



HockeyCanada.ca

Officiating Program

Officiating Manual



SECTION 1

An Understanding of Hockey Canada and the Hockey Canada Officiating Program.

Upon completion of this section you will be better prepared to:

- explain the structure of Hockey Canada and the decision making process within its structure;
- describe the four different streams of hockey in Canada by explaining the specifics and objectives of each stream;
- explain the Hockey Canada Officiating Program and the objectives of each of its levels.

| LEVEL I | |
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| PURPOSE | To prepare a young or new official to officiate Minor Hockey |
| CERTIFICATION | An individual is certified at Level I with attendance and completion of a Level I clinic. Some Branches require completion of a national examination, to be marked and returned prior to the completion of the clinic. |
| DELIVERY | Minimum of eight (8) hours of instruction May be presented over two evenings, or on a Saturday and/or Sunday. |
| NOTE | Upon completion of the Level I requirements, the official should receive a certificate and card. Minimum age guidelines may be set by individual branches. |

| LEVEL II | |
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| PURPOSE | To further enhance the training and skills of Minor Hockey officials |
| CERTIFICATION | A person must be a minimum of sixteen (16) years of age to obtain Level II status. Must attend and participate in all sessions of the Level II clinic. Must obtain a minimum of 70% on a written national examination, to be marked and returned prior to the completion of the clinic. Must pass a practical, on-ice evaluation, performed by a qualified Branch Hockey Canada Officiating Program supervisor. |
| DELIVERY | Minimum of eight (8) hours of instruction May be presented over two evenings, or all day on a Saturday or Sunday. |
| NOTE | A novice official, seventeen (17) years of age or older, may obtain Level I and II certification in one year based on ability. This is the only opportunity within the Hockey Canada Officiating Program to accomplish two levels in one year. This is designed to encourage persons with playing or coaching experience to consider officiating. Upon successful completion of the clinic, examination and on-ice supervision. |

| LEVEL III | |
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| PURPOSE | To prepare officials capable of refereeing Minor Hockey Playoffs, Minor Hockey Regional Playoffs and Female National Championships, or being linesmen in Junior B, C, D, Senior and Bantam or Midget Regional Championships |
| CERTIFICATION | <p>Must be fully certified at Level II and referee at least one year at that level</p> <p>Must attend and participate in all sessions at a Level III clinic</p> <p>Must obtain a minimum of 80% on a written national examination, to be marked and returned prior to the completion of the clinic</p> <p>Must be judged capable of refereeing in Minor Hockey Playoffs</p> <p>Must pass a practical, on-ice evaluation, performed by a qualified Branch Hockey Canada Officiating Program supervisor</p> |
| DELIVERY | <p>Minimum of eight (8) hours of instruction</p> <p>An official at Level III will have a thorough knowledge of the playing rules and the role of an official</p> <p>Similar delivery options as in Level II although the Level III is usually presented in one day</p> |
| NOTE | Upon successful completion of Level III (clinic, examination and on-ice evaluation). |

| LEVEL IV | |
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| PURPOSE | To prepare hockey officials capable of refereeing Senior, Junior A, B, C, D, Minor Hockey Regional and National Championships, Female Hockey National Championships and designated Minor Hockey IIHF competition, or being a linesman in Major Junior, Junior A, Senior, CIS, CCAA, Inter-Branch and IIHF competition |
| CERTIFICATION | <p>Must be fully certified at Level III and referee at least one year at that level</p> <p>Attendance at Level IV will be by Branch invitation only</p> <p>Certification at Level III does not automatically make one eligible for Level IV</p> <p>Must attend and participate in all sessions of a Level IV clinic</p> <p>Must obtain a minimum of 80% on a written national examination</p> <p>Must pass a practical, on-ice evaluation, performed by a qualified Branch Hockey Canada Officiating Program supervisor</p> <p>Must be capable of officiating in any one of the categories as listed under purpose</p> <p>When an official fails the practical on-ice evaluation, certification will not be validated; however, the official may request a second evaluation. The second evaluation will be done at Branch convenience but at no extra cost to the Branch</p> |
| DELIVERY | Minimum of fourteen (14) hours of instruction. Usually is presented over an entire weekend. The topic areas for a Level IV clinic are outlined by the Hockey Canada National Office. Branches are encouraged to contact the Hockey Canada Manager, Officiating for assistance in staging a Level IV clinic |
| NOTE | Upon successful completion of Level IV (clinic, examination, on-ice evaluation). |

| LEVEL V | |
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| PURPOSE | To prepare competent officials to referee Major Junior, Junior A, Senior, CIS, and related Inter-Branch Playoffs |
| CERTIFICATION | <p>Must be fully certified at Level IV and referee at least one year at that level.</p> <p>Attendance at Level V will be by Branch invitation only</p> <p>Must attend and participate in all sessions of the Level V clinic</p> <p>Must obtain a minimum of 90% on a written national examination</p> <p>Must pass a practical on-ice evaluation, performed by a qualified Branch Hockey Canada Officiating Program supervisor</p> <p>Must undergo fitness and skating tests</p> <p>Must be capable of officiating in one of the categories as listed under “purpose”</p> |
| DELIVERY | Minimum of fourteen (14) hours of instruction. Usually is presented over an entire weekend. The topic areas for a Level V clinic are outlined by the Hockey Canada National Office. Branches are encouraged to contact the Hockey Canada Manager, Officiating for assistance in staging a Level V clinic |
| NOTE | All officials reaching Level V are required to pass an annual written national examination and fitness test to qualify for Inter-Branch assignments. |

| LEVEL VI | |
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| PURPOSE | To prepare competent officials capable of refereeing at National Championship finals and designated IIHF competition (i.e. Memorial Cup, Royal Bank Cup, Allan Cup, University Cup, CCAA finals, World Championships, Olympics, FISU Games) |
| CERTIFICATION | <p>Branch nominations are submitted to the Hockey Canada National Office and are reviewed by an established selection committee</p> <p>Must be fully certified at Level V (including fitness tests) and referee one year at that level</p> <p>Must attend and participate in all sessions of a Level VI clinic</p> <p>Must obtain a minimum of 90% on a written national examination</p> <p>Must pass a practical on-ice evaluation, performed by a national supervisor.</p> |
| DELIVERY | <p>Level VI clinics are held based on national need for Level VIs. The Hockey Canada Manager, Officiating is responsible for the organization of the site and program, establishing criteria and review of the candidates qualifications</p> <p>Minimum of four (4) days of instruction</p> <p>Attempts are made to stage the clinic in conjunction with a major training program or early in the season, requesting cooperation from local leagues so officials are able to work scrimmages or games</p> |
| NOTE | All officials reaching Level VI are required to pass an annual written national examination and fitness test to qualify for Inter-Branch, National and International assignments |

Level VI Re-Write and Re-Evaluation Guidelines

When an official fails the exam administered at the Level VI Seminar, the official must request a supplemental examination within the current season (limit being April 30) in writing and accompanied by a \$50.00 fee.

When a Level VI candidate fails the Level VI examination or the practical evaluation, the official shall still be recognized as a Level V.

Failing the supplemental exam, the official is disqualified from obtaining Level VI status. However, at the discretion of the Referees' Committee, an official who fails the original supplemental exam, may have a second supplemental examination administered at a fee to the official of \$325 (or 50% of the seminar registration fee, whichever is higher). This could only be done with Branch President and Branch Referee-in-Chief written approval.

When an official fails the Level VI supplementary examination, the candidate shall not be eligible to referee any Inter-Branch Playoff games until successfully writing the Level V exam during the same hockey season.

If a Level VI candidate fails his on-ice evaluation, the branch Referee-in-Chief is to be notified that a second on-ice evaluation may be done if requested and supported by the branch and at the convenience and availability of a national supervisor. A \$100 fee is charged for this second on-ice evaluation to cover the expenses of the National Supervisor (ie. additional night of accommodation, additional meals, etc.). This fee is to be paid by the official or the branch.

When an official fails the second practical evaluation, the official shall be advised by the National Office of the failure to meet the Level VI requirements. If the official feels that special circumstances warrant, the official may appeal, through the Branch Referee-in-Chief, to the Hockey Canada Referee-in-Chief for a review of the situation.

In any case, when the candidate is formally advised of the Level VI status (completion or failure), copies of the documentation shall be sent to the respective Branch Referee-in-Chief.

Re-Assessment of Level VI Officials

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| PURPOSE | To monitor and maintain the caliber of our top national level of officiating as stated on the preceding pages. |
| PROCEDURE | <p>In order to be eligible for re-assessment, a certified Level VI official must be registered with the Branch and regularly work one or more of the following categories of hockey: Major Junior, Junior A, Senior, University, College or International events.</p> <p>Each Branch to submit at least one supervision report for all Inter-Branch Playoff officials and all Level VI's, in addition to fitness results and examination mark.</p> <p>The re-assessment will consist of a rules examination on which a passing mark of 90% has been set, as well as a practical on-ice evaluation performed by a National supervisor.</p> <p>The game evaluations may only be conducted in the categories mentioned above.</p> |
| POLICY | <p>When an official successfully completes all the requirements of the Level VI re-assessment, a letter will be sent by the National Office, stating that Level VI certification has been validated and dated.</p> <p>When a Level VI official is practically evaluated in a game that is felt to be a significant test and the official fulfills that requirement in a manner satisfactory to a National supervisor, the practical re-assessment shall be considered completed.</p> <p>When a Level VI official fails the re-assessment examination, the official shall not lose the Level VI achievement, however, certification shall not be validated. However, the official would be eligible to request a supplementary re-assessment examination.</p> <p>A \$50.00 fee will be charged to an official for writing a supplementary re-assessment examination, in addition to the costs encountered by Hockey Canada to administer the said exam. This second re-assessment examination shall be administered at Hockey Canada's convenience.</p> <p>When a Level VI official fails the re-assessment supplementary examination, re-certification shall be denied. Such official may apply to re-obtain the Level VI certification through the procedure established in the last paragraph of this "Policy" section.</p> <p>When an official fails the practical evaluation, certification will not be validated, however, the official would be eligible to request a second practical evaluation. This second practical evaluation would be given at Hockey Canada's convenience but at no extra cost to Hockey Canada.</p> <p>When a Level VI official fails the second practical evaluation, re-certification is denied. Such official may apply to re-obtain the Level VI certification through the procedure established in the last paragraph of this "Policy" section.</p> <p>An official who has failed the Level VI re-assessment may still retain Level VI standing within the Branch and be used only during Branch competition at the Branch's discretion. Hockey Canada will not recognize such an official as a valid Level VI official.</p> <p>In any case when the Level VI official is formally advised of status (validation or denial of Level VI), copies of the documentation shall be sent to the Branch Referee-in-Chief and the Branch Centres of Excellence Research and Development Council representative concerned.</p> <p>At a future date, an official whose Level VI certification has been denied may apply to the Hockey Canada Referee-in-Chief through the Branch for an additional re-assessment (exam and practical). The cost of such re-assessment shall be borne in its entirety by the Branch and/or official. This procedure is the only method a Level VI official whose level has not been validated is able to re-qualify to officiate Inter-Branch games, National Championships and International competition.</p> |

EXAMINATION PROCEDURES

Written examinations have been prepared for each level in the program. These examinations are revised annually and prepared for the fall of the year. Beginning at Level II, a passing mark on the exam is established and a candidate cannot be certified at this or higher levels until this passing grade are met. Following is a breakdown for each level:

| | | | |
|------------------|-------------------------|-----------------|-----|
| LEVEL I | COMPLETE QUESTIONS 1-45 | LEVEL II | 70% |
| LEVEL III | 80% | LEVEL IV | 80% |
| LEVEL V | 90% | LEVEL VI | 90% |

As noted above, the exam for each Level is revised annually. A bank of questions has been developed for each level and new questions are inserted in order to change the exam.

There are certain other policies that have been adopted as far as the exams are concerned. They are listed below:

- All exams will be administered at the conclusion of the clinic, take home exams are not acceptable.
- Participants will hand in an answer sheet and the exam.
- If possible, exams will be marked and recorded immediately at the conclusion of the clinic.
- When an individual fails to achieve the minimum at Levels IV-V-VI, the individual may request one supplementary re-write exam. Passing marks for the supplementary exam remain the same as noted above.

If the official still fails:

- The individual must attend another clinic of the same level one year after failing the exam.
- Though uncertified, the individual may still officiate at higher levels of hockey, but certification will not be complete until the official passes the exam.
- The Branch must encourage officials to complete certification requirements the following year.

Practical Assessment

The practical assessment phase of certification is equally important. An individual may do extremely well at the clinic and on the exam, but may prove to have problems once the puck is dropped to start the game. Toward this end, a Branch must invest considerable time and effort in the development of individuals qualified to complete this task. In order to assist these individuals, the Supervision section of this manual has been produced by the Officiating Manual Working Group. This section has been designed to provide the tools for more effective evaluation and supervision. It is strongly recommended that individuals involved with supervision and assessment be provided a copy of this manual to ensure some consistency in this procedure. The following is a list of policies that have been agreed upon with respect to practical assessment:

An official must have been assessed/supervised before certification is complete.

An official can complete the practical assessment phase of certification before or after the Hockey Canada Officiating Program clinic (i.e. An individual may have been officiating at Major Junior for a year or two before attending a Level V clinic). However, Level V certification would not be granted until the official passed the exam.

When certified at a level, it does not mean that an individual is qualified to officiate all levels of hockey identified by that level, as, hand-in-hand, an individual does not have to be able to officiate all levels of hockey identified with a level before being certified (i.e. At Level III, an individual may work Peewee, Bantam Playoffs, yet may not be able to do the lines in Senior hockey.

Each Branch or even regions within a Branch will have different resources available for assessment, thus the method they follow may differ.

Certification Procedures

Certification at all levels, except Levels I and II, is a two-part process involving clinical and practical assessment. From the point of view of the clinic, the official must attend all sessions and must obtain the minimum mark on the examination.

The practical assessment portion is equally important and, also, the most difficult to apply consistently across the entire program. It is strongly recommended that all Supervisors be provided with a copy of this manual to ensure a consistent approach to this task.

Officials must feel a certain pride and responsibility once they obtain their certificate at any one level. They must act accordingly and not jeopardize the quality and importance of the program for personal desires. If an official is unwilling to abide by the guidelines of the Hockey Canada Officiating Program or fails to properly follow the playing rules of Hockey Canada, then certification must be suspended until such time as the official demonstrates behaviour in favour of the program and the playing rules.

General Certification Rules

Certification at any level with the Hockey Canada Officiating Program does not make an individual automatically eligible for entry to the next higher level (except Level I). Demonstration of ability or potential ability is necessary to move to the next level.

Being certified at any one level does not necessarily mean that an individual will be able to officiate all categories of hockey defined at that level.

Conversely, an individual does not have to officiate all categories of hockey labelled at a certain level in order to gain certification at that level.

Certification is not complete until both phases - Clinical and Practical - have been completed.

An individual must be at least sixteen (16) years of age to be certified at Level II or higher.

Officials, where it has been determined (through supervision) that they are no longer able to officiate at a certain level, will be certified at a new, lower level in line with their present ability.

