

Ohio High School Athletic Association

2014 Approved Football Officiating Mechanics, Regulations & Standards Handbook

“The Gold Book”



Dr. Bruce Maurer, Director of Officiating Development (DOD)

Beau Rugg, OHSAA Assistant Commissioner

6/11/14

OHSAA Football Officiating Website: WWW.OHSAAFB.COM

“It is hard to fail, but it is worse never to have tried to succeed.” Theodore Roosevelt

Bruce L. Maurer, Ph.D., OHSAA Director of FB Officials Development (DOD)

Officiated 51 OHSAA FB Games last year —10 varsity; 41 sub varsity. Officiated OHSAA, NCAA & NFL for 42 years including 15 years in the NFL. Officiated 4 positions in the NFL—HL, LJ, BJ and SJ. Officiated 2 NCAA Division I Bowl Games. Taught officiating courses at OSU for 33 years. Officiated the 2008 OHSAA Division I Boys State Basketball Championship Game. Past President of the COFOA & COBOA. Tournament Manager for the OHSAA State Wrestling Tournaments for 35 years. Inducted into the OHSWOA Hall of Fame & the OHSWCA Hall of Fame. Current Editor, NIRSA Flag & Touch Football Rules Book & Officials' Manual. Inducted into the OHSAA Officials Hall of Fame, National FFB Hall of Fame, & USFTL FB Hall of Fame. Email: Bmaurer.38@gmail.com



2014 Important Dates for OHSAA FB Officials

1. July 25 (Friday) (10AM): Local Rules & Mechanics Interpreters Clinic (By Invitation Only). Location: TBD.
2. July 27 (Sat)(9AM): OHSAA State Football Clinic, Dublin Scioto HS, \$60. Obtain all the latest rules interpretations, mechanics changes, & new information. More information to follow from OHSAA in the near future. Cosponsored by the COFOA.
3. July 22 (Mon) (4PM): OHSAA State Rules Interpretation (SRI) Presentation Online begins.
4. August 10 (Sunday): OHSAA State Observers Clinic, Columbus Marriott East. Anyone interested in being an observer or sharpening your observation skills? This free interactive clinic is just for you. Contact: John Crispino, crispino@prodigy.net. More information to follow from the OHSAA .
5. August 15 (Friday) (11:59PM): Last Day & Time to use OHSAA SRI Online w/o having to pay a fee.

OHSAA.ORG Directions for FB Officiating Forms

Select Officiating Menu on banner, select Directory of Information, select Sport Specific Forms, and Select FB. Forms include: A. Crew Lineup Cards; B. FB Penalty Report; & C. Inclement Weather

OHSAA Interpreters

Beau Rugg & Bruce Maurer are State Rules Interpreters. Bruce Maurer is State Mechanics Interpreter. Officials should first check with their Local Rules & Mechanics Interpreters before contacting Beau & Bruce. Thank you!

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Introduction

Greetings!! The 2014 **Gold Book** has been developed to clarify & standardize FB Mechanics & Regulations. The Mechanics are REQUIRED for all OHSAA Football Officials when officiating OHSAA Sanctioned Games. There are NO EXCEPTIONS. We EXPECT the Referee to become & be a Leader in this role. His Primary Responsibility is Crew Mechanics. He must know Gold Book Mechanics thoroughly for each crew position.

It has been 4 years since we introduced many new mechanics based upon today's contemporary game. It was challenging the first year. Then in 2011 we saw significant improvement. During 2012 we reached a much higher level of excellence. During the State Finals as we observe the Crews, we record Constructive Comments. That number has dropped by 60% over the past 3 years. WOW!! We are doing a much better job of communicating, reading & reacting, & anticipating the play rather than the call. Our judgment was better because we were working harder to get into position to make the call. We expect the 2014 Season will be even better.

Local Associations & Local Mechanics Interpreters play a pivotal role. In order to have a "bridge" from our wonderful Classes & Instructors to the Association, we require all Associations to hold & teach 5 classes for 1st & 2nd year officials. Once the Association Meeting has started, these newer officials will move to another room, gym, or FB Field.

We are separating "pretenders" from "contenders". Contenders accept changes in Mechanics. Contenders will work OHSAA State Tournament Games – "pretenders" will NOT or when observed at Games, will not in the future.

The term Primary used in the Gold Book does not mean "sole" responsibility. We are part of a team, the crew, so all officials share their responsibilities. However, Primary implies that the official becomes the "expert" on his Primary Responsibilities & takes Great Pride in his study & knowledge. It is important to have ownership, yet "reach out" for input when needed.

The Gold Book is much better than last year; more detailed & accurate. The result is from listening to all who provided Great Comments. It becomes better each year because of your interest & enthusiasm.

It is by no means complete. Suggestions should be emailed to bmaurer.38@gmail.com or call 614-889-0523. There is a fine line between being complete & too many pages. Throughout the documents we have tried repeatedly to "streamline" the info.

Thank you very much for all your amazing enthusiasm, dedicated rules study, & service to the 78,000 student athletes who play OHSAA football games. We are truly blessed to be part of something very special!

Beau Rugg, OHSAA Assistant Commissioner & Bruce Maurer, OHSAA DOD -- Football

The Journey Continues as Our Officiating is Improving!

1. **OUR MISSION:** We Will Improve Our Officiating Significantly in 2014 thru the Use of Additional Educational Tools, & the Study & Application of Mechanics.
2. **What's Happening in 2014:** A Lot!! Some of the many significant **Highlights** include:
 - A. Gold Book: Our Far Reaching Goal is when a FB Official Arrives on Site; he has the following 3 publications: 1. NFHS FB Rules Book; 2. NFHS FB Case Book; & 3. OHSAA Gold Book. Just about every question or challenging situation the Crew has can be answered in one of these 3 publications. Will the Gold Book have all the answers in 2014? No, but as the Journey Continues we will add these unique situations to it. Please send them to us.
 - B. WWW.OHSAAFB.COM: Our interscholastic FB website was a resounding success last year as evidenced by the nearly 12,000 visits from officials around the world. During the past 3 months our webmaster has been working hard on a complete new design. The website can be accessed by your tablet, smart phone, & desktop computer. Included this year will be: 1. Gold Book; 2. Gold Book Mechanics by the 5 Individual Positions; 3. Expanded Rules Index; 4. Recognition Section; 5. 2013 State Playoff Bulletins (Updated with 2014 Mechanics); 6. Ask the DOD/SRI's Q's and A's About Rules, Mechanics, & Philosophy; 7. Weekly Practice Rules Tests; 8. PPT Mechanics Presentations; 9. Observers Policies, Forms, & PPT Presentation; & 10. 2014 Clinic & Other Important Dates.
 - C. New Mechanics: These are shaded. There are approximately 18 changes from 2013. Many of these were suggested by our fellow officials. Please review the Gold Book Mechanics Section thoroughly.
 - D. Mechanics PPT Presentations: A wonderful "6 Types of Kicking Plays" was developed in 2011 & 4 Non Kick Plays last year. They will be updated with changes. This year we will add a 5th Non Kick Play – Victory Formation Mechanics so we now have 11 uniquely different types of plays for FB.
 - E. Practice Rules Tests: the Rules Geek & Black & White will continue this year on WWW.OHSAAFB.COM. Beginning 14 days before Week 1, officials will have a chance to take 20 Rules Q's & A's weekly – a total of 240 Questions (12 weeks) – a Great Way to Study. In addition there will be a Quiz specifically dealing with the Point Differential Rule.
 - F. OHSAA Point Differential Rule: New for 2014 a specific section has been added to the Gold Book to cover the Rule, Play Rulings, & Mechanics. Please discuss it during your early pre-games.
 - G. Regulations: The OHSAA FB Manual is no longer being mailed to Coaches. There are some significant changes from last year. Please study it carefully.
 - H. Rules Index: It is sometimes frustrating to find a Rule in our 80 page Rules Book. Now included in the Gold Book, the Rules Index has nearly 200 listings. Each time someone asked me for a rules clarification last year I first went to the Rules Index. We added to it. A great tool for new officials.
 - I. Uniform: Black shorts with belt loops and either a short or long sleeve shirt can be worn in VARSITY Games for Weeks 1 - 10. All officials must have at least one black ball gold flag in the front. Sunglasses may be worn. And you can put your hands in your pockets other than during the down.
(6/12/14)

We Hope You & Your Crew Have a Tremendous 2014 Football Season. Best Wishes & Good Luck!!!

Abbreviations: For the Gold Book & Observing

6/11/14

- | | |
|--|--|
| 1. A – Team A | 37. MM – Motion Man |
| 2. B – Team B | 38. NZ – Neutral Zone |
| 3. BB – Bean Bag | 39. OKOM – Onside Kick Off Mechanics |
| 4. BJ – Back Judge | 40. OOB – Out-of-Bounds |
| 5. BWP – Backward Pass | 41. OPI – Offensive Pass Interference |
| 6. COP – Change of Possession | 42. OT – Overtime |
| 7. CT – Coin Toss | 43. PB – Press Box |
| 8. DB – Dead Ball | 44. PC – Play Clock |
| 9. DBF – Dead Ball Foul | 45. PEQ – Player Equipment |
| 10. DBS – Dead Ball Spot | 46. PM – Pass Mechanics |
| 11. DPI – Defensive Pass Interference | 47. POE – Points of Emphasis |
| 12. DQ – Disqualification | 48. POA – Point of Attack |
| 13. EL – End Line | 49. PUM – Punt Mechanics |
| 14. EZ – End Zone | 50. PS – Previous Spot |
| 15. FB – Football | 51. PU – Punt |
| 16. FC – Fair Catch | 52. QB – Quarterback |
| 17. FG – Field Goal | 53. R – Referee |
| 18. FGM – Field Goal Mechanics | 54. RA – Restricted Area |
| 19. FP – Forward Pass | 55. RB – Running Back |
| 20. FWP – Forward Progress | 56. RFP – Ready for Play |
| 21. GC – Game Clock | 57. RM – Reverse Mechanics |
| 22. GL – Goal Line | 58. R&R – Read & React |
| 23. GLM – Goal Line Mechanics | 59. RT – Receiving Team |
| 24. GP – Goal Post | 60. RUM – Run Mechanics |
| 25. H – Holder | 61. SL – Sideline |
| 26. HC – Head Coach | 62. SLW – Sideline Warning |
| 27. HM – Hash Mark | 63. SS – Succeeding Spot |
| 28. HT – Home Team | 64. SZ – Side Zone |
| 29. IP – Initial Position | 65. TB – Touchback |
| 30. KO – Kickoff | 66. TFM – Third & Fourth Down Mechanics |
| 31. KOM – Kickoff Mechanics | 67. TO – Time-out |
| 32. KT – Kicking Team | 68. TD – Touchdown |
| 33. LJ – Line Judge | 69. U – Umpire |
| 34. LM – Linesman | 70. UNS – Unsportsmanlike Conduct |
| 35. LOS – Line of Scrimmage | 71. VT – Visiting Team |
| 36. LTG – Line to Gain | 72. YL – Yard Line |

This Gold Book is dedicated to the thousands of OHSAA FB Officials who give their time so unselfishly on behalf of the tens of thousands of Ohio student athletes who play this Great game. We are truly blessed!!

Crew Improvement Checklist: Pretenders or Contenders

5/16/14

Does your Crew aspire to be a Contending Crew? As we all know Post Game Evaluations are very important to the continual improvement of the Crew & Each Official. These Questions have been developed to help Crews set Game Goals & then rate themselves afterwards. Enjoy! **During the Entire Game Did Your Crew:**

1. Use the OHSAA Approved FB Officiating Mechanics Standards on every down?
2. Consistently Enforce the Sideline Restricted Area 100% with the help of all officials?
3. Use the OHSAA Approved Hand Signals to communicate effectively with each other?
4. Dress in OHSAA Approved Uniforms that look new or newly new & fit?
5. Enforce all NFHS Rules Related to Player Equipment?
6. Have 100% Completions on all underhand relay passes to fellow officials & ball persons?
7. Have 100% Correct Enforcement of All Penalties?
8. Communicate Effectively & Professionally with the HC's?
9. During Hurry up Offenses with the GC Running have the ball spotted & be ready to officiate prior to the team wanting to snap the ball?
10. Enforce all LOS Dead Ball Fouls within 10 seconds?
11. **BJ jogs to R, & then** verbally communicates with the R at the End of Each Period whether or not the period will be extended?
12. Apply the Conserve & Consume Rules at the end of both Halves?
13. Conduct themselves in a Professional & Respectful Manner with Players, Fans, Fellow Officials, & Game Management?
14. Apply & Enforce All OHSAA Safety Policies & Regulations?
15. Confirm Game with AD via email early that Week, Arrive 90 Minutes Prior to Game Time, Conduct a Thorough Pre Game Conference, Meet with the HC's approximately 35 minutes Prior to Game Time, & Conduct the Toss 20 minutes Prior to Game Time?
16. Call & penalize all DB & Personal Fouls along with any UNS?
17. When the GC was stopped communicate clock status with each other & catch any scoreboard timing errors along with the wrong number of time-outs posted?
18. CONCENTRATE 100% on each & every down & the interval between Downs?

The CHALLENGE is for a Crew to answer YES to all 18 Questions – because that is near perfection. Set as a GOAL for the following week to discuss during the Pre-Game Conference areas we are going to dedicate ourselves to emphasize & thus improve. Over the 10 weeks we expect all crews, including ourselves, to improve substantially. While visiting with OHSAA Crews this past Winter & Spring, it was amazing to see the difference between Crews Performance from game tape in Weeks 1 or 2 & then Weeks 9 or 10. It is a Great Feeling!!!!

Empowered Crews

The R – A Leader or an Authoritarian Figure?

A truly Great **R** involves the entire crew in all aspects of the game. The **R** is a mentor who watches with great satisfaction as his crewmates grow & mature as the season progresses. He prods, compliments, encourages & offers “constructive comments” to his crewmates. He welcomes feedback from the crew. He knows the Gold Book IP and R&R for all Crew members, not just his own. He makes suggestions during the game, at half time, and post-game so Crew members can grow each week.

He DELEGATES many pregame responsibilities rather than think that ONLY HE can talk with timers, chain crew, & coaches. By involving his crew he EMPOWERS them in the eyes of HC’s, Players, Fans, & Game Management. **R** – Take a Good Look in the Mirror – Do you treat your crew as you would like to be treated? Are you doing everything to empower & nurture the officials who look up to you?

We remember that the performance of the crew is a reflection on the man in “the white hat”.

Below are Delegated Responsibilities for each Crew Member before & during the Game:

1. **CREW:** Pre-Game Conference: All Officials are Actively Engaged in the Discussion
2. **R:** Talk with Game Management if Inclement Weather is a possibility
3. **LJ:** Talk with the GC Operator; **BJ:** Talk with the PC Operator
4. **Wings:** Talk with the Ball Person (s) on Your SL
5. **LM:** Talk with the Chain Gang
6. **R:** Determine What Medical Personnel Will be Available During the Game
7. **U:** Talk with HC’s & Trainers Regarding any Player Equipment Issues
8. **R/Wing:** Talk with TV / Radio Personnel Regarding Time-outs, Half Time, etc.
9. **CREW:** During the Week Before the Game: Divide Duties such as Transportation Coordination, Contacting Home AD, Line-Up Cards, & Pre-Game Topics
10. **LJ:** Times Half Time, Inclement Weather Delays, & Interval Before OT Begins
11. **CREW:** All have an equal voice & input during the Game. **R** breaks the “ties”.
12. **CREW:** Meet with Varsity HC’s Approximately 35 Minutes before Game Time.
 - A. Each Official introduces himself to the HC
 - B. **R:** Players Legally Equipped; Captain’s #’s; Kicker – Rt. or Left? Sportsmanship
 - C. **U:** Any Player Equipment that needs to be Checked
 - D. **LM (VT HC):** Lineup Card, Get Back Coach, Unusual Plays, Depth of KO, Unbalance Line?
 - E. **LJ (HT HC):** Lineup Card, Get Back Coach, Unusual Plays, Depth of KO, Unbalance Line?
 - F. **LM/LJ:** Assure the HC that we will get player’s # & description on all fouls called as soon as we can, but we still have to be able to officiate the game (6/11/14)

Good Luck to Contending Crews w/ Empowered Officials – Own Your Position!!

