



INTERNATIONAL
ICE HOCKEY
FEDERATION

IIHF GAME OFFICIALS' HANDBOOK

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New items are highlighted

INTRODUCTION

The IIHF Game Officials Handbook has been created to help game officials prepare to officiate at IIHF competitions.

To be selected to officiate at an IIHF event is an honor, as only the best officials from around the world are considered.

A game official must be prepared mentally and physically for a very demanding but enjoyable schedule of hockey games and activities. Officials should be in excellent physical condition and fully prepared to perform at the highest level.

Once a game official confirms his/her participation in an event, it is suggested that they contact their national association to discuss their particular assignment with the Referee-in-Chief, and that they visit the IIHF web site www.iihf.com to learn more about the specific competition.

Section 1

REFEREE AND LINESMAN NOMINATION PROCESS

Each year by July 31, all national associations must submit a ranking list and license application form for the officials they are recommending for international events. This information is then entered in the IIHF database.

The IIHF maintains a history of information on each game official that has officiated at an IIHF competition. The IIHF monitors the nomination and placement of a licensed referee or linesman based on previous evaluations at IIHF competitions, an IIHF Referee Supervisor's recommendations, and a national association's ranking list. With this information, the IIHF office develops a preliminary pool of referees and linesmen who are capable of working at the various IIHF competitions each season for consideration by the IIHF Officiating Committee. The IIHF Officiating Committee uses the information to chart each licensed game official's movement through the Career Path Program.

After compiling a draft list of game officials nominated to the various competitions, the IIHF Officiating Committee will forward the proposed nomination list to IIHF Council for approval, who will then submit the list to IIHF Congress for final approval.

Upon approval by Congress, the IIHF submits a list of assigned referees and linesmen to the national associations to confirm their participation. Once the individual game official has confirmed he/she is able to attend the event, the IIHF will begin to set up the travel arrangements in association with the respective national association.

Section 2

BEFORE YOU TRAVEL

2.1 Travel Arrangements

The IIHF, in association with your national association, will arrange transportation to the event.

If you are flying, be sure to confirm your flight numbers and times two or three days prior to departure. If you are traveling independently by train or car, be sure to plan enough time to compensate for traffic or other travel difficulties.

Prior to leaving, ensure that you have the names and telephone numbers of your IIHF contact and relevant members of the organizing committee or national association that is hosting the event that you should contact in case you encounter any difficulties, such as missed flight connections, flight delays, etc. Your national association will be able to provide you with this information, or obtain it from the IIHF web-site www.iihf.com. You should also have the telephone numbers of your Referee in Chief and national association office, who you should be able to contact in case of any problems.

Once you arrive at your destination, a member of the championship host committee will meet you and arrange transportation to your hotel.

Unfortunately, companions are not allowed to accompany you on your international assignment.

2.2 Passports, Visas and Other Documentation

If you do not have a passport, or you must renew your existing passport, it is advisable to make application well in advance of your travel date. Check the expiration date of your passport to ensure that it will not expire while you are away. Some countries require that a passport be valid for at least six months from the date you enter the country. It is advisable to check with a travel agent to discuss any such limitations and to establish if a visa is required to enter the country.

The national association hosting the championship is responsible for sending a letter of invitation that will permit you to acquire an entry visa for the event. Contact your national association for assistance in securing the invitation and visa.

If you intend to drive while abroad, contact your local automobile association to acquire an international driver's license.

2.3 Baggage Allowance

Airlines allow travelers a maximum of 20 kg of check baggage on any flight. Check with your travel agent or airline prior to departure to confirm the baggage limits. Exceeding the limits can be extremely costly. The reimbursement of any costs for overweight baggage is the subject to be reviewed additionally by IIHF Office and IIHF Financial Department following submission of IIHF Expense Report Form with the original receipts by IIHF game official after completion of the IIHF Championship.

2.4 Clothing Requirements

Pack light, but be prepared for all types of social situations. A suit or dress jacket and tie are essential, but a pair of jeans or tracksuit may be suitable for informal excursions.

Be aware of the climate of the region you will be travelling to and the typical weather for the time of year. Be prepared with the proper clothing and footwear.

2.5 Currency

It is advisable to travel with some currency from the country of your destination. To receive a better rate of exchange, purchase foreign currency at a bank in your home country before departing.

At IIHF competitions, game officials are paid partially in the currency of the host country and partially in Swiss francs (CHF), according to IIHF bylaws.

2.6 Jet Lag

Jet lag is a real phenomenon, but its effects can be minimized substantially. As a general rule, maximize your sleep and fluid intake while travelling and continue to drink plenty of fluids upon arrival at your destination. Dehydration is a persistent problem that travellers face. Avoid coffee and alcohol, as both tend to dehydrate the body when consumed in even minimal amounts. Set your watch to your destination time zone once you are on the aircraft and begin thinking in terms of that time. Try to establish normal sleeping patterns quickly once you have reached your destination, but don't fight the jet lag too much. Quick naps are helpful and often essential.

2.7 Language and Customs

Take time to learn a few key phrases in the language of the area to which you are traveling. The local people will appreciate your efforts: simply being able to say "please" or "thank you" in the local language will have a positive effect.

Be aware of any special customs of the area. Do some research or contact fellow officials that have previously traveled to the same destination. Learning the distinctive customs will greatly enhance your cultural experience. Embrace the local customs, try the food, and learn about a new culture.

2.8 Gifts

It is customary for officials to exchange small gifts and tokens. Presenting pins, hats, t-shirts, crests or other hockey souvenirs to your fellow officials is an important goodwill gesture. Contact your national association for these items.

Section 3

AT THE EVENT

3.1 Apparel and Equipment Guidelines

IIHF policy requires that a suit or dress jacket and tie be worn on game day. Smart, casual apparel for non-game days is suggested. All game officials will be required to follow the IIHF's sponsorship-labeling directives and conceal any non-sponsor advertising.

All game officials will be required to follow the IIHF's sponsorship-labeling directives and IIHF regulations concerning using of officiating equipment provided to IIHF game officials from the supplier based on the contact with IIHF. (See Annex 13)

The IIHF Referee Supervisor will provide direction in this regard.

IIHF policy strictly forbids national association crests, logo or identification on any items of clothing worn during the event. Game officials are not part of their country's national team, and if the team is participating in the event, they should have as little contact as possible with the players and/or team officials.

The IIHF officiating crest is required on your jersey.

The IIHF discourages the use of excessive cosmetics and jewellery by female game officials while working. Earrings and jewellery must be discreet. Male game officials should also be aware of the policy.

3.2 Meals

The event organizing committee will arrange all meals at the event. Good foods will not a problem and will be provided for all types of dietary requirements. Discuss any special diet needs with your IIHF Referee Supervisor on site.

3.3 Transportation

The organizing committee will arrange for transportation to and from the games, as well as to any other scheduled activities.

3.4 Medical Insurance

The IIHF will provide medical insurance while you are traveling to and participating in an IIHF competition.

Don't forget to take with you IIHF Insurance Memo with the covering letter and Insurance Guideline which IIHF usually send to the office of your national association for further forwarding them to all assigned for IIHF Championships IIHF game officials belonging to the respective national associations.

Check in advance before your travel with your respective national association if IIHF have sent these documents to the national association.

If you require medical attention of any kind at the event, contact your IIHF Referee Supervisor or referee host.

3.5 Ice Practice Sessions

Game officials are expected to attend all ice sessions as arranged by the IIHF Referee Supervisor. Helmets and visors must be worn during all ice sessions, but full officiating equipment is not mandatory.

The schedule of ice practice sessions or other fitness activities will be at the discretion of the IIHF Referee Supervisor.

During the event, the IIHF Referee Supervisor will arrange the IIHF Skating Tests for all game officials.

3.6 Rules Knowledge

It is important that game officials are fully knowledgeable and understand the rules. It is essential to obtain and become familiar with the IIHF Rule Book, IIHF Case Book, IIHF Bulletins and IIHF Officiating Procedures Manual. The IIHF expects that all game officials arrive at an event with a complete understanding of the IIHF rules, rule interpretations and procedures.

Annex 1 and Annex 2 are outline information, which game officials shall take into consideration when preparing for IIHF competitions.

If you have questions about rules or interpretations, don't hesitate to ask. Clarify any concerns as early and as quickly as possible with the IIHF Referee Supervisor.

3.7 Game Officials Meetings

Prior to the start of the competition a meeting conducted by the IIHF Referee Supervisor to outline the officiating standards expected throughout the games will be held for all game officials. Daily meetings will also be held. The meetings are conducted in English. Arrive prepared with a notebook and pen.

Game officials are expected to attend all meetings as arranged by the IIHF Referee Supervisor. The scheduling of the meetings will be at the discretion of the IIHF Referee Supervisor.

3.8 TRIM (Team Rule Information Meeting)

The IIHF Referee Supervisor will operate a TRIM (Team Rule Information Meeting) with the head coaches of the competing teams prior to the start of competition to provide the same rule interpretations and information as presented to the game officials.

A sample agenda of a typical TRIM meeting you can find in the Annex 3.

3.9 Officiating Standards

The IIHF Referee Supervisors will outline the IIHF Officiating standards that will be expected of all game officials throughout the event. Officials will be expected to maintain IIHF Officiating Standard in each and every game of IIHF Championship.

3.10 Standby Duties

At some IIHF competitions, officials may be assigned to work as a standby referee or standby linesman or may be required to be a goal judge.

Duties of standby referee and standby linesman:

- You may be expected to participate at both pre-game and post-game meetings with the IIHF Referee Supervisor and game officials.
- Be a part of the game official's crew assign to the game regarding pre game routing.
- Be aware of who is appointed the Game Supervisor and his responsibilities
- Depart to the game with the Game Officials as you are part of the "team"
- Standby Referee and standby Linesman shall be dressed during the game in IIHF track suits provided by the IIHF supplier
- Be available in the area of referee dressing room (but not in the dressing room) before the game, during the intermissions and after the game to help the referee, upon his request.
- Check that a stick gauge and other measuring tool are on the scorekeeper's bench before the start of the game. If it is not on the bench, inform the IIHF Referee Supervisor and the referee.
- Obtain from the IIHF Referee Supervisor "Team Rosters" of the playing teams
- Watch the pre-game warm-up and check that the players, who must wear full face masks, visors, neck protectors and mouth guards, are doing so, and ensure that all players are wearing helmets. Report any concerns to the IIHF Referee Supervisor and referee (SB Referee).
- Watch the pre-game warm-up and report any incidents to the referee (this may also include writing a report on any incident that may occur).
- Assist the off-ice officials as required, as directed by the game referee, in discussion with the IIHF Referee Supervisor.
- In case of there is no countdown clock in the referee dressing room, notify officials when they should to come out and proceed to the ice. It is Important that officials are not late coming out to start a period. The officials should be on the ice before the players for the start of each period. Three minute warning is standard to notify officials to leave for the ice.
- If special seats are unavailable for the standby referee and standby linesman in the ice rink, the IIHF Referee Supervisor must aware of their location and inform standby referee and standby linesman accordingly. If no, this should be discussed with the IIHF Referee Supervisor additionally.
- When there is any apparent injury to a game official, immediately report to the referee dressing room. .

