

VOLLEYBALL IRELAND



REFEREE GUIDELINES

1. Introduction & Art of refereeing

Refereeing is not just about conducting a match following the Rules of the Game by the letter of the law.

In many cases the complex situations you will find in a real game require a deep understanding of the rules, but also of the spirit of the game.

It takes years of experience as referee to realize that you are not just another spectator, but an integral part of the game itself, like all the players.

Applying sanctions and calling faults exactly as written in the Rules of the Game can be a frustrating experience for players, public and yourself. Only if it is absolutely necessary, the referee will make a negative decision.

On the contrary, the referee must be an expert and a friend, working for the game and with the players.

Volleyball is described by the FIVB as “**fast, exciting and the action is explosive**”. They also indicate two key mindsets when refereeing a match:



Get involved! Keep the ball flying!

Do's

Don'ts

Remain in the background of the action. The best referee may well be the one that isn't remembered and that remains in the background.	Do not try to “lead” the game by negative decisions, impositions and penalties.
Keep the game flowing. Disregard small infractions during spectacular rallies.	Do not call every minimal infraction. Keep the game going unless necessary.
Keep a friendly relationship with players, coaches, etc.	Do not impose yourself, or take criticism or comments personally.
Reward the players and teams for spectacular and exciting actions in the <u>spirit</u> of the Rules.	Do not over-sanction incorrect behaviors. Frustration in players can be a natural reaction of a losing team who is involved in the match.
Enjoy the game.	

The referee

1. Must be in the **correct attire**
2. Must have the correct equipment
3. Must **know the rules** – you will have little time to think
4. Is in charge from beginning to end.
5. Must arrive **on time**
6. Must brief the other officials

2. Responsibilities, duties and authority

2.1. First Referee

- The referee is in charge of the match.
- From the moment you arrive on site you are in charge of the court/playing area. Your authority extends over other officials, coaches, and players, but not spectators.
- **If any issues arise you need to take charge.** For instance, if the scorekeeper makes a mistake in the score, you need to help correct the mistake, if you can.
- **The officials are there to assist you** (scorekeeper, second referee, line judges, etc). Let others complete their own specific duties. As the first referee, you have the authority to overrule or if need be, replace a member of the officiating crew.
- Issues with the **behavior of the public must be taken care of by the Home team / Organizers.** This is usually done by a volleyball official alerting the site/school administrator of the problem.
- The 1st referee may change any decision of his/her fellow officials or of his/her own. If he/she has made a decision (whistled) and then sees that his/her colleagues (2nd referee, line judges or scorer) have, for instance, made different decision:
 - 1) if he/she is sure that he/she is right, he/she may stick to his/her decision;
 - 2) if he/she sees that he/she was wrong, he/she may change his/her decision;
 - 3) if he/she states that faults were committed simultaneously by both teams (players), he/she should signal for the rally to be replayed;
 - 4) if he/she considers that the 2nd referee's decision, for example, was wrong, he/she can reverse it. For example, if the 2nd referee has called a positional fault by the receiving team, but the 1st referee immediately or after the protest of the game captain has stated the position was correct, he/she should not accept the 2nd referee's decision and can order the rally to be replayed.
- The way the referees interact with players, coaches, and other officials impacts how the match is run. Make sure the pace of the game is **fast and exciting, but leave enough time to the participants to make requests, prepare** for a rally, and **cheer** after scoring a point.
- **Before you whistle and beckon for serve, scan the court.** Look at all the players, coaches, and officials to make sure everyone is ready to play.
- **Anticipate any request that may be made between rallies.** Line up checks, substitutions, or timeouts must occur during dead ball situations. The better you are able to anticipate, the fewer problems you will have.
- **Frequently look at the second referee** to find out whether he/she is signaling a fault before confirming the decision. There should be eye contact with the second referee after every rally and before the whistle for service execution, and then that the second referee is in position for the service.
- **Make sure that the second referee and the scorer have sufficient time to do their administrative and**



registration work, e.g. that the scorer has had enough time to check the legality of a request for substitution and its registration. If the first referee fails to give the necessary time for the control and administration of the facts, the second referee must prevent the continuation of the match by whistling.

- After the match, it is the first referee's responsibility to ensure that,
 - a) the scoresheet has been filled in correctly and is duly signed,
 - b) that any player or bench personnel sanctions are recorded on the relevant registration card(s).
- The referee should note those occasions where players are "playing up" from teams in a lower division.

