



OFF-ICE OFFICIALS MANUAL

Revision 3.00

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1. Introduction

1.1 Purpose of This Document

This document is intended as a supplement to the USA Hockey Off-Ice Officiating Manual. It does not supersede the USA Hockey (USAH) manual; instead this manual goes into more depth and specifics regarding games played under the auspices of the Wisconsin Amateur Hockey Association (WAHA) Region Four Hockey Council (R4HC). It also covers games played under the auspices of the Wisconsin Interscholastic Athletic Association [National Federation of State High School Associations (NFHS) Hockey rules]. This manual is intended to be used in conjunction with the DCHOA Penalty Expiration Guidelines.

1.2 What is an On-Ice Official?

The on-ice officials are the kids, men, and women in striped shirts on the ice. The on-ice officials (Referees and Linesmen) have the responsibility for the general supervision of the game. Referees call most penalties and have ultimate authority over the game. Linesmen primarily call icing, off-sides, and certain, specific penalties such as too many players on the ice. There are three officiating systems used in R4HC games: (A) Two Referee, (B) One Referee, Two Linesmen, and (C) Two Referee, Two Linesmen. The WIAA uses the Two Referee, One Linesman system for all games.

1.2.1 Two Referee

This system is usually used for Squirts, Girls 10U, and adults. It may also be used for other age groups. Both officials have the responsibilities of a Referee and of a Linesman. Neither will be wearing orange armbands. Any USA Hockey game may be played with the Two Official system.

1.2.2 One Referee, Two Linesmen

This system is primarily used for Peeeweeks/Girls 12U and above. The official with the orange armbands is the Referee. The Linesmen will not have armbands.

1.2.3 Two Referee, Two Linesmen

This system is only used for Midgets. The officials with the orange armbands are the Referees. The Linesmen will not have armbands.

1.2.4 Two Referees, One Lineman

This system is only used when one of the teams that are playing is a NFHS (WIAA) team, either Varsity or Junior Varsity. The officials with orange armbands are Referees. The Linesman will not have armbands. Any game that is played when at least one of the teams is a WIAA team must be officiated with this system—there are no exceptions. If neither team is a WIAA team, this system may not be used—no exceptions. If one of the teams is USAH and one is WIAA, the officials must be all be properly certified with both governing bodies.

1.3 What is an Off-Ice Official?

To quote the USA Hockey manual, the “Off-Ice officials are considered an extension of the on-ice officiating team.” The off-ice officials assist the on-ice officials so that the on-ice officials may concentrate on the players and the game. For most youth hockey games, including R4HC games, the off-ice officials are volunteers. A minimum of four off-ice officials are needed for a game. It is the general practice for each team to provide two volunteers for the off-ice positions for a game. In WIAA games, the host school may provide the off-ice officials. Off-ice officials are not required to have the same training that the on-ice officials are required to have. However, there are opportunities for off-ice officials to gain more knowledge of the rules and become a more effective off-ice official. Please see the USA Hockey Off-Ice Officiating Manual and the USA Hockey web site for more information about becoming an affiliated (non-skating) member of the USA Hockey Officiating Program.










1.4 What is Expected from an Off-Ice Official?

The on-ice officials expect the off-ice officials to perform their duties as outlined in this manual. The on-ice officials understand that the off-ice officials are volunteers and want to cheer for their sons, daughters, and friends on the ice. Cheering is fine as long as it is (A) positive and (B) is not excessive. What off-ice officials may not do at all is dispute the rulings of the on-ice officials or disrupt the game by criticizing players, coaches, or on-ice officials. They also may not coach players from the scorer's bench or the penalty boxes. Off-ice officials are held to a higher standard than the fans in the stands. If an off-ice official is a problem, he/she will be ejected from the game and an Incident Report will be filed with WAHA through the Wisconsin Hockey Officials Association (WHOA).