3.11 Dressing Room Rules

Game officials are expected to be at the ice rink 75 to 90 minutes prior to game time, and must be in the dressing room 60 minutes before the game, except if they have a pre-game warm up outside the dressing room.

The game official's dressing room is not a meeting place for the game officials and only those game officials assigned to that game should be in the room before, during and after the game.

3.12 Media

Media coverage at IIHF competitions is extensive. Game officials are important IIHF representatives and must be aware of the possible peril of their actions. Members of the media may closely scrutinize your behaviour and conduct at the event. Realize that your actions may be observed and judged, and act accordingly. Make this an opportunity to impress the world. The Media guidelines for on-ice officials you can find in the Annex 11.

3.13 Identification

It is a good idea to keep your passport with you at all times when you are visiting a foreign country.

At most events, you will be issued a photo accreditation. Keep it with you at all times, as it is valuable.

3.14 Attitude

At many events, you will be working with an IIHF Referee Supervisor and other game official that are extremely knowledgeable about international hockey. Take advantage of the experience to learn as much as you can.

A positive attitude will enhance your enjoyment of the competition and may even help in your success.

Enjoy the international experience. Work hard and be a positive influence on your fellow game officials. Take advantage of the opportunity and conduct yourself professionally at all times.

3.15 Expected Behaviour

IIHF Referee Supervisor during the first meeting with the IIHF Game Officials assigned to the respective IIHF Championship or event will set up the guidelines concerning the expected behavior of the IIHF Game Officials during their assignment to an IIHF event.

The IIHF expects that all IIHF Game Officials will show their professional attitude and respective behavior on the ice during their duties as an IIHF Game Official and off the ice anywhere on the site with other game officials, IIHF Referee Supervisors, players, team staff, members of the organizing committee and other people which will surround them and with whom they will meet during IIHF Championship or IIHF event.

All cases in which behavior of the assigned IIHF Game Officials will be in contrary with the expected behavior explained in the first meeting by IIHF Referee Supervisor, will be the subject to disciplinary action by IIHF and possible expulsion from the tournament.

At the conclusion of the tournament the IIHF Referee Supervisor will send to IIHF Office a special report concerning the behavior of the respective game official. A copy of this report will be forwarded to the National Association to whom this IIHF Game Official belongs notifying them what has happened on the event with this game official. It is the responsibility of the National Association to review his case and make appropriate actions following their National Disciplinary Committee.

3.16 Safety Issues for IIHF Game Officials

Most of the questions concerning the safety of the game officials on the sites of IIHF Championships or Competition are discussed in advance between IIHF Office and the organizer. Usually organizer follows IIHF Sport and IIHF Championship Regulations concerning safety question.

However, if on the site of IIHF competition raises questions concerning safety of IIHF game officials these issues shall be immediately forwarded by IIHF Game Official to IIHF Referee Supervisor whose responsibility is to bring them to the attention of the IIHF Directorate Chairman. IIHF Directorate Chairman will discuss these questions with the organizers and informs IIHF Referee Supervisor accordingly about set up arrangements.

General advisers concerning safety of IIHF Game Officials you can find in the Annex 12.

3.17 Reimbursement of the expenses by IIHF Office

IIHF Bylaws foresees compensation to IIHF Game Official his expenses connected to his travel to IIHF competitions such as:

1. Visas cost
2. Visas arrangements
(Except expenses for obtaining the passport and connected with this process cost)
3. Travel expenses from his home to the closest airport of departure/arrival and back.
4. Expenses travelling by car from his home to the place of IIHF competition and back according to IIHF financial regulations coordinated in advance with IIHF Office
5. Overweight luggage

For this purpose upon the completion of IIHF competition IIHF Game Official shall fill in IIHF Expense Report Form (See Annex.14), attached to it all original receipts with the explanations for what expenses have been paid by IIHF Game Official, fill in financial database update on the other side of the IIHF Expense Report Form including bank details, sign it and send it by post to IIHF Office to the attention of the Financial Manager Mr. Gion Veraguth.

IIHF Office will review received expense report from IIHF Game Official and will transfer money on his bank account.

Additional expenses to mention above IIHF Game Official shall coordinate with IIHF Office in advance prior travelling to IIHF competition through the office of the respective national association.

Section 4

IIHF REFEREE SUPERVISOR

4.1 Duties and Responsibilities

The IIHF Referee Supervisor will work with the game officials at each game to evaluate their performance and offer constructive criticism aimed at improving their performance.

Communication is an important part of an IIHF Referee Supervisor's responsibility. They meet with the game officials the morning before a game to help prepare them for the game, and following the game to evaluate their performance.

It is important to note that it is not the role of the IIHF Referee Supervisor to make any decisions for the game officials.

Game officials should consult with the IIHF Referee Supervisor about rule interpretations and procedures, or if they have concerns about accommodation, meals, transportation, security, dressing rooms, ice practice sessions or scheduled times.

4.2 IIHF Supervision Goals

The aim of the IIHF officiating program is to improve the level of officiating at IIHF competitions through effective supervision during the course of a game. Better officiating will result in better hockey games and less confrontations between players, team officials and game officials. It will also reduce the risk of injury to the players and provide a more interesting experience for the spectators.

The objectives of effective supervision are to:

- Improve the quality of work by both referees and linesmen,
- Generate greater consistency of officiating technique,
- Generate greater uniformity of rule interpretation and application,
- Ensure consistent judgment by game officials,
- Provide game officials with objective and constructive criticism,
- Provide national associations with an evaluation report on the performance of their game officials immediately following the event.

Section 5

IIHF DIRECTORATE CHAIRMAN

The IIHF assigns a Directorate Chairman to every IIHF competition. The Directorate Chairman is responsible for ensuring that the event is operated according to the various IIHF bylaws, statutes, rules and regulations. The Directorate Chairman has many responsibilities and is the final authority on all matters. Every IIHF championship competition is controlled by its Directorate.

Under control of the Chairman, the Directorate shall be responsible for:

- Controlling the eligibility of the players
- Controlling the organizer's responsibilities
- Ruling on all disciplinary matters during the competition
- Doping control
- Awarding cups, medals, diplomas
- Confirming the nominations of best three players of each team
- Selecting the best goalkeeper, defenseman and forward of the competition.
- Authorizing any other awards of the competition.

The IIHF Referee Supervisor is responsible to the IIHF Directorate Chairman.

Section 6

IIHF GAME SUPERVISOR

The competition directorate will assign an IIHF Game Supervisor for every game during the event. The IIHF Game Supervisor will file a report on any incidents that occur during the game.

The IIHF Game Supervisor is not involved in the supervision of the game officials. The IIHF Game Supervisor is usually a team leader from one of the non-playing teams.

The following Game Supervisor responsibilities are provided to Game Officials to provide an understanding of the duties supplied to this person.

Game Protocol:

Pre-game - Be available in case of any emergency measures that need to be addressed such as pre-game warm-up delay. Ensure that the opening ceremonies are operated according to the championship regulations.

During game - Ensure that the teams are on the ice at the prescribed time and that the intermission is followed accordingly to protocol. In a play-off game be aware of the Overtime and Game Winning Shots Regulations.

Post-game - Ensure that the closing ceremonies are operated according to the IIHF regulations including the national anthem of the winning team (helmets off), teams shake hands with opponents & game officials.

Advertising:

Ensure that only IIHF approved sponsorship is visible on equipment and bench apparel. The supervisor should be aware of the current IIHF pool of suppliers. Perform a preliminary check during the pre-game warm-up.

Problem Solving:

Be available to answer any questions before and after the game (benches, sweater colours, pre-game warm-up procedures) and to co-operate with the Referee Supervisor to solve problems concerning rules and/or rule interpretations.

Risk Management and Safety:

Make an inspection tour through the facility and take note of any items, which you deem, are potential problem areas. Report any safety procedure violations by players or officials that are not followed correctly and ensure that the playing surface and the spectator areas are safe for the game. Report any on ice safety issues to the directorate and provide recommendations where necessary.

Discipline:

Report any discipline or conduct problems, which occurred during the game. If there is a suspension(s), to be prepared to give their viewpoint about the incident.

Referee Game Report:

All Referee Game Reports must be submitted to the directorate. Ensure that any such report is immediately submitted to the IIHF Tournament Chairman by the Referee Supervisor following the game. Obtain this document from the Referee Supervisor and be aware of the contents. Be prepared to give their point of view on the incident or incidents involved or leading up to the incident.

Referee Supervisor:

Have an understanding and knowledge of the Referee Supervisor's role and duties. Be aware of his location during a game.

Game Summary Report:

Provide a game summary report at the next directorate meeting including but not limited to the issues and items listed above. Please ensure to include the final score and any game and match misconduct penalties.

Goalkeeper Equipment Measurement Standards:

Between the second and third periods of games in selected IIHF Championship, the Referee Supervisor shall randomly select one of the four goalkeepers on the IIHF Official Game Sheet to undergo a goalkeeper equipment spot check immediately following the game. The IIHF Referee Supervisor shall perform the equipment spot check following the conclusion of the game.

Section 7

IIHF OFF- ICE OFFICIALS

The Off-Ice Officials, in many cases, will be personnel who work for the league of the national association hosting the competition. They should have experience in their position, but language may be a problem. Interpreters are usually on hand at the Scorekeeper's Bench if they do not all speak English well; however, it may be necessary to select someone on the Scorekeepers Bench to whom you can easily communicate. The Off-Ice Officials may change daily, so take time before the game to familiarize your self with them.

All Off-Ice Officials are under the supervision of the Referee, who is the final authority on all matters and can overrule an Off-Ice Official. It is the responsibility of the Referee to question the Off-Ice Officials on any disputed situation and they must respond as to how they viewed the situation. If there is a dispute regarding time, the Referee's decision is final.

Prior to the start of the game, introduce yourself to the Scorekeeper. The Scorekeeper has the full responsibility of all off ice officials. The Scorekeeper will be the only off ice official empowered to provide information and discuss game related issues with the Referee during the course of the game.