2.2. Second Referee

- If the first referee cannot perform his/her duty, the second referee should replace him/her.
- Concentrate on decisions regarding the **contact of the player with the net**, **penetration** on to the opponent's court beyond the center line, and on the **actions on the side of the block**. *The second referee's main focus remains near the net, and at the same time he/she must have good peripheral awareness but must resist the temptation to watch the ball as it passes into the back court.*
- Also concentrate on the positions of the receiving team during service and not watch the server.
- Even when there are no line judges, the second referee **does not make in/out line call decisions** – they are the responsibility of the first referee unless not visible by the first ref and the 2nd ref happens to see it.
- "Contact with the net by a player between the antennae, during the action of playing the ball, is a fault. The action of playing the ball includes take-off, hit (or attempt) and landing". **Players close to the ball as it is played, or who are trying to play it, are considered in the action of playing the ball, even if no contact is made with the ball.**
- Typical faults that can occur along the net:
 - Touching the net between the antennae or the antenna itself during his/her action of playing the ball,
 - Using the net between the antennae as a support or stabilizing aid
 - Creating an unfair advantage over the opponent by touching the net
 - Making actions which hinder an opponent's legitimate attempt to play the ball,
 - Catching/ holding on to the net.



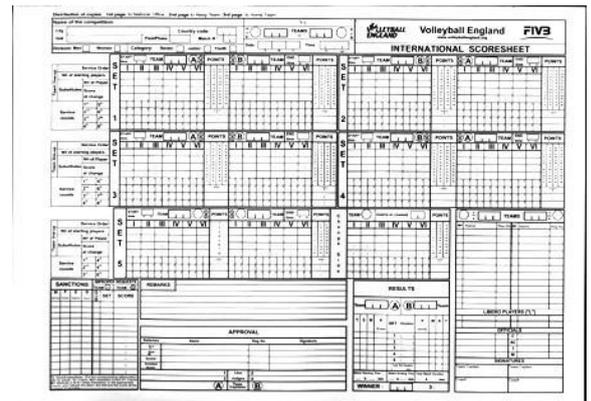
- **Touching the net outside the antenna is not to be considered a fault** (except for Rule 9.1.3.)



- **Check before and during the match if the players are in their correct positions**, on the basis of the team's line-up sheet, and assisted by the scorer, who can indicate which player must be in position 1.
- Check that the **free zone must always be free from any obstacle** which can cause an injury to a team member (drinking bottles, first aid kit, substitution paddles, etc...). Specifically, **there should not be any items in front of the team bench**.

2.3. Scorekeeper

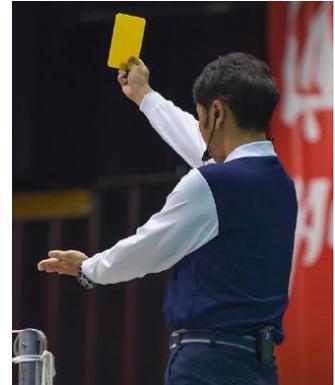
- Scorers must be competent and referees must note on the scoresheet where this is not the case. (Please write, e.g. "scoresheet not completed correctly", rather than "incompetent scorer".)
- A manually operated scoreboard, placed on the scorer's table, is compulsory for all matches. If an electronic scoreboard is used, this is in conjunction with the manual scoreboard and not in place of it.
- Before the start of the match, the scorer **ensures that the team lists on the scoresheet**, and the team Libero if being used, are verified and signed by the team captains and coaches.
- Before each set the scorer must check that the **numbers on the line-up sheets appear on the respective team member lists on the scoresheet** (if not, he/she must report the fact to the second referee).
- The scorer **verifies the service (rotation order) at each service**. If a rotation order mistake is discovered, on the serving team, the scorer informs the second referee immediately **after** the service hit.
- **Report to the second referee the second time-out and the fifth and sixth substitution of each team.**
- The scorer must **ensure that substitutions are legal and are recorded** swiftly and accurately; cooperating closely with the second referee during the substitution process.
- **When a substitution has been authorized** by the Referees:
 - 1) **Check if it is legal;**
 - 2) **Raise one hand**, to show he/she is ready for the substitution
 - 3) **Record the substitution** on the scoresheet.



- 4) **Raise two hands** to show that the administrative procedure has been completed. In the case of multiple substitutions, the scorer must use the same process for each substitution.

