



# 2009 Mechanics Manual

**ALL OFFICIALS MUST BE USING THE APPROVED SDCFOA MECHANICS AS DETAILED IN THIS MANUAL. ANY OTHER MECHANICS MUST BE APPROVED BY THE SDCFOA BOARD OF DIRECTORS BEFORE BEING USED ON THE FIELD.**

## 4-Man Mechanics

## GAME ADMINISTRATION – 4-MAN

### 1. REQUIRED UNIFORM AND EQUIPMENT - SUNGLASSES

- i) Sunglasses or photogray lenses may be worn when working a youth football game providing the sunglasses comply to the official regulations as provided in this manual.

### 2. ON FIELD PRE GAME DUTIES

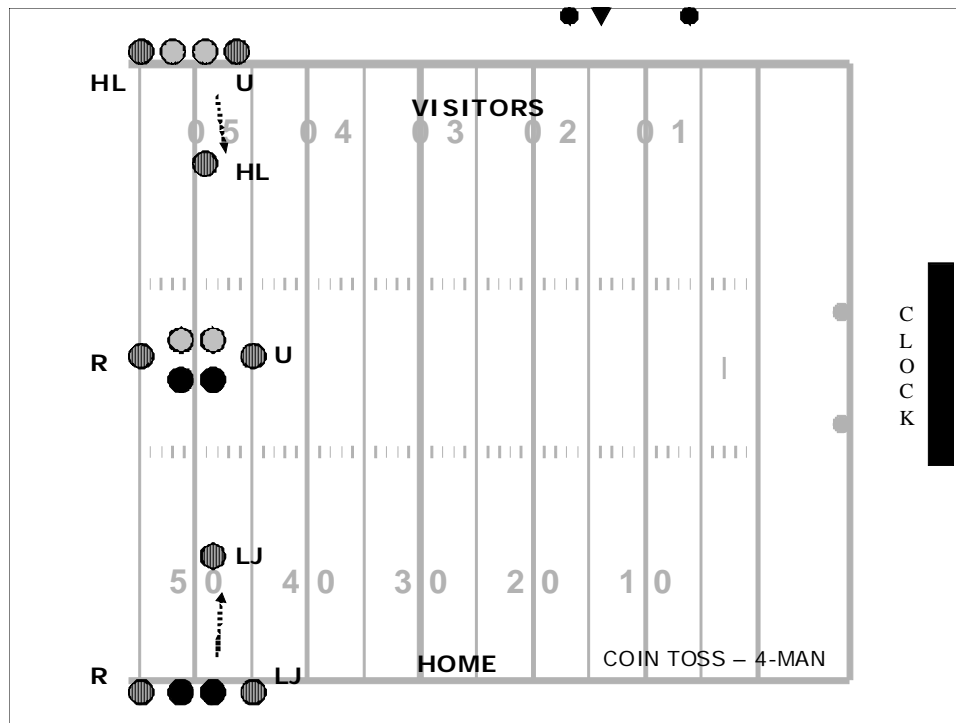
- i) REFEREE and UMPIRE confer with coaches and check game balls. Be businesslike and cordial but not overly friendly with the coaches.
- ii) UMPIRE check equipment and taping.
- iii) HEAD LINESMAN instructs chain crew.
- iv) LINE JUDGE instructs clock operator.
- v) All check field for holes and unsafe conditions.
- vi) LINE JUDGE and HEAD LINESMAN get captains to respective sidelines for coin toss.

### 3. ON FIELD CLOCK RESPONSIBILITIES

- i) If the clock on the field is not functional, the LINE JUDGE will have responsibility for keeping the game clock on the field. REFEREE will take 25-second clock.

### 4. COIN TOSS PROCEDURES

- i) The REFEREE and UMPIRE only will meet with the captains at the center of the field for the coin toss.
- ii) LINE JUDGE escorts captains from press box side to the top of the numbers /nine-yard marks. HEAD LINESMAN escorts captains from chains side to the top of the numbers /nine-yard marks. The captains will continue to the middle of the field and the HEAD LINESMAN and LINE JUDGE will remain at the top of the numbers / nine-yard marks to keep their respective teams from advancing further onto the field. The HEAD LINESMAN and LINE JUDGE will have a legal ball for their respective team.
- iii) REFEREE instructs captains. Visiting captains will call coin toss. The visiting captain is required to indicate heads or tails prior the toss of the coin.
- iv) REFEREE will indicate winning captains and choice or option deferred.
- v) If the captain's choice is to defer, the REFEREE will face the press box and give the proper signal.
- vi) After the toss, all officials will meet in the middle of the field, record results, then jog to their specific kickoff positions.



## 5. TIME OUTS

- i) REFEREE observes Team A huddle.
- ii) HEAD LINESMAN with chain crew.
- iii) LINE JUDGE covers team on sideline opposite chains and times the time out.
- iv) UMPIRE covers ball and spot.
- v) All officials verify number of time outs and record.

## 6. MEASUREMENTS

### a. REFEREE

- i) Check with crew for possible first down.
- ii) View ball at dead ball spot to verify a measurement is necessary.
- iii) If measurement is necessary, stop clock and signal official's time out. Have the official with the spot place the ball on the ground. Have the HEAD LINESMAN and chain crew bring in the chains. Mark the spot for HEAD LINESMAN to place the chain clip. Move to observe measurement.
- iv) If first down, signal. If not first down, signal down and distance. If the ball is in a side zone, the REFEREE shall use the chains to place the ball at the inbound spot.
- v) When the chains are in place, mark the ball ready for play, wind clock or no wind depending on status of clock before officials time out.