5 Man Crew -- Primary Responsibilities for FB Mechanics
(5/16/14)

It is imperative that you **OWN** your position. Take ownership for the Primary Responsibilities indicated below:

<u>Referee</u>	<u>Umpire</u>	<u>Crews That Are CONTENDERS</u>
1. OHSAA Gold Book Mechanics	1. Equipment -- Players & Officials	1. Uses OHSAA Gold Book Mechanics
2. Conserve & Consume Timing Rules	2. Penalty Enforcement	2. 5 Fingers of a Hand -- All Working Together
3. KO -- Count RT (11)	3. KO -- Count KT (11)	3. Open & Honest Communication = Crew Success
4. FG/Punt/Try -- Count KT (11) & Subs	4. FG/Punt/Try -- Count KT (11)	4. Have the Courage to Help a Fellow Official
5. Run/Pass -- Count A (11) & Subs	5. Run/Pass -- Count A (11)	5. Treat Others as You Would Like to be Treated
6. QB -- Pass/Fumble & Int. Grounding	6. Pass -- Ineligibles	6. Let Your Mind Digest What Your Eyes Have Seen
7. Official Score & Game Stopped Score	7. Passer -- Beyond/Behind LOS	7. We are There to Defuse Rather Than Incite
8. Complete All Reports Except DQ	8. Pass -- Beyond/Behind LOS	8. Talk Low & Slow When Addressing Coaches
9. Number of Team TO's -- Crew & Scoreboard	9. Game Balls -- Approve Them	9. Be Firm Yet Fair With Players & Coaches
10. Backward Pass -- Punch & Yell	10. Legal Snap	10. Address Players & Coaches: Yes Sir; No Ma'am
11. Decide to go to OKOM When Crew Disagrees	11. Try -- Sound Whistle After Kicked	11. Be Professional -- Uniforms Look Sharp & New
12. The Expert -- Rules 2 & 9	12. The Expert -- Rules 1 & 10	12. Enjoy the Moment -- We Are Truly Blessed

<u>Linesman</u>	<u>Line Judge</u>	<u>Back Judge</u>
1. Correct Down Number & Yardage	1. Game Clock & Talk with GC Timer	1. Play Clock & 25 Seconds to Snap/Kick; Time TO's
2. ENFORCE Restricted Area	2. ENFORCE Restricted Area	2. Signal R to Start Clock or Not When Stopped
3. KO -- Count RT (11)	3. KO -- Count RT (11)	3. KO -- Count KT (11)
4. Pass/Punt/Run -- Count 7 on LOS --A/KT	4. Pass/Punt/Run -- Count 7 on LOS --A/KT	4. FG/Punt/Try -- Count RT (11)
5. Pass/Punt/Run -- Eligible A/KT Receivers	5. Pass/Punt/Run -- Eligible A/KT Receivers	5. Run/Pass -- Count B (11)
6. Player in Motion -- Your Side of Center	6. Player in Motion -- Your Side of Center	6. Pass Coverages -- Coordinate with LM/LJ
7. Measurements & Initiate Double Stakes	7. First Down or Not -- Your Call	7. Extension of Period-Communicate with R
8. Chain Gang -- Lead Them	8. Time Half Time & Interrupted Game Interval	8. Game Stopped -- Record Concussion, DQ & UNS
9. Backward Pass -- Punch & Yell	9. Backward Pass -- Punch & Yell	9. Punt -- Any Signals by RT
10. Double Check Yardage by U on Penalties	10. Double Check Yardage by U on Penalties	10. Subs B, & RT on FG/Punt/Try
11. Ball Person -- Your Side	11. Ball Person -- Your Side	11. Next KO -- Time 30 seconds, then jog to K
12. The Expert -- Rules 5 & 7	12. The Expert -- Rules 3 & 4	12. The Expert -- Rules 6 & 8

4 Man Crew Primary Responsibilities for FB Mechanics
(6/12/14)

It is imperative that you **OWN** your position. Take ownership for the Primary Responsibilities indicated below:

<u>Referee</u>	<u>Umpire</u>	<u>Crews That Are CONTENDERS</u>
1. OHSAA Gold Book Mechanics	1. Equipment -- Players and Officials	1. Uses OHSAA Gold Book Mechanics
2. Conserve & Consume Timing Rules	2. Penalty Enforcement	2. 4 Fingers of a Hand -- All Working Together
3. KO -- Count RT (11) at 10 YL	3. KO -- Count KT (11); Instructions to Kicker & KT	3. Open & Honest Communication = Crew Success
4. FG/Punt/Try -- Count KT (11) & Substitutions	4. FG/Punt/Try -- Count RT (11) & Substitutions	4. Have the Courage to Help a Fellow Official
5. FG/Punt/Try --Count LOS Players -- Your side	5. Punt -- Move Downfield Like a 5 Man BJ	5. Treat Others as You Would Like to be Treated
6. Run/Pass -- Count A (11) & Substitutions	6. Run/Pass -- Count B (11)	6. Let Your Mind Digest What Your Eyes Have Seen
7. QB -- Pass/Fumble & Int. Grounding	7. Pass -- Ineligibles	7. We are There to Defuse Rather Than Incite
8. Play Clock & 25 Second Clock	8. Pass/Passer -- Beyond/Behind LOS	8. Talk Low & Slow When Addressing Coaches
9. # of Team Timeouts -- Crew & Scoreboard	9. Game Balls --Approve Them	9. Be Firm Yet Fair With Players & Coaches
10. Backward Pass -- Punch & Yell	10. Legal Snap	10. Address Players & Coaches: Yes Sir; No Ma'am
11. Decides to go to OKOM When Crew Disagrees	11. Try --Sound Whistle When Kicked	11. Be Professional --Uniforms Look Sharp & New
12. The Expert -- Rules 2 & 9	12. The Expert -- Rules 1 & 10	12. Enjoy the Moment -- We Are Truly Blessed

<u>Linesman</u>	<u>Line Judge</u>	<u>Mechanics Differences From 5 to 4 Officials</u>
1. Correct Down Number & Yardage	1. Game Clock; Signal R to Start/Stop Clock	1. U Becomes " BJ " on Punts-- Like a 5 Man BJ
2. ENFORCE Restricted Area	2. ENFORCE Restricted Area	2. KO -- LJ at 50 YL on PB SL ; Stay on SL After KO
3. KO -- Count RT (11) at 10 YL	3. KO -- Count RT (11) at 50 YL	3. KO -- U at 40 YL On SL Opposite PB ; Stay on SL
4. Pass/Punt/Run -- Count 7 on LOS --A/KT	4. Pass/Run -- Count 7 on LOS --A/KT	4. KO -- LM at 10 YL -- On SL Opposite PB
5. Pass/Punt/Run --Eligible A/KT Receivers	5. Pass/Punt/Run --Eligible A/KT Receivers	5. KO -- R at 10 YL -- PB SL
6. Player in Motion -- Your Side of the Center	6. Player in Motion -- Your Side of the Center	6. Try/FG -- Wing looking at R's Back --Go to EL GP
7. Measurements & Initiate Double Stakes	7. First Down or Not -- Your Call	7. U -- Counts RT(11) on Punt/Try/FG (11)
8. Chain Gang -- Lead Them	8. Punt -- Punt Crosses LOS; Extension of Period	8. On Site - 20 Min. Prior to KO for 8 -10 Minute Qt.
9. Backward Pass -- Punch & Yell	9. Backward Pass -- Punch & Yell	9. Onside Kick -- U at 40 YL; LM/LJ at 50 YL;
10. Double Check Yardage by U on Penalties	10. Double Check Yardage by U on Penalties	10. Onside Kick -- R in Middle of Field at 10 YL
11. Ball Person -- Your Side	11. Ball Person -- Your Side	11. R -- Times 25 Seconds to Snap Ball
12. The Expert -- Rules 5, 7 & 8	12. The Expert -- Rules 3, 4, & 6	12. U -- Counts B (11) Players on Non Kick Plays

"If in Doubts": They Make Us Better Officials

5/16/14

If In Doubts recommend not calling a foul in questionable situations, allowing play to continue instead of blowing the play dead, & giving the team the benefit of more favorable field position when it is difficult to determine where the ball is to be spotted. Please take some time to learn and understand how to apply each of the "If in doubts" in game situations.

1. If in doubt, consider the safety of all paramount to the game. (Rules 1 & 3)
2. If in doubt, it is **not** a foul. (Rule 2)
3. If in doubt, apply conserving/consuming time. (Rule 3)
4. If in doubt, the player is inbounds. (Rule 4)
5. If in doubt, measure for a first down. (Rule 5)
6. If in doubt, the airborne kickoff/punt near the GL is **not** a TB. (Rule 6)
7. If in doubt, implement onside kick mechanics. (Rule 6)
8. If in doubt, the kickoff/punt/pass is untouched. (Rules 6 & 7)
9. If in doubt, the pass is forward. (Rule 7)
10. If in doubt, the runner did **not** fumble. (Rule 7)
11. If in doubt, control of a pass followed by loss of possession is incomplete. (Rule 7)
12. If in doubt, the pass near the ground is a catch. (Rule 7)
13. If in doubt, the passer is behind the A LOS. (Rule 7)
14. If in doubt, the player is on the A LOS. (Rule 7)
15. If in doubt, it is **not** a TD or a safety. (Rule 8)
16. If in doubt, it is **Roughing the Kicker** (Rule 9)
17. If in doubt on a punt, the foul by R near the LOS is PSK. (Rule 10)

Mechanics (5 & 4 Man Crews): Brief & Concise

Primary Responsibilities (PR) are listed for each position in this Handbook. R has PR for Crew using the Gold Book. Mechanics are for 5 Man Crews with 4 Man differences indicated with a "NOTE". They are summarized on the PR for 4 Man in the lower right hand corner box. The Mechanics are alphabetized to locate easily. Changes from last year are shaded. (6/13/14)

1. Ball Handling Mechanics (BHM)

- A. **CREW** (Ball Exchange): On COP relay the "old" FB to the SL after there is no threat of a DBF. Do not wait for a "new" FB to remove "old" FB to Ball Person. Do not kick the FB.
- B. **CREW GOAL:** 100% Completions. Take extra steps before underhand only relay.
- C. Contenders watch DB Action while Pretenders are in a big hurry to secure a new FB. We cannot miss a DBF because we are looking for a new FB.
- D. **U:** Can hustle into SZ, grab FB, & spot off Back Side or Front Side **Wing**. He can stay at HM & have **R/BJ** relay ball & spot off Near Side **Wing**. **Crew** decides what is best.
- E. **U:** Hold & cover FB with a towel during Inclement Weather at DBS.
- F. **CREW:** During hurry-up, play with 1 FB only as much as possible.
- G. **LM/LJ:** Do NOT spot FB in SZ (Exception: Spot the FB for a measurement). Use your downfield foot. If possible use same ball.
- H. **LJ:** Measurements – secure new FB after marking spot with foot for **LM** & chains.
- I. **CREW:** During Inclement Weather make shorter relays & run FB in when needed.
- J. **CREW:** Do not throw FB toward SL so it hits the ground (Looks unprofessional).
- K. **BJ:** Relay new or current FB on plays that gain approximately 10 YDS. You are part of the triangle from **Wing** to **U**. **R** does same on plays that gain less than 10 YDS, unless U wants to hustle & secure a new FB.
- L. **BJ:** On deep incomplete passes, hustle & relay FB off field. **Wings** get a new FB.
- M. Ball Persons stay off the field on their team's SL only the entire game except after a TD the **BJ** will have the Ball Person hold a new FB near the GP Upright.
- N. HT & VT TEAMS: Each team keeps their own FB's on their own SL.

2. Bean Bag Mechanics (BBM)

- A. Fumble: Throw blue BB into air at chest level. Throwing BB into air helps prevent inadvertent whistles. When a crew member sees a BB he knows ball is loose & will not sound his whistle. Get BB on correct YL but not at the spot of the fumble. BB's are NOT thrown for interceptions or backward passes behind the NZ, but are thrown on backward passes beyond the NZ.
- B. **BJ:** Mark end of scrimmage kick (PSK) & first touching. Need 2 BB's.
- C. Momentum (Inside - 5 YL): Drop BB at spot of catch or interception.
- D. **SL:** No BB at OOB spot on SL (Exception: Fight breaks out down field or OOB).
- E. **BJ/U:** KO (BB in hand) – "think onside kick". **BJ/U/LM/LJ:** BB in hand for OKOM.

3. Change of Possession Mechanics (COPM)

- A. **Covering Official:** Signal New Direction first (2X), then signal TO (2X).
- B. **Non-Covering Officials:** Signal TO (2X) immediately when crewmate signals COP.

4. Coach/Referee Conference Mechanics (CRCM)

- A. Definition: HC wants to Review a Rule Misapplication/ Misinterpretation (Rule 3-5)
- B. **CREW:** OHSAA Requires NFHS Rule/Case Book & Gold Book (OT) is at the Field.
- C. **R/Wing:** Meet HC at SL & listen to him. Judgment calls do not apply.

R will explain Ruling to HC. R can meet with CREW to discuss the ruling. It is imperative that all CREW members have an opportunity to talk. R must facilitate talk so an overly aggressive official is NOT allowed to dominate the discussion.

- D. **CREW:** If HC Disagrees with R's Ruling, then **CREW** Must Secure 3 Books, Find Ruling in the Book (s) & Show the HC. Consequences for NOT Following this Mechanic is Officials could be suspended a maximum of 2 years for Weeks 1 – 15. Use the Rules Index in the Gold Book.

5. **Coin Toss Mechanics (CTM)**

- A. **R:** Face Scoreboard at 50 YL. **LM/U:** Opposite PB SL. **LJ/BJ:** PB SL.
- B. **LM/U & LJ/BJ:** Escort Captains & Introduce to R. **LJ/BJ** will delay walking until the **LM/U** is at Field #'s. Usually HT is PB SL & VT is opposite PB.
- C. **U/LM/LJ/BJ:** Move to 45 YL with backs to scoreboard.
- D. **R:** Request officials to introduce themselves to Captains. Ask which Captain will call & ask him for "call", & then repeat it (Items D – G should take only 2-3 minutes).
- E. **U:** Step forward & repeats Captains' "Call" of Heads or Tails.
- F. **R:** Toss coin (at 20 minutes), catch it, then ask Captain to repeat the "call". Ask Captain if he wants to Defer or choose for 1st half. If Defer, Signal PB. If choose kick/receive/GL, turn captains & signal PB.
- G. **R:** Discuss Sportsmanship with Captains & then check options with Crew.
- H. 2nd Half: Bring 1 Captain each to center of field, secure options, & signal PB.
- I. **OT:** Toss, secure choices, turn captains, & signal PB by pointing to GL.

6. **Dead Ball Mechanics (DBM)**

- A. **LM/LJ** (OOB Runner): Stop clock (2X) immediately when runner goes OOB, then TURN-N-WATCH OOB. Swivel head, watch runner & other players return inbounds.
- B. **R/LM/LJ/BJ:** When space permits stop a minimum of 5 YDS from the pile of players. This allows the officials to see more of the "big picture" and call Dead Ball Fouls when warranted. Of course if the game becomes "chippy", then move closer to the pile –Preventive Officiating.
- C. **R:** In most cases there is no need to run to the DBS at or beyond LOS. Stay back & swivel (2X) your head, watching for any DB action. Then hustle to your IP.
- D. **BJ** (Player in Opponent's Bench): Go into Team Box & escort player(s) back to field.
- E. **ALL** (Ball Dead): Swivel head (2X) & watch players in your area rather than stare at DBS. BE A GREAT DB OFFICIAL.
- F. **CREW:** Immediately raise arm/hand to indicate next down. BE A GREAT DB OFFICIAL!
- G. **CREW:** Officiate DB action FIRST. Penalize first DB Hit; it usually stops it.

7. **End of Period – First & Third (EOP)**

- A. **ALL:** Record down, distance, & yard line. Light jog to succeeding spot. Verify all info.
- B. **R:** Ensure there are no penalties; communicate verbally with **BJ** regarding no Extension, & signal End of Period to PB. Verbally confirm down, distance, & location of FB with **U**.
- C. **U:** Walk off distance to nearest YL, record info, move to opposite side, & confirm with **R/BJ**.
- D. **LM:** Record clip YL; grab clip, reverse the 2 chain men, move downfield, place clip, & ask chain crew to pull the stakes tight. Make sure the clip is on the back of the line.
- E. **LJ:** Record info, move downfield, monitor your team, & verify new location of chains.
- F. **BJ:** Confirm verbally with **R** there is no extension; time 1 minute; jog to succeeding spot.