2. The Off-Ice Officials

2.1 Game Timekeeper

The Game Timekeeper is responsible for running the clock. Generally speaking, the Game Timekeeper will be a volunteer from the home team because they are more likely to know how to run the clock. Associations have been asked to have training sessions for their teams on the procedures for running the clock. Please make sure that you know how to run the clock before you are a Game Timekeeper. **The on-ice officials are not responsible for teaching you how to run the clock.** In fact, they may not know how to run the clock. You should familiarize yourself with:

-  How to set time on the clock
-  How to start the clock running
-  How to stop the clock
-  How to set penalty time on the clock
-  How to clear penalty time from the clock
-  How to change the score on the clock
-  How to change the period
-  The length of period, penalties, etc. for the type of game (see Appendix A)
-  The rules for penalty termination – see the [DCHOA Penalty Expiration Guidelines](#). (This is not imperative but the more you know, the better.)




At the start of the ice time, promptly arrive at the scoring table. Make sure that penalty timing is enabled; this varies among scoreboard consoles. Put the warm-up time on the clock and start it. At the end of the warm-ups the horn will sound. Set the period to 1 and put the proper time on the clock for the period. When the Referee is ready to conduct the face-off at center ice, he/she will point to you to make sure that you are ready. Simply nod your head or give a “thumbs up” signal to acknowledge that you are ready. Note: the on-ice officials will only check to make sure that you are ready to run the clock for the opening face-off of each period. For all other face-offs they will assume that you are ready and are watching for the puck to drop.

If the on-ice officials call a penalty that is to be placed on the scoreboard clock, quickly enter the team, player's number (if the console supports player numbers), and the length of the penalty. **However, do not enter this information until instructed to do so by the on-ice official.**

All games are stop time only, with the exception of WIAA games. Some tournaments may also have running time. Some leagues may also have rules regarding running time. Please see the appropriate sections in Appendix A for the rules regarding running time.

2.2 Official Scorer

The Official Scorer has responsibilities before, during, and after the game. Generally, the Official Scorer will be a volunteer from the visiting team if the Game Timekeeper is from the home team. The various sections of the score sheet are explained in the next chapter. You should familiarize yourself with:

-  The information that is to be recorded on the score sheet (see the chapter on the Score Sheet).
-  The length of period, penalties, etc. for the type of game (see Appendix A)
-  The rules for penalty termination – see the [DCHOA Penalty Expiration Guidelines](#). (This is not imperative but the more you know, the better.)

Prior to the start of the ice time, the Official Scorer must have a completed score sheet including game information, team information, and coach information. Please have this ready for the inspection by the on-ice officials during warm-ups. The on-ice officials need to count players and verify the information on the score sheet prior to the beginning of the game. The coaches must record their information including CEP information and sign the score sheet before the game. If there are problems with the information on the score sheet, the on-ice officials will have to have them corrected before the game can begin. If the score sheet is not ready and correct, the game cannot start until the problems have been rectified. If the game is delayed, the lost time will not be made up (USAH).

During the game the Official Scorer records all goals, assists, and penalties. If you are not sure what to enter on the score sheet, please ask for a clarification from an on-ice official. In the event that you are made aware that a player was omitted from the score sheet at the start of play, please get the attention of the on-ice officials at the next stoppage of play. You must have their approval before adding the player to the score sheet and the player's team will be assessed a Bench Minor penalty.



At the end of each period the Official Scorer records the total goals and saves for the period.

At the end of the game the Official Scorer records the total goals and saves. The Official Scorer signs the score sheet and gets signatures from all on-ice officials. Please be patient waiting for the on-ice officials to sign the score sheet. They have responsibilities that take precedence over signing the score sheet, including watching the players during the handshake, getting the teams safely off the ice, and (USAH) moving the nets for resurfacing (usually). **They will come to the scoring table (USAH) and sign the score sheet when they are able to do so; under certain circumstances the on-ice officials may request that the score sheet be brought to the locker room for review and signing. Do not draw lines or X's below the rosters, scoring, and penalties.** The on-ice officials will do that when they check the score sheet and sign it. **For WIAA games, take the score sheet to the officials in their locker room to have it signed.**








If the on-ice officials have to file a report regarding the game, they will need the top (most legible) copy of the score sheet.

