

Capital District Board New York State Certified Football Officials Evaluation Form Guidance

The enclosed Evaluation form includes a page for each official on the field. Each box should be filled in with a number scaling from:

5 (Superior) 4 Above Average 3 (Average) 2 (Needs Improvement) 1 (unacceptable)

Final box at the right should be the average of the boxes that have inputs. If only three boxes have values than the final box should be the average of those values. In this manner you do not have to provide a number for an item that may not have been applicable or if you feel you do not have enough information to provide a numeric value.

Evaluations should be based upon the *Officials Manual* as published by the Federation, and State accepted changes to the *Federation Manual*, or specifics from within the *CDFOA Policies & Procedures*. Completed forms should be submitted to the organizations' secretary/treasurer within 3 days, either at a meeting or by mail.

Guidelines for Evaluating Officials on Varsity Contests

The following guidelines represent a sample of the items reviewers should be looking for.

PRE-GAME

Punctuality: In locker room on time. If late, proper reason, any attempt to notify crew?

Appearance: Arrive wearing proper street attire. Clean uniform, shoes shined, flags tucked in, neatly groomed.

Participation: Attentive & willing to listen and contribute. Not pre-occupied. Not drawing attention away from pre-game discussion by continuous stretching, dressing, rummaging through equipment bag.

Preparation: Have all equipment. Able to demonstrate knowledge of position. Tends to on field pre-game duties thoroughly and efficiently.

Professionalism: Treat all game management with respect in a polite and firm manner.

RULES

Knowledge: Can clearly explain the rules to players, coaches & officials.

Interpretation: Applying rules as presented by interpreter, meeting discussion and per case book.

Application: Did the call/no call have a bearing on the play? Do calls "err" on the side of safety of players?

Preparation: Up to date on new rules and new interpretations. Can recognize misapplication of rule.

Consistency: Are the same calls being made from the 1st through 4th quarters? Could a call early in the game have prevented a problem late in the game?

MECHANICS

Running: In position for spots, taking spots. Proper use of whistle or not using whistle. Play boxed in. Proper emphasis on short yardage and goal line plays. Unpiling, coverage of fumbles.

Passing & Kicking: Proper Coverage. Play boxed in, wide view to get good angle. Adjusts when play breaks down.

Out of Bounds: Facing OOB, looking up and holding spot. 2nd official in bench area. Other officials maintaining soft spots and action away from sideline. Bean bagging if necessary.

Signals: Clear, crisp and appropriate (IE: covering official(s) only). Proper TD mechanics, no one arm TD calls.

Dead Ball: Player safety. Worked hard but didn't hurry to get ball placed for next down. 1st down, chains moved efficiently and set, information recorded by all officials for quarter change. Watch subs, count A & B, clock watcher especially towards end of half/ game.

Time outs: standing where you are supposed to be - confirm number of TO's with rest of crew.

Capital District Board New York State Certified Football Officials Evaluation Form Guidance

OVERALL EFFECTIVENESS

Communication: Effective w/coaches, players and officials. Verbal & Non-Verbal (counting 11, punching back).

Hustle: In position. Contribute to positive flow of game. Crisp movements everywhere on field.

Preventative: Maintains order and offers positive reinforcement. Voice of reason. Could official have prevented a bad situation from happening?

Attitude/Confidence: Calm under pressure. Thick skin. Proper use of authority.

Common Sense: Did official use sound, practical judgment or did official take any unnecessary actions?

Points of emphasis:

- In proper position to make the call, never gets caught in the play, keeps play boxed in.
- Gives clear signals (time out, penalty, tipped pass, first down).
- Works effectively with fellow officials - clear preparation for game situations.
- Coin toss, or simulated toss, held at center of field three minutes prior start of game, officials together.
- Deliberate whistle - actually sees ball in possession of runner who is down before sounding.
- Only covering official(s) blows whistle at end of play.
- Consistent and accurate forward progress spots.
- Each official moves toward the ball at each play's conclusion to discourage dead ball fouls.
- Spots ball for next play without unnecessary delay, handles ball cleanly.
- Moves quickly to position.
- Consistent tempo throughout game.
- Wing officials starts each play close to sideline (within 6'), not glued to the sideline during plays or dead ball intervals.
- Consistently monitors and enforces team-box and coaching-box restrictions.
- Proper mechanics during dead balls (time-outs, quarters, etc.).
- Goal line covered whenever threatened (touchdown, touchback, safety).
- Officials converge of plays ending out of bounds to prevent extra-curricular activity.
- Crew monitors clock for correct start and stop by timer.
- Professional demeanor during intermissions (halftime, etc.).

If something happens that should be addressed at that time that will assist the crew in functioning as a better team please relate that item immediately. For evaluation forms; please provide additional detail on plain paper if required.

Evaluator; our organization, and the officials being evaluated appreciate your effort to make our organization better. Thank you.