8. **Field Goal Mechanics (FGM)**

- A. **Definition:** FG from any YL. (Assume Right Footed Kicker below) **NOTE:** 4 Man: **Wing** who looks at R's back goes to EL. **U/Wing** (GP Uprights).
- B. **Initial Position (IP):**

1. **R:** Plant Leg Side of Kicker. 5 YDS Deeper than Holder, 10 YDS Wide of Holder, & Shoulders at a 45 degree angle.
2. **U/BJ:** GP Uprights (choice as to post).
3. **LM/LJ:** Stand on Field Numbers at LOS
- C. Read & React (R&R) Then Flow:
 1. **R:** Communicate ASAP to Crew when you see “Tee” & Kicker coming on field. KEYS: Eligible Backs & Holder #, Snap, Snapper, Holder, Catch, NO FAKE, Rushers, & Kicker/Holder. Delay marking ball ready until **U** gets to EL. Inform RT loudly to “stay off center & holder/kicker”. Yell “Ball’s Away” when FB is kicked warning RT to avoid kicker/holder. FG good – Watch KT & RT for DBF. FG blocked – back pedal – might be needed at GL. Count 1001 & 1002 on Center (Foul for direct contact within 2 seconds).
 2. **U:** Communicate to Crew – NO WHISTLE. KEYS: Snap, Snapper, & NO FAKE. Watch Center on Snap. Count 1001/1002 on Center (Foul for direct contact within 2 seconds).
 3. **LM/LJ:** KEYS: Snap, FAKE, & Near TE/WB Block. Long FG: Move downfield when kicked. Short FG Made: Hustle in toward linemen.
 4. **U/BJ:** If fake, stay on EL initially. If FG is short, get to the GL & rule on whether Kick breaks GL Plane. Sound whistle when kick is good or kick crosses GL.
 5. **U/BJ:** Good – Both signal & move 2 YDS into EZ; Not good & lands in EZ – Both officials move 2 YDS into EZ, signal no score ONLY (2X) & then signal TB (2X).
9. Fight Mechanics – Actual Fight (FMA)
 - A. Definition: 2 or more opponents are swinging at each other (rare in Ohio).
 - B. **CREW:** If players are swinging, stand back, & “take numbers”. Keep other players away from fight. Once players go to ground, attempt to break it up.
 - C. **LM/LJ:** Primary responsibility for SL & keeping non-players from leaving their bench.
 - D. **CREW:** After order is restored, huddle away from everyone, discuss, & then assess penalties & DQ’s. Give all officials an opportunity to speak & be heard – important.
 - E. **R:** Go to SL with **Wing** present & inform each HC – penalties & DQ’s for both teams.
 - F. **R (Signal):** DB & Personal Foul, Not UNS, since there is contact while fighting. Signal DQ for each player ejected from game for each team.
 - G. **CREW:** After game record facts. Complete required Ejection Forms; follow OHSAA Ejection Policy, as best you can. OHSAA makes any necessary adjustments.
 - H. **CREW:** During weeks 1 – 10 Contact League Assigner or Commissioner.
10. Fight Mechanics – Prevention (FMP)
 - A. Definition: Tempers are rising; players are getting “personal”; it is “heating up”.
 - B. **CREW:** Allow no talking between opposing teams; stop it immediately. “Pinch into field” further. Your presence is vital. **U:** An important role in the middle.
 - C. **CREW:** Talk with players on “edge” of a late hit, but not late enough to call.
 - D. **CREW:** 2 opponents “chest up” or shove each other. Get between the opponents & stop it then assess penalties, if warranted. If players are not swinging, get between them. This is GOOD DB Officiating. Positive statements can defuse it.
 - E. **CREW:** Be Assertive without being Aggressive – Do Not push players to ground, tackle players, grab a player’s face mask or pull them off pile. Sound your whistle loudly.
 - F. **CREW:** It is vitally important to penalize FIRST late hit, when warranted.
11. First Down Mechanics (FDM)
 - A. Definition: Close to a first down

- B. **LJ**: Primary Responsibility to decide if it is a 1st down. If close, stop clock & look. If not, start clock. We do not have to measure because we stopped the clock. Note: **LJ** has best look from across field & is usually downfield. With today's spread offenses & number of passes, the **R** is usually too far away. **LM**: Do not look over your shoulder.
- C. **CREW**: If CLOSE regarding first down MEASURE. There are too many games where a Crew refused to measure, & then, in "eyes of coaches, they could do no right". On synthetic & well-marked grass fields, if forward stake is beyond hash & DBS is behind same hash, we will not measure. Too many times we look across field & think "that is not even close", and then we bring chains across field – "Wow – that was close or is a first.
- D. **LM/LJ** (Close to 1st down): Sprint in until you meet resistance. **Wing** who can "see leather" yells for FB. **U** will "dig for FB" & "hand it" to **Wing**. Do not throw FB to Wing.
12. **Flag Mechanics (FLM)**
- A. One flag must be in front & tucked in. Carry 1 or 2 center weighted. Black ball Flag only.
- B. Never throw a flag at a player; No Spot: Throw flag high into air. Spot: Throw flag to corresponding YL. Passer beyond LOS – Drop Flag at spot. Crew must cover a spot foul flag.
- C. Same Foul: Multiple flags – move flags to same spot. Confirm foul & player # & then 1 official signals Prelim to **R**. UNS/DB Personal Foul: Throw flag high into the air.
13. **Forward Progress Mechanics (FWPM)**
- A. Place downfield foot in front of backfield foot to mark FWP. Square Off. No angle in.
- B. Cross-field mechanics (passes & runner driven back near SL) – look across field for help & an accurate FWP spot. Important for back side **Wing** to move into field toward hash so your partner can see you.
- C. Close to 1st down – **LM/LJ** sprint in until you meet resistance; **Wing** who can "see leather;" yells for FB; **U** will "dig for FB" & "hand it" to **Wing**. Do not throw or toss FB.
- D. **LM/LJ** mark FWP most unless **R** marks FWP behind LOS or **BJ** marks FWP down field
- E. Player hit/driven back between field #'s & SL – wind (2X) & move in, not past players.
- F. Once official sounds whistle for FWP swivel your head (2X) & watch for DB action.
- G. Trapped pass – catch or no catch – do not move in to mark FWP until you know it is a catch. If you square off & move in you are indicating Catch. Swivel your head & see if other officials signaled incomplete pass. Key is: Go SLOW here!!
14. **Free Kick After Fair Catch (FC)/Awarded FC (FKFC)**
- A. Initial Position (IP): **R** (Kicker); **U** (GP Upright, Opposite PB); **LM** (KT Line); **LJ** (RT Line); **BJ** (GP Upright, PB). NOTE: 4 Man: **R** (K Line); **Wing** (R Line); **Wing/U** (GP Uprights)
- B. Read & React (R&R) Then Flow:
1. **R**: Ask **BJ** if it is a FC. Ask HC where to spot FB.
 2. **CREW**: Once kicked use FGM.
15. **Free Kick After Safety (FKS)**
- A. Initial Position (IP): **R** (RT 20 YL); **U** (30 YL); **LM/LJ** (RT 30 YL); **BJ** (KT 20 YL). NOTE: 4 Man: **R/LM** (RT 30 YL); **U** (KT 20 YL); **LJ** (30 YL)
- B. Read & React (R&R) Then Flow: KOM. **BJ/U**: Run to KT 30 YL HM after kick/punt.
16. **Fumble Mechanics (FUM)**
- A. Covering Officials throw BB. **R** will stop game clock (no whistle) after 2 seconds if there is no signal from an official regarding possession. If A retains possession, covering official signals next down & **R** winds game clock immediately along with **LJ**.
- B. Large pileup & officials have to "dig". Covering official, who rules team possession, yells team color & closest official signals direction (2X) of team possession, after making sure of proper direction. Stop clock (2X) for COP.

17. Game Management Mechanics (GMM)

- A. **R** (Meetings with HC's): Inform HC that **CREW** will send player(s) to SL who is approaching "fouling status". **CREW**: Record player's numbers on game cards who are sent off field. Player can reenter when HC thinks he is ready to play & behave appropriately. Send any player out who is talking to an opponent. We are paid to "control" the game. Too often we let the early talking continue then later during the game we try to regain "control". Stop the talking between teams early and often.
- B. **CREW** (Halftime): **R** winds Game Clock then **TEAM** Jogs Off field together.
- C. **CREW** (End of Game): **R** signals End of Period & **CREW** gets together as a **TEAM** & **RUNS OFF** the Field to the Locker Room. Don't Stay to Visit – Preventive Officiating.

18. Goal Line Mechanics (GLM)

- A. Use GLM for Try-Run/Pass (2 Pts.)
- B. Definition: Snap on/inside +10 YL. NOTE: 4 Man: **Wings** move in EZ to see catch at EL.
- C. Initial Position (IP):
 1. **R**: 15 YDS behind LOS & 8 YDS Wide of QB at 45 degree angle. Wide Side of Field.
 2. **U**: 7 YDS off the LOS inside the TE's, irrespective of **R**'s IP. Vary your position laterally.
 3. **LM/LJ**: 2 Yards outside SL (restraining line). 4. **BJ**: EL between GP Uprights.
- D. Read & React (R&R1 & 2) Then Flow:
 1. **R**: Same as Pass or Run Play. After TD watch players moving toward SL. Do NOT signal TD to PB. After TD ask Captain for location to spot FB for TRY.
 2. **U**: Same as Pass or Run Play. If you are 100% sure it is a TD, & **Wing** has not signaled TD, run to appropriate **Wing** & tell him what you saw. The TD call is the **Wing's** Decision. **U**: NEVER signal TD. Do NOT spot FB for Try until Captain indicates spot.
 3. **LM/LJ**: MUST be at GL before FB arrives at GL. R&R1: (+10YL & + 5YL) – Start moving immediately toward GL, 2 YDS outside the pylon under control. R&R2: (+ 5YL & GL) – Hustle immediately to GL, 2 YDS outside pylon before FB arrives at GL. Stay beyond FB & then come back when necessary. Runner dives at pylon – back out to see entire play. TD – TURN-N-WATCH runner in EZ. Pinch in hard & fast on CLOSE Play at GL. Dig for FB as necessary. Know it is a TD – Run in on GL. Not Sure –Run in Short of GL. It is IMPORTANT TO SELL THIS. Be PATIENT –find the FB first!! Better to be Late & Right. Runner runs hard to opposite pylon – Backside **Wing** will pinch in. NEVER MIRROR A TD SIGNAL!! NOTE: R&R3 -- If time & score dictate it, move to GL ASAP at snap.
 4. **Wings**: If the runner moves toward the opposite SL, move directly to pylon & be ready to pinch in on field of play. Make sure the runner does not change direction.
 5. **BJ**: Stay on EL during live ball. Hustle down EL, maintaining a 5 YD cushion with receiver. Straddle EL on tight catch/no catch. Observe A Players near SL for touching EL. **BJ** signals incomplete pass on EL only, not **Wings**.
 6. **LM/LJ/BJ**: EZ Corner –Eye Contact with **Wing** Prior to TD Signal; if someone sees Incomplete Pass, signal immediately (2X); Pass –Wait several seconds before signaling TD – It is Better to be Late & Right. Signal TD (hold 2 seconds) only if you see it. STOP at GL, Signal TD, Pivot 90 Degrees, & WATCH/FOLLOW Runner & other players after TD.

19. Hat Mechanics (HATM)

- A. **LM/LJ/BJ**: Throw hat if any A/K Player goes OOB w/o being blocked prior to a COP or when there is no COP. Muddy Field: Save hat & YELL the player's number loudly!!!

20. Hurry-up Offense Mechanics (HUM)

- A. **R/LM/LJ**: Adjust position by not moving in as far when FB is dead.
- B. **R**: Emphatically tell Center & QB to “wait for my whistle” if A is ready to snap. **R**: If Center is over FB, back pedal quickly to IP before marking ball ready.
- C. **U**: The “Sprinter” between downs, runs to grab FB & spot it off Backside **Wing**. Remember, clock becomes more important than exact DBS, unless close to a 1st down. Spot FB & move to your IP as quickly as possible. Hustle, But Do Not Hurry.
- D. **LM/LJ**: Both hold DBS for the **U** as he might use either backside or front side **Wing**.
- E. **CREW**: When A catches or runs with FB, use 1 FB only when spotting for next down.
- F. **CREW**: GOAL for every game is efficient, quick, & accurate FB spotting so A never has to wait for officials other than for TO's or 1st down measurements.

21. Kick Off Mechanics (KOM)

- A. Definition: KO at 40 YL. Score & time don't indicate Onside KO. Same IP for **R/LM/LJ** if KO is at 35 YL. NOTE: 4 Man: **R** (10 YL near PB SL); **LM** (10 YL opposite PB SL); **LJ** (50 YL on PB SL); **U** (K's 40 YL opposite PB SL). U/LJ: Stay on SL after the KO.
- B. Initial Position (IP):
 1. **R**: Straddle GL on wide side of 1 receiver & between 2 receivers.
 2. **U**: 50 YL, 2 YDS OOB, & opposite PB with BB in hand (think onside kick).
 3. **LM/LJ**: GL on SL. **LM** opposite PB. **LJ** on PB SL. If 1st KO for a team is short of the - 15 YL, move to the - 10 YL for the next KO for that team. If kicked between the - 15 YL & GL, stay at the GL. The GOAL is to trail the Receiver, NOT be even with him. NOTE: **KT penalized 15 YDS, then move up field accordingly for rekick.**
 4. **BJ**: 40 YL, 2 YDS OOB & on PB SL with BB in hand (think onside kick).
- C. Pre Kickoff:
 1. **BJ**: After Try, secure new FB from Ball Person near GP Upright, start your clock for 60 seconds, & jog up PB SL. Jog out to Kicker at 30 seconds. Check tee & hand kicker FB. STRONGLY REMIND **KT** to stay behind Line until kick. After clearing Restricted Area, secure ready from **U** & signal **R**. If FB falls off tee sound whistle (2X) & jog to kicker.
 2. **U**: Jog up SL opposite PB & clear Restricted Area. Signal **BJ** when ready (raise arm).
 3. **LJ**: Stand at Field #'s with “stop” signal pointed to **R** until clock is set at 12:00.
 4. **R/LM/LJ**: Count RT & secure “ready” signal from **LM/LJ/BJ** (raised arm).
 5. **CREW**: If wind blows ball off tee (2X), then a **KT** member must hold the FB.
 6. **LM/LJ**: If they disagree whether to be at GL or 10 YL, then stay at GL.
 7. **R/LM/LJ**: Count RT; **U/BJ**: Count KT. Due to Rule Changes for the **KT**, it is imperative that the **U/BJ** work together to communicate with the **KT** & **HC**'s regarding **KT** players being within 5 YDS of the Free Kick Line & 4 **KT** players being on both sides of the Kicker. **BJ** will call within 5 YDs & both can call the 4 players.
- D. Read & React (R&R) Then Flow:
 1. **R**: KEYS – RT Touching Kick, Wind, GL, TB, Blocks Ahead of Runner, Clean Up Behind Runner & R&R. Straddle GL & maintain 5 YD cushion until GL is not threatened. Wind clock. Signal TB if needed. Move up field watching blocking ahead & around the runner. Once ball is dead swivel head (2X) & clean up first.
 2. **U**: KEYS – R Encroachment, Onside Kick, First Touching, **KT** Initial Contact by RT Front Line, & R&R. Run to near HM on 50 YL then STOP-N-Watch **KT** & RT. If runner breaks it, you have inside/out responsibility & **BJ** has GL.
 3. **LM/LJ**: KEYS – RT Touching Kick, Wind, **KT** OOB, Blocks Immediately ahead of Kick Returner & R&R. Stay on SL until kick ends. Be aware of any FC signal by RT. Wind

clock if kick is caught/touched in your side zone only. Move up field deliberately, trailing runner by a minimum of 5 YDS, & watching blocks. Do NOT hurry to get to DBS. Blocking is more important ahead of runner. The SL is yours, GL to GL.

4. **LM/LJ**: When starting at 10 YL, if the kick goes toward the GL hustle back to GL outside the pylon. Be ready to rule TB or OOB if the kick is near your pylon.
5. **LM/LJ**: OOB Kick – Throw flag at spot then hustle to HC for penalty choice.
6. **BJ**: KEYS – Kicker, KT Encroachment, Onside Kick, First Touching, KT Initial Contact by RT Front Line, & R&R. Watch RT running forward to block Kicker, & then run to near HM at 50 YL. STOP-N-Watch KT players. Use peripheral vision to check runner. Be ready to lead runner to GL. Arrive at GL prior to runner.
7. **R/LM/LJ**: When R signals TB, **LM/LJ** run toward the 10 YL field numbers at a 45 degree angle, sounding their whistles loud & repeatedly to help prevent dead ball fouls. R jogs up field & sounds whistle loud & repeatedly.

22. Microphone Announcements Mechanics (MAM)

- A. **R**: Microphone MUST be controlled by R ONLY, if it is heard in stadium. If not, do NOT use. Stand still; face PB; be concise, accurate, & think before talking. Pause for effect.
- B. **R (Practice)**: No microphone in this game – verbalize fouls when you signal PB.
- C. **R**: Briefly announce unique rulings; keep it short & sweet; avoid being too technical
- D. **R (Examples)**: Player's # is announced.
 1. Dead Ball, False Start, # 79, Offense, 5 YDS, Still 1st Down
 2. Illegal Motion, # 38, Offense, 5 YDS, Repeat 2nd Down
 3. Roughing the Passer, # 41, Defense, 15 YDS, Automatic 1st Down
 4. Intentional Grounding, # 12, Offense, 5 YDS, Loss of Down, 3rd Down
 5. SL Warning (Give Name of HS), Their First. 6. Time-out, Offense, Their First SL

23. Measurements Mechanics (MM)

- A. **R**: Makes final decision to measure, signals TO to PB, & motions chains in.
- B. **LM**: Checks correct YL & clip, then places clip where the LJ has placed his foot.
- C. **BJ**: If outside the HM's secure a new FB, then holds existing FB in place.
- D. **U**: Makes sure LJ's foot is lined up correctly then takes forward stake & pulls it tight.
- E. **R**: Looks at stake & FB, signals 1st down or signals short to PB. After grabbing forward progress spot on chain, move chains inside the HM & spot new FB if necessary. If short of a 1st down wait for **LM** to reset the clip & chains.

24. Observer/Crew Meeting Mechanics

- A. Definition: Applies to Weeks 11 – 15 Only.
- B. Observer can meet with the **CREW** at halftime (Maximum 10 Minutes) & Post Game (reasonable amount of time). Listen attentively & be polite. However, if Observer makes a suggestion that is Different from the Gold Book, show him the Gold Book.
- C. **CREW**: Observer is REQUIRED to give CREW the OHSAA FB Observation Forms. If he does not, email the DOD – FB within 48 hours after the game.