At least ten minutes prior to the start of the game, the Scorekeeper will bring a copy of the game sheet that has been signed by both teams to the Referee's room to inform the game officials of the number of players registered to participate with each team in the game. The Scorekeeper must report to the Referee immediately if he is having difficulty obtaining the roster from either team or if he becomes aware of something that does not comply with the rules.

It is a good idea to review and, if necessary, correct the IIHF Official Game Sheet with the Scorekeeper at the conclusion of each period. There can be no change to the awarding of a goal or an assist as recorded on the Official Game Sheet unless approved by the Referee.

When the game is ended, the Scorekeeper will bring the IIHF Official Game Sheet to the Referee for signature. The Referee's first priority after the game is to verify and sign it.

Section 8

REFEREE GAME REPORT

During an IHF competition, the Referee may be required to submit a written report to the Directorate Chairman with detailed explanations of the following situations that may arise during a game. It is the responsibility of the IIHF Referee Supervisor to review the list with the Referees before an event to ensure that all incidents are reported in writing. (See Annex 9)

Items to be reported:

- All Match penalties.
- All Game Misconduct penalties.
- All Game Misconduct penalties of Team Officials.
- Physical or verbal abuse of the game officials going to and from their dressing room.
- Problems related to the safety or protection of the game officials or of the players.
- Problems that occurred during the pre-game warm-up when observed by the Referee or reported to the Referee by Off-Ice Officials or Standby Referee.
- Problems or incidents that occurred after the conclusion of the game.

Procedure:

- Write only what you saw.
- Write only the facts. Do not write opinion.
- Include what fact(s) may have led to the incident.
- Describe the incident in detail.
- Include any injury or apparent injury.
- Include all incidents after the fact.
- If the Referee did not observe the incident the Linesmen should write a report if they saw it. The Referee must provide good reasons why he did not see the incident.
- The report should be printed, in English, so that it is legible.
- The report should be given to the IIHF Referee Supervisor who is responsible for presenting the report to the IIHF Directorate Chairman.

Annex 1

INSTRUCTIONAL GUIDELINES FOR REFEREES*

(*At IIHF Championships and Competitions using 4 Man Officiating System, the “4 Man Officiating System – Procedures and Guidelines” shall be taken into consideration to this part of the document))

Section 1 INTRODUCTION

1.1 2010 – 2014 IIHF Official Rule Book

Starting from 2010/2011 season IIHF starts to implement the new 2010-2014 IIHF Official Rule Book. **Each IIHF game official assigned to IIHF Championship shall be aware about the news rules and be ready to implement them in the upcoming IIHF Championships and competitions.** Contact your Referee-in-Chief and ask him to provide you in advance with the English version of 2010-2014 IIHF Official Rule Book.

1.2 IIHF Case Book

Review content of 2011 -2012 IIHF Case Book in order to be familiar with the updated rule interpretations. This document you can find on www.iihf.com under icon “Sport” and “Officials.”

1.3 IIHF Officiating Standards & IIHF Bulletins

The IIHF has implemented and will continue to implement officiating standard, which have been worked out and set up by IIHF in the past year to reduce the restraining and dangerous fouls in the game of ice hockey. **Follow mentioned above each IIHF Referee shall be familiar with IIHF Officiating Standards.**

Review the IIHF Officiating Standard Bulletin. You can find all these documents on www.iihf.com under icon “Sport” and “Officials.”

Section 2 OFFICIATING GUIDELINES

2.1 Judgement

2.1.1. Hooking

1. Where there is a “hooking” action (from behind), then the puck carrier holds the stick. Penalize the initial action for “hooking”
2. If the “hook” action very fringe and player takes advantage by grabbing the stick, the action of holding the stick takes advantage of a non “hooking” action and shall be penalized as “holding the stick”.
3. If it is definite “hook” and the player grabs the stick to get away, in this case the “hooking” action shall be penalized as a first action.
4. A little “tug” on the puck carrier or non puck carrier that may slow him up or takes away the possibility to pass the puck or restrain him shall be penalized.
5. A “hooking” action on the stick with no attempt to play the puck is not permitted.
6. A “tap” on the side of the body with no restraining action - no penalty but “Antenna is up”.
7. A “tap” with stick or stick contact with the hands - **WAIT** to see what happens - don't jump

2.1.2. Holding

1. With the “free arm” on a player not moving or trying to get away – No penalty
2. Player is moving or trying to get away - Penalty

2.1.3. Interference

1. Key factors when dealing with interference are:
 - Player is entitled to the ice he occupies,
 - Body position between the puck/puck carrier and the opponent,
 - Maintaining player's body position by his own skating speed,
 - Taking away momentum to put pressure onto the puck carrier (stick between the opponent's feet).
2. Common interference situations that are to be penalized in IIHF competitions:
 - Fore checker eliminated deep in defending zone by one defenseman as the other defenseman takes the puck,
 - Interference at the blue line,
 - Take out of non-puck carrying attacking forward crossing the blue line,
 - Attacking forward taking out the defending player on a power play.

3. A defending player cannot extend his body to “hold up” the attacking player after shooting the puck into the end, but may “slide” over but cannot take him out.
4. Where player is “held up” by an immediate hit, if following along after the shot, he cannot be held along the boards or by a defender placing his stick in front of him to prevent the attacking player going after the puck.
5. Where the puck is “dumped” into the end zone, the defending player is permitted to hold his position, but cannot cut back in forth in front of the incoming attacking player obstructing his “path” to the puck or take him into the boards, or extend his stick or his body forcing the player to go around him.

2.1.4. Checking actions

1. Where a puck has been passed up the ice, which then has been deflected by a teammate over center ice (not now an icing situation) this player is classified as being in possession of the puck and can be hit **IMMEDIATELY** without any delay.
2. In front of the net, a defending player can use the stick in a “cross checking manner (using the shaft of the stick without cross checking action) to move or direct attacking player, use his body to move the player, but cannot grab, hold, trip or knock the player down. Physical contact and body on body is permitted.
3. Where the puck is shot in, the player can be hit immediately, if not then the defending player must turn and chase the puck.
4. The onus is on the person “delivering the check” not to hit an opponent from behind

2.1.5. Stick between the legs

1. Stick between the legs is permitted without restraining action
2. Restraining action on the puck carrier or non puck carrier when the stick is on the ice between the legs and the player falls shall be penalized as “tripping”
3. Restraining action on the puck carrier or non puck carrier when the stick is between the legs and the player did not fall but “holding player up” shall be penalized as “hooking”
4. A stick between the legs – waits to see what happens – don’t jump

2.1.6 Roughing

A player knocking an opponent’s helmet off shall be penalized for “Roughing”

2.1.7. Diving

1. Minor penalty for diving
2. No warning is necessary if a flagrant example

3. If first hooking action occur then player makes a dive, the Referee may assess both penalties but he shall first react on the first infraction.

2.1.8. Contact after the whistle

1. As a Referee you have three options when dealing with scrums and you can decide on which option to enforce based on the degree of a scrum:
 - Warn the players taking part in the scrum immediately.
 - Warn the coach
 - Penalize the player(s).
2. When a scrum continues while the linesmen are separating the players, assess penalties. If you assess a penalty, you must remember to be consistent. Set an early pattern and penalize only one player if at all possible. Warn the players that "I'm taking only one" as you move in close.
3. Finally:
 - Strict early standard and penalize avoidable contact after whistle
 - Where possible try to establish a differential
 - Try to establish where it is possible who is most aggressive
 - Watch for 3rd man coming into the scrum
 - If aggressor is clearly identifiable - penalize him

2.1.9. Checking to the Head

Where the forearm is not directed to the head area but on contact slides up to the head, this is **NOT** to be classified as "checking to the head".

2.1.10. Contact with an official

There must be deliberate and intentional physical contact and / or the player goes out of his way to go after the official in order to be assessed Match penalty

2.1.11. Protection of Goalkeeper

1. Where a puck carrier skating either forward or backward skates into and contacts the goalkeeper and the puck enters the net, the goal shall be disallowed and the player shall be assessed a penalty.
This ruling applies also on a penalty shot or on game winning shots.
2. Referees to be aware of attacking players "jabbing" at the goalkeeper's glove after he has covered the puck

2.1.12. Broken Stick

The action of a broken stick shall not be the "broken stick", but the action that caused the broken stick.

2.1.13. Puck shot or deflected off a goalkeeper's helmet/face mask or helmet

1. "Soft" or deflected shot and not an injury type - let play continue
2. A hard shot that "daze" or cause an injury:
 - i. If an immediate scoring opportunity let it be completed
 - ii. No an immediate scoring opportunity – stop the play.

Note: Allow a short pause in all situations before stopping play unless the Goalkeeper appears "dazed" then a stoppage of play unless an immediate Scoring opportunity

3. If puck hits goalkeeper's helmet / face mask and goes in the net the Referee shall allowed a GOAL.

Note: A puck contacting a goalkeeper's helmet / face mask does not mean an Automatic stoppage of play

2.1.14. Helmet / face mask comes off from the goalkeeper

1. If helmet / face mask comes off, Referee shall stop play
2. If the helmet and/or face mask come off while the play is in progress and before Referee's whistle to stop the play, the puck enters the net, the goal shall be allowed.
3. If the goalkeeper loses his facial protector, the Referee is instructed to stop the play immediately and if it needs implement 2010-2014 IIHF Rule Book. However, the Referee must control that the facial protector is correctly fastened.

2.1.15. Player in the goal crease

Where an attacking player takes up a position in the goal crease, Referee shall move in close to the crease and warn players to get out before stopping the play.

2.2 Penalty Selection

1. Where it is obvious that the infraction is made by the player is "kneeing" Referee shall call it as "Kneeing" and not as "Tripping".
2. The hooking, holding on tripping infraction on the non puck carrier shall be called as "Hooking", "Holding" or "Tripping" (what is most obvious). In other cases call "Interference".
3. A "punch" to the head (especially in front of the net or anywhere on the ice) is to be classified as "Roughing" and not "Checking to the Head"
4. A Captain who challenges or disputes the ruling of an official shall be assessed a Misconduct penalty.

2.3. Rule Interpretation

2.3.1. Shooting or throwing the puck outside the playing area

Review the 2010 - 2014 IIHF Rule Book concerning rule interpretation especially concerning shooting the puck outside the playing area.

2.3.2. Goalkeeper leaving the goal crease on icing situation

No icing shall be called if the goalkeeper is outside his goal crease and makes only one step toward the puck during icing situation.

