the game clock for the opening kickoff of the 1st and 3rd quarters. Verify the ball is legal and approved, **if** the kicker brings out his own ball.
   B. give a 15-second warning (two short blasts on whistle) to the teams at the 45-second mark, **if** teams are not in position to play.
   C. count kicking team players and never allow the kickoff to proceed without the proper number of players. Ensure kicking team players are positioned properly.
   D. point out the Referee to the kicker, check legality of kicking tee and instruct the kicker to wait for the ready-for-play signal before kicking.
   E. if the game is televised, make sure the time out coordinator is ready for play.
   F. pick up the ready sign from the Umpire, Side Judge and Field Judge in their final positions and turn to face the Referee to indicate to the Referee he is ready.
   G. hand the kicker the ball after ensuring the kicking team has the proper number of players and a legal formation and after the Referee communicates he is ready via radio or signals by extending his arm toward the Back Judge with a clenched fist when radios are not used.
   H. place the ball at the free kick spot, **if** kicker will not accept the ball.
   I. jog down the kickoff line to take final position on sideline: on the kicking team's free kick line in the side zone with heels on the back of the restricted area on the press box side of the field.
   J. have a bean bag in hand.
   K. be sure the sideline is clear and communicate to Referee he is ready via radio or by holding an open hand above his head when radios are not used. Also, communicate the number of any kicker more than 5 yards behind the free kick line via radio.
   L. sound his whistle to prevent action, **if** the ball falls or blows off tee.

M. watch for any infractions involving the kicking team's formation after the ready for play signal, the kicking team's free kick line, encroachment by the kicking team, short kicks, pop-up kicks, onside kicks and spots of first touching.
N. assist in illegal early blocking by the kicking team.

II. Before the kick, after the teams are on the field, the Back Judge will watch for any infractions involving the kicking team's formation after the ready for play signal, encroachment by the kicking team, short kicks, pop-up kicks, onside kicks and spots of first touching.

III. After the kick, the Back Judge will:
A. run onto the field to the near hash marks to observe action mainly toward the center of the field including off-ball action. As the return develops, the Back Judge will move further onto the field as needed to cover like a running play and work inside-out, staying alert for holding, illegal blocks, clipping, etc. He should maintain a cushion, always be in advance of the runner and be on the goal line before the runner crosses.
B. watch initial blocks in his area.

IV. If the kick is short, the Back Judge will not run onto the field but will be prepared to cover the play **if** receiving team gains possession and advances.

V. During an onside kick or pooch kick, the Back Judge will:
A. be positioned on the kicking team's free kick line in the restricted area on the press box side of the field.
B. be aware of action in the 10-yard belt.
C. watch for encroachment by the kicking team, first touching by the kicking team (bean bag), touching by the receiving team, fair catch and illegal blocks.
D. be alert for first touching catch and/or recovery, **if** the ball comes in his area. The other Officials should watch for illegal blocking, holding, clipping and early blocks by the kicking team.
E. stay in the restricted area and be prepared to cover the play **if** the receiving team gains possession and advances.

RUNNING PLAY

I. After the ball is spotted, the Back Judge will:
A. be positioned 25-yards beyond defensive line of scrimmage and always deeper than the deepest defensive back (3-5 yards), roughly in the center of the field.

B. be positioned no wider than the near upright, when the ball is on the hash marks.
C. adjust position to the strength of the formation to provide the best coverage on single- and/or double-spread formation.
D. be in initial position on the end line when the ball is snapped on or inside the 25-yard line, and the end line is his primary coverage responsibility.
E. time the 25/40-second count and use visible signals if a functioning visible play clock is not used.
F. count defensive players and confirm with the Side Judge and Field Judge that he has counted the defense by extending an arm with a clenched fist out in front of him when 11 or less are counted. (Multiple counts are recommended) If more than 11, recount and **if** 12 or more, blow whistle and drop a penalty marker.
G. be alert to a Head Coach requesting a time out.

II. After the snap, the Back Judge will:
A. pause and read keys.
B. move so the runner is between him and either the Linesman or Line Judge while observing blocks in front of the runner.
C. retreat to be in position behind the deepest receiver. Stay far enough away to keep the play boxed in.
D. maintain inside-out coverage, while staying between the hash marks.
E. cover players who are deeper than the Linesman or Line Judge.
F. cover action around the runner **if** he breaks free.
G. cover the goal line, which is his primary responsibility when the ball is snapped outside the 25-yard line.
H. be in advance of the runner and be ready to rule on the touchdown and assist with forward progress near the goal line. When the runner crosses the goal line after running closely down the sideline, the Back Judge should look to the covering wing Official and assure that the runner did not step out of bounds before giving a touchdown signal.
I. move into the area of a dead ball and assist Officials in maintaining order on out-of-bounds runs, especially in team areas.
J. glance at the game clock to make sure it is accurate, when the ball becomes dead. Example: Verify the game clock status- running or stopped and the time remaining.
K. correct obvious timing errors by stopping the game clock and talking to the Referee.
L. obtain the ball with help from the wing official and spot on long plays down the field.

M. on an incomplete pass, assist with the relay of the ball when it goes to the opposite side of the field.
N. move in "accordion" with all other Officials on all plays when the ball becomes dead in front of him.
O. extend both arms to the side and parallel with the ground, then give the next down with the fingers and back out to presnap position.

III. When the offense lines up in victory formation late in a game, the Back Judge will close in on the field in order to talk to the players and help clean up after the snap.

FORWARD PASS

I. After the ball is spotted, the Back Judge will:
   A. follow the procedures as described in the Back Judge section on Running Plays.
   B. pause observe his keys and retreat in order to be in position behind the deepest receivers, never letting receivers get behind him.
   C. cover deep receivers down the middle and to each sideline.
   D. move quickly to the ball, when the pass is thrown.
   E. watch for interference by either team.
   F. be ready to rule on possible fumble or illegal pass after completion.
   G. be ready to rule on all passes near the goal line.
   H. for passes into the endzone, move to the end line and be ready to rule on passes near the end line.
II. If the pass is incomplete in the Back Judge's area, he will:
   A. sound his whistle.
   B. give the incomplete-pass signal (S #10) twice.
III. If the pass is complete in the Back Judge's area, he will:
   A. sound his whistle when the ball becomes dead.
   B. move to the spot of forward progress **if** no other Official can get to the spot.
   C. give the time-out signal (S #3) twice when line-to-gain has been reached.
IV. On all incomplete passes, the Back Judge will assist with the relay of the ball off the opposite side of the field.

SCRIMMAGE KICK - PUNT

I. After the ball is spotted, the Back Judge will:
   A. be positioned 10-yards behind deepest receiver in the middle of the field. He will coordinate his position with the Side Judge and Field Judge to ensure they are all on the same yard line.
   B. have his contrasting bean bag in hand.
   C. count receiving team players and indicate to the Side Judge and Field Judge that he has counted the receiving team with a clenched fist extended out in front of him.
   D. be in his initial position: on the goal line when the ball is snapped on or inside the receiving team's 45-yard line or when a receiving team member is on or inside the 10-yard line.

II. After the snap, the Back Judge will:
   A. carry contrasting bean bags in his hands during down to mark first touching, fumble, momentum or end of kick **if** there is a return.
   B. observe action of the players around ball when the kick is short to either side. The Side Judge and Field Judge will assume responsibility for the ball.
   C. cover all kicks down the middle of the field and be ready to rule on whether the kick is touched by either team.
   D. be prepared to rule on possession, **if** the ball is muffed.
   E. be alert for a hand-off and reverse.

III. When the kicking team is first to touch the scrimmage kick that is motionless beyond the neutral zone, the Back Judge will:
   A. sound his whistle.
   B. give the time-out signal (S #3) twice, mark the spot and give the directional signal (S #8).

IV. Do not anticipate a fair catch. The Back Judge should hold his whistle in his hand and see the ball possessed before sounding his whistle (no inadvertent whistles).

V. If a receiving team player signals for a fair catch and a fair catch is not made, the Back Judge will cover the ball and the Side Judge and Field Judge will cover the receiver to make sure he does not block.