2.3 Penalty Box Operator

There are two Penalty Box Operators—one for the home penalty box and one for the visitor penalty box. There should be one volunteer from each team and they should run the penalty box for their team. The Penalty Box Operators should know the rules for penalty termination and should always know when players come out of the penalty box. If you have a question about the termination of a penalty, ask the on-ice officials. You should familiarize yourself with:

-  The length of period, penalties, etc. for the type of game (see Appendix A)
-  The rules for penalty termination – see the [DCHOA Penalty Expiration Guidelines](#).

Some things to remember as a Penalty Box Operator:

-  As a player's penalty is about to expire and the player is about to return to the ice, count down the last 5 seconds of the penalty and start to open the penalty box door on 1. If the player wants to climb over the boards instead of exiting the door, they may do so; however, they may not swing their legs over the top of the boards until the penalty has completely expired.
-  If you see that an on-ice official is going to be right in front of the penalty box when a penalty expires, please try to warn them that a player is coming out of the box.
-  If you are going to let a player out of the penalty box during a stoppage of play, ensure that there is no altercation occurring on the ice. If there is, hold the player until the altercation is stopped. If you let the player on the ice during an altercation, he/she will tend to go to the altercation. The penalty for entering an altercation is either [Game Misconduct \(USAH\)](#) or a [Game Disqualification \(WIAA\)](#), so you are doing the player a favor by keeping them in the penalty box until the altercation is over.
-  Avoid doing anything to antagonize a player in the penalty box. They generally are not happy about being in the penalty box and will not be appreciative of any criticism from you.
-  If you are having problems with the conduct of a player in the penalty box, alert the on-ice officials during a stoppage of play. They will deal with the player—that is not your responsibility and you should not attempt to do so.
-  You may not coach players from the penalty box. Penalty box operators are part of the officiating staff, not the coaching staff.
-  Penalty box operators will often be asked to record saves at their end of the ice. Have paper and a pencil or pen to record these. Place a mark for each save. At the end of each period report the saves for that period to the Official Scorer. For a definition of what a save is and is not, see the section on Saves in the Totals portion of the chapter on the Score Sheet.

3. Score Sheet

Score sheets vary in their appearance. However, the information on the score sheet is fairly standard. For purposes of discussion, this manual uses a standard R4HC score sheet. The sections on this score sheet are:

- | | |
|---------------------------|-------------------|
| 1 – Game Information | 7 – Penalty Codes |
| 2 & 3 – Team Information | 8 – Penalties |
| 4 & 5 – Coach Information | 9 – Summaries |
| 6 – Scoring | 10 – Signatures |

HOME TEAM

#	PLAYER	G

HEAD COACH	CSP INFO	SIGNATURE	PHONE	TEAM OFFICIAL	CSP INFO	SIGNATURE	PHONE	TEAM OFFICIAL	CSP INFO	SIGNATURE	PHONE	TEAM OFFICIAL	CSP INFO	SIGNATURE	PHONE

VISITOR TEAM

#	PLAYER	G

HEAD COACH	CSP INFO	SIGNATURE	PHONE	TEAM OFFICIAL	CSP INFO	SIGNATURE	PHONE	TEAM OFFICIAL	CSP INFO	SIGNATURE	PHONE	TEAM OFFICIAL	CSP INFO	SIGNATURE	PHONE

