

# Alternate Official Protocol

## Alternate Official Responsibilities and Duties

Alternate official is part of game officials team and should be on field dressed in game attire. He/She shall take a standing position in front of official scorer's table and do the following:

1. Oversee the scorers and timers to determine that:
  - a. Both teams' rosters (a separate roster form is acceptable) are in the official scorebook at least 15 minutes before the start of the game. Confirm that jersey numbers in the book match those on the players.
  - b. The clock is started and stopped correctly and appropriately. Correct any mistakes made in this area. Ensure that a radio is available if necessary (i.e., official time is being kept away from table). Ensure that there is a clock at the table to administer timeouts, penalties, etc.
  - c. Records are kept of team and individual warnings and players who have received cards.
  - d. Proper substitution procedures are followed and substitution records are kept.
  - e. The correct score is maintained in the scorebook and on the scoreboard.
2. Possession Timeout: Indicate to timer to stop clock and indicate to field officials and players to drop crosses for possession timeout. Ensure that team is in possession PRIOR to signaling timeout.
3. Stick Check Request: Any time clock is stopped coach or player may request a stick check on the field (not bench). Whistle and signal timeout. Instruct all players to drop crosses if not able to immediately identify player. Communicate player # to nearest field official.
4. Replace any field official in the event of an injury to that official.
5. Assume primary responsibility for maintaining bench personnel positioning and decorum.
6. Determine the validity of a protest brought by and notify three field officials of VALID protests. Protests can only be in response to a misapplication of the rules, not a judgment by the officials. (i.e. officials score a goal following an illegal shot).
7. Review protocol with ball retrievers.
8. Serve in any other capacity that would contribute to maintaining control of the game and efficiency of the scorer and timer responsibilities.
9. Assist field officials in weather-delay procedures. The alternate official is responsible for noting field position of players during suspension of play due to dangerous weather conditions.

## Alternate Official Carding Procedure

The alternate official may issue a yellow or red card for misconduct to a bench player or coach for bench misconduct. When the misconduct occurs, the alternate official will immediately approach the player or coach who committed the misconduct and issue the yellow or red card. If the non-offending team is on a scoring play, then the Alternative official will wait until the scoring play has ended to notify field officials of the card. When the non-offending team is NOT on a scoring play or after the scoring play has ended, the Alternative official whistles and signals timeout and informs the nearest field official a card was issued and to whom. The field official will re-issue the card, notify other officials, and administer the card following the carding policy.