

EHF EURO Management and Game Administration

Delegates



EHF Competence Academy & Network



OFF COURT OFFICIATING



Procedures and Guidelines



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What does “Off-Court Officiating” mean?

-  Rules and tasks of the officials and facilitators involved in the match supervision and administration
-  Proper Game Administration = Credibility of a Federation

**Target: Avoid Any Overlapping of
Officials' Duties**



Points to be considered:

-  Match organization structure
-  Roles & Interfaces
-  Definitions, Provisions & Basic Principles
-  General requirements for Off-court officials
-  Code of conduct for Off-court officials
-  Task Assignment for Judges' table personnel
-  Example for the handling of selected situations



Match Organization Structure

The Following Documents have to Apply:

-  IHF Rules of the Game
-  European Championship Regulations
-  EHF Regulations on Advertising on Clothing
-  EHF Rules on Safety & Security Procedure
-  Procedures & Guidelines:
-  Match Report Handling & Official EHF Match report
-  Pre & Post Match Procedure
-  Procedures & Guidelines
-  Public Address Announcers Guidelines
-  IHF Anti-Doping Regulations







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Roles & Interfaces:

1. Personnel at the Judges' Table

-  EHF Supervisor
-  OC Score-keeper
-  OC Time-keeper
-  EHF Observer

Roles







2. Personnel at the Support Table

-  EHF Anti-Doping
-  EHF (individually defined)
-  OC Floor Manager
-  OC Public-Address Announcer Assistant
-  OC Public-Address Announcer
-  OC Music/Sound



Roles & Interfaces II:

Direct Interfaces:

-  EHF Referees ↔ EHF Observer
-  OC Floor Manager ↔ EHF Supervisor
-  OC Public Address Announcer ↔ EHF Supervisor
-  OC Music/Sound ↔ EHF Supervisor
-  EHF Anti-Doping Official
-  EHF Office Person / Venue Manager



Definitions, Provisions & Basic Principles

Definitions:

EHF Supervisor:

The highest EHF technical responsible in the match. It is his task and obligation to take all decisions of principle in the respective match and to take care of all requirements. The decisions of the EHF supervisor have to be obeyed by all parties involved.

OC Score-Keeper:

Responsible for the administration & documentation of the relevant match report data



Definitions, Provisions & Basic Principles

Definitions:

OC Time-Keeper:

Responsible of the administration of the match time, team time-outs & and suspensions

EHF Observer:

Responsible for guidance & support of the referees. In addition cooperate with the supervisor during the match and cooperates with the time-keeper



Definitions, Provisions & Basic Principles

Provisions & Basic Principles:

^{EHF} Supervisor & Score-keeper and Observer & Time-keeper act as “pairs” regarding the observation of the substitution area; their responsibilities relate to the respective side they are seated

^{EHF} The responsibility for controlling the substitution area is with the off-court officials

^{EHF} In case a faulty substitution is discovered act immediately





^{EHF} Never whistle in doubt



Definitions, Provisions & Basic Principles

Provisions & Basic Principles:

All four off-court officials shall especially synchronize their acting in:

-  Progressive Punishment
-  Injured Player card
-  Time-outs & Team time-outs
-  Special situations as electricity breakdowns, game interruptions, last seconds in the game, free-throw, etc.



Task Assignment for Judges' Table Personnel

Phase 1: On Court Warm-up (-12 Before Throw-Off)

- EHF** Preparation of the local Match Report → OC
- EHF** Check of the EHF START LIST match report → supervisor (60 min prior)
- EHF** Distribution of the EHF START LIST → OC (60 min prior)
- EHF** Control of conditions in the hall → all
- EHF** Visual check of players' dresses → referee + supervisor
- EHF** The signing of the EHF Start List by the team officials of both teams → supervisor (latest 15 min prior)



Task Assignment for Judges' Table Personnel

Phase 1: On Court Warm-up (-12 Before Throw-Off)

- EHF** Only officials drinking bottles/bidons and official glue tubes are allowed in the bench area → supervisor + observer
- EHF** In the final phase of the warm-up one new SELECT ball will be given to each team → floor manager
- EHF** Pre-match procedure in due time → floor manager +supervisor
- EHF** Correct end of warm-up due to TV/OC run-down → floor manager +supervisor
- EHF** Correct storing away of all objects → all off-court officials