2.3.3 Goalkeeper going to the player's bench

1. A goalkeeper may go to his player's bench with permission of the Referee to repair minor equipment adjustments quickly. In case if it takes a long time the goalkeeper shall return immediately back or shall be substituted by other goalkeeper.
2. A goalkeeper CANNOT go to his player's bench after a goal is scored to celebrate it with the players.
3. A goalkeeper may go to his player's bench during a commercial time out.
4. On a delayed penalty and play is stopped, the goalkeeper cannot continue on to his player's bench and shall go back to the net. Linesmen can warn the goalkeeper to return to the net. Referees should warn the team in order to prevent this situation from becoming a delaying situation. Warning first time, a second time - team must change the goalkeeper.
5. Where there is an altercation or scrum at one end of the ice, the goalkeeper at the other end is not permitted to go to his bench and shall remain on his side of ice. If he goes to his player's bench the Referee shall classify this situation as situation of a goalkeeper going to his player's bench on a stoppage of play.

2.3.4 Definition of a goal

1. If a goalkeeper catches the puck before the goal line and the glove goes back in over the goal line the goal shall be allowed. This situation can be reviewed.
2. If the puck is not seen in the net, but know it is over the goal line (i.e. in the glove) the goal shall be allowed. This situation can be reviewed.
3. Where the puck is under the body and as a Referee or V.G.J. it cannot be seen over the goal line no goal shall be allowed
4. It is possible a situation where the puck is not seen, but all other factors indicate the puck had to be in the net the goal shall be allowed.

2.3.5 Disallowing a goal

1. If the puck is covered and Referee has stopped play before it goes over the goal line the goal cannot be allowed and cannot be reviewed.
2. An attacking player in the goal crease, the puck deflects off the player or his stick and enters the net. No goal shall be allowed.

Section 3 PROCEDURES

3.1. Pre Game Procedures

1. The Official Game Sheet should be presented to the Referee in the dressing room before the game.
2. Officials shall check that the correct number of players dressed corresponds to the number of players listed on the Game Sheet and checked before the start of the game and if it needs correct it just before dropping the puck for start of the first period.
3. It is recommended that the referee not start the game until he has seen the Game Sheet and Linesmen have had the opportunity to compare the number of players dressed to those listed on the Game Sheet.
4. An expectation that the goal judges, Scorekeeper, and V.G.J. contact person on the scorekeeper's bench will visit before the game the Referee's room to meet the Referee.
5. Goal judges should be notified not to turn the goal light off too quickly
6. During the warm up players are required to wear helmet and visors. Standby Referee shall report on this matter.
7. The Referee should meet with the Linesmen to clarify his philosophy on supporting roles concerning:
 - Covering for the trapped Referee,
 - Action behind the play,
 - Disputed goals – the Linesman must be available to discuss what was seen,
 - Puck out of the playing area (who blew the whistle),
 - Communication in situations of a hand pass, high sticking the puck or puck goes directly outside of the playing area.

3.2 Procedure after the end of each period

1. Referees shall check the game sheet at scorekeeper's bench at the end of each period and check if it needs with the V.G.J. goal and assist award before the start of each period.

2. At WM championship, referee has a microphone to talk to the Scorekeeper but no other person could hear it. Referee advised to turn it on and leave it on during intermissions.

3.3 Penalty Assessment Procedure

1. Clearly indicate what player is to be penalized.
2. The signal to the player shall be clear & not aggressive.
3. While pointing to the player do it not in the intimidating manner and quick. Don't point on the player too long. This can intimidate him and take credibility from the Referee.
4. Referees shall avoid sending a linesman to get a penalized player.
5. A player who is assessed a Misconduct penalty shall be sent to the dressing only if less than 10 min. remaining in the game taking into consideration overtime procedure.
6. When the Referee assesses a Game Misconduct he is required to complete a Referee Game Report Form and give it to the Referee Supervisor after the game.
7. When reporting penalties, get it done quickly unless a complicated situation.
8. When reporting a penalty to the Scorekeeper the Referee shall clearly indicate the team getting penalty in order the Penalty Bench Attendants know which gate shall be opened.
9. When assessing penalties, especially multiple penalties to the teams, stop and report slowly giving the Official Scorekeeper the penalties first to record them and then notify the team captains.
10. Wait until the penalty or penalties are correctly displayed on the clock before resuming play.
11. If there is any possibility of an injury on a penalty call, stay in the area and check the player's injury before going to report the penalty.
12. When assessing a penalty, stay in the area until all is clear then go to the Scorekeepers Bench and report the penalty.

3.4 Video Goal Judge Review Procedures

1. At top IIHF Championships all goals are reviewed immediately. Signal to the Referee can be sent during the one minute goal break celebration after a goal. VGJ phone line shall be kept open until play resumes.
2. During a review, all players may go to their respective benches.
3. The V.G.J. shall remain on the head set for a few minutes after the end of a period in case of a request for a change on a goal or assist.

4. No video review can be requested by Referee on the following situations:
 - a. Whether or not puck entered net before or after whistle
 - b. Whether puck directed in with any part of the body other than hand or skate
 - c. Player slides into the goalkeeper unless to see if puck is in the net
 - d. Moving the puck back on a Spin-O-Rama move during the PS or GWS
 - e. Player in the crease when the puck enters the net
 - f. The net comes off during the PS or GWS
5. The Referee can request a video review during the Penalty Shot and Game Winning Shot Procedure (G.W.S)
6. During the Penalty Shot and G.W.S. the Referee cannot request a video goal review on the second shot after rebound of the puck.
7. The V.G.J can be used for the reset of the clock after a false face-off during which the clock has been running.

3.5 Players' Change Procedure

1. If a team has a problems with player's change procedure the Referee shall issue one warning to that team. It is not necessary to warn the opposing team which may cause a problem later if that team will have late change later in the game.
2. The Referee shall be aware of the visiting team trying for the last player change.
3. During a change all players shall come at one time on the ice and not one, two and then others.
4. When there is no apparent change of players, the Referee can raise and lower the arm quicker.

3.6 Time Out

1. The Referee shall show a clear signal which team which team is calling the time-out.
2. The Announcer shall announce which team calling time out.
3. A team is allowed to take a time-out after a penalty has been called.
4. A team is allowed to take a time-out after a commercial break if the Referee has been notified before the Commercial Break is over and the teams are not ready for the face-off.

3.7 Game Winning Shots Procedure

1. During G.W.S. the goalkeeper not participating must be off the ice.
2. A stick measurement can be requested during G.W.S.
3. For GWS it is advised to keep player(s) on the penalty bench instead of going to the dressing room

3.8 Injured Players

1. Where there is any indication of an injury, a Referee is encouraged to signal for the doctor to come out and he shall stay in the area to observe injury situation.
2. The Referee shall take his time to check situation with Linesmen but keep it short.
3. The Referee shall make his judgment when he sees the condition of the injured player.
4. During the progress of play, when it appears that any player or goalkeeper has been possible injured, the Referee must use good judgment and discretion as to whether to stop play. This policy also applies to Linesmen who have the same authority to stop play when the Referee does not observe the injured player.
5. Where an apparent injury follows with no immediate scoring opportunity, officials are instructed to stop play immediately.
6. When a team has an immediate scoring opportunity or is about to shoot the puck at the net, they should be permitted to complete the play.
7. A puck hitting or deflecting off of the upper part of a goalkeeper's body does not call for an automatic immediate stoppage of play
8. When it appears that a player/goalkeeper has suffered a possible injury, Referees are instructed to call the doctor on the ice immediately after the game has been stopped. Review Rule 565 from 2010-2014 IIHF Official Rule Book.
9. When a Referee goes to the bench to check on an injured player (to determine if a Major, Minor or Match penalty shall be assessed) it is recommended that the Referee shall bring the doctor into the conversation regarding injury and shall not involve in this process the coach.
10. No penalty is to be assessed to the team if the doctor or designate person comes out on the ice to assist the player before receiving permission from the Referee.
11. Linesmen have the authority to stop play for an injury. If an immediate scoring opportunity, allow play to be completed.
12. If the play is stopped due to the player's injury, the injured player shall be changed.

13. Where the play is stopped due to the injury of the goalkeeper and he recovers quickly, it not necessary to change goalkeeper. If his injury continues causing repeated stoppages, the goalkeeper must be changed.
14. A goalkeeper cannot go to the bench on an injury situation.
15. After the stoppage of play the Referee shall wait for the final result (injury or not) and then make his final decision. Don't pre judge vs. initial reaction

3.9 Awarding of a goal

1. At WM Championship Referee after a goal and waiting at center ice to start, should stay back until time to move in and drop the puck.
2. Where a questionable situation and a goal, the Referee shall point to the goal, then immediately give the signal that he is going to have the play reviewed.

3.10 Time of the game

If the clock needs to be reset, except in the last few minutes or late in 3rd.period, tell timekeeper to hold it and notify coaches. At critical times if clock can be reset then do it.

3.11 Communication Issues

1. Keep discussions short and to a minimum. To set a general policy, deal with it early.
2. Captains coming off the bench (when not invited), sent back, warning, Bench Minor penalty is not an option. In a difficult situation, use discretion.
3. If a Referee does not see a situation, he can ask the Linesman but Referee shall still make the final decision.
4. It is often better to speak to a coach directly than trying to explain a situation to the players.
5. If you speak to one coach at the bench, be sure to speak to the other coach as well.
6. When communicating with players or coaches, keep your voice calm, speak slowly, and repeat your explanation if necessary. It may be a good idea asks the player or coach if he understands.
7. If a scrum occurs during a stoppage of play, move over to keep all players in view, watch for point players moving in, and use your verbal skills to calm the situation down.
8. Use the washout signal to indicate no penalty, with discretion. There is a time, however, when it has the desired effect.
9. If only two players are involved in freezing the puck, communicate to the players to play the puck.

10. Do not overdo your signals. Calm, controlled signals will rarely incite anger in a player.

3.12 Stick Measurement

1. Equipment measurement is the responsibility of the Referee. The Referee Supervisor should not become involved in a measurement during the course of a game.
2. For stick measurements, all players should be sent to their bench and the stick should be measured in the Referee's crease. The captains may remain close by (within 10 to 15 meters), but may not interfere in any way. One Linesman may to assist the Referee.

3.13 Teams Coming Late

Discover the reason and provide a warning. Only a maximum of six players are to be on the ice to begin the second, third and overtime periods.