Re-Certification Procedures

Once certified, it is essential that an official continue to update and be completely familiar with new rule interpretations and officiating techniques. Toward this end, the following policies are in effect:

To maintain one's present level of certification, an individual must attend a full Hockey Canada Officiating Program clinic and write a national examination every year with appropriate passing mark. An open book exam is not acceptable for re-certification purposes.

Should an official fail the Level IV, V or VI examination, the Branch shall be authorized to allow the candidate to write a supplementary examination during the current season. This second exam shall be different from the first one and shall originate from the Hockey Canada National Office.

An individual will not be eligible to advance more than one level of the Hockey Canada Officiating Program per season, except for Levels I and II. Certification at the higher level cannot be granted until one year has passed.

When an official has not officiated for a season or more, the individual must attend a full Hockey Canada Officiating Program clinic at the appropriate level and successfully complete a practical assessment.

When a Level VI official has not officiated for a season or more or has not registered as a Level VI in the previous year and wants to regain Level VI status, the individual must first obtain Level V status within the Branch. The candidate may then apply to the Hockey Canada Manager, Officiating for Level VI certification, which requires the successful completion of the Level VI examination and an on-ice evaluation by a national supervisor. The cost of such re-assessment shall be borne by the Branch and/or official.

Inter-Branch Transfer of Officials

The Hockey Canada Officiating Program has been designed to permit movement of officials from one Branch to another through very simple procedures:

Inter-Branch Transfers are processed from the official's current Branch, through their Referee-in-Chief. The transfer is available on the Hockey Canada Registry (HCR) site. This transfer will serve as an introduction of the official with some background information.

***Note:** A transferring official is attempting to move up a level (i.e. Level II to III, Level III to IV, Level IV to V or Level V to VI), the official has attended an appropriate complete Hockey Canada Officiating Program clinic and has passed the appropriate national examination, but has not been supervised by the current Branch. The Branch Referee-in-Chief would then indicate the lower level of certification on the Inter-Branch Transfer Form and explain the above details under the Remarks section. The Branch Referee-in-Chief must also indicate that a supervision is necessary for the official to be certified at the higher level.*

Summary

Hockey Canada is an association dedicated to developing amateur hockey in Canada while providing an enjoyable environment in which to participate.

The Hockey Canada Officiating Program is designed for you, the official. Your successful development as an official will directly enhance not only your enjoyment of the game, but that of the players, coaches and spectators.

Hockey Canada and the Hockey Development Council have established this comprehensive program to assist you in meeting the needs of your very responsible role.

SECTION 2

An Understanding of Qualities Necessary to be a Competent Official.

Upon completion of this section you will be better prepared to:

- identify and understand the positive qualities of an official;
- discuss how one official's strength could be another's weakness;
- accept the challenges of officiating.

Qualities of an Official

By examining the qualities of officials who had already achieved success, it was hoped that it might be possible to provide a formula for success. It seemed that although it was possible to identify the qualities and strengths of these officials, and even though it was obvious the qualities identified were significant in the success of that official, it was also very obvious that there was no common pattern. In short, it appeared that there were many different prowl for success. A major strength for one official could very easily be the major weakness of another, yet both could be extremely successful.

However, it was possible to identify areas or qualities that were important and deserved consideration by any officials who wished to progress to their highest potential. The key to success was indentured as the ability of officials to maximize individual strengths, while at the same time minimizing any individual weaknesses. A list of qualities for consideration was compiled and included the following:

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|--|--|
| KNOWLEDGE OF THE RULES | FITNESS |
| APPEARANCE AND PRESENCE | SKATING ABILITY |
| POSITIONING | SIGNALS |
| PROCEDURES | ATTITUDE - OFF ICE |
| REACTION TO PRESSURE | RAPPORT AND COMMUNICATION |
| FEEL FOR THE GAME - PENALTY SELECTION | JUDGEMENT/CONSISTENCY /STANDARD |

Common Misconception

Far too often when officials evaluate themselves, they tend to focus on just one or two areas. As a result, their base for judgement is too small to be effective or accurate. For example, older or experienced officials who thought that they were overweight and not as fit as they should have been to be most effective, thought they were not capable of being truly successful. What these officials failed to remember was that tens and appearance are only two of the criteria on the list. They are important, and the officials in our example should make every effort to minimize their negative effect, but they must not overlook the many other qualities on the list. It could be that their positive attitude or that their previous playing experience provides them with a real feel for the game, which enables them to score unusually high in these two areas, and that they, therefore, compensate for their low scores in fitness and/or appearance. It is important, then, not to lose sight of all of the significant criteria for assessment.

As a second example, a younger official who had exceptional skating ability failed to understand that it was only one of the many criteria for success. Certainly skating is the basic skill for officiating, but there have been many extremely successful officials who were weak skaters. All officials should make every effort to improve their skating, however, officials who see skating as the key to success, overlooking the importance of attitude or perhaps the ability to develop rapport and communication with players and coaches, will never reach their ultimate potential.

A Perfect Score

The total of all categories comes to 100. If an official self-evaluated in each of the categories and then added the scores together, the total would be a score out of 100. Is the score an official gets relative to the level that official is working? Certainly if the qualities of an official are approached in this manner, there are some interesting questions to answer. First, it does seem reasonable that an official could get a perfect score in a category and that the score in any one category should be linked to the level of the game that the official is doing.

- To achieve a perfect score in a category, the official in question should demonstrate the highest level of skill in that category of any official working at that level. That becomes a perfect score for that quality.
- As an example, skating; the official who scores 10 is the official who is the best skater that works a particular league or a particular level.
- All others would now be measured against this bench mark.
- There may be better skaters officiating higher leagues, however, they should not be taken into account for the purposes of this exercise.
- Since it is unlikely that any one person would receive a perfect score in all categories, a rating of 100 is therefore unlikely at any level.

The key in this exercise to develop an understanding of all the key components in the make-up of a successful official. It is important for all officials to identify their areas of strength and their areas that need development.

It is best to have a third party, ideally a supervisor, to help with this exercise. A supervisor, having a wide base of experience, will find it quite easy to give you a score in each of the various categories and this value should have a high level of credibility. However, that is not the only option. A fellow official can make a great supervisor and can help you with this exercise. Some

officials even have family and/or friend's video tape them, so that they can evaluate themselves. The important thing to remember is that all officials need this information to enhance their development.

The key to success is to build on your strengths. Identify the areas where you have exceptional abilities and maximize their impact. At the same time, identify any areas of weakness and work on them. You may never be the greatest skater, but you are capable of improvement. Do everything you can to minimize your weaknesses.

Knowledge of the Rules

Every official is capable of good working knowledge of the rules. **It is not magical; it is just hard work.** An official who has difficulty with rules may take more time to develop, but everyone can gain an adequate knowledge of the rules. The Case Book/ Rule Combination is an ideal aid here and all officials should have a good working knowledge of that document. There would be nothing more embarrassing for an official than to have a game replayed because that official did not know the rules. Do not let it happen to you. On the "Supervision Form" or official's "Evaluation Form" this is the only quality that is either a perfect score of 5 or a 0. If a rule interpretation error is made during a supervision the official would receive 0 in this category.

Fitness

Fitness does not refer to the appearance of fitness, but rather to the physical conditioning of the official. Certainly, this is level dependant. A good guide is that the official's fitness should be directly related to the players' fitness. The official should be spending as much time and effort into getting at, as the players at the same level. This does not mean the official will necessarily be at the same level of fitness as the players, but rather will have spent approximately the same amount of time working at it. The official must be prepared to skate for sixty minutes. Players and coaches will respect an official who has made the effort to ensure physical fitness.

When self-evaluating, officials must ask themselves if they are capable of skating hard enough to keep up with the play, even in long stretches without a stoppage of play. Are they able to skate as fast in the third period as in the first? If they can honestly answer "yes", then they are certainly on the right track.

An often overlooked aspect of physical fitness is that when an individual begins to get physically tired, this fatigue will have a direct negative effect on the official's judgement. It will slow down reaction time and cloud judgement. Therefore, poor physical conditioning may also be reflected in some other categories as well, and, in particular, the category of judgement. This is so important that at the national level, fitness testing is a mandatory requirement for all elite officials. They are encouraged to have a year-long fitness program and their level of fitness is evaluated each year.

Appearance and Presence

The appearance of officials when they arrive at the rink is significant. All officials must take every opportunity to look like they are prepared and that they take officiating seriously. The objective is to look professional.

The appearance of officials when they step onto the ice is the first impression they will make on all who see them. Certainly this is an important consideration. How they dress and the condition of their equipment make a very strong statement to players, coaches and spectators. Young officials are unlikely to have all the equipment, but they can make sure that when they go onto the ice they look crisp and clean. There are, however, some items that deserve special consideration.

- Officials should try to wear black pants and proper hockey officials' jerseys.
- Clothing should be clean.
- The Branch crest and Hockey Canada crest should be properly displayed.
- Laces should be clean. Some officials at higher levels will change their laces every game.
- Skates should be clean and in good shape. The difference can be amazing

Presence means, does the official look the part and carry themselves in a professional manner?

- Can the official take charge in a difficult situation?
- Does the official command respect through his actions and/or mannerisms.
- For some officials, their physical size gives them an immediate presence on the ice.
- For others, the way they handle and present themselves in all situations during the game will reflect their ability to display their presence.

Skating Ability

When judging skating ability there are many factors that need to be considered. These include speed, turning ability, stops, agility, acceleration, cross-overs, fluidity, style and skating upright.

The skating ability of an official should be directly related to the level of the players. The better the players and the higher the level, the better skater the official should be.

Some people believe that skaters are born not made. There is, however, one thing for certain, anyone and everyone is capable of improvement. Power skating is available in most centres and there is no reason for any official not to take advantage of the opportunity. All officials, regardless of level, should be interested in pursuing improvement in their skating. Often officials will recognize that they have a weakness in this area and will make every effort to avoid exposing that weakness. They will always try to position themselves or manoeuvre themselves so that they can avoid their weak skills. The true key to success lies in determining the weakness and then in practicing it until it is no longer a problem.

Positioning

Proper positioning can enhance an official's performance. Positioning is related to the functions that officials are required to perform on the ice. Positioning guidelines have been developed to assist officials to enable them to be in the best position to call penalties, to call off-sides or to make whatever call is necessary. It is critical for an official to know the proper positioning for both a linesman and a referee. Proper positioning comes from an accurate knowledge of what is recommended and then putting that information into practice in a game situation. Proper positioning will make a difference. It is a skill that needs to become second nature. It needs to become automatic. This will take time, practice and coaching.

Signals

Signals are used for communication purposes. They enable officials to communicate with each other and with players, coaches and spectators. That is why they were and that is why they are required. It is critical that officials use the standard signals which have been developed and that they do not deviate into locally developed variations of the signals. This will not only be confusing for other officials, but for players and coaches from different regions. Signals should always be given crisply and calmly and never in a showboat style or antagonistic manner. Proper use of signals by referees and linesmen will create an appearance of confidence and competence. Crisp, clear signals assist in "selling" your calls.

Procedures

Procedures, like positioning, have been developed to assist officials on the ice. If an official understands and uses the procedures properly, they will enable the official to avoid making some of the most common mistakes. Some of the procedures that are important for a referee would include:

- the penalty procedure,
- the line change procedure and
- the altercation procedure.

For linesmen there are also many procedures and techniques. Some would include;

- the face-off procedure,
- the procedure for dealing with an altercation,
- the procedures for calling icing, off-side, clearing the zone,
- the procedure for reporting infractions to the referee.

All of these are contained in this manual under the appropriate headings.

Attitude

A good attitude toward officiating is essential to development. Officials who display a positive attitude tend to develop more quickly.

On the ice this is observed in a variety of ways. Officials with a good attitude show hustle, determination and enthusiasm for the game. They do not look bored or act like a particular game is beneath their capabilities. They work hard to establish rapport with players, coaches and other officials. They do not showboat, but rather give 100% effort regardless of the game or situation.

Off the ice, these officials recognize that everything they do from the time they leave home until the time they return home reflects on the impression they make. Far too often officials believe that the only thing that should matter is the job that they do on the ice. Nothing could be further from the truth. The way that officials treat the off-ice officials, the way they talk to people as they enter the rink, the way they dress to go to a game, etc. will ultimately have a bearing on how others view them as officials. It will indicate to all involved how seriously the officials take their commitment to hockey officiating.

There is a strange phenomenon that takes place and is important to mention under this quality. It is important for officials to want to do each and every game that they are assigned. If officials do not want to referee at a certain level, then they should refuse those games, but at the same time be prepared to accept the logical consequences of that decision. The problem is that far too often officials will agree to work a game and then by their appearance and actions tell all who watch that they are not happy about having to do that game. The reason could be anything from the fact that they may think that the rink is too dark, or the fans too noisy, to perhaps the most common reason, which would be that the game in question was below them, or inferior to the quality that they should expect at this point in their officiating career. What they fail to understand is the phenomenon called **Law of Return**. If an official arrives to do a game and gives an impression of looking forward to working that game in that rink with everybody there, of being happy to be there, there is a general rule of return that seems to apply. Most often others

will respond by saying and feeling that they are happy to have that official there to do the game as well. On the other hand, if an official arrives at a rink complaining about the level of hockey or the size of the rink, more often than not, before the night is out, everyone there is complaining as well. It is a rule that some officials find very difficult to learn. Officials who understand the **Law of Return** can overcome some major weaknesses in other categories.

Reaction to Pressure

Not every game will test this. Some games are more difficult to officiate, and sometimes an official is in a no-win situation. However, when faced with tough situations, one aspect that becomes very important is how well the official handled that pressure. Some officials will emerge stronger in tough games, while others will wilt and fold in the face of a tough call. It is important to have officials who have courage. Officials must make the tough call, even on the home team, when it is necessary. In the long run this is critical if they are to earn the respect of both teams involved.

It is also important that in difficult situations, officials are able to take charge. They must have the ability to exhibit a presence that the players can feel and respect. They must have the ability to sell their decision to the satisfaction of both teams. They must exhibit a confidence that enables them to be in complete control.

This is a very difficult area for all officials. However, very good officials will learn techniques and strategies to handle the stress and tension that a game can bring. The ability to handle pressure effectively is very important.

Rapport and Communication

This is an area that is often overlooked. It is an area that in the past has not received enough attention, in spite of the fact that there is general recognition that it is extremely important.

Officials who can establish good rapport with players and coaches give themselves a very decided edge in difficult situations or in situations that require the tough sell. An official who can display an openness, a friendly attitude and a good sense of humour has a definite advantage. There have been a few officials who have emerged at the highest levels who have used this quality as their greatest strength. It cannot be ignored. It does not happen by accident. It is very carefully orchestrated by good officials.

It is important to note that in trying to establish rapport, officials must at all times be professional. However, they may want the players and coaches to know that officials can laugh when it is appropriate, even when the joke is on them. They can appreciate a pretty play, a nice goal or a good save. It takes them beyond the stripes and the whistle into being people. However, through it all they must always be viewed as professionals who are impartial and non-partisan.

Verbal communication with the players during the game is also very important. Referees and linemen are encouraged to talk to players as the game progresses. Encouragement to play the puck or keep the sticks down will help them to understand what is expected.