2.4. Sanctions

- Remember that not all misconducts are subject to sanctions. It is the 1st referee's duty to prevent the teams from approaching the sanctioning level and this can be done in two stages:
 - 1) A **verbal warning** through the game captain (no cards, no registration on the score sheet).
 - 2) By use of a **yellow card** to a team member. This warning is not a sanction but a symbol that the team member (and by extension the team) has reached the sanctioning level for the match. It has no immediate consequences, but is recorded on the score sheet.
- Apply **minor misconduct warnings** and misconduct leading to sanctions penalties as and **when they arise, and if appropriate**. Failure to act appropriately, may give the impression that unacceptable behavior may be tolerated.
- If any member of the team's attitude **exceeds the disciplinary limitations** laid down in Rule 21, the 1st referee has to apply the **appropriate sanctions** without any hesitation.
- Remove coaches or players from the court, if their behavior is unacceptably affecting the game.
- There can be only **one yellow card per team per match**. The **next misconduct** by any team member must be dealt with by way of a **red card** (or red and yellow if the seriousness of the second misconduct appropriate).
- **Only the first referee may apply misconduct and delay sanctions**. If other officials notice any irregularity, they should signal and go and inform the first referee of the facts.



CATEGORIES	OCCURRENCE	OFFENDER	SANCTION	CARDS	CONSEQUENCE
MINOR MISCONDUCT	Stage 1	Any member	Not considered as sanction	None	Prevention only
	Stage 2			Yellow	
	repetition any time		Penalty	as below	as below
RUDE CONDUCT	First	Any member	Penalty	Red	A point and service to the opponent
	Second	Same member	Expulsion	Red + Yellow jointly	Player leaves playing area and stays in the penalty area for the remainder of the set
	Third	Same member	Disqualification	Red + Yellow separately	Player leaves the Competition-Control Area for the remainder of the match
OFFENSIVE CONDUCT	First	Any member	Expulsion	Red + Yellow jointly	Player leaves the playing area and stays in the penalty area for the remainder of the set
	Second	Same member	Disqualification	Red + Yellow separately	Player leaves the Competition-Control Area for the remainder of the match
AGGRESSION	First	Any member	Disqualification	Red + Yellow separately	Player leaves the Competition-Control Area for the remainder of the match

1.1 Referee Interaction

- **The First Referee is in charge of calling ball handling.** Obviously, it's important to follow the ball and watch for illegal contacts (doubles, lifts, etc). **The Second referee can make signals to you for ball handling**, but it's the First Referee's responsibility to make the final call.
- At any level of competitions all obvious ball handling errors should be called as they are a fault. After that a consistently applied standard can be set based on the level.
- How you decide to **communicate with the Second Referee** should be discussed before the start of the match.
- It is important for the **Second Referee to signal** to the first referee of any request and when both the scorekeeper and he/she are **ready for the next rally**.

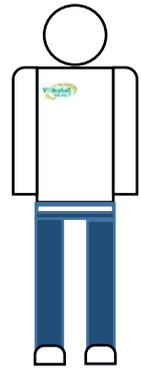
3. Preparation

3.1. Personal Equipment

- Preparation has many elements, but fundamental to refereeing well and being viewed as adopting a professional approach, referees must ensure that the following are in order prior to the match.
- Uniform should be prepared, clean and well presented

3.2. VAI Referee Uniform Code

- Top: White VAI Referee Polo Shirt or Sweat Shirt.
- Trousers: Navy blue - white belt optional.
 - Jeans, chinos, cords etc., or tracksuit bottoms of any variety are **not** acceptable
- Shoes: Predominantly white, clean sport shoes
- Socks: White.



The rules insist on players wearing approved kit; It is only right and proper therefore (and *compulsory*) for *all* referees to comply with the uniform code in all official matches

3.3. Referees Equipment

Referees should ensure that they have with them the equipment necessary to carry out their tasks as specified in the rules. Essential items include the following:

- Whistles (including a spare)
- Coin – to conduct the toss
- Measuring rod or net height chain or tape measure
- Ball pressure gauge
- Ball pump and adaptors
- Yellow and Red Sanction nets
- Ball point pen(s)
- Current Registration Card
- Rule Book, Competition Handbook (Tournament Rules)
- Watch

Referees may also choose to carry their own line up sheets.

3.4. Before the Match

Referees should ensure:

- They have received, read *and* responded *to* their match confirmation, according to the Competition requirements. Documents should be taken to the match.
- That they depart in good time to arrive at the venue no later than 30 minutes before the scheduled time for

first service, taking into account any possible delays/traffic reports.

- That as soon as possible after arrival they check the Playing Area and equipment. It will be easier to insist on any changes to the court and equipment required if Sports Centre staff are given sufficient warning. This is not always possible but taking care of such matters in advance will help ensure mental preparation and concentration is less affected.

