

DIVA

REFEREE REFERENCE MANUAL

OVERVIEW

The primary job of a referee is to allow a set to progress smoothly with as little interference as possible. Let the players be the stars. Observe play for situations that require you to stop play. Make the call and then return the game to the players.

Materials Needed:

- Whistle
- Yellow and Red Cards
- Watch (something to record start and stop times)

DUTIES AND RESPONSIBILITIES

1. Maintain a standard of calling – strive for consistency.
 - a. All officials from International down work on this constantly.
 - b. With regards to ball handling, remember the level of error at which a call is made and whistle again when the same level of error occurs again.
 - c. Never “even up” or “freeze up” when a mistake is made. Mistakes happen. Let it go.
 - d. Do not let complaints dictate calls. Some of the best officiated matches have the most complaints.
 - e. Maintain the pace of the set/match.
2. Be friendly and courteous, but also firm when necessary.
 - a. Keep an even temper. Focus on officiating.
 - b. Be serious, but have fun.
 - c. Every match is important to the teams playing. Respect this fact.
 - d. Avoid ‘rabbit ears’! In other words, do not let players, coaches, and/or crowds influence decisions.
 - e. Listen to reasonable inquiries but do not allow constant questioning of calls.
 - f. If a player becomes abusive, penalize or remove them from the set/match if necessary. However, do as calmly and quietly as possible.
3. Review rules and situations which tend to cause controversy or with which you are uncomfortable.
 - a. Read the rulebook. Ask for help if there are questions.
 - b. Enforce the rules of the games.
 - c. The 1st referee is the final judge on everything, even scorekeeping issues.
4. Communicate with teams and the rest of the officiating crew.
 - a. During the captains meeting, review court limitations and rules about adjacent court(s).
 - b. Remind captains of any new rules.

- c. Explain how substitutions and time-outs should be called.
 - d. Have pre-game meeting with officiating crew to explain court limitations and rules and adjacent court(s).
 - e. Review each official's role and responsibilities.
 - f. Coordinate hand signals for R1 and R2 before the match.
 - g. Indicate how line judges and scorekeeper should communicate with R1.
5. Be a part of the officiating TEAM.
 - a. As with the teams playing, officials work better as a team.
 - b. Work with the closets possible cooperation.
 - c. Support each other always and never, by gesture or comment, indicate any disapproval of a fellow official's decision.
 6. Do not be a part of the match.
 - a. Referees should not be a part of the match.
 - b. Watch and judge. Do not coach.
 - c. Never call anyone a liar or say they are wrong. Use phrases like:
 - i. "In my judgment, ..."
 - ii. "You might be right; I/We didn't see it. I/We will look harder next time."
 - iii. "I/We saw..."
 - d. Accept honor calls, but do not ask a player about touches, nets, etc.
 7. Facilitate game procedures, including time-outs, substitutions, rotation faults, etc.
 8. Use preventative officiating whenever possible.
 - a. With procedural matters like substitutions and rotation violations, explain to teams the correct way to proceed.
 - b. Provide warnings with regards to jewelry, water on the court, and other issues.
 - c. Give warnings instead of sanctions whenever possible.
 9. Judgment issues.
 - a. A lift of double hit depends on the level of play of the teams.
 - b. Allow play on both sides of the net and call what is different.
 - c. Do not dominate the game with ball handling calls and technicalities.
 - d. Resolve disputes.

BEFORE THE MATCH

Before the start of a match, 1st Referee (R1) calls the team captains for a meeting. Set a good tone for the match by getting started on time. Review match specifics and any additional ground rules (e.g., out of bounds, jewelry, water on the court, etc.) Do a coin flip (or other method to determine side) as soon as possible. The captain who wins can choose sides or serve/receive. The other captain makes the decision on the remaining choice. Then, notify the

scorekeeper of who is serving and from what side. Let the captains know how much time they have to warm-up. Ask captains to submit their lineups to the scorekeeper.