VI. Following a fair catch, the Back Judge will:
   A. sound his whistle.
   B. give the time-out signal (S #3) twice.
   C. give the directional signal (S #8).
   D. inform the Referee it was a fair catch.

VII. When the runner catches the kick and advances, the Back Judge will:
   A. drop a bean bag at the spot possession is obtained.
   B. delay and observe the action behind the ball and let the other Officials pick up the runner.
   C. pick up the runner and sound his whistle when the ball becomes dead, **if** the other Official gets screened out.

VIII. When the kick becomes dead, the Back Judge will:
   A. sound his whistle.
   B. give the time-out signal (S #3) twice and signal the direction the ball will be going (S #8) if the ball is between the hashes.
   C. be prepared to rule on a touchback and give the touchback signal (S #7) twice.
   D. inform the Referee of the ball status.
   E. be prepared to rule on momentum **if** the kick is caught inside the 5-yard line and the player is downed in his end zone.
   F. mark the spot of the catch inside the 5-yard line with bean bag.

FIELD-GOAL ATTEMPT OR TRY FROM ANY DISTANCE

I. After the ball is spotted, the Back Judge will:
   A. be positioned beyond the end zone and behind his upright where he feels most comfortable and has best coverage of the upright.
   B. count defensive players and confirm with the Field Judge with a clenched fist extended forward on the Field Judge side.

II. After the snap, the Back Judge will:
   A. assume responsibility for the end line and for determining if the kick goes over or under the crossbar and inside the upright.
      1. Back Judge rules on crossbar and his upright.
      2. Field Judge rules on his upright.
      3. The Official who rules needs to verbally communicate “Yes or “No” to the other Official.
   B. sound his whistle when a successful kick passes the upright or when it is apparently unsuccessful after breaking the goal-line plane.
   C. move 2 steps forward (no angle), simultaneously with the Field Judge, in front of their respective upright and signal score (S #5) or no score (S #10) twice while facing the line of scrimmage.
   D. be prepared to react **if** kick is blocked, obviously short or a fake:
      1. The Back Judge will key the tight end on his side.
      2. If run or pass develops, the Back Judge will delay and read the play.

3. The Back Judge will stay on the end line to assist.
4. The Back Judge will mark first touching, fumble, momentum or end of kick with a bean bag.

E. remember all blocked field goals are treated the same as a punt.

AFTER A TRY OR SUCCESSFUL FIELD GOAL

The Back Judge will:

I. start 60-second count for subsequent kickoff as players and Officials move out to their positions.
II. obtain the ball which will be used to kickoff. This ball should be left behind the goal post by ball personnel before the try.
III. go the 20-yard line and then jog up the field at the top of the numbers along with the Umpire (Umpire up the Linesman's side and Back Judge up the press box side) to arrive at the intersection of the top of the numbers and the kicking team's free kick line at the same time. The Back Judge will give a signal to the Umpire, so they jog down the field together. The Back Judge will then move to the center of the field.
IV. give a 15-second warning (two short blasts on whistle) to the teams at the 45-second mark, **if** teams are not in position to play.
V. Help the kicking team line up, **if** necessary.

AFTER A SAFETY (OR SCORE ON LAST PLAY OF 1ST/3RD QUARTER)

The Back Judge will:

I. start 60-second count for subsequent free kick as players and Officials move to their positions.
II. go to the goal line and jog up the field at the top of the numbers (behind the Referee and Line Judge) along with the Umpire (Umpire up the Linesman's side and Back Judge up the press box side) maintaining a 10-yard cushion to the intersection of the top of the numbers and the kicking team's free kick line.
III. obtain the ball which will be used for the free kick.
IV. give a 15-second warning (two short blasts on whistle) to the teams at the 45-second mark, **if** teams are not in position to play.
VI. Help the kicking team line up, **if** necessary.

ADMINISTERING PENALTIES

The Back Judge will:

I. cover the penalty marker until the penalty is enforced, if needed.
II. help obtain the ball.
III. assist in holding the spot of the foul or recovering the penalty marker.
IV. assist in relaying penalty foul information to the appropriate sideline.
V. place the football on the ground and give the final signal for a foul to be enforced on the kickoff while facing the press-box side of field and step-off penalty yardage.

MEASURING FOR FIRST DOWN USING TRADITIONAL LINE-TO-GAIN INDICATORS

When a measurement is signaled by the Referee, the Back Judge will:

I. not permit team attendants to enter the field.
II. help clear players from the measurement area.
III. observe all players.
IV. tend the ball in front of the chains with an extended arm for the measurement not blocking the view of the press box or coaches.
V. return to his pre-snap position on the field and observe the teams.

TIME-OUT PROCEDURE

The Back Judge will:

I. time 60-second interval and sound whistle twice to give the 15-second warning.
II. check the number of time-outs for each team.
III. observe the time out coordinator (red hat) for T.V. games.
IV. position himself in his pre-snap position, standing at parade rest.

INJURY TIME-OUT PROCEDURE

The Back Judge will:

I. assist the Referee in moving the teams away from the injured player.
II. position himself away from the injured player near his pre-snap position, standing at parade rest.

END-OF-PERIOD PROCEDURE

I. If a field game clock is NOT in use, the Back Judge will:
   A. notify the Referee approximately 4-minutes before the end of the 2nd and 4th periods.
   B. notify the Referee that time may expire during the next down approximately 30-seconds before the period expires.
   C. signal Referee by raising open hand above head, sound whistle and give the time-out signal (S #3) twice when time expires and the ball becomes dead.

II. If a field game clock is used, the Back Judge will:
   A. be responsible for knowing when time expires **if** he is facing the game clock.
   B. sound his whistle to prevent the snap, **if** time expires.
   C. sound whistle loud and long and give time-out signal (S #3) twice, **if** the ball is snapped immediately after time has expired.

BETWEEN-PERIODS PROCEDURE

The Back Judge will:

I. go to the Linesman's sideline and confer with the Linesman about the down, distance and spot of the clip. Once they agree, the Back Judge will jog to the opposite end of the field where the spot of the clip will be marked. The Back Judge stands outside the yard line where the clip will be placed, marking the spot with his foot. The Linesman brings the chain with the clip and places it at the spot the Back Judge has marked.
II. observe the teams to make sure all conferences are legal.
III. assume the same responsibilities as for a time-out.
IV. time the 60-second interval and sound whistle twice to give the 15-second warning.

BETWEEN-HALVES PROCEDURE

The Back Judge will

I. return to the field 5-minutes prior to the half time intermission ending.
II. be in his free kick position with 1-minute remaining on game clock during the 3-minute warm-up period.

END OF GAME PROCEDURE

The Back Judge will

I. immediately jog off the field, together with all Officials, with security.
II. not discuss the game on the field or make any public statement about the game to the news media.
III. not comment about the game on social media.

SIDE JUDGE

PREGAME COACHES CONFERENCE

The Side Judge will:

I. participate in the Officials' pregame conference with each Head Coach.
II. witness and note each Head Coach's answer regarding his players being legally equipped.
III. note each team captain's number, and circle the speaking captain's number as determined by the Head Coach.

FOLLOWING PREGAME COACHES CONFERENCE

The Side Judge will:

I. meet with the chain crew.
II. work with the Linesman on performing his duties.
III. work with the Linesman when they meet with ball personnel on the Visiting sideline and approve game balls.

THE COIN TOSS

I. Prior to the 5-minute mark, the Side Judge will ensure the visiting team captains are on the sideline near midfield.
II. At the 5-minute mark, the Side Judge will line up at the 50-yard line on the Linesman's side of the field behind the captains and wait for the Referee to signal the Officials to escort the captains onto the field.
III. No more than four captains are allowed on the field. All other players must remain out of bounds on the sideline. The captains will meet the Referee and the Umpire in the center of field. All other Officials stop at the hash marks facing the Referee and stand in parade rest.
IV. The coin will be flipped no later than the 2-minute mark.
V. After captains are released back to their sidelines, all Officials will gather in the middle of the field to verify the coin toss information and for last minute instructions from the Referee. After instructions are given, all Officials will jog to their positions.