### b. UMPIRE

- i) Alert covering officials if it is close.
- ii) Hold the ball steady for the measurement. Your back is toward Team B's goal line.
- iii) Spot the ball at the inbounds spot if a first down.
- iv) Remind REFEREE of status of clock.

### c. HEAD LINESMAN

- i) Move quickly to forward stake, signal to REFEREE if a definite first down.
- ii) To measure, instruct box person to place box at the forward stake.
- iii) Ensure the clip is on the proper five-yard line and securely fastened to the chain.
- iv) Holding the clip, jog onto the field with the chain crew and place the clip on the spot on the field indicated by the REFEREE.
- v) If first down, drop clip, move to sideline and mark spot. If not a first down, return clip to the correct spot on sideline.

d. **LINE JUDGE**

- i) Alert REFEREE to plays ending close to first downs.
- ii) Stop clock if obvious first down, then alert REFEREE.
- iii) Clear area of players.
- iv) Take the forward stake from the chain crew and stretch the chain after the HEAD LINESMAN declares the chain is set.

**7. QUARTER**

a. **REFEREE and UMPIRE**

- i) Be aware of last minute of play. If the ball is not in play when the clock runs out, step in to prevent the snap
- ii) Announce end of quarter, record the down and distance and release the HEAD LINESMAN.
- iii) Jog to the new spot on the opposite side of the field and spot the ball.
- iv) Check to make certain the down, distance and yard line is correct.
- v) When officials are ready and the LINE JUDGE indicates the intermission is over, declare the ball ready for play.

b. **LINE JUDGE**

- i) Prepare to go to the spot where the ball should be put into play at the start of the next quarter.
- ii) Time the one-minute intermission and notify REFEREE when 55 seconds have elapsed.
- iii) Stay between the teams to show presence as you move to the new spot.

c. **HEAD LINESMAN**

- i) Prepare the chains to move to the new location on the REFEREE'S signal. Make certain the clip is located appropriately on the nearest yard line and take note. Grab the clip and chain at the same time, reverse the chain crew, jog to the new position and place the chain on the new spot.
- ii) Place your heel at the front of the ball for the down box.

**8. HALFTIME**

- i) As soon as teams leave field, the REFEREE will look at the timer and wind to start the half-time clock.
- ii) All officials meet and review first half.
- iii) Flank officials will extend a 5-minute courtesy call to each team.
- iv) HEAD LINESMAN or LINE JUDGE will confer with the coach who has the second half decision on which way they would like to kick the ball. Do this as they either leave the field or when you provide the 5-minute courtesy call. Provide the information to fellow officials during mandatory three-minute warm-up period or before the crew leaves for the appropriate kick-off positions.

**9. CALLING FOULS**

- i) Do not pick up or move flag until foul has been enforced.
- ii) Make certain that box and chains are not moved until penalty is enforced.
- iii) Do not put hands on or point at players when calling fouls.
- iv) If player is disqualified, official making the call will be accompanied by the REFEREE to the player's sideline to report to the coach the ejection and reason for ejection. If REFEREE is the official making the call, he will be accompanied by the Flank Official on the player's sideline.
- v) Official calling foul relays foul information to the REFEREE. Refer to the offending team by school/team name and offense or defense. Give number of offending player, note position of ball, live ball/dead ball, loose ball and etc.
- vi) REFEREE will give a preliminary signal to the press box, then explain options. After stepping off or signaling declination, give signal to chains side. Then signal to press

box sideline. If fouls are announced by the stadium announcer, it's not necessary to signal both sides.

## 10. POST GAME

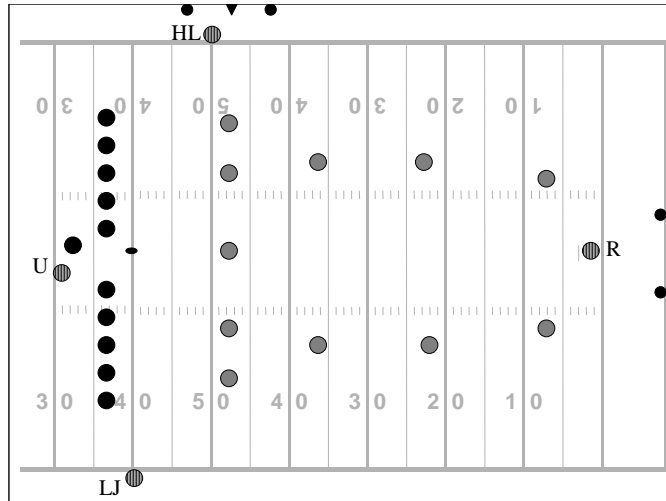
- i) HEAD LINESMAN get clip and thank chain crew.
- ii) Return the game ball.
- iii) Avoid confrontations with players, coaches and fans.
- iv) All officials leave field together.
- v) Do not shake hands or congratulate each other until you have reached the locker Room.
- vi) Discuss overall officiating and coverage of game.
- vii) The REFEREE is the only official who may engage the media.

