



World Para  
**Ice Hockey**

World Para Ice Hockey

# Off Ice Official's Handbook

August 2017



## World Para Ice Hockey Off-Ice Officials Handbook

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## Preface

The International Paralympic Committee (IPC) Off-Ice Officials Handbook outlines the responsibilities of the Off-Ice officials assigned by an IPC Championships organiser to an IPC Competition.

Regulations pertaining to discipline, health and first aid, medical services, anti-doping, and the actual playing rules, can be found in the World Para Ice Hockey Rulebook and Regulations. Please contact the IPC Management Team directly for clarification on any of the information in this handbook, or for questions on topics not covered in this publication.

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## **1 Introduction**

The IPC Off-Ice Officials Handbook outlines in detail the responsibilities of the scorekeeper, timekeeper, announcer, goal judge and penalty box attendant.

The WPIH Rulebook provides a job description of each position, and off-ice officials should be familiar with these duties. In addition, they should become familiar with the WPIH playing rules. With a good understanding of their duties, plus a basic knowledge of the playing rules, off-ice officials can be of great assistance to the game officials on the ice.

## 2 General information

The following off-ice officials should be appointed for all international games:

- One scorekeeper (with up to two assistants)
- One timekeeper
- One public announcer
- Two penalty bench attendants
- Two goal judges
- One video goal judge (as required at IPC Competitions)

The IPC may assign additional persons to any of the competitions to operate the statistical program including recorders and result managers. This assignment is dependent upon the category and the level of competition. This is arranged with the organiser by the IPC in advance of the competition.

The Local Organising Committee, when preparing for an IPC Competition, will nominate a manager(s) of off-ice officials, who will be responsible for organising the work of the off-ice officials. In general, the individuals nominated should have experience working as an off-ice official in their national league, and may include game officials, regional or local referee-in-chiefs, or representatives from the National Association Referee Committee.

The manager of off-ice officials should meet with the representative of the Local Organising Committee to discuss:

- Specific regulations covering this competition (commercial breaks, beginning of the game, video goal judge, etc.)
- Contact numbers during competition
- Cooperation between off-ice officials and statistics group (printing the official game sheet, help from the off-ice officials and statistic group)
- Equipment and measuring tools on the scorekeeper's bench
- Dress code (special jackets for off-ice officials)
- Accreditation
- Co-operation with the media

The manager of off-ice officials is required to conduct a meeting before the first game, with all off-ice officials to discuss the following:

- Information about competition
- Organisation's details
- Distribution of responsibilities within the group of the off-ice officials
- Process for nomination to the games
- IPC rules which concern the role of off-ice officials

All off-ice officials should have a good knowledge of the rules and must understand delayed penalty situations, coincidental penalty rules, and should be familiar with the referee signals.

The scorekeeper is in charge of the off-ice officials, but they are all under the supervision of the referee, who is the final authority and can overrule any off-ice official.

## 3 Duties and responsibilities

The WPIH Regulations provides a job description for each off-ice official position:

- Scorekeeper
- Scorekeeper's assistants
- Timekeeper
- Announcer
- Penalty bench attendant
- Goal judge

All the assigned off-ice-officials should arrive on the ice rink at least 80 minutes before the scheduled start of the game.

### 3.1 Scorekeeper

#### Pre-game meeting

The scorekeeper is responsible for all off-ice officials and is required to meet with them in the off-ice official's dressing room prior to the start of the game. At the meeting, the scorekeeper should:

- Check the list of off-ice-officials assigned to the game
- Inform the off-ice-officials about concerns from previous games
- Check the equipment and measuring tools on the scorekeeper's bench
- Discuss the duties of the scorekeeper's assistants' during the game
- Answer any questions or concerns from the off-ice-officials

If the timekeeping system and scoreboard system are separate and are operated by two different individuals, the scorekeeper must meet with the scoreboard operator to discuss the duties and responsibilities described in the Annex 7.

## **How to complete the official game sheet**

Prior to the start of the game, the scorekeeper should complete the official game sheet (OGS) for the game according to the WPIH Rulebook, game countdown and warm-up procedures, and following the guidelines provided in Annex 3 of this handbook. The form of the IPC official game sheet is shown in Annex 2 and a completed IPC official game sheet in Annex 5.

