



**BASIC OFFICIALS' TRAINING CLINIC OUTLINE  
FOR THE 2004-2005 SEASON  
Developed jointly by PAVO & USAV**

The attached clinic outline is a joint project of USA Volleyball and PAVO, intended to provide a consistent training tool to USAV regions and PAVO local associations. This clinic outline will help ensure that a clinician with some degree of experience thoroughly covers all necessary information and changes for the coming season.

For the less experienced clinician, a complete clinic script is available, free of charge, on request – call either the USAV National Office (719/228-6800) or the PAVO Central Office (888/791-2074). Additionally, a set of general overhead transparencies to accompany the clinic outline, or a Power Point presentation is available upon request from either office.



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NOTE: All new rules &/or techniques are noted by **Underlined Bold Lettering**

**REFEREE UNIFORM AND EQUIPMENT**

- A. Required uniform
1. White ('Certified Volleyball Official') polo shirt
  2. Dark navy blue pants (not jeans or faded Dockers)
  3. Blue or black belt
  4. Solid white shoes and white socks
  5. Well-groomed and neat in appearance
  6. Optional - certified official V-neck sweater
- B. Equipment
1. Whistle with lanyard
  2. Watch (with second hand or timer)
  3. Yellow and Red Cards
  4. Coin
  5. Rule Book
  6. Optional - net height measuring device
  7. Optional – ball pressure gauge and pump

**ENTERING THE GYM**

- A. How early to courtside in uniform
1. Collegiate: at least 45 minutes; arrive at facility at least 60 minutes prior to start time (**Optional procedure: A conference may opt for the referees being on site 60 minutes prior and on court 30 minutes prior. Return to locker room until 11 minute mark with the host event management monitoring the warm-up.**)
  2. USAV: at least 30 minutes
- B. Communicate with appropriate personnel
1. Determine who is in charge of the facility and locate them.
  2. Introduce yourself, with your partner, to both coaches, spending minimal but equal time with both
  3. Determine warm-up protocol
  4. Responsibility begins with arrival courtside
- C. Check facility and playable areas
1. Serving area
    - (a) Are sideline extensions present to define service area?
  2. Overhead obstructions
  3. Playable vs. non-playable areas
    - (a) Adjacent courts
    - (b) Adequate distances for the pursuit rule to be used (NCAA **and USAV**)
  4. Safety, i.e. floor obstructions, changes in court surface, gymnastics or other equipment, stationary equipment, such as exercise bicycles, in the warm-up area
  5. Playing area in NCAA rules
  6. Location of media personnel

- (a) **NCAA - Media area is within 1 meter (3'3") of the boundary defining the playable area and still a minimum of 2 meters (6'6") from the court (NCAA). Also, media is not allowed in front of the team benches or between the attack lines on the bench side of the court.**
  - (b) USAV – Two meters of free zone space required around court, and media must comply.
  - 7. Prior to warm-ups, home team has choice of playing area (NCAA rules); USAV choices are determined at the coin toss (serve/receive or choice of court/team area)
- D. Check match equipment
- 1. Game balls
    - (a) Color (uniformity & legality)
    - (b) Pressure
  - 2. Net
    - (a) Height
    - (b) Supports and padding
    - (c) Antennas
    - (d) Vertical tape markers, if used
    - (e) Referee's stand
    - (f) Advertising
    - (g) Net sleeves – Allowed on the top of the net with adequate fasteners (NCAA); USAV does not prohibit sleeves
  - 3. Visual Timing Device – Visual clock countdown to match time (NCAA only)
- E. Player uniforms and equipment
- 1. Player uniforms
    - (a) Matching shorts and shirts – Except for libero, teammates must have identical uniforms. **Logos and jersey lettering is exempt when determining whether uniforms are identical.**
    - (b) Shirts must have identical sleeve length, except libero (NCAA); sleeve length may differ (USAV).
    - (c) **Contrasting and distinctly different uniform for libero (USAV and NCAA)**
      - (1) **The libero must wear a uniform shirt or jacket that is immediately recognized from all angles as being in clear contrast to and distinct from the other members of the team. Any color that appears on more than 25% of the body of the non-libero team member's uniform may not be the principal color of the libero's uniform. In determining the body of the uniforms, the sleeves and collar should be ignored. (NCAA)**
      - (2) The libero must wear a uniform (or jacket/bib for the re-designated libero) whose jersey at least must contrast in color with that of the other members of the team.
      - (3) The shorts of the libero must be identical to all other uniform shorts (NCAA); the shorts of the libero need not be identical to all other uniform shorts (USAV).
    - (d) Undergarments that show below shorts and shirts are considered part of the uniform and must be the same color for any team members who wear them.
    - (e) Number placement and visibility - numbers may be of a similar color to the uniform color if the surrounding trim provides sufficient contrast (NCAA); **it is recommended that number be placed on the jersey at the center of the front and the back – effective Nov 1, 2006, this will be a requirement (USAV)**
    - (f) **A player not in a legal uniform will not be allowed to enter the game** (new for NCAA)
  - 2. Player equipment
    - (a) Splints and braces are allowed on arms and hands if properly padded
    - (b) **Medical equipment (such as insulin pumps) are a legal piece of equipment**