25. Onside Kick Off Mechanics (OKOM)

- A. **NOTE**: 5 Man: R (GL), **LM/LJ** (50 YL), **BJ/U** (40 YL). 4 Man: **U** (40 YL) & **LM/LJ** (50 YL).
- B. If in doubt, use OKOM. Discuss after Try—**R** makes Decision Only if disagreement.
- C. **CREW**: HC indicates his team onside kicks a lot – use OKOM always when they KO.
- D. Do NOT give signal regarding possible onside KO - - ready for onside KO every time.
- E. **R**: IP is in middle of the Field. Stay at GL until there is no chance FB might touch GL.
- F. **BJ/LM/LJ/U**: All 2 YDS OOB, BB in Hand. Clear restricted area before raising hand.

- G. **U/BJ**: Hold at 40 YL & observe 1st touching, blocks by KT & RT, possession, etc.
- H. **LM/LJ**: Hold at 50 YL & rule on FB crossing R's Free Kick Line, Fair Catch & possession.
- I. **U/BJ/LM/LJ**: Large pileup on onside kick -- dig out FB -- "survival of the fittest".
- J. **LM/LJ/U/BJ**: Remind teams to stay behind their Free Kick Lines until ball is kicked.

26. **Pass Mechanics (PM)**

- A. **Definition**: Snap is between – 10 YL & + 10 YL. A Pass is thrown. **NOTE**: 4 Man: **Wings** have all receivers on their side & dual coverage over middle of field.
- B. **Initial Position (IP)**:
 1. **R**: 15 YDS behind LOS & 8 YDS wide of QB at 45 degree angle; Wide Side of Field.
 2. **U**: 7 YDS off LOS inside the TE's, irrespective of R's IP. Vary your position laterally. Shoulders parallel to GL.
 3. **LM/LJ**: 10 YDS outside widest A Player; Never inside #'s. If A is near SL take steps OOB.
 4. **BJ**: 20 YDS off LOS between the GP Uprights. Stay at 20 YDS until the FB is snapped between the + 15 YL & + 10 YL. Then move 5 YDS deep into the EZ. When snapped on or inside the + 10 YL (GLM) move to the EL. When B is in a "prevent defense" adjust your IP to be slightly behind the defensive backs.
- C. **Read & React (R&R1, 2, & 3) Then Flow**:
 1. **R**: KEYS -- Snap/QB/Opposite Tackle/Passer; Maintain a 5 YD cushion with Passer. Yell "Ball's Away" once slowly to tell B Rushers to stay off the Passer. If B hits the Passer after you have said "Ball's Away" once slowly it is Roughing the Passer.
 2. **R**: BP – signal and yell "back". If Passer rolls, maintain a 10 YD cushion; eye on passer after pass. DON'T Be a Head Waggle. Passer close to LOS –Memorize spot of release & move to it quickly – check with **U** – beyond or behind. Be ready to rule on Passer who is hit – Pass or Fumble.
 3. **U**: KEYS – Snap/Linemen/QB/Pass/Catch; Quick Pass – No time to get to LOS. Delayed Pass – Delay slightly & read crossing tight end or possible screen pass to running back directly behind the A linemen. If no threat move toward the LOS. If Passer rolls in a Moving Pocket, the U should flow with the pocket along the LOS in R&R 3. The U must get to the LOS with R&R 3 or if the LOS is threatened by the Passer. Check spot where Passer releases ball near LOS with R as he arrives. Be ready to rule on trapped pass behind/beyond LOS. Turn immediately when pass is thrown. Jog to DBS. Shoulders parallel to SL when spotting ball. Move off ball quickly after spotting. **CREW GOAL**: A **Never** has to wait for officials to spot ball & move to IP.
 4. **LM/LJ/BJ (COVERAGES)**: DBL/DBL—**BJ** has inside receiver on **LJ** side. TRIPS – **BJ** has 2 inside receivers. Go to zone coverage once A moves past B initially.
 5. **LM/LJ/BJ**: Watch the FEET FIRST, & then catch on EL/SL Plays. FEET/BALL!
 6. **LM/LJ/BJ**: Watch the initial trajectory of the pass & then watch players, not ball.
 7. **LM/LJ/BJ**: Consider Angle/Distance/Timing when moving into position to rule on play.
 8. **CREW**: STOP-N-WATCH at moment of Judgment – You Can See Much Better!!
 9. **LM/LJ**: KEYS – Snap/Player(s)/QB/Zone/Ball.
 10. **LM/LJ (R&R1) (Pass in the Flat, Bubble Screen)**: Read Run or Pass Play – Do Guard or Tackle stand up? Then do backs move wide or receivers drop back? Read QB eyes – first look is usually where pass is going. If so, "stay home ". Be ready to "open door" if runner is close to you. If you rule BP -- signal & yell "back". It is usually easiest for "back side" **Wing** to rule. However, a "contending" crew will have both **Wings** signal.

11. **LM/LJ** (R&R2) (Short & medium passes): When **Wings** read no flat or screen pass move downfield 5 YDS keeping shoulders parallel to SL, then stop. (Over 75% of the passes are 15 YDS or less). The outside receiver(s) is yours. Read receivers in your area. Look back & read passer's eyes—where is he looking? Adjust position for a 5 YD cushion from receiver making catch. "STOP-N-WATCH at moment of judgment. Straddle SL on SL catch/no catches. Give "catch" signal (2X) on tight SL catch after signaling TO (2X). DO NOT signal "catch" INTO the field, only on SL.
 12. **LM/LJ** (R&R3) (Long Pass): Key Thought is "Turn & Burn". Read receiver who runs hard downfield or a "stop & go" pattern. Check QB eyes. Ready to go!
 13. **LM/LJ**: The 3 R&R's are a "progression" that **Wings** must do on each play once they read pass. It is very important that **Wings** "read" the play first, then R&R, & flow as dictated by the play. DO NOT MOVE until you have completed R&R1!
 14. **LM/LJ**: When the runner moves into the opposite SZ, hustle downfield & move into the field to the HM as needed. Referee players & action behind. **R/U/BJ**. Square off at DBS & swivel your head (2X) for DB action.
 15. **BJ**: KEYS – Snap/Player(s)/QB/Zone/Ball. Read G/T for Run or Pass Play. Inside receiver(s) is yours. Read QB eyes – where is he looking? If R&R1 occurs, move back slowly. No need to back pedal fast unless you read it is a deep pass (R&R3). Do NOT take yourself out of play by being in a hurry to back pedal too quickly. "Lock Down" on receiver/defender when you know where the pass is going. Maintain a 5 YD separation by "crossing" receiver if he comes to you. Move in opposite direction receiver is moving, thus not trying to outrun him. Lead runner to GL, & stop at GL to rule on TD. Only go back into EZ toward EL when receivers dictate it. Commit sideways only when pass is airborne. Do not move past HM until ball is dead. Move to SL under control – ball can wait. Move similar to a windshield wiper, SL to SL, as needed to support **Wings**. DB – swivel your head (2X). No need to run to DBS on plays of 10 YDS or less.
27. **Penalty Enforcement Mechanics (PEM)**
- A. **U**: Penalty Enforcement is yours. Turn to calling official when whistle is sounded.
 - B. **Calling Official**: Give Prelim Signal for foul called after ball is dead. We look STRONG & DECISIVE by giving Prelim Signals ASAP!! If 2 officials have same foul, confer, & then 1 signals. After Prelim Signal, he describes to **Wing** what team did.
 - C. **Calling Official**: Be Descriptive – more than # 88 held; need info to "sell" call.
 - D. **10 Sec. Rule**: Simple 5 YD DB Foul – **CREW GOAL**: Mark ball ready w/in 10 seconds.
 - E. **10 Sec. Rule**: Assumes Center has FB & hands it to **U** for 5 YD mark off.
 - F. **R**: Find open space immediately & give Prelim Signal; do not walk around!!!
 - G. **R**: Signals 1 Prelim ONLY for 5 YD DBF – FST, ENC, DOG, Ill Sub, etc.
 - H. **U**: 98% of Penalties are enforced w/out asking because we know. The 2% we are not sure, we look at HC (**Wing** by his side) to decide. **Wing** will tell HC down & distance for both acceptance & declination. Walk or jog off penalty yardage; your choice; get it right!
 - I. **U/LM**: 5 YD walk off close to first down; ask **LM** to check tape on the chain.
 - J. **LM/LJ**: Both walk off yardage since 1 can be distracted by Coach/Player question, etc.; **U** check w/ them only after walk off. Do not look at them until you reach SS.
 - K. **BJ**: Helps with half distance, automatic first down, & loss of down info – important.
 - L. **BJ**: Prior to a KO, place FB on ground, signal foul to PB, then walk off the yardage.
 - M. **CREW**: ASK questions NOW-- maybe wrong Pen. Enforcement; not in Locker Room.
 - N. **LJ/BJ**: Signal Clock Status to **R** while he signals the foul to the PB.

28. Pre Snap Mechanics (PSM)

- A. **CREW:** Hustle to IP once the ball is spotted for next down.
- B. **R (Wide Side):** For GLM, Passes, Punts, RM & Runs the R's IP is the Wide Side of the Field. Snap in the middle of the field? R determines Wide Side. R No Longer will ask the HC's whether their QB's or Punters are right/left – only Try/FG Kicker.
- C. **R/U:** Count A 11 Players & Hold Signal for 2 seconds. Get eye contact.
- D. **R:** Primary Responsibility for A subs in & out of huddle. Mark ball ready after A is behind their LOS unless they delay. Mark ball ready ONLY after down box is set for 1st down.
- E. **R:** If A is at LOS or moving to LOS, Back Peddle Out to IP before marking ball ready.
- F. **U:** Count 5 Ineligible A Linemen. Check for their legal numbers.
- G. **LM/LJ:** Enforce the Restricted Area Rule. Coaches are allowed only 2 steps on the field.
- H. **LM/LJ:** Memorize LTG prior to snap for greater awareness of 1st down.
- I. **LM/LJ:** Responsible for substitutes getting off field prior to snap on correct SL.
- J. **LM/LJ:** Move backfield foot forward to "show" A players where LOS is. Once A is lined up then place your feet parallel, shoulder width apart, so you can move quickly in any direction. Stand up straight to see players better.
- K. **LM/LJ (Balanced Line – 7 Players):** Count # of players on LOS on your side of Center. Signal each other with both hands & hold for 2 seconds or signal with 1 hand & the other hand/arm used to indicate player(s) closest is off the LOS.
- L. **LM/LJ (Unbalanced Line – 7 Players):** Count the # of players on LOS on your side of the Center, & then Use "2" & "4" fingers to indicate it, & hold for 2 seconds.
- M. **LM/LJ (Closest Player(s) is Off LOS):** Punch him off at a 90 degree angle & hold until snap. If he goes in motion, & now closest player is on, then drop your arm. If 2 closest players are off LOS, punch them off with 2 fingers in a waving motion to a 90 degree angle. NO signal given for nearest A player on LOS.
- N. **LM/LJ (Motion Man):** Responsible when MM moves on your side of Center.
- O. **LJ (Down Box # is wrong):** Point to Down Box repeatedly to get LM's attention. If not, sound your whistle softly & jog in to center of field. BE PROFESSIONAL by not drawing attention to yourself or LM.
- P. **LM/LJ/BJ (Pass Coverage):** Based upon formation, know your receiver(s).
- Q. **BJ:** Count B 11 Players & Hold Signal for 2 Seconds. NOTE: 4 Man: **U** count B 11 Players & Hold Signal for 2 Seconds. **BJ:** Responsible for B substitutes in & out of huddle. NOTE: 4 Man: **U** is responsible for B substitutes in & out of huddle
- R. **BJ (Play Clock):** Signal 5 seconds (with/without a play clock), count down with hand; reset clock if needed. NOTE: 4 Man: **R** announce 5 seconds & verbalize 4 -3- 2- 1.
- S. Check Signaling Mechanics for more info.

29. Punt Mechanics (PUM)

- A. Definition: KT lines up in punt formation. NOTE: 4 Man: **U** is downfield with RT receivers (same as a 5 Man **BJ**). **LM/LJ** on LOS.
- B. Initial Position (IP):
 1. **R:** 5 YDS Deep & 10 YDS Wide of Punter at 45 degree angle; Wide Side of Field. If Punter is between the 5 YL & GL, R's IP is 10 YDS wide & standing on the GL at a 45 degree angle. If Punter is on GL or in EZ, R stands on EL, 10 YDS Wide.
 2. **U:** 7 YDS off LOS, inside the TE's; opposite R (ONLY applies on punt plays).

3. **LM/LJ:** On SL (Due to possible OOB Punt)
4. **BJ:** 8 YDS wide & 5 YDS deep from single receiver. If 1 receiver, favor wide side of field. If ball is snapped in middle of field with 1 receiver, then favor **LJ** side. If 2 receivers, "split them", 5 YDS Deep. Receivers on/inside – 10 YL, be on GL. When Receiver(s) has his heels on or inside -10 YL, stand on GL.

C. Read & React (R&R) Then Flow:

1. **R:** Signal Crew when Tee& Kicker enters field. KEYS – Snap, KT Catch, Eligible Backs & Holder #'s, Blocking by Backs, & Kicker. Inform RT players loudly to "stay off center" & "stay off punter". Count 1001 & 1002 on Center (Foul for direct contact within 2 seconds). Be aware of low snap & Kicker's knee. Yell "ball's away" when FB is punted. Determine roughness/ running into. Stay with Kicker until there is no threat of a foul.
2. **R:** Jog to LOS, stop, & watch KT/RT. If runback, back peddle & get to GL, if needed.
3. **U:** KEYS – Number Exception, Snap, Snapper, Line Play, & TURN-N-WATCH. Watch action on Center after snap. Count 1001 & 1002 on Center (Foul for direct contact within 2 seconds). If punted 30 YDS or less (R&R1), Stand-N-Watch. If punted + 30 YDS (R&R2), jog slowly downfield.
4. **LM:** KEYS – Snap, Kicker Catch, Line Play, & Wide Out.
5. **LM (R&R1):** Pause before moving downfield & read if punt could be blocked. If snap is over Punter's Head, move into backfield & assist **R**.
6. **LJ:** KEYS – Snap, Line Play, Blocking Backs, Punt Cross LOS, & Blocking.
7. **LJ (R&R1):** Straddle LOS until Punt crosses LOS (Use down box as reference).
8. **CREW:** If punt is tipped, give the tip signal (2X).
9. **LJ/LM (R&R2):** Punt 30 YDS or less; jog downfield 10 YDS, STOP-N-WATCH K/R.
10. **LM/LJ (R&R3):** Punt more than 30 YDS; jog downfield 15 to 20 YDS watching K/R.
11. **LM/LJ:** Do NOT "overrun" the play; concentrate on blocks ahead of receiver.
12. **LM/LJ:** Punt OOB -- jog beyond spot, turn w/ arm up & jog back. Once you get to the area where you think it went out, WALK SLOWLY, & look for **R** to chop.
13. **LM/LJ/BJ:** Punt rolls OOB deep – look to **BJ** as needed due to his angle. The **BJ** will NOT move to the SL on any OOB punt in flight.
14. **BJ:** KEYS – Snap, Outside Receiver(s) on **LJ** side, Signals, 1st Touch, & RT Catch.
15. **BJ:** Drop BB at PSK. Maintain 5 YD cushion with receiver initially watching blocks. If receiver "crosses your vision" let him go so you are not straight lined. If IP is GL, stay there until RT runs decisively up the field. The GL is yours. Once ball is dead help with DBS & swivel your head, then relay new ball.

30. Reverse Mechanics (RM)

- A. Definition: Snap will be inside – 10YL.
- B. Initial Position (IP):
 1. **R:** 8 YDS Wide of QB at 45 Degrees on EL (Errant snap). Wide Side of Field. NOTE: If snap is between – 10 YL & - 15 YL, R's IP is 10 YDS Wide of QB at 45 Degrees on GL.
 2. **U:** 7 YDS off LOS inside TE's, irrespective of R's IP. Vary your position laterally.
 3. **LM/LJ:** 10 YDS outside widest A Player; Never inside Numbers.
 4. **BJ:** 17 YDS off LOS & between GP Uprights.
- C. Pre Snap: **R** will signal both **Wings** that they have GL by pointing at them & then at GL. **Wings** confirm this by pointing at themselves & then at GL. Eye contact between **R** & **Wings** is a MUST regarding GL responsibility.
- D. Read & React (R&R 1, 2 & 3) Then Flow:

1. **R:** Remain at EL until no threat, and then move forward. Maintain 5 YD cushion w/QB.
2. **U:** Punt mechanics take priority over RM. Stay on LOS until punt crosses it.
3. **Wings (R&R1)** (Between – 2 YL & GL): Move to GL IMMEDIATELY!
4. **Wings (R&R2)** (Between – 5 YL & – 2 YL): Slide to GL & read QB & RB. If either is threatened at GL, hustle to GL IMMEDIATELY.
5. **Wings (R&R3)** (Between – 10 YL & – 5 YL): Pause, reading QB, RB & B Rushers.
6. If B Rushers threaten the QB & RB at GL, then move to GL ASAP.
7. **NO LONGER IN RM:** Once the ball touches – 10YL, R has responsibility for GL. The R will point to himself & then to GL, signaling **Wings** that the GL is his. **Wings** will point to GL & then to R confirming that R has GL. If QB rolls toward R “suddenly”, R must move back quickly, straddling GL. Do not “open door” to avoid QB/RB. If QB/RB is tackled at GL, R is the only official that can rule on DBS – Safety or “in field of play”.