REGION 4 HOCKEY COUNCIL OFFICIAL SCORE SHEET

SCORING

TEAM	PER	TIME	SCORE	ASSIST
1				
2				
3				
4				
5				






3.1 Prior To Game Start

Some of the sections of the Score Sheet must be completed before the start of the game. Please have these sections completed and the score sheet ready for the inspection by the on-ice officials during warm-ups. The on-ice officials need to count players and verify the information on the score sheet prior to the beginning of the game. If there are problems with the information on the score sheet, the on-ice officials will have to have them corrected before the game can begin. If the score sheet is not ready and correct, the game cannot start until the problems have been rectified. **If the game is delayed, the lost time will not be made up (USAH).**

Section 1 – Game Information

DATE _____	TIME _____
ARENA _____	LEVEL _____
	GAME # _____

The following information must be recorded on the score sheet:

-  The date of the game in mm/dd/yy format
-  The rink at which the game is being played. If it is a multi-sheet facility, please indicate which sheet is being used for the game.
-  If the game is a league game, enter the game #; if it is not a league game, just draw a horizontal line.
-  Enter the scheduled time for the start of the game in hh:mm AM/PM format.
-  Enter the age level, for example Pee wee.

Examples

DATE <u>11/03/18</u>	TIME <u>10:40 AM</u>
ARENA <u>CAP B</u>	LEVEL <u>PW 1</u>
	GAME # <u>1127</u>

This is a Pee wee league game (#1127) played on November 3, 2018 at 10:40 AM. It is being played at the Cap Ice facility on rink B.

DATE <u>12/02/18</u>	TIME <u>2:30 PM</u>
ARENA <u>HART</u>	LEVEL <u>SQ 2</u>
	GAME # <u>_____</u>

This is a Squirt scrimmage game played on December 2, 2018 at 2:30 PM. It is being played at Hartmeyer Ice Arena.

3.1.1 Sections 2 & 3 – Team Information

The following information must be recorded on the score sheet (the information that is entered for both the Home team and the Visitor team is the same):

[illegible]

- ❧ List the team name such as Patriots-2.
- ❧ Each player must be listed.
- ❧ Goaltenders are listed first—they must be designated as goaltenders.
- ❧ For each player, record their number and name.
- ❧ Ideally, the players should be listed on the score sheet by number. Throughout the game, players are identified by number, not by name. If the players are listed by number, it makes it easier to verify that they are on the score sheet.
- ❧ If a player is a Captain or Alternate, this should be recorded on the score sheet. Just write either a “C” or an “A” in the margin next to their name. A team may only designate one Captain and up to two Alternates for a game. Only these players may exercise the privileges of the Captain. A goaltender may be designated as a Captain or Alternate, but may not exercise the privileges of a Captain. Designating a Captain or Alternate is not usually necessary at the Squirt or U10 level because the on-ice officials will usually do all of their communication with the coaches at these levels.
- ❧ A player may be listed on the score sheet even if they are not playing for that game (for example due to illness). If they are not listed at the start of the game and arrive later, the team will be assessed a Bench Minor penalty when the player is added to the score sheet. If you do add a player to the score sheet after the start of the game, you must get approval from the on-ice officials before doing so.
- ❧ If a player or coach is sitting out a **Game Misconduct (USAH)** or a **Game Disqualification (WIAA)**, this should be noted on the score sheet.
- ❧ It is permissible to enter the team roster on the score sheet with an adhesive label. Just ensure that the label is on each copy of the score sheet and that the label is the same on each copy.

Example





Southwest PW 2		
HOME TEAM		
#	PLAYER	
1	Goal Tender	G
27	Puck Stopper	G
3	Fast Skater	
5	Defensive Rock	
7	Goal Scorer	C
8	Great Call	
11	Tee Ball	
12	Play Maker	A
16	Adam Smith	
20	Joe Smith	
24	Penalty Killer	
28	Time Keeper	
37	Official Scorer	
44	Blue Liner	A
49	Back Check	
53	Too Late	
82	Nice Guy	

- 👤 The team is Southwest number 2.
- 👤 The goaltenders are Goal Tender and Puck Stopper.
- 👤 Goal Scorer is the Captain.
- 👤 Play Maker and Blue Liner are the Alternate Captains.