## PRE-MATCH PROCEDURES

- A. Captain's meeting
  - 1. Introduction
  - 2. Jewelry - during warm-up and match
    - (a) USAV – adult competition allows for flat band ring; no flat bands permitted for juniors
  - 3. Liquids during timeouts
  - 4. Ground rules

5. Review warm-up protocol to be used
    - (a) NCAA
    - (b) USAV
  6. Match format
    - (a) Number of games (sets) - All women's collegiate matches are 3 out of 5 except NJCAA play
    - (b) Rally scoring (USAV – all sets 25 points rally scoring, deciding **set** 15 points rally scoring, NCAA – all games 30 points rally scoring, deciding game 15 points rally scoring); switch courts at eight points in the deciding set/game
    - (c) No point caps
  7. Substitution procedure – Authorization to enter required from the second referee; signal should be a large and broad sweeping motion as if motioning someone to enter a door ahead of you. Insist that players look at second referee for this signal (**USAV – multiple substitutions by the same team at the same time must enter substitution zone consecutively, one substitution at a time**)
  8. Libero replacements and **(for NCAA) libero as server replacements**
  9. **Sanction notification and reporting to the stand when directed**
  10. Ask second referee for any input
  11. Answer any questions
  12. Coin toss
    - (a) Choices in USAV
    - (b) Choices in NCAA do not include side of court
- B. Meet with the scorekeeper and assistant scorekeeper
1. Only one official scorekeeper, one assistant scorekeeper and a visible scoreboard operator should be seated at the scoring table
  2. Review scorekeeper duties
    - (a) Recording of substitutions, timeouts and penalties
    - (b) **Procedures when the libero serves (NCAA)**
    - (c) Informing referees of substitutions and timeouts taken
    - (d) Checking the server before each serve
  3. Ensure line-ups are recorded correctly - scorekeeper and second referee roles
  4. Review assistant scorekeeper duties
    - (a) Tracks the libero replacements during the match
    - (b) **Notes use of libero replacement in serving order**
  5. Answer any questions
- C. Meet with the line judges
1. Explain positioning on the court
    - (a) Location prior to the match, during timeouts, and between games (**sets**)
    - (b) Step back (down the sideline extended) when server is near the line judge's position (within 6 to 8 feet of the left sideline)
  2. Review line judge calls and signals
    - (a) Balls landing in or out of court
    - (b) Foot faults committed by server
    - (c) Foot faults committed by players other than server touching floor outside court during service
    - (d) Ball crossing the net outside the antenna, touching the antenna, or crossing the net over the antenna
      - (1) **"Pursuit" Rule implications (NCAA & USAV)**
        - if ball is pursuable: signal is to extend the left arm straight out from the shoulder (flag in either hand)
        - if ball is retrieved legally, drop signal and play continues
        - if ball is retrieved and the return path is completely inside the antenna signal antenna fault,
    - (e) Touches
    - (f) Reporting rude remarks or inappropriate behavior
    - (g) Helping referee judge "pancake" digs
    - (h) Line Judge screened from call

