

SAMPLE FOURTH OFFICIAL DUTIES

Individual state high school associations may adopt this or other fourth official duties. Unless otherwise stated, the rules of the game apply.

DUTIES AND RESPONSIBILITIES:**General**

1. Is under the jurisdiction of the referee and performs any duties which the referee requests which do not detract from the responsibility of the referee.
2. Serves as a point of contact between the referee, team and game or tournament personnel other than players, substitutes, and team officials.
3. Resolves matters in the team and official areas and only requests the referee's assistance for final resolution of any situation.
4. Employs less intrusive actions when a problem situation may be resolved without creating greater tension, conflict and confusion.
5. Involves coach and/or team officials in identifying and preventing unacceptable behavior within the team areas and solicits assistance when necessary to correct problem situations.

Pre-game

1. Participates in the pre-game conference with the other officials.
2. Obtains game balls and assists the referee in checking the balls.
3. Assists referee in the pre-game conference with scorer, timer and ball holders.
4. Prepared to serve as assistant or side referee as needed and in accordance with the Rules of the Game.
5. Performs final check of team and official areas, equipment and supplies and the presence of authorized individuals on the team roster.
6. Responds to eye contact with the referee to indicate that the official area, team area, substitutes and team officials are in order.
7. Stands in front of the scorer's table if used or several yards behind the midline.

During the game

1. Remains at the designated location unless performing a specific duty.
2. Remains standing throughout the match unless directed otherwise by the referee during the pre-game conference.
3. Maintains record of substitutions, goals scored, cards displayed for misconduct, injuries and incidents outside the vision of the referee and assistant referees.
4. Substitutions
 - a. Confirms substitute is listed on the official roster.

- b. Checks to make certain that each substitute is legally and properly equipped.
 - c. Stands at halfway line with substitute slightly behind and on team area side. If both teams are substituting, keeps the substitutes on their respective team area sides.
 - d. Keeps substitute from entering field until beckoned by the referee or after a goal, between periods, or when a player is injured and removed from the field.
 - e. Records time and number of player entering and leaving the field of play.
5. Notifies the referee or assistant referee if a player or substitute:
 - a. Has been cautioned or disqualified based on an incorrect identification.
 - b. Was not disqualified after receiving a second caution.
 - c. Committed violent conduct out of view for the referee and assistant referees.
 6. Keeps both team areas under observation.
 7. Observes when a coach or other team official leaves the team area to give tactical instructions. Politely informs the coach to return to the team area.
 8. Brings to attention of the coach of any instances of improper behavior by team officials in the team area or substitutes.
 9. Monitors and prevents the throwing of water containers onto the field or to players.
 10. Observes the behavior of ball handlers and ensures that they follow pre-game instructions.
 11. Monitors substitutes warming up to make sure that they do not interfere with official activities.
 12. Timing
 - a. Assists the referee in keeping time of half time break.
 - b. Informs the referee of any irregularities in the starting and stopping of the timing device.
 13. Injuries
 - a. Prevents team officials and others in team area from entering the field until beckoned by the referee.
 - b. Monitors general behavior of persons in team areas to assist with match control.
 - c. Is aware of referee instructing a player to leave the field due to bleeding or blood on the uniform. Does not permit player to return to the field until the referee's instructions have been completed and the blood on uniform corrected. Follows pre-game conference to notify the referee that the problem has been corrected and the player is ready to return, with the consent of the referee, at the next stoppage of play.

14. Goal scored
 - a. Records the time and any circumstances of all goals
 - b. Checks both bench areas to ensure that non-players are not entering the field to participate in celebration.
15. Fouls
 - a. Monitors team officials and substitutes on the bench in critical situations where they may attempt to enter the field.
 - b. Observes for misconduct and makes eye contact with the referee and, when misconduct is observed and the referee seeks advice, assists in indicating either a yellow card by placing a hand over the badge or a red card by placing a hand on a back pocket of the shorts.
16. Penalty kick
 - a. Records pertinent details of the event related to the penalty kick.
 - b. Monitors team officials and substitutes on the bench in critical situations.
17. Misconduct
 - a. Records pertinent information for any card displayed or for a team official.
 - b. If a player is disqualified, ensures that the player conforms to the requirements of the Misconduct Penalty Chart. Utilizes home management to control a disqualified player if needed.
 - c. Records information for cards issued for misconduct or for actions by the referee regarding irresponsible behavior by team officials.
 - d. Records information on violent conduct not seen by the referee or assistant referees and brings this to the attention of the referee.