3.1.2 Sections 4 & 5 – Coach Information



The following information must be recorded on the score sheet (the information that is entered for both the Home team and the Visitor team is the same). [Most of this information is for USA Hockey only:](#)

HEAD COACH	
CEP INFO	
SIGNATURE	
PHONE	
TEAM OFFICIAL	
CEP INFO	
SIGNATURE	
TEAM OFFICIAL	
CEP INFO	
SIGNATURE	
TEAM OFFICIAL	
CEP INFO	
SIGNATURE	

-  For each coach, list his/her name.
-  For each coach, list their Coaching Education Program information including (1) CEP number, (2) level, and (3) date the level was earned. On-ice officials will not be verifying CEP information with CEP cards. However, if the required information is not provided, the on-ice officials will make a note on the score sheet and file an Incident Report. All team personnel on the bench must have CEP information listed.
-  For the Head Coach, list the phone number.
-  [USA Hockey allows a maximum of four](#) team personnel on the bench. [WIAA allows five.](#)

Examples

HEAD COACH	H. Coach
CEP INFO	1234-3-2013
SIGNATURE	<i>Head Coach</i>
PHONE	555-4321
TEAM OFFICIAL	A. Coach
CEP INFO	1487-2-2015
SIGNATURE	<i>Asst Coach</i>
TEAM OFFICIAL	Door Jammer
CEP INFO	1488-2-2015
SIGNATURE	<i>Door Jammer</i>
TEAM OFFICIAL	
CEP INFO	
SIGNATURE	







-  The head coach, H. Coach, is a Level 3. His CEP number is 1234 and his phone number is 555-1234.
-  The assistant coaches, A. Coach and Door Jammer both are Level 2. Their CEP numbers are 1487 and 1488 (they must have gotten their certification together).

3.2 During the Game

3.2.1 Section 6 – Scoring





When a goal is scored, the Referee will come to the scoring table and report the goal. He/she will give the team and number of the player scoring the goal. The Referee may also award up to two assists:

SCORING					
	TEAM	PER	TIME	SCORER	ASSIST
1					/
2					/
3					/
4					/
5					/
6					/
7					/
8					/
9					/
10					/
11					/
12					/
13					/
14					/
15					/
16					/
17					/
18					/

-  Record the team (H or V).
-  Record the number of the player that scored the goal.
-  Record the number(s) of the player(s) awarded assists. If no assist was awarded or the goal was unassisted, draw a horizontal line through the box.
-  Record the period that the goal was scored.
-  Record the time remaining on the clock when the goal was scored. *If you are using "hockey time" (optional; only WIAA), then record the elapsed time in the period.*
-  If there is a need to make a correction on a goal or an assist, get the attention of the Referee at a stoppage of play. Tell the Referee the change that you want to make; he/she will either approve or disapprove the change. **You may not make a change without the Referee's approval.**

Examples

SCORING					
	TEAM	PER	TIME	SCORER	ASSIST
1	H	1	7:22	7	- / -
2	V	1	3:19	12	8 / 16
3	H	2	5:41	11	20
4	H	3	1:04	3	12
5					/
6					/
7					/
8					/
9					/
10					/
11					/
12					/
13					/
14					/
15					/
16					/
17					/
18					/

-  Home team player #7 scored with 7:22 remaining in the first period; it was an unassisted (no assists) goal.
-  Visiting team player #12 scored with 3:19 remaining in the first period; #8 and #16 assisted on the goal.
-  Home team player #11 scored with 5:41 remaining in the second period; #20 assisted on the goal.
-  Home team player #3 scored with 1:04 remaining in the third period; #12 assisted on the goal.