31. **Run Mechanics (RUM)**

- A. **Definition:** Snap is between – 10YL & + 10YL. Run occurs from scrimmage.
- B. **Initial Position (IP):**
 1. **R:** 15 YDS behind LOS & 8 YDS wide of QB at 45 degree angle. Wide Side of Field.
 2. **U:** 7 YDS off LOS inside the TE’s, irrespective of R’s IP. Vary your position laterally.
 3. **LM/U:** 10 YDS outside widest A Player; Never inside the Numbers.
 4. **BJ:** 20 YDS off LOS between GP Uprights. Stay at 20 YDS until the FB is snapped between the + 15 YL & + 10 YL. Then move 5 YDS deep into the EZ. When snapped on or inside the + 10 YL (GLM) move to the EL.
- C. **Read & React (R&R) Then Flow:**
 1. **R:** KEYS: Snap/QB/Handoff/QB/Line Play at Point of Attack (POA). Follow QB if he rolls – 10 YD cushion. Eye on QB after handoff. Check line play at POA & action around RB. When QB/RB is tackled Swivel your head (2X) for DBF.
 2. **U:** KEYS: Snap/Linemen/POA Blocking/RB. Watch interior line play with emphasis at POA. Action on tackled RB. Strong voice after DB to prevent fouls. Action near RB after tackle. Spot Ball: Shoulders parallel to SL. Move off ball quickly after spotting.
 3. **LM/U:** KEYS: Snap/Line Play/Blocks Downfield/RB. Read Guard/Tackle for Run or Pass Play. Watch line play at POA & receivers ahead of POA. When possible move off SL to mark FWP as long as you do not run past players. When RB moves to opposite SZ/SL, move into the field to near HM at a 45 degree angle to “clean up” behind the **U & BJ**. During the early run keep shoulders parallel with SL to maintain peripheral vision. The SL is yours so be ready to “turn & burn” as needed. Check action on RB when tackled. Swivel head (2X) after RB is tackled for late hits. Mark FWP with downfield foot RATHER than staring down at the DBS. **Wings** that hug the SL & never move off the SL are “pretenders” rather than “contenders.” Get off SL without running through & around players. Square off at DBS & swivel your head (2X) for DB action.
 4. **BJ:** KEYS: Snap/TE & Tackle/Receivers/Line Play Beyond POA/RB. Read G/T for Run/Pass Play. R&R1: Stay “home”. Don’t back pedal if you read run. R&R2: Move backwards if runner breaks LOS. Check receivers for blocks & crack backs. Check blocks ahead of POA & action on RB when tackled. Swivel head (2X) after RB is tackled for late hits. Talk to “borderline” players.

32. **Signaling Mechanics (SIM)**

- A. The 1 thing to overemphasize is signaling – sharp & crisp signals – Be ASSERTIVE!!
- B. Keep your head “up” & swivel your head (2X) when signaling.

- C. Think “one thousand one, one thousand two when signaling; slow & deliberate.
- D. Use a finger whistle? Must still use approved signals (No “one arm” TO signals).
- E. Backward Pass: “Punch Back” & Yell “Back”; Both Wings/R (if angle allows)
- F. Balanced Line: **Both Wings**; 2 Hands @ waist level OR Unbalanced Line: 2 & 4 Fingers at head level or above.
- G. Catch (Tight SL): TO Signal (2X) then Catch Signal (2X); Do NOT give catch signals “into” the field (what if a crewmate is signaling incomplete pass!!)
- H. COP by Calling Official Once Ball is Dead: Direction first (2X), then TO signal (2X); Non Calling Officials Signal TO (2X) Upon Seeing COP.
- I. Count Players: 11 (S12); 10 (10 fingers); 12 (“1” & “2” with both hands).
- J. Double Stakes by R: **CREW** relays “One Finger for each hand” (2X) above head.
- K. Down Box is wrong: **LJ** Points Above **LM**’s Head repeatedly. If necessary, use whistle.
- L. Fair Catch: Signal TO only when the kick is caught.
- M. First Down: R Signals immediately (1X only): No “chopping”.
- N. First Down near SL Inbounds: TO Signal (2X) ONLY – Do NOT Wind.
- O. 1st/2nd/3rd/4th Down: ALL Officials signal next down with 1 Straight Arm only immediately after DB. Signal 4th down prior to signaling “crossed arms”.
- P. 2nd/3rd/4th Down (Close to a 1st): **Wings** tap their closed fists together (2X) indicating to pinch in once ball is dead.
- Q. Formation: Player closest to **LM/LJ** is off LOS: Punch Back & Hold on scrimmage plays until snap unless nearest A moves on LOS or goes in motion; if nearest 2 players are off LOS, punch off with 2 fingers in a waving motion to 90 degree angle.
- R. Foul (Calling Official): After throwing your flag & ball becomes dead by Rule, signal TO (2X), then a prelim foul signal to R & point to offending team.
- S. Foul (R Signals PB): R moves to 1st Available Open Space; Do **NOT** Walk Around.
- T. 4th Down Signal: All officials relay Crossed Arms at shoulder level after 3rd down.
- U. GC (Wind) (No First Down): After FB Becomes Dead between Field #'s & SL, **Wing** Winds Clock (2X) & R Mirrors (2X).
- V. GC (Ready): R faces PB to wind or uses PB side arm (snap is imminent & must watch snap).
- W. GC (Wind): Wind index finger (2X) at shoulder level so R knows to wind clock.
- X. GC (No Wind): Use crossed arms so R does NOT wind clock.
- Y. GC: Tap wrist shoulder level, remind crew status inside 2 minute each play
- Z. Incomplete Pass Signal: Normal – chest high (2X) – covering official(s) only. Do NOT follow up an Incomplete Pass signal with a TO signal. Incomplete pass kills the clock. Other officials on the Crew do NOT signal TO.
- AA. Incomplete Pass Signal: Both Arms Sweep Out-of Bounds (2X) on Tight SL Play.
- BB. Incomplete Pass Signal (2X) then Both Arms Give Juggle Signal (2X) on No catch.
- CC. Knee (K/QB) Touched Ground: Point to your knee & ground emphatically (2X).
- DD. Passer (Incomplete Pass or Fumble): Signal Incomplete Pass (2X) then Pass (S34) (2X).
- EE. Point Differential: See Point Differential Rule elsewhere in the Gold Book for signals.
- FF. PC (5 Seconds Left): **BJ** raises arm w/ 5 fingers & counts down (4-3-2-1).
- GG. PC (Reset): **BJ** raises arm over head & pushes upward (2X).
- HH. Punt OOB: Wing will raise his arm then drop it when R “Chops” him.
- II. R Marks Ball Ready: Arm high overhead & extend arm straight out to FB.
- JJ. Reverse Mechanics: R/Wings – R Points at Wings & then GL if Wings Have GL; If R has GL (No longer RM), he points at himself & then at GL.

- KK.** Runner Down Before Fumble: Point (from your head to waist) to Ground (2X).
- LL.** Safety: Hold for 2 Seconds.
- MIM.** Stop Sign: Arm/hand extended 90 degrees toward **R** to wait for injured player, talk with coach or player, timer to put 12:00 on game clock, or any other good reason.
- NN.** "T" (S4): Given by **R** to **Crew** when Tee is carried on field by **KT**.
- OO.** Direction by Calling Official for Team **TO**: **TO** Signal (2X) Followed by Pointing with Both Arms (2X) Toward Team Who Requested **TO**.
- PP.** **TO** Signal: All Officials signal Stop Clock (2X). **R** signals Team who Called Team **TO** (2X) with 2 Chucks of Arms toward Team's **GL**.
- QQ.** **TO**: When team uses 3 charged team **TO**'s, **R** will face **PB** & pull down on the "steam boat whistle" (2X) & then point to that team (1X).
- RR.** **TB**: Signal (2X).
- SS.** **TD**: If you see **TD**, signal **TD**; **NO** mirror; Hold 2 Seconds; Arms Straight up & Palms Face Inward. **R** no longer mirrors **TD** to **PB** on successful score. Foul & **TD** during a down – signal **TD** since that is the result of the play.
- TT.** Touching a Pass/Kick at **LOS**: Anyone who sees it will use **S11** (2X).
- UU.** Trap & No catch: Incomplete Pass signal then run to spot and "Pound" the ground emphatically (2X) when it is a very tight call.
(S #) refers to the NFHS Official **FB** Signal Chart in the NFHS Rules Book.

33. Third & Fourth Down Mechanics (TFM)

- A.** **LM/LJ**: Know where **LTG** is. Point to **LTG** to inform other **Wing**. This is crucial!
- B.** **LM/LJ**: Similar to **GLM**, move to **LTG** immediately at snap if **LTG** is 5 **YDS** or less. It is imperative to be stationary on **LTG** prior to **FB** arriving.

34. Timing & TO Mechanics (TOM)

- A.** **CREW**: When scoreboard clock does not work or turned off, announce remaining time at 9, 6, 4, & 2 minutes. Once inside 2 minutes attempt to announce the time remaining after every play. Use a very loud voice to communicate to benches.
- B.** **R**: Check Scoreboard -- correct number of Time-outs before marking ball ready.
- C.** **BJ** (Clock is stopped): **BJ** signals **R** whether clock started on ready/snap. Due to **LJ** talking with **HC** or walking off penalty. "Top Contending" Crew: Most officials signaling **R** on most plays. Ask your **R** -- He will tell you how much he appreciates it.
- D.** **R/BJ**: Official facing scoreboard rules on snap versus end of period.
- E.** **LJ**: Primary Responsibility for Game Clock. He talks with Timer before game, times half time, interrupted game interval (lightning & thunder), & interval between end of regulation game & **OT**. Make sure scoreboard clock starts, when stopped, after **R/LJ** signal start clock. If it does not start, **ALL** officials signal start clock.
- F.** **LM/LJ**: Signal **TO** (2X) when runner is **OOB**, not when you reach **DBS**. Wind clock (2X) when **DBS** is inbounds between numbers & **SL**, unless it is an obvious 1st down.
- G.** **CREW**: Every official **MIRRORS** every **TO** (2X) signal on every play.
- H.** **CREW**: **TD**, **TB**, **Safety**, & **Incomplete Pass** Signals automatically **STOP** clock – do **not** follow any of these signals with a **TO** signal.
- I.** **CREW** (Inside 2 Minutes & All **TO**'s): Someone **MUST** visibly see scoreboard clock was stopped on **OOB**, incomplete passes, **TO**'s, etc – it is that critical
- J.** **BJ**: Operation of a visible Stadium **PC** is a Game Management responsibility; **NOT** the **BJ**.
- K.** **R/LM/LJ** (**KO** & Start Clock): Kick touches player/caught between **HM**'s – **R** only signals. Kick touches player/caught in **SZ** – **R** & near **Wing** Only signal.

- L. **CREW** (Team TO): When necessary for several officials to get together & talk, then DO IT. But still keep an eye on “your” team as needed.
- M. **CREW** (Team TO): Calling official – Whistle, signal TO (2X), point to team (2X). R signals TO (2X) facing PB, & turns to team’s GL & points that way (2X), both arms.
- N. **CREW** (Team TO): All 5 officials signal TO’s REMAINING for each team to each other & records it. The R will give 2 “tugs on the steamboat whistle” & point to the team’s GL while facing PB when they are OUT of time-outs.
- O. **LM/LJ**: When team is out of TO’s, **Wing** informs HC.
- P. **CREW** (Clock Stopped): Give “stop signal” to R unusual delays in marking ball ready.
- Q. **R/U/LJ** (TV Games): **LJ** signals **R/U** with “stop signal” until TV Coordinator indicates to **LJ** that TV is ready. **U** stays over Ball until **LJ** signals that TV is ready.

35. Try-Kick Mechanics (TRYM)

- A. Definition: Try will probably be kicked. (Assume Right Footed Kicker below) NOTE: 4 Man: **Wing** who looks at R’s back goes to EL. Stay at LOS on Muddle Huddle. **U/Wing** (GP Uprights)
- B. Initial Position (IP):
 1. **R**: Plant Leg Side of Kicker. 5 YDS Deep & 10 YDS Wide of Holder, at a 45 degree angle.
 2. **U**: GP Upright Opposite PB; **BJ**: PB GP Upright. **U/BJ**: Muddle Huddle: Stand on EL
 3. **LM/LJ**: Stand on Field Numbers at LOS; Muddle Huddle: Stand 2 YDS OOB
- C. Read & React (R&R) Then Flow:
 1. **R**: Signal crew when Tee & Kicker enters field. KEYS: Backs & Holder #, Snap, Holder, Catch, NO FAKE, Center, & Kicker/Holder. Ask Captain where FB is spotted. Mark ball after **U** is on EL. Tell RT to “stay off center & K/H”. Yell “Ball’s Away” when FB is kicked to warn RT to avoid K/H. After Kick – Watch KT & RT for DBF. Do NOT signal PB on a successful kick (score). Count 1001 & 1002 on Center (Foul for direct contact within 2 seconds).
 2. **U**: KEYS: Numbering Exception, Snap, Snapper, NO FAKE, & FB. Watch action on Center after snap. Count 1001 & 1002 on Center (Foul for direct contact within 2 seconds). Sound whistle immediately when the FB is kicked.
 3. **LM/LJ**: KEYS: Snap, FAKE, & Near TE/WB Block. Try Good or No Good/Blocked: Hustle in toward players with Strong voice after FB is kicked. If fake, move immediately to GL, 2 YDS outside the Pylon.
 4. **LM/LJ** (Muddle Huddle): Hustle to Field #’s if KT shifts to a Try-Kick.
 5. **R/LM/LJ**: Fake Try short of GL, **Wings** mark FWP Only. R signals No Score to PB when Runner is short of GL only.
 6. **U/BJ**: Fake-- stays on EL. Good – Both signal & move 2 YDS straight ahead into EZ; Not good – Both move 2 YDS straight ahead & signal no score ONLY (2X).
 7. **CREW**: Huddle after Try only if absolutely necessary.

36. Victory Formation Mechanics (VCM)

- A. Definition: Winning team HC informs officials we are “going to take a knee”. Opponent is out of team time-outs or tells **Wing** that we will not use them. Winning Team is ahead by 9 or more points. Or, losing team says we are okay with them taking a knee.
- B. **CREW**: Officials pinch in close. **R/U**: Inform A & B that A will take a knee—nothing rough. QB has protection once his team indicates he will take a knee. **R**: Inform QB he MUST take a knee IMMEDIATELY – no fakes. If he fakes & does not take a knee it is an Unfair Act.
- C. **CREW**: Ask winning team HC if his team will take a knee; score/time dictates this. If yes, **Wing** informs losing team HC. Inform all players loudly.

37. Whistle Mechanics (WM)

- A. **R:** Mark ball ready when clear of all players
- B. Sound whistle (SEE LEATHER), ball dead by Rule. Not more than 1 or 2 whistles; rarely 3. Who has primary coverage? Contending Crew has Great whistle Discipline.
- C. Ball dead by Rule – 1 only strong short blast of whistle; keep whistle in mouth until threat of a dead ball foul is over. Whistle on every play – NO Exceptions.
- D. Repeated blasts of whistle to indicate foul away from play; TO; HC Requests Info; Stop Play for Unusual; & “Fighting” or “Opponents talking with each other”.
- E. Plastic Whistle only. Carry whistle in hand only during the down, not in mouth.
- F. Finger whistle – use OHSAA Approved Hand Signals with both arms, if needed.
- G. Whistle can be in mouth prior to snap. Drop or remove it from mouth after snap.