## FREE KICK MECHANICS – 4-MAN

### 1. PRE-KICK MECHANICS

- a. **ALL OFFICIALS – HUSTLE TO POSITION!**
- b. **LINE JUDGE** – Time the one-minute intermission following a score. Alert UMPIRE and HEAD LINESMAN after 45 seconds. Go to your position on the kicking team's restraining line at the sideline. Have your team on the field within one minute following a score.
  - i) Count the kicking team (use eyes not fingers). Signal accordingly for less than/greater than/or equal to 11 players. Confirm with UMPIRE.
  - ii) Hold bean bag in hand. Anticipate first touching.
  - iii) Provide ready signal only when count is correct, kicking team is in position, sideline is clear, you are ready, and the UMPIRE signals he is ready. **Be ready before the whistle.**
- c. **HEAD LINESMAN** – Go to your position on the receiving team's restraining line at the sideline. Have your team on the field within one minute following a score.
  - i) Count the receiving team (use eyes not fingers). Signal accordingly for less than/greater than/or equal to 11 players. Confirm with REFEREE.
  - ii) Hold bean bag in hand. Anticipate first touching.
  - iii) Provide ready signal only when count is correct, receiving team is in position, sideline is clear, you are ready, and the UMPIRE signals he is ready. **Be ready before the whistle.**
- d. **UMPIRE** – Make certain the ball is inflated properly, has "pebble grain" and white stripes.
  - i) Count the kicking team (use eyes not fingers). Signal accordingly for less than/greater than/or equal to 11 players. Confirm with LINE JUDGE.
  - ii) Give kicker the ball and tell him not to kick until the REFEREE blows his whistle.
  - iii) **Be in ready position, away from the ball, before you provide the ready signal** (K may be in the huddle when you signal). Signal ready to the LINE JUDGE and HEAD LINESMAN who will then raise arm for ready signal.
  - iv) Upon ready signal from LINE JUDGE and HEAD LINESMAN, provide ready signal to REFEREE (K may be in the huddle when you signal).
  - v) After whistle by the REFEREE, back away from the ball and signal the kicker to kick.
  - vi) On anticipated short free kicks, remain with the ball.
  - vii) Hold bean bag in hand. Anticipate first touching.
- e. **REFEREE** - Take position at the goal line (or as appropriate behind the deepest receiver) in the middle of the field.
  - i) Count the receiving team (use eyes not fingers). Signal accordingly for less than/greater than/equal to 11 players.
  - ii) Signal HEAD LINESMAN to confirm count by extending your arm with a closed fist.
  - iii) Upon ready signal from UMPIRE, if the receiving team is in position, blow the ready for play whistle.

- iv) On anticipated short free kicks may cheat-up if possible.
  - v) On a free kick following a safety, take position five-yards deeper than the receiver(s) and not further from the goal line than the 20-yard line.
- f. **FREE KICK FOLLOWING A FAIR CATCH**
- i) REFEREE, position with the kicker.
  - ii) UMPIRE, position under the goal post opposite the LINE JUDGE.
  - iii) HEAD LINESMAN, position on the kicking team's restraining line.
  - iv) LINE JUDGE, position under the goal post on your side of the field.



## 2. FREE-KICK MECHANICS

- a. **LINE JUDGE** – Identify your keys, the nearest four players of the kicking team.
- i) Watch the kicker's restraining line for encroachment by the kicking team.
  - ii) Quickly check the direction of the ball (short, long, left, or right). If it is a short kick, look for first touching by kicking team and use your bean bag as needed. On a kick out of bounds, throw flag to the out of bounds spot. If the team on your sideline is the offended team, get the enforcement choice from the coach and advise the REFEREE.
  - iii) Drift down the field to assume coverage of the runner and take all the way to the goal line. You have progress.
  - iv) On plays to the opposite side, mirror HEAD LINESMAN movement down field. With wide vision, watch blocking and look for illegal acts. Use cross-field mechanics where appropriate.
  - v) When the runner is down in your coverage zone, stop the clock. Place the ball at your feet until the incoming ball is spotted. Duplicate other official's signals if play does not end in your coverage zone.
- b. **HEAD LINESMAN** – Identify your keys, the nearest four players of the kicking team.
- i) Watch the receiver's restraining line for encroachment by receiving team.
  - ii) Quickly check the direction of the ball (short, long, left, or right). If it is a short kick, look for first touching by kicking team and use your bean bag as needed. On a kick out of bounds, throw flag to the out of bounds spot. If the team on your sideline is the offended team, get the enforcement choice from the coach and advise the REFEREE.
  - iii) Drift down the field to assume coverage of the runner and take all the way to the goal line. You have progress.

- iv) On plays to the opposite side, mirror LINE JUDGE movement downfield. With wide vision, watch blocking and look for illegal acts. Use cross-field mechanics where appropriate.
- v) When the runner is downed in your coverage zone, stop the clock. Place the ball at your feet until the incoming ball is spotted. Duplicate other official's signals if play does not end in your coverage zone.
- c. **UMPIRE** – Identify your keys, the middle three players of the kicking team.
  - i) Watch the action of the kick. Was it kicked into the air or did it bounce off the ground?
  - ii) Quickly check the direction of the ball (short, long, left, or right). If it is a short kick, look for first touching by kicking team and use your bean bag as needed. Also, be aware of subsequent first touching spots. On kicks out of bounds in the air, line up sideline official at the out-of-bounds spot. If the ball will be re-kicked after a foul, you are responsible for signal and penalty enforcement.
  - iii) Observe action on the kicker and watch the middle three players of the kicking team moving down the field. Cover blocking and other action on and by your keys. As the runner nears, assume coverage in front of the ball carrier. Be on the goal line before the runner. Maintain an inside-out view of the action around the ball carrier.
  - iv) Flank officials have progress to the goal line. You have the goal line.
- d. **REFEREE** - Identify your keys, the nearest receivers.
  - i) Consider your areas of protection; goal line and sideline.
  - ii) Quickly check the direction of the ball (short, long, left, or right). If it is a short kick, move up and provide dead-ball support. On a kick out of bounds, move toward the out of bounds spot and throw your flag if in your zone.
  - iii) When the ball is touched, start the clock (two winds).
  - iv) When the kick breaks the goal line plane (touched or untouched), signal touchback.
  - v) Observe action around the receivers and watch the middle players of the receiving team moving down the field. Cover blocking and other action on and by your keys.
  - vi) As the runner moves further downfield, assume coverage in behind the ball carrier. Maintain an inside-out view of the action around the field.