KICKOFF

I. Before the kick, during the 1-minute intermission, the Side Judge will:
   A. move to the intersection of the top of the numbers and the receiving team's free kick line.
   B. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play.

II. Before the kick, after the teams are on the field, the Side Judge will:
   A. move to his position on the sideline on the receiving team's free kick line in the side zone with heels on the back of the restricted area on the Linesman's side of the field to monitor bench area and assist the receiving team in getting into position.
   B. have a bean bag in hand.
   C. make sure there is 12:00 minutes on the game clock before starting 1st and 3rd quarter.
   D. be sure the sideline is clear and the kicking team has 11 players in a legal kick formation and move onto the field to correct, **if** necessary.
   E. hold his open hand above his head to indicate kicking team has 11 players and his area is ready for play, until the Back Judge checks him off.

III. After the kick, the Side Judge will:
   A. be alert for first touching by the kicking team and mark the spot with a bean bag.
   B. watch initial blocks in his area.
   C. observe legality of blocks and action away from the ball when he is not covering the runner.
   D. maintain position while enabling coverage of his sideline at all times.
   E. drop penalty marker **if** the ball is untouched inbounds by the receiving team.
   F. mark the spot where the kick goes out-of-bounds on his side of the field.
   G. sound his whistle and give the time-out signal (S #3) twice when the ball becomes dead in his area.

IV. If the kick is obviously deep, the Side Judge will:
   A. move deliberately along the sideline in that direction while watching for fouls away from ball.
   B. cover 15-yards down the sideline.
   C. stay ahead of the ball and cover to the goal line, **if** a long run occurs.

V. During an onside kick, the Side Judge will:
   A. be positioned on the receiving team's free kick line in the restricted area on the Linesman's side of the field.
   B. be aware of action in the 10-yard belt.
   C. watch for first touching by the kicking team (bean bag), touching by the receiving team, fair catch and illegal blocks.
   D. be alert for first touching, catch and/or recovery, **if** the ball comes in his area. The other Official should watch for illegal blocking, holding, clipping and early blocks by the kicking team.
   E. stay in the restricted area and be prepared to cover the play **if** the receiving team gains possession and advances.

VI. If the Linesman is in position between the receiving and kicking teams' free kick lines and there is a deep kick, the Side Judge will move quickly along the sideline to observe and officiate the downfield action.

RUNNING PLAY

I. After the ball is spotted, the Side Judge will:
   A. be positioned 25-yards beyond the defensive line of scrimmage on the Linesman's sideline with one heel on the back of the restricted area and body angled to the formation.
   B. be in initial position on the goal line when the ball is snapped from the 25-yard line to the 15-yard line.
   C. be in his initial position on the goal line and 3-5 yards off the pylon to give players full access to the goal line/pylon area when the ball is snapped from the 15-yard line to the 5-yard line.
   D. be in initial position on the end pylon when the ball is snapped on or inside the 5-yard line, unless Linesman instructs to stay on the goal line.
   E. count defensive players and indicate to the Back Judge and the Field Judge he has counted the defense by extending an arm with a clenched fist extended down the sideline when 11 or less are counted. Multiple counts are recommended.
   F. recount if more than 11, and **if** 12 or more, blow his whistle, drop a penalty marker, and give the time-out signal (S#3) twice.
   G. be aware of the down and distance (pass versus run), strength of formation, eligible receivers and initial key.
   H. be aware of motion by A as this may change strength of formation and initial key.
   I. be alert to a Head Coach requesting a time out.

II. After the snap, the Side Judge will:
   A. pause briefly and read keys.
   B. observe actions on and by his key.
   C. be alert for illegal blocks, clipping, blocks below the waist and holding.
   D. direct his initial movement in reaction to the play situation. Movement should be controlled, but a cushion in advance of the play is required. This cushion should be at least 20 yards.
   E. be at the goal line before the runner crosses it.
   F. get the spot of forward progress, **if** the ball is downed inside the 2-yard line.
   G. move quickly and directly into the out of bounds area to observe, clean up any action, and retrieve the ball, **if** the play goes out of bounds on his side.
   H. cover players who are deeper than the Linesman.
   I. cover action around any runner that breaks free into the defensive secondary.
   J. retreat to be in position behind the deepest receiver. The Side Judge will stay far enough away to keep the play boxed in.
   K. observe if any offensive or defensive players go out of bounds and return. **If** so, toss his hat at the spot he went out of bounds. **If** the player illegally returns, drop a penalty marker at the spot they return.
   L. assist with the relay of the ball in the side zone from the Linesman to the Umpire/Referee or off the field when a new ball is relayed in.
   M. move in "accordion" with all other Officials to the top of the numbers on all plays when the ball becomes dead in front of him.
   N. **if** a new series is awarded and the Linesman has the spot inside the numbers, set the down indicator for the Linesman or drop a bean bag at the dead ball spot **if** the down indicator is late arriving.
   O. extend both arms to the side and parallel with the ground, then give the next down with the fingers and back out to the sideline.
   P. turn and face the sideline and jog back when action has taken him inside the numbers.

III. If the ball goes to the opposite side of the field, the Side Judge will:
   A. stay in the restricted area to officiate until the ball is declared dead, then move at an angle toward the hashes.
   B. assist in observing action behind the Umpire, but not neglect any downfield players.
   C. relay a new ball to the Umpire, **if** warranted.

D. glance at game clock to make sure it is accurate, when the ball becomes dead. Example: Verify the game clock status- running or stopped and the time remaining.
E. correct obvious timing errors by stopping the game clock and talking to the Referee.
F. move in "accordion" with all other Officials on all plays.

IV. When the offense lines up in victory formation late in a game, the Side Judge will close in on the field in order to talk to the players and help clean up after the snap.

FORWARD PASS

I. After the ball is spotted, the Side Judge will follow the same procedures as described in the Side Judge section on Running Plays.
II. After the snap, the Side Judge will
   A. pause and observe his keys and then retreat to be in position behind the deepest receivers, never letting receivers get behind him.
   B. move down field to maintain cushion and assure maximum vision, once pass is read.
   C. switch focus from "key" to "zone" as the play develops.
   D. observe action on and by his offensive key.
   E. observe action of all players who enter his coverage zone.
III. When a pass is thrown in the Side Judge's zone, he will
   A. narrow coverage focus to the intended receiver and defenders.
   B. watch for interference by either team.
   C. be ready to rule on possible fumble or illegal pass after completion.
   D. be ready to rule on complete/incomplete.
   E. officiate zone and then the ball.
   F. be ready to rule on all passes near the goal line and the side line to the back pylon. The Side Judge should remain on the goal line for passes into the endzone.
IV. If a pass is incomplete in the Side Judge's area, he will:
   A. sound his whistle.
   B. give the incomplete-pass signal (S #10) twice.
   C. get a new ball and relay to the Official nearest the previous spot.
V. If pass is complete, the Side Judge will:
   A. sound his whistle when ball becomes dead in his area.
   B. move to the spot of forward progress, **if** no other Official can get the spot.
   C. give the time-out signal (S #3) twice when line-to-gain has been reached.

SCRIMMAGE KICK - PUNT

I. After the ball is spotted, the Side Judge will:
   A. be positioned 10-yards behind the deepest receiver on the sideline. He will coordinate position with the other two deep Officials.
   B. count receiving team players and indicate to the Back Judge and Field Judge he has counted the receiving team with a clenched fist extended down the sideline.
   C. be in his initial position on the goal line at the pylon, when the ball is snapped inside the defense's 45-yard line or when the receiver is on or inside the 10-yard line. (This allows for upward view of a ball that crosses the goal line/sideline in the air). In this case, the Side Judge will be ready to rule on a touchback.

II. After the snap, the Side Judge will:
   A. assume responsibility for the ball, when the kick is short and is toward his sideline. The Field Judge and Back Judge will watch for illegal blocking, holding and clipping away from the ball.
   B. observe action of players around the ball.