- D. Referees pre-match communication
1. Rule changes
  2. Ground rules
  3. Assistance with judgment calls
    - (a) How and when to signal
  4. Use of informal signals (game **(set)** point, sanction, etc.)
  5. **Team or individual sanction procedures; making coach or captain aware of sanction**
  6. **Libero replacement for serve – communication (NCAA)**
  7. Bench control
    - (a) **Coaches may not enter sub zone to discuss judgment decisions (NCAA)**
    - (b) **R2 offers quick, direct explanation when needed**
    - (c) **No delays in play for explanations (NCAA)**
  8. R2 coin flip for deciding game **(set)**
  9. Post match meeting location
    - (a) “Toot-n-scoot”
    - (b) Include scorekeeping crew and line judges when appropriate
- E. Warm-up procedure
1. Timing of the warm-up periods - second referee
  2. Ensure safety during warm-up periods
  3. Observe skill level to determine level of play
  4. Visually review the teams for jewelry and uniform legality (including numbers)
    - (a) **Libero’s uniform – contrast and color**

## DURING THE MATCH

- A. Signal teams to end lines (start of match) or onto court (subsequent games/**sets**)
1. Check line ups
- B. During service
1. Eight second violation (five seconds USAV 14-and-under)
  2. Foot faults by the server
  3. Served balls contacting the antennas or obstructions
  4. Served balls contacting the net
  5. Re-serves not allowed (except for USAV 14-and-under age divisions)
  6. **After beckon has occurred, there can be no requests (lineup check, timeout, etc) until the ball is served or a sanction that results in loss of rally takes place**
  7. Screening
    - (a) Movement of players on serving team
    - (b) Flight of ball
    - (c) Separation of players
    - (d) Players bending over
    - (e) Contact of serve (not server) must be viewable by receivers
  8. Out of position on either team
  9. Blocking or attacking the serve – **Attacking is illegal only if ball is attacked while the ball is in the front zone and completely higher than the top of the net (USAV)**; attacking is illegal from anywhere if ball is completely higher than the top of the net (NCAA)
  10. Player, other than server, off the court
  11. Play begins with the service contact
    - (a) A rally begins with the referee’s whistle and beckon
- C. Ball in or out of play
1. Ball is in when it lands in the court or on the lines
    - (a) Ball must cross the net between the antennas (implications of Pursuit Rule – **New for USAV**)
    - (b) Ball is in if any part touches the line
  2. Ball is out of play when:
    - (a) The ball lands completely outside the boundary lines
    - (b) The ball contacts an object or person outside the playing area

- (c) The ball contacts the ceiling or overhead objects above opponent's court
  - (d) The ball contacts the ceiling or overhead objects above team playing area and crosses into opponent's court
  - (e) The ball contacts an antenna, or any part of the net system outside the antenna or vertical tape marker (if used)
  - (f) The ball completely crosses the plane of the net outside the antenna
    - (1) Pursuit Rule implications **(new for USAV)**
  - (g) The ball contacts any object over non-playable areas
3. The play ends with a referee's whistle

## **BALL HANDLING CALLS**

### A. Sets (overhand ball handling)

- 1. Double hits
  - (a) Allowed on first contact in USAV and NCAA
- 2. Lifts, throws or carries – i.e., Held Ball (Caught or thrown – USAV)
- 3. One handed sets
  - (a) Use same judgment as two handed set
- 4. Judge contact, not technique

### B. Passes or digs (underhand ball handling)

- 1. Allowable multiple contacts
- 2. Illegal multiple contacts
- 3. Contact with the ball made only by hair is ignored – not a touch
- 4. Lifts, throws or carries – i.e., held ball
- 5. Digs out of the net
  - (a) Consistency with other calls
- 6. Judge contact, not technique

### C. Tips and dumps

- 1. Duration of contact
  - (a) Same latitude as sets
- 2. Direction of the ball before and after contact
- 3. Judge contact, not technique