### 3. COVERAGE MECHANICS

- a. ALL OFFICIALS – Keep play and runner boxed in and sidelines covered at all times.
- b. RETURNS DOWN THE CENTER OF THE FIELD –
  - i) REFEREE AND UMPIRE – Cover the secondary areas and view blocking and other illegal activity.
  - ii) HEAD LINESMAN and LINE JUDGE – Keep the runner boxed in between you. View the action immediately around the runner.
  - iii) UMPIRE – Responsible for goal line, action in front of the runner, inside-out coverage on runner to goal line.
- c. RETURNS INTO THE HEAD LINESMAN SIDE ZONE –
  - i) HEAD LINESMAN is responsible for the runner and action immediately surrounding the runner.
  - ii) HEAD LINESMAN and UMPIRE will cover the action in front of the runner, viewing blocking and other illegal activity.
  - iii) REFEREE will cover behind and to the side of the runner, keeping a distance to view activity by other players not around the play.
- d. RETURNS INTO THE LINE JUDGE SIDE ZONE –
  - i) LINE JUDGE is responsible for the runner and action immediately surrounding the runner.
  - ii) LINE JUDGE and UMPIRE will cover the action in front of the runner, viewing blocking and other illegal activity.
  - iii) REFEREE will cover behind and to the side of the runner, keeping a distance to view activity by other players not around the play.
- e. POINTS OF EMPHASIS:

- i) There should always be two officials covering the secondary areas away from the ball carrier.
- ii) All officials should dead ball officiate after the play.
- iii) All officials will hustle and efficiently prepare for the start of the next series.

## **SCRIMMAGE PLAY MECHANICS – 4-MAN**

### **1. PRE-SNAP MECHANICS**

#### **a. REFEREE –**

- i) Signal upcoming down to HEAD LINESMAN and then to rest of the crew.
- ii) Make visual contact with all officials to determine if they are ready, verify the LINE JUDGE is ready to start the 25 second play clock.
- iii) Indicate “Ready for Play” with short whistle and hack or long whistle and wind (two times).
- iv) Assume a position about 12-yards behind the neutral zone and outside the tackle on the quarterback’s throwing arm side.
- v) Count Team A players (in huddle, if possible) and signal.
- vi) Identify formation and observe initial keys: snap, quarterback, false start, QB hard count and head bob, tackle on opposite side.

#### **a. UMPIRE –**

- i) Retrieve the ball from the runner or obtain a new ball from another official or ball boy. Hustle outside the inbounds marks as needed to assist in retrieving the ball and spotting it.
- ii) After REFEREE signals next down, signal next down.
- iii) If team A is in a hurry-up offense, stay at the ball until signaled off by the REFEREE. Otherwise, after the “ready-for-play” whistle, back away from the ball to your pre-snap position while keeping the ball in sight.
- iv) Count Team B players and confirm with LINE JUDGE when Team A breaks huddle
- v) Count Team A players numbered 50-79. Know ineligible.
- vi) Assume a ready position 5-7 yards beyond the neutral zone, typically opposite the tight end side of the offensive formation.
- vii) Identify and observe your initial keys, (a) snap, and (b) center and (c) guard(s).

#### **b. LINE JUDGE –**

- i) Signal upcoming down and confirm with HEAD LINESMAN and REFEREE.
- ii) Communicate with the REFEREE if necessary to indicate the status of the game clock (on the ready with wind signal at waste or, on the snap with arms crossed at the chest). Time 25 second play clock from REFEREE’s ready for play.
- iii) Assume a position straddling the neutral zone, outside the sideline opposite the HEAD LINESMAN.
- iv) Count team B players, signal when Team A breaks huddle. Confirm with UMPIRE.
- v) Be prepared to indicate team A line to team A wide receiver with your foot.
- vi) Identify formation and signal status of eligible receivers on your side of snapper.
- vii) Use the prescribed Line of Scrimmage signals on all scrimmage plays (located in the 5-man mechanics manual).
- viii) Know eligible receivers on your side of snapper and identify your initial keys. Know your eligible receivers.
- ix) Motion – if motion man is going away from you, have primary responsibility for knowing if motion is legal or illegal. If motion man is coming to your side and motion is forward, call it if you see it.

#### **c. HEAD LINESMAN –**

- i) Signal upcoming down and confirm with REFEREE and LINE JUDGE.
- ii) Move box/chains as necessary for the correct down and distance.
- iii) Assume a position straddling the neutral zone, outside the sideline opposite the LINE JUDGE.
- iv) Be prepared to indicate Team A line to Team A wide receiver with your foot.

- v) Identify formation and signal status of eligible receivers on your side of snapper.
- vi) Use the prescribed Line of Scrimmage signals on all scrimmage plays (located in the 5-man mechanics manual).
- vii) Know eligible receivers on your side of snapper and identify your initial keys. Know your eligible receivers.
- viii) Motion – if motion man is going away from you, have primary responsibility for knowing if motion is legal or illegal. If motion man is coming to your side and motion is forward, call it if you see it.

## **RUN MECHANICS – 4-MAN**

### **1. RESPONSIBILITIES AT THE SNAP**

#### **a. LINE JUDGE -**

- i) Observe the snap then momentarily read run/pass by observing the block by the near tackle (block toward, pass block, pull, etc.).
- ii) Locate the ball and the point of attack but do not focus on it.
- iii) On plays beginning at or within the five-yard line, going into the end zone, move to the goal line and officiate back to the line of scrimmage.
- iv) On plays beginning at or within the three-yard line, going out of the end zone, move back to the goal line and officiate forward to the line of scrimmage.