Under no circumstances should you lose control of your actions or words. Profanity is NEVER acceptable. There are appropriate penalties for any coach or player who uses profanity towards you during the game, and, if this happens, officials should assess the appropriate penalty; however, it is never acceptable for an official to use profanity to a player or coach. It will not only set up a double standard, but will most certainly cause you to lose respect in the eyes of your fellow officials as well as the players and coaches involved.

There will be times when things will heat up. The ability to communicate effectively and calmly in these situations is a skill that will help to make you a quality official.

When it comes to communication remember, always strive to be professional. When necessary treat disrespect with respect.

Feel for the Game (Penalty Selection)

This area is regarded by many as the most important. Many coaches have expressed the belief that it is by far the most important quality of an official. Although it may be very difficult to define, certainly few deny its existence. It does not always come from previous playing experience, but that may help. There is no doubt that many officials who have “feel for the game” can work their way up the ladder very quickly in spite of weaknesses in other categories.

To rate highly in this area officials must understand what the players and teams expect from the officials on the ice. The officials must be able to deliver that and yet at the same time work towards making hockey a safer and fairer game to play. They need to be able to anticipate changes in the game pace and intensity. Good officials will read these changes and have a feel for when they must assert themselves and when they can just fade into the background and let the players and teams have the spotlight. For younger officials this is a very difficult skill to acquire. It takes time. It comes partly from experience and partly from a greater understanding of the game and how it is played. You must remember that hockey officiating is an apprenticeship and that is most evident in this area. Honest discussion with supervisors and fellow officials can help you to gain an understanding of this very important quality.

Some officials use this area, Feel for the Game, as an excuse for not calling penalties. They simply ignore infraction after infraction with a rationale that they are displaying some form of nebulous game management. This is unacceptable. All officials must work towards increasing the standard of play and our senior officials must lead the way.

Judgement / Consistency / Standard

There are three aspects to this category. First is judgement. The idea is to look at where the official draws the line when making a call. Does the official select the right penalties to call? Is the official applying adequate stick work guidelines? Does the official call checking from behind closely enough? Is the official making the game safer to play?

The second aspect is consistency. Regardless of where the line is drawn, has the official been consistent in the application of calls? It is possible that an official has good judgement but poor consistency. Ideally you would like to have an official consistently apply good judgement.

Finally, the aspect of standard. Did the official set a good standard right from the start of the game? Are the areas of emphasis being applied? Is the official making an attempt to raise or at least maintain the standard of rule enforcement in this league? By setting a standard early in a game, the official will send a message to both teams as to what is and what is not acceptable in this game.

The Hockey Canada Officiating Program's SUPERVISORS HANDBOOK is available free of charge on the internet at www.hockeycanada.ca or from the Hockey Canada Manager, Officiating. It provides more detail on assessing the qualities of an official.

Fair Play Initiative

As a result of Hockey Canada's focus on fair play and improved communication between officials, coaches and players, the following process has been implemented:

In all games, the officials shall approach each bench and meet the Coaches. This process should not take more than 15 seconds and will be completed prior to the game, at the end of the pre-game warm-up. Officials are also encouraged to shake hands with the Captains where possible.

This process is supported by the Coaching Program, Officiating Program and Hockey Canada's Board of Directors.

Official's Code of Ethics

The Hockey Canada Officiating Program - Official's Code of Ethics, provides guidance to registered officials across Canada. Hockey Canada Branches and their members should expect from Hockey Canada Officiating Program officials the highest possible standards of personal integrity, competence, sound judgement and discretion. Developed by the former Hockey Canada Referees' Committee, the Official's Code of Ethics is its public declaration of an official's obligation to himself, his peers and the game.

I will..

- Do the best job I can in each game, no matter what the category of hockey.
- Always show respect for my fellow officials, the players, coaches and fans.
- Study and continue to improve my knowledge of Hockey Canada playing rules, the Hockey Canada Officiating Program policies and procedures.
- Represent myself and the rules of the game as fairly and as accurately as possible at all times.
- Always be unquestionably impartial, keeping a professional and appropriate distance from teams.
- Understand that the use of alcohol is not encouraged and is totally unacceptable on game days. The use of illicit drugs is against the law.

- Uphold the philosophy and right of all hockey participants to “Fair Play” and penalize accordingly all violent acts.
- Raise the standard of play in each game that I officiate.
- Be supportive of my fellow on-ice and off-ice officials at all times, even when I am a spectator.
- Accept the fact that I will make mistakes, but I will not get frustrated or let this learn-ing process affect my performance or my professionalism.
- Contribute to the continuing growth of the Hockey Canada Officiating Program and its officials within my Branch through support, encouragement and positive attitude.
- Respect and accept constructive feedback from supervisors and the assignments I receive from my administrators.

By registering with your Branch in the Hockey Canada Officiating Program implies that you understand and will comply with the Official’s Code of Ethics. Officials not complying will be subject to disciplinary action.

Officiating Code of Conduct

The officiating program plays an integral role in the sport of hockey. Officials must recognize their impact on the game, its participants and their fellow officials. Program leaders must recognize the need for instilling the highest values and the impact they have on aspiring officials. The following officiating code of conduct has been developed to aid the officiating program in achieving a level of behaviour which will allow all officials to become self confident and productive human beings.

Officials have a responsibility to:

1. Treat everyone fairly within the context of their activity, regardless of gender, place of origin, colour, sexual orientation, religion, political belief, or economic status.
2. Direct comments or criticism at the performance rather than the individual if this is part of your role.
3. Consistently display high personal standards and project a favourable image of their sport and officiating
 - a) Refrain from public criticism of participants and fellow officials.
 - b) Abstain from the use of tobacco products.
 - c) Abstain from drinking alcoholic beverages when officiating and working with officials.
 - d) Refrain from the use of profane, insulting, harassing or otherwise offensive language.

4. Educate and ensure high standards of risk management are maintained.
5. Treat all other hockey participants with due respect and encourage all officials to maintain a high standard of self discipline.

OFFICIALS MUST:

1. When in a leadership role ensure the safety of the officials with whom they work.
2. At no time become intimately and/or sexually involved with other officials. This includes requests for sexual favours or threat of reprisal for rejection of such requests.
3. Respect participants' dignity, verbal or physical behaviours that constitute harassment or abuse are unacceptable.
4. Never advocate or condone the use of drugs or other banned substances.
5. Never provide under age participants with alcohol; never encourage its use.

I have read and understand the above statements and agree to conduct myself in a manner that demonstrates the standards established in the officiating code of conduct.

Summary

Every official must take the time to examine individual strengths and weaknesses. Every official who steps onto the ice will bring together different skills and yet at the same time minimize and work to eliminate weaknesses.

The fact that there is not a magic formula or any one right way to succeed makes the challenge all the more interesting. The recognition of the variety of qualities needed to be successful is one major step on the road to developing to your maximum potential.

SECTION 3

An Understanding of The Basic Procedures for Referees.

Upon completion of this section you will be better prepared to:

- explain the proper clothing and equipment for officials;
- explain the general duties and procedures for referees.

Officials' Equipment

Officials must be mentally and physically ready to do their job (Figures 1, 2 and 3). They must look professional both off and on the ice and be adequately protected to complete the job safely.

MINIMUM EQUIPMENT REQUIREMENTS

- Black CSA certified helmet
- Clean black skates with white laces
- CSA certified half visor
- Hockey Canada Casebook / Rule Book
- Elbow pads
- Shin Pads
- Clean official's black and white sweater with both Branch and HC crests
- Knee Pads
- Athletic support and cup
- Black pants
- Metal or black plastic finger grip whistle

OPTIONAL ITEMS

- Protective girdle
- Black referee bag
- Referee pad and pencil
- Extra white laces
- Extra whistle
- Towel and soap
- Black Tape
- Shin Tights

OFFICIATING RESOURCES:

- Officiating Manual
- Off-ice Officials Manual

Duties of the Referee

- The officials should arrive at the rink at least thirty (30) minutes prior to scheduled game time.
- Check the official game report prior to going onto the ice. Ensure that Captains and Alternate Captains are indicated on the report and that team officials have signed the report. A maximum of five (5) team officials are permitted to occupy the players' bench and must be duly registered and entered on the game report.
- Discuss with the linesmen any procedures or responsibilities you want them to be aware of.
- Be on the ice before the players to start the game and also to start each period. Remain on the ice until all players have left the ice.
- Ensure that all off-ice officials are in position and ready to start the game and each subsequent period.
- Check with the off-ice officials to ensure that timing devices and buzzers are working.
- Count the number of players on each team prior to the start of the game. The total number of players on the ice or bench should be the same or less than indicated on the official game report.
- After the game check and print your name on the official game report and return it to the official scorer.
- Report any rink conditions or ice markings that do not meet the requirements of the Hockey Canada rules to the League President and Branch Referee-in-Chief.

FAIR PLAY INITIATIVE

In all games, the officials shall approach each bench and meet the Coaches. This process should not take more than 15 seconds and will be completed prior to the game, at the end of the pre-game warm-up.

PRE-GAME DUTIES

- When the official scorer brings in the game report to you prior to the start of the game, you will check it and make sure that it is filled out and signed correctly by all team officials. Delegate to each linesman the number of players listed on the game report for one team and the linesmen can check the total number of players dressed prior to the start of the game. If there is a discrepancy, you as the referee can check out the problem at once and possibly remove any future problems in the game (i.e. a player scoring a goal but is not listed on the game report).
- Prior to going on the ice, have a short discussion with your linesmen regarding their responsibilities in the game as listed under Rule 5.3 - Linesmen.
- Go onto the ice with your linesmen 2-3 minutes prior to the scheduled start of the game.
- After going on the ice, check and make sure that all the off-ice officials are in their proper positions. Make a quick check to see if all the officials in the penalty bench are familiar with their job.
- It is the responsibility of the referee to report the numbers of the offending players on the back of the game sheet that while warming up, do not have their chinstrap securely fastened and are not properly wearing the required equipment. In Junior and Senior hockey, players may not wear their visor in an offset position during the warm-up and this must also be noted.
- Check to see if there are any rink peculiarities and advise the visiting team, especially if they have not played in this arena previously. This could eliminate any confusion later on in the game.

- Have a warm-up skate and do so in a confident manner. Do not lean on the boards. Do not skate or stand around with your hands in your pockets. The positive appearance you give will relay to the teams and spectators that you are confident in your approach, handling and control of the game.
- Before the game, between periods and after the game, it is the referee's responsibility to make sure that your dressing room is kept clear of any persons not involved in the game. The only other person in your room might be the game supervisor.
- This is your time that you should use to continue to prepare physically (stretching exercises) and mentally for your hockey game. Use this time wisely.

START OF GAME/PERIOD

The referee and linesmen should be the first to come onto the ice at the start of the game and each subsequent period. They should appear together led onto the ice by the referee.

Prior to the start of the game:

- the referee shall review the official game report to ensure that players and team officials are listed properly and all required signatures are recorded.
- The referee shall also ensure that all off-ice officials are in position and that timing devices as well as goal lights are in working order.
- After any pregame ceremonies, such as the playing of the National Anthem, the referee and linesmen shall initiate the "Fair Play Initiative" (explained on page 4-2 – page reference may need to be adjusted) and then take their positions and start the game.

At the beginning of each period:

- the referee shall ensure that only the players taking part in the actual face-off are permitted on the ice.
- All other players shall proceed directly to their respective players' benches.
- For a violation of this rule, the referee shall assess the offending team a Bench Minor penalty for delay of game.

GENERAL DUTIES OF THE REFEREE

- Take all face-offs to start each period and after each goal. The referee should face the timekeeper at the beginning of each period. On all other centre ice face-offs the referee may face players benches, if on the opposite side of the ice from the penalty bench.
- Stop play after a goal is scored. Advise the official scorer the number of the player who scored the goal and the number(s) of the players assisting on the goal.
- Stop play according to the rules and assess a penalty or penalties for any infraction of the playing rules. These penalties are to be reported to the official scorer. It is important that the scorer be advised of the player's number, the infraction and the length of the penalty (minor, bench minor, major, etc.).
- Stop play when the puck goes out of bounds or is touched by an ineligible person.
- Stop play when the puck is struck above the normal height of the shoulders and subsequently touched by the offending team.
- Stop play when the puck is passed with the hand from one teammate to another except when the receiving player is in the defending zone.
- Referee in accordance with the playing rules to ensure that each team has an equal opportunity to play the game. Previous games should not be taken into account or have any bearing on the way you officiate the game.
- Watch to make sure that both teams are able to leave the ice and go to their dressing rooms at the end of a period without any problems with spectators. If there is a problem,

request adequate protection for the team involved.

*Puck movement – make every effort to keep play moving along the boards at all times . Use your voice to encourage play to continue. Stop play only when players give up, or a **player(s) is down on the ice.***

- A goaltender freezing the puck unnecessarily should result in the referee instructing him to continue play and puck movement.
- On potentially volatile situations (e.g. at the net, after an aggressive play, or any scrums) the referee is advised to move near the players – **Create a Presence** however, the referee must maintain a position that ensures all players are in view.
- Check the official game report after the game to ensure that it is completed properly. When satisfied, sign the report, along with your linesmen, keep your copies and have the official scorekeeper distribute the balance of the copies.
- Write a report on any serious penalties if required (match penalties, gross and game misconducts, etc.) and forward along with the game report to the league or Branch office. These reports should be forwarded immediately after the game. If required by your league, the serious penalties should also be phoned in and reported the next day to the league office or Referee-in-Chief for their
- possible additional action.
- Change into your street clothes and leave the arena at your earliest convenience. Do not discuss any infractions or serious penalty calls on your report with any team official.

END OF GAME/PERIOD

When the alarm sounds to signal the end of a period or the end of the game, it is important that the referee be aware that the potential for problems is high at this time and the referee should be ready to act even before the final buzzer sounds. The referee should always ensure that both linesmen have been briefed to move in quickly when the period ends to defuse any altercations that might arise. The referee should take up a position permitting a good view of all players on the ice and both benches. The referee must ensure that both teams remain on their respective benches until instructed to leave by the referee if they cross the ice to exit to their dressing rooms.

At the end of the game, the intent of this rule is not to hinder a team from celebrating but to ensure that the players are separated and there will be no confrontations. If there are no situations where an altercation is anticipated then the players may leave their benches to greet their goalies without waiting for the referee's permission. **However, should an altercation occur that results in penalties being assessed, then Rule 9.5 (i) would also be applied.**

ASSESSING PENALTIES

Proper procedure in the way a referee handles a penalty situation can enhance the respect gained from all other game participants. Hockey is an emotionally charged game and good officiating hinges on the referee's ability to remain calm and in control at all times, especially during penalty situations.

When an infraction of the rules calling for a penalty occurs during the play the referee must follow the following procedures:

Mentally record the number of the offender.

- Blow the whistle immediately if the offending team has possession and control of the puck. If the non-offending team has possession and control, raise the non-whistle arm straight up, extending the arm fully above the head to signal a delayed penalty (Figure 4). When the offending team gains possession and control of the puck, stop play by blowing the whistle.
- As the whistle is blown, the referee shall come to a full stop with the signalling arm still fully extended above the head. This pause is done to allow players, coaches and fans to focus on the referee. The referee will then point out the offending player by lowering and fully extended arm and hand straight out towards the offending player.