When completing the official game sheet, the scorekeeper should take into consideration the following:

- The Organising Committee must provide the scorekeeper with the original IPC official game sheets one day prior to the start of the event and must keep them until the event is finished. However, if the data system is working correctly and the IPC official game sheet can be printed from the system 60 minutes prior to the start of the game, this printout will then become the IPC official game sheet. In either case, the scorekeeper must fill in the original IPC official game sheet manually before and during the game in order to avoid the loss of statistical data. In this case the scorekeeper should follow the procedure for completing and processing the official game sheet as outlined in Annex 3 of this handbook.
- The scorekeeper must bring a copy of the IPC official game sheet to the referee's room at least 10 minutes prior to the start of the game once both teams have signed it.
- The first priority of the scorekeeper following the game is to verify the completed IPC official game sheet and have it signed by the referee.
- The scorekeeper should review and, if necessary, correct the IPC official game sheet with the referee at the conclusion of each period.
- The scorekeeper must keep all completed and signed IPC official game sheets until the end of the competition, at which time they should be turned over to the organiser to be forwarded to the IPC office.

If the scorekeeper is having difficulty in working with either team, he/she should immediately inform the Technical Delegate or Assistant Technical Delegate, who are responsible for dealing with the teams.

## **Communicating with game officials on the ice**

During the game, the officials on the bench receive information that may be useful to the referee. The referee may ask the off-ice officials, through the scorekeeper, questions concerning disputed situations. They would respond through the scorekeeper. The scorekeeper is the only off-ice official authorised to provide information and discuss game related issues with the referee during the course of the game.

The scorekeeper may be of assistance to the referee in the following situations:

- **Team and/or goalkeeper penalty:**
  - The scorekeeper should record the jersey number of the players on the ice when the goalkeeper is assessed a penalty and provide this information to the referee if requested.
  - If the referee wishes to be informed, the scorekeeper should have recorded all the jersey numbers of the players on the ice at the time that the penalty was assessed.
- **Altercations:**
  - If the referee wishes to be informed, the scorekeeper should have recorded all the jersey numbers of the players on the ice and the numbers of the players entering the ice from players' bench to participate in the altercation.
  - In case of a bench-clearing incident, the scorekeeper may assist the referee by noting the jersey numbers of the players involved, but will provide the information to the referee only at the referee's requests.
- **Connection to the video goal judge:**
  - When the referee must discuss a scoring situation with the video goal judge, the scorekeeper at the scorekeeper's bench will provide him with a telephone directly connected to the video goal judge. The referee should remain on the ice while in discussion with the video goal judge

When off-ice officials are discussing a situation with the referee, they should refrain from using any head or hand signals as this can lead to confusion and controversy.

### **3.2 Scorekeeper's assistants**

The scorekeeper usually has two assistants who help him before, during and after a game. Before the game, the scorekeeper should have a brief meeting with his assistants to discuss their co-operation.

Some duties and responsibilities of the scorekeeper's assistants are described in Annex 3 "Guidelines for completing the IPC official game sheet". In addition, the scorekeeper may suggest the assistants help with the following items:

- Check the equipment and measuring tools on the scorekeeper's bench
- Provide information about the players and goalkeepers participating during the game
- Record the jersey numbers of the players on the ice when the goalkeeper is assessed a penalty
- Copy and deliver the team composition forms to the statistics and media center
- Record the jersey numbers of the players entitled to receive assists (IPC Competitions, or in case the referee has the problems with their determination)
- Record the jersey numbers of the players in a bench clearing incident (if players leave the player's bench during the incident to participate)
- Other duties upon request

### **3.3 Timekeeper**

All timekeeping system procedures activated by the timekeeper should follow the directives outlined in the WPIH Regulations; the timekeeper's duties should be in accordance with the WPIH Regulations. The Timekeeper is under the supervision of the scorekeeper.

The game clock is the only official timekeeping system in the ice rink. All activities are initiated from this one timing device. The timekeeper is at all times - prior to a game, during a game and immediately following a game - responsible for the time displayed on this device. Guidelines for IPC Timekeeping and Scoreboard Systems are outlined in Annex 7.