Observer Instructions: Volunteering Their Time to Improve Officiating

NOTE: Think Constructive Comments, Constructive Comments, Constructive Comments – Be Positive

1. Print CLEARLY; use OHSAA Abbreviations as much as possible to save space.
2. **BOTTOM COPY GIVEN TO CREW**; top copy forwarded to League Assigner during regular season & Bruce Maurer (DOD), via email scan or mailed to his home address during the State Tournament.
3. We view ourselves as a teacher & mentor - we are there to help officials improve - not to grade them.
4. Please read & learn the 10 Commandments by Ed Hochuli on the other Observation Form (Reminders) – excellent thoughts for our observers.
5. OHSAA Observation Forms are an Improvement Mechanism. Discuss "What Went Well" & "What Can We Do Better". Discussion must be open & frank. Ask questions rather than lecture.
6. Assess Game Administration & Game Management. Does the game flow with minimal delayed crew conferences? Does the Crew manage the game without being noticed much by the spectators?
7. Be Respectful of the Crew's time -- hold discussions to 15 to 20 minutes after the game (10 minutes at halftime) unless it is a very unusual & challenging game that requires additional time.
8. All observations are **BASED** upon the OHSAA Gold Book Standards for FB Officiating Mechanics **ONLY** -- no personal preferences!!
9. Ask **R** privately to ask his Crew for their attention -- no getting undressed or taking a shower. Let's be respectful of each other.
10. If possible, sit down with the officials, officiating chain crew (if OHSAA Officials) & their guests **ONLY** immediately after the game in the locker room to cover your comments.
11. Before discussing your observation, ask the Crew what are thoughts on mechanics, communications, game management, & game pace.
12. Concentrate on observing the IP & R&R Then Flow on 11 Different Types of Plays for each official initially.
13. Watch each official individually: Do they "read the play" for a pass vs. a run? How do they react to a short pass vs. a medium or a long pass (R&R1, R&R2, R&R3)?
14. Listen to whistles when the ball becomes dead: 1 or 2 whistles or is the entire Crew "ball watching" by sounding their whistles?
15. Hand Signals: Is the Crew using the OHSAA Approved Hand Signals listed in the Gold Book? Do they signal stop the clock & incomplete pass in a slow & professional manner?
16. Communication: How is Crew communicating verbally & nonverbally with each other, PB & HC's?
17. Time Management: Enforcing DB LOS Fouls within 10 seconds, TO's limited to 60 seconds, & KO's after 60 seconds have elapsed after the Try?
18. Restricted Area: Does Crew enforce the Restricted Area & give SL Warnings when warranted?
19. Dead Ball Officiating: Do officials "chase the ball" or do they watch players on & off the field until there is no threat of a dead ball foul?
20. Back Side Wings: "married to the SL" or do they move on to the field & actively officiate the play?
21. **BJ**: Back pedal too soon & takes him out of the play or does he R&R. Is he an integral part of the Crew throughout the game?
22. Field Presence: Does the Crew hustle & communicate, have good "game pace", look like "they know what they are doing", & enjoy officiating?
24. Observers Mantra: Consistency! Consistency! Consistency! Comments are based on the OHSAA A FB Gold Book! (5/16/14)

Observer Reminders

Ed Hochuli's "Ten Commandments of Observing" Released on My Referee: October 2009 Copyright© Referee Enterprises, Inc. (Paraphrased 5/16/14)

Let's keep some things in mind when evaluating/observing/teaching:

1. Be Fair and Impartial. We know many of the officials we are watching. That shouldn't, & can't, affect our opinions. We must be above reproach.
2. We Do Not Know All the Answers. Find out why he did what he did before offering constructive comments. Find out what happened & why. Then offer suggestions on how it might have been done better.
3. Be Constructive. Remember the purpose of observers is to improve the officiating quality. The only way your comments can help an official improve is if you share them. Go in the locker room at halftime & after the game. Go over all your notes with the entire crew. If not, call the R. It is imperative that we share all comments with them — both good & constructive.
4. Be Consistent. The biggest complaint is we are inconsistent. We need to give everyone the same info. **Study & Learn** the OHSAA Gold Book Approved Standards for FB Officiating Mechanics.
5. Do Not be a Distraction. If the R invites us to the pregame, we should go if we can, but never go into the official's locker room without being invited by the R. Call the R before the game and ask permission to come into the locker room.
6. Be Discreet with Your Constructive Comments. Our comments should be shared with the crew, but not with other officials or coaches. We should be a positive influence on the program, & should never criticize officials to other officials or coaches.
7. Praise at Least Three Times as Much as You Criticize. We all know people respond better to positive comments than negative, so whenever possible, cast even your criticisms in a positive manner — perhaps by praising someone else on the crew as a means of pointing out to another crew member a better way "to do it."
8. Do Not be Afraid to Say "I Do Not Know". Often we are asked what we thought about a particular play, whether the pass was caught, what the proper mechanic or Rule is, or what happened on a particular play. And often we don't know.
9. Do Not Judge Fouls from the Stands. Our job as observers is primarily "mechanics oriented" rather than "foul oriented." When discussing "foul oriented" questions ask the official (s) "what did you see?" This allows us to assess & comment on their rules knowledge. We will occasionally be able to comment on a foul, but normally, we won't see it, or we won't get nearly as good a look at it as the official did.
10. Do Not Forget What It is Like to be on the Field. Remember how quickly things happen on the field. Remember the angles on the field are different & people can be screened or distracted by other action.

Officiating Tips – Professionalism – We Will Be the Best

5/16/14

1. Officiating Reminders: Professional & Pleasant

Treat all coaches & players with courtesy & respect. Offer brief explanations when necessary. Bring potential problems to the attention of the HC. Notify HC's when it is time to leave the Locker Room at halftime.

2. Official's Professionalism

- A. Check the WWW.OHSAAFB.COM website weekly for the latest information.
- B. Read & know the OHSAA Handbook for Officials now located on their website only (OHSAA.ORG, select officiating, then select Directory of Information).
- C. Officials need to be aware that their actions are being observed at all times.
- D. Rules Knowledge: Know the Rules & Officiating Mechanics. Read & study 2 weekly Q's & A's that are on our website. They cover Rules, Mechanics & Regulations.
- E. An official's personal opinion about the value of a Rule is not to have an effect on the enforcement of it.
- F. Keep yourself physically & mentally fit. Remember that each year you are a year older & the players are the same age.
- G. Every game we officiate – let's ask each other "how did I do" & "what can I/We do to get better before our next game".
- H. Remember that the "Only Dumb Question Is The One We Do Not Ask".
- I. Always act in a manner to be a worthy example to those for whom & with whom you are working.
- J. Your responsibilities extend to fellow officials & you must work as one member of the officiating team.
- K. Make decisions promptly & fairly based upon the Rules regardless of the school, coach, score, or crowd.
- L. Keep in mind your first Goal is your SAFETY as well as the SAFETY & general welfare of those that you are officiating.
- M. Read & know the OHSAA FB Regulations.
- N. Be systematic, prompt, & business-like in all your dealings.
- O. Honor every contract; even if it means not being able to take a "higher level game" or to travel less miles.
- P. Build a schedule through hard work, dedication, study, reflection, & enthusiasm.
- Q. Wear only the proper uniform & only the appropriate patches. Maintain a neat & credible appearance.

Overtime (OT): Rules

1. OT: Use OHSAA OT Rules indicated below. Do **NOT** use the OT Procedure listed in the NFHS Rules Book. It is different from the OHSAA OT. The OT Period starts when the R signals "End of the 4th Period".
2. Policy: OHSAA requires that all Varsity Contests have a winner (no ties) & must use this OHSAA OT Procedure. It MAY be used in sub varsity contests if both HC's mutually agree to do so prior to the start of the game. League Commissioners, Assigners, and Officials may NOT modify these Rules.
3. Definition: An OT Period is defined as the Home Team (HT) & Visiting Team (VT) each having a series.
4. The Start: Both teams go to their team boxes for a maximum 3 minute intermission. **Crew** meets at 50 YL, reviews OT, & discusses penalty enforcement (no Post Scrimmage Kick enforcement); including any carry-over penalties from 4th period that could be assessed to start OT. **LM/U** (VT HC) & **BJ/LJ** (HT HC) will answer any Head Coach's (HC) questions.
5. Coin Toss (CT): VT chooses "heads" or "tails". Winner: Choice of defense or offense first, or end of field to play. Loser: other choice. **R** indicates CT winner; place a hand on his shoulder. To indicate offensive team, **R** has that captain's face the Goal Line (GL) his team will advance. Indicate with first down signal. Other captain faces offensive captain with his back to GL he will defend. There is only one CT in OT.
6. Time Out's (TO): 1 TO/team/OT period. Unused TO's do not carry over from 4th Period to OT or from one OT Period to the next OT Period.
7. Timing: Game clock is turned off. Play clock is used. Maximum 2 minute intermission between OT Periods, regardless of the number of OT Periods played, & a 1 minute intermission after a team scores.
8. Start First OT Period: Each team has a series of downs. Offensive team: **(A), 1st & 10, B's 20 YL** or Succeeding Spot (SS) (if carry-over penalty has been enforced). A has 4 downs. A is awarded a new series when a 1st down is made. Line To Gain (LTG) is established 10 YDS in advance when a new series is awarded. If LTG is not reached, opponent starts on offense. After first team on offense has completed its series, defense becomes offensive team, 1st & 10, at the same 20 YL, anywhere between the HM's.
9. Direction: Both teams play at the same end of the field during an OT Period.
10. COP: If B gains possession, ball is dead **immediately**. A's series has **ended**.
11. Scoring: A may score by TD, FG, & Try **ONLY**. B cannot score. If A scores a TD, then do the Try, unless points would not affect the game outcome. Team with the most points at the end of an OT Period wins. Final score: Combine points scored in regulation & all OT Periods.
12. Score Tied After 1st OT Period: If the score remains tied after each team has been on offense in an OT Period, then play more OT periods until a winner is determined.
13. Subsequent Captains Meeting: Loser of OT CT has first choice of options (See # 5 above). Additional OT periods: Option choice is alternated (no CT).
14. A Awarded New Series: A shall be awarded a new series when any of the following occurs: 1. LTG is reached; 2. Kicking Team (KT) recovers a FGA between the GL's after it has been touched First by Receiving Team beyond the Neutral Zone; & 3. B is guilty of roughing kicker/holder/snapper/passers.

Overtime (OT): Penalty Enforcement

1. Basic Rule

Succeeding Spot (SS) fouls which occur: A. During last play of the game; B. During the last play of an OT Period; or C. Dead ball fouls which occur after the last play of a game or OT Period. These can be carried over to OT, unless a TD is scored on that play, in which case the penalty can only be enforced on the Try.

2. Fouls that carry over from Regulation to the First Play of OT (or from one OT Period to the following OT Period)

- SS fouls during last timed down of a game or last play of an OT Period, if a TD was not scored.
- Dead Ball fouls (DBF) after last play of a game or last play of an OT Period if TD was not scored during play.
- SS fouls on a Try, if the Try follows a TD on last play of a regulation/OT period.
 - Unsportsmanlike (UNS) fouls during or after the Try on A or B.
 - Non player fouls or non-player UNS fouls during the Try on A or B.
 - DBF after the Try on either A or B.
 - Fouls on B during the Try, if A accepts the result of the play & chooses penalty enforced from the SS. (These include: Fouls by B or RT on a successful Try or FG; DBF after last play of the game or before OT; UNS or non-player fouls during or after the Try on A or B; in OT, non-player, UNS, & DBF are penalized at SS.)

3. Fouls that do NOT carry over from Regulation to the First Play of OT (or from one OT Period to the following OT Period)

- A foul by an opponent of scoring team on last play of regulation/OT Period during a down in which a TD was scored. Scoring team can only accept this penalty on Try.
- A UNS or non-player fouls by either team on the last play of regulation/OT Period on a down which a TD is scored. Offended team can only accept this penalty on the Try.
- If a TD is scored on the last play of regulation/OT Period & there is a foul after scoring down, but prior to the initial ready for the Try, for which the basic spot is the SS, the offended team can only accept this penalty on the Try.

Overtime (OT): Plays & Rulings

1. Play. Last timed down of 4th period. A 1 scores TD, making score B 22 & A 20. On a Try A 2 passes to A 3 for successful Try (2 points). After Try, B 1 commits UNS. Ruling. B 1 UNS foul is enforced at SS to begin first OT Period. R explains to Home Team (HT) & Visiting Team (VT) Captain's prior to Coin Toss (CT).
2. Play. Last time down of 4th period. A scores TD & score is A 13 – B 14. A has successful Try-Kick & B 1 roughs kicker/holder. Ruling. If A accepts score, penalty is enforced to start OT. If A accepts penalty, Try will be replayed at the 1½ YL.
3. Play. End of 4th period score is tied. After last down of 4th period, A 1 strikes B 1. Ruling. DQ A 1. Enforce personal foul at SS. If A is first on offense in OT, it is A 1st & 10 on B 35 YL. If B is first on offense it is B 1st & G on 10 YL. OHSAA OT: Ball is initially placed at 20 YL.
4. Play. 4th Period ends with a TD. During A's successful 2 point Try, B 9 commits Defensive Pass Interference (DPI). A makes successful 2 point Try which ties game & results in OT. A elects to take DPI penalty at SS to begin OT. R explains to HT & VT Captain's prior to CT in OT.
5. Play (OT). Home Team used all 3 TO's in the 2nd half & now their HC asks for a TO after the OT Toss & prior to the R signaling the ready. Ruling. Legal. OT starts once R signals "End of Period" for 4th Qt.
6. Play (OT). Regulation game ends in a tie. In OT, A wins CT & selects offense. A 1 scores TD. After A 1 scores TD: (a) A 2 clips B 1 or (b) B 1 strikes A 2. Ruling. DBF in both (a) & (b). TD counts. Penalties in both (a) & (b) are enforced at SS, the Try.
7. Play (OT). A 4th & 5. TD by A. After score, but before Try, B 1 commits UNS. Ruling. Penalty enforced at SS on Try. Non player, UNS, & DBF are penalized at SS.
8. Play (OT). A 3rd & G on B 4 YL. B recovers fumble or intercepts pass. Ruling. Down & series ends with B's fumble recovery or intercepted pass. B cannot return them. Ball is dead immediately.
9. Play (OT). A 3rd & G on B 4 YL. Attempted FG by A is unsuccessful & B 1 recovers FB on – 1 YL. Ruling. Down & series ends for A with Change of Possession.
10. Play (OT). A 3rd & G on B 4 YL. B commits DPI on incomplete pass. Ruling. A 3rd & G on B's 2 YL.
11. Play (OT). A 2nd & G on B 9 YL. A commits OPI on incomplete forward pass. Ruling. A 2nd & G on B 24.
12. Play (OT). A 4th & G on B 6 YL. Attempted FG by A is unsuccessful. B 1 roughs kicker/holder. Ruling. A 1st & G on B 3 YL. Automatic first down for roughing kicker/holder.
13. Play (OT). Home Team (HT) chooses offense first. HT (A) scores TD. During successful Try-Kick, B 1 roughs holder. Ruling. Since HT (A) accepts result of the play (successful Try-Kick), penalize VT (B) at SS. It will be VT ball 1st & 10 at the 35 YL.
14. Play (OT). HT chooses offense first, scores TD & Try-Kick. They huddle in front of their bench. Ruling. Due to the A score, there is a 1 minute intermission after Try.
15. Play (OT). HT chooses offense first & their series ends with no 1st down. They huddle in front of their bench. VT is on the field ready to play. Ruling. The teams must switch sides of the LOS & begin a new series immediately with no break. Do not allow the VT to put the ball in play until the HT is on the field. Penalize HT for delay of game, if warranted.
16. Play (OT). Scoreless 1st OT Period. B lost OT CT. B has choice & chooses to play 2nd OT Period at opposite field end from where 1st OT was played. Ruling. Yes.

Point Differential: Rule, Plays/Rulings, & Mechanics

During the 2nd half, any time the score differential reaches 30 points or more the game clock (GC) will be stopped only when: 1. An official's time-out is called for an injured player; 2. A charged time-out is called; 3. A change of possession (COP) occurs at the end of the down; 4. At the end of a period; 5. A score occurs; or 6. An extended delay. The GC will start again on the ready for play (RFP) signal for the first play after the above situations. The GC will continue to run in all other situations. (The use of this Rule does not preclude the use of NFHS Rule 3-1-3). After the 30 point differential has been met, if the score drops below 30 points, the GC reverts to regular timing rules. Communicate with HC's when it starts. It is imperative the LJ meets with the Timer before the game to review this Rule at all levels.

Plays/Rulings below occur under the OHSAA Point Differential Rule during the 2nd half, unless noted.

1. Play: Crew arrives at the field for a game. Ruling. After completing preliminary duties the LJ will discuss this Rule with the Timer. Give the Timer a card listing the Rules & emphasize the R mechanics for starting & stopping the GC.
2. Play. Late in 2nd quarter A scores & goes ahead 31 -0. Ruling. The Point Differential Rule does NOT start until the 3rd quarter. Standard timing rules are used for the entire 1st half.
3. Play. A scores a TD & goes ahead 31 -0. Ruling. Point Differential Rule starts when the R marks the ball RFP & winds the GC for the KO or, in middle school, for 1st down. The clock does not run during the Try. The **Wings** will notify both HC's that the Point Differential Rule is in effect.
4. Play. A is ahead 31 -0. KT KO's to RT & RT runs it back to 30 YL. Ruling. GC stops since there was a COP at the end of the down. The GC starts when the R marks the ball RFP & winds the GC.
5. Play. A is ahead 31 -0. A-1 throws a pass that is intercepted. B-1 returns it 10 YDS & is tackled. Ruling. GC is stopped since there was a COP at the end of the down. When the R marks the ball RFP he will wind the GC.
6. Play. A is ahead 31 -0. A-1 throws pass, B-1 intercepts, B-1 returns, hit, fumbles, & A-3 recovers the fumble. Ruling: Since A has the ball at the end of the down, the GC continues to run. The same ruling would apply on a KO or punt play.
7. Play. A is behind 31 -0. A scores a TD & 1 point Try. Score is now B - 31 & A - 7. Ruling. Since the score differential is now less than 30 points, revert to NFHS standard timing rules. Tell HC's.
8. Play. A is ahead 31 -0. It is a hot & humid game & R stops game for extra water breaks. Ruling. This is an extended delay. Stop the GC for the water breaks, then R marks ball RFP & winds GC.
9. Play. A is ahead 31 -0. A-3 is called for holding. Ruling. The GC continues to run.

Mechanics:

1. When the Point Differential Rule is enforced the R will point at the timer, tap his wrist, & give a wind signal with his index finger. The R will face the timer each time he needs to wind the GC.
2. Other members of the Crew will continue to use Gold Book Signaling. LJ will mirror R's wind.
3. Lengthy discussions occurred about altering Signals. Officials from other states that have used a "running clock" have indicated they did not change their Signaling Mechanics. It is the timer's responsibility to know the Rule and then start/stop the clock as needed.