3.2.2 Section 7 – Penalty Codes

Below is a list of suggestions for the penalty codes. If you cannot find a code, ask the Referee. The list of suggested codes is:

BM	Bench Minor	F	Fighting	KN	Kneeing
BO	Boarding	GM	Game Misconduct	MP	Match Penalty
BC	Body Checking	HB	Head Butt	MC	Misconduct
BE	Butt Ending	HC	Head Contact	PS	Penalty Shot
CH	Charging	HS	High Sticking	R	Roughing
CB	Checking from Behind	H	Holding	SL	Slashing
CC	Cross Checking	HF	Holding Facemask	SP	Spearing
DG	Delay of Game	HK	Hooking	TR	Tripping
E	Elbowing	I	Interference	UC	Unsportsmanlike Conduct
EQ	Illegal Equipment	K	Kicking		


3.2.3 Section 8 – Penalties


When the Referee assesses a penalty, he/she will come to the scoring table and report the penalty. Most penalties will be Minor Penalties (see Appendix A for the length of the penalty). The Referee may also assess Major Penalties, Misconduct Penalties, Game Misconduct penalties, [Match Penalties \(USAH\)](#), and [Game Disqualifications \(WIAA\)](#). Generally, there will be only one penalty on a player but there are occasions when there will be multiple penalties on a player; these include penalties like Checking From Behind, which will be a Minor and a Misconduct or a Major and a Game Misconduct. **Each penalty must be recorded on a separate line.**


[illegible]


- [illegible]


- ## Examples

 The first penalty was Slashing to #16 from the home team with 6:21 remaining in the first period. No goal was scored and the penalty expired at 4:21.

 The second penalty was Tripping to #44 from the home team; the third penalty was Roughing to #9 of the visiting team. These penalties were with 3:04 remaining in the first period. Since these were coincidental penalties, no time was placed on the clock, the teams skated at full strength, and the two penalized players had to remain in the penalty box until the first stoppage of play after 1:04—which was at :47.

 The game continues to get more physical. #9 from the visiting team gets called for Checking from Behind at 13:22 of the second period; this carries an automatic Misconduct penalty. The penalties are entered on separate lines. A teammate was sent to the penalty box to serve the Minor penalty. At 12:48 the home team scored so the Minor penalty was terminated and the replacement for #9 came out of the penalty box. The time for the Misconduct then began; #9 was allowed to come out of the penalty box at the first stoppage of play after 2:48, which was at 2:31.

 The next penalty was Hooking to #7 from the visiting team with 10:29 remaining in the second period. The home team scored at 9:58, so the penalty was terminated.

 The next penalty was Cross Checking to #44 from the home team with 1:17 left in the second period. The visiting team did not score on the penalty and the power play carried over to the third period (the periods were 15 minutes in length).


- ❏ Then the home team lost their composure and took a series of penalties. First, #49 was called for Roughing at 9:28, giving the visiting team a 5-4 advantage. Next #24 was called for Elbowing at 9:04, giving the visiting team a 5-3 advantage. Then #20 was called for High Sticking at 8:48. Because the visiting team was already down two players, the penalty to #20 was delayed. At 8:16, the visiting team scored; the penalty to #49 was terminated, #49 came out of the penalty box (because it was during a stoppage of play), the penalty to #20 started, and the on-ice strength remained 5-3. At 7:04 the penalty to #24 expired, #24 came out of the penalty box, and the on-ice strength became 5-4. At 6:16 the penalty to #20 expired, #24 came out of the penalty box, and the teams were at full strength.
- ❏ At 7:12 an altercation occurred. #11 from the home team and #9 from the visiting team were each given a Major for Fighting and a Game Misconduct; the penalties were recorded on separate lines. These penalties gave #9 a total of five penalties, which is an automatic Game Misconduct. Thus #9 was assessed a second Game Misconduct penalty. Each team had to send a player to the penalty box to serve the Major penalties. Since these were coincidental penalties, the on-ice strength remained 5-5. The replacements for the penalized players were allowed out of the penalty box at the first stoppage of play after 2:12, which occurred at 1:49.
- ❏ At 6:32 the visiting coach was called for a Bench Minor Penalty for abuse of the officials. Player number 17 was sent to the penalty box to serve the Minor, but the player's number was not recorded because it was a team penalty not a penalty to the player (it was noted in the penalty code section). No goal was scored so the penalty expired at 4:32.
- ❏ With :44 remaining, #11 of the visiting team was called for Slashing. That penalty did not expire because the game ended. The penalty did not carry over to the next game.

