

# **2011 District 3 Football Playoffs**

## **Officials' Game Administration Information**

### **Contact Game Manager**

It is the **Referee's** responsibility to contact the game site manager **no later than 48 hours following notification of the game assignment** in order to verify parking arrangements, location of dressing area, verify game starting time, official's security, etc. I would prefer initial contact be made by telephone. You may follow-up with information by e-mail. Game Manager contact information can be located within ZebraWeb in Documents/General.

### **Crew Time Schedule**

Game officials need to be **in your dressing room no later than 1 hour and 45 minutes** prior to kickoff time. Upon arrival, contact the game manager to inform him/her of your arrival. Chain crew should report to the officials in the dressing room **no later than 1 hour** prior to kickoff.

#### **Other mandatory time requirements:**

|                                     |  |
|-------------------------------------|--|
| <b>90</b> minutes prior to kickoff: | Mandatory pre-game conference with all officials.  |
| <b>60</b> minutes prior to kickoff: | Referee and Umpire meet with head coaches.   |
| <b>30</b> minutes prior to kickoff: | Referee and Umpire obtain head coaches and captains for coin toss and reading of PIAA Sportsmanship Message. |
| <b>20</b> minutes prior to kickoff: | Entire crew enters field for pre-game duties.  |
| <b>10</b> minutes prior to kickoff: | Teams arrive on the field for introductions.   |
| <b>3</b> minutes prior to kickoff:  | Mock toss at midfield with referee, umpire, and not more than four captains from each team.                  |
| Halftime:                           | Should be normal <b>15</b> minutes. Verify with game manager.  |

### **Officials**

There will be a crew of seven (7) game officials assigned to each game along with a crew of three (3) officials for the chain crew. The game official's fee will be \$78 per man and the chain crew's fee will be \$39 per man. In the event a game official becomes incapacitated, **DO NOT** use a member of the chain crew as an on-field game official. In this instance, work the game with a six (6) man crew.

### **Official's Information for Game Manager**

Our District Treasurer needs all officials' social security numbers before checks can be written at the end of the tournament. If your social security number is in your ZebraWeb profile, you do not need to give your SS number to the game manager. The only thing that will be required of you on the game manager's report is your name, address and an ID number which will be the first four letters of your last name the last four digits of your social security number. Example for me: CZAR4798. If your number is not on your profile, please get it there as this site is securely encrypted and can only be viewed by me. This procedure was established over concerns from many officials, including mine, regarding identity theft.

### **Official Footballs for District 3 Games**

Each school was provided with one **Wilson GST-F1003** game ball. **The Wilson 1005 football is also an approved game ball as is any other legal Wilson football.** These are the official game balls for the District 3 Football Tournament. No other balls may be used. If a team uses the Wilson 1003(GST), Wilson 1005, or **any other legal Wilson football** during the season, they may use one of their legal Wilson balls.

**Please Note:** With the use of seven officials, ball persons **should not** be permitted on the field.

## **Second Half Team Option Procedures (Approved by PIAA)**

During the coin toss which occurs 30 minutes prior to the game, the referee will instruct the head coaches that captains will not be required to go to midfield for the second half option. Head coaches should be told that the referee will assume that the team with the second half option will receive the second half kickoff unless, prior to the second half, the head coach changes his option. During the three minute halftime warm-up period, the referee will check with the head coach of the kicking team and determine which end of the field the kick will be made. At the conclusion of the three minute warm-up period, the officials should be in kick-off position for the second half kick-off.

## **Black Pants**

Black pants can be worn by on-field officials with **long sleeves shirts only**. Chain crew may wear the black pants regardless of the uniform used by the on-field officials.

## **Clocks**

The field clock is designated as the official timepiece. However, the **Field Judge** is responsible to monitor the clock operator's performance and to adjust the official time if warranted. The Field Judge should also carry a spare timepiece on the field and assume timing of the game in the event the field clock malfunctions.

The **Back Judge** is responsible for the 25 second play clock. The Back Judge will use the mechanic of raising a hand above the head with **5 seconds** remaining on the play clock. This procedure is not necessary if visible 25 second clocks are used.

## **Score Tied after Regulation**

In the event the score is tied at the end of regulation play, The District Committee has adopted the 10-yard line overtime procedure included in the 2011 NFHS Football Rules Book. This procedure will be used until a winner is declared. All other PIAA adopted rule variations (i.e. mercy rule) are in effect during District 3 Football Playoffs.

## **Incident Reports**

Should an incident of any nature occur prior to, during, or following the game, the **Referee** will meet with the entire crew following the game to develop the facts (players numbers; coaches names; etc.) to be included in a written report which must be mailed to me. I will distribute a copy of your report to the appropriate individuals as necessary. Please **DO NOT** talk to anyone, including the press, concerning the incident. Please refer any questions to me at 717-713-0774. I would also appreciate a call from the referee at his earliest convenience following the game for a preliminary report. I can be reached that night or the following day at 717-713-0774. If an assault on an official occurs, immediately press charges with the appropriate police under Title 18 Crimes and Offenses Statutes.