### D. Attacking

- 1. Point of contact in relationship to the rest of the body
- 2. Duration of contact
- 3. Judge contact, not technique

### E. Blocking

- 1. Definition: Player close to the net, reaching higher than the net
- 2. Duration of contact
- 3. Directional blocks
- 4. Trapping the ball against the net
- 5. Illegal or legal blocker
- 6. Ball rolling down the body
- 7. Contacting the ball before the hitter
- 8. Reaching over the net
- 9. Collective blocks – only players who meet the definition of a block can be considered part of a collective block
- 10. Non-blocking back row setter in the area of the block

#### F. Four Hits

1. Watch closely for blocking team contact after third team hit
2. Determine if part of the ball has touched the block along with the net
3. If third hit is not contacted by the block and ball is contacted again by the attacking team, "four hits" is called
4. Line judges do not assist in making this call

#### G. Back row attacks/blocks

1. Attacker's feet in relation to the attack line
2. Position of ball above or below the height of the net for back row attacks
3. Position of player above or below the height of the net for back row blocks
4. Did ball break the plane of the net after contact?
5. Ball legally blocked back into the attacker
6. Ball legally blocked into setter trying to save it (block – legal or back row vs. first team hit)
7. Setter playing ball in direction of teammate that is then legally blocked by opponent (Continue play in NCAA, Back Row Attack in USAV)
8. Libero ball handling restrictions

### OTHER RULINGS

#### A. Nets

1. Net driven into player
2. Insignificant net contact
3. Contact with antenna by player
4. Contact with net supports by player
5. Intentionally blocking through the net

#### B. Center line violations

1. Hand or foot on or above center line (legal in NCAA & USAV)
2. Hands or feet completely over the line, or other body parts in contact with opponent's court (illegal in USAV, not always a fault in NCAA)
3. Interference with the opposing team
4. Penetration under the plane of the net without contacting the floor

#### C. Possible play-over

1. Inadvertent whistles
  - (a) Play ends and ball is out of play
  - (b) Referee makes ruling not penalizing either team
2. Objects less than 2m (6'6") from the court interfering with ability to play the ball
3. Ball contacts the first or second referee
4. Ball contacts overhead object less than 4.6m (15') above playing area

#### D. Play-over

1. Ball comes to rest on an overhead object above team's playing area and is still playable
2. Simultaneous faults
  - (a) Joust play is legal
3. Object coming onto the court and interfering with play
4. Officials cannot determine if ball landed "in" or "out"
5. Player becomes injured during play

#### E. Whistles

1. Simultaneous whistles that occur just as whistle for serve is blown
  - (a) First referee determines which occurred first
  - (b) Either allow request or assess improper request
2. Simultaneous whistles that occur to end a play
  - (a) First referee determines which fault occurred first
  - (b) If referee cannot decide which whistle occurred first, award a play-over

## MATCH ADMINISTRATION

### A. Substitutions

1. Unlimited player entries
2. Twelve (12) substitutions per team, plus unlimited libero replacements (USAV and NCAA, except NAIA which allows an unlimited number of substitutions)
3. Re-entry into the game **(set)** must be in the same position
4. Requested only by the coach or captain
  - (a) Location of coach(es) and substitutes in NCAA
  - (b) Location of coach(es) in USAV
  - (c) Substitute entering the sub zone constitutes a request
    - (1) Substitution request does not need to indicate the number of substitutions as long as there is no delay between substitutions if multiple substitutes enter **(USAV – multiple substitutions by the same team must be made consecutively, one pair at a time)**
5. Substitution area between center line and attack line
6. Players must wait until authorized to enter the game **(set)**
7. Administered by second referee - quickly without delay
8. **Substitutes may leave the bench/warm-up area for medical reasons**