#### **b. HEAD LINESMAN -**

- i) Observe the snap then momentarily read read/pass by observing the block by the near tackle (block toward, pass block, pull, etc.).
- ii) Locate the ball and the point of attack but do not focus on it.
- iii) On plays beginning at or within the five-yard line, going into the end zone, move to the goal line and officiate back to the line of scrimmage.
- iv) On plays beginning at or within the three-yard line, going out of the end zone, move back to the goal line and officiate forward to the line of scrimmage.

#### **c. UMPIRE -**

- i) Observe the snap then read run/pass by observing the block(s) by the guard(s) or center (block down, cross block, pass block, pulling, reach block, etc.).
- ii) Allow your reads to take your focus to the point of attack.

#### **d. REFEREE -**

- i) Observe the snap, then momentarily read the action of the quarterback to determine the type of play.
- ii) Allow your reads to take your focus to the point of attack, while maintaining primary responsibility for action on and by the quarterback.

### **2. RESPONSIBILITIES AFTER THE SNAP**

#### **a. LINE JUDGE AND HEAD LINESMAN -**

- i) After reading the block of the near tackle, momentarily locate the point of attack and the runner.
- ii) You always have the progress spot all the way until the runner crosses the goal line. This includes an accurate spot when the runner goes out of bounds.
- iii) On plays within the 10 yard line, if a play threatens the goal line, be prepared to be at the goal line to make the appropriate call.
- iv) If the play is away or between the inbounds marks, maintain a wide view of the action while paralleling the progress spot, observing player conduct away from the play.
- v) If the play is toward your side, observe blocks in front of the runner until you take over responsibility for the runner. If the runner is headed toward your sideline, allow the play to go past you (move into the offensive backfield, if necessary), then trail the play. If the runner crosses the sideline, hustle to the spot and mark progress. Signal timeout while observing the out of bounds dead ball action. Do

not look at the ground. If the runner crosses the goal line and continues out of bounds, signal touchdown while observing all dead ball action.

- vi) After the ball is dead, close to the dead ball spot. Do not pass players and do not close beyond the near inbounds mark unless:
  - (1) The line to gain is threatened
  - (2) The goal line is threatened
  - (3) The ball is loose then recovered
- vii) In these three cases, hustle to the dead ball spot.
- viii) POINTS OF EMPHASIS:
  - (1) Encroachment
  - (2) False Starts
  - (3) Illegal motion, shifts, formations
  - (4) Clipping, blocks in back and use of hands

**b. UMPIRE -**

- i) After reading the blocks of the center and guards, shift your focus to the team A blockers at the point of attack. Know where the runner is, but he should not be your primary focus.
- ii) If the point of attack is outside the inbounds marks, shuffle to that side and back slightly while maintaining your view of the action in front of the runner.
- iii) If the point of attack is between the inbounds marks, pivot as the runner goes by you, again focusing on blocks at the point of attack and in front of the runner. Observe action on the runner.
- iv) If the ball is dead outside the inbounds marks, hustle to the dead ball spot while maintaining a wide view of the dead ball action. Go outside the inbounds marks to assist in retrieving the ball and spotting it.
- v) If the ball is dead between the inbounds marks, hustle to that spot while keeping your head up to observe the action around the pile.
- vi) You are responsible for maintaining control around the pile. Talk to players as they unpile, encouraging them to do so in a sportsmanlike manner.
- vii) POINTS OF EMPHASIS:
  - (1) False starts
  - (2) Illegal snaps
  - (3) Illegal use of hands and other illegal blocks
  - (4) Free blocking zone

**c. REFEREE -**

- i) After reading the quarterback, shift your focus to the team A blockers and action behind the point of attack. Know where the runner is, but he should not be your primary focus once he is beyond the line of scrimmage.
- ii) If the point of attack is outside the inbounds marks, move to that side while maintaining your view of the action behind and around the runner.
- iii) If the point of attack is between the inbounds marks, box in from the rear, again focusing on blocks behind at the point of attack and around the runner.
- iv) After the runner is down, maintain a wide view of the dead ball action. If the play ends out of bounds, hustle to the sideline and ensure players separate and return inbounds. Assist with getting the ball to the UMPIRE.
- v) If the ball is dead between the inbounds marks, hustle to that spot while keeping your head up to observe the action around the pile. Assist the UMPIRE.
- vi) POINTS OF EMPHASIS:
  - (1) False starts
  - (2) Illegal shifts
  - (3) Motion
  - (4) Blocking around runner and by team A backs
  - (5) Illegal acts around runner
  - (6) Reverses and trick plays
  - (7) Free blocking zone

## PASS MECHANICS – 4-MAN

### 1. COVERAGE MECHANICS (In addition to Running Play)

#### a. REFEREE –

- i) As QB drops to pass, drop back at 45° angle maintaining position behind QB on passing arm side.
- ii) Observe initial blocks by offensive backs.
- iii) Look through QB to observe blocking by the tackle opposite you.
- iv) As QB is threatened and attempts to pass, determine if arm is moving forward.
- v) Determine initial direction on all passes when QB takes at least a 3-step drop.
- vi) On QB scrambles toward LOS, determine forward point where ball is released.
- vii) Signal if the pass is tipped/touched.
- viii) Announce “BALL IS AWAY” and protect QB until immediate action is complete or QB moves to participate. You have all calls on QB behind the line of scrimmage.
- ix) Dead ball officiate.
- x) Assist in relay / spotting ball on plays ending behind LOS.
- xi) Anticipate:
  - (1) Forward or backward pass
  - (2) Pass attempt vs. fumble
  - (3) Roughing passer
  - (4) Illegal pass (beyond LOS or intentional grounding)