Prior to the start of the game, the timekeeper must:

- Meet with the Scorekeeper to discuss:
  - Specific items of the starting game (opening ceremony, intermissions and etc.)
  - Co-operation between scorekeeper and other off-ice officials if the game clock malfunctions
- Become acquainted with the timekeeping system and its functions
- Verify that the timekeeping system is functioning properly:
  - Put the game time on the clock
  - Put the penalties on the clock (2, 4 and 5 minutes) and remove them
  - Start and stop the clock
  - Check the buzzer
  - Check additional functions of the timing devices
- Prepare and check that the stopwatch works properly
- Record the telephone number and check that the telephone line to the technicians responsible for maintaining the timekeeping system works properly
- Be in place to begin the countdown procedure 60 minutes prior to the start of the game

Prior to the start of the game, second and third periods, and any overtime period(s) when the referee and both teams are ready for the first face-off at centre ice, the referee will raise his hand to signal to the timekeeper that he/she is ready to drop the puck. From this point on, the timekeeper's attention must be focused on the referee. When the referee drops the puck, the timekeeper must immediately start to run the game clock.

While operating the timekeeping system, the timekeeper must simultaneously use a stopwatch to time the game. The stopwatch is a backup timing device in case the timekeeping system malfunctions and should be operated manually during the game to maintain the correct time. Only one individual should operate both the timekeeping system and stopwatch in case the teams are asked questions, concerning the determination of the correct time.

During the game, the timekeeping system is to be stopped only upon the referee or linesman's whistle and automatically at the end of each period, and must start to run when either of the game officials drops the puck.

The timekeeper must sound a buzzer in the dressing room area to notify the teams that it is time to return to the ice surface at the beginning of each period using the following systems:

- Four (4) minutes remaining on the game clock - One blast of the alarm to indicate that in two minutes the teams will be called to the ice surface.
- Two (2) minutes remaining on the game clock - Two blasts of the alarm 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.

If there is a problem with the timekeeping system, or if the dressing rooms are not equipped with buzzers, the information may be relayed to the teams by the timekeeper blowing the whistle, while maintaining control of the activities by stopwatch at all time. If this procedure is to be used, the information should be relayed to the team officials through the Scorekeeper or his/her assistants as soon as the problem arises.

The following summary shows the various activities and timing sequences for display on the game clock and actual duration in real time for an IPC Competition game:

<b>Activity</b>	<b>Timing Sequence</b>	<b>Actual Duration</b>
Countdown to warm-up	Game time minus 60 min	20 min running time
Pre-game warm-up	Game time minus 40 min	20 min running time
Countdown to game time/broadcast time	Game time minus 20 min	Approximately 20 min running time (actual time established by host broadcaster)
First period	15 min	15 min stop time
First period intermission	15 min	15 min running time from the end of the first period
Second period	15 min	15 min stop time
Second period intermission	15 min	15 min running time from the end of the second period
Third Period	15 min	15 min stop time
Overtime intermission	3 min	3 min running time from the end of the third period
Gold medal overtime intermission	15 min	15 min running time from the end of the third period
Official team time-outs	60 sec	60 sec from the moment the Referee notifies the Official Scorekeeper that a team has requested their one time-out

### **3.4 Public announcer**

The public announcer is responsible for announcing information as outlined in the WPIH Regulations and his/her duties should be in accordance with the WPIH Regulations. Examples of the announcements can be found in Annex 8. The announcer is under the supervision of the scorekeeper.

#### **Pre-game preparations**

Prior to the start of the game, the announcer should:

- Obtain a copy of the team composition forms or official game sheet from the scorekeeper
- Study the names of players, team officials, referee and linesmen
- Learn to pronounce their names correctly
- Meet with the scorekeeper to discuss the game
- Be in place on the scorekeeper's bench at least 45 minutes prior to the start of the game and be ready to begin the announcements as outlined in Annex 8
- Check that the microphone on the scorekeeper's bench is functioning properly
- Review all announcements that must be broadcast before, during and after the game.

