

APPENDIX P DAC- FOOTBALL GAME ADMINISTRATION (revised September 2009)**I. Game Officials:**

1. Six officials will be used in DAC games.
2. The Supervisor of football officials shall assign officials for all varsity games played at member institutions and may change any officiating assignment at any time.
3. No official may be assigned to more than four games in which a member institution competes in the same season.
4. No employee of a member institution may be on the approved list of football game officials.
5. Officials are not to work any games prior to a DAC assignment on any given day unless approved by the Supervisor of Officials.
6. In the event of a schedule conflict, the Crew Chief is responsible for notifying the Supervisor. In the event of an emergency and the Supervisor is not available, the officials should contact the Commissioner.
7. The referee shall e-mail or fax a Game Report to the Conference Commissioner and Football Supervisor on Sunday. All games must have a Game Report filed.
8. Any unusual circumstances involving conduct of players, coaches, or fans should be reported to the Supervisor immediately.
9. Any player or coach ejected from a game must be reported the following morning to the Supervisor.
10. Officials are to refrain from commenting on facilities, rulings, questionable calls or anything else controversial to the media. All questions regarding this will be handled by the DAC Commissioner's Office.

II. Officials Fees and Mileage:

1. \$125.00 per official.
2. Mileage paid per mile driven will be \$0.55 for a car and \$0.75 for a van.
3. Officials are expected to travel together when possible. Hook up mileage will be paid when appropriate(maximum of \$0.40).
4. If \$0.75 van mileage is paid, the only car mileage that is to be paid is for any appropriate hookup mileage.

III. Home Management Responsibilities:

1. The home management is to furnish trained and experienced clock operators who are to report to the officials at least 30 minutes prior to game time for instructions.
2. The home management is to provide one down-indicator operator and two chainmen. All three are to be dressed alike and in contrasting color with either players or game officials. All three men are to report to the linesman for instructions 20 minutes prior to game time on the field.
3. The home management is to provide two individuals to act as ball retrievers with one to be located on each side of the field. These individuals are to report to the game officials for instructions 20 minutes prior to game time on the field.
4. The home management shall provide a private dressing room for game officials. Someone from the home management should be available to direct the officials to their dressing room, and it is recommended that towels and refreshments be provided. Officials' checks should be delivered to the officials prior to their leaving for the game

field.

5. The home management shall provide the game officials with three (3) properly inflated footballs. If in the judgment of the referee the balls provided by the home management are not satisfactory, he may then elect to use balls taken from the visitors ball bag.
6. The home management is responsible for keeping all spectators in the stands. Only authorized individuals are allowed on the sidelines. This includes: players in uniform, injured players, coaches, managers and medical staff.

IV. Game Procedures:

1. The scoreboard clock is the official time.
2. Games shall start on time.
3. Game time procedures:
 - (a) 60 minutes prior to game time-Referee and Umpire initiate pre-game duties.
 - (b) 60 minutes prior to game time-Field open for team practice.
 - (c) 30 minutes prior to game time-Officials report to playing field.
 - (d) 30 minutes prior to game time-Clock starts (alerts coaches of remaining practice time).
 - (e) 15 minutes prior to game time-Teams off field.
 - (f) 6 minutes prior to game time-Captain reports to respective sidelines and teams must be on the field.
 - (g) 5 minutes prior to game time-Star Spangled Banner.
 - (h) 3 minutes prior to game time-Coin toss on the field.
 - (i) 0 minutes prior to game time-Great importance attached to a prompt start.
4. Half time:
 - (a) 20 minutes prior to second half-Clock immediately starts.
 - (b) 5 minutes prior to second half-Half-time activity leaves the field.
 - (c) 5 minutes prior to second half-Home Administration is to Notify each head coach.
 - (d) 4 minutes prior to second half-Team captains report to respective sidelines and teams must be returning to field.
 - (e) 0 minutes prior to second half-A prompt start (mandatory).
5. The clock should never be stopped during the 20 minute half. Although half time shows are important, the number one priority must be the football game. Coaches, players, and spectators are geared to a 20 minute break in action and this must be carefully observed.
6. At the end of each period, the referee will blow the ball dead and, as a signal will face the press-box and raise the ball above his head. A gun will not be used.
7. Starting line-up may be introduced, but players are not to run on the field. This is done to prevent starting the game late.

V. DAC Policy on Delaying, Postponing and Rescheduling Contests:

1. Delay or Termination of Conference Events. The DAC recognizes four legitimate reasons for delay or termination of a contest:
 - (1) Obstruction of any type that cannot be removed from the playing facility.
 - (2) Failure of electrical power or other services necessary to continue a contest.
 - (3) Weather conditions that make it impossible to play or continue to play.
 - (4) Misconduct, by any person, that jeopardizes the safety of persons playing or spectating. If the apparent cause is 1, 2 or 3 above, the referee or chief official

shall determine when a contest is to be delayed, terminated, or resumed. For cause 4, the Athletic Director of the host institution, or the director's appointed representative, shall determine whether the contest is to be delayed, terminated, or resumed. Whenever a contest is delayed or terminated, a written report to the Commissioner explaining the circumstances shall be filed by the host Athletic Director immediately after the event. Rescheduling, if appropriate, shall be accomplished as soon as possible by the Athletic Director's of the involved institutions and the Commissioner.

2. Weather Postponements. The Athletic Director of the traveling institution is to determine if weather and/or road conditions require a postponement of a scheduled contest. Rescheduling, if appropriate, shall be accomplished as soon as possible by the Athletic Directors of the involved institutions and the Commissioner.