#### b. UMPIRE –

- i) Know uncovered offensive lineman on your side, determine pass vs. run.
- ii) Move toward spot of snap (on LOS).
- iii) Rule on pass blocking technique of offensive linemen.
- iv) On roll-outs & scrambles toward LOS, assist REFEREE in determining if ball is released beyond LOS.
- v) Rule on any ineligible downfield.
- vi) Signal if pass is touched in or behind neutral zone. Know if the pass crosses the neutral zone.
- vii) Communicate with players (Announce “BALL’S AWAY”), off-ball officiate.
- viii) On all short passes, pivot and assist in trapped ball rulings.
- ix) Dead ball officiate.
- x) Spot ball.
- xi) Use tipped ball signal for legal touching of forward pass in or behind the neutral zone.
- xii) Anticipate:
  - (1) Holding, Clipping, Illegal blocks
  - (2) Ineligibles downfield
  - (3) Assist in illegal pass determination
  - (4) Touching of pass in or behind neutral zone

#### c. LINE JUDGE & HEAD LINESMAN –

- i) Read through key receiver to nearest offensive lineman to read play.
- ii) Rule on action by and on key receiver during initial action. Following initial action, shift to zone coverage- focus on short receiver
- iii) Remain near LOS until pass is thrown unless all receivers are deep, stay underneath the shortest receiver (EXCEPTION: Snap from inside 5 yard line, move immediately to goal line).
- iv) On QB drops of less than 3 steps, determine initial direction of pass to your side.
- v) Maintain outside-in coverage, move parallel to sideline, responsible for sideline from end line to end line.
- vi) On catch attempts near or end line sideline, focus on feet then hands.
- vii) If pass is caught in bounds and then player goes out of bounds, blow whistle, stop clock, mark spot, continue to officiate – Do NOT give catch signal.

- viii) Do not mark spot of passes caught out of bounds.
- ix) Responsible for progress up to the goal line.
- x) Off-ball officiate on plays away. Come into the hash mark on plays into the opposite side zone.
- xi) Dead ball officiate.
- xii) Anticipate:
  - (1) Holding
  - (2) Pass interference
  - (3) Catch / No-catch
  - (4) Unnecessary contact / Personal fouls
  - (5) Forward / backward pass
  - (6) Illegal participation

## 2. PASS RECEIVER COVERAGE KEYS

- a. Definitions:
  - i) Receiver – End or back lined up outside of offensive tackles.
  - ii) Strength of the formation - determined by the number of eligible receivers on a particular side of the offensive formation. The strong side is the side with the most eligible receivers outside the tackles.
  - iii) Tight end - the end man on the line of scrimmage lined up no more than 4 yards from the nearest offensive lineman. If he is lined up wider, then he is a *split end*.
  - iv) Back in the backfield - a player in the backfield between the tackles at the snap.
  - v) Trips - three or more receivers on one side of the offensive formation outside the tackles.
  - vi) Widest receiver - if players are stacked one behind another, the one nearest the line of scrimmage is considered to be the widest.
- b. The FLANK officials key on the eligible players of the offensive formation on their side of the field.

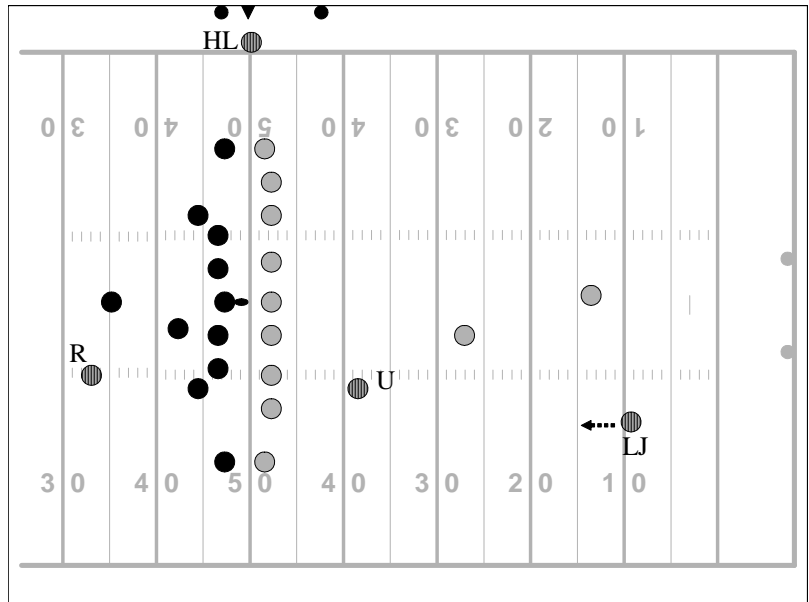
## SCRIMMAGE KICK MECHANICS – 4-MAN

### 1. PRE-KICK MECHANICS

- a. **LINE JUDGE** – Position slightly behind and to the side of the deepest receiver on your side of the field (midway between the sideline and the receiver, and 3-5 yards behind the receiver). If two receivers, field position may require you to take a position between the receivers. On kicks from inside the receiving team's 40-yard line, take a position on the goal line.
  - i) Count the receiving team and confirm.
  - ii) View the position of the outside kicking team players. Know who is eligible to catch a pass or go down field prior to the kick.
  - iii) Provide fair catch instructions to the receiver(s) if possible.
  - iv) Hold a beanbag in your hand.
- b. **HEAD LINESMAN** – Position on the line of scrimmage in front of the down marker.
  - i) Count the kicking team and look for confirmation from REFEREE that he has eleven players.
  - ii) View formation to see that they have at least seven (7) players on the line of scrimmage.
  - iii) View the position of the outside kicking team players. Know who is eligible to catch a pass or go down field prior to the kick.
- c. **UMPIRE** – Position approximately seven (7-10) yards from the line of scrimmage and favor the LINE JUDGE side of the field.
  - i) Count the kicking team and confirm with the REFEREE.
  - ii) View the lineman and know numbering exceptions.

