

## OFFICIALS GAME CHECKLIST

### When you arrive:

- Greet your teammates and technical staff of both teams.
- Introduce yourself to the court delegate and tell him/her how to act in case you need his/her help.
- Make sure everything is ready for the match:
  - Which are the court lines (important to know the colour).
  - Height and positioning of the baskets, hoops and nets in good condition...
  - Regulatory number of balls for each team.

### When there are 5 minutes left before the start of the game:

- Gather players and coaches from both teams:
  - Introduce yourself and tell them that you are a partner in the game and that your role is to help everything run smoothly.
  - You can also tell them about the criteria you will apply when punishing inappropriate behavior and offer your disposition to discuss and be asked in a polite way about any doubts or discrepancies they may have.

### When there are 3 minutes left to start:

- Go out onto the court and signal accordingly after blowing your whistle.
- Decide which is the game ball.

### With one and a half minutes left:

- Check with the table officials that everything is ready to start the match.
- Go out onto the court and give the appropriate signal after blowing your whistle.

### Game start:

- Pick up the game ball.
- Blow your whistle to bring the players onto the court.
- Check that there are 5 players for each team on the court.
- Remind each team of the direction of play. Basket where they have to score.
- The game starts (1<sup>st</sup> Period Only) with a jump ball between any two players from opposite sides.

### After 1<sup>st</sup> quarter:

- Make the end-of-quarter gesture.
- Pick up the game ball and carry it to the table.
- Ask your colleagues how it went and give feedback if you think it is appropriate.
- After the two minutes, pick up the game ball and enter the court.
- Blow your whistle to bring the players onto the court.
- Check that there are 5 players for each team on the court.
- Check the direction of the arrow to see who has possession.

## OFFICIALS GAME CHECKLIST

### After 2nd quarter:

- Make the end-of-quarter gesture.
- Pick up the game ball and carry it to the table.
- Check that the arrow changes direction.
- Ask your colleagues how it went and give feedback if you think it is appropriate.
- After the ten minutes, pick up the game ball and enter the court.
- Blow your whistle to bring the players onto the court.
- Check that there are 5 players for each team on the court.
- Check the direction of the arrow to see who has possession.

### After 1<sup>st</sup> quarter:

- Make the end-of-quarter gesture.
- Pick up the game ball and carry it to the table.
- Ask your colleagues how it went and give feedback if you think it is appropriate.
- After the two minutes, pick up the game ball and enter the court.
- Blow your whistle to bring the players onto the court.
- Check that there are 5 players for each team on the court.
- Check the direction of the arrow to see who has possession.

### During time-outs:

- Make the time-out gesture.
- Leave the ball where the restart is to take place so that you don't forget and both teams know what is going to happen.
- Ask your colleagues how it went and give feedback if you think it is appropriate.
- After the one minute enter the court.
- Blow your whistle to bring the players onto the court.
- Check that there are 5 players for each team on the court.
- Resume play from where it was due according to the action prior to the time-out.

### At the end of the game:

- After the scorer has completed the score sheet, the scorer shall ensure that the timer and the 24 Second operator have entered their names (in block letters), signatures and registration numbers on the score sheet.
- After the scorer has also entered their name (in block letters), signature and registration number, the score sheet should be presented to the referee for verification.
- Once the referee is satisfied with its accuracy, it is first signed by the umpire and then by the referee.
- This approval and signing of the score sheet terminates the officials' administration and connection with the game.
- It is customary to thank the table officials and the commissioner (if present), for their efforts as they are also part of the officiating team. A handshake is the normal practice.