4. Equipment

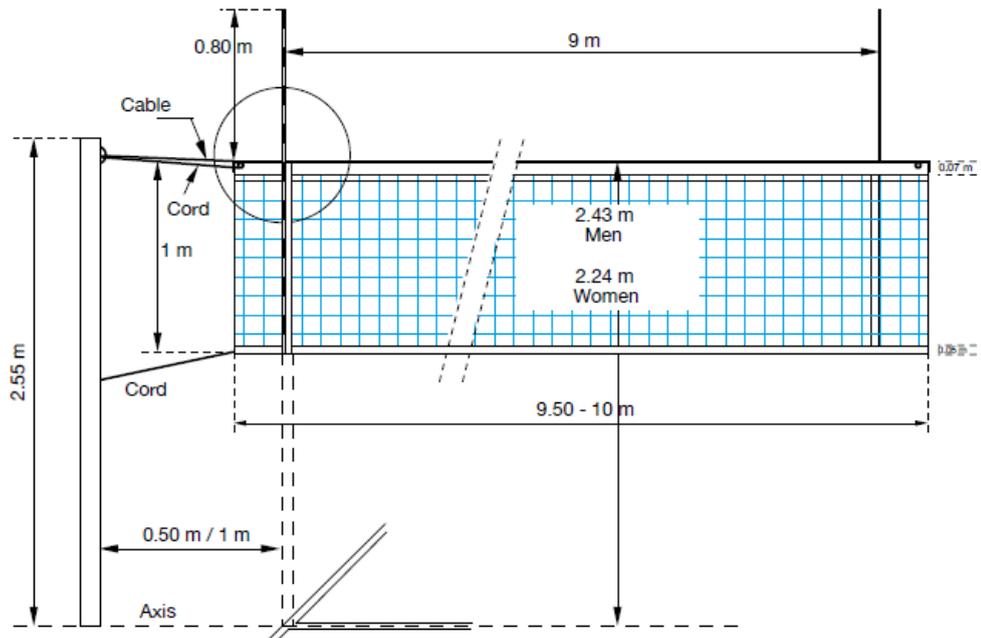
4.1. Playing Area

Prior to the match the referee must check for any irregularities regarding the playing area. Particular attention should be paid to the playing surface and any equipment which may prove a danger to participants.

- Attempts should be made where possible to resolve any issue with the home club/sports center representative.
- **Any significant irregularities should be recorded on the Scoresheet.** The team captains must agree on the use of the equipment / court before the start of the match.

4.2. Net and posts

- Sports Centre Staff and/or the Home team are responsible for the correct and safe erection of the net and posts, for the referee stand and any other equipment required for the proper completion of the game.
- Referees are strongly advised not to assist in the erection of the net / post assembly. This is important where liability may become an issue. If a match is delayed as a result, this should be noted on the scoresheet.
- Referees may make adjustments to the antennae / vertical side markers.
- **Referees should not officiate on stands which appear unsafe;** all such occasions must be reported on the match scoresheet. In such cases the referee may choose to referee from the floor.
- The first referee should check whether **the net is correctly tightened.** This should be done by **throwing the ball into the net.** The referee can see whether it rebounds correctly off the taut net. The material of the net, and that with which it is fastened, must not be too elastic.
- The second referee must measure the height of the net before the toss. The first referee remains near the second referee during this verification to supervise the measurement.
- The antennae must be placed on opposite faces of the net.
- During the game (and especially at the beginning of each set), the referees or line judges (if being used), must check whether the side bands are exactly perpendicular to the playing surface and over the side-lines, and whether the antennae are correctly located directly above the outer edge of each side line. If this is not the case they should be readjusted immediately, during a stoppage of play.



4.3. Balls

Only approved FIVB balls may be used (as notified by the VAI). If the correct balls are not available the match is still played but the relevant details are recorded on the scoresheet under Remarks. Its pressure should be 0.30 to 0.325 kg/cm² (4.26 to 4.61 psi) (294.3 to 318.82 mbar or hPa).

4.4. Exceptions

In case of any issue with correct equipment **Referees may agree playing without complete and proper equipment with BOTH teams**, and notes the agreement on the scoresheet - no subsequent appeals would be accepted. If a team disagrees, the responsible team will forfeit on the day and can appeal the result explaining the reason for the lack of equipment.