Summary of OHSAA FB Regulations That Apply to Officials

NOTE: These Regulations are summarized from the OHSAA FB Manual. Officials may view the Manual at www.ohsaa.org, select sports, select FB, & select FB Manual on the left hand side. (5/16/14)

1. Alcohol, Illegal Drugs, & Tobacco
 - A. Officials: Prohibited from using any form of alcohol, illegal drugs, or tobacco at playing site.
 - B. Officials: No intake of alcoholic beverages on game day until after the game.
2. Bands
 - A. Shall not play music or sound a whistle while the QB calls signals or ball is live. Band members shall not perform behind VT's bench area. If this occurs, contact Game Management who will correct it.
3. Coaching Phones
 - A. No OHSAA Policy or NFHS Rules regarding # of phones or whether they operate or not.
4. Crews Using 6 or 7 Officials
 - A. CCA Mechanics used. Officials working games with 6 or 7 officials cannot be rated & the game (s) does not count toward the 8 games needed for tournament eligibility.
5. DQ, Ejections & Special Reports
 - A. Coaches DQ for UNS: Will be ineligible to coach or participate in all games at all levels of play until he sits out 1 game at level ejected. DQ Coach must be away from playing vicinity area. He cannot go into the stands.
 - B. UNS assessed to assistant coaches, trainers, & replaced players are not charged to the HC.
 - C. Player DQ for UNS: Must remain on team bench. He cannot be in uniform the following week.
 - D. Officials: Required to file a report online (OHSAA.ORG, select Officiating Home, select Ejection Form) with OHSAA when a coach/player is ejected (7th – 12th grade game) within 48 hours.
 - E. Special Report is required when: 1. Game is terminated before time has expired by Rule (info required includes, but not limited to, circumstances, time, & score). It is preferred games be played so time on clock has expired; 2. Team refuses to continue playing or HC removes team from field; & 3. Other situations as needed. No report needed for shortened periods.
6. Field Conditions
 - A. The field is very muddy with standing water, snow, or ice: Game will be played.
 - B. The field is marked incorrectly. Play the game then report it to OHSAA.
 - C. Lights go out on one side of stadium prior to or during the game. If both HC's agree, play the game.
7. Forfeited Game or No Contest
 - A. Any scheduled regular season contest which is not started due to unforeseen circumstances, such as failure of team to arrive, strike; school closing is a "no contest" or a forfeit. "No contests" are not included in won-lost statistics.
 - B. The OHSAA may declare a forfeit when a team (s) refuses to reschedule.
8. Game Ball
 - A. Weeks 1 – 10: Each team shall provide 1 or more legal FB (s) for use.
 - B. Weeks 1 – 15: Ideally, varsity officials shall receive game balls 1 hour before KO.
 - C. Weeks 11- 15: Official FB is Wilson GST. Teams provide 3 legal balls for use. Can use any Wilson FB.
9. Game Clock (GC)
 - A. Turn GC off after 3rd time Operator must be corrected or GC malfunctions (3 Strikes).

10. Halftime (Weeks 1 – 10, Varsity Only)

- A. If both teams use a common exit area from field at end of 1st half, officials “hold” HT until VT has time to clear field. Game Clock starts when HT & VT have reached their Locker Rooms.
- B. Intermission: Halftime is **NOT** extended by a Host School Request. 20 minutes plus 3 minutes for warm up. 20 & 3 must appear on Game Clock separately. HT & VT must be in stadium for 3 minute warm-up. However, players do not have to actually warm up.
- C. HT: **LJ/BJ** shall notify HT HC (4 minute warning) & escort HT to field
- D. VT: **U/LM** shall notify VT HC (4 minute warning) & escort VT to field.
- E. When HT & VT refuse to enter field first, HT must enter first.

11. Host Schools Responsibilities for Officials

- A. Must provide adequate security for officials & their vehicles upon arrival through departure.
- B. Held responsible to sponsored student sections that attack or single out student- athletes.
- C. Shall refrain from showing replays on video boards where an officiating call could be considered a substantial part of the play.
- D. Shall “police” the throwing of snowballs or missiles of any type, by spectators & others, & discourage bands & cheerleaders, etc. from participating in unsporting conduct.
- E. If A/B/C /D above occur, officials report this to Game Management who will correct it.
- F. Shall provide a private meeting/locker room for officials’ 2 hours before game time.

12. Length of Game (Maximum)

- A. Varsity: 12 minutes; JV: 12 minutes; Freshmen: 10 minutes; 7th & 8th: 8 minutes.

13. Officials Authority

- A. Begins: When they arrive on field 35 minutes before scheduled game time.
- B. Ends: When all paperwork, reports, & other duties for the game are complete (Rule 1-1).

14. Officials Required Meetings

- A. 4 Local Meetings required. Check www.ohsaa.org, select officiating, select local/state rules meetings, select local rules meetings (left side), & select sport – FB.
- B. 1 State Rules Interpretation Meeting (SRI) required. Online at www.ohsaa.org under “Sports & Tournaments – select FB, then SRI Meetings. Online dates: July 22 (4PM) thru August 15 (must be finished by 11:59PM). From August 20 thru August 27 the make-up meeting cost is \$50. Beginning August 28 special permission must be requested to make a meeting.
- C. SRI: To receive credit for drive in meeting (no fee) an official must arrive on time & stay until conclusion. Online Meeting: Official will need to complete the entire meeting & registration protocol. Check: www.ohsaa.org for a list of meeting dates & locations.
- D. Officials who fail to attend 1 SRI meeting will be suspended following year. Attendance is required to be eligible for State Tournament Assignments in current year.

15. Play Clock (PC)

- A. Mutual consent is not needed. Turn them off after 3rd time PCO is corrected (3 Strikes).
- B. PC Operator (PCO) will meet with **BJ** prior to game. PCO starts PC on **R** signal & reset PC to 25 on snap or **R**'s signal (upward hand push). PCO keeps PC at zero if it runs out before snap. If Game Clock is running, PCO turns off PC with less than 25 seconds left on Game Clock in a period (if stopped, run PC). Under no conditions will the Crew operate the visible stadium PC.

16. Player Equipment (PEQ)

- A. VT: white jerseys. HT: non-white jerseys. Enforce Numbering Requirements during Varsity Games. Numbering requirements do not apply to sub varsity games. Communicate differences to HT/VT HC.

- B. HC's received communications from OHSAA about Mandatory Compliance with NFHS PEQ Rules. Officials are to enforce them. When arriving on field 35 minutes prior to KO, take a careful look at HT & VT regarding wearing legal PEQ. It is easier to make necessary changes to PEQ prior to KO.
 - C. Awareness Game (All Levels): Team must have prior OHSAA approval (accept word of Game Management that OHSAA approved). All players must appear in the same legal uniform.
 - D. Clear & White Mouth Guards: Suggest team use a colored marker on it so it becomes legal.
17. Pre-Game Warm-up (Weeks 1 – 10 Varsity Only)
- A. Host school shall coordinate pre-game with HC, bands, & officials. Area between 45 YL's must be clear 20 minutes prior to KO for CT. CT Time can be earlier for a special ceremony if Game Management has notified VT in advance. Set GC for 30 minutes before game.
 - B. Both FB teams shall arrive on field prior to stated KO time.
 - C. If necessary, HT shall take field first as instructed by officials to prevent delay of game.
 - D. Host school must communicate starting time change to VT & officials.
18. Scrimmages
- A. Officials can DQ players & coaches from scrimmages. Complete an OHSAA Ejection Form online.
 - B. Maximum Length: 9th – 12th is 3 hours/team; 7th & 8th are 2 hours/team (Exception: Scrimmage delayed due to inclement weather). Do not count inclement weather delay for the time allowed.
19. Sportsmanship
- A. Officials are expected to make no derogatory comments regarding players, coaches, or schools. Coaches are expected to make no derogatory comments about officials or opponents. Failure to follow this request will result in disciplinary action.
20. Suspended Game
- A. If game is interrupted for any reason beyond control of responsible administrative authority, game shall be resumed from point of interruption, unless competing school administrators (or HC's) agree to terminate game with existing score.
21. 7th & 8th Grade Modified Rules
- A. Four 8 minute periods, 10 minute halftime, & 3 minute warm-up. Point Differential Rule applies.
 - B. Teams will **NOT** free kick. The RT will put FB in play by a snap at the yard line, 25 Yards in advance from what is KT's Restraining Line. Unless changed by a foul, it is the RT's – 35 YL.
 - C. Safety: Same Rule as above. Placed 25 Yards beyond what would normally be KT's 20 YL for safety, move FB 25 Yards from 20 YL which is 45 YL. The opponent snaps FB at their + 45 YL (they only have 45 Yards to go for a score).
 - D. VT is late to game site. The decision regarding warm up time prior to game is made by HT Game Management/HT HC & the VT HC. Officials are not involved in this decision.
22. Sideline Safety
- A. SL **MUST** be clear of players & coaches from SL to 6' outside SL. Officials-enforce it.
23. Overtime (OT)
- A. Sub varsity Games: Both HC's must agree before game that OT will be played, if tied.
24. Whistle in Stands
- A. Officials report to Game Management who will correct it. Apply the inadvertent whistle Rule. If the players pause, slow down, or stop when they hear the whistle, then stop play.

Rules Index

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Safety Policies

6/11/14

The following are OHSAA Safety Policies:

Artificial Limb:

OHSAA approves artificial limbs for FB. The artificial limb is submitted to OHSAA, usually by the student who will be using the limb for competition. A letter from a physician may be submitted when approval is requested. If the artificial limb is part of the hand, lower arm or the entire arm, a ½" thickness of slow release foam must cover the artificial limb before approval is granted by the U. The team must provide a copy of the approval letter from OHSAA to the officials before each game.

Casts:

Letters are NO longer required for casts. However, they need to be padded per NFHS Rule.

Concussion:

Review NFHS Rules Book Rule 3-5 (Concussions) & Suggested Guidelines for Management of Concussion. The **LJ** has Primary Responsibility for Rule 3. When a player is hurt an official must check with the HC and/or Medical Professional regarding type of injury. Once officials determine that a player exhibits signs, symptoms, or behaviors consistent with a concussion, the **R & Wing** will simultaneously notify the HC of the player's removal from game. The player may NOT reenter the game (OH HB 143). Injured player Rules apply. Crew will record the player's name, #, & team. After the game the **R** will complete OHSAA Concussion Report (OHSAA.ORG, select officiating, select Directory of Information) for ALL players removed from the game for a Suspected Concussion. He will mail or email/scan the Concussion Report to OHSAA (Attention: Brandy Young, byoung@ohsaa.org). Note: If an Ohio team plays a game in another state, this Rule applies to the Ohio team. If an out of state team plays a game in Ohio, this Rule applies. This is because it is a state law now.

Curfew:

1. Weeks 1 – 10: The decision is made by Administrative Representatives of competing schools. Athletic contests can be started at any time. Municipal/city curfew laws take precedence.
2. Weeks 11 – 15 (State Tournament): Contests cannot begin after 11PM. A Suspended Game can be continued after 11PM. Municipal/city curfew laws take precedence.

Heat & Humidity:

1. Day before the Game: All officials should properly hydrate.
2. Game Day: Prior to the game discuss with AD/Game Management/Medical Personnel (MP) /Head Coaches (HC) the weather & thoughts about the need to take water breaks.
3. Once the Game Starts: It is highly recommended that Water Breaks be taken only during Team TO's, & after scores & changes of possession. However, if there are extraordinary weather conditions, water breaks can be taken during an Official's TO. However, do NOT stop a team's momentum in order to take an Official's TO. Extend these breaks as long as needed. More water breaks may be needed during day games or the first half of a night game. All officials need to rehydrate with water & sports drinks as well during these breaks. **Wings** – communicate often with the HC & MP regarding their thoughts for future water breaks. Again

discuss with the HC & MP at half time about conditions for the second half & water breaks.
Observe & report obvious signs like players cramping.

Heat Index:

Officials are not involved in the assessment or decision to postpone or cancel a game or scrimmage due to heat & humidity. This is the responsibility of the Host School to know & assess the Heat Index. Games, scrimmages & practices will be postponed if the Heat Index is above allowable levels as indicated in the OHSAA Heat Index Regulations.

Lightning and/or Thunder (Inclement Weather):

1. Policy: This Policy is different than NFHS Policy in the NFHS FB Rules Book. OHSAA Policy states: "When thunder is heard or a lightning is seen, suspend play & take shelter immediately. Once play has been suspended, wait at least 30 minutes after the last thunder is heard or lightning flash is witnessed prior to resuming play." All personnel, athletes, & spectators should evacuate to available safe structures or shelters. THERE ARE NO EXCEPTIONS.
2. Consequences If Crew Does Not Follow This Policy: Officials could be suspended a maximum of 2 years for the regular season & the OHSAA State FB Tournaments (Weeks 1 – 15).
3. Officiating Mechanics: Contact the AD/Game Management upon arrival at the site if inclement weather is forecast. Enlist their help with seeing lightning & hearing thunder. During the meeting with HC's (varsity – 35 minutes, sub varsity – 19 minutes) prior to game time, ask them & their coaching staffs for assistance with seeing lightning or hearing thunder (Note: Sometimes it is easier for them to see/hear due to their perspective of "looking out"). When lightning/thunder happens STOP THE GAME after the DB. Communicate with the HT & VT HC's regarding your decision & this Policy. During the 30 minute stoppage, monitor the weather.
4. Crew Responsibilities Record Game Information ASAP: **R** record HT & VT Score, HT & VT TO's Used, & Coin Toss Choices; **U** record Team in Possession, Goal Defended, & Location of Ball Between the Hash Marks; **LM** record VT SL Warnings, Down, Distance, Ball Spot & Clip; **LJ** record HT SL Warnings, Quarter or Half Time, Game Clock Time, Game Clock Status, & Time Lightning/Thunder occurred; **BJ** record Player Concussions, DQ's, & UNSC (Team & Player #). NOTE: HT is usually on PB SL & VT is Opposite the PB.
5. Suspended Game Responsibilities: **R** records all Game Info from Crew on 1 document (see form later in this section) & makes 2 copies – one for the **R** to keep & one for the AD. (This will be needed if the game is postponed until the next day & no one from the **Crew** returns). **LJ** times the initial 30 minutes & additional 30 minutes. **R** will coordinate with AD's/HC's regarding interrupted time remaining, possible restart, or postponement until a later date. The HT & VT HC's & AD's will make the decision regarding the date & time the game will be rescheduled.
6. Warm-up Time When Teams Arrive Back on Field: **R** & **LJ** will meet with both HC's to determine length (Maximum 10 Minutes) of the warm-up period. **LJ** will ask Timer to place 10 minutes on the Scoreboard Clock, unless both HC's have agreed to shorten the 10 minutes.
7. Halftime: It can be eliminated, kept at 20 minutes, or any time less than 20 minutes as long as both HC's & AD's agree. However, if some halftime length is agreed to, there is a Mandatory 3 minute warm up. The elimination or reduction could be due to the game being suspended in the second quarter.
8. Curfew Policies: See Above.
9. Game Postponed Until a Later Date: Teams will keep their recorded game tapes or DVD's & can review them. Returning Crew, a Split Crew, or a New Crew will confirm Game Info with

themselves, AD, Timer, Scoreboard Operator (if different), H & V HC, & Chain Crew. U will check & remark game balls. NOTE: New Crew: Contact AD for Game Info supplied by R prior to leaving the earlier Postponed Game.

- 10. Additional OHSAA Policy: Game will be played to conclusion unless both teams agree to end game & score stands.
- 11. Prior to Officials Authority: If officials observe teams warming up with lightning and/or thunder occurring prior to their authority beginning (35 minutes before game time), report this to the OHSAA Office.

Medical Hardware:

Unless the specific rules code stipulates otherwise, athletes in sports of a collision/contact nature should not be permitted to wear devices such as insulin pumps, heart monitoring equipment and/or other diagnostic or therapeutic appliances while participating in interscholastic contests. However, in the event that a physician requires a student-athlete to wear a therapeutic device during competition, such medical necessity shall be specified in writing and signed by the prescribing physician & the device shall be padded and securely attached to the player's body underneath the uniform. The medical statement shall be shown to the R prior to the athlete's being permitted to participate. The Head Coach must present the letter to the R prior to the game at the Pre-Game Meeting.

Player's Uniform Changes:

If something regarding the uniform is changed due to medical or religious reasons & the athlete is doing something not permitted by NFHS Rule, MAKE the Head Coach show the officials a letter signed by an OHSAA Staff Member. A Medical Professional's note is not acceptable.

Tornado Watch or Warning (Inclement Weather):

A watch indicates conditions are favorable for severe weather to develop in the area. Please have a heightened awareness & communicate it. A warning indicates severe weather has been reported in the area, and everyone should take proper precautions. Suspend the game immediately & move to a proper shelter as directed by Game Management. The game will remain suspended until the warning has expired. See lightning/thunder policy above for warm up policy.