### B. Replacements – libero (NCAA and USAV)

1. Libero number on the line-up sheet at the beginning of the each game **(set)**
2. Replacement of players
  - (a) The libero may replace any back-row player
  - (b) Replacements are unlimited, but one rally must occur between replacements
    - (1) A contacted serve constitutes a rally
    - (2) Awarding a loss of rally (point) for a delay penalty or individual penalty also constitutes a rally
  - (c) Libero must be replaced by player whom the libero replaced (the replacement may then be substituted before the next play begins)
  - (d) Replacements take place when the ball is out of play
  - (e) Replacement location – all replacements must occur over the sideline between the attack line and the end line
3. **Libero Serving (NCAA)**
  - (a) **The libero designated for that game will be allowed to serve in one rotation**
  - (b) **The rotation in which the libero will serve can be designated at any time during the game**
  - (c) **To allow the libero to serve, an exception is made to the ruling that a rally must occur between two libero replacements**
  - (d) **The libero is allowed to replace the server without leaving the game for a rally**
  - (e) **Once the libero replaces a server, that is the only rotation where the libero can serve for that game**
4. Libero playing actions:
  - (a) Back-row player only
  - (b) Cannot attack hit (when the ball is completely above the height of the net) from anywhere
  - (c) Cannot block, or attempt to block. Cannot serve (USAV only)
  - (d) Restrictions on attack hits after libero makes an overhand fingertip pass in the front zone

### C. Redesignation of injured libero

1. Injured libero must first be replaced by the player s/he replaced
2. Redesignation does not have to happen immediately, but can occur at coach's discretion
3. Redesignated libero can be any substitute (players not in game **(set)** at time of redesignation)
4. Injured libero cannot return to the game **(set)** once re-designation occurs

### D. Timeouts

1. Requested only by the coach or captain
  - (a) Location of coach in NCAA
  - (b) Location of coach in USAV-only head coach can request (not assistant)
2. Duration
  - (a) NCAA – 60 seconds (may be modified for media coverage); warning whistle at 15 seconds
  - (b) USAV – 30 seconds; no warning whistle

3. Location of teams during timeout
  - (a) Players may remain on court during timeout; coaches/subs may not enter court (USAV only)
  - (b) Teams may meet anywhere in the facility except opponent's team area (NCAA only)
4. Two timeouts allowed per game **(set)** per team
5. Administered by second referee
6. Third timeout request will always result in a team delay (NCAA only); improper request (USAV only)

#### E. Injuries

1. Stop play immediately, not just on playing area, but injury occurring anywhere
2. Allow up to 30 seconds for assessment of injury
3. If player is not ready to resume play after 30 seconds, a substitution or timeout must result
  - (a) allow sufficient time for injured player to be safely removed from playing area
4. No other substitution request is made until injury is resolved
5. Special injury timeout
  - (a) Only used when there are no legal substitutions available
  - (b) Lasts a maximum of three minutes
  - (c) Only one special injury timeout allowed per player per match
  - (d) Regular timeouts may be used in conjunction with the injury timeout
6. Priority of who may be an exceptional sub for an injured player
  - (a) Person who has played in the same position as the injured player during that game **(set)** or any player that has not already been in the game **(set)**
  - (b) Any player on the bench regardless of previous position played
  - (c) Libero
7. An injured player replaced by exceptional substitution may not return to the game **(set)**
8. Blood issues
  - (a) Stop play for blood on equipment
  - (b) Stop play for blood on player and/or uniform

#### F. Protest Procedures

1. Time factors for lodging protests between games **(sets)**; after match
2. No penalty for a protest that is not upheld
3. NCAA
  - (a) Protests regarding possible scoresheet recording errors must be decided before the next serve

#### G. Crowd Control

1. Use host administration to control crowds in NCAA competition
2. The referee can penalize or default the match if the event administration does not act to correct the problem after being requested to do so