Section 4 POLICIES

4.1 General Policy Calling of Penalties

1. If you miss a penalty - you miss it. Do not balance up or try to make up for what you missed.
2. The "first" penalty should be understood
3. If you are not sure and or don't get a good angle - **Don't call it.**
4. Important to work and skate hard to get the good angle and good "site lines"
5. Avoid calls that have **NO** impact or influence on the play or the player.
6. The focus and standard (players, coaches, media, spectators, TV) is on the puck and puck carrier but don't forget the other players.
7. Referees are expected to have a good view of the net and get there quickly.
8. A hard hit is not following assessment of the penalty if it is done according to the rules
9. Injury should not always be a factor in order to assess a penalty.
10. When there is a possible injury and a penalty is called, don't signal the type of penalty immediately – talk with the partner and discuss quickly – stay in area to determine the extent of the injury.
11. Referee shall be aware and recognize the "trouble-makers"

4.2 IIHF Video Replay Policies

In top IIHF Championships utilized the complete IIHF Video Goal Judge System (VGJ) follow IIHF Video Goal Judge System Technical Specification. IIHF Video Replay Policies using VGJ you can find in the Annex 10 of this handbook.

Section 5 MISCELLANEOUS

5.1 Awareness

1. Referees are advised not to turn away too quickly from area where the puck passed or shot or where a body check and puck gone, keep your eyes still on that area. Awareness of the late hits – is player prepared for the hit or able to protect himself.
2. Avoid tunnel vision while the play is moving up the ice, keep your head on a swivel and use your peripheral vision.
3. Use your eyes, your voice and your presence to show that you have already judged a situation. Be approachable in all situations.
4. When play is stopped in the goal crease area and you are standing behind the net, move out to get a better angle.
5. When turning with the play, keep all players in view.
6. Referee shall keep awareness of the third man coming in late to “jab” at goalies glove.
7. Referee shall keep awareness of the third man coming into the scrum between the original two players.

5.2 Positioning

1. If the puck in goal crease area, possible scrambles with players, the referee shall move out to goal line and not behind the net. If play on other side of crease, possible to go behind the net to get to other side and have a better view.
2. Advise to Referees – get yourself in a better position to observe the play when a player is coming in to check the puck carrier.
3. In some situations it is better to move out from the boards when following play up ice to get a better angle on the puck carrier and possible checking player than following directly behind the player.
4. Move in close to the net when player in the crease area.
5. Referee shall not “jump” to avoid the puck. Stay on ice on your skates. It will give you more agility and ability to move in a proper direction using your skates.

5.3 Overtime

1. Penalized player shall stay on the penalty bench during 3 min intermission before overtime if his penalty has not expired.

Annex 2

INSTRUCTIONAL GUIDELINES FOR LINESMEN *

(*At IIHF Championships and Competitions using 4 Man Officiating System the “ 4 Man Officiating System – Procedures and Guidelines” shall be taken into consideration to this part of the document))

Section 1 PROCEDURES

1.1 Face-Offs

Be aware about the changes concerning face off locations follow the new 2010 – 2014 IIHF Rule Book implemented from July 1, 2010

1. Good face-offs are the major important goal.
2. The speed of the face-offs should not be a distracting factor from the other duties and responsibilities of the Referees and Linesmen. We do not want them to be concentrating too much on this one part of their work.
3. Communication is a major factor for Referees. Speeding up the face-offs and not giving Referees time to discuss or communicate with players and/or discuss situations with them can affect the Referee’s game management plan. Face-off quality should not be sacrificed just to speed up the game.
4. When all 10 players come out for a player change immediately on the whistle, the Referee can raise and lower the arm quicker and if players are near the face-off spot, the Linesman should blow the whistle if he is in position.
5. Linesman should be getting themselves in position to drop the puck even before they blow the whistle in order that they do not waste time getting set up when the players come into position.
6. It is better to use an extra few seconds to get a good and fair drop.
7. Use the 5 seconds to talk to players – correcting the positioning. If players are in the area before the whistle talk to them to get them to line up correctly
8. Importance of good face-off control:
 - Prevents players skating into position as puck is dropped
 - Prevents players cutting through or into the circle
 - Prevents players taking the face-off as they are moving into position
 - Make the player stop before dropping the puck
9. On a “false” face off it is better to let the players “reset” then get a good drop

10. Where players are difficult (not lining up properly), it is more important to get a good drop. Remove the offending player after one quick warning. Take your time.
11. As the procedure permits you to drop the puck with having only one player to take the face-off, it may demonstrate better game management if you give that kind of a warning during a neutral zone face-off for the first time in a game

Set a good and early standard for face-offs.

12. On the end zone face-offs, avoid removing both players taking the face-off at the same time if possible get the first one.
13. When a player has been removed, the Referee will remain on the original side of the ice surface – he is not changing sides for the next face-off.
14. On the end zone face-offs, the Linesman at the blue line must watch the players encroaching in the circle behind the Linesman conducting the face-off. Blow the whistle if an infraction occurs and point in the direction of the team of the player to be removed.
15. Do not permit the players to spin around and kick the puck on the face-off. They have to play the puck with the stick first. Stop the play and change the offending center on a face off and repeat it.
16. Be aware of player or players using their leg to block the stick of the opponent or movement of opponent and making no attempt to play the puck with the stick. Stop the play and change the offending center on a face off and repeat it.
17. Use the markings properly, but remember the time is running against you. You have to conduct the face-off as quickly as possible.

Linesmen shall be aware during face-offs of a player turning and kicking the puck before playing puck first with stick. Stop the play and remove player from face-off.

18. The player's skates shall be completely back of the line.
19. If both players are slightly in the circle and equal to both, let the face-off go.
20. Linesman at the blue line shall not order players behind the Lineman conducting the face-off to move back. If the problems arise take one and change a player taking the face-off.
21. Where players are changing position during the face off, the defending team gets last position to set up.
22. If the encroachment during the end zone face off is marginally and the team gets no advantage of it permit play to continue.

23. ***Linesman conducting face off shall avoid deep (NHL style) crouch, presenting and dropping the puck. They are to follow the same stance procedure as in the OPM, except to present the puck in front of the body:***
 - ***Knees slightly bent***
 - ***Puck held approximately at the level of the hips***
24. Linesman shall allow a few seconds to straighten players in order to avoid removing a player.
25. On face-off following scoring of a goal or commercial breaks it is recommended that the official wait one or 2 seconds after the "light" goes out so that on TV people can see the face-off.

1.2 Icings

Be aware about the changes concerning icing situations follow the new 2010 – 2014 IIHF Rule Book implemented from July 1, 2010

1. Good standard in your icing calls should provide a good flow in the game. This is why unnecessary icing calls will destroy the flow.
2. Factors to be considered in order to determine whether icing is to be called or not are:
 - The defending player must make an attempt to play the puck, but
 - The defending player on the other hand must also have a possibility to get or to touch the puck.
3. For the icing call, make your decision early enough, latest when the puck is between the blue line and the top of the circle. Then make your decision. Making your decision when the puck is close to the goal line will cause plenty of conflicts and it will surprise the teams.
4. Have eye contact with the back linesman just before you make the icing call. Before picking up the puck the front Linesman should stop and control the players first in case of a scrum, an altercation or something else.
5. As a back Linesman on an "icing" situation, keep all players in your view while the play is still in progress, especially the players left behind the play.
6. The back Linesman who initiated the icing the puck signal shall be aware of the players on the ice at the moment the puck left the player's stick. Starting from this moment the players of team committed icing the puck cannot change the players.
7. The back Linesman, who initiated the icing the puck signal, shall on the stoppage of play move to the front of the offending team's bench, to ensure there are no player changes and then complete the remainder of the icing the puck signal procedure.

8. If the puck is bounced high up in the air, the player shall still try to play the puck. Otherwise the icing may be washed out
9. The Linesmen are instructed to use their signals and verbal warning "Icing" or "No icing" to inform the player(s) of the icing situation

1.3 Off-Side

1. Linesmen must be positioned at the blue line before the play crosses the line. To reach the blue line at the same time as play crosses the line does not give an opportunity to view the full ice surface and watch as play develops up ice.
2. Once play has crossed the blue line, the Linesman should drop back outside the line, and then turn the body at a 45-degree angle to view the entire end zone.
3. As the Linesman goes in deep to cover for the Referee on a fast break (provided the Referee has been trapped a considerable distance behind the center red line), he must remember that coverage of his own blue line has the main priority.
4. Once the decision to go in deep has been made, the Linesman should go directly to the goal line.
5. As the front Linesman goes in deep, he must be aware of the fact that the back Linesman now has the responsibility to cover both the front blue line and the far blue line in the situation of a long pass up ice to that line. As a result, the front Linesman should make a determined effort to get back to his blue line as quickly as possible. In the situation where the front Linesman has gone in deep to cover the net for the Referee, the back Linesman should move up to a position two thirds of the distance between the red and blue line.

The back linesman should be alert to this and keep moving always ready to take a few strides to the blue line in case of close play or to follow the play in case of fast break up ice in the other direction

6. The back Linesman should not move up too quickly in cases the play changes direction and he is caught up ice and the blue line is not covered. As the back Linesman follows the play up ice, he should not leave his blue line until at least all attacking players have left that zone.
7. At no time with play in progress should the back Linesman be further up ice than the last attacking player. This means there should be no attacking player between himself and the blue line.
8. As the back Linesman moves up ice to follow the play, he should avoid "tunnel vision" and not just follow the puck but "keep the head moving" and watch the entire ice surface as in all probability the Referee and front Linesman will be watching the puck.
9. Due to the possibility of long passes up ice, and the blue line not covered or a Linesman being late getting to the line, the switching of Linesmen at the front line (as the front Linesman may get blocked out) should be kept to a minimum and used only under extreme circumstances.

10. Your offside calls shall be display with no hesitation or delay. An unnecessarily delayed offside call can cause difficulties for the Referee to control the game (i.e. a late shot on goalkeeper). Make sure that as a Linesman you stop the play as soon as possible in this case.
11. The Linesmen are instructed to use their signals and verbal warning in delayed offside situation to inform the player(s) of the off-side situation. In the case where the player(s) know of the offside situation and they are not clearing the zone then the play must be stopped. The judgement is intentional offside.

1.4 Controlling the Players

1. Where there is an injured player, and no team about to take a shot on goal or has an immediate scoring opportunity, stop the play if you suspect a serious injury and/or the Referee is not aware of the situation.
2. Where there is stoppage of play in the end zone and a possible developing altercation, the Linesmen must also watch for the point players moving in and be prepared to notify the Referee, in case of his request. Remember, if there is no altercation, point players are allowed to move in after stoppage of play.
3. By using good anticipation for altercations, the Linesmen can help the Referee a great deal. Being there at the right moment between the players, as a team, you avoid unnecessary roughness and penalties. Especially after a goal has been scored, the two Linesmen have to be aware of abuse on the goalkeeper or the opponent's bench by the scoring team players. Be there right in between them.
4. When the goalkeeper is being removed for an extra player, the back Linesman must be aware of the situation, and remain in the area of the center red line to watch that the player change is not made too early.
5. As the Referee leaves the end zone to follow the play up ice, the back Linesman must watch the players of both teams that are still in the zone.
6. Be aware of everything that happens on the ice. When the Referee comes to you and asks you a question about an incident, be prepared to give an answer. Be careful of body language when discussing the incident or situation with the referee.
7. Once a penalized player is on his way to the penalty box, and away from all opposing players it is not necessary for a Linesman to escort him all the way to the penalty box.