3.3 After Each Period


3.3.1 Section 9 – Totals

At the end of each period, the Official Scorer should record the totals for the period:

PERIOD	1	2	3	OT	TOTAL
HOME					
VISITOR					




 Record the total score for each team during the period.

SAVES							
PERIOD	#	1	2	3	OT	TOTAL	MIN PLAYED
HOME							
TOTALS							
VISITOR							
TOTALS							




 Record the total saves (not shots) for each goaltender during the period.

Examples

PERIOD	1	2	3	OT	TOTAL
HOME	1	0	2	-	3
VISITOR	0	1	1	-	2

-  The score at the end of the first period was Home 1 and Visitor 0.
-  The score was tied at the end of the second period.
-  The final score was Home 3 and Visitor 2.

SAVES							
PERIOD	#	1	2	3	OT	TOTAL	MIN PLAYED
HOME	1	7	5	0	-	12	23:10
	27	0	4	7	-	11	21:50
TOTALS		7	9	7	-	23	45:00
VISITOR	31	8	7	6	-	21	45:00
TOTALS		8	7	6	-	21	

-  The starting goaltender for the Home team was #1. He played at total of 23 minutes and 10 seconds. He had a total of 12 saves.
-  Then #27 came into the game and played the rest of the game. He had a total of 11 saves.
-  #31 was the goaltender for the Visitor team for the entire game. He had a total of 21 saves.

3.3.2 Saves

What is a save? A save is a shot that would have gone in had the goaltender not made contact with the puck. A hard slap shot from the point that the goaltender catches just above the crossbar is not a save. A feeble shot that barely has enough momentum to make it across the goal line, but is stopped by the goaltender is a save. It does not matter whether or not the goaltender is trying to stop the puck, only that he/she stops it or deflects it.

3.4 After the Game

3.4.1 Section 9 – Totals

After you have recorded the score and save totals for the final period, record the totals for the game.

3.4.2 Section 10 – Signatures

You are almost done!

REFEREE	_____
REF OR LINE	_____
LINESMAN	_____
OFFICIAL SCORER	_____

- After the game is completed and you have recorded your totals, you should sign the score sheet.
- When they have finished with their on-ice responsibilities, the on-ice officials will sign the score sheet. Each on-ice official must sign the score sheet. DCHOA officials will also put their DCHOA ID number on the score sheet.
- For USA Hockey games, the on-ice officials will generally sign the score sheet at the scorer's table. Under certain circumstances they will want to review the score sheet and sign it in the locker room.
- For WIAA games, you must take the score sheet to the locker room to get the signatures from the on-ice officials.
- Give one copy of the score sheet to the home team and one copy to the visitor.
- Generally, the officials will not want a copy of the score sheet. However, if they need information for a [Game Misconduct Penalty](#), [Match Penalty](#), Incident Report or [Game Disqualification](#), they will want a copy. If the officials request a copy, please give them the top (most legible) copy.
- Once the score sheet has been signed by the on-ice officials, it may not be changed, even by them.**

Example

REFEREE	<u>Referee</u>
REF OR LINE	<u>Linesman 1</u>
LINESMAN	<u>Linesman 2</u>
OFFICIAL SCORER	_____

Appendix A – Length of Periods and Penalties






Below are the length of periods and penalties for R4HC league games. **Non-league games may use longer periods to maximize ice usage if both teams agree prior to the start of the period.** However, games (except WIAA) are still subject to the R4HC 5-Minute Rule and no period may be longer than 20 minutes.