### SANCTIONS

#### A. Improper Requests

1. First improper request in a game (NCAA); **match (USAV)** is denied
  - (a) Circle (for NCAA) or Slash (for USAV) the IR, note the team letter (A or B), note the **set** it occurred in (USAV) and the score at the time of the improper request in the sanctions section on the scoresheet
2. Second improper request in a game (NCAA); **match (USAV)** is a team delay warning; improper request after a team delay warning has been assessed is a team delay penalty
  - (a) Specify D (Delay) by entering it (for NCAA) or slashing it (for USAV) in the warning column, note the team letter (A or B), note the **set** it occurred in (USAV), and the score at the time of the warning in the sanctions section on the scoresheet
3. Third and any subsequent improper request in a game (NCAA); **match (USAV)** is a team delay penalty
  - (a) Enter D (Delay) in the penalty column, note the team letter (A or B), note the **set** it occurred in (USAV), and the score at the time of the penalty in the sanctions section on the scoresheet
4. Examples of Improper Requests
  - (a) Request during a rally or after the whistle is blown for serve
  - (b) Request by someone other than the captain or coach (must be head coach in USAV)
  - (c) Request for a third timeout (USAV only; results in team delay in NCAA)
  - (d) Request for a substitution that would result in a wrong position entry

B. Team Delays (Warning or Penalty)

1. First team delay in a game (NCAA); **match (USAV)** is a delay warning
  - (a) Specify D (Delay) by entering it (NCAA) or slashing it (USAV) in the warning column, note the team letter (A or B), note the **set** it occurred in (USAV), and the score at the time of the warning in the sanctions section on the scoresheet
2. Second or higher team delay in a game (NCAA); **match (USAV)** is a delay penalty
  - (a) Enter D (Delay) in the penalty column, note the team letter (A or B), note the **set** it occurred in (USAV), and the score at the time of the penalty in the sanctions section on the scoresheet
3. First referee indicates team delay
4. Examples of team delays
  - (a) Delay of substitution
  - (b) Prolonged game interruption after request by either referee to resume play
  - (c) Request for illegal substitution
  - (d) Second and subsequent improper requests in the same game (NCAA); **match (USAV)**
  - (e) Delay of game by any team member (examples include frequent inquiries regarding the number of remaining time outs or substitutions, unnecessary shoe tying or floor wiping.)
  - (f) Third request for time-out (NCAA only)

C. Individual Warnings

1. NCAA (Yellow Card)
  - (a) No further penalty is assessed with the card
  - (b) Assessed for minor unsporting conduct by an individual, for example
    - (1) Attempt to intimidate officials or opponents
    - (2) Disruptive coaching behavior - location of coach
    - (3) Comments to officials, opponents or spectators
  - (c) First referee shows yellow card by holding the card with the hand on the side of the net of the offending team member, and calls the captain to the referee stand to communicate **the sanction.**
  - (d) Specify the team member in the warning column, note the team letter (A or B) and the score at the time of the warning in the sanctions section on the scoresheet
  - (e) Referee may not give two yellow cards to same team member in same game
2. USAV (verbal warning)
  - (a) No further penalty is assessed with the warning
  - (b) Assess for minor unsporting conduct by an individual, for example
    - (1) Attempt to intimidate officials or opponents
    - (2) Disruptive coaching behavior – location of coach
    - (3) Comments to officials, opponents or spectators
  - (c) First referee gives verbal warning to captain about offending team member
  - (d) Nothing is recorded on the scoresheet
  - (e) Referee is allowed to give multiple verbal warnings to same team member in same **set**

D. Individual Penalties (NCAA – Red Card; USAV – Yellow Card)

1. The team of the sanctioned individual loses a rally (point for the opponents)
2. Assessed for second act of minor unsporting conduct in a game (NCAA); **match (USAV)** by the same individual
3. Assessed for rude behavior without previous warning, for example
  - (a) Rude, obnoxious behavior or profanity
  - (b) Stamping feet, shouting or yelling at opponents during play
  - (c) Deliberate contact with opponent
  - (d) First referee shows Red (NCAA) or Yellow (USAV) card by holding the card with the hand on the side of the net of the offending team member, and **calls the captain to the referee stand to communicate the sanction.**
4. Referee may not give two individual penalties to same team member in same game (NCAA); **match (USAV)**
5. Specify the team member in the penalty column, note team letter (A or B), note the set it occurred in (USAV), and the score at the time of the penalty in the sanctions section on the scoresheet