5. Participants

5.1. Teams

- Using the registration cards, referees must **check team member eligibility before the match**.
- Only three others can take a place on the bench: **One coach, one assistant coach, and one trainer/physiotherapist**. All three must be in possession of bench personnel **registration cards as per VAI Competition Rules**. All bench personnel must be recorded on the scoresheet.
- By signing on the team list on the scoresheet prior to the match, **Captains and Coaches are confirming each individual's eligibility**. The first referee should clarify any doubts concerning a disputed player. Players with no registration card are allowed to participate; the competition organizers will subsequently rule on a team member's eligibility.
- A team where a **player is found to be not registered then the team will forfeit the game**. All players with no card should be asked to produce another form of ID.
- **Children of players should not sit on or near the player benches** due to issue of health and safety, so it is strongly advised that players and coaches make alternative arrangements. Where there is no alternative, the referee should make it clear to the adult supervisor that this is entirely at the risk of the responsible adult.
- Only team members included in the team list on the scoresheet, or in the space allocated for the Libero, are permitted to sit on the bench during the match or to participate in the warm-up session (Rule 4.2.2). Note: the Libero is only named once on the scoresheet – he/she is not named among the list of twelve players.
- **The uniform must be the same design and colors for each team member (except the Libero)**. The uniforms must be clean and numbered **1 to 20 only**.
- Numbers should be located centrally on the chest and back. The Libero must wear a uniform (or jacket/bib for the redesignated Libero) whose jersey at least must **contrast in colour** with that of the other members of the team.
- Where shorts/jerseys are concerned and they are materially uniform, then the referee should decide on the day and make a note on the scoresheet. Opposition concerns can be expressed before start of the game (or beginning of first set). No appeals would be accepted if concerns occur during the game.
- It is forbidden to wear objects which may cause injury or give an artificial advantage to the player. Players may wear **glasses or contact lenses at their own risk**. Referees should strongly encourage **the removal of chains, earrings, etc.**, which they consider dangerous. Rings and earrings/studs may be taped if they cannot be removed. Players refusing to comply when asked should be warned that they play at their own risk, both to themselves and third parties. Non-compliance should be recorded on the scoresheet.
- **Players are not permitted to stand behind or alongside the bench**, nor sit on the floor near the bench. Players in the warm-up area may sit on the floor but may not sit on chairs, or any other objects or equipment.
- **Team members should not leave the Competition Area without the permission of the referee(s)**.

5.2. Team Captains

- Team Captains should be identified in the Scoresheet.
- **Only the captain and the coach may intervene during the game**. If the game captain is substituted, or is

not in the starting line-up for the set, the second referee should check with the coach or team captain who the game captain is and inform the first referee. If the Team captain is substituted, he/she loses this right whilst sitting on the bench or in the warm-up area. The right passes to the game captain.

- The captains are allowed to talk to the referees for ***in-game requests (e.g. time-outs) and to request an explanation on the application of the rules***. The first referee must give it, by repetition of hand signals and *using the official terminology of the rules*.
- If the game captain does not agree with the explanation of the first referee, he/she can choose to ***record an official protest on the scoresheet***, at the end of the match. The choice to record a protest must be registered at the time of the dispute.
- During the match, the second referee must check that the reserve players are seated on the bench or are in their warm-up area – this also applies to the Libero between replacements. Players in their warm up area cannot use balls.
- The team members, either on the bench or in the warm-up area, have no right to protest or contest the referees' decisions. Such behavior must be sanctioned by the first referee.

5.3. Coaches

- The coach, substitutes *seated* on the bench, and players in the warm-up area, may give instructions or communicate with their team. This must be done without disturbing or delaying the match.
- The coach does not have the right to request anything from the members of the refereeing corps, except the regular game interruptions (time-outs and substitutions). The coach can request to verify the score or the number of used time-out/substitutions, but only when the ball is out of play.
- The assistant coach may sit anywhere on the team bench, but has no right to intervene in the match. The assistant coach is not permitted to call time-outs or substitutions if the coach becomes a player on court.
- If the coach enters the court as a player all rights as a coach are forfeited and all requests for regular interruptions must come from the game captain.
- The second referee must check that the coach is sitting on the bench nearest the scorer's table or standing within the free zone.

6. Before the match

- Officials must be present at the venue 30 minutes prior to the scheduled match start time.
- If the first referee has not arrived on time, the second referee should begin the 17 minute pre-match protocol, after informing both team coaches/captains.
- If the first referee fails to arrive the second referee should conduct the match (as first referee) and (where available) a reserve referee takes the place of the second referee.

6.1. Briefing with Captains

At the beginning of the warmup, just before or after the toss, the First referee should clearly remind the two captains that:

- **Only the Captain on court can approach the referees to request for explanations.** If the Captain is substituted, this authority passes to the Game Captain. The substituted Captain loses his/her privileges.
- **Only the Captain on court can request formation or server to the Second Referee.** Other players or coaches cannot do it. Also, **it is not permitted to make these requests directly to the Scorekeeper or his/her assistant.**
- **Only the Coach can request Time-outs and Substitutions.** In the absence of a coach, the Captain assumes these responsibilities.
- **It is not acceptable to continue questioning the Referee(s), shouting, calling faults, or any disrespectful behavior by any player or the coach.** These actions will be sanctioned as appropriate.
- Respect and Courtesy. Between all involved.