#### **Game clock malfunction**

In the event that the game clock malfunctions, the announcer must:

- Upon the scorekeeper's request, immediately inform the spectators and the teams through the public address system
- Announce the playing time in the game or the penalty time of any penalized players
- Announce to the spectators and teams when the game clock begins working again
- The teams and spectators should receive time information during each stoppage of play (examples of these announcements can be found in Annex 8).

### 3.5 Penalty bench attendant

The responsibilities and duties of a penalty bench attendant are outlined in the WPIH Regulations. The penalty box attendants are under the supervision of the scorekeeper.

During the game, the penalty bench attendants should record the start time and end time of a penalty and the time that a penalized player returns to the ice.

An example of how the information should be recorded is shown below:

Player #	Substitute Player #	Penalty Duration (min)	Offence	Start	End	Return to the Ice
8		2	H-ST	18.05	20.05	19.45 (goal)
10		2	CH-B	18.20	20.20	20.20
10		10	MISC	20.20	30.20	30.20

During the game, the penalty bench attendants must open the door of the penalty bench immediately after the expiration of the penalty time on the game clock to indicate that the penalty time is over and that the player can return to the ice.

### 3.6 Goal judges

The responsibilities and duties of a goal judge are outlined in the WPIH Regulations. The goal judges are under the supervision of the scorekeeper.

One goal judge should be stationed behind each goal during the progress of play, in a properly enclosed booth, so that there can be no interference with their activities.

In the event of a power failure, each goal judge must be equipped with a red flag, which will act as a backup to the electronic red light. The goal judge must raise the flag to indicate that the puck completely crossed the goal line.

## **4 Scorekeeper's bench**

### **4.1 Off-ice officials on the scorekeeper's bench**

The scorekeeper, two scorekeeper's assistants, timekeeper and announcer must be positioned at the scorekeeper's bench.

Spotters should not be on the scorekeeper's bench, however, they should be seated in a location where they can see the entire playing surface, and they should have wireless contact with the scorekeeper.

The penalty bench attendants should have special seats near their respective penalty benches. They should have a good view of the entire ice surface and should be able to clearly see the time on the game clock to carry out their duties properly.

Off-ice officials should refrain from conversing with spectators during the course of the game.

### **4.2 Computer statistical service**

The Organising Committee must provide a workspace in the ice rink with a good view of the entire ice surface for the computer statistical service. The statisticians will be seated as required by the IPC statistics program. They should have easy access to their computer systems to fulfil their responsibilities.

Usually one representative of this group will deal with on-line transmission of the game through the Internet on the IPC website ([www.paralympic.org](http://www.paralympic.org)) and will have a position on the scorekeeper's bench. The position should have sufficient space to operate the results system hardware.

The organiser must provide the technical installations for the Internet connection, the power supply and adequate working space on the scorekeeper's bench. This should be discussed with the organiser well in advance of the event to ensure that it is operational.

Additionally, at World Championships and Paralympic Winter Games competitions, their function is to immediately advise the scorekeeper of the jersey number(s) of the player(s) involved in a goal scoring or penalty situation.

### **4.3 Video goal judge telephone operator**

If available, but at all Paralympic Winter Games, the Organising Committee must provide a direct telephone line from scorekeeper's bench to the video goal judge.

The video goal judge telephone operator must be seated in front of the telephone on the scorekeeper's bench, and the telephone must be equipped with a flashing light signal that works simultaneously with the ring to avoid missed calls.

### **4.4 Commercial co-ordinator**

At IPC Competitions where television commercial breaks will take place, the Commercial Co-ordinator must be positioned at the scorekeeper's bench to activate the red light that signals a commercial break. The Commercial Co-ordinator should be in a position at the scorekeeper's bench to provide visual information to the referee on the timing of the commercial break.

The television commercial breaks procedure and the duties of the Commercial Co-ordinator are described in Annex 13.