III. When the kicked ball goes out of bounds in flight, the Side Judge will:
   A. sound his whistle.
   B. give the time-out signal (S #3) twice.
   C. move farther down field than where the ball went out.
   D. if he does not have an out-of-bounds spot, jog up field with one open hand above his head until the Referee spots him on the sideline by marking the spot with an outstretched "chopping" down motion, then signal the direction the ball will be going and hold the spot until the ball is spotted.

IV. When the kicked ball rolls out of bounds, the Side Judge will:
   A. sound his whistle.
   B. give the time-out signal (S #3) twice.
   C. hold the spot and continue to observe action while giving the directional signal (S #8).

V. If a receiving team player signals and makes a fair catch outside the hashes on his side, the Side Judge will:
   A. sound his whistle.
   B. give the time-out signal (S #3) twice.
   C. give the directional signal (S #8).

VI. If a receiving team player signals for a fair catch and a fair catch is not made, the Side Judge will:
   A. observe to make sure the signaler does not block.

B. observe for first touching.

VII. When the punt is returned to his side of the field, using reverse mechanics, the Side Judge will:
   A. cover the sideline in the restricted area and check for illegal blocks.
   B. sound his whistle when the ball becomes dead in his area.
   C. square off forward progress by moving down the sideline to the spot where the ball became dead and then jog perpendicular in toward the center of the field to the numbers and mark forward progress with his downfield foot.
   D. give the time-out signal (S #3) twice and signal the direction the ball will be going (S #8) when he takes possession of the ball outside the hashes on his side.

VIII. When the punt is returned to the opposite side of the field, using reverse mechanics, the Side Judge will:
   A. move down the sideline in the restricted area until the ball becomes dead and then jog perpendicular in toward the center of the field to the numbers.
   B. observe fouls away from the returner, including blindside blocks.
   C. mirror the Field Judge and help get the spot if he is blocked out.

IX. When the kick becomes dead in the end zone, the Side Judge will:
   A. sound his whistle immediately.
   B. be prepared to rule on a touchback and give the touchback signal (S #7) once.
   C. come off the pylon, to the numbers, and stop players from hitting while sounding his whistle and giving the time-out signal (S #3).
   D. be prepared to rule on momentum **if** the kick is caught inside the 5-yard line and the player is downed in his end zone, and mark the spot of the catch inside the 5-yard line with a bean bag.

FIELD-GOAL ATTEMPT OR TRY FROM ANY DISTANCE

I. After the ball is spotted, the Side Judge will:
   A. after the Referee signals the kicking team is in legal scrimmage kick formation, give the signal to indicate the snapper has protection (S#19).
   B. remind defensive players who are head-up on the snapper or in guard-snapper gaps that the snapper has protection.
   C. remind defensive players in the defensive backfield, near the snapper, that hurdling kicking team players is illegal.
   D. be positioned 10 yards deep, standing tall, opposite the Umpire keeping snap in view.
   E. check for the use of the numbering exception.

II. After the snap, the Side Judge will:
   A. observe the neutral zone, reading interior linemen and focusing on the snapper and the side of the line opposite him.
   B. verify there is no illegal action on the snapper or hurdling.
   C. be alert for determining if the kick crosses the neutral zone.
   D. be ready to assist the Referee in covering a short or blocked kick.
   E. be alert for action on or by outside offensive linemen and up blocking back on the Referee's side.
   F. shift observation to contact between defensive players and blocker behind the line.
   G. pivot to view his side of the field and observe blocks in side zone and move toward play to observe action, after player goes past his position.
   H. continue to officiate until teams have separated toward their respective sidelines after the ball becomes dead.

III. On the swinging gate, the Side Judge will:
   A. go with the majority of the offensive linemen to the hash, while the Umpire observes the initial action on the snapper.
   B. slide back to his normal position **if** the gate moves to a normal scrimmage kick formation.

AFTER A TRY OR SUCCESSFUL FIELD GOAL

The Side Judge will:

I. go to the 10-yard line and jog up the field at the top of the numbers behind the Umpire along with the Field Judge (Side Judge up the Linesman's side and Field Judge up the press box side) maintaining a 10-yard cushion to arrive at the intersection of the top of the numbers and the receiving team's free kick line at the same time.

II. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play.

III. be certain coaches, players, substitutes and other individuals are in the proper location.

AFTER A SAFETY (OR SCORE ON LAST PLAY OF 1ST/3RD QUARTER)

The Side Judge will:

I. go to the 10-yard line on the Linesman's side and then jog up the field at the top of the numbers (behind the Umpire) along with the Field Judge maintaining a 10-yard cushion to arrive at the intersection of the top of the numbers and the receiving team's free kick line at the same time.
II. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play.
III. be certain coaches, players, substitutes and other individuals are in the proper location.

ADMINISTERING PENALTIES

The Side Judge will:

I. cover the penalty marker until the penalty is enforced, if needed.
II. verify the accuracy and the distance of the yards to be stepped off.
III. not permit athletic trainers, attendants, or coaches to come onto the field.
IV. relay penalty information to the appropriate coach and to other Officials **if** necessary.

MEASURING FOR FIRST DOWN USING TRADITIONAL LINE-TO-GAIN INDICATORS

The Side Judge will:

I. not permit team attendants to enter the field.
II. help clear players from his sideline area, **if** the ball is in the side zone.
III. observe all players.
IV. move the down indicator personnel to the front indicator spot and keep the same down number. Stay with the down indicator operator until the Linesman has returned to the sideline.
V. if a first down and a new series is awarded, the Linesman will release the chain crew to the Side Judge, who will set the chains for a first down after spotting by the Referee. If there is a penalty, do not move the down indicator until after enforcement.

VI. if short of a first down, instruct the down indicator operator to wait until the Linesman has reset the chains before moving the down indicator and changing the down number.
VII. return to his position on the field and observe the teams.

TIME-OUT PROCEDURE

I. When a player or Head Coach (or designee) requests a time out, the Side Judge will signal "time-out" (S #3) twice, then notify the Referee a time out has been requested. A subtle point toward the requesting team is acceptable. Only the Referee will give the official signal and indicate the requesting team.
II. For a conference outside the 9-yard mark, the Side Judge will:
    A. ensure the team is outside of the 9-yard mark and above the 25-yard line.
    B. move to a position 8-10 yards above the pre-snap side of the huddle, mark game card and then stand at parade rest.
    C. when the 45-second whistle is blown, assist in getting players and coaches to break up and return to play.
III. For a conference between the 9-yard marks, the Side Judge will:
    A. ensure that only one coach and no more than three attendants are on the field to confer with no more than 11 players.
    B. move to a position on the sideline to ensure there is no illegal substitution violations.

INJURY TIME-OUT PROCEDURE

The Side Judge will:

I. assist the Referee in moving the teams away from the injured player.
II. position himself away from the injured player near his pre-snap position.
III. use the same procedure as outlined in the TIME-OUT PROCEDURE for a conference outside the 9-yard mark, **if** the Referee elects to send the teams to the sidelines.

BETWEEN-PERIODS PROCEDURE

The Side Judge will:

I. observe the team on his sideline from the top of the huddle around the 9-yard mark facing the team/sideline.
II. assume the same responsibilities as for a time-out.
III. check the team box and huddle areas for appropriate conference procedure the same as during charged time-out.
IV. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play saying, “Coach, the ball will be marked ready for play in 15-seconds”.

BETWEEN-HALVES PROCEDURE

The Side Judge will:

I. return to the field 5-minutes prior to the half time intermission ending and be responsible for the visiting team returning to the field before the clock expires.
II. at the start of the mandatory 3-minute warm-up, obtain the second-half choice from the Head Coach of the visiting team and communicate to the Referee.
III. be in his free kick position with 1-minute remaining on game clock during the 3-minute warm-up period.

END OF GAME PROCEDURE

The Side Judge will:

I. immediately jog off the field, together with all Officials, with security.
II. not discuss the game on the field or make any public statement about the game to the news media.
III. not comment about the game on social media.

FIELD JUDGE

PREGAME COACHES CONFERENCE

The Field Judge will:

I. participate in the Officials' pregame conference with each Head Coach.
II. witness and note each Head Coach's answer regarding his players being legally equipped.
III. note each team captain's number, and circle the speaking captain's number as determined by the Head Coach.