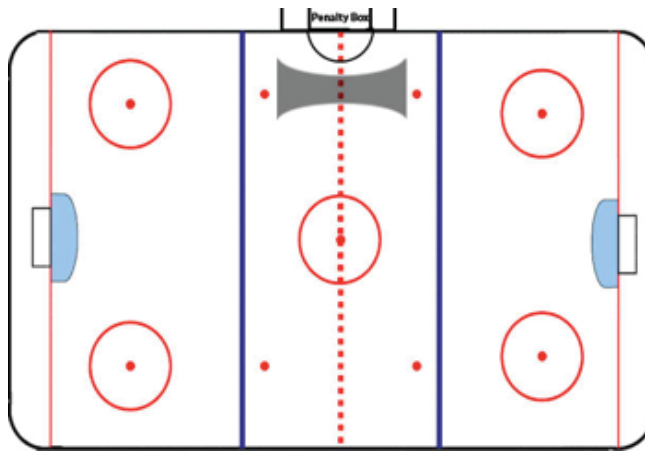
Note 1: If the offending player is within a three metre (ten foot) radius of the referee, a fully extended arm pointing at the player could be intimidating. In these situations it is recommended that the player not be pointed out. Direct eye contact with the offending player should be established to ensure that there is no doubt as to who is being penalized.

Note 2: When pointing out an offending player, the full hand shall be extended.

- The referee shall then verbally call out the offending player's number, team colour and the penalty being assessed (i.e. "14 blue, tripping") and give the correct signal to indicate the infraction.

Note: The referee must be careful not to stare down any player who has been penalized as the signal is made, as this could further intimidate the penalized player. The referee must, however, keep the player or players in view.

- The referee shall then proceed to the penalty bench, turning to skate backwards, keeping all players in view, and report the infraction. The route taken by the referee will depend on the location of the penalized player and the tone of the game at the time. Referees shall attempt to avoid confrontation by:
 - trying to leave the area immediately thus avoiding the penalized player;
 - stopping and letting the penalized player proceed to the penalty bench first; or
 - a combination of these two techniques.
 - avoid excessive direct eye contact with the penalized player.
- At the penalty bench the referee shall report the penalized player's number, team colour, the penalty being assessed and the duration, and then give the appropriate signal for the infraction. "The Referee must ensure that the off-ice Official has the current information regarding the penalized player before departing the penalty box area. Referees are encouraged to stop and report the penalty, however there should not be any undue delay which could lead to confrontation between the penalized player and the Referee. There may be times when the Referee will want to keep moving and make the stop very short if at all.



- When leaving the penalty bench area, the referee shall avoid penalized players and other players by arcing away, keeping all players in view.
- When assessing penalties to both teams on the same stoppage of play, the referee shall blow the whistle to stop play immediately and point out each player and give the appropriate signals. This will help prevent further retaliation.

Important Points

- Avoid direct confrontation with penalized players at all times.
- Resist using signals, hand motions, or verbal communications which display belligerence or which could be intimidating.
- When reporting penalties, do not permit players into the referee's crease. Remember, signals and verbal communication are the two means which officials have to communicate with players, coaches, fans and off-ice officials. Therefore, it is important that they be used frequently and executed correctly at all times. Signals or verbal communication used in an intimidating manner will cause problems and will not be tolerated.

OTHER SIGNALS

- When a puck is struck with a high stick, the referee should make a high stick signal, and then wave it off or blow the play down as required.
- When a puck is gloved ahead, the referee should make a gloved ahead signal, and then wave it off or blow the play down as required.
- If during a potential offside pass or icing situation the call is nullified because the puck was touched, the official making the call should give the wash out signal.
- After the wash out signal the linesman is allowed to indicate that the puck was touched by rubbing one open palm across the other with the hands held chest high.

LINE CHANGE PROCEDURE

The referee is responsible to ensure that player changes are completed within the confines of the rules to prevent unnecessary delays in the game. This may mean taking a moment to ensure that possibly volatile situations are diffused before proceeding with the Line Change. For player changes taking place during a stoppage of play, the referee shall begin the line change procedure as soon as it is safe to do so, even if he is still moving into position.

The referee:

- will look at the Visiting Team players bench making eye contact with the coach and

- allow a maximum of a five second period during which the Visiting Team may make a player change.
- A player change may involve one player or up to five players.
- The referee shall then raise either arm to indicate that the Visiting Team may no longer change.
- The arm should be raised toward the Visiting Team bench not towards the stands.
- With the arm still raised, the referee shall then look to the Home Team players bench making eye contact with the coach.
- The referee shall again allow a maximum of a five second period during which the Home Team may make a player(s) change.
- The referee shall then drop the arm to indicate that the Home Team may no longer change.
- The arm that the referee will raise to signal the line change will be the arm that will afford the referee the best view of the players on the ice.
- This means that the signalling arm may change depending on the referee's position on the ice.
- Linesmen are to prepare to drop the puck as soon as possible thereafter.
- Linesmen are to blow their whistle as soon as the referee completes the line change procedure, and prepare to drop the puck as soon as possible thereafter.
- If after five seconds the players are not in position to conduct the face-off, the offending teams center will be ejected.
- Reducing the time of the stoppage in play is the goal, but NOT at the expense of quality and fairness of the face-off.

When a team attempts to make a player change after their allotted time during a stoppage of play and the referee sends the player back to his/her bench,

- a warning shall be given to that team and
- any subsequent violation will result in a Bench Minor penalty.
- This warning applies only to the team committing the infraction. Each team is entitled to one warning during the course of the game, before being assessed a Bench Minor penalty.
- A team may send their players for change at different times during a stoppage of play. If the Home Team wants to exercise their right of last change, then they must follow this procedure strictly.
- The referee must use this procedure on every stoppage of play. This will ensure that both teams use the line change procedure correctly and prevent unnecessary delays.
- When the two-official system is used, the official who is not conducting the face-off shall perform the line change procedure.

Note: The referee must be careful not to be overbearing with this signal. Your mannerisms and eye contact in this procedure should encourage teamwork with the coaches.

ALTERCATIONS – TWO OFFICIAL SYSTEM

When an altercation takes place:

- the official who whistles the play down will take charge of the fight scene and will take up a position near the fight, which permits a good view of the fighters, the players on the ice and both benches.
- The other official will direct all other players to their respective benches by using both verbal and physical gestures. This official must also observe and verbally direct the goalkeepers to stay in their respective creases or go to a designated neutral area. Once this has been done the second official will then proceed to the altercation.

- Prior to entering the fight, the officials shall decide which player each will take and they should remove any equipment in the area to prevent them from tripping and falling.
- The officials must enter the fight together.
- Once the players have been separated, it is important that the officials let them go.
- However, the officials should be very alert and ready to restrain the players if they try to get away. The body position of the officials in relation to the two combatants is extremely important.
- The officials shall remain between the players, keeping them apart, and escort them to the penalty bench or exit.
- The officials will then confer at the official's crease, while continuing to observe the benches and the players on the ice.
- Once they have decided on what penalties are to be assessed, one official will report the penalties, while the other official shall take up an appropriate position that allows the official to observe the benches and the players on the ice.
- At this time this official will direct one player from the ice from each team to collect any equipment left on the ice.
- Once the penalties are assessed, the official observing the benches and the players on the ice will collect the puck and proceed to the appropriate face-off spot.
- The other official will take a position as the back official and continue to observe the players and the benches.

Note: It is VERY important that the two officials work as a team, as this is a critical time in the game.

ALTERCATIONS – THREE OFFICIAL SYSTEM

When altercations take place, players focus on one another and often emotions run high. A referee who knows where to be and what to say or do can often subdue a very volatile situation quickly. Physical presence is very important. The referee should:

- Get in close enough to the gathering of players so that they are aware of his presence, but not too close to restrict his view of all the players on the ice and the players' benches.
- Blowing the whistle hard and raising both arms in the air is often an effective way to stop the play following an intense scramble around the net.

When an altercation starts, the referee:

- Must first ensure that all other players on the ice are directed to their respective players' benches or neutral area by using both a verbal and physical gesture.
- Must observe and verbally direct goalkeepers to stay in their respective creases, or go to a designated neutral area.
- Shall penalize any player who does not go to the appropriate bench or neutral area when directed by the referee. In most cases, penalizing the most flagrant violators will make the point of the rule.
- Would notify the players of their Misconduct penalties only after the altercation is over and the referee is at the penalty bench.
- Should then take up a position which permits a good view of the players on the ice and both benches. It is important that the referee keep all players in view at all times and not get caught in the middle of an altercation.

When the players have been separated the general procedure to be followed should include:

The Referee:

- should direct the linesmen to escort the players to the penalty bench or exit.
- should remain in the area of the altercation keeping all players in view
- should direct one player from the ice from each team to collect any equipment left on the ice.

The linesmen:

- should return to the location of the altercation and confer with the referee. Any infractions that you have not witnessed should be reported by the linesmen at this time.

Once the conference with the linesmen and the players picking up the equipment have returned to their benches, the referee:

- will proceed to the penalty bench to report the penalties.
- should not discuss the infractions with the players until he has reported the penalties to the time keeper.
- When necessary, the referee shall communicate the penalties assessed to a captain or alternate captain from each team. This discussion shall be clear, short and to the point
- should get the game restarted as quickly as possible.

DISPUTED GOAL AND OTHER DISPUTES

Whenever there is a dispute following the scoring of a goal, or a goal which has been disallowed, emotions run high. The referee must remain calm and take control of the situation, keeping in mind that the final decision in all disputes remains with the referee.

- In every situation where the referee is in position to see and make the call, the referee's decision shall be final without any further consultation or discussion with the linesmen or goal judge.
- If the play is very close and the goal is allowed, the referee shall follow the normal procedure for the scoring of a goal.
- It is important that the referee remains calm and in control of the situation and not permit any players to consult with or abuse the other on-ice officials or goal judges.
- The referee shall explain the decision to the captain or alternate captain once and this decision shall be final.
- If the play resulted in a disallowed goal, the referee shall immediately give the wash-out signal and, once play is stopped, indicate the face-off spot.
- The referee shall not permit any players to consult with or abuse the other on-ice officials or goal judges.
- The referee shall explain the decision to the captain or alternate captain once and this decision shall be final.
- The referee shall also have the scorekeeper announce over the public address system the reason why the goal was disallowed.
- If the referee was not in position to see and make the call, then further consultation may be required before a final decision can be made. The referee shall first consult with the linesmen to determine if they were in position to see and make the call.
- If the linesmen were in position and can make the call, then the referee's decision shall be based on the linesmen's report.
- The referee should always consult both linesmen.
- If the linesmen were not in position to see and make the call, the referee shall consult with the goal judge and the discussion shall be either "GOAL" or "NO GOAL".

- There will be situations where the goal judge disagrees with the decision of the referee. It is important that the referee not permit the goal judge to argue or show disrespect for the decision of the referee. It may become necessary to have the goal judge removed or replaced if the goal judge is showing partisanship or making unjust decisions.

Equipment Measurement

The Official Hockey Canada Rule Book and/or Rule Book/Case Book Combination contain specific equipment dimensions and directions to which the referee must adhere with respect to equipment measurement.

Writing Out a Game Report

Listed below are a few basic points to follow when writing out a game situation which needs reporting, please note that some leagues utilize an on-line reporting system which you would receive instructions on their policy :

- Do not discuss with anyone what you think the extent of any punishment or suspension should be.
- Phone the League President or Branch Referee-in-Chief immediately following the game and make a verbal report.
- The game report should be written while the incident is still fresh in the mind of the referee. However, there are situations when it is recommended that a cooling off period be taken, especially for Match penalties assessed for molesting officials.
- Write out the report using good grammar, correct spelling and in a neat and legible manner. Do not scribble. Officials are requested to print their names on the score sheet and game report.
- State details: date of game, teams, where it was played, and the names of the officials assigned to the game.
- State which official saw the infraction, who made the penalty call, the players' names and numbers involved and what rule numbers under which penalties were assessed.
- State all details (if any) leading up to the episode, what you saw happen and any consequences that occurred after the episode.
- Send one copy to the league and keep one for yourself.
- If called before the league executive or Branch, state only what you have reported. Do not change your version. Be sure to bring your copy of the report to the meeting.
- Individual Branches may have their own procedure for referees to follow regarding game reports. It is the referee's responsibility to ensure that game reports are filed in accordance to Branch policy.

For Inter-Branch playoff games, the procedure for game reporting is detailed in the Hockey Canada Rule Book/Case Book Combination. Specific details are normally distributed through a Hockey Canada Action Bulletin.

- Referees are responsible for reporting the following items in accordance with Hockey Canada rules:
 - All ten (10) minute misconducts in the last ten (10) minutes of the third period.
 - All ten (10) minute misconducts during the game incurred under rule 9.2 (f) "Harassment of Officials, Unsportsmanlike Conduct"

- all Match penalties
- all Gross Misconduct penalties
- all Game Misconduct penalties
- any other incident or conduct that may involve disciplinary action
- any incident or problem that may affect the proper playing of the game (i.e. crowd control or security)

In addition to the items listed above, some Branches or leagues have other specific items which they require reported. Referees are responsible to ensure that they are aware of what is required to be reported.

Penalty Shot

When a Penalty Shot has been awarded during the game, the referee shall ensure that it is recorded on the official game report, along with the time it was awarded, the player designated to take the Penalty Shot and whether or not a goal was scored on the play. The referee shall follow the procedures listed below when a Penalty Shot has been awarded:

- Have the name of the player designated to take the Penalty Shot announced.
- Place the puck on the centre ice spot.
- Instruct the player taking the Penalty Shot on the correct proceedings to follow:
 - The player must keep the puck in motion towards the opponent's goal (the player may not circle back with the puck).
- The player is allowed one shot at the goal and once the puck is shot, the play is considered completed. Similarly, the player is allowed one play on the goaltender and cannot score on a rebound.
 - Instruct the player to wait until you are positioned on the goal line and until you blow the whistle, thus signalling the player to execute the Penalty Shot.
- Instruct the goaltender on the correct procedures to follow:
 - The goaltender must remain in the goal crease until the puck has been touched at centre ice. If the goaltender leaves the crease before the puck has been touched at centre ice and a goal is not scored, the Penalty Shot shall be repeated.
 - The goaltender may attempt to stop the Penalty Shot in any manner that is legal.
 - If the goaltender throws the stick or any other object, deliberately dislodges the goal or deliberately removes helmet or facial protector, award a goal.
- Direct all other players to withdraw to the sides of the rink and beyond the centre red line. When the benches are on the same side of the ice, the back linesman should be positioned between the benches and not across from them. The back linesman must also ensure that all players are on their respective benches or behind the centre red line, but not directly in front of their opponents bench, prior to the commencement of the penalty shot.
- When the benches are on opposite sides of the ice, the back linesman should be positioned at the centre red line on the side of the ice away from the bench of the team against which the Penalty Shot is being taken. This official is responsible for keeping all players, except the player taking the shot, beyond the centre red line or in their bench, and to ensure that there is no interference or distraction from the teams during the course of the Penalty Shot.
- The referee shall then take up a position on the goal line about 3 to 4.5 metres (10 to 15 feet) from the goal. The referee's position shall be on the side of the goal nearest the

player's stick to give an uninhibited view of the shot.