1.5 Awareness

1. Where two players who have been ejected and are leaving the ice for the dressing rooms, the Linesman shall go with them off the ice.
2. Where only one player has been assessed a penalty (no problem), it is not necessary for a Linesman to skate with him all the way to the penalty box.

3. Linesmen shall not to step between a player and referee when they are having a discussion or a dispute of any type.
4. Back Linesman shall stay back on delayed penalty to watch distance of player coming on the ice for the goalkeeper exchange.
5. Linesmen shall always report to the Referee situations concerning assessments of Major, Match or Game Misconduct penalties, but the Referee can ask a Linesman about any situation.

1.6 Game Winning Shots Procedure (G.W.S.)

1. On a G.W.S. Linesmen shall record the number as each player takes a shot on the first three shots in order that no player shoots twice.
2. Linesman at goal line after the shot is completed shall retrieve the puck, position himself skating between the player and opposing team player's bench separating the player who takes a shot, then place the puck at center ice dot and then resume his position at center ice.
3. Linesman at center ice during the shot shall watch the play & player's benches area and after the end of the shot if everything is clear shall resume his position at the goal line.

1.7 Change of players while the game is in progress

A player with one skate on the ice and one skate on the bench is considered as OFF the ice.

1.8. Signaling Procedure

Where an icing is washed out due to the fact of a goalkeeper leaving his crease or being out of his crease and does not return, Linesman shall point with his hand to the goalkeeper.

1.9 Calling "Too many Men"

When a Linesman is calling "**Too many men**" he shall avoid going to the bench of the team but shall go to and indicate to the referee.

Section 2 MISCELLANEOUS

2.1 Positioning

1. On a fast break and the puck enters the net, the linesman covering is only to point to the net
2. Linesman returning to the blue line or neutral zone – return as quickly as possible – not necessary to skate backward to boards then out – may angle back out if all is clear – but watch play as you go back out

3. Linesmen shall not “jump” to avoid the puck. Stay on ice on your skates. It will give you more agility and ability to move in a proper direction using your skates.

2.2 Other Concerns

1. Linesman must ensure teams have the same number of players as listed on the IIHF Official Game Sheet before the start of the game.
2. Reporting assists to the Referee. The Linesman in charge of this is the one at the Blue Line.
3. Linesmen must only point to the net on a fast break goal.
4. Generally speaking, linesmen must prevent altercations from escalating and ultimately fights from occurring.
5. Linesmen should stop play for gloved passes when it is clear the Referee has not observed the action.
6. Linesman should give the Referee the first opportunity to whistle highsticked pucks, especially in the end zones.
7. Both Referees and Linesmen will shake hands with team captains in the Referee's Crease before and after the game.
8. Referees should acknowledge the team coaches prior to the start of the game but not shake hands.

Annex 3

TEAM RULE INFORMATION MEETING (TRIM)

Sample Agenda

A – Rule Interpretations

1. 2010-2014 IIHF Official Rule Book Review

- Player's Helmet
- Goalkeeper's Helmet and Face Mask
- Face-off locations
- Icing the Puck
- Puck deflecting off a skate/kicked puck
- Stopping/passing the Puck with Hands
- High sticking the Puck
- Bench Minor penalty
- Cancellation of Minor penalties after goal
- Player/Captain complaint
- Obscene gestures
- Puck shot/thrown/batted out of playing area
- Broken Stick
- Protection of the goalkeeper

2. Review of Annual IIHF Championship Rule Emphasis

- Review of officiating standards
- Dangerous actions (Checking to the Head, Checking from Behind, Low hits)
- Slashing
- Tripping ("slew footing")
- Female Hockey Guidelines (where applicable)

3. Player Conduct

- Fisticuffs, roughing, scrums after whistle

B – Game Procedures

- Illegal or dangerous equipment
- Face-off procedures
- Change of players
- Injured players
- Team entrance and departure from the ice
- Penalty Shot Procedure

C – Special Championship Procedures

- Goalkeeper measurements (where applicable)
- Video goal judge System (where applicable)
- Television commercial stoppages (where applicable)
- Overtime/game winning shot procedure

Annex 4

THREE POINT SYSTEM FOR IIHF CHAMPIONSHIPS

(Extract from IIHF Sport Regulations)

For all IIHF Championship competitions, points shall be awarded as follows:

- 3 points for the winning team at the conclusion of regulation time
- 1 point for both teams at the conclusion of regulation time if the game is tied
- An additional point earned for the team winning the game in a 5-minute overtime period, or the Game Winning Shots Procedure if the teams are still tied following conclusion of the overtime period
- 0 points for the team losing the game in regulation time

ANNEX 5

TIE BREAKING SYSTEM FOR IIHF CHAMPIONSHIPS

(Extract from IIHF Sport Regulations)

The tie-breaking system for two teams with the same number of points in a standing will be the game between the two teams, the winner of the game taking precedence.

Due to the fact that the three-point system does not allow a game to end in a tie, then the following tie breaking procedure is applicable when three or more teams are tied in points in a Championship standing.

Should three or more teams be tied, then a tie breaking formula will be applied as follows, creating a sub-group amongst the tied teams:

Step 1:

Taking into consideration the games between each of the tied teams, a sub-group is created applying the points awarded in the direct games amongst the tied teams from which the teams are then ranked accordingly.

Step 2:

Should the teams still remain tied then the better goal difference in the direct games amongst the tied teams will be decisive.

Step 3:

Should the teams still remain tied then the highest number of goals scored by these teams in their direct games will be decisive

Step 4:

Should three or more teams still remain tied then the results between each of the three teams and the closest best-ranked team outside the sub-group will be applied. In this case the tied team with the best result (1. points, 2. goal difference, 3. more goals scored) against the closest best ranked-team will take precedence

Step 5:

Should the teams still remain tied, then the results between each of the three teams and the next highest best-ranked team outside the sub-group will be applied.

This process will continue until only two teams remain tied. The game between the two remaining tied teams would then be the determining tie-breaker as the game between these two teams could not end as a tie.

Step 6:

Should the teams still remain tied after these five steps have been exercised then Sport considerations will be applied and the teams will be ranked by their positions coming into the Championship.

ANNEX 6

OVERTIME OPERATIONS (Extract from IIHF Sport Regulations)

If in a Preliminary Round, Second Round, Final Round or Relegation Round game, the game is tied at the end of regulation time, a five-minute overtime period shall be played immediately after an intermission of three minutes. The teams will defend the same goals as in the third period. The game will end when the five minutes has expired or when a goal is scored; the scoring team will be declared the winner. If no goal is scored in the overtime period then the Game Winning Shots Procedure will apply.

If a playoff game, a Quarter Final game, a Semi-Final game or a Bronze Medal game is tied at the end of regulation time, then a ten-minute overtime period shall be played immediately following the completion of an intermission of three minutes. The teams will defend the same goals as in the third period. The game will end when the ten minutes has expired or when a goal is scored; the scoring team will be declared the winner. If no goal is scored in the overtime period then the Game Winning Shots Procedure will apply.

If a Gold Medal Final Game is tied at the end of regulation time, then a twenty-minute overtime period shall be played immediately following the completion of a 15-minute intermission during which the ice will be resurfaced. The teams will change ends for the overtime period. The puck will be faced off at centre ice. The game will end when the twenty minutes has expired or when a goal is scored; the scoring team will be declared the winner. If no goal is scored in the overtime period then the Game Winning Shots Procedure will apply.

All overtime periods of any IIHF game shall be played with each team at the numerical strength of four (4) skaters and one (1) goalkeeper. Specific rules for this procedure are as follows:

1. If a team is penalized in overtime, the teams will play 4-on-3. Coincidental penalties do not affect the on-ice strength when assessed in overtime.
2. In overtime, if a team is penalized such that a two-man advantage is called for, then the offending team will remain at three (3) skaters while the non-offending team will be permitted a fifth skater.
3. At the first stoppage of play after the two-man advantage is no longer in effect, the numerical strength of the team will revert back to either a 4-on-4 or a 4-on-3 situation, as appropriate.
4. If there is a manpower advantage situation, which carries over from regulation time to overtime, the above criteria will be applied at the start of the overtime. Accordingly, if at the end of the regulation time, the teams are 5-on-4, overtime begins at 4-on-3.

5. When the regulation time ends with on-ice manpower strength of 5-on-3, teams will commence the overtime with a strength of 5-on-3. With the expiration of penalties, due to continuous action, player strength may get to 5-on-5 or 5-on-4. At the first stoppage of play following, player strength must be adjusted to 4-on-4 or 4-on-3.
6. If at the end of regulation time teams are 3-on-3, overtime starts 3-on-3. Once player strength reaches 5-on-4 or 5-on-5, at the next stoppage player strength is adjusted to 4-on-3 or 4-on-4, as appropriate.
7. If at the end of regulation time teams are 4-on-4 with a player or players in the box serving non-coincidental penalties, overtime starts 4-on-4 and players exit the penalty box as normal to 5-on-4 or 5-on-5. At the first stoppage of play, teams are adjusted to 4-on-3 or 4-on-4, as appropriate.

ANNEX 7

GAME WINNING SHOTS PROCEDURE

(Extract from IIHF Sport Regulations)

If following the completion of regulation time in any IIHF Championship game and the score of such a game is tied, the teams will then play a 4-on-4 overtime period with the team scoring first declared the winner.

