

# CENTRAL VIRGINIA FOOTBALL OFFICIALS ASSOCIATION

## Study Manual

### GAME OBSERVER

For designated AAA varsity games, An Official Game Observer will be assigned by the Commissioner as a part of the game officiating crew. This is a training assignment but carries the same obligations as any other crew assignment. Since it is a training assignment and carries no game fee, every effort will be made to assign observers to games that will minimize travel and associated expense.

1. **Purpose-** The Observer is to accompany the crew throughout the game assignment, starting with the pregame and continuing through the postgame summary. The Observer is expected to participate in the pre and post game reviews and to be an active sideline observer and recorder for crew reported activities such as fouls and time outs. The intent is to provide the new official with the experience of the game and a better understanding of game administration requirements.
2. **Uniform-** The Observer will dress in the following uniform:
  - ✍ black tee shirt or jacket,
  - ✍ white knickers with black belt,
  - ✍ strip socks,
  - ✍ black game shoes,
  - ✍ black and white hat, and
  - ✍ down counter.
3. **Equipment-** The Observer will bring the following to the game site:
  - ✍ pencils,
  - ✍ clipboard,
  - ✍ plastic sheet cover, and
  - ✍ copies of the Game Summary Form.
4. **Pregame On-field Responsibility-** The Observer shall accompany one member of the crew throughout the pregame period to get a detailed understanding of that position's pregame responsibilities. The Referee and the Umpire shall provide the Observer with any forms and special information accepted from the Teams during their meetings with each Head Coach. This information shall become a part of the Game Summary Report and included with the Game Kit at the end of the game.

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5. **Position During Game-** The Observer shall be positioned near the line of scrimmage on the side of the field with the Press Box. This will provide the Observer with a view of the Referee's signals and easy access to the side official, typically the Line Judge, and the Back Judge. ***The Observer shall not enter the Team Box area and shall not discuss the game or any game events with anyone on the side line. All questions shall be referred to the on field officials.***
6. **Game Summary Report-**
- ✍ **Fouls-** The Observer is to record all fouls called by the game crew with one foul recorded per line. To insure the fouls are properly recorded, the Observer shall observe the Referee's signals and shall communicate with the Back Judge and/or the side official for clarification information such as player number and the position of the covering official, as needed. All fouls shall be recorded whether accepted or declined. Included for each foul shall be the quarter and game time, type of foul, offense or defense, player number or position, position of official making call, acceptance or declination, and notes if required- such as ejection, nonplayer, etc.
  - ✍ **Time Outs-** The Observer shall record each team time out by noting the quarter, game time, team, and player number calling the time out.
  - ✍ **Down-** The Observer shall actively count each down with the crew.
7. **Post Game Responsibility-** The Observer shall assist in the Game Report preparation by indicating game activities from the Game Summary. Once all reports are complete, the Game Summary shall be signed by the Referee and Observer, and included in the Game Kit.