- One linesman shall take up a position on the goal line on the side opposite the referee and slightly farther from the goal than the referee. This official is responsible for watching the play in a manner similar to that of the referee. However, the linesman will only give a report or interpretation when requested by the referee. This linesman does not give a signal.

Should the player fail to score on the Penalty Shot, the referee shall blow the whistle then signal to the end zone face-off spot.

- Should the player score on the Penalty Shot, the referee shall signal a goal by blowing the whistle and pointing to the net.
- During a Penalty Shot, the clock does not start.

Dealing With Conflict

Communication between players, coaches and officials is extremely important. As an official, your responsibility is to enforce the rulebook to ensure the game is played safely. At times while you are carrying out your responsibility, you will have to communicate with coaches and players. Productive communication with the participants is encouraged as long as it is purposeful and does not slow the game down.

Unfortunately, players and coaches will not always participate in productive communication. As an official, you are going to have to deal with conflict. You will have to deal with people who treat you with disrespect. Treat them with respect and remember, the rule book has penalties, which may be assessed to coaches and players who choose to be abusive to you. You can penalize a player or coach, so make sure it is their behaviour that is in question, not yours.

Learning how to effectively communicate will help you when dealing with conflict. You have no control over what is said to you, but you have full control in how you react to this conflict. Conflict is natural, how you handle it is the important thing. The more intense the game becomes, the more important it is to stay calm and in control of ones emotions.

Remember your communication skills are important when dealing with disrespectful people or people who treat you in a disrespectful manner. Communication can be both verbal and nonverbal.

Verbal Communication includes:

- Words you choose
- The tone you use
- The volume you use

Nonverbal Communication includes:

- Facial expressions
- Gestures
- Eye contact
- Posture

Remember, you are encouraged to call penalties on abusive players and coaches. As an official, you never want to be put in a situation where your behaviour is the one that is being questioned. Acting like the person upset will do nothing to improve the situation. See the Hockey Canada website for more information on communication skills and managing conflict.

Summary

There are many basic guidelines and procedures in this section designed to enhance the performance of referees. A thorough knowledge and a disciplined effort to practice these techniques will increase your confidence and improve your contribution to the game.

SECTION 4

An Understanding of The Skills and Procedures Necessary to be a Competent Linesman.

Upon completion of this section you will be better prepared to:

- conduct the basic on-ice duties required to be a linesman;
- report on-ice incidents to the referee;
- break up on-ice altercations.

General Procedures for Linesmen

- Linesmen should arrive at the rink at least thirty (30) minutes prior to scheduled game time.
- When leaving the officials' dressing room and skating onto the ice surface, the linesmen should always be preceded by the referee.
- Linesmen shall check the goal, netting and ice around the goals, prior to the start of the game and prior to the start of each period, and make any repairs that are necessary.
- Linesmen should count the number of players in uniform and report any discrepancies to the referee immediately.
- The linesmen should endeavour at all times to stay within one to one and one half metres (three to five feet) from the boards to avoid interfering with the play and with the referee.
- Both linesmen should not end up chasing the puck after the whistle. Not only does it look bad, but they could miss an altercation taking place.
- When play is in the end zone, the linesmen should never stand directly on or inside the blue line, but should have both feet approximately one small stride outside the line.
- Whenever a linesman must execute a turn, the turn should be made towards centre ice to face the play. Never turn in towards the boards.
- Linesmen should be alert to defencemen moving deeply into the attacking zone when a gathering is taking place after a stoppage of play. Linesmen should report this to the referee.
- When a player on the ice is injured and being attended to by a team official, the linesmen should ensure that the remaining players return to their respective benches and that one linesman remains in the vicinity of the benches giving a physical presence and maintaining a view of the entire ice surface.
- At the end of each period, the back linesman should blow the whistle the instant the time runs out to accompany the buzzer to prevent any confusion regarding close plays **at the net** and the sound of the buzzer.
- One linesman should monitor any conversations between a player and the referee or whenever the referee goes to the bench. The role of the linesman is to be a witness to what is said. The linesman should be careful not to be drawn into the conversation.

Face-Offs

- Face-off procedure is one of the many important duties that a linesman has to complete during a game.
- After play has been stopped, the linesmen shall first ensure that no altercations are taking place. Good awareness is an important quality of good linesmen.
- Once all is clear, the linesman who stops the play shall go directly to the face-off spot. The other linesman shall retrieve the puck and promptly proceed to the location of the face-off. It is permissible for the linesman who stops the play to pick up the puck if it is close by or if the other linesman is busy monitoring players who are in close proximity of one another or if retrieving a broken stick, etc. The linesmen duties may be adjusted at a stoppage ONLY when game situations warrant a break from normal procedure, as follows:
 - one monitors players during line change
 - one picks up the puck and prepares to conduct the ensuing face-off
 - suggested for use only when necessary.
- A face-off shall take place when the referee or linesman drops the puck on the ice between the sticks of the players facing-off. It is the responsibility of the official conducting the face-off to ensure that each player receives a fair opportunity to play the puck.
- The linesman who will conduct the face-off shall ensure that the referee and the other linesman are in position before dropping the puck.
- Linesmen must ensure that all players on the ice move quickly into position for the ensuing faceoff. Use your voice to facilitate this.
- When conducting a face-off, the official should stand squarely to the two players involved, about 30 centimetres (one foot) from the face-off spot. The puck is held just below belt height and close to the body. The puck shall be presented to the centres taking the face-off. The hand not holding the puck should be placed at your side and never behind your back.

PROCEDURE FOR CONDUCTING A FACE-OFF:

As soon as the referee lowers his arm to indicate that all line changes are complete the linesman conducting the face-off shall blow the whistle.

This is to signal to both teams that they will have no more than 5 seconds to line up for the face-off. At the end of this 5 seconds (or sooner if the center-men are ready), the Linesman shall be ready to drop the puck.

The puck should not be dropped by the Linesman conducting the face-off until all players leaving, are off the ice even if the 5 seconds are up.

The puck should not be dropped by the linesman conducting the face-off until his partner is back in his position even if the 5 seconds are up.

The linesman conducting the face-off should check behind him before blowing the whistle. Once he blows the whistle, it becomes the other linesman's responsibility to check for encroachment behind his back.

The linesman retrieving the puck should be first in the position for conducting the face-off before he blows the whistle after the referee lowers his arm.

- If a centre taking the face-off leaves the face-off position to direct teammates (quarterbacking), that centre shall be removed from the face-off by the linesman.
 - The players taking the face-off shall stand squarely facing their opponents' end of the rink.
 - All other players on both teams must be on-side.
 - For neutral zone and end zone face-offs at the spots, the sticks of both players facing-off shall have the toe of the blade touching the ice within the designated white area.
 - The players of the visiting team shall place the stick within the designated white area first.
 - For end zone face-offs, the centres must stand squarely facing their opponent's end of the rink and their skates are clear of the face-off restraining lines. No contact with the lines is acceptable.
 - The linesman must not drop the puck until the sticks of both players have been placed on the ice and within the designated white area.
 - Linesmen are not to "time" the drop with the movements of the home team player.
 - To ensure a fair face-off, both sticks must be on the ice, within the designated white area, and not in motion prior to the puck being dropped.

FOR END ZONE FACE-OFFS:

- All other players on the ice must position themselves and their sticks on their own side of the restraining lines (hash marks) marked on the outer edges of the circles one metre (three feet) apart.
- If a player, other than the player taking the face-off, lines up off-side, or moves into the face-off circle prior to the dropping of the puck, then the offending team's player taking the face-off shall be ejected from the face-off.
- The linesman should:
 - also communicate this vocally by saying something like, "white centre out, your winger encroached", and
 - then would indicate the removal of the player with arm motion out to the side of the body on the side in which the player is to be removed.

TWO (2) POINTS TO REMEMBER:

1. Zero tolerance for all encroachment violations - to be effective, the offending team's centre must be removed.
2. No coaching or warnings are to be given except in the advance preparation for the face-off.

LINESMAN'S STANCE:

- Proper stance by the linesman during the face-off is important.
- The linesman's skates should be shoulder width apart with the knees slightly bent. If the skates are too far apart it will hinder mobility once the puck is dropped.
- The puck should not be held too high. Belt level is preferred. As mentioned earlier, the linesman should stand squarely to the face-off spot and the two players facing-off.
- Linesmen should have the free hand at the side as in Figure 1. Linesmen should not put the free hand behind the back as this position will tend to hinder mobility and balance and increase the chance of turning sideways.

CONDUCT OF FACE-OFFS:

- The puck dropping motion is out and down, releasing the puck so that it drops flat on the face-off spot. Do not throw it down too hard or drop it too slowly. Proper face-off technique must be practised often to perfect the procedure.
- The linesman taking the face-off shall exit the face-off area by backing away towards the boards and avoiding players. When the face-off is in the end zone the linesman should exit to the blue line facing the play. When clear of all players, the linesman shall move quickly to establish correct positioning.
- The back linesman shall remain in position until the linesman conducting the face-off has resumed normal positioning and has released the back linesman (with head nod) from the line. The only exception to this procedure is that if the play moves out quickly, the back linesman must move quickly to be in position to make a call at the other blue line.
- In general, when players are skating around and getting ready for the face-off, linesmen should encourage and remind all players about the face-off procedures and standard. Linesmen are encouraged to communicate with players to ensure they understand the basic parameters within which face-offs will be conducted. Your communication should always be through the centre wherever possible as you explain and remind the centre of the procedure and standard, he/she will now take on the responsibility of communicating this to the team.
- The success of the face-off procedure hinges on the understanding between the linesman and the players that any contravention of the face-off procedure will consistently result in the immediate removal of the offending team's centre from the face-off. It is imperative that both linesmen are consistent in the application of this procedure and standard. Remember, you are a team and as such you both must be consistent to be effective.
- Fast, fair and quality face-offs are the standard to be set. Proper communication and consistent firm standards will help achieve this goal.

FACE-OFF ENCROACHMENT

"This occurs when a player other than the centre stands with a skate either inside the face-off circle, on the face-off circle or in the area between the hash marks prior to the dropping of the puck. It is acceptable for the player's stick to be inside the face-off circle but not in the area between the hash marks".

Here is how the procedure is applied:

- The linesman or official conducting the face-off should be set and ready at the face-off spot before the arrival of the players. Players not taking the face-off must have their skates completely outside the circle and on their own side of the hash marks. Their sticks are permitted inside the circle but are not to be in the area separated by the hash marks. This area extends right through the circle to the other side as shown in Figure 2 and extends the full width of the ice surface.

- Linesmen are not to coach the players by taking time to direct them to an onside position. However, linesmen should use some common sense and prior to the face-off, as players are preparing, remind them to keep both their skates and sticks in on-side positions. If they do not comply, or line-up incorrectly, the linesman is to eject the centre of the offending side out of the face-off circle and that player is to be replaced immediately by a teammate on the ice.
- The responsibility of the linesmen with respect to encroachment is simple. The linesman conducting the face-off is responsible for the players directly in front of him and, of course, the centres. The back linesman is responsible for the players behind his partner and any players around the face-off circle that his partner cannot see. Should the back linesman notice that a player is encroaching, he is to blow his whistle and indicate with an arm signal which team is in violation of the encroachment rule. The linesman conducting the face-off would then eject the centre of the offending team and conduct the face-off with a new centre.
- Linesmen must also ensure that the first player to enter the face-off circle is the team who's centre must be ejected from the face-off. Many times when one winger moves into the face-off circle, the opposing player will follow. Too often linesmen will eject both centres in this situation. It is imperative that if the encroachment rule is to work, that the player "most guilty" be the one in which his centre is removed from the face-off circle.
- Finally, the linesman conducting the face-off must ensure that the centres are fair. By fair, it is meant that both centres are standing squarely facing their opponent's end of the rink, their skates clear of the ice markings, and their sticks are placed in the designated white area of the face-off spot. Also, the centres must place their sticks on the ice and come to a stop before the puck is to be dropped.
- Linesman should never attempt to time the dropping of the puck with the arrival of the players' sticks. The visiting team must place their stick on the ice in the designated white area first. The home team centre must also place her stick on the ice in the designated white area and come to a complete stop. Linesmen must ensure that both sticks are on the ice in the designated white
- areas and stopped before releasing the puck for the face-off.
- By conducting face-offs with a zero tolerance for encroachment and cheating by the centres, the result will be quicker and fairer face-offs. Linesmen must ensure that they set their standard early and stick to it throughout the game. It is also very important that the standard between linesmen partners be consistent at both ends of the rink.
- The new face-off restraining lines have been adopted since the 1997/98 season. They will allow officials to ensure face-offs are conducted fairly and quickly. The concept remains the same from previous seasons. It will just be easier to ensure that the centres are lined up squarely.
- Once the linesman is in position to drop the puck, the centres must enter their respective restraining line areas. The player is not permitted to make skate contact with the restraining lines, either at the sides or in front of his skates. Any contact would result in the player being removed from the face-off.
- Remember, the visiting team player must place his stick on the ice first, in the designated white area. Linesmen are reminded that both players' sticks must come to a complete stop before the puck may be dropped.
- By ensuring that face-offs are conducted properly, they will always be fair for both teams.

Off-Side

An off-side occurs when an attacking player either carries the puck or shoots the puck directly to a teammate who has both skates inside the blue line. Should this happen the linesman will follow a two-step procedure:

- Blow whistle to stop play.
- Point to the spot where the face-off will take place.

Delayed Off-Side

If an attacking player precedes the puck that is shot, passed, or deflected into the attacking zone by a teammate, or deflected into the attacking zone off a defending player, but a defending player is able to play the puck, the linesman shall signal a delayed off-side. The linesman shall raise the non-whistle arm above the head immediately and keep the arm raised to indicate to all players, coaches, fans and other officials that the potential off-side has been observed by the linesman (Figure 3).

The linesman shall lower the arm sharply to nullify the off-side violation and allow play to continue if:

- The defending team passes or carries the puck into the neutral zone, or
- All attacking players in the attacking zone CLEAR the attacking zone by making skate contact with the blue line. The attacking zone must be completely clear of all attacking players before the off-side can be nullified.
- When the delayed off-side is on and attacking players are attempting to clear the zone, the linesman shall verbally yell “okay” when all players have cleared the zone, and the linesman shall immediately drop the signalling arm.
- However, should all but one or two players clear the zone, the linesman shall verbally yell “off-side” to let attacking players know that the delayed offside is on and the signalling arm shall remain raised.
- The linesman shall blow the whistle to indicate off-side when an attacking player touches the puck or attempts to gain possession of a loose puck or before an attacking player finishes a check on the puck carrier, while the puck is in the attacking zone.