Briefly meeting with the rest of the officiating crew and review their roles and responsibilities. Observe teams as they warm-up to determine the level of match to call. Check all equipment. Ensure officiating crew and game ball are ready before climbing on the referee stand.

With about a minute before the scheduled match time, whistle teams to end lines. Then whistle teams onto the court with open palms. Wait for the 2nd Referee (R2) to conduct a lineup check. Watch for "captain" designations before the first set. Check line judges and wait for "ready" signal from R2 to begin.

DURING THE MATCH

Calling for Service

Before calling for the serve, scan the court. Check the receiving team, receiving line judge, R2, serving team, and serving line judge. Extend arm, whistle, and beckon for serve. Ensure whistle and beckon are separate.

The R2 and receiving line judge are responsible for the watching the receiving team during a serve. The receiving line judge signals if any players are out of bounds prior to the serve. The R2 watches the receiving team to ensure there are no rotation violations during the serve.

The R1 and serving line judge are responsible for the watching the serving team during a serve. The serving line judge signals if any players are out of bounds prior to the serve. The R1 watches the serving team to ensure there are no rotation violations during the serve. The R1 and serving line judge watch for foot faults on the serve. All players must be completely on the court at time of service.

Do not allow "T-ing" the ball for an underhand serve. There must be a clean toss before the hit. Also, the ball must be hit with only one hand. Ensure the server is in the serving zone (between the side lines extended beyond the end line).

Once the whistle is blown, the server has 8 seconds to serve the ball. Remember that no second tosses are allowed. Be aware of screens. These are rare, but may occur. Remember, for it to be a screen it must be intentional. Also the ball must have a low trajectory directly over player(s) who limits sight of the serve. Warn the serving captain first. You do not need to wait for a complaint from a receiving team.

First Team Hit

A player may have successive multiple contacts in one attempt to play the ball. If the player makes two (or more) attempts, it is considered a double contact. A lift is not allowed. In addition, players on the receiving team cannot block or attack the serve while the ball is completely above the nets or while they are in front of the attack line. It is only considered a block if the player reaches above the height of the net.

Ball Handling

When a player is not in a good position to play a ball, the R1 will be less severe in calling a **double contact**. This includes players running to play the ball or being forced to react quickly like after a ball has rebounded off a block or another player. It does not include a player being in bad position because of lack of effort to do so. When players, especially setters are in a good position to play the ball, clean contact is expected with respect to the level of play.

Recognize that there is no body position or technique that automatically results in an illegal contact of the ball. For instance, balls recovered from the net often rebound slower than hard hit balls. This does not mean it is a caught or thrown ball.

When making ball handling calls, be consistent. Remember that these are judgment calls and cannot be protested. Inform captains of this if they complain. Again, do not dominate the game with ball handling calls.

Note that **double contact** supersedes **four hits** on the 3rd contact, if the last two were by the same player. **Four hits** supersede an **illegal contact** on the 4th contact. A **double contact** supersedes an **illegal contact** on the 2nd contact.

Back Row Attack

The ball must be entirely above the net at contact while the back row player is in the front zone for there to be a violation. When a back row player attacks the ball, the player may not contact the front zone before the ball is contacted. This includes any part of the attack line, similar to a foot fault on a serve.

This call also involves setters while positioned in the back row. Know where the setter is positioned at the start of each play. Watch for dinks, saves, and attacks by the setter on plays at the net. Again, focus on the ball and not whether the setter jumped. The ball must be completely above the plane of the net for a violation to occur.

Blocking

Only front row players may block or attempt to block a ball. A libero and back row players may not block or attempt to block a ball. A block may reach into

the opposing team's court to contact the ball only after the 3rd contact. Reaching over the net into the opponent's space and touching the ball on or after the opposing team's 1st or 2nd contact (i.e., pass, set, or hit) is a violation. It is not legal to interfere with the opposing team's set or attack hit. It is legal to block the 3rd hit over the opponent's space after the opponent's contact. Note that it is legal to block or attack the ball in the opponent's space if in R1's judgment no player was in position who could reasonably play the ball.