6.2. Warm Up

The official warm-up lasts for 15 minutes (it is a warm-up at the net).

- **17+ Minutes before start**

The referees check the height and tension of the net as well as the position of the antennae and side markings. Second referee checks match balls conform to the rules and are at the correct pressure

- **16 Minutes before start**

The two referees and both team captains" report to the area in front of the scorer's table. The coin toss follows after which the first referee informs the scorer about the result of the toss. Team captains sign the score sheet.

- **15 Minutes before start**

The first referee blows his whistle to signal the start of the official warm-up. Hitting and service practise is conducted at this stage. The referees check the equipment for the game, i.e. match balls, score sheet, uniforms etc. Referees have to give any necessary instructions to line judges, ball retrievers, etc. The referee's will control the warm-up. . The customary division of the ten minutes is:-

4 minutes through position 4, then

3 minutes through position 2, then

3 minutes serving

NOTE: The monitoring of the net warm-up is the responsibility of the first referee. It is a responsibility which should not be delegated, even for part of the period. It is the first referee who would have to issue any sanctions necessary during this period.

- **12 Minutes before start**

The second referee must ensure that the coach of each team submits a line-up sheet for the first set to the scorer who records the six starting players of each team on the score sheet

- **5 Minutes before start**

The first referee whistles, indicating the end of the warm-up of the teams. If players must change their jerseys, they must leave the playing court and return with little or no delay. All team members must be wearing their match uniforms.

- **4 Minutes before start**

Both referees stand in the middle of the court, perpendicular and close to the net. At the first referee whistle the players enter the court lining up laterally in the middle of the court facing the scorer.

The first referee whistles for the players of the two teams to shake hands at the net and then return to their benches.

- **2.5 Minutes before start**

Both referees go to their normal positions

- **2 Minutes before start**

First referee will blow the whistle for the teams to line-up at the baseline, and then whistle for players to enter the court.

Second referee checks the players starting positions. The second referee checks that the scorer is also finished checking and is ready to start. Then he/she gives the ball to the server.

- **Match start**

The first referee blows the whistle to authorize the first service of the match.

7. During the game

7.1. Before each set

- The scorer must ensure that **the players' numbers on the line-up sheet correspond to the players listed on the scoresheet**. If not, the line-up sheet must be refused and another requested by the second referee.

7.2. Regular Time Outs

- At the *end* of the time-out the second referee should signal the coach if it is the *second* time-out (the coach should not be interrupted during the 30 seconds), then check that:
 - The substitutes and bench personnel for each team are either sitting on the bench or in the warm-up area (exception: the coach)
 - There are no dangerous objects in the free zone, particularly in front of the team benches e.g. drinks bottles and carriers, first aid etc.
 - There are six players on each court
 - The scorer is ready to continue
 - The server has the ball

The second referee should then take up a position on the receiving side and only then give the 1st referee the "ready" signal.

7.3. Technical Time Outs (TTO)

Technical Time Outs have been removed from all VI competitions.

7.4. Substitutions

Substitution must be carried out within the substitution zone and shall only take the time needed for recording the substitution on the scoresheet, and allowing the entry and exit of players.

- If the first referee sanctions a team for delaying a substitution, the substitution must be refused (Rule 15.10.3). A rally must take place before a further request for substitution.
- When a coach requests a substitution, **the official hand signals must be used**.
- If the coach wishes to substitute more than one player at the same time, this must be advised at the time of the request. **Multiple substitution may only take place in succession**: first, one pair of players – one player coming off the court and the substitute going in, then another, etc., in order to allow the scorer to take due note and check them one by one.
- Before whistling for a substitution **the second referee must check** that:
 - **The person calling the substitution has the right to make the request**
 - That the **team has a legal substitution(s) left**
 - **There is time left before the first referee whistles for serve**
- **After whistling and signaling, the second referee should**
 - **Go to the T**, where the attack line meets the side line and face the net

- **Lower the bar** i.e. extend an arm above the side-line
- **The pair of players should meet either side of the bar**
- Make **eye contact with the scorer.**
- *Before the match* the second referee should brief the **scorer to make eye contact and hold up one arm to indicate** that the substitution
 - **Has been noticed**
 - **Is legal**
 - **Is ready to be recorded.**
- Once the scorer has given the *one arm* signal, the on court player and the substitute player should be allowed to change. **The scorer should take down the arm prior to the writing process.**
- **The second referee does not wait for a two armed 'ready' signal** from the scorer before allowing the players to change.
- Before the match the scorer should also have been instructed to **raise two arms, giving a ready signal, when the recording of the substitution(s) is completed.**
- **The second referee informs the relevant coach and the first referee if it is the 5th or 6th substitution.**
- **If the game captain is substituted the second referee must check if there is a new game captain,** or whether the team captain is re-entering. If there is to be a new game captain the second referee should indicate this to the first referee by pointing at an imaginary team captain stripe on his/her own chest and either indicating the new game captain with a hand or showing the number of the new game captain.

