

## Working the NE Zone JO Qualifier Water Polo Desk (June 1, 2010)

### Secretary / Scorekeeper:

1. The secretary must maintain the record of the game, including the players, the score, timeouts, and personal fouls (exclusion fouls and penalty fouls) awarded against each player.
  - a. The team roster for each team, with cap numbers designated, must be in the secretary's hands before the start of the game.
  - b. Before the game, record cap numbers and names of the players on each team on the score sheet (white on left, dark on right side of the score sheet).
  - c. Verify which cap number is the starting goalkeeper. If #13 has a red cap, record the name in the line under #1. If #13 has on a white or dark cap, record the name in the appropriate line on the lower part of the score sheet. If there is a goalkeeper substitution, record the goalkeeper statistics with the correct cap number.
2. Record all goals **in two places** in this order on the score sheet:
  - a. **First:** Progress of game: in the lower portion of the score sheet, note the time of goal, the cap number, team (white or blue), G for a natural goal, G-P for a penalty shot goal under Remarks, and the running score (0-1, etc., in the W-B column with the white score first, then the blue score).
  - b. **Second:** Upper portion of the score sheet: record all goals in the upper portion of the score sheet, **in the appropriate period's box on the score sheet.**
3. Record all personal fouls (exclusion or penalty fouls) on the score sheet. For exclusion fouls, the referee shall signal the cap number so that it is visible to the players in the water and to the scoring table. For penalty fouls, the referee shall raise one arm with five fingers in the air and signal the cap number to the players and to the scoring table. Record all personal fouls **in two places** in this order on the score sheet:
  - a. **First:** Progress of game: record the time, cap number, team (W or B) and the symbol E for exclusion foul and P for penalty foul in the "Remarks" column. **Do not fill in or make any mark in the running score column when completing the foul information since no goal was scored.** The column entries should be as follows:  
2:21 5 W E
  - b. **Second:** Upper portion of the score sheet: record every personal foul in the personal-foul column. Record the symbol and period (i.e., **E/2** in the first box for the first exclusion foul committed by a player, the foul occurring in the second period). Use a P followed by the period for a penalty foul (i.e., **P/4** for a penalty foul committed in the fourth period).
4. Record the time, team, and individual, if applicable, when a yellow or red card is issued in the "Progress of Game" section on the score sheet. Be sure to verify with the referee on the table side as to whom the card was issued.
5. Record all official timeouts (recording the period and the time) on the score sheet in the appropriate boxes with time first and then period (2:21/1Q for a timeout at 2:21 in the first period) and under "Progress of Game". Each team is allowed two timeouts.

6. At the end of each period, record **that period's** number of goals in the box in the lower right-hand corner of the score sheet.  
**NOTE:** Check that the number of blank spaces in the running score column (W-B column) equals the number of personal fouls marked above plus timeouts and the number of yellow or red cards issued. Check the number of fouls on each player. **Repeat this check at the end of each period, using the totals at that time, not just for that period.**
7. At the end of the game, total the score of each period in the lower right-hand corner of the score sheet. **Check that this agrees with the last running score.** Record the time of completion of the game on the score sheet and have the referees and delegates sign the score sheet.  
**NOTE:** The notation of the finish time is necessary to know the official ending time of the game in case a protest is going to be filed.

### **Exclusions**

1. The offender is removed for 20 seconds of actual play or until a goal is scored, or a change in possession of the ball, whichever is the shorter.
2. For an exclusion foul, raise the white or blue flag as appropriate after 20 seconds have elapsed, provided that the excluded player is in the reentry area. Do not raise the flag for reentry until the **player reaches the reentry area**. Keep the flag up for several seconds after the player enters the pool in case the referee has any questions as to whether the exclusion secretary signaled the player to enter.
  - a. In the case of a double exclusion, both players are eligible to enter after the 20-second exclusion period or when there is a change of possession (the excluded player must still exit the pool and enter from the reentry area). At the end of 20-seconds, raise the appropriate flag as soon as each player reaches the appropriate exclusion area.
  - b. Do not wave in an excluded player at the end of the exclusion time if that player is not eligible to play (i.e., if that player has three personal fouls).
3. Signal without delay the award of a third personal foul which is an exclusion foul to a player as follows:
  - a. Raise the red flag to indicate that player is excluded for the remainder of the game, but may be replaced by a substitute. Keep the red flag raised during the entire exclusion period until the player is substituted for.
  - b. If two players are excluded simultaneously and this foul is the third personal foul for one of the players, raise (in the same hand) the flag corresponding to the color of the cap of the player with the third personal foul together with the red flag to signify that player has three personal fouls.
  - c. The player with three personal fouls must go to the exclusion area before being substituted for, unless a goal is scored or the period ends. If the player with three personal fouls reenters while the game is in progress while the red flag is raised, even if signaled in by the referee, **blow the whistle**.
4. Signal without delay the award of a third personal foul which is a penalty foul to a player as follows: blow the whistle and raise the red flag immediately before the ball is put into play. A substitute must enter before the penalty shot is taken.