FOLLOWING PREGAME COACHES CONFERENCE

The Field Judge will:

I. work with the Line Judge on performing his duties.
II. work with the Line Judge when they meet with ball personnel on the Home sideline and approve game balls.

THE COIN TOSS

I. Prior to the 5-minute mark, the Field Judge will ensure the home team captains are on the sideline near midfield.
II. At the 5-minute mark, the Field Judge will line up at the 45-yard line closest to the clock and wait for the Referee to signal the Officials to escort the captains onto the field.
III. No more than four captains are allowed on the field. All other players must remain out of bounds on the sideline. The captains will meet the Referee and the Umpire in the center of field. All other Officials stop at the hash marks facing the Referee and stand in parade rest.
IV. The coin will be flipped no later than the 2-minute mark.
V. After captains are released back to their sidelines, all Officials will gather in the middle of the field to verify the coin toss information and for last minute instructions from the Referee. After instructions are given, all Officials will jog to their positions.

KICKOFF

I. Before the kick, during the 1-minute intermission, the Field Judge will:
   A. move to a position on the press box side of the field at the intersection of the hash marks and the receiving team's free kick line.
   B. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play.

II. Before the kick, after the teams are on the field, the Field Judge will:
   A. move to his position on the sideline on the receiving team's free kick line in the side zone with heels on the back of the restricted area on the press box side of the field to monitor bench area and assist the receiving team in getting into position.
   B. have a bean bag in hand.
   C. make sure there is 12:00 minutes on the game clock before starting the 1st and 3rd quarters.
   D. be sure the sideline is clear and the kicking team has 11 players in a legal kick formation and move onto the field to correct, **if** necessary.
   E. hold his open hand above his head to indicate the kicking team has 11 players and his area is ready for play, until the Back Judge checks him off.

III. After the kick, the Field Judge will:
   A. be alert for first touching by the kicking team, and mark the spot with a bean bag.
   B. watch initial blocks in his area.
   C. observe the legality of blocks and action away from the ball when he is not covering the runner.
   D. maintain position while enabling coverage of his sideline at all times.
   E. drop penalty marker **if** ball is untouched inbounds by receiving team.
   F. mark spot where the kick goes out-of-bounds on his side of the field.
   G. sound his whistle and give the time-out signal (S #3) twice when the ball becomes dead in his area.

IV. If the kick is obviously deep, the Field Judge will:
   A. move deliberately along the sideline in that direction while watching for fouls away from the ball.
   B. cover 15 yards down the sideline.
   C. stay ahead of the ball and cover to the goal line, **if** a long run occurs.

V. During an onside kick, the Field Judge will:
   A. be positioned on the receiving team's free kick line in the restricted area on the press box side of the field.

B. be aware of action in the 10-yard belt.
C. watch for first touching by the kicking team (bean bag), touching by the receiving team, fair catch and illegal blocks.
D. be alert for first touching catch and/or recovery, **if** the ball comes in his area. The other Official should watch for illegal blocking, holding, clipping and early blocks by the kicking team.
E. stay in the restricted area and be prepared to cover the play **if** the receiving team gains possession and advances.

VI. If the Line Judge is in position between the receiving and kicking teams' free kick lines and there is a deep kick, the Field Judge will move quickly along the sideline to observe and officiate the downfield action.

RUNNING PLAY

I. After the ball is spotted, the Field Judge will:
A. be positioned 25-yards beyond the defensive line of scrimmage on the press box sideline with one heel on the back of the restricted area and body angled toward formation.
B. be in initial position on the goal line when the ball is snapped from the 25-yard line to the 15-yard line.
C. be in his initial position on the goal line and 3-5 yards off the pylon to give players full access to the goal line/pylon area when the ball is snapped from the 15-yard line to the 5-yard line.
D. be in initial position on the end pylon when the ball is snapped on or inside the 5-yard line, unless Linesman instructs to stay on the goal line.
E. count defensive players and indicate to the Back Judge and the Side Judge he has counted the defense by extending an arm with a clenched fist down the sideline when 11 or less are counted. Multiple counts are recommended.
F. recount if more than 11, and **if** 12 or more, blow his whistle, drop a penalty marker, and give the time-out signal (S#3) twice.
G. be aware of the down and distance (pass versus run), strength of formation, eligible receivers and initial key.
H. be aware of motion by offensive players as this may change strength of formation and his initial key.
I. be alert for a Head Coach requesting a time out.

II. After the snap, the Field Judge will:
A. pause briefly and read keys.
B. observe actions on and by his key.

C. be alert for illegal blocks, clipping, blocks below the waist, and holding.
D. direct his initial movement in reaction to the play situation. Movement should be controlled, but a cushion in advance of the play is required. This cushion should be at least 20 yards.
E. be at the goal line before the runner crosses it.
F. get the spot of forward progress, **if** the ball is downed inside the 2-yard line.
G. move quickly and directly into the out of bounds area to observe, clean up any action, and retrieve the ball **if** the play goes out of bounds on his side.
H. cover players who are deeper than the Line Judge.
I. cover action around any runner that breaks free into the defensive secondary.
J. retreat to be in position behind the deepest receiver. The Field Judge will stay far enough away to keep the play boxed in.
K. observe if any offensive or defensive players go out of bounds and return. **If** so, toss your hat at the spot he went out of bounds. **If** the player illegally returns, drop a penalty marker at the spot they return.
L. assist with the relay of the ball in the side zone from the Linesman to the Umpire/Referee or off the field when a new ball is relayed in.
M. move in "accordion" with all other Officials to the top of the numbers on all plays when the ball becomes dead in front of him.
N. extend both arms to the side and parallel with the ground, then give the next down with the fingers and back out to the sideline.
O. turn and face the sideline and jog back when action has taken him inside the numbers.

III. If the ball goes to the opposite side of the field, the Field Judge will:
A. stay in the restricted area to officiate until the ball is declared dead, then move at an angle toward the hashes.
B. assist in observing action behind the Umpire, but not neglect any downfield players.
C. relay a new ball to the Umpire, **if** warranted.
D. glance at game clock to make sure it is accurate, when the ball becomes dead. Example: Verify the game clock status- running or stopped and the time remaining.
E. correct obvious timing errors by stopping the game clock and talking to the Referee.
F. move in "accordion" with all other Officials on all plays.

IV. When the offense lines up in victory formation late in a game, the Field Judge will close in on the field in order to talk to the players and help clean up after the snap.

FORWARD PASS

I. After the ball is spotted, the Field Judge will follow the same procedures as described in the Field Judge section on Running Plays.
II. After the snap, the Field Judge will:
    A. pause and observe his keys and then retreat to be in position behind the deepest receivers, never letting receivers get behind him.
    B. move down field to maintain cushion and assure maximum vision, once pass is read.
    C. switch focus from "key" to "zone" as the play develops.
    D. observe action on and by his offensive key.
    E. observe action of all players who enter his coverage zone.
III. When a pass is thrown in the Field Judge's zone, he will:
    A. narrow coverage focus to the intended receiver and defenders.
    B. watch for interference by either team.
    C. be ready to rule on possible fumble or illegal pass after completion.
    D. be ready to rule on complete/incomplete.
    E. officiate zone and then the ball.
    F. be ready to rule on all passes near the goal line and the side line to the back pylon. The Field Judge should remain on the goal line for passes into the endzone.
IV. If a pass is incomplete in the Field Judge's area, he will:
    A. sound his whistle.
    B. give the incomplete-pass signal (S #10) twice.
    C. get a new ball and relay to the Official nearest the previous spot.
V. If pass is complete, the Field Judge will:
    A. sound his whistle when ball becomes dead in his area.
    B. move to the spot of forward progress, **if** no other Official can get the spot.
    C. give the time-out signal (S #3) twice when line-to-gain has been reached.

SCRIMMAGE KICK - PUNT

I. After the ball is spotted, the Field Judge will:
    A. be positioned 10-yards behind the deepest receiver on the sideline. He will coordinate his position with the other two deep Officials.
    B. count receiving team players and indicate to the Back Judge and the Side Judge he has counted the receiving team with a clenched fist extended down the sideline.