7.5. During the rally

- At the moment of the **service** hit,
 - **The first referee checks the position of the serving team.**
 - **The second referee *must* be on the side of the receiving team.**
 - When the second referee whistles a *positional fault* on the receiving team, he/she must indicate the positional fault with the official hand signal (Signal 13) and indicate clearly and accurately the players at fault.
- **Throughout the play**
 - **The second referee should be on the side of the defending (blocking) team.** So, during the match, the second referee must continuously change position.
 - **The first referee is responsible for watching the ball and its contact** with player(s) or equipment and objects.
 - **The first fault to occur must be penalized.** The fact that the first and second referees have different areas of responsibility makes it very important that each referee whistles the fault immediately. On the whistle of one of the referees, the rally ends.
 - **After a whistle by the first referee, the second referee has no further right to blow the whistle,** because the rally ends with the first whistle of the referees.

- If the team members on the bench or in the warm-up area act against the rules, the second referee must immediately inform the first referee, when the ball is out of play.
- **It is usually the second referee who authorizes the requested game interruptions** (time-outs and substitutions) and only if the ball is “out of play”. If the second referee has not noticed the request for interruption of the game, the first referee can also authorize it, helping the second referee.

7.6. At the end of each set

- The second referee immediately asks the coaches for **the line-up for the next set**, to avoid prolonging the three minutes interval between the sets. Teams return directly to the court, except at the start of a fifth set when they line up on the baseline.

8. After the game

- If required, record objections on the scoresheet.
- Ensure that the scoresheet is correctly filled in and signed.
- If objections were recorded or the match forfeited, the first referee must notify the Competitions Commission, the Referee Commissions and the VAI office within two working days.

9. Useful Links

- FIVB website: <http://www.fivb.com/>
- FIVB Refereeing section: <http://www.fivb.org/EN/Refereeing-Rules/>
- FIVB rules page, including Casebook and guidelines: http://www.fivb.org/EN/Refereeing-Rules/RulesOfTheGame_VB.asp

10. HAND SIGNALS

The official hand signals are shown below (official FIVB signals):