Task Assignment for Judges' Table Personnel

Phase 2: 10:30 Minutes Before Throw-Off






- EHF Start pre-match procedure and line-up in time (-10:30)**
→ floor manager
- EHF Distribution team time-out cards numbered 1, 2, 3**
→ observer
- EHF Observation of exact throw-off time**
→ supervisor + TV host broadcaster + floor manager



Task Assignment for Judges' Table Personnel

Phase 3: Playing Time (0 to 30 two times)

General Support shall be provided to the Referees





-  Control of the number of players on court
-  Control of the number of players and team officials in the substitution area
-  Control of the exit & entry of substituting players
-  Control of the number of attacks of the injured player's team
-  Other types of infringements → wait until the next interruption of the game



Task Assignment for Judges' Table Personnel

Phase 3: Playing Time (0 to 30 two times)

Supervisor's Tasks







-  Carry-out the official match report data input via touch screen
-  If the public scoreboard is out of order, in cooperation with time-keeper must keep the team officials informed about the playing time
-  Recording all the relevant facts of the match on a separate note sheet
-  Check of the electronic match report data in half-time (correction if necessary) and after the game (with local score-keeper and Swiss Timing representative) at the judges' table



Task Assignment for Judges' Table Personnel

Phase 3: Playing Time (0 to 30 two times)

Observer Tasks

-  Control of playing time, time-outs, team time-outs and suspension time
-  Suspension times shall be displayed at the public scoreboards
-  Guiding the referees during the match
-  Distribution of green "T" card at the beginning of each half
-  Avoiding protest, writing special report of the match
-  Advise/support to the referees in case of unclear circumstances



Task Assignment for Judges' Table Personnel

Phase 3: Playing Time (0 to 30 two times)

Scorekeeper's Tasks

- EHF** Controlling the number of players on the court and in the substitution area
- EHF** Administration team time-out, suspension time and entering the playing court after permission (in his/her area of responsibility)
- EHF** Control of the area behind the bench
- EHF** Support in completing the official electronic match report after the game at the judges' table



Task Assignment for Judges' Table Personnel

Phase 3: Playing Time (0 to 30 two times)





Timekeeper's Tasks

- EHF Control of the number of players on the court and in the substitution (in his/her area of responsibility)**
- EHF Control of the playing time and operation of the electronic clock**
- EHF Administration of the team time-out & suspension time**
- EHF Cooperate with the observer in case of unclear circumstances**



Task Assignment for Judges' Table Personnel


Phase 4: Team Time-Out (1 minute duration)

-  3 TTO options - Procedure
-  Whistling after handing over the team time-out card → supervisor/observer after checking the correct application
-  Playing time must be stopped immediately by the timekeeper
-  Administration of the team time-outs → timekeeper



Task Assignment for Judges' Table Personnel



Phase 5: Free-Throw

 No substitution for the defending team allowed after playing time has expired with the exception when they were using 7 court players (substitution of a court player for a goalkeeper) → supervisor/observer



Task Assignment for Judges' Table Personnel



Phase 6: Half Time (15 min duration)

-  Distribution of the green “T” cards for the 2nd half → observer (pay attention to the procedure of the last 5 minutes)
-  Throw-off 2nd half in time → supervisor and floor manager



Task Assignment for Judges' Table Personnel




Phase 7: End of the Game

-  Cooperate with the observer/timekeeper in case of a goal at the end of playing time (goal: yes or no). Immediate advise/support to the referees
-  Details regarding the match administration for the score sheet shall be rechecked between the referees and the responsible table personal



Task Assignment for Judges' Table Personnel

Phase 8: Post-Match Line-Up & Best Player Award Ceremony

-  Cooperation with the facilitators
-  Announcement of best player to public address announcer and EHF Supervisor (approx. 10 minutes prior to the end of the game)
-  Administration of best player for the match report



Task Assignment for Judges' Table Personnel

Phase 9: End of Ceremonies

- EHF Final check of the official electronic match report at the table → supervisor, scorekeeper & Swiss Timing representative



Task Assignment for Judges' Table Personnel

Phase 10: Anti-Doping

- EHF** Specified places at the grandstands to be foreseen for players receiving a red card during the game
- EHF** A person taking care of such players has to be assigned accordingly by the OC
- EHF** Drawing of lots (one player per team to be controlled) about 10 minutes prior to the end of the game → doping official
- EHF** The teams have to be informed immediately after the game → doping official

**THANK
YOU!**



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