INTERPRETATION GUIDELINES

- The defending team in the process of clearing the zone may carry the puck behind the goal line providing they are making no attempt to delay the game.
- If an attacking player, prior to clearing the zone, deliberately plays the puck or checks a defending player who is attempting to advance the puck, intentional off-side shall be called. The official making the intentional off-side call shall proceed to the face off spot in the offending teams end zone, while the other official will retrieve the puck and then will proceed to the offending teams end zone and conduct the face off.
- While the delayed off-side is in effect, the attacking team cannot score a goal unless the defending team shoots or puts the puck in their own net without any contact by the attacking team.
- A goal may be scored by the attacking team once the delayed off-side has been nullified and provided the original shot on goal was not off-side.
- If the puck is shot from behind the centre red line and crosses the goal line, icing shall be called even though the delayed off-side is in effect.

Working the Line

It is essential that linesmen be at the blue line prior to the play crossing the line so that they are in proper position to make the correct call. Linesmen should **work the line**, meaning that they shall be positioned so that they get the best possible angle to view the play as it crosses the blue line. The circumstances surrounding every play and the position of the players will determine the distance inside the line that will be required to make the correct call. In some instances, working the line will not be necessary, especially when it is only one attacking player crossing the blue line with the puck with no other players in close proximity. Linesmen must remember to return to their position just outside the blue line immediately after making their call in order not to get in the way of the players or the play. It is also important to work the line when the play is near the linesmen so that he does not interfere with the play entering the zone.

Icing

- “Icing the puck” is completed the instant the puck crosses the goal line.
- The back linesman will initiate the signal for icing. To initiate the signal for icing, the back linesman will raise the “back” arm straight above the shoulder. The back linesman shall move up and be at the other linesman’s blue line to cover, should the play not be called icing. The back linesman should also be watching players behind the play. If the back linesman for some reason fails to initiate an obvious potential icing, the front linesman should continue with the icing procedure as normal.
- Either linesman may wash out the icing using the proper wash-out signal.
- The front linesman shall follow the puck in deep to make sure that it completely crosses the goal line.
 - The front linesman shall always check back when the puck is in the end zone to confirm that the potential icing is still in effect.
 - If the back linesman’s arm is still up, the icing is still in effect.
 - If the back linesman gives the wash-out signal, the icing is no longer still in effect.
 - Verbal communication between the two linesmen should be used to ensure the correct call is made.

If the play results in icing, the front linesman shall blow the whistle immediately when the puck crosses the goal line.

NOTE: As icing is completed, the whistle is blown first to stop play. This will help prevent unnecessary body contact by players who may be skating hard for the puck.

The front linesman shall retrieve the puck and conduct the ensuing face-off. The front linesman shall ensure that all players are kept in view while retrieving the puck and while returning to the other end.

The back linesman moves back into the zone to mark where the face-off will take place and to monitor the players of both teams as they prepare of the face-off. As the front linesman approaches the circle where the face-off is to take place the other linesman can now move back to the blue line on the opposite side of the ice.

Teamwork is essential to good officiating and teamwork is required on every icing situation.

Following Penalty Situations

- When the referee signals a delayed penalty, the back linesman should monitor (observe) the goaltender and player substituting for the goaltender to ensure that the goaltender is within the three metres (10 feet) of the bench before the substitution can be made. If there is premature substitution, the linesman shall stop play and inform the referee.
- When the referee blows the whistle to assess a penalty or penalties, it is important that the linesmen be ready to react. The linesmen should immediately skate directly to the location of the penalized player or players to be in position to respond.
- Penalized players shall be escorted to the penalty bench or exit, depending on the penalties assessed. If only one player is being penalized, one linesman shall escort the penalized player to the penalty bench. The back linesman is responsible for escorting the penalized player when one penalty is assessed. Unless it is a situation (i.e. Checking from Behind, Roughing, etc.) where the closest official should separate and escort the player involved. If players from both teams are being penalized, then both linesmen shall escort the penalized players to the penalty bench. It is very important that linesmen remain between the penalized players until they have left the ice.
- When a player from the ice needs to serve a penalty for his teammate, the linesmen must get the numbers of the offending teams players on the ice at the time of the infraction. The linesman must then ensure one of the players on the ice at the time of the infraction serves the penalty. If necessary, he must go to the coach of the offending team and provide him with the numbers
- of the players who are eligible to serve the penalty. The other linesmen is to take the original penalized player off the ice.
- Once penalized players have been escorted directly to the penalty bench or exit, the linesmen shall return to their respective position to resume play.

NOTE: Whenever the whistle blows to stop play, both linesmen shall immediately skate to the location of the incident that caused the stoppage of play. Linesmen should not over-react, but should be alert for possible altercations prior to retrieving the puck or getting in position for the ensuing face-off. This is known as having good on-ice AWARENESS.

It is very important that both linesmen have good on-ice awareness and be alert for potential problems during the play and at every stoppage of play. Linesmen who demonstrate good on-ice awareness and respond quickly on every stoppage of play will make a positive contribution to the overall control of the game and will prevent problems from occurring.

Following the Scoring of a Goal

- When a goal has been scored, it is very important that both linesmen work together. After a scoring of a goal, the front linesman shall immediately skate into the end zone, and position himself between the players gathered celebrating the goal, and the defending players or goaltender. The back linesman should move towards the players gathered celebrating the goal, and position himself between those players and the opposition's bench. Both linesmen must be alert for potential problems and be ready to respond as required.
- Once it is evident that players are under control, the front linesman shall retrieve the puck and proceed to centre ice and await the referee.

- The back linesmen shall move with the players to prevent possible confrontations with the players from the team that scored and the opposition players.
Linesmen need to be especially alert in cases where the players' benches are on the same side of the ice. In this case, if the team that scored is closest to their own bench, the back linesmen would move ahead of the celebrating players and position himself about at centre ice, along the boards, just past the bench of the team that scored. By positioning himself here, the scoring team that typically celebrates by skating past the bench and slapping hands with their team mates is forced to skate off the boards and should not end up skating right in front of the oppositions' bench. This reduces the opportunity for verbal exchanges or physical contact.

If the bench of the team that scored is not the near bench, the back linesmen would move with the celebrating players, keeping himself between the celebrating players and the oppositions bench, and then stop at centre ice, along the boards, just past the opposition bench. By positioning himself here, the linesman is a buffer between the celebrating players and the oppositions' bench, reducing the opportunity for verbal exchanges or physical contact. In this way, the back linesman directs player traffic, but does so in a way that does not draw attention to the role he is playing. Body positioning is key, and verbal instructions or directing traffic with arms should not normally be required.

The back linesman shall also report any assists to the referee if asked, and then get into position for the ensuing face-off. There should never be a time when all three officials are standing at centre ice.

- The linesman shall take up a position for the face-off in front of the "Happy" bench to prevent unnecessary complaining from the team upon which the goal was scored. The "Happy" bench is the bench of the team that scored the goal.

During a Time Out

- Each team is permitted one thirty-second time out per game in accordance with the rules (in Minor and Female hockey where permitted by the Branch). When a time out is requested, the referee shall proceed to the penalty bench to report the time out. The time out does not start until the referee reports it to the timekeeper.
- When the players' benches are on the same side of the ice, the back linesman shall be positioned between the benches during the time out. If the players' benches are on opposite sides of the ice, the back linesman should take up the normal position for the ensuing face-off. The front linesman, the linesman that will conduct the ensuing face-off, shall be at the face-off location. The referee should also be in the appropriate position for the ensuing face-off.
- Once the timekeeper has signalled the referee that the thirty-second timeout has expired, the referee shall blow the whistle to resume play. After the signal announcing the end of the "Time Out", if the teams are slow to resume play, the referee should intervene with the visitors' bench first. It is important that the referee and linesmen keep players and both benches in view at all times during the time out.

Repairing the Ice or Goal Net

- Whenever repairs are required to the ice or goal nets, it is important that at least one of the officials takes up a position to keep an eye on all players on the ice. It is important that the repairs be completed without delay and only when necessary.
- It is wise for the linesmen to keep lengths of twine or laces in their pocket in order to repair the goal nets if required.

Stoppage of Play - Dislodged Goal Net

- Linesmen are responsible for stopping play whenever the goal net has been displaced from its normal position and the referee has not observed this situation. Linesmen shall follow these guidelines in dealing with this situation:
 - If the puck is in the same end zone as the displaced goal, play must be stopped immediately.
 - If the goal is displaced by a player whose team is in control of the puck, play must be stopped immediately.
 - If a team has control of the puck in the neutral zone and is moving up the ice and a player on the opposing team in the opposing team's attacking zone displaced the goal, play shall be allowed to continue until the scoring opportunity by the non-offending team has been completed.

NOTE: It is possible for a goal to be scored at one end of the ice even though the goal at the opposite end has been displaced.

- However, if the team in control of the puck moves the puck back into their own end zone, with their goal displaced, play shall be stopped immediately.
- When the net comes off and the linesmen arrive at the scene they should communicate between themselves which linesman will retrieve the puck and which linesman will replace the net.

Breaking up Fights

- Fighting in hockey is not condoned and player safety is of the utmost importance. Linesmen are required to prevent fighting whenever reasonably possible.
- Linesmen have the responsibility for breaking up fights and separating players involved in fights. It is important that one player not get an advantage to continue to hit another player who is being held or restrained by an official.
- Prior to entering the fight, the linesmen should remove any equipment from the area to prevent them from tripping or falling. Both linesmen must enter the fight together. Prior to entering the fight, the linesmen shall decide which player each will take.
- When the players have stopped throwing punches or one player has gained a significant advantage, then, and only then, should the linesmen attempt to get between them, tying up their arms and forcing them apart.

To get between players, the linesmen should come in from the side with one official on each side, each taking a player. Do not come in from behind and pull backwards. Come in over top of the players' arms forcing them down so that they are not able to throw punches. Force players apart with gentle sustained pressure, using the strength in your legs to force them apart. There is no hurry if they have stopped throwing punches.

- If players are wrestling on the ice, one official should get hold of a free arm of the player on top. The linesman taking the player on the bottom must protect this player from punches. The linesman taking the player on the bottom must come in from the side, covering the player's head and face, protecting the player in doing so.
- NOTE: Never should a linesman enter a fight over a player's skates.
- If players are using sticks in the fight or swinging sticks at each other, linesmen shall stay out until they stop swinging the sticks.
- Once players have been separated, it is important that the linesmen let them go. However, the linesmen should be very alert and ready to restrain the players if they try to get away. The body position of the linesmen in relation to the two combatants is extremely important. The linesmen shall remain between the players, keeping them apart, and escort them to the penalty bench or exit as directed by the referee.

HELPFUL HINTS IN BREAKING UP A FIGHT

- Continually talk to players involved.
- You must remain calm yourself and talk calmly with the players involved in the fight to diffuse their anger and emotion.
- Do not hold players once they have been separated.
- Skate between players involved until they cool down.
- When escorting a player to the penalty bench or exit, position yourself between the player and potential hazards (i.e. the opposing team bench, other players on the ice, the referee, etc.).
- Make sure players are separated on the penalty bench unless there are separate benches.
- Both linesmen shall mentally record the number of the players involved.
- Do not grab a player's stick and pull it away from the player; instead, push the stick away with an open hand.
- Protect players. It is your duty to see that no player gets the advantage over another player due to the way you are breaking up the fight.
- In multiple fight situations, linesmen should be methodical in escorting players either to the penalty bench or off the ice. Linesmen should make sure that they have removed the original combatants from the ice before they attempt to break up a second fight. Always work with your partner. Never go in alone.
- Protect yourself. Do not be over eager or zealous. It is a time to exercise extreme caution and good judgement.

Reporting Incidents

- Linesmen have the responsibility to report to the referee all Bench Minor, Double Minor, Major, Misconduct, Gross Misconduct or Match penalties they have observed. Linesmen cannot stop play when one of the above incidents occur (except for too many players on the ice), but must wait for a stoppage of play.
- Linesmen should not wait to be consulted by the referee, but should report the incident without delay on the first stoppage of play after the incident.
- The following guidelines shall be followed whenever reporting to the referee:
 - Only approach the referee when there are no players around.
 - Remain calm and remember you are only making a report to the referee. The referee is responsible for making the call.
 - State exactly what was observed (i.e. "Number 14 blue high-sticked Number 7 red"; or, "the blue bench is verbally abusing me"; or, "Number 6 red slashed Number 8 white").
 - The linesman does not state what penalty if any should be assessed, but is only reporting the incident. It is the referee's responsibility to end the conversation (i.e. "Are we talking a Major or Match Penalty?"; or, "Thanks, I will warn them"; or, "Thank you, I saw it.").
- Linesmen are to follow the lead of the referee in these conversations. Any questions about the referee's final decision should take place in the privacy of the officials' dressing room.
- The referee shall ensure that both linesmen report their version to the referee. A referee will never assess penalties on incidents reported by a linesman without consulting both linesmen.

Covering for the Referee

- Occasionally, the referee will get trapped behind the play requiring the linesman to leave the blue line to cover for the referee. This normally happens on quick break-outs or when the referee gets caught up in the play and is unable to catch up.
- The linesman should not leave the blue line until the play has crossed the line. This will permit the linesman to make the correct call with respect to the play being on-side.
- The back linesman must move up and cover the blue line until the linesman who has covered for the referee is able to return to the line, and release it.
- The linesman covering is to utilize the normal end zone positioning and should follow the play right into the net, just as the referee would. This linesman must stay in the end zone until the referee is in position to make the necessary calls.
- If the play results in the scoring of a goal, the linesman covering for the referee shall give the correct signal by pointing to the net. The linesman does not blow the whistle to stop play, but rather the referee shall blow the whistle. The linesman never washes out a goal either. Only the referee. The linesman shall not signal a goal if:
 - the puck has been directed into the net as a result of a distinct kicking motion of an attacking player, or after being kicked, the puck deflects off any player or stick into the net;
 - the puck is deliberately directed into the net by any part of the body of an attacking player other than his stick;
 - the puck is hit with a high stick into the net;
 - the net is displaced prior to puck crossing the line;

- any other occasion when the puck crosses the line but is not a legitimate goal.
- If no goal is scored on the play, it is then the responsibility of the linesman to avoid the referee when returning to the blue line position.
- It is very important that linesmen use good on-ice awareness and be prepared to cover for the referee and their partner when required.

Covering for the Other Linesman

- Linesmen should consider teamwork and communication as essential to their duties. Linesmen should be in the habit of communicating to each other when situations during the game present themselves that require linesmen to cover for each other.

There are common situations that consistently arise that warrant one linesman covering for the other linesman, such as:

END ZONE

- As the linesman dropping the puck in the end zone, you should back out of the end zone to the blue line.
- Once you have returned to the blue line, you should indicate to your partner (who should be covering the blue line) that you are prepared to renew your duties at the blue line.
- Linesmen must give a release signal by way of eye contact and a head nod. Verbal communication is also encouraged and will assist in acknowledging receipt of the release signal. Until such time as the returning linesman indicates release of the line, all line calls at the blue line are the responsibility of the covering linesman.