FIVB
FÉDÉRATION INTERNATIONALE
DE VOLLEYBALL

VOLLEYBALL OFFICIAL HAND SIGNALS

REFEREES' OFFICIAL HAND SIGNALS

<p>1 AUTHORISATION TO SERVE Relevant Rules: 12.3, 22.2.1.1 Move the hand to indicate direction of service</p>	<p>10 BALL NOT TOSSED OR RELEASED AT THE SERVICE HIT Relevant Rule: 12.4.1 Lift the extended arm, the palm of the hand facing upwards</p>	<p>21 ATTACK HIT FAULT Relevant Rules: - by a back-row player, by a libero or on the opponent's service: 13.3.3, 13.3.4, 13.3.5, 23.3.2.3d, e, 24.3.2.4 - on an overhand finger pass by the libero in his/her front zone or its extension: 13.3.6 Make a downward motion with the forearm, hand open</p>
<p>2 TEAM TO SERVE Relevant Rules: 22.2.3.1, 22.2.3.2, 22.2.3.4 Extend the arm to the side of team that will serve</p>	<p>11 DELAY IN SERVICE Relevant Rule: 12.4.4 Raise eight fingers, spread open</p>	<p>22 PENETRATION INTO THE OPPONENT COURT BALL CROSSING THE LOWER SPACE OR THE SERVER TOUCHES THE COURT (END LINE) OR THE PLAYER STEPS OUTSIDE HIS/HER COURT AT THE MOMENT OF THE SERVICE HIT Relevant Rules: 8.4.5, 11.2.2, 12.4.3, 23.3.2.3a, f, 24.3.2.1 Point to the center line or to the relevant line</p>
<p>3 CHANGE OF COURTS Relevant Rule: 18.2 Raise the forearms front and back and twist them around the body</p>	<p>12 BLOCKING FAULT OR SCREENING Relevant Rules: 12.5, 12.6.2.3, 14.6.3, 19.3.1.3, 23.3.2.3a, g, 24.3.2.4 Raise both arms vertically, palms forward</p>	<p>23 DOUBLE FAULT AND REPLAY Relevant Rules: 6.1.2.2, 17.2, 22.2.3.4 Raise both thumbs vertically</p>
<p>4 TIME-OUT Relevant Rule: 15.4.1 Place the palm of one hand over the fingers of the other, held vertically (forming a T) and then indicate the requesting team</p>	<p>13 POSITIONAL OR ROTATIONAL FAULT Relevant Rules: 7.5, 7.7, 23.3.2.3a, 24.3.2.2 Make a circular motion with the forefinger</p>	<p>24 BALL TOUCHED Relevant Rules: 23.3.2.3b, 24.2.2 Brush with the palm of one hand the fingers of the other, held vertically</p>
<p>5 SUBSTITUTION Relevant Rules: 15.5.1, 15.5.2, 15.8 Circular motion of the forearms around each other</p>	<p>14 BALL "IN" Relevant Rule: 8.3 Point the arm and fingers toward the floor</p>	<p>25 DELAY WARNING/DELAY PENALTY Relevant Rules: 15.11.3, 16.2.2, 16.2.3, 23.3.2.2 Cover the wrist with a yellow card (warning) and with a red card (penalty)</p>
<p>6a MISCONDUCT WARNING Relevant Rule: 21.1, 21.6 Show a yellow card for warning</p>	<p>15 BALL "OUT" Relevant Rules: 8.4.1, 8.4.2, 8.4.3, 8.4.4, 24.3.2.5, 24.3.2.7 Raise the forearms vertically, hands open, palms towards the body</p>	<p>LINE JUDGES' OFFICIAL FLAG SIGNALS</p>
<p>6b MISCONDUCT PENALTY Relevant Rules: 21.3.1, 21.6, 23.3.2.2 Show a red card for penalty</p>	<p>16 CATCH Relevant Rules: 9.2.2, 9.3.3, 23.3.2.3b Slowly lift the forearm, palm of the hand facing upwards</p>	<p>1 BALL "IN" Relevant Rule: 8.3, 27.2.1.1 Point down with flag</p>
<p>7 EXPULSION Relevant Rules: 21.3.2, 21.6, 23.3.2.2 Show both cards jointly for expulsion</p>	<p>17 DOUBLE CONTACT Relevant Rules: 9.3.4, 23.3.2.3b Raise two fingers, spread open</p>	<p>2 BALL "OUT" Relevant Rules: 8.4.1, 27.2.1.1 Raise flag vertically</p>
<p>8 DISQUALIFICATION Relevant Rules: 21.3.3, 21.6, 23.3.2.2 Show red and yellow cards separately for disqualification</p>	<p>18 FOUR HITS Relevant Rules: 9.3.1, 23.3.2.3b Raise four fingers, spread open</p>	<p>3 BALL TOUCHED Relevant Rule: 27.2.1.2 Raise flag and touch the top with the palm of the free hand</p>
<p>9 END OF SET (OR MATCH) Relevant Rules: 6.2, 6.3 Cross the forearms in front of the chest, hands open</p>	<p>19 NET TOUCHED BY PLAYER - SERVED BALL TOUCHES THE NET BETWEEN THE ANTENNAE AND DOES NOT PASS THE VERTICAL PLANE OF THE NET Relevant Rules: 11.4.4, 12.6.2.1 Indicate the relevant side of the net with the corresponding hand</p>	<p>4 CROSSING SPACE FAULTS, BALL TOUCHED AN OUTSIDE OBJECT, OR FOOT FAULT BY ANY PLAYER DURING SERVICE Relevant Rules: 8.4.2, 8.4.3, 8.4.4, 12.4.3, 27.2.1.3, 27.2.1.4, 27.2.1.6, 27.2.1.7 Wave flag over the head and point to the antenna or the respective line</p>
<p>20 REACHING BEYOND THE NET Relevant Rules: 11.4.1, 13.3.1, 14.3, 14.6.1, 23.3.2.3c Place a hand above the net, palm facing downwards</p>	<p>5 JUDGEMENT IMPOSSIBLE Raise and cross both arms and hands in front of the chest</p>	<p>5 JUDGEMENT IMPOSSIBLE Raise and cross both arms and hands in front of the chest</p>

Legend: ●● Referee(s) who must show the signal according to their regular responsibilities
 (P) (B) Referee(s) who show the signal in special situations

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10.1. Additional signals

Additional signals are listed below. These are not official FIVB signals, but are widely used at national and international level.

READY FOR RALLY
Hands open, palm forwards, not higher than the head



S

CAN'T JUDGE
Cover both eyes with open hands



F S

CALL CAPTAINS
Point at an imaginary line on the chest



F S