- iii) Tell the receiving team lineman "DO NOT HIT THE SNAPPER".
- d. **REFEREE** – Position to the LINE JUDGE side of the field and slightly behind the kicker (approximately 7 yards to the side and 5 yards deeper than the kicker).
  - i) Count the kicking team and confirm with the UMPIRE and the HEAD LINESMAN.
  - ii) View the lineman and know numbering exceptions.

Punt  
Formation –  
Single  
Receiver Set



## 2. KICK MECHANICS

- a. **ALL OFFICIALS** – Strange things happen on kicks. Be mentally prepared for various scenarios based on your position.
- b. **LINE JUDGE** – Look to see that the ball has been kicked and quickly look to see where the ball is headed (i.e. short, long, right, left).
  - i) Normal Kick – View the receiver and run up to be even with the receiver as he prepares to catch the ball. Your only view is the receiver and stay to the side of him by 5-7 yards. Look to see that the receiver catches the ball cleanly and that there was no kick catch interference or to rule on fair catch.
  - ii) Drop your beanbag where the kick ends. *Remember that the kick ends when any player gains possession or when the ball becomes dead.* If the kick crosses the goal line, blow your whistle and signal touchback.
  - iii) Keep the runner between you and the HEAD LINESMAN. You are responsible for coverage of runner from an inside-out view your side of the field. Your distance should be about 10-15 yards from the runner. You have progress.
  - iv) Fair Catch - View the receiver and run up to be even with the receiver as he prepares to catch the ball. View the fair catch signal (valid or invalid?). Make certain the receiver catches the ball cleanly and it does not go through his hands. With a confirmed catch, stop the clock and blow your whistle.
  - v) First Touch Violation – Use a beanbag if there is a first touching violation by the kicking team. Note: there may be more than one spot of the first touching violation.
  - vi) At the end of the play, stop the clock and signal direction of the team in possession. DEAD-BALL OFFICIATE.
  - vii) Kick Out of Bounds – On kicks out of bounds, you are responsible for your sideline. Line-up deeper than where the ball went out of bounds on the sideline (no deeper

- than the goal line) with outside arm straight above your head. Make eye contact with REFEREE and begin to walk toward the original line of scrimmage. The REFEREE will hack when you have reached the out of bounds spot.
- viii) Communicate possession and direction to the REFEREE.
  - ix) POINTS OF EMPHASIS
    - (1) Fair Catch Signals
    - (2) Blocking
    - (3) Goal Line
    - (4) Illegal Batting or Forward Handing
    - (5) Muff and First Touching Violations
    - (6) Fair Catch or Kick Catch Interference
    - (7) Ball Out of Bounds in Flight
- f. **HEAD LINESMAN** - Look to see that the ball has been kicked and quickly see where the ball is headed (i.e. short, long, right, left). DID THE BALL CROSS THE LINE OF SCRIMMAGE, HIT THE GROUND OR A PLAYER?
- i) Normal Kick – View the blocking and action around the kicking team’s eligible players and view line action until the ball clears. After the ball has crossed the line of scrimmage, quickly release down the field and parallel the play from the outside with wide vision. Continue to watch the action as the players and ball move toward the receiver. Observe blocking down the field and in front of the runner. Mark first touching with a bean bag.
  - ii) Bad Snap – When there is a bad snap on a scrimmage kick and the play goes deep into the backfield, you will follow the ball back and bracket with REFEREE (the UMPIRE will then have kick crossing or not crossing line).
  - iii) Kick Out of Bounds – On kicks out of bounds, you are responsible for your sideline. Line-up deeper than where the ball went out of bounds on the sideline (no deeper than the goal line) with outside arm straight above your head. Make eye contact with REFEREE and begin to walk toward the original line of scrimmage. The REFEREE will hack when you have reached the out of bounds spot.
  - iv) You are one of the covering officials, at the end of the play, spot progress and square-up with the LINE JUDGE, stop the clock and signal direction of the team in possession. DEAD-BALL OFFICIATE. If you are holding the spot, cover the ball until you are relieved by another official. Look to the REFEREE for confirmation to move the chains.
  - v) POINTS OF EMPHASIS:
    - (1) Blocking
    - (2) Touching of ball; beyond line of scrimmage
    - (3) Illegal Kicking
    - (4) Interference
    - (5) Muff and First Touching Violations
    - (6) Ineligible players downfield
- g. **UMPIRE** – Watch action on the SNAPPER.
- i) Normal Kick – Initially view line play action and action on ground in front of ball. Pivot and release down the field watching the action of the players and blocking. On returns up middle and to other side, maintain wide inside-out vision.
  - ii) Bad Snap – When there is a bad snap on a scrimmage kick and the play goes deep into the backfield, you will move up to the line of scrimmage and rule on whether the ball crossed the line of scrimmage.
  - iii) At the end of the play DEAD BALL OFFICIATE. Spot the incoming ball to be ready for play.
  - iv) POINTS OF EMPHASIS:
    - (1) Snapper
    - (2) Blocking; legal or illegal, illegal use of hands
    - (3) Numbering exceptions
    - (4) Check first touches, forced touching, muffs, fumbles, blocked punts
- h. **REFEREE** –