C. be in his initial position on the goal line at the pylon, when the ball is snapped inside the defense's 45-yard line or when a receiving team member is on or inside the 10-yard line. (This allows for upward view of a ball that crosses the goal line/sideline in the air). In this case, the Field Judge will be ready to rule on a touchback.

II. After the snap, the Field Judge will:
   A. assume responsibility for the ball, when the kick is short and is toward his sideline. The Side Judge and Back Judge will watch for illegal blocking, holding and clipping away from the ball.
   B. observe action of players around the ball.

III. When the kicked ball goes out of bounds in flight, the Field Judge will:
   A. sound his whistle.
   B. give the time-out signal (S #3) twice.
   C. move farther down field than where the ball went out.
   D. if he does not have an out-of-bounds spot, jog up field with one open hand above his head until the Referee spots him on the sideline by marking the spot with an outstretched "chopping" down motion, then signal the direction the ball will be going (S #8) and hold the spot until the ball is spotted.

IV. When the kicked ball rolls out of bounds, the Field Judge will:
   A. sound his whistle.
   B. give the time-out signal (S #3) twice.
   C. hold the spot and continue to observe action while giving the directional signal (S #8).

V. If a receiving team player signals and makes a fair catch outside the hashes on his side, the Side Judge will:
   A. sound his whistle.
   B. give the time-out signal (S #3) twice.
   C. give the directional signal (S #8).

VI. If a receiving team player signals for a fair catch and a fair catch is not made, the Field Judge will:
   A. observe to make sure the signaler does not block.
   B. observe for first touching.

VII. When the punt is returned to his side of the field, using reverse mechanics, the Field Judge will:
   A. cover the sideline in the restricted area and check for illegal blocks.
   B. sound his whistle when the ball becomes dead in his area.

C. square off forward progress by moving down the sideline to the spot where the ball became dead and then jog perpendicular in toward the center of the field to the numbers and mark forward progress with his downfield foot.
D. give the time-out signal (S #3) twice and signal the direction the ball will be going (S #8) when he takes possession of the ball outside the hashes on his side.

VIII. When the punt is returned to the opposite side of the field, using reverse mechanics, the Field Judge will:
A. move down the sideline in the restricted area until the ball becomes dead and then jog perpendicular in toward the center of the field to the numbers.
B. observe fouls away from the returner, including blindside blocks.
C. mirror the Side Judge and help get the spot if they are blocked out.

IX. When the kick becomes dead in the end zone, the Field Judge will:
A. sound his whistle immediately.
B. be prepared to rule on a touchback and give the touchback signal (S #7) once.
C. come off the pylon, to the numbers, and stop players from hitting while sounding his whistle and giving the time-out signal (S #3).
D. be prepared to rule on momentum **if** the kick is caught inside the 5-yard line and the player is downed in his end zone, and mark the spot of the catch inside the 5-yard line with a bean bag.

FIELD-GOAL ATTEMPT OR TRY FROM ANY DISTANCE

I. After the ball is spotted, the Field Judge will
A. be positioned beyond the end zone and behind the upright where he feels most comfortable and has the best coverage of the upright.
B. count defensive players and confirm with the Back Judge with a clenched fist extended forward on the Back Judge side.

II. After the snap, the Field Judge will:
A. assume responsibility for the end line and rule on his upright.
B. verbally communicate “Yes” or “No” to the Back Judge if the ball passes near his upright.
C. be prepared to move along the end line to the back pylon to help rule on the sideline if the kick is blocked, is obviously short, or is a fake.
D. key on the tight end on his side.
E. remember all blocked field goals are treated the same as a punt.

III. After the ball becomes dead and the Back Judge sounds his whistle, the Field Judge will move 2 steps forward (no angle), simultaneously with the Back Judge,

in front of his upright and signal score (S #5) or no score (S #10) twice while facing the line of scrimmage.

AFTER A TRY OR SUCCESSFUL FIELD GOAL

The Field Judge will:

I. go to the 10-yard line and then jog up the field at the top of the numbers along with the Side Judge (Side Judge up the Linesman's side and Field Judge up the press box side) maintaining a 10-yard cushion to arrive at the intersection of the top of the numbers and the receiving team's free kick line at same time.
II. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play.
III. be certain coaches, players, substitutes and other individuals are in the proper location.

AFTER A SAFETY (OR SCORE ON LAST PLAY OF 1ST/3RD QUARTER)

The Field Judge will:

I. go to the 10-yard line on the press box side and then jog up the field at the top of the numbers (behind the Back Judge) along with the Side Judge to arrive at the intersection of the top of the numbers and the receiving team's free kick line at the same time.
II. when the 45-second whistle is blown by the Back Judge, walk through the middle of the huddle to get the players and coaches to break up and return to play.
III. be certain coaches, players, substitutes and other individuals are in the proper location.

ADMINISTERING PENALTIES

The Field Judge will:

I. help cover the penalty marker until the penalty is enforced, if needed.
II. verify the accuracy and the distance of the yards to be stepped off.
III. not permit athletic trainers, attendants, or coaches to come onto the field.
IV. relay penalty information to the appropriate coach and to other Officials **if** necessary.

MEASURING FOR FIRST DOWN USING TRADITIONAL LINE-TO-GAIN INDICATORS

The Field Judge will:

I. not permit team attendants to enter the field.
II. help clear players from the measurement area.
III. observe all players.
IV. secure a new ball.
V. return to his position on the field and observe the teams.

TIME-OUT PROCEDURE

I. When a player or Head Coach (or designee) requests a time out, the Field Judge will signal time-out (S #3) twice, then notify the Referee a time out has been requested. A subtle point toward the requesting team is acceptable. Only the Referee will give the official signal and indicate the requesting team.
II. For a conference outside the 9-yard mark, the Field Judge will:
    A. ensure the team is outside of the 9-yard mark and above the 25-yard line.
    B. move to a position 8-10 yards above the pre-snap side of the huddle, mark game card and then stand at parade rest.
    C. when the 45-second whistle is blown, assist in getting players and coaches to break up and return to play.
III. For a conference between the 9-yard marks, the Field Judge will:
    A. ensure that only one coach and no more than three attendants are on the field to confer with no more than 11 players.
    B. move to a position on the sideline to ensure there are no illegal substitution violations.

INJURY TIME-OUT PROCEDURE

The Field Judge will:
I. assist the Referee in moving the teams away from the injured player.
II. position himself away from the injured player near his pre-snap position.
III. use the same procedure as outlined in the TIME-OUT PROCEDURE for a conference outside the 9-yard mark, **if** the Referee elects to send the teams to the sidelines.

BETWEEN-PERIODS PROCEDURE

The Field Judge will:

I. go to the new ball spot where the ball will be spotted on the field when the new period will begin until the ball is spotted, then observe the team on his sideline.
II. assume the same responsibilities as for a time-out.
III. check the team box and huddle areas for appropriate conference procedure the same as during a charged time-out.
IV. give his team a 15-second warning when directed by the Back Judge.

BETWEEN-HALVES PROCEDURE

The Field Judge will:

I. return to the field 5-minutes prior to the half time intermission ending and be responsible for the home team returning to the field before the clock expires.
II. at the start of the mandatory 3-minute warm-up, obtain the second-half choice from the Head Coach of the home team and communicate to the Referee.
III. be in his free kick position with 1-minute remaining on game clock during the 3-minute warm-up period.

END OF GAME PROCEDURE

The Field Judge will:

I. immediately jog off the field, together with all Officials, with security.
II. not discuss the game on the field or make any public statement about the game to the news media.
III. not comment about the game on social media.

ELECTRIC CLOCK OPERATOR (ECO)
PLAY CLOCK OPERATOR (PCO)

The ECO holds the previous line of scrimmage until absolutely sure that spot is no longer relevant. (5 and 7 man). If clock control is wired, adjust to length of cord and ability to move down field around players and coaches; prior to the game, lay out the cord in the restricted area and test the clock operation.