OHSAA CONCUSSION REPORT

Student's Name _____ Date _____ Sport _____

School Name _____ Comment _____

Level of Game (Circle One) 7th 8th 9th JV Varsity

Referee's Name _____ OHSAA Permit # _____

OHSAA INCLEMENT WEATHER (LIGHTNING/THUNDER) GAME INFO

R:	Score:	H _____	V _____	TO's	H _____	V _____
		_____		Remaining:	_____	
	Coin Toss:	H _____	V _____	Defer	_____	Receive _____

U:	Team In Possession:	H <input type="checkbox"/>	V <input type="checkbox"/>			
	Ball Position:	Center <input type="checkbox"/>	Left Hash <input type="checkbox"/>	Left GP <input type="checkbox"/>	Right Hash <input type="checkbox"/>	Right GP <input type="checkbox"/>

LM:	Down:	_____	Distance:	_____	Dead Ball Spot YL:	_____	
	Clip YL	_____	SL Warnings/Fouls	Warning <input type="checkbox"/>	5 Yard <input type="checkbox"/>	UNS 1 <input type="checkbox"/>	UNS 2 <input type="checkbox"/>

LJ	Quarter	_____	Clock:	_____	Or HT <input type="checkbox"/>	Running <input type="checkbox"/>	Start On snap <input type="checkbox"/>
	SL Warnings/Fouls	Warning <input type="checkbox"/>	5 Yard <input type="checkbox"/>	UNS 1 <input type="checkbox"/>	UNS 2 <input type="checkbox"/>		
	Last lightening/thunder:	_____					

BJ:	Player DQ's:	Home Number(s):	_____			
		Visitor Number(s):	_____			
	UNS Issued:	Home Number(s):	_____	Home Coach	_____	
		Visitor Number(s):	_____	Visiting Coach	_____	

Note: **R** will record info from crew immediately upon entering sheltered area. If no one from the crew is available for the game postponed to another day, give info to the A.D.
Each Crew Member is responsible for the info indicated above.

State Requirements (OHSAA Handbook for Officials) (5/16/14)

1. Regular Season Officials Requirements
 - A. High School Varsity — Class 1 OHSAA football only.
 - B. High School Reserve/Junior Varsity — Class 1 or 2 OHSAA football only.
 - C. Freshman/7-8th grade — One OHSAA Class 1, 2, or 3 official is required. Additional officials shall be OHSAA Class 1, 2 or 3 officials or officials in training.
 - D. Must attend 4 local rules meetings & 1 state rules meeting.
2. Tournament Officials Minimum Requirements – (applicable to Regional & State)
 - A. Must hold an OHSAA Class 1 permit in Football
 - B. Must officiate during the current football season a minimum of 8 varsity high games at the position for which applying. Must have officiated a minimum of 8 high school varsity football games during the previous season. All games must be 5 man crews only & officiated in Ohio or a state that borders Ohio.
 - C. Must be physically fit, possess an athletic appearance, and be able to read/react and flow with the play.
 - D. Must use the OHSAA Gold Book Approved Standards for FB Officiating Mechanics.
 - E. Must arrive at the game site 1.5 hours before the scheduled game time & dressed in a professional manner (no blue jeans, no t-shirt, & no non OHSAA baseball hat)
 - F. An official may not work a Championship Football Game in successive years.
3. Required Uniform
 - A. Uniforms must be clean, fit properly, & neat.
 - B. Black and white vertically striped, long or short-sleeved knit shirt, with one-inch stripes, a black knit cuff & Byron collar. All officials shall wear the same type shirt in a given game.
 - C. Black football officiating pants with white stripes & black socks. Black shorts & black ankle socks may be worn as an alternate uniform during sub varsity games. Black shorts shall be worn for all scrimmages. Black shorts with belt loops, black belt, either a short sleeve or long sleeve shirt, and black ankle socks may be worn for varsity games played during Weeks 1 – 10.
 - D. Solid black football shoes with black laces. Shoes should be shined before each game.
 - E. Black baseball cap with white piping, except the **R** who shall wear a white cap.
 - F. Black leather belt, 1 ½" to 2" wide, with a plain buckle.
 - G. Black & white vertically striped jacket when worn during the game. A black jacket or black & white striped jacket may be worn prior to the game.
 - H. Blue bean bag (Exception: White bean bags may be used on a blue football turf field).
 - I. Gold penalty flag(s) with a black ball. A minimum of 1 flag must be located in the front. **Effective 2015** all penalty flags must be located in the front.
 - J. The **U** shall use an all-black towel.
 - K. Jewelry shall not be worn except for a wedding band and/or a medical alert necklace or bracelet. A religious medallion which is not visible is permitted.
 - L. The only patch or emblem allowed is the American Flag which is optional. If worn, the flag must be on the left chest 1" above the top of the pocket. **Effective 2015** the flag shall be on the left sleeve approximately 2" below the shoulder with the star field facing the front.
 - M. Black plastic whistle (**Exception:** Pink whistles may be used during October regular season games only if all crew members have them).

**Time Schedule for Varsity Contests -- 5 Man Crew
(6/11/14)**

Prepared by Bruce L. Maurer, PhD; Director of Football Officials Development (DOD)

Prior to Kickoff (KO)

7:30PM TIME ON CLOCK & CREW DUTIES

7:00PM

6:00PM	Crew: Arrive on site; check-in with Game Mgmt. Need to discuss Inclement Weather Policy?	5:30PM
6:30PM	Timer(s) to Officials LR & discuss Point Differential Rule with LJ (Game Clock) & BJ (Play Clock-If Used)	6:00PM
6:30PM	HT & VT Teams: Bring FB's to Officials Locker Room; U: Approve balls for HT & VT & return them	6:00PM
6:49PM	U: Ask crew -- Flags? Bean bags? Whistles? Coin? (Prior to leaving locker room)	6:19PM
6:50PM	Crew: Walk to field & talk with first available head coach	6:20PM
	Note 1: Time may be earlier due to distance from locker room to field	
6:55PM	Crew: Introductions: Look coach in the eye; firm handshake; smile; complete the following:	6:25PM
	R: Players legally equipped? Captain's #'s; Kicker - Right or Left Footed; Unbalanced Line?	
	Note 2: Storms forecasted? Ask Coaches for help to see lightning & hear thunder	
	LM (VT)/ LJ (HT): Give Lineup Card; Get back coach's name; unusual plays; get player's # who fouled;	
	Unusual situations/Pen. Enf.; KO Depth by KT; will change if VT is on PB SL & HT is opposite PB	
	R: Team box emphasis; players on the edge- UNS- do you want to take care of it? Good luck!	
6:59PM	Timer: Put 30 Minutes on Game Clock & Start It So Time Expires 1 Minute Before KO	6:29PM
7:05PM	LJ/BJ (HT) & U/LM (VT): Secure a maximum of 4 captains/team	6:35PM
7:10PM	R: Flip coin	6:40PM
7:12PM	Crew: Record toss winner & options selected	6:42PM
7:13PM	Crew: Inspect field; talk with Ball Persons; stretch & loosen up	6:43PM
7:14PM	Both Teams Clear the Field; R: Inquire & Introduce yourself to any Medical Professionals on site	6:44PM
7:15PM	LM: Talk to Chain Crew; LJ: See Timer if he was not in LR earlier -- Point Differential Rule	6:45PM
7:28PM	Crew: Meet at 50 YL (center of field); BJ brings FB	6:58PM
7:29PM	Crew: Jog to KO IP	6:59PM
	Note 3: LJ steps on field with stop sign signal until clock is set to 12:00 for 1st qt. then tells R	
7:30PM	R: Sound Whistle for KO	7:00PM

Halftime (20m + 3m)

TIME ON CLOCK

20m	R: Wind game clock for 20 minute halftime; crew sets watches; LJ times the halftime	20m
5m	LJ/BJ (HT) & U/LM (VT): Leave Official's Locker Room for Team Locker Rooms	5m
4m	LJ/BJ (HT) & U/LM (VT): Inform Head Coach Only of remaining time for half time	4m
0m	LJ/BJ (HT) & U/LM (VT): Escort Both teams to arrive on the field	0m
3m	R: Wind game clock for 3 minute warm-up	3m
3m	BJ (HT) & U (VT): Bring 1 captain to 50 YL Center of Field; R: Secure options & signal PB	3m
2m	Crew: Meet at 50 YL (center of field)	2m
1m	Crew: Jog to KO IP; Crew sound whistles to get teams ready for 2nd half KO	1m
	Note 4: LJ steps on field at numbers with stop sign signal until clock is set to 12:00 for 3rd qt. then tells R	
0m	R: Sound Whistle for KO	0m
	Note 5: LJ will time all 30 minute intervals for an interrupted game due to thunder & lightning	
	Note 6: Time may be earlier due to walking distance from locker room to field	
	Note 7: OHSAA Playoffs: 1st game- arrives 2 hours before KO. Subsequent games- arrive 1 hour 30 minutes prior to KO	

**Time Schedule for Sub Varsity Games-- 4 Man Crew
(6/11/14)**

Prepared by Bruce L. Maurer, PhD; Director of Football Officials Development (DOD)

Prior to Kickoff (KO)

5:00PM TIME ON CLOCK & CREW DUTIES

9:00AM

4:40PM	Crew: Arrive on site; check-in with Game Mgmt; Need to discuss Inclement Weather Policy?	8:40AM
4:41PM	Crew: Walk to field & talk with first available Head Coach	8:41AM
4:41PM	Crew Introductions: Look coach in the eye; firm handshake; smile; complete the following:	8:41AM
	R: Players legally equipped; captain's #'s; Kicker -- Right or Left Footed; Unbalanced Line?	
	Note 1: Storms forecasted? Ask for coaches help to see lightning/hear thunder	
	LM (VT)/LJ (HT): Get back coach's name; unusual plays; get player's # who committed foul;	
	explain unusual situations/penalty enforcement; will change if VT is on PB SL & HT is opposite PB	
	R: Team box emphasis; players on the edge- UNS- do you want to take care of it? Good luck!	
4:50PM	LJ (HT) & U/LM (VT): Secure captains; max.-- 4 captains/team	8:50AM
4:51PM	R: Flip coin	8:51AM
4:52PM	Crew: Record toss winner & options selected	8:52AM
4:53PM	R: Inquire & Introduce yourself to any Medical Professionals on site	8:53AM
4:53PM	LJ: Inspect Field & Talk to Timer -- Point Differential Rule; U Check FB's; LM Talk with Chain Crew	8:53AM
4:58PM	Crew: Meet at 50 YL (center of field) -- 9th/JV	8:58AM
4:59PM	Crew: Meet at 35 YL & Place FB -- 7th/8th; Jog to KO IP -- 9th/JV	8:59AM
5:00PM	R: Sound whistle for Snap (7th/8th) or KO (9th/JV)	9:00AM

Halftime (10m + 3m)

TIME ON CLOCK

10m	R: Wind game clock for 10 minute halftime; crew set watches; LJ time halftime	10m
5m	LJ (HT) & U (VT): Go to team locker rooms or team meeting on/near the field	5m
4m	LJ (HT) & U (VT): Inform Head Coach Only of remaining time for half time	4m
0m	If the teams leave the field, the LJ (HT) & U (VT) will escort them to the field	0m
3m	R: Wind game clock for 3 minute warm-up	3m
3m	LJ(HT) & U (VT): Bring 1 captain to 50 YL Center of Field; R --Secure options & signal PB	3m
2m	Crew: Meet at 50 YL Center of Field (9th/JV only)	2m
1m	Crew: Meet at 35 YL & Place FB (7th/8th); Jog to KO IP (9th/JV)	1m
0m	R: Sound whistle for Snap (7th/8th) or KO (9th/JV)	0m
	Note 2: LJ will time all 30 minute intervals for an interrupted game due to thunder & lightning	
	Note 3: Time may be earlier due to walking distance from locker room to field	

Unsportsmanlike Conduct (UNS)

6/11/14

1. Player behavior in committing UNS Fouls continues to be an OHSAA Point of Emphasis. Recognizing these fouls & enforcing the penalties is Imperative. These Guidelines will help officials with their decision: A. Do Not be overly technical in applying this Rule. B. Do allow for brief spontaneous emotional reactions at the end of a play. C. Beyond brief, spontaneous bursts of energy, officials must flag acts that are clearly prolonged, self-congratulatory, self-glorification, excessive, demeaning & taunting opponents, & that make a mockery of the game.
2. When a situation arises, officials should take a deep breath & assess. Let Your Mind Digest What Your Eyes Have Seen. It is okay to discuss the act as a Crew & then penalize or pick up a flag already thrown by an official.
3. NFHS UNS Rules (9-5): No player shall act in an UNS manner once officials assume authority for game.
4. Officials are expected to make no derogatory comments regarding players, coaches, or schools. Coaches are expected to make no derogatory comments about officials or opponents. Failure to follow this OHSAA Regulation will result in disciplinary action.
5. It will never be possible to write what should & should not be allowed. However, the following List of Specifically Prohibited Acts is intended to assist officials with making their decision:
6. LEGAL ACTS:
 - A. Cross GL & simulate a cross on his chest
 - B. Cross GL & point to the sky
 - C. Cross GL & pray for a short time
 - D. High Fives with teammates
 - E. Jump & chest bumping with teammates
 - F. Spontaneous celebration shared with teammates
 - G. Celebration done in team box area
 - H. Cross GL & raise a teammate into the air
 - I. Raising the ball in the air after crossing the GL
 - J. Players spontaneously jumping on a pile in EZ (not non players from bench)
7. ILLEGAL ACTS (UNS):
 - A. Using profanity, insulting , or vulgar language or gestures
 - B. Derogatory remarks directed at the officials
 - C. Signals to the official that he needs to throw his flag
 - D. One or more back or forward flips
 - E. Celebrating by dancing in EZ or dancing/stomping on HT Field Logo (s)
 - F. Spike FB into ground (unless done legally to conserve time)
 - G. Dunk or attempt to dunk FB over cross bar
 - H. Hand or throw FB to or at an opponent
 - I. Intentionally fail to place FB on the ground or immediately return it to a nearby official
 - J. Kick, throw, spin, or carry FB any distance that requires an official to retrieve it
 - K. Kick FB other than a legal kick
 - L. Make hand gestures such as choking, throat slashing, pounding one's chest, pointing to his bicep, or pointing a finger like a gun

- M. Bow at waist after a good play; signal 1st down; or a hand salute to opponent or spectators
 - N. Strike a pose that is meant to incite or taunt the opponents and/or spectators
 - O. Point back or wave at an opponent
 - P. Dive into EZ or alter stride as he approaches his GL with no opponents nearby (unless he is attempting to Consume Time late in either half)
 - Q. Go into stands to interact with spectators
 - R. Use gestures to encourage the crowd when they begin booing officials
 - S. Teammates engaged in a choreographed display of celebration
 - T. Stand over player just tackled & point or try to intimidate him
 - U. Repeatedly punch GP Pad with the opponents school name on it
 - V. Runner turns & taunts an opponent while he crosses GL
 - W. Scoring player throws make believe bowling ball & several teammates fall to the ground
8. Record Player's number on your game card. Inform the HC that if his player receives a second UNS, he will be DQ from remainder of the game. Communicate player's number to the Crew.

GAME CONTROL TOOLS

1. The Quiet Word: Typically used for mild infringements. Communicate with a player (s) or coach regarding a player "moving to the edge". If players are getting "out of hand", coaches want it communicated so they can take care of it. Remember, we are there to Defuse Rather Than Incite.
2. The Public Warning: Stronger tactic for situations where behavior is pronounced & apparent to others. When warning a player in front of his teammates, if later we have to penalize, the teammates know that he "crossed the line". They expect the official to penalize.
3. The Captain's Meeting: Form of a public warning where both teams demonstrate inappropriate behavior which is apparent. The game is getting "chippy". Our responsibility is to stop this behavior & regain control of the game. We have seen the "looks" of a player staring at an opponent as he walks off the field or back to the huddle. Similar with the slight push after the whistle or talking to an opponent after a play. Gain control early & then let the game play itself.
4. The Intermediate Penalty: A UNS (noncontact) or personal foul (contact) penalty with a direct consequence. Penalize when necessary & communicate with the coach and/or player regarding why the foul was called. Communicate with your crew regarding team, player's # or coach.
5. The Ejection: The last course of action available is necessary when that individual's behavior has gone well beyond the limits of acceptable conduct and is compromising the game. Two UNS fouls called on a specific player or specific nonplayer (coach, trainer, other attendant, substitute or replaced player) is DQ from the game. Remember, UNS fouls are **NON CONTACT FOULS** only!!!!
6. Summary: Officials take responsibility for the game when they sign their contract & step on the field. It is imperative that we see, hear, & feel those signs or indicators when a game moves beyond being the standard sportsmanlike contest that is played fairly by both teams. The above mentioned Game Control Tools do not have to be followed in the order indicated. If necessary, you can move down the list immediately & penalize. Game Management is an important requisite of becoming an excellent official. These Tools, their use & application in game situations, carry equal weight with rules knowledge, rules application, judgment, & mechanics.
7. Note: The author would like to thank David Gaskins, ECU, for his tremendous help with developing these Game Control Tools.

WOW! JUST HOW BIG IS OHIO HS FOOTBALL

78,000 Student Athletes Play OHSAA FB in Ohio

1.5 Million Fans Watch HS FB Every Friday Night

715 High Schools Play FB in Ohio

630 Junior High Teams Play FB in Ohio

\$4.4M - \$4.8M OHSAA State FB Tournaments Yearly Income

3,400 Licensed OHSAA FB Officials

160 OHSAA FB Observers

JUST HOW BIG IS HS FOOTBALL IN THE USA

1,115,208 Student Athletes Play FB in the USA

FB is the # 1 Participatory HS Sport in the USA

1,660 Girls Play HS FB

School Year Data: 2012

**THANK YOU VERY MUCH FOR YOUR LOVE & PASSION FOR FOOTBALL
OFFICIATING: Teaching, Mentoring & Team Work (Together Everyone
Achieves More!)**