NEUTRAL ZONE

- At face-offs taking place at the face-off spot just outside the blue line, it is the responsibility of the linesman not dropping the puck to make any calls at that line.
- Once the linesman dropping the puck has returned to the boards and is prepared to renew his duties at the line, he should indicate to his partner using the release signal. Eye contact, head nod and perhaps verbal communication can all be used to shift the line responsibility from one linesman to another.
- Communication and teamwork are necessary for face-offs taking place in the neutral zone. The linesman not dropping the puck should be prepared to travel in the direction of play that evolves from the face-off. This may result in this linesman having to cover his partner's blue line in order to make a call.

GENERAL

- Linesmen should communicate during the game when a team becomes shorthanded and also when the team returns to full strength.
- Communication and teamwork between the linesmen will ensure limited disruptions to the flow of the game by the officials. Dedicated linesmen should endeavour at all times to make the job of the referee as easy as possible by attempting to limit the "controllable" distractions. A positive focus will always result in good preparation and game management.

Awareness

- One of the biggest differences between a new and a more senior linesman is the awareness level. While the newer linesman is busy concentrating on the specifics of his job, such as positioning and procedures, the senior linesman focuses his attention on what else is going on in the game. Many supervisors will tell you that what makes a good linesman is their ability to read the play
- and the players and know what is going to happen before it does. All officials know what an off-side or an icing is, but what separates two linesman is their awareness. This section will go through in point form various situations when a linesman can use their awareness to potentially avoid unwanted situations.
- In addition to all the other duties, linesmen have the very important responsibility of watching players away from the puck. This includes players who are late leaving the zone as play moves down the ice. Linesmen should not leave their blue line until the last attacking players have left the zone.
- Awareness is very important during stoppages of play. Linesmen must be aware of what players are doing on the ice before retrieving the puck or attending to other duties.
- Linesmen should always be anticipating potential altercations and attempt to diffuse any situation before the referee is compelled to assess a penalty.
- Linesmen who hold the line, cover for the referee when required, cover for their partner, and are alert to the actions of the players on the ice, will demonstrate good on-ice awareness and make a positive contribution to the game.
- Inform the timekeeper to keep one player in the penalty box after a set of coincidental penalties has expired. This may prevent a problem if both players have not cooled off yet.
- Be aware of the time that the coincidental penalties expire so that at least one of the linesmen can be there for the players leaving the box.

Communicate with the referee when there is a delayed penalty and get the number of the player that is getting the penalty so that you can go directly to her when the whistle is blown.

- When hustling in after the whistle is blown, don't focus on just where the puck is. Be sure to watch all players on the ice as a situation may occur away from the play.
- If the play is in the defending zone while the defending team is shorthanded and the penalty is soon to expire, the back linesman should be in a position close to the red line in case the puck is fired out of the zone when the player comes out of the box. The back linesman will be in a position to catch the potential off-side pass or go with the player on a breakaway. If your partner
- is the back linesman and he has not noticed, communicate with a signal that the player is coming out of the box.
- If the back linesman is confident with their skating, they should bump up close to their partner's blue line in case there is a quick whistle or he is bumped off his line. This will reduce the time it takes to get into position and keep the line from being uncovered at any time.
- If there is a problem behind the play and you are the back linesman, communicate with your partner and go to the players. If the problem is on the other side of the ice, communicate with your partner and switch lines so that your partner can go to the players.
- Be aware of any premature substitutions, especially when there is a delayed penalty. The back linesman should watch the goaltender change for the extra attacker, and be sure that the team has not substituted too early.

- If you switch lines for whatever reason, don't be too concerned about switching back.
- If there is the chance of a quick whistle, be sure that both linesmen have not pinched too far into the zone. As a rule of thumb, front linesman should remain in their position and allow the back linesman to pinch into the zone. This way the blue line is covered and if there is a quick break the two linesmen can switch roles.
- Be aware of any matching of players, such as two tough guys or a tough guy on a key player, and be ready to react if there is a problem.
- After the whistle is blown, focus on the players first. Once the players have dispersed, get ready for the face-off.

REMEMBER - PLAYERS FIRST, PUCK LAST.

There are times that the procedures may need to be changed. For instance, when the face-off is in the end-zone and there are a couple of players that are chirping back and forth as they go to the players bench, or there is a line change, the back linesman should go with the players, while the front linesman retrieves the puck herself. This will keep a presence there for the players to see.

- When a fight occurs, it is the linesmen's responsibility to report to the referee any infractions that may occur during the fight, such as head-butting or hair pulling. Be aware of this and report to the referee if necessary.
- Use your voice and communicate with the players so that they know that you are there. Just knowing that an official is there can stop a lot of things from happening.
- After a goal is scored, linesmen should be aware that some teams will skate by their bench and slap hands. This can be a problem if both benches are on the same side and the players have to skate by each other. The back linesman should be aware of this situation and skate with the team if necessary.
- Be ready to cover for your partner or the referee if needed. There is nothing worse than a line being left open while both linesmen are up at the red line, or the play going into the end-zone while the referee is trapped down at the other end.
- While escorting players to the penalty box, position yourself between the penalized player and other players or the referee. Don't hold onto the player unless it is absolutely necessary. Never get too far away from the player that you can't grab him if he tries to take off. If necessary, remain at the box until the gate has been closed.
- Be aware and ready to intervene if the referee has a problem with a player or coach while explaining a call. Never get involved unless necessary.
- If your partner is taking heat for a call, try to switch to keep the players or benches away from your partner. Likewise, if the referee has any problems, try to position the face-off so that the referee is away from the benches. Some referees may not care, but most will appreciate it.
- When players are being ejected from the game, escort the player all the way to the gate, and if necessary when both teams go the same way to their dressing rooms, hold back the second player until the first player is in the room or is with a team official. Never release a player to anyone unless it is a team official or someone appointed by the Team.

When exiting the ice after the game or between periods, and both teams exit the same way to their dressing rooms, one linesman should go between the two teams, while the other remains with the referee.

- While leaving the ice and going to the dressing room, the linesmen should position themselves between the referee and any players, coaches, or fans that may try to get at the referee.

This section has tried to cover situations where a linesman can use their awareness in the game. There are many other situations that are not included, and there are probably lots more that other linesmen may use. Talk with your senior linesmen about any situations that they know of.

Share this information with the people you work with so that we can all strive to become excellent linesmen.

Respect for Officials

Many Linesmen take much more abuse from players and coaches than they should. Whether it is a coach yelling profanity at the Linesman or a player shoving a Linesman out of the way, it is essential that the Linesman report these infractions to the Referee. Many Linesmen feel that they should have to put up with this because they do not have the authority to call these penalties themselves. However, there is not a Referee in the game that will not back up the Linesman in these situations. If the Linesman feels strong enough that they should call a penalty, the Referee will not hesitate to call it. However, the Linesman should not be too sensitive to these situations. A certain level is inherent in the game and we expect that. It is when the abuse goes above this level that we must take action.

Summary

The duties of a linesman are very important to the overall game. Alert, hustling linesmen who are technically strong can assist the game in flowing smoothly.

SECTION 5

An Understanding of Hockey Canada Officiating Systems:

- The Two Official System**
- Three Official System**
- Two Referee – One Linesman System**
- Four Official System – Two Referees & Two Linesmen**

Upon completion of this section you will be better prepared to:

- work within the Two Official System;
- understand the differences between the Two Official System and working as a linesman in the Three Official System;
- understand and explain proper referee positioning in the Three Official System;
- understand the Two Referee-One Linesman system;
- understand the positioning & responsibilities for the officials in the Four Official System.

Positioning

The referee in any game must have a complete knowledge of the playing rules, be a good skater, in good physical condition and be able to display good judgement. One more quality is required and that is good positioning. To be a good official you must have all of the above qualities.

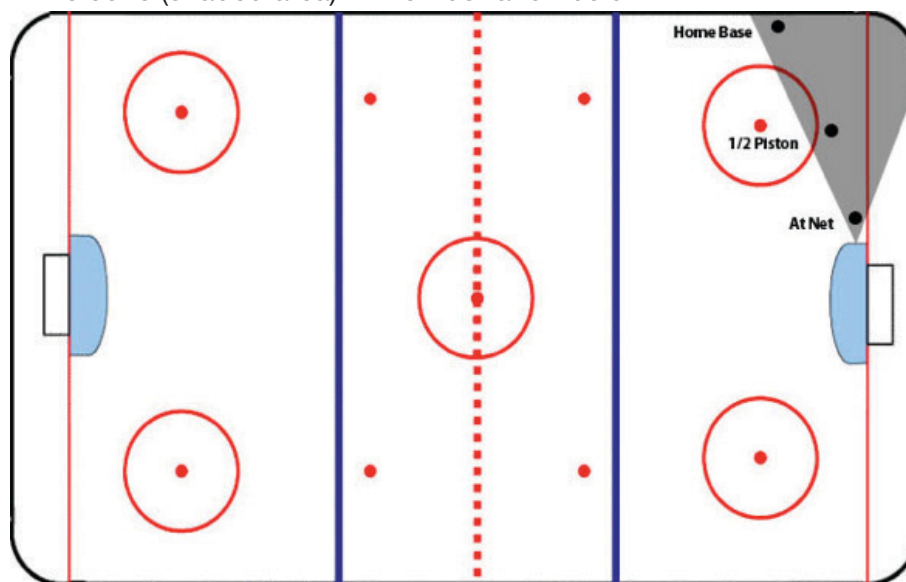
END ZONE POSITIONING

The fundamentals of End Zone Positioning involve the use of the piston system as well as the cone positioning.

This system gives the referee:

- A better overall view of the play.
- Improved view of the goal and goal line.
- Less chance of being caught behind the play on a fast break, thereby reducing unnecessary hard skating.
- Safer positioning from deflections of shots on goal.
- Players are more aware of the presence of the referee, this acts as a deterrent to any unnecessary activity.
- When using the “cone area” allowing the referee to move below the goal line the official may have better sight-lines; keep the play and players in front of him and be in a better position to avoid being involved in the play.

The preferred end zone positioning for the Referee or end-zone Official in the 2 Official system is anywhere in the cone (shaded area) in the illustration below.



Although the cone area is below the goal line at certain points, the Referee is encouraged to stay at or above the goal line as much as possible. The Referee is allowed to move away from the shaded area when absolutely necessary but should always try to return.

The **Cone System** consists of three positions and two manoeuvres to help you to be in the best possible location. They are:

- **Home Base** (HB)
- **Half Piston** (HP)
- **At the Net** (ATN) (Full Piston) (Figure 1)
- **In the corner** as per the Cone area

Home Base is a position 15-20 centimetres (6-8 inches) from the boards, halfway between the goal line and the face-off circle hash marks.

Half Piston is the area located between **Home Base** and the nearest goal post, usually in line with the face-off dot.

At the Net (or Full Piston) is the position anywhere around the net that gives the referee the best view to see if the puck has crossed the line, but ideally, at the corner of the net, 0.6 to one metre (2-3 feet) from the goal line. This gives the referee the best possible position to view the activity on and around the goal line and goal crease area.

The **Cone area** allows the official to position himself below the goal line to gain the best sight lines as well as take up a position to avoid being in the play. However, as stated above, when play allows the official is encouraged to move above the line and return to the **Half Piston** position.

The two important manoeuvres are:

- **The Bump**
- **The Pivot**

The Bump is used when the play comes around the boards and in the direction of the referee standing at **Home Base**. The referee will **Bump** away from the play (either up or down the boards) until he reaches either the hash marks or the goal line. At this point he will use the second manoeuvre called **The Pivot**.

The Pivot consists of taking a stride out away from the boards, crossing under and skating backwards to **Home Base** after the play has passed behind the referee. At this point the referee can follow the play either up the ice or watch as it continues in the end zone.

When play is in progress and as it enters the end zone, the referee will also enter towards the **Home Base** position. The referee will stay at **Home Base** until the play warrants (i.e. the play is on the far side of the ice), then the referee will move to **Half Piston**. While the referee is at **Half Piston** and the puck is on the far side of the end-boards and the net blocks your view of the puck in the corner, it is advisable for you to take **one step** towards the face-off dot. This can be done without going into No-Mans land. If you need to go below the goal line you may do so in the shaded area known as the cone. If the puck goes to the net area the referee will also move into the **At the Net** (Full Piston) position, ready and in an excellent position to make the appropriate call. If the puck moves behind the net and around the boards to the referees side of the ice, the referee will move backwards quickly to the **Home Base** position. Allow 15-20 centimetres (6-8 inches) from the boards to allow the puck to go behind you.

Referees may take up a position behind the goal line, if this position provides the best sight lines to observe the play and players in the zone. As soon as the position of the players allow officials are encouraged to return above the goal line into the **Half Piston** position. Going below the goal line when play is **At the Net** may prove to be the best angle to see the play.

The shaded area is called **No Man's Land**. A good official never enters this area as you will become involved in the play, and be a factor in its eventual outcome and risk putting yourself in danger of being injured. **End Zone Positioning** for a referee in the three official system is the same as in the two official system. Once the official enters the end zone, the use of the three positions (**Home Base**, **Half Piston**, **At the Net** and the **Cone position**) and the two manoeuvres (Bump and Pivot) are the same.

The ability to anticipate the play is very important to an official. This will allow the official to easily keep up with fast breaks and to quickly move to **Home Base**, out of the way of the play. Relax, anticipate the play and move only when the play warrants it, this will help you to be in a better position and also enjoy the game more.

Two Official System - Referee

In this system, the official picking up the puck will conduct the face-off and the official not conducting the face-off will conduct the line-change procedure.

Penalties can be assessed by either referee anywhere on the ice where there is an infraction.

GENERAL GUIDELINES

- Each referee covers two thirds of the total ice surface. This coverage overlaps in the neutral zone.

Try to never let the puck pass you in the neutral zone and be closer to your blue line than you are. If there is a situation where you are in the path of the players and the puck is in the neutral zone then always move towards your blue line. In this procedure you should never be out of position. If the puck comes in your direction, you are in the correct position. If the puck goes in the opposite direction, simply stop and follow the play, again, you are in position.

- Another thing that you should never do is climb the boards. If you do, the puck will pass you, leaving you out of position and not being able to call an off-side at your blue line. Also, being on the boards puts you in a vulnerable position and the potential for personal injury is much greater. “Turn, face and brace” when a puck is shot at you or a collision is imminent.
- Officials should always be at, or just inside their blue line prior to the puck and players. This position is called “Working the Line”. They cannot accurately call off-sides if they are 3-6 metres (10-20 feet) from the line.
- When you are the front official you must be at the centre red line as the puck approaches in order to effectively call potential icings.
- When the puck is in your partner’s end zone making you the back official, watch for fouls in front of the net. If your partner is watching the play in the corner or along the boards, he may not be able to watch in front of the net as well.

POSITIONING WHILE THE PLAY IS IN PROGRESS

To start the game, or any face-off at centre ice, the two officials should be positioned along the centre red line facing each other. The official taking the face-off (1), should be facing the penalty bench so that the timekeeper can start the clock when the puck is dropped.

