

## Off Ice Officials

*Adapted from: USA HOCKEY OFF-ICE OFFICIATING MANUAL*



### 1 INTRODUCTION

Off-ice officials are considered an extension of the on-ice officiating team. In order for the game to run smoothly, a good group of off-ice officials are necessary to assist the on-ice crew. This document will explain the responsibilities of each in an attempt to better prepare you as an off-ice (minor) official.

### 2 ON-ICE OFFICIALS

The REFEREE shall have general supervision of the game, and shall have full control of all game officials, team officials and players before, during and after the game, including stoppages; and in case of any dispute, his decision shall be final.

On-Ice Officials should enter the ice surface prior to warm-ups. Penalties may also be assessed during the warm-up period.

### 3 ROLE OF OFF-ICE OFFICIALS

One of the roles of the off-ice officials is to serve as a liaison between the officials and the teams both before and after the game. The off-ice officials will be responsible for securing the game rosters from each team prior to the start of the game. After the game, they will ensure the scoresheet is properly completed and signed by the referee and will distribute a copy to each team. Any questions that may arise concerning game, or variations to the rules should also be addressed by the off-ice officials. Of course, the on-ice officials will be willing and available to offer assistance or answer questions, when necessary.

As part of the game officiating team, it is important for the off-ice officials to remain impartial at all times. This is difficult to do, especially since a family member may be participating in the game. However, impartiality must be maintained at all times.

Another important role of the off-ice official is to monitor behavior in and around the area known as the penalty benches and scorer's bench. Players must sit with their helmets on and behave in a sportsmanlike manner. Any player who behaves in an unsportsmanlike manner, uses obscene or vulgar language or is disrespectful to the off-ice officials shall be reported to the on-ice officials during the next stoppage of play. The on-ice officials are then charged to take the appropriate action, including possible assessment of additional penalties.

Off-ice officials work together with the on-ice officials as a team and communication between the two groups is vital. Successful communication will play an important role in developing a positive hockey environment for all participants.

Off-Ice officials shall arrive ½ hour prior to game time to commence their duties.

## **PA ANNOUNCER**

The Public Address Announcer serves as the verbal communication link between the game officials and the spectators. They will announce, over the public address system, information as it pertains to the game. Although his/her responsibilities are usually limited to verbal communication, his/her role is oftentimes the most visible of the off-ice officials. Obviously, the announcer must work closely with the official scorer in order to obtain the necessary information. Here are some important things to consider when serving as an announcer.

- Prior to the start of the game, check for batteries for the microphone. Check volume and computer for music and verify the National anthem is ready to go (if also running music).
- The announcer may be required to make some special announcements pertaining to sportsmanship or other information regarding the league or the teams in addition to announcing the line-ups for each team.
- When announcing starting line-ups, it is generally accepted to announce the visiting team line-up first, followed by the home team.
  - A good announcer will oftentimes check with representatives of each team prior to the start of the game to go over any difficult names to pronounce or clarifications regarding enunciation. This will allow the announcing to occur during the game with minimal confusion and mistakes.
- The national anthem may be played after the line-ups are announced (if it has not already been played that day) and upon its conclusion, the game is ready to begin.
- During the game, the announcer will be responsible for announcing goals, assists, penalties and other pertinent information as it pertains to the game. These announcements are generally made during a stoppage of play in order to minimize distractions for the game. The awards of points for goals and assists shall be announced over the public address system and all changes in such awards shall also be announced in the same manner.
  - When announcing goals and assists, it is important to only announce the players who are actually being credited with the goal and assist(s) as reported by the referee. The general information that needs to be announced is the time of the goal, the number and name of the goal scorer and the number(s) and name(s) of the player(s) being credited with the assist(s). If the goal was unassisted, the announcer would specify that during the announcement.
  - When announcing penalties, DO NOT announce the name of offending player. Announce time, period, player number, offense and length of penalty.
- At the end of each period, the announcer will announce the score and the shots on goal and/or saves for each team. This is done to keep the spectators up-to-date with interesting information.
- The announcer may also be responsible for playing music during stoppages and intermissions. When doing so, it is important to stop the music prior to play resuming.

Listed below are some script ideas to use during the game. Remember to speak slowly and clearly.

#### **ANNOUNCING STARTING LINE UP**

***GOOD (MORNING/AFTERNOON/EVENING) HOCKEY FANS!***

***WELCOME TO THE (1ST, 2ND, FINAL) GAME OF THE (NAME OF THE TOURNAMENT) BETWEEN***

***(NAME OF THE VISITING TEAM) AND THE MITCHELL MARLINS. AND NOW LET'S MEET THE STARTING LINE UP FOR THE VISITORS FROM (NAME OF TEAM).***

***(ANNOUNCE THE STARTING LINE UP.)***

***(ANNOUNCE THE COACHES.)***

***AND NOW LET'S MEET THE STARTING LINE UP FOR THE MITCHELL MARLINS.***

***(ANNOUNCE THE STARTING LINE UP.)***

***(ANNOUNCE THE COACHES.)***

***GOOD LUCK TO BOTH TEAMS. LET'S PLAY HOCKEY!***

#### **ANNOUNCING GOALS**

***SCORING FOR (NAME OF TEAM), WAS NUMBER (JERSEY NUMBER), (PLAYER NAME) UNASSISTED.***

***SCORING FOR (NAME OF TEAM), WAS NUMBER (JERSEY NUMBER), (PLAYER NAME) ASSISTED BY NUMBER (JERSEY NUMBER), (PLAYER NAME).***

#### **ANNOUNCING PENALTIES**

***A MINOR PENALTY HAS BEEN ASSESSED TO (NAME OF TEAM), NUMBER (JERSEY NUMBER), 2 MINUTES FOR (NAME OF PENALTY).***

***COINCIDENTAL MINOR PENALTIES HAVE BEEN ASSESSED TO (NAME OF TEAM), NUMBER (JERSEY NUMBER), AND (NAME OF TEAM), NUMBER (JERSEY NUMBER), 2 MINUTES EACH FOR (NAME OF PENALTY).***

***A 5 MINUTE PENALTY AND A GAME MISCONDUCT HAS BEEN ASSESSED TO (NAME OF TEAM), NUMBER (JERSEY NUMBER), FOR FIGHTING (OR CHECKING FROM BEHIND).***

***(NAME OF TEAM) FULL STRENGTH.***

#### **SHOTS ON GOAL**

***SHOTS ON GOAL IN THE FIRST PERIOD FOR (NAME OF TEAM) (NUMBER OF SHOTS), FOR (NAME OF TEAM) (NUMBER OF SHOTS).***

***SHOTS ON GOAL IN THE SECOND PERIOD FOR (NAME OF TEAM) (NUMBER OF SHOTS), FOR (NAME OF TEAM) (NUMBER OF SHOTS). TOTAL SHOTS ON GOAL FOR (NAME OF TEAM) (TOTAL SHOTS), FOR (NAME OF TEAM) (TOTAL SHOTS).***

***SHOTS ON GOAL IN THE THIRD PERIOD FOR (NAME OF TEAM) (NUMBER OF SHOTS), FOR (NAME OF TEAM) (NUMBER OF SHOTS). TOTAL SHOTS ON GOAL FOR (NAME OF TEAM) (TOTAL SHOTS), FOR (NAME OF TEAM) (TOTAL SHOTS).***

**OTHER**

***ONE MINUTE REMAINING THE PERIOD.***