If no goal is scored in the overtime period then the IIHF Game Winning Shots Procedure will apply. The following procedure will be utilized:

1. Shots will be taken at both ends of the ice surface. The longitudinal centre section of the rink will be dry-scraped by the ice-resurfacing machine prior to the Game Winning Shots during the time required to organize the program accordingly.
2. The procedure will begin with three different shooters from each team taking alternate shots. The players do not need to be named beforehand. Eligible to participate in the Game Winning Shots will be the four goalkeepers and all players from both teams listed on the official game sheet except as specified in article 3 below.
3. Any player whose penalty had not been completed when the overtime period ended is not eligible to be one of the players selected to take the shots and must remain in the penalty box or in the dressing room. Also players serving penalties imposed during the game winning shots must remain in the penalty box or in the dressing room until the end of the procedure.
4. The Referee will call the two captains to the Referee Crease and flip a coin to determine which team takes the first shot. The winner of the coin toss will have the choice whether his team will shoot first or second.
5. The goalkeepers shall defend the same goal as in the overtime period.
6. The goalkeepers from each team may be changed after each shot.
7. The shots will be taken in accordance with rule 509 of the IIHF Official Rule Book.
8. The players of both teams will take the shots alternately until a decisive goal is scored. The remaining shots will not be taken.
9. If the result is still tied after 3 shots by each team the procedure shall continue with a tie-break shoot-out by one player of each team, with the same or new players with the other team starting to take the tie-break shots. The same player can also be used for each shot by a team in the tie-break shoot-out. The game shall be finished as soon as a duel of two players brings the decisive result.
10. The Official Scorekeeper will record all shots taken, indicating the players, goalkeepers and goals scored.

11. Only the decisive goal will count in the result of the game. It shall be credited to the player who scored and to the goalkeeper concerned.
12. If a team declines to participate in the game winning shots procedure the game will be declared as a loss for that team and the other team will be awarded 3 points for a win. If a player declines to take a shot it will be declared "no score" for his team.

Annex 8

TEAM ENTRY AND DEPARTURE FROM ICE SURFACE

(Extract from IIHF Sport Regulations)

In game facilities during IIHF Championship events where the participating teams enter and depart the ice surface using the same common door and hallway system, the following procedure is proposed to ensure that the teams enter and depart the ice surface in an orderly fashion and without incident. The game clock will be the only timing device used in the timing of all activities including the pre-game warm-up, the period intermissions and the actual game itself.

At the conclusion of the first and second periods, upon hearing the buzzer, the teams must follow these procedures to leave the ice surface. As soon as the buzzer sounds, signaling the end of the period, the game clock will be immediately re-set with the appropriate intermission time frame.

At the end of the first and the second periods, the visiting team will return to its players bench and remain there until the entire home team has departed the ice surface and entered the common hallway. Once the last player of the home team has entered the common hallway, then the referee will motion the visiting team to leave the ice surface. During the actual game itself, the home team will always enter and depart the ice surface first. The visiting team will always enter and depart the ice surface immediately behind the home team. The Directorate may agree to adapt this procedure taking into consideration the position of the teams' dressing rooms

To notify the teams that it is time to return to the ice surface at the beginning of each period, the official game timekeeper will sound a buzzer in the dressing room area to inform the teams using the following systems at each ice hall:

3 minutes remaining on the game clock - One blast of the alarm by the official game timekeeper indicating that in one minute the teams will be called to the ice surface.

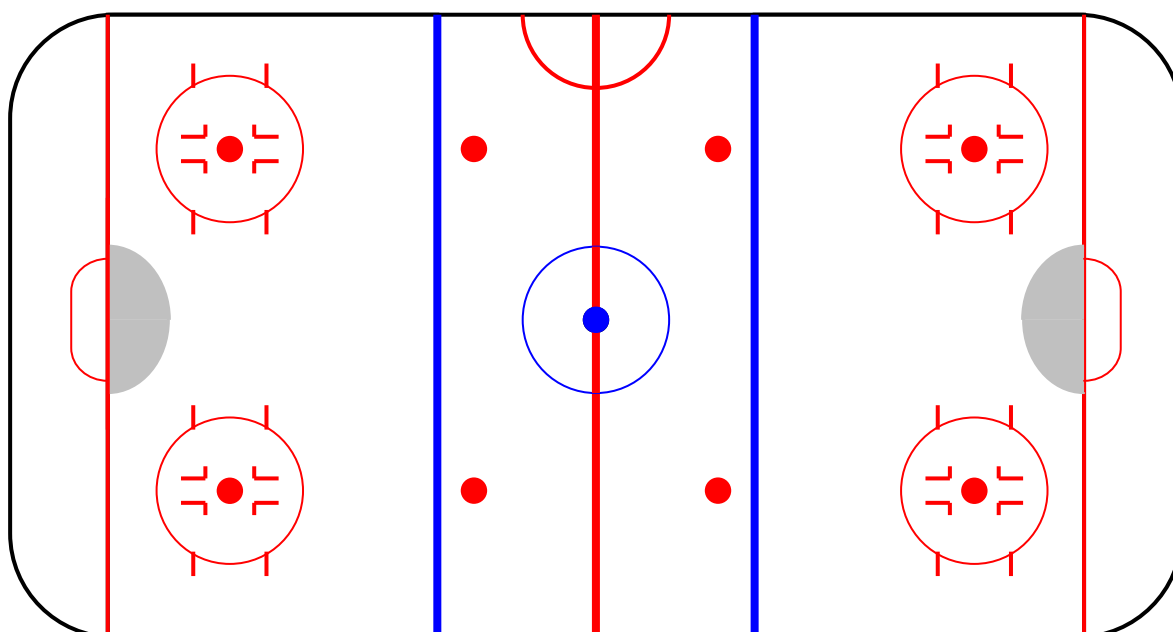
2 minutes remaining on the game clock - Two blasts of the alarm by the official game timekeeper calling for the home team to immediately leave their dressing room and return to the ice surface. The visiting team immediately follows the last player of the home team to the ice surface.

We need the cooperation of all players and team management to follow this procedure in order to reduce the risk of any incidents during IIHF championship events.

6. Please provide a summary of any penalties assessed to each team in this incident including the jersey number of the penalized player, the penalty assessed, the number of minutes assessed and the IIHF Rule number.

Home team				Visiting team			
Rule	Penalty	Min	Player #	Rule	Penalty	Min	Player #

Please use this rink diagram to assist in explaining the incident:



This Referee Game Report is to be completed by the Game Referee and submitted to the IIHF Referee Supervisor immediately following a game.

Date		Referee 1 – Signature	
		Referee 2 – Signature	
Linesman 1 – Signature		Linesman 2 – Signature	

The IIHF Referee Supervisor has read this report and has nothing to add.

IIHF Referee Supervisor – Signature	
-------------------------------------	--

A copy of this Referee Game Report is to be submitted to the IIHF Office immediately following the IIHF event by the IIHF Directorate Chairman

Annex 10

VIDEO REPLAY POLICIES AND PROCEDURES

The use of the Video Replay of disputed goals is approved by the IIHF for Competition and Championships. The situations that may be reviewed are also covered in the Rule Book. These seven situations are the only ones that may be reviewed. A team does not have the authority to request a review of a play. Where the system is used in a championship, the game officials should be familiar with the situations to be reviewed, the correct procedures to follow, some of the situational examples that may occur, and the video goal judge guidelines for the referees.

Where the VGJ system is used in a championship, the Referee Supervisor should be familiar with the VGJ policies and procedures, as he may have to act as a video goal judge himself.

In addition, the game officials should be familiar with the same information. However, this VGJ system will only be used in selected championships.

The following situations are the only situations that will be subject to Video Goal Judge Review:

1. To determine if the puck has completely crossed the goal line.
2. To determine if the puck entered the net prior to or after the goal frame was dislodged.
3. To determine if the puck entered the net prior to or after expiration of time at the end of a period or the game.
4. To determine if the puck was directed into the net by a hand or, kicked into the net by a skate.
5. To determine if a puck deflected into the net off a game official.
6. To determine if the puck was struck with a high stick, above the height of the crossbar, by an attacking player, prior to the puck entering the net.
7. To establish the correct time on the official game clock at the point that the puck completely crossed the goal line, provided that the game time is available on the Video Goal Judge's monitor.

When the video replay is used in a game, the Referee Supervisor may act as the Video Goal Judge, or the Directorate may appoint the Video Goal Judge.

Procedure:

- i) When the Referee requests a video review of a disputed goal, the Referee will contact the Video Goal Judge from the Official Scorekeepers bench using a telephone system which has been installed for this purpose.

- ii) When the Video Goal Judge requests a review, the Video Goal Judge will contact the Official Scorekeeper's bench using the telephone system during the first stoppage of play after the incident has occurred in order to inform the Referee that the play is under video review.
- iii) When a video review is requested by either the Referee or by the Video Goal Judge, the public address announcer will make the following announcement.

"The play is being reviewed."
- iv) If the video review is inconclusive then the Video Goal Judge will report this to the Referee who will then make the final decision.
- v) Following the review and the subsequent decision one of the following announcements is to be made:

"A goal has been scored at"
(Time)

"No goal has been scored."
- vi) A team does not have the authority to request a video review of a play.
- vii) If the puck enters the net and play is stopped, the Referee or the Video Goal Judge is to ask for a review during this stoppage of play. If there is no review during this stoppage of play then the result is final and no review of the play will be permitted at a later time.
- viii) If the puck enters the net and play was to continue, then the review would take place during the first stoppage of play following the incident. If no review is performed during this first stoppage of play then no review of the play will be permitted at a later time.
- ix) When a Referee or a Video Goal Judge indicate that there is to be a video review, then all players must go to their respective team benches.
- x) A video review of the play may be called even though the first stoppage of play signals the end of a period or the end of a game.

Situational Examples:

Situation 1

A questionable play at the net (with respect to the puck entering the net) but play continues. During the first stoppage following this situation there is a video review of the play. The video review indicates a goal. The goal is awarded, the clock is reset and any penalties assessed during the time that play was in progress will start at the reset time.

Situation 2

A questionable play at the net (with respect to the puck entering the net) but play continues with a goal being scored at the other end causing a stoppage of play. There is a video review of the questionable play (requested by the Referee or by the Video Goal Judge). The video review indicates that a goal was scored on the questionable play. The goal is awarded. The clock is reset of the time of the questionable goal and the goal causing the stoppage of play is washed out.

Situation 3

A situation similar to 2 above and the same team scores again. A review of the play indicates that the team scored on the first play but play continued. A goal is awarded at the time of the first play. The clock is reset, and play is to continue from the time of the first goal.

Video Goal Judge Guidelines for Referees:

1. When an in-the-net camera is used, be aware of the fact that the puck may hit the camera and come out of the net quickly.
2. Should the situation arise where the game clock has to be reset following a video review of a play, allow the Timekeeper sufficient time to reset the correct time on the game clock.
3. Following a goal on televised games, provide a little extra time to allow the broadcaster to show replays of the goal.
4. If a penalized player comes out of the penalty box and the clock has to be reset following a Video Goal Judge review, then it may be necessary that the player return to the penalty box to serve the balance of the penalty time.
5. Should the first stoppage of play be the end of a period or the end of a game, the questionable play must be reviewed before teams leave the ice if a video replay is requested by the Referee or by the Video Goal Judge.
6. If a delayed penalty was to be assessed before the goal but play continues and a video replay determines a goal, then the penalty is washed out as it was to be assessed before the goal. However, if the penalty was to be called after the goal but before the stoppage of play then the penalty is to start at the reset time on the game clock.