E. Expulsions (NCAA - Red and Yellow cards held together; USAV - Red Card)

1. Penalties for Expulsion
  - (a) Opponent receives a point (NCAA only)

- (b) No other penalty is assessed at the time of expulsion (USAV only)
  - 2. Assessed for second act of rude behavior in a game (NCAA); **match (USAV)**
  - 3. Assessed for extremely offensive conduct, not necessarily with previous warning or penalty, for example
    - (a) Obscene or insulting gestures or words toward officials, opponents or spectators
  - 4. Location for expelled team members
    - (b) Expelled players/subs remain seated on the bench; coaches must leave playing and spectator areas for remainder of game (NCAA only)
    - (c) Offending individual must leave playing area, bench and warm-up area for remainder of **set** (USAV only)
  - 5. Noted on the scoresheet in the comments or remarks section with Exp., the individual's number and team name, the game the expulsion occurred in, and the score at the time of the sanction
- F. Disqualification (NCAA - Red and Yellow cards held apart; USAV Red and Yellow Cards held together)
- 1. Penalties for Disqualification
    - (a) Opponent receives a point and the individual is disqualified for the current match and, for NCAA only, the entire next match
    - (b) No other penalty is assessed at the time of disqualification (USAV only)
  - 2. Assessed for repeated extremely offensive conduct
  - 3. Assessed for act of physical aggression, not necessarily with previous sanction
  - 4. Location of disqualified team members
    - (a) Disqualified team member must leave the playing and spectator areas for remainder of the match
  - 5. Noted on the scoresheet in the comments or remarks section with 'Dis' or 'DQ', the individual's number and team name, the game the disqualification occurred in, and the score at the time of the sanction
- G. General rules for sanctions
- 1. Only the first referee may give a card(s). The second referee may only indicate to the first referee that a card is needed and may suggest the sanction to assess
  - 2. **The captain must approach the stand when requested, to acknowledge the sanction given to a player on the court (NCAA) or when team member receives a sanction (USAV)**
  - 3. When a team member on the bench or in the warm-up area is sanctioned, the second referee will clearly communicate the sanction to the head coach; the first referee may also communicate to the captain (NCAA)
  - 4. All sanctions must be recorded on the scoresheet in the Sanctions or Comments sections (except verbal warnings – USAV only)
  - 5. It is not required to precede any sanction with any other sanction – for example, an individual red card may be given without being preceded by a yellow card if the behavior warrants the red card sanction.
  - 6. Time duration of sanctions
    - (a) All sanctions, excepting disqualification, are for the game only (NCAA)
    - (b) All sanctions are for the match (USAV)
  - 7. Individuals expelled or disqualified must leave the area immediately
  - 8. In tournament play, sanctions may not be imposed by the referees for more than the current match. (Except NCAA when a disqualification occurs.)

## END OF GAME/MATCH PROCEDURES

- A. Players do not go to end line if there is another game (**set**) to be played
- B. Players may go to their benches during the coin toss that precedes a deciding game (**set**)
- C. Players switch sides at 8 points in a deciding game (**set**) (NCAA and USAV)
- D. Players go to end line at end of match

## SUMMARY OF OFFICIALS AND THEIR DUTIES

- A. First referee
  - 1. Has ultimate authority over the match
  - 2. May overrule any other official
  - 3. Inspects playing area and equipment
  - 4. Conducts coin toss and captains' meeting
  - 5. Controls team warm-ups (meaning behavior issues)