- i) Normal Kick –Watch blocking by the A Team backs and protect the kicker. Stay with the kicker until all is clear. Be the last official down the field and box in all players from behind with wide vision. If the return breaks through defense, be prepared to take the runner all the way to the goal line.
- ii) Bad Snap - When there is a bad snap on a scrimmage kick and the play goes deep into the backfield, you will follow the ball back and bracket with HEAD LINESMAN.
- iii) Kick Out of Bounds – If the kick goes out of bounds in flight, line up the out of bounds spot with covering official by signaling with a hack.
- iv) After the Play - Indicate to HEAD LINESMAN when to move chains, hustle to the new spot and indicate first down and direction of ball.
- v) POINTS OF EMPHASIS:
  - (1) Fake kicks
  - (2) Bad Snaps
  - (3) Blocked Punt
  - (4) Roughing or Running Into the Kicker; Incidental Contact
  - (5) Illegal Blocks
  - (6) Illegal Use of Hands
  - (7) Clock Status before and after the play

## FIELD GOAL & PAT MECHANICS – 4-MAN

### 1. PRE-SNAP MECHANICS

#### a. ALL OFFICIALS

- i) Prior to all field goals attempts, all officials should remind themselves of live ball by using the illegal procedure signal (#S19).
- ii) Positioning of the HEAD LINESMAN / LINE JUDGE will depend on the location of the REFEREE. Whichever official is nearest to, or facing the back of the REFEREE on a PAT or Field Goal will go under the goal posts with the UMPIRE.

#### b. LINE JUDGE

- i) Take a position on the sideline (on PAT, move in to numbers) and observe neutral zone.

OR (if facing the back of the REFEREE)...

- ii) Line up six feet or less behind the goal post on your side of the field. Count defense and orally communicate with UMPIRE of your count. Callout the numbers of the eligible receivers on your side of the offensive formation.

#### c. HEAD LINESMAN

- i) Take a position on the sideline (on PAT, move in to numbers) and observe neutral zone.

OR (if facing the back of the REFEREE)...

- ii) Line up six feet or less behind the goal post on your side of the field. Count defense and orally communicate with UMPIRE of your count. Callout the numbers of the eligible receivers on your side of the offensive formation.

#### d. UMPIRE

- i) Line up six feet or less behind the goal post closest to the opposite side of the official that is under the goal post with you
- ii) Count defense and orally communicate with HEAD LINESMAN or LINE JUDGE of your count.
- iii) You always have sole responsibility for protection of the snapper.
- iv) Check for use of numbering exception by team A.
- v) Callout the jersey numbers of eligible receivers on your side of the offensive formation.



- x) If it is a pass, observe any illegal lineman downfield. This is your responsibility along with the umpire.
- xi) If a field goal is blocked, you are responsible in determining if the kick crossed the neutral zone or the goal line and where it is recovered and by whom.
- xii) After the kick, sprint in to the hash to dead ball officiate.

b. **HEAD LINESMAN**

**IF UNDER THE GOAL POST**

- i) Orally communicate with UMPIRE as to the success or failure of the kick.
- ii) You have the whistle.
- iii) Both should withhold any signal, but immediately run to the end line where you both simultaneously give the signal ruling on the kick.
- iv) Give incomplete signal if kick fails.
- v) Give touchdown signal if kick is good.
- vi) On fake plays, be ready to cover passes or runs as usual. You are responsible for the goal line and sideline.
- vii) Watch line play, after kick ends.

**IF ON THE LINE OF SCRIMMAGE**

- viii) After the snap, observe the legality of the blocks of the backs protecting the kick.
- ix) You are responsible for the goal line plane.
- x) If it is a pass, observe any illegal lineman downfield. This is your responsibility along with the umpire.
- xi) If a field goal is blocked, you are responsible in determining if the kick crossed the neutral zone or the goal line and where it is recovered and by whom.
- xii) After the kick, sprint in to the hash to dead ball officiate.

c. **UMPIRE**

- i) Orally communicate with HEAD LINESMAN or LINE JUDGE as to the success or failure of the kick.
- ii) Both should withhold any signal, but immediately run to the end line where you both simultaneously give the signal ruling on the kick.
- iii) Give incomplete signal if kick fails.
- iv) Give touchdown signal if kick is good.
- v) Watch for ineligibles down field.
- vi) On fake, or broken plays, move up to your normal position.
- vii) Watch line play, after kick ends.

d. **REFEREE**

- i) Observe the motion of backs within line of vision and cover as usual if a run or pass.
- ii) Immediately after the snap, shift your eyes to the holder and mentally rule if the holder's knee was down upon receiving the snap.
- iii) If it is obvious that the PAT kick has been blocked, blow the play dead immediately.
- iv) You are solely responsible if the kicker or holder are roughed or have been run into.
- v) After the kick and the kicker and holder are free, shift your observation to the offensive line to dead ball officiate.
- vi) After you have observed the UMPIRE and HEAD LINESMAN or LINE JUDGE signals, turn to the press box and repeat their signal.

SAN DIEGO COUNTY FOOTBALL OFFICIALS ASSOCIATION  
2009 OFFICIATING GUIDELINES  
SUNGLASSES

The following are the guidelines for use of sunglasses while officiating football games:

1. Sunglasses or photo gray lenses may be worn when working a youth football game provided:
  - a. The sunglasses were purchased from the association or are sports related sunglasses as shown in exhibit "A" (at the discretion of the assigned crew chief for the games).
  - b. The lenses must be Black or Gray (not yellow or red shades, or have a mirror reflection on the front). The frames must be black.

OR

  - c. The official is using prescription sunglasses
2. All officials on the crew are not required to wear sunglasses
3. Sunglasses will be worn only during daytime games and for youth football games only (not allowed for any level of high school games).
4. Sunglasses will be removed, and out of sight, when talking to a coach.

**Exhibit "A"**

**Sports related sunglasses should be similar to the following:**



**Not Allowed:**