Multiple contacts in one act of blocking are legal. However, the ball was not contacted while attempting a block, then contact with the ball is a first team contact.

Libero

The libero is a defensive specialist who enters the game without a substitution. The libero may only enter for a back row player. The libero cannot attack any ball about the height of the net. The libero cannot set the ball in the front zone. Also, the libero cannot serve, block, or participate in a blocking action.

The libero has unlimited substitutions and these are not counted as regular substitutions. The libero must be listed on the line-up sheet. Libero substitutions must occur between rallies, and only one per rally. The player substituted by the libero must be the player who returns.

Center Line

Players may penetrate into the opponent's space under the net provided this does not interfere with the opponent's play. Players may touch the opponent's court with any part of the body above the feet provided it does not interfere with the opponent's play. Players may touch the opponent's court with a foot (feet) provided that some part of the foot (feet) remains in contact with or directly above (shadows) the center line.

Net Contacts

Players may touch the post, ropes, referee stand, or any object outside the antennae, including the net itself, provided it does not interfere with the play. Players may not touch the top band of the net or the top 80 centimeters of the antenna while playing the ball or any other action. Players may not support themselves with the net while playing the ball. Players cannot contact the net to create an advantage over opponents. Players may not contact the net to hinder an opponent's attempt to play the ball. These actions result in a net violation.

Rotation Violations

If a player is out of rotation, whistle violation when the ball is contacted for serve. Either R1 or R2 can whistle for this violation. If this is noticed late, but before the

end of the rally, cancel points earned in this rotation. However, sanctions are not cancelled. Back out any substitutions that occurred. The only penalty is loss of rally. If the serve changed sides, there is no effect on the score.

Rotation faults include overlaps and wrong position entries by liberos and substitutions. For overlaps, warn teams first. Remember that a back row player cannot come closer to the center line than the corresponding front row player. Outside players must be closer to the side line than middle players in their line. Overlap only affects the players adjacent to another player.

Substitutions

The R2 whistles for substitutions. R1 should acknowledge R2 substitution signals. Wait for the scorekeeper to record substitutions before continuing play. Do not let substitutes run onto the court without R2 acknowledgement. Multiple substitutes are okay, but must be executed one at a time.

Exceptional substitutions may occur when there is an injury. Any roster player may substitute for an injured player. However, the injured player may not return to the set. The libero may substitute for any player but may no longer be the libero. In this case, no libero is allowed for the rest of the set. If the injured player is the libero, R1 may designate a libero – any player not on the court. The new libero must remain the libero for the rest of the set. The original libero cannot return to the match.

Timeouts

Only the captain can call for timeout. Captain must notify R1 or R2. Signal timeout and which side made request. Whistle end-of-timeout at 30 seconds or when team who requested timeout is ready (whichever is first). Show captains the number of timeouts used.

For an injury timeout, allow as much time as possible to get an injured player off the court safely. If no substitute is available, call a special timeout up to 3 minutes. A regular timeout, if available, may follow a special timeout.

If there is blood on the court, stop play and notify captains. Call an official timeout to get it cleaned.

AFTER THE MATCH

When the match is finished, review the scoresheet to make sure it is complete, including verification of scores. Finally, sign the scoresheet in the designate area.

Match Protocol

0-3 minutes	Warm Up (Coin Toss, Captains complete Line Ups)
3-43 minutes	Two sets to 25, cap of 27 in set 1, no cap in set 2, two minutes between sets
43-45 minutes	Final two minutes, no time outs, sub quickly

Assemble an Officiating Team

First Referee	Must be DIVA, NAGVA or USA Volleyball Certified
Second Referee	Must be DIVA, NAGVA or USA Volleyball Certified
Scorer	Must be DIVA, NAGVA or USA Volleyball Certified
Line Judges (2)	Do not need to be certified
Score Flipper	Does not need to be certified

R1 (1st Referee)

- Know the proper hand signals.
- Remember: Whistle – Side – Fault.
- Make signals clean, broad, and crisp.
- Use **touch** if the ball lands out on the same side of the net as the team that touched it last.
- Use **out** if the ball lands out on opposite side of the net from the team that touched the ball last.
- Use **out** if the ball contacts spectators, officials, players at the bench, a wall or part of the net or posts outside the antennae.
- Use **center line** if the ball goes under the net.
- **Four hits** override **double contact** and **illegal contact**.
- Use **net** when a served ball contacts a player on the same side of court.
- Use **out** when a ball goes outside the antennae.
- Wait for a ball served into the net to hit the floor before calling **net**.
- Wait for the fourth contact to be made before calling **four hits**.
- **Foot fault** supersedes **rotation fault**.