- When the puck is dropped, (2) must go with the puck, whether to the left or right. This will allow (2) to be at the blue line as the puck crosses. In either case note that (1) has skated backwards to the boards after dropping the puck (Figure 5).
- As the puck moves into the end zone, (2) must follow the play and begin to implement his End Zone Positioning. Meanwhile (1) will move up the boards and take a position one stride outside the blue line, at an appropriate angle to face the play. In these positions, (2) can watch the play in the entire end zone and (1) can watch for any off-sides at the blue line and must also watch the entire end zone play. (1) will watch the play that is away from the puck. For example: a shot from the blue line, (1) will continue to watch that player and any checking player while (2) must follow the puck and players as they go towards the net.

- When the play moves towards (2), the official should not move into No Man's Land (Figure 2 - Page 6-2). Never should both (1) and (2) be on the same side of the ice.
- As the play moves towards (2), the official should anticipate the play and quickly skate backwards to **Home Base**.
- The official, when positioned at **Home Base**, will keep all players in front and avoid player congestion that may develop in the corner. If the defending team gains control of the puck and starts to move out, (1) must leave the blue line and be at the red line by the time the puck enters the neutral zone. At the same time, (2) should be as close to the blue line as possible as the puck crosses into the neutral zone.
- When the puck is in the neutral zone in the vicinity of the centre red line, both (1) and (2) should be within 1.5 metres (five feet) of their respective blue lines which places them in position to call off-sides which may happen at either blue line.

If the play continues towards (1)'s zone, (1) must move to the blue line to call any potential off-side, then move in deep with the play. At the same time, (2) must be at the red line by the time the puck crosses over his partner's blue line and then move up to within one stride of the outer edge of his partner's blue line as play goes deep into the end zone.

If we summarize the movements of the two officials while play is in progress, you will easily see that at all times they are in a diagonal position relative to one another, no further than one line apart. In this way they are in position to call off-side plays, etc., regardless where it may occur on the ice surface.

POSITIONING FOR FACE-OFFS

- All face-offs shall be conducted at the designated face-off spots as indicated by the reason for the stoppage of play,

Update Figure 12 to reflect new face-off procedures – on face-off dots

- All face-offs are taken by the official who retrieves the puck, regardless of what side of the ice they are to be on.
- For all face-offs in the neutral zone, officials should keep in mind the acronym F.O.G. This stands for "Free Official Goes". This means that the free official, or the one not conducting the face-off in the neutral zone, should be prepared to move in either direction, depending on the direction the play moves. This will allow for all lines to be covered without the official conducting the faceoff having to rush back to their end and potentially getting caught up in the play. The official conducting the face-off should still make every effort to exit the face-off quickly, but do so in a safe manner.
- For a face-off at centre ice, both officials should be positioned on the centre red line, facing each other, so that the official taking the face-off (1) is facing the penalty bench.

When a face-off is at one of the four spots in the neutral zone, the official not conducting the face-off (2) should be prepared to move in either direction, depending on the direction the play moves. The official conducting the faceoff should skate backwards to the boards as soon as it is safe to do so, and then move as needed to assume appropriate positioning as described earlier.

If the play begins to move out of the end zone, (1) must move quickly up the side boards to call plays at the blue line as the puck enters neutral zone. (2) must hold the blue line until (1) is in the proper position to call off-side as the puck enters the neutral zone. When sure, (2) must move quickly to the centre red line in order to be ahead of the play as it advances up the ice towards his blue line.

For face-offs in the end zone all face-offs will be conducted at the appropriate end zone face-off dots according to the rules. If the puck goes deep into the end zone, (1) backs initially to the boards, then moves into regular endzone positioning. (2) covers the blue line (Figure 18).

- If, after the drop of the puck the play moves out, (1) should back off towards the boards, then move out immediately with the play. (2) must hold the original position just outside the blue line until sure (1) is in a position to call a potential off-side at the blue line. Once sure, (2) can back off quickly to the red and then on to the his blue line dependent on the advancement of the play.

WHEN A GOAL IS SCORED

- When a goal is scored in (1) 's end, he will signal the goal and report it to the scorekeeper. (2) will retrieve the puck and go to centre ice for the ensuing faceoff. (1) will take his position on the centre red line facing (2). Positioning and procedures are now the same as for the start of the game.

WHEN A PENALTY IS ASSESSED

- When a penalty is assessed, the official (1) will assess the penalty and report it to the scorekeeper. (2) will retrieve the puck and proceed to face-off spot of the ensuing face-off. (2) will now assume the responsibility for face-offs and positioning in this end zone. The official who assessed and reported the penalty (1) will take up a position outside the blue line or across from (2) in the neutral zone depending on where the face-off is to take place.
- If the official assessing the penalty in Figure 22 is (1) then he will report the penalty to the scorekeeper, (2) will retrieve the puck and proceed to conduct the ensuing face-off. (1) will take up a position outside the blue line or across from (2) in the neutral zone depending on the location of the face-off.

COMMON FAULTS AND TIPS

- A common fault is the failure of the official responsible for the attacking zone to leave the zone quickly in pursuit of the play; a quick turnover in the neutral zone could result in a close off-side call at this official's blue line and the official must be in position to make the call.
- When there is a stoppage of play **at the net**, to reduce the conflict between players, a tip for the official in the attacking zone is to move to the **At the Net** position immediately, keeping all players in full view to **Create a Presence**. Your presence and verbal communication will act as a deterrent to altercations after the whistle.
- How does the official in the end zone know when to retreat from **Half Piston** to **Home Base** as the play moves towards him? If the puck carrier is an attacking player you can hold your position a little longer as they will normally go to the net, and you can follow. If the puck carrier is a defending player, retreat to **Home Base** immediately as this play generally goes up the boards.

Three Official System - Referee

In the three official system, the referee is the person in charge of the entire hockey game and has the final decision in all situations.

The two linesmen come under the referee's jurisdiction and the three of them form the "on ice team". It is important that the referee give the linesmen as much support and backing as possible and that all of them work as a team both on and off the ice.

A good knowledge of proper positioning enables the referee to carry out his duties while not interfering with the duties of the linesmen. It also enables the referee to avoid interfering with the flow of the play and the players, keeping him in a position such that he is able to make any necessary calls.

POSITION OF THE REFEREE FOR FACE-OFFS

- The referee should take all face-offs at centre ice at the start of the game, of each period and after a goal has been scored. The linesmen should take all other face-offs during the course of the game.
- For a face-off at any of the four spots in the neutral zone, the referee should be positioned on the opposite side of the ice, about 1.5 metres (5 feet) inside the blue line and 1.5-3 metres (5-10 feet) out from the boards. From this position, if the play goes directly into the end zone, the referee is able to follow the play quickly, where he can implement his End Zone Positioning. If, however, the play breaks up the ice, the referee is far enough out from the boards to avoid collision with the linesman.

For face-offs at other points in the neutral zone, the referee should be positioned on the side opposite the face-off location, 1.5-3 metres (5-10 feet) from the boards, and 2.5-3 metres (8-10 feet) in the direction of the closest net. This will enable the referee to move in quickly and be on top of the play. If the play were to proceed to the far end, the referee would still be in proper position while following the play up the ice.

When the face-off takes place at one of the end face-off spots, the referee should be positioned at **Half Piston**. From this position the referee will be ready for a close play **at the net** and have an excellent view of the goal line. Also, in this position the referee will not be in the way if a quick shot is taken **at the net**. The referee should work the area behind the goal line and the corner according the procedures outlined in the info regarding the Cone Zone. The referee should return to the ideal **Half Piston** position above the goal line when the position of play allows.

POSITIONING WHILE PLAY IS IN PROGRESS

Positioning for the referee in the three official system is basically the same as for the two official system with a few variations. The referee in this system has the responsibility of calling penalties for infractions anywhere on the ice. The referee will not call off-sides, off-side passes, or icings. These are the responsibility of the linesmen. If a call is very obvious and your linesmen have been blocked out, then the referee may stop the play. This type of call would only be the odd exception.

- After conducting the face-off at centre ice, it is imperative that the referee get back towards the boards as quickly as possible, for while the referee is in the middle of the ice, part of the ice and some of the players will be behind the referee's back. Good positioning means keeping all of the players in front of you.

How does the referee get back to the boards after a face-off? Does the referee skate backwards along the centre red line to the boards? The answer to both those questions will vary depending upon the direction of the puck after the face-off. If the puck remains in the centre ice area, the answer to the second question is yes, providing the puck is in front of the referee. Common sense dictates that the referee will not skate to the boards when the puck is behind the referee. If the puck goes into the end zone, the answer is no, as the referee must follow the play. This means that the referee should angle towards the end and side boards, thus remaining within proper range of the play.

- As the play moves into the end zone, the referee should follow the play at these distances: 2.5-3 metres (8-10 feet) behind the play if the puck is on the opposite side of the ice, 4.6-6 metres (15-20 feet) behind the play if the puck is on the same side of the ice. This will provide the referee with a good perspective of all the players. Also, if the puck suddenly changes possession and the play starts out in the opposite direction, the referee will have sufficient room to avoid interfering with the play. If the play does go deep into the end zone, the referee should assume the End Zone Positioning as described earlier in this section. UPDATE Figure with NEW End Zone Positioning referencing the CONE

The referee skating up the ice should be in the white area only. The shaded area is "No Man's Land" and should not be used by the official nor should they cross over from one side of the ice to the other side while play is in progress. Naturally, you can move over at a stoppage of play depending on the location of the face-off and for a face-off at centre ice.

If the defending team gains possession of the puck, the referee must be prepared to move out of the end zone with the play. When the puck is on the opposite side of the ice, the referee should be 1.5-3 metres (5-10 feet) from the boards, 2.5-3 metres (8-10 feet) behind the play. If the puck

is on the same side of the ice, the referee should be 1-1.5 metres (3-5 feet) from the boards, and follow 4.6-6 metres (15-20 feet) behind the play.

- When play is in the end zone the referee will utilize the End Zone Positioning as described earlier in this section.
- As play moves into the neutral zone and approaches the far blue line, the referee should remain close to the side boards if the puck is on the same side of the ice and roughly 4.6-6 metres (15-20 feet) behind the play. This will enable the referee to keep all players in view. If the puck changes direction and starts coming back, the referee will be able to get out of the way of the players. However, if the play is on the other side of the ice, the referee should move out 1.5-3 metres (5-10 feet) behind the play. In this position the referee will have sufficient time to move back if the play comes back. As the play moves into the end zone, the referee should accelerate into the zone rather than coast, and can then establish End Zone Positioning based on the location of the play. (Could consider removing references to the Imperial System of measurements “feet”)

COMMON FAULTS AND TIPS

- A common fault for referees is their failure to move out of the attacking zone in pursuit of the play if there are opposing players straggling behind. Follow the play, glance back several times and rely on your linesmen to communicate with those players and to keep you informed of any problems that may occur.
- To reduce the number of stops and starts, and to maintain excellent position while play is in progress, try to maintain a “figure 8” pattern of positioning by using tight turns to loop behind play and accelerate back into good position.
- Many altercations occur in the area around the net. Once play has stopped the referee should move to a position of not more than three metres (10 feet) from the net but with all players and both benches in full view and Create a Presence. Your presence and verbal communication will deter any actions and you will have a good view of any altercation, or players leaving the benches.

Three Official System - Linesmen

Generally speaking the Linesman who retrieves the puck is the one that conducts the ensuing face-off. Once the Linesman arrives at the face-off location, the other Linesman exits to her face-off position across the ice. Of course common sense prevails in situations where the puck ends up close to the Linesman positioned at the face-off location, the Linesman may retrieve the nearby puck and conduct the face-off himself. Upon the stoppage of play, the two linesmen should watch the players on the ice as their first priority. If two players are standing talking and challenging each other, they should be immediately aware of this potential trouble, move in quickly and move the players out before any serious trouble occurs. If there is no potential trouble, one linesman will proceed to the position for the face-off and the other will retrieve the puck, skate back and take up his position to conduct the face-off. His partner will exit from monitoring and marking the face-off location and position himself in the appropriate position across the ice.

POSITIONING WHILE PLAY IS IN PROGRESS

- They should always be in position to call the play.
- They should be at their blue line - about (1 - 1.5m.) inside the blue line, establishing the best position to have an unobstructed view down the line - this is called Working the Line) as the puck crosses the line. They should not straddle the line.
- They should work from their blue line to a position about 1.5 - 2 m from the other (partner's) blue line (Figure 32). When play is in the end zone, the front linesman (1) should be one stride outside the blue line, while the other linesman (2) should be on the opposite side of the ice 1.5 - 2 m from the other (partner's) blue line.
- When the defending team gains possession in their end zone, (2) should anticipate the play coming out of the end zone and move back to the red line.

In these positions, (1) and (2) now have both the blue line and the centre redline covered. As the puck comes to the blue line, both linesmen are in position to call a potential off-side pass.

- Linesman (1) must observe attacking players behind the play as the play leaves (1)'s end zone and be able to get back to the blue line in time to make a call if the play changes direction. After the puck crosses the blue line, (2) will move to (2)'s blue line and be in position to call a potential off-side at that line.

When the puck approaches the blue line, (2) must be at the line while (1) should move up to a position mid-way between the centre red line and (2)'s blue line.

- Both linesmen should always be at their blue line and in correct position before the puck on any potential off-side play at their blue line.
- When the puck comes out of the end zone, the procedure for positioning is then reversed for each official.

POSITIONING FOR A FACE-OFF

- The linesman picking up the puck shall be responsible for conducting the face-off
- The linesman not taking the face-off must hold and cover the line of the linesman taking the face-off.
- When the referee is taking a face-off at centre ice, the two linesmen should be on opposite sides of the ice against the side boards, just outside the blue line at their end of the ice.

For a face-off at the face-off spot in the neutral zone, (2) must cover the blue line until the direction of the puck is determined or until (1) is back in position, and has given a release signal (eye contact and head nod) to (2). For instance, if the puck goes just over the blue line and (1) is caught amongst the players, (2) must remain as shown until (1) has gained the proper position at the blue line and released his partner. At this point, (2) can release the line and move to the proper position between the blue line and the centre red line.

For other face-offs in the neutral zone, the two linesmen should initially be positioned opposite each other. (2) is responsible for all lines in case (1) is trapped in the middle of the ice (Figure 39). (Wording could stay but Figure 39 is not appropriate under new face-off guidelines and therefore should be removed)

- When the face-off is at an end face-off spot, (2) should be positioned one stride outside the blue line on the opposite side of the ice. If (2) is screened from seeing players positioned behind (1), who is conducting the face-off, then (2) may move off the boards an appropriate distance to get a clear view. If a player is off-side (encroaching), (2) will blow the whistle and point out which team caused the face-off encroachment. (1) will then remove the offending team's centre player and conduct the face-off with a new centre from the offending team. After the puck is dropped, (2) will move back to the side boards and take a position one stride outside the blue line. (2) will remain there until (1) has moved out of the end zone and resumed the position at the blue line and given the release signal. If the play stays in the end zone, (2) will then move out side the blue line and position themselves accordingly to monitor their partner's zone.
- If the play comes out of the end zone, (2) must move quickly to the far blue line to be in position for a potential off-side play.

Summary

Positioning is an important element in becoming a good official. You must understand and perform the procedures outlined in this section to allow you to make the correct call. Each official from coast to coast must become familiar with the Hockey Canada Officiating Program positioning and procedures to ensure that we are all consistent when applying these skills.