If the clock is operated wirelessly, work from the sideline on the press box side of the field. Prior to game time, test the wireless remote operation from one end zone to the other. Make mental note of any dead zones to be avoided during the game.

When a Play Clock is used and operated by other than TSSAA Officials, there are no changes in ECO duties or mechanics. However, the ECO and Back Judge should monitor the Play Clock to ensure it is working and being operated properly. Inform the Referee of any discrepancies. If assigned by the local association, the ECO and PCO are required to be dressed in full uniform. **EXCEPTION**: For regular season games only, Supervisors/Assigning Officers are not subject to this requirement.

When both the Play Clock and Scoreboard Clock controls are wireless AND both are operated by TSSAA Officials, the following mechanics will apply:

I. Both operators will work from the sideline on the press box side.
II. The ECO will be initially positioned on the line of scrimmage, and the PCO will be initially positioned even with the Referee or deeper, **if** necessary, to have a clear view of the Linesman or Line Judge starting the Play Clock.
III. When the play ends, the ECO moves up the field keeping a mental note of previous line of scrimmage.
IV. When play ends, the PCO moves initially to the previous line of scrimmage and then to the pre-snap position keying the Referee, keeping a mental note of previous line of scrimmage.
V. Both the ECO and PCO maintain position with a good view of the Referee.

The Referee will instruct the PCO to reset the play clock to 25 seconds by pumping one hand up and to 40 seconds by pumping both hands up.

Following the Pregame Coaches Conference, the ECO will ensure the game clock is set to expire at the kickoff time.

KICKOFF MECHANICS

I. The ECO will be positioned 25 yards beyond the kicking team's free kick line in all situations.
II. The PCO position is on the receiving team's 20-yard line with an unobstructed view of the Referee.
III. The ECO and PCO will hold their open hand above their head to indicate to the Referee they are ready.
IV. The ECO and PCO will stay on sideline until the Referee gives the ready for play and then back out of restricted area.

SCOREBOARD CLOCK MALFUNCTION

I. The ECO stays on the press box sideline using a stopwatch with a countdown timer (this should be taken to each game).
II. Use radio to communicate time remaining in the half.
III. Confer with Referee on how often the remaining time is to be announced on the radio.
IV. Notify Referee when 4 minutes remain in the half.

2:00 RULE AT END OF HALF

The ECO will radio the Back Judge and Referee when there are two minutes left in the half. If there is a subsequent foul, the ECO will monitor the radio to see **if** the offended team chooses to have the clock started on snap.

RUNNING CLOCK IN 2ND HALF (POINT DIFFERENTIAL OF AT LEAST 30)

There are only three times a running clock may be stopped:

I. A charged Team time out
II. Injury
III. Score

On the kickoff during running clock situations, the clock starts when the ball is kicked. To start the 4th quarter, the clock will start on the snap.

During running clock situations, the PCO will not start the Play Clock until both teams are on the field and ready to participate. Also, the Play Clock will be held or reset to 25 seconds to prevent a delay of game penalty.

OVERTIME

I. The ECO will secure the clock controls, wired or wireless.
II. The ECO will attend the Officials meeting in the middle of the field.
III. In conjunction with the Referee, the ECO will position himself on the line of scrimmage for all overtime plays. He will remain at the previous line of scrimmage until the ball is marked "ready" for the next play.
IV. If a PCO is used, his position is on the sideline close to Referee.

OVERALL

The ECO is an important member of the crew. Responsibilities (including starting the clock on the Referee's silent wind for 1st downs inbounds and after certain penalty enforcements) require the ECO to be in the game more than ever before. The ECO (and PCO) will work together with the Back Judge on clock and timing issues. Both the ECO and PCO should observe their respective clocks whenever they change the status, i.e., On to Off or vice versa. If the clock fails to respond, make note of the time when the malfunction occurred and notify the Back Judge.

INSTRUCTIONS FOR PLAY CLOCK OPERATORS

Before the Game

- Determine how you will set the play clock to 40/25 seconds.
- After testing the equipment, set the play clock to 25 for the start of the game.
- Advise Officials of any stadium-specific oddities in timing.

40-Second Clock

1. When the covering Official signals the ball is dead at the end of a play (inbounds, out of bounds, 1st down, incomplete pass, etc.), the play clock shall be set to 40 and started (after scanning the field to ensure no penalties). DO NOT wait for the ball to be spotted):
2. The play clock shall be set to 40 and started on the Referee's signal when play resumes after an Official's timeout related to a stoppage for:
   - injury of defensive players only
   - loss of helmet by defensive players only
   - equipment repair for defensive players only
   - administration of a penalty (accepted or declined) by the defense only

When in doubt, set to 40 – the crew will correct as necessary.

If the play clock needs to be reset to 40, the Referee shall signal (both palms up in an over-the-head pumping motion) to communicate the play clock shall be reset to 40 seconds and started immediately.

25-Second Clock

If an Official signals the game clock to be stopped for any of the following reasons, the play clock should be set to 25:

- Penalty administration for foul by the offense or offsetting penalties
- Timeout (team or media)
- Measurement
- Defensive/receiving team is awarded a first down (change of team possession)
- After a score (FG, TD, safety)
- After a try
- Start of each period
- Start of a team's series in an extra period
- Either team is awarded a new series after a legal kick
- Other unusual/administrative stoppages

In the above situations, the 25 second play clock will start on ready for play signal from Referee.

If the 40 second clock is running and the ball has NOT been spotted by 25 seconds, the Referee shall signal (one palm up in an over-the-head pumping motion) the play clock shall be set to 25.

Other Procedures

- Set the play clock to 25 on kickoffs and start it when the Referee gives the ready-for-play signal. We do not want Delay of Game fouls on kickoffs if they can be avoided, so the Referee and/or Back Judge may pump their arm to reset play clock if it's approaching 0.
- Reset the 40/25 second clock if ball is snapped when the play clock is close to zero -- RESET so the play clock does not show 0.
- Leave the play clock at 0 when the Back Judge drops a penalty marker for Delay of Game: we want the whole stadium to see 0. Reset to 25 after the Referee announces the penalty.

End of Periods

- Do not start the play clock at the end of a period if the game clock is (1) running or (2) will start when the Referee gives the ready-for-play signal, and the play clock is higher than game clock.
- The guiding philosophy is the play clock should run only if a delay of game foul is possible; if not possible, the play clock should be left at 25/40.

Overtime

- Throughout overtime, the 40/25 second play clock will continue to run as it did during regulation.

If Play Clock Fails During Game

- The play clock will be turned off until the problem is corrected.
- The Referee will notify both coaches the play clock will be kept by the Back Judge.
- The Back Judge shall raise and hold one hand overhead with 10 seconds remaining on the play clock and shall visually count down the last 5 seconds on the play clock.
- When the problem is corrected, the Referee will notify both coaches.

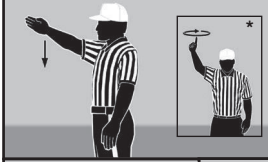
PENALTY SUMMARY

LOSS OF 5 YARDS		
Foul	**Reference**	**Signal**
Delay of game	3-6-2, 3-6-4, 6-5-5	7-21
Illegal substitution	3-7	22
Free-kick infraction	6-1-2, 6-1-3b, 6-1-4, 6-1-11	7-19
Encroachment	6-1-3a, 7-1-1, 7-1-5, 7-1-6	7-18
Free kick out of bounds	6-1-9	19
Invalid or illegal fair-catch signal	6-5-7, 6-5-8	32
Snap infraction	7-1-2, 7-1-3	7-19
False start	7-1-7	7-19
Disconcerting act	7-1-9	7-23
Illegal formation	7-2-1, 7-2-2, 7-2-3	19
Less than five players on A's line or numbering violation	7-2-5	19
Illegal shift or illegal motion	7-2-6, 7-2-7	20
Planned loose-ball infraction	7-2-8	19
Illegally handing ball forward (also loss of down)	7-3-2, 7-3-3	35-9
Illegal forward pass (by A; also loss of down)	7-5-2	35-9
Illegal forward pass (by B)	7-5-2	35
Intentional grounding (also loss of down)	7-5-2d	36-9
Ineligible receiver illegally downfield	7-5-12	37
Illegal touching (also loss of down)	7-5-13	16-9
Helping runner	9-1	44
Incidental grasping of an opponent's face mask (or any helmet opening, chin strap or attached tooth and mouth protector)	9-4-3	45
Running into kicker/holder	9-4-5	30
Sideline interference	9-8-1k	7-29
Attendant illegally on field	9-8-2	19
Nonplayer outside of the team box, but not on field	9-8-3	7-29
LOSS OF 10 YARDS		
Foul	**Reference**	**Signal**
Illegal kicking or batting the ball	6-2-1, 9-7	31
Illegal blocking technique	9-2-1a, 9-2-3a	43
Interlocked blocking	9-2-1b	44
Holding	9-2-1c; 9-2-3c, e	42
Runner grasping a teammate	9-2-2	43
Illegal use of hands or arms	9-2-1a; 9-2-2; 9-2-3a, b, d	43
Illegal block in the back	9-3-5	43
Illegal block on free kicks	9-3-7	43