R2 (2nd Referee)

- Call and can whistle nets, centerline, back row, and antenna.
- Whistle for timeouts and substitutions.
- Do not echo the R1 whistle except for ball on the court if necessary.
- Echo R1 signals.
- Try to be on the blocker's side of the net.
 - Transition quickly moving from side to side behind the standard.
 - Do not stand behind the standard.
- Signal infractions on side of the net of the team who committed fault.
- Signal touch off player at end of play when a touch is seen. The exception is if the attack is into block and out on attacking side. Signal out and then point (open hand) to player making last contact.

- Do not watch much of the set.
 - Watch the net and centerline, **NOT** the ball.
 - Check lineups at start of set.
 - Communicate with scorekeeper.
- Call rotation faults and overlaps for the receiving team.
- May use discreet signals to assist with faults obstructed to R1.
 - Discreetly signal four hits, double contacts, and lifts.
 - Ball handling is R1's job.

Line Judges

- Use big quick signals.
- Signal first, and then chase the ball.
- Always signal in or out even if it seems obvious.
- If in doubt then do not signal touch.
- Signal foot faults on serve.
- Signal touch calls only on balls that land out of bounds.

Scorekeeper

- Signal set point, match point, and change of side point.
- Signal when set is over.
- Get the attention of R2 if there is a problem.
- Check team when they line up.

Libero Concerns

- Back Row Defensive Specialist
- Can play back row for any player in a back-row position.
- Jersey must contrast other team members.
- Must stay on/off court for one point (except when rotating to serve).
- Can NEVER attack a ball above the plane of the net.
- Can NEVER even attempt to block a ball.
- Cannot overhand finger set a ball AND have it attacked above the plan of the net by a teammate
- Can serve, but just for one position.

Other Stuff

- Captain is the only player who can speak with the officiating team.
- Jewelry
- Baseball caps and other hats
- Replays
- Simultaneous Contact
- Yellow and Red Cards
- Incomplete Teams
- Injury/Blood
- Protests

<p>1</p>  <p>Illegal Alignment/ Improper Server</p>	<p>2</p>  <p>Line Violation</p>	<p>3</p>  <p>Illegal Hit</p>	<p>4</p>  <p>Delay of Service</p>	<p>5</p>  <p>Over-the-Net</p>
<p>6</p>  <p>Net Foul or Net Serve</p>	<p>7</p>  <p>Legal Back Row Attack</p>	<p>8</p>  <p>Illegal Attack of Serve/ Back Row Attack</p>	<p>9</p>  <p>Illegal Block/Screening</p>	<p>10</p>  <p>Ball Touched</p>
<p>11</p>  <p>Four Hits</p>	<p>12</p>  <p>Double Hit</p>	<p>13</p>  <p>Ball Lands In-Bounds</p>	<p>14</p>  <p>Out-of-Bounds/ Antenna Violation</p>	<p>15</p>  <p>Begin Serve</p>
<p>16</p>  <p>Authorization to Enter</p>	<p>17</p>  <p>Point</p>	<p>18</p>  <p>Replay/Re-serve</p>	<p>19</p>  <p>Substitution</p>	<p>20</p>  <p>Illegal Substitution</p>
<p>21a</p>  <p>Team Time-Out</p>	<p>21b</p>  <p>Officials Time-Out</p>	<p>22</p>  <p>Unnecessary Delay</p>	<p>23</p>  <p>End of Game</p>	<p>24</p>  <p>Change of Courts</p>