



The Cricket Hong Kong Association of Cricket Officials

The Reserve Umpire

Introduction

The Reserve Umpire plays a vital role in ensuring the smooth operation and conduct of a match. This paper explains his/her duties and responsibilities.

2. The Reserve Umpire has the responsibility and authority to report incidents to CHK or the Match Referee for breaches of the Code of Conduct/Behaviour that may occur off the field or unnoticed by the on-field umpires. It is therefore essential that the Reserve Umpire is familiar with correct procedure and his duties and responsibilities.
3. The Reserve Umpire should be dressed as if he were to umpire on the field and should have all the appropriate match day umpiring equipment with him, as he may be required to officiate on-field in the unlikely event that one of the on-field umpires is unable to do so.
4. The Reserve Umpire is a representative of CHK and bound by the Code of Conduct/Behaviour for umpires. He/she must be fully familiar with all the relevant playing conditions, regulations and policies associated with the match.

Before the Match

5. The Reserve Umpire should carry the following items:
 - a) The appropriate Playing Conditions
 - b) The Laws of Cricket
 - c) Team nomination sheets, Captain's report forms, Code of Conduct/Behaviour report forms
 - d) Innings running sheets

Arrival at the Ground

6. The Reserve Umpire is to arrive at the ground *at least one hour* before the scheduled start of play and is to:
 - a) Liaise with the ground authority/curator;
 - b) Meet the team captains (and managers) and confirm timings;
 - c) Attend any meeting between the on-field umpires, captains and the scorers;
 - d) Distribute match related documents to the appropriate individuals;
 - e) Take control of the match balls, including spares and check conformity
 - f) Introduce the umpires to the ground authority. Assist them in their match preparations and remain in close contact throughout the day; and
 - g) Confirm all signals and communications arrangements between the umpires and scorers.



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7. The Reserve Umpire represents the on-field umpires in their absence. He/she must ensure that any ground management tasks are followed-up such as improvements to sightscreens or the correction/addition of ground markings based on the instructions he/she receives from the on-field umpires. The Reserve Umpire will assist the ground staff in using any available equipment / materials for the purpose of drying the pitch and improving underfoot conditions to facilitate play.
8. Before play, he/she should supervise the preparation of the pitch in line with the Laws of Cricket – this will involve working closely with the ground authority. He is to be present whenever rolling of the pitch is required and the ground staff repair any damage, etc.
9. The Reserve Umpire should also have immediate access to spare stumps and bails in the event of on-field failure.
10. On arrival at the ground, The Reserve Umpire is to ensure that any communication equipment is working properly; chargers connected and all batteries charged.
11. Other duties include:
 - a) Issue *two* Team Nomination Sheets to each captain and ensure that players are properly nominated and all details completed before the toss;
 - b) Deliver one set of completed Team Nomination Sheets to the umpires before the toss and the other set to the Match Referee;
 - c) Conduct the toss, if required, in accordance with Laws 12.4 and 12.5 (captains exchange and retain team sheets);
 - d) Synchronize watches and clocks with umpires and scorers; and
 - e) Take control of all match balls including spares, ensure these are all of the correct specification and ensure they are readily available for use.
12. Prior to the first bowling innings of each side (at least 10 minutes), the Reserve Umpire should take a selection of new match balls to the fielding team captain or his nominee to select the ball they wish to use.
[Note: The match balls must remain under the umpire's control at all times. Be present throughout the process of selection and pass the selected ball(s) to the on-field umpires.]

During the Match

13. From the call of Play to the call of Time, the Reserve umpire shall:
 - a) Be present, remain at the ground and, as far as possible, be visible to the on-field umpires at all times;
 - b) Be dressed in the same attire as the on-field umpires;
 - c) At a change of innings, supervise the sweeping, rolling and re-marking of creases;
 - d) Assist with the use of covers during interruptions in play;



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- e) Where appropriate, instigate and complete any Code of Conduct/Behavior and/or Clothing and Equipment reports;
- f) As soon as practicable, advise the Match Referee of any breaches of the Code of Conduct/Behaviour including any off-field incidents;
- g) In exceptional circumstances, substitute for an on-field umpire (non-panel umpires will stand only at the striker's end);
- h) Assist the scorers to ensure the correctness of the score and clarify any umpire decisions or communications;
- i) Maintain the appropriate innings running sheets to record over rates, etc.
- j) With the on-field umpires, balance and sign the score summary sheet at the end of each innings;
- k) Assist in the distribution of Duckworth Lewis Stern calculation print-outs prior to the commencement or re-commencement of the 2nd innings to the Match Referee and teams;
- l) Explain points of law, playing conditions or special regulations to team managers, coaches and captains, if required;
- m) Ensure umpires and scorers are adequately catered for during scheduled intervals, including the organisation, preparation and delivery of drinks to the on-field umpires;
- n) Take a selection of replacement/spare balls onto the field, if required;
- o) Assist in the supervision of scheduled intervals in accordance with the Playing Conditions and the Laws of Cricket;
- p) Ensure players are correctly attired in accordance with Regulations and Playing Conditions and any equipment also conforms;
- q) Maintain a record of any players leaving the field, substitutions and monitor any medical treatment;
- r) Record all stoppages and confirm 'Good Cause' with the on-field umpires;
- s) Issue the Captain's Report Forms;
- t) Maintain a constant link between the Match Referee and Ground Authority; and
- u) Perform any other duties required by the Match Referee or on-field umpires for the smooth conduct of the match.

After the Match

14. At the conclusion of the match, the Reserve Umpire shall:
- a) Confirm the correctness of the scores and the result;
 - b) Inform the on-field umpires of any discrepancy immediately;
 - c) Prepare a summary of notable player performances to assist with awards;
 - d) Collect the Captains' Report Forms and pass to the Match Referee;
 - e) Gather and return all match balls and spares;
 - f) Ensure the umpires verify and sign the match result sheet;
 - g) Return/secure all radios and equipment; and
 - h) Ensure proper completion of any post-match reports.