LOSS OF 15 YARDS		
Foul	**Reference**	**Signal**
Unsportsmanlike conduct by player or nonplayer	9-5, 9-8-1	27
Illegal helmet contact against a defenseless player	2-32-16, 9-4-3i(3)	38-24
Illegal block after valid or invalid fair-catch signal	6-5-1, 9-3-3	43
Kick-catching interference	6-5-6	33
Forward-pass interference	7-5-10	33
Illegal block below the waist	9-3-2	40
Illegal block on free-kicker or holder	9-3-4	30
Clipping	9-3-6	39
Chop block	9-3-6	41
Tripping	9-4-3o	38-46
Illegal personal contact outside restricted area	9-4-3	38
Charging into an opponent obviously out of the play	9-4-3	38
Grasping an opponent's face mask (or any helmet opening, chin strap or attached tooth and mouth protector)	9-4-3	38-45
Hurdle an opponent	9-4-3d	38
Butt block, face tackle or spear (Illegal Helmet Contact)	9-4-3i	38-24
Horse-collar	9-4-3	38-25
Initiate contact with a helmet-less opponent	9-4-3	38
Targeting an opponent	9-4-3m	38-24
Initiate forceful contact against a defenseless receiver	9-4-3p	38
Illegal blindside block	9-4-3n	38-26
Roughing passer (also first down)	9-4-4	38-34-8
Roughing kicker or holder (also first down)	9-4-5	38-30-8
Roughing snapper (also first down)	9-4-6	38-8
Slapping blocker's head	9-4-7	38
Illegal personal contact in restricted area	9-4-8	38-29
Illegal participation	9-6	28
Participating without a helmet beyond immediate action	9-6-4	28
Sideline interference (third and subsequent)	9-8-1k, 9-8-3	7-29-27
Nonplayer illegally on field	9-8-3	27
Unfair acts	9-9	27
DISQUALIFICATION ASSOCIATED WITH CERTAIN 15-YARD PENALTIES		
Foul	**Reference**	**Signal**
Fighting by player or nonplayer	9-4-1	38-47
Intentionally contacting a game official	9-4-2	38-47
Striking, kicking, kneeing	9-4-3j	38-47
Any act if unduly rough or flagrant (give proper signal and follow with 47)	9-4	47
A second unsportsmanlike foul by player or nonplayer	9-5, 9-8	27-47
A substitute leaving team box during a fight	9-8-1l	27-47

NFHS OFFICIAL FOOTBALL SIGNALS

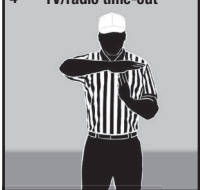
1 Ball ready for play
*Untimed down



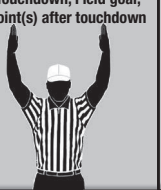
2 Start clock

3 Time-out
Discretionary or injury time-out
(followed by tapping hands on chest)

4 TV/radio time-out



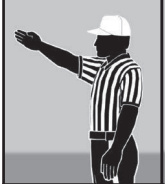
5 Touchdown, Field goal,
Point(s) after touchdown



6 Safety

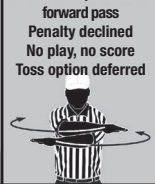
7 Dead ball foul, Touchback
(move side to side)

8 First down

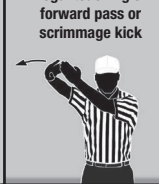


9 Loss of down

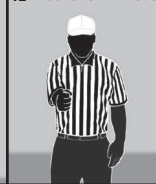
10 Incomplete
forward pass
Penalty declined
No play, no score
Toss option deferred



11 Legal touching of
forward pass or
scrimmage kick



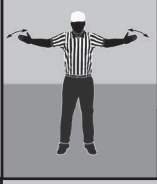
12 Inadvertent whistle



13 Disregard flag

14 End of period

15 Sideline warning

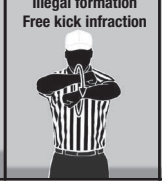


16 First touching
Illegal touching

17 Reset play clock
to 25 seconds
(Use both hands to have play
clock reset to 40 seconds)

18 Encroachment

19 False start
Illegal formation
Free kick infraction



20 Illegal shift
(2 hands)
Illegal motion (1 hand)

21 Delay of game

22 Substitution
infraction

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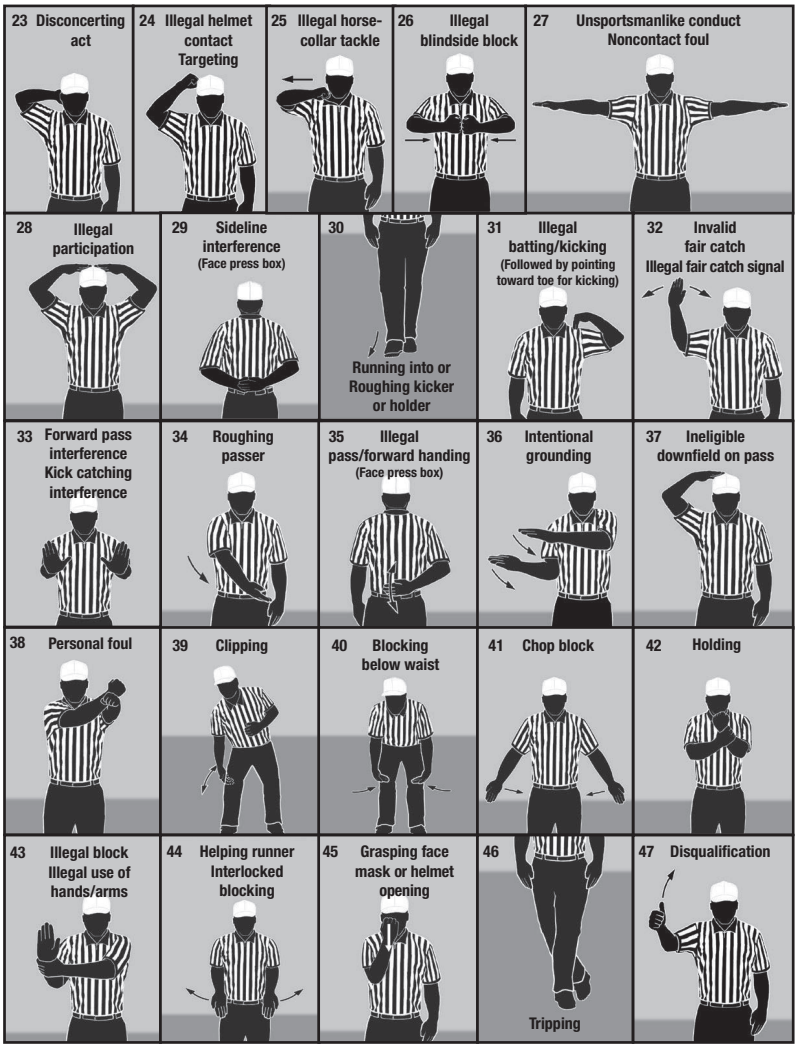
NFHS OFFICIAL FOOTBALL SIGNALS



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