- (a) Warm-up procedures in NCAA rules
  - 6. Determines serving faults and screening
  - 7. Whistles out of position on serving team
  - 8. Whistles ball handling violations
  - 9. Mimics fault signals for calls initiated by second referee (NCAA only)
  - 10. Communicates with second referee during match
  - 11. Assesses sanctions
  - 12. Indicates which team will serve next
- B. Second referee
- 1. Assists first referee
  - 2. Verifies line-ups for both teams before each game (**set**)
  - 3. Mimics signals of first referee, except net serve signal
  - 4. Discreetly signals violations blocked from first referee's view
  - 5. Works with scorekeeper and assistant scorekeeper
  - 6. Authorizes and controls timeouts and substitutions
  - 7. Supervises injury situations
  - 8. Whistles player contact with the net and antennas (on both the R1 and R2 side of the court)
  - 9. Whistles centerline violations
  - 10. Whistles position faults on receiving team
  - 11. Whistles back row player faults
  - 12. Stops play for balls crossing the net outside antennas (implication of pursuit rule)
  - 13. Stops play when ball contacts object outside antennas
  - 14. Communicates with first referee during match
- C. Scorekeeper
- 1. Before the match
    - (a) Record names of first and second referees and the scorekeeper
    - (b) Record numbers of starting line-ups for both teams
    - (c) Assist the R2 with lineup verification before the start of each game (**set**)
  - 2. During the match
    - (a) Record the score
    - (b) Ensure the serving order is followed correctly
    - (c) **Denotes libero server appropriately (NCAA only)**
    - (d) Check eligibility of all substitutions before entering the game
    - (e) Record timeouts and notifies referees of number of timeouts taken by both teams
    - (f) Record all information if a protest is lodged
  - 3. After the match
    - (a) Verify the score
    - (b) Ensure all information is filled in on the scoresheet
    - (c) Sign the scoresheet
  - 4. Assistant Scorekeeper
    - (a) Ensure that when the libero leaves the court, the player originally replaced by the libero is the player who returns to the court
    - (b) Ensure that when a libero replacement occurs, at least one rally has occurred before another libero replacement is allowed
    - (c) **Denote libero server appropriately (NCAA only)**
    - (d) Record regular team substitutions in addition to the libero replacements
- D. Line Judges
- 1. Ball "in" or "out"
    - (a) Signal to use when view is blocked
  - 2. Player or server commits line violation at time of contact for service
  - 3. Antennas
    - (a) Pursuit Rule implications
  - 4. Touches
  - 5. Position
    - (a) During play

- (b) Behind a server who chooses to serve from within 6-8 feet of left sideline
- 6. Use of flags

## OFFICIATING MECHANICS

### A. Hand signals

1. Clear, visible and executed away from the body
2. Held long enough to convey the call
3. Complete one signal before using another
4. Mechanical sequence of making a call - NCAA
  - (a) Whistle to stop play
  - (b) Signal reason play was stopped
  - (c) Award point to the team who will serve next
5. Mechanical sequence of making a call – USAV
  - (a) First referee
    - (1) Whistle to stop play
    - (2) Indicate which team will serve next
    - (3) Signal reason play was stopped and player at fault if necessary
  - (b) Second referee
    - (4) Whistle to stop play
    - (5) Signal reason play was stopped and player at fault if necessary
    - (6) First referee will then indicate which team serves next, and second referee will mimic
6. Signal Differences and Clarifications
  - (a) End of rally sequence – NCAA vs. USAV
  - (b) Release of Substitutes

### B. Whistle technique

1. Should be clear, sharp and authoritative
2. Reaction time should result in whistle blown promptly
3. Use various tones for different purposes (timeout, fault, timeout, substitution, injury, etc.)
4. Separation of service whistle
  - (a) Whistle to start play
  - (b) Beckon for service

### C. Second Referee Mechanics

1. Focus on receiving team at service
2. Transition to blockers' side during rally – move immediately on contact of service, and quickly throughout rally
3. After play, step out from pole to signal
4. Scan both benches during dead balls to be attentive to timeouts, substitutions, or other needed communications.
5. Serve and protect the first referee, especially as first response to coaches' concerns
6. Substitution procedure
  - (a) Administer the substitution from the normal work area of the second referee in a location that allows the scorekeeper to clearly view the players involved in the substitution.
  - (b) In-coming and out-going subs meet within the substitution zone and must see the "authorization to enter" (large, broad, enter before me) signal from the second referee prior to entering
    - (1) Technique for administering simultaneous substitution requests from both teams
  - (c) After releasing substitutes, repeat substitute numbers to scorekeeper as needed
  - (d) Signal to first referee to indicate that play may begin, i.e., "ready" signal