Annex 11

MEDIA INTERACTION - GUIDELINES FOR ON-ICE OFFICIALS

General information for IIHF representatives in IIHF Championships regarding communication:

■ We must be very clear

++ What are the rules? (IIHF Rulebook)

++ What are the interpretations? (IIHF Rule Emphasis Bulletin)

++ What are the guidelines given to Referees?

++ How are the IIHF and the NHL standards of refereeing being integrated?

(These items will be communicated at a general information meeting with the media covering ice hockey in each IIHF Championship, prior to the start of the tournament.)

■ We must be transparent

Motto: "We have nothing to hide"

■ We must be sensitive to media's requests

They are the link to the fans – the legitimate "owners" of the game.

■ We must act swiftly rather than react slowly

If we act, the IIHF is in the driver's seat. The media will communicate the IIHF version, rather than have opportunity to create their own.

Interaction:

■ All requests from media to talk to a Referee or a Referee Supervisor must be forwarded through the IIHF Media Relation Officer or IIHF Referee Supervisor. This is to avoid that the Referees are caught off-guard or asked a question immediately after a game, when tensions may still be running high.

■ The IIHF Media Relation Officer and the IIHF Referee Supervisor will together evaluate the validity of the request and circumstances and together make a judgement whether the Referee will be brought to the mixed-zone or the media interview room. In any case, an IIHF Referee Supervisor must talk to media if the IIHF makes the judgement that the Referee, given the circumstances, should not talk to media after a game.

■ In all Referee-Media interaction, where the questions are about officiating, rules or rule interpretations, an IIHF Referee Supervisor, with excellent command of English, must be present as support for the Referee. The Referee Supervisor does not need to intervene into the interview, unless specifically asked by the Referee or when a clarification is needed.

■ All impromptu interview requests directly to the Referee about officiating, rules or rule interpretations outside the designated media zones (in the street, hotel) must be politely turned down.

- Any IIHF on-ice official or IIHF Referee Supervisor is free to talk to media if the request is to conduct a general interview about the experience on IIHF Championship, the Referee's career in general, etc.
- The IIHF official (IIHF game officials or IIHF Referee Supervisors) subjected to such an interview must make it clear to the reporter that he/she must stick to the pre-conditions of this interview and not to, eventually, start turning to questions regarding officiating in IIHF Championship, rules or rule interpretations. If such questions are asked, remind the reporter about what was agreed and politely turn down the questions or refer the reporter to an IIHF Referee Supervisor or to one of the two IIHF Media Relation Officers. It's an old reporter's trick to make a person relaxed with "easy" questions to suddenly ask a controversial question when the interviewed person is off-guard. Be on guard. Use common sense. It's of course fully okay to say "it's more challenging to call an IIHF Championship game if one compares with a national league game" for example.
- In cases where the Referee is not sure about the validity of the question, ask the reporter to postpone the question for later or use the phrase "No comment".
- When using "No comment" say just that. Never say: "You surely understand that I can't comment on the phantom interference call my colleague made in OT."
- Never comment on the performance of another Referee.

Annex 12

SAFTY OF THE GAME OFFICIAL

GENERAL ADVISERS FOR IIHF GAME OFFICIALS AND IIHF REFEREE SUPERVISORS

1 Accommodation

- a. If it's possible don't live in the same hotel as the teams.
- b. If you live in the same hotel use different floors and different place to have the meals.
- c. The hotels for the game officials with contact information shall not be published in any paper.

2 Before the game

a. *Transportation to the rink*

- All officials working the games shall go to the rink together the way the organizer has made it.

b. *Dressing room*

- The dressing room shall not be pointed out in any public floor plan. No one has to know about that except for the people working around the officials.
- The dressing room and the hallway must be cleaned out from people that don't belong there – Safety Guards!
- Location of the room away from the team area.

c. *Warm-up*

- Make clear that the officials can do the warm-up in a safe way – indoors or outdoors.

d. *The way to the ice-surface and off ice*

- It must be safe and clear without spectators or others to avoid confrontation – Safety Guards!

3 During the game

- Make sure that every incident on the ice involving an official or a player is covered for all involved in the game so that not only the media has the picture.
- Every official has to follow the IIHF procedure for an official on the ice.

4 After the game

- The way off the ice-surface – It must be safe and clear without spectators or others to avoid confrontation.

- Transportation from the rink

5 Guidelines for IIHF Referee Supervisor and IIHF game officials.

If something happens that you can't control the situation stay together in the game official's dressing room until you will receive the message from the proper authorities concerning secure departure.

- 6** Supervisor has to check out the security issues at the hotel and at the rink.
- 7** Your accreditation card is your security for safety.
- 8** Do not hand out your mobile number to any unknown people.

Annex 13

IIHF Game Officials' Apparel Marketing Guidelines

With the guidance of the IIHF Marketing Department IIHF advise IIHF game officials belonging to the respective national associations who have already received apparel from IIHF previously when participating in top IIHF Championships and Competitions such as Olympic Winter Games Hockey Tournament (Men and Women), WM, WW, WM20, WM18 and WW18 that they **shall** use this equipment in all games of IIHF Competitions for which they will be assigned for.

The apparel for IIHF game officials which included: helmet, referee or linesman jersey, pants, track suit. LW jacket and polo shirt has been provided to IIHF game officials participating in top IIHF Championship and Events once for a 4 years term based on the contact which IIHF signed with the supplier following the request of the IIHF Referee Committee.

Those IIHF game officials who are assigned first time for top IIHF Championships such as WM, WW, WM20, WM18 and WW18 will receive their equipment upon their arrival at the respective IIHF Championship site **but they shall bring their own officiating equipment travelling to IIHF competition**. The apparel will be according to the size specifications which IIHF will receive from the game officials through the office of the respective national associations based on the assignments of their IIHF game officials.

If for some reason some of the equipment does not fit the IIHF game official this issue shall be discussed and fixed directly on site when the IIHF game official receives the apparel from the representative of the supplier or during the first days of the IIHF Championship when the representative of the supplier is still at the respective IIHF Championship and not after the end of the Championship. After the first Championship it is the responsibility of the respective IIHF game official to fix the equipment by himself/herself which he/she received from supplier and use it during future IIHF Championships for which he/she will be assigned for.

All IIHF Referees shall wear referee jerseys with **red** armbands with no arm mash on the sleeves and linesmen shall wear lineman jersey with no arm mash on the sleeves **which they received from the supplier**. All IIHF game officials shall use helmets provided to them from the supplier. IIHF game officials can use other model of the officials' pants unless the pants provided by the supplier do not fit and it needs sufficient time and efforts to fix it by the tailor.

In this case the game official can use their own pants under the same trade mark as provided by the supplier or the trade mark of other supplier shall be covered by the tape by IIHF game officials follow IIHF contract with the supplier.

There shall be one label on each side of a GO's helmet. All others labels including on the back of the helmet shall be black out.

During all ice sessions IIHF game officials shall wear track suites provided by the IIHF game officials' supplier.

The representatives of IIHF Marketing Department and IIHF Referee Supervisors are responsible for controlling the correct usage of the IIHF game officials' equipment during IIHF Championships and they will inform the IIHF game officials in case of any infringements.

In case the IIHF game Officials will not wear proper officials equipment it may reflect on supplying of the equipment for IIHF game officials in future and the case may be discussed in IIHF Referee and Marketing Committees.

IIHF game officials who have NOT received equipment from the IIHF supplier shall bring and use their own officiating equipment following IIHF Rule Book.



2008 FINANCIAL DATABASE UPDATE

IIHF Officials

Name & First Name: _____

Address: _____

Zip-Code & City: _____ & _____

Country: _____

Phone: _____

Fax: _____

E-Mail: _____

Bank Details

Exact Bank Name: _____

Address: _____

Zip-Code & City: _____ & _____

Swift: _____

IBAN: _____

BIC: _____

ABA: _____

Account Number: _____

Name of Account Holder: _____

Please write in block letters or by computert!!

This information will be handled confidentially and is for internal use only.



EXAMPLE HOW TO FILL IN IIHF EXPENSE REPORT FORM



EXPENSE REPORT

IIHF - Meeting / Congress / Championship 2008 IIHF World Championship

Mr. / Mrs. Example Peter Venue Prague, CZE

Position / Duty: IIHF Referee

Departure home (date & time) 01.09.2006 Return home (date & time) 03.09.2006

Travel Route Departure from Zurich to Destination 1 Prague
to Destination 2 _____ to Destination 3 _____

Aeroplane _____
 Railway _____
 Car Home-Airport 20 km at CHF 0.70 _____
 Rental Car _____
 Taxi Airport-Hotel & Airport-Home _____

Allowances
 No. of days at CHF 50.00 _____
 No. of days at CHF 100.00 _____
 No. of days at CHF 150.00 _____ 3
 Other _____
 Meal Money _____

Other Expenses (please give details)

Total of expenses _____
 exchange rate do. _____
 do. _____

Foreign Currency			CHF	ACCOUNT NO
EUR				
				*
			14.00	*
25.00			60.00	*
				*
			450.00	*
				*
				*
				*
25.00			524.00	
*			*	
	*		*	
		*	*	
Total expenses in CHF			*	*

Please pay:
 Bank Cash My IIHF Account

Date: 30.08.2006 Signature: _____

Paid: _____

The completed original expense report has to be returned, all original receipts included, to:
 International Ice Hockey Federation
 Attn. G. Veraguth, Financial Manager
 P.O. Box, CH-8027 Zurich

** To be completed by the IIHF Financial Department! **

Approved: _____

Controlled: _____

Please see reverse side!



2008 FINANCIAL DATABASE UPDATE

IIHF Officials

Name & First Name: Example Peter

Address: Zurichstrasse 23
Postfach

Zip-Code & City: 8029 & Zurich

Country: Switzerland

Phone: +41 44 555 55 55

Fax: +41 44 555 55 56

E-Mail: example@hotmail.com

Bank Details

Exact Bank Name: Example Bank

Address: Zurichstrasse 5b
Postfach 319

Zip-Code & City: 8000 & Zurich

Swift: EXAWCHZH10A

IBAN: CH129986429690080978U

BIC: 99864

ABA: Not existing in Switzerland

Account Number: 29690080978U

Name of Account Holder: Example Peter & Maria

Please write in block letters or by computert!!

This information will be handled confidentially and is for internal use only.