A.1 5-Minute Rule – All games (includes Teen League but not WIAA)

To keep games running on time, R4HC has the 5-Minute Rule.

No timeouts are permitted ([USAH](#)).

At the first stoppage of play after 5:00 or less are left in the allotted ice time: if the clock shows more than 3:00, the on-ice officials will ask you to reset the clock:

-  The time on the scoreboard clock should be reset to show 2 minutes plus the number of seconds currently on the clock. For example, suppose the scheduled ice time ends at 10:00 am. If the scoreboard clock shows 3:48 left at the first whistle after 9:55 am, the clock should be reset to 2:48.
-  Penalty times are not reset.
-  The on-ice officials will notify each team that the clock is being reset.
-  You may verbally call the attention of the on-ice officials if they do not notice that it is time to reset the clock.
-  You should not reset the clock unless told to do so by the on-ice officials.

A.2 Squirt, U10

Warm-up:	4:00 minutes
Periods:	12:00 minute stop time
Intermission:	1:00 minute
Penalties:	1:30 minute Minor penalties 3:00 minute Major penalties 6:00 minute Misconduct penalties
Resurface:	none

A.3 Pee wee, Bantam, Midget, High School, U12/14/16/19 games (60 min)

Warm-up:	4:00 minutes
Periods:	11:00 minute stop time
Intermission:	1:00 minute
Penalties:	1:30 minute Minor penalties 3:00 minute Major penalties 6:00 minute Misconduct penalties
Resurface:	none

A.4 Pee wee games (75 min)

Warm-up:	4:00 minutes
Periods:	15:00 minute stop time
Intermission:	1:00 minute
Penalties:	2:00 minute Minor penalties 5:00 minute Major penalties 10:00 minute Misconduct penalties
Resurface:	none

If a Pee wee league game is scheduled for 75 minutes, it may not be extended, even if the ice is unused after the game.

A.5 Pee wee, Bantam, Midget, High School, U12/14/16/19 games (90 min)

Warm-up: 4:00 minutes
Periods: 15:00 minute stop time
Intermission: 1:00 minute
Penalties: 2:00 minute Minor penalties
5:00 minute Major penalties
10:00 minute Misconduct penalties
Resurface: 15:00 minutes (they may resurface every 2 periods)

A.6 Junior Varsity Games (WIAA)

Warm-up: 5:00 minutes
Periods: 15:00 minute stop time
Intermission: 1:00 minute
Penalties: 2:00 minute Minor penalties
5:00 minute Major penalties
10:00 minute Misconduct penalties
Resurface: 15:00 minutes (resurface after 2 periods)

Running time goes into effect any time a six (6) goal lead has been established **in the second or third period**. If the lead is cut to less than six (6) goals, stop time resumes. Running time stops for reporting goals, reporting penalties, injuries, or at the direction of the on-ice officials. These are generally the times used for Junior Varsity (JV) games. Warm-up times, intermissions, and resurfacing may vary.

A.7 Varsity Games (WIAA)

Warm-up: 10:00 Minutes (start 30 minutes before game time)
Periods: 17:00 minute stop time
Penalties: 2:00 minute Minor penalties
5:00 minute Major penalties
10:00 minute Misconduct penalties
Resurface: 15:00 minutes (resurface every period)

If the teams are playing 17-minute periods, the warm-ups are 10 minutes, no exceptions.

Running time goes into effect any time a six (6) goal lead has been established **in the second or third period**. If the lead is cut to less than six (6) goals, stop time resumes. Running time stops for reporting goals, reporting penalties, injuries, or at the direction of the on-ice officials.

A.8 Other Leagues

Various adult and AAA (Tier I) leagues may have their own rules regarding time of periods, resurfacing, etc. It is the duty of the on-ice and off-ice officials to familiarize themselves with any special league rules.