## **Game Timer:**

1. A game consists of four five(5)-minute periods, with a one-minute interval between periods one and two and between periods three and four, with a three(3)-minute interval between periods two and three.
2. At the beginning of the period, start the game clock when the first player touches the ball.
3. Stop the clock each time the referee blows the whistle. The time allowed for a player to take a free throw shall be at the discretion of the referees; it does not have to be immediate. Start the clock when the ball is put into play when the ball visibly leaves the hand of the player taking the free throw, goal throw or corner throw. Instead of passing the ball, the player may put the ball into play by dropping the ball to the water or by throwing the ball into the air and then starting to swim with or dribble the ball.
4. After a goal, start the clock when the ball leaves the hand of the player making the restart.
5. Start the clock on a neutral throw when one player touches the ball (the player may touch the ball before it lands in the water).
6. Start the clock on a goal throw when the ball is put into play anyplace within the 2-meter area by any player of the team (the player closest to the ball).
7. Start the clock on a penalty throw when the ball leaves the hand of the player taking the penalty throw and stop on the whistle. Should the penalty throw be missed and the ball rebounds into the field of play, the ball remains in play and the clock continues to run.
8. Start the clock on an exclusion foul when the ball leaves the hand of the player putting the ball into play. Do not start the clock when a player is swimming over to get the ball after the whistle or while the player is moving to a point indicated by the referee.
9. Start the clock after a timeout when the ball is put into play.
10. If, just before the expiration of 30 seconds, a player throws the ball into a vacant corner, the referee may blow the whistle and award a free throw to the opposing team at that site. Stop the game clock on the whistle or when 30 seconds expires and start it when the ball is put in play.
11. If the scoreboard displays exclusions, enter the exclusion on the board before the ball is put into play. (If late, do not put up the exclusion time as it will be incorrect.) After starting the exclusion timer, enter the cap number as soon as you see the cap number or receive notification of the number.
12. Signal the end of each period by buzzer, whistle, air horn or by some other means provided it is distinctive, acoustically efficient, and readily understood.
13. Time the intervals between periods on the clock. Sound a warning buzzer when 30 seconds remain of the interval. (The clock should be set to run the correct time of the interval after the conclusion of a period.)
14. Record the score on the scoreboard after each goal.
15. Between periods reset the clock to the correct period length and check that the proper period is showing on the clock.
16. Time the timeouts on the game clock only if the game clock has a line suitable for display of a countdown from one minute. The warning signal should be sounded after the expiration of 45 seconds.

### **30-Second Timer (Shot Clock)**

1. At the beginning of each period, start the shot clock when the first player gains possession of the ball (the player need not actually touch the ball).  
**NOTE:** The shot clock is integrated with the game clock, the shot clock will start when the game clock starts. However, if one team did not gain possession of the ball when the first player touched the ball, it is necessary to reset the shot clock when one team gains actual possession of the ball.
2. Reset the shot clock at the following times.
  - a. After a goal (start the clock when the player puts the ball into play).
  - b. After an attempt at a goal even if the same team regains possession of the rebounding ball (**reset the clock on the shot immediately when the ball leaves the hand of the player taking the shot and reset again when a player of either team gains possession of the rebounding ball**). If the referee blows the whistle, (if, for example, the ball went out of bounds on the shot over the goal), reset on the shot; stop on the whistle, reset again and start the clock when a player from the correct team puts the ball into play.
  - c. After an exclusion foul, double exclusion foul or an offensive turnover.
  - d. When a neutral throw is awarded (start the shot clock when one player gains possession of the ball).
  - e. When the opposing team gains possession of the ball (the opposing team must gain possession of the ball - it must not merely touch the ball in flight).  
**NOTE:** If the whistle blows as soon as the ball changes hands in an interception or steal, stop the clock, but do not reset it until checking to see if the team has actually lost possession. The team intercepting or stealing the ball may not necessarily retain possession of the ball.
  - f. When a penalty throw is awarded. If the shot is missed and the ball rebounds, reset the shot clock when a player gains possession of the ball.
  - g. On a goal throw or corner throw. The clock is not reset when the ball goes out of bounds on the sides of the pool line when last touched by a defensive player unless a shot was taken.
5. The buzzer on the shot clock will sound at the end of 30 seconds of continuous possession of the ball without a goal attempt. The referee will blow the whistle and award the ball to the opposing team. Reset the shot clock.
6. If, just before the expiration of 30 seconds, a player throws the ball into a vacant corner, the referee may blow the whistle for stalling and award a free throw to the opposing team at the site. Stop the clock on the whistle, reset the shot clock, and start the clock when the player puts the ball in play.  
**Note:** Neither clock should be running while the player is swimming over to get the ball.
7. Do not reset the shot clock for a timeout.
8. If an incorrect player or no player leaves the field of play after an exclusion foul, the referee will stop play, remove the correct player, allow the incorrect player to reenter, and reset both clocks. Restart both clocks when the ball is put into play.