## **5 Equipment required at the scorekeeper's bench**

The following equipment must be kept at the scorekeeper's bench during a game. These items are the responsibility of the scorekeeper and must be available at any time during a game:

- 2 stop watches
- Small notepad and sharp pencil
- 1 extra game official's whistle
- Game winning shot player list pads plus 2 sharp pencils
- 3 full water bottles for game officials
- 3 towels for game officials
- 1 measuring tape
- 1 stick gauge

## 6 Interpretations and guidelines

### 6.1 Guidelines for awarding assists on a goal

During the Paralympic Winter Games, the referee will report the goal scorer, but the scorekeeper or his/her assistants are responsible for the awarding of assists for each goal. The following are guidelines to be used in awarding assists on goals:

1. Team A8 passes the puck to A9, who passes to A10 who scores a goal  
**Ruling:** Goal scored by A10 and assists to A8 and A9.
2. Team A8 shoots the puck in the direction of the net but not at the goalie. A9 retrieves the puck and passes to A10 who scores a goal  
**Ruling:** Goal scored by A10 and assists to A8 and A9 as no player of team B had control of the puck.
3. Team A8 passes the puck to A9 but the puck deflects off the body, stick or skate of a team B player, then it is retrieved by A9 who passes to A10 who scores a goal  
**Ruling:** Goal scored by A10 and assists to A8 and A9 as no player of team B had gained control or possession of the puck.
4. Team A8 shoots the puck at the goalkeeper who stops the shot. The puck rebounds out and A10 shoots the puck into the goal  
**Ruling:** Goal scored by A10 and assist to A8.
5. Team A8 passes the puck to A9 who attempts to pass the puck to A10. However, a player of team B intercepts the pass. A10 checks the B player with the puck then shoots the puck into the goal  
**Ruling:** Goal scored by A10 but no assists as a player of the opposing team had possession and control of the puck prior to the goal being scored.
6. Team A8 passes to A9 who passes to A10. A10 shoots at the goalkeeper who stops the shot but the puck rebounds back out and A10 shoots the puck into the goal  
**Ruling:** Goal scored by A10 and assist shall be awarded to A8 and A9 (see rule 908).

### 6.2 Guidelines for releasing penalized players following a goal

For the interpretation of the rule where a goal is scored against a team that is shorthanded the following guidelines shall be taken into consideration:

Three questions shall be asked with reference to a minor penalty:

- Is the team serving a minor penalty?
- Is the team below the numerical strength of the opposing team on the ice?
- Is a goal scored against the team?

If the answer to all three questions is yes, the first minor penalty being served expires after the goal has been scored, except if the goal is scored on the penalty shot.

If the team is shorthanded and a goal is scored on a penalty shot no player returns to the ice.

The following are a number of situations that will assist the penalty bench attendants in determining the penalized players that are to return to the ice following the scoring of a goal:

**Situation 1:**

Team A

No. 6 - 2 min at 3:00

No. 9 - 2 min at 3:30

Team B

No. 11 - 2 min. at 3:00

Goal at 4:00

**Ruling:**

At 3:00 teams play 4 on 4

At 3:30 teams play 3 on 4

A9 returns on goal at 4:00

**Situation 2:**

Team A

No. 6 - 2 min at 3:00

No. 9 - 5 min +GM at 3:30

Team B

No. 11 - 2 min. at 3:00

Goal at 4:00

**Ruling:**

At 3:00 teams play 4 on 4

At 3:30 teams play 3 on 4

No player returns on goal at 4:00

**Situation 3:**

Team A

No. 6 - 2 min at 3:00

No. 9 - 2 min. at 4:00

Team B

No. 11 - 2 min. at 3:30

Goal at 4:30

**Ruling:**

A6 returns on goal at 4:30

**Situation 4:**

Team A

No. 3 - 2 + 2 at 3:00

No. 9 - 2 min. at 4:15

Team B

Goal at 5:30

**Ruling:**

A9 returns on goal at 5:30

**Situation 5:**

Team A

No. 7 - 2 + 2 at 3:00

No. 8 - 2 min. at 3:30

Team B

Goal at 4:00

**Ruling:**

No player on team A returns on goal  
First minor penalty to team A cancelled out

**Situation 6:**

Team A

No. 11 - 5 +GM at 3:00

No. 19 - 2 min. at 3:15

Team B

No. 14 - 2 min. at 3:30

Goal at 4:00

**Ruling:**

A19 returns on goal at 4:00

**Situation 7:**

Team A

No. 2 - 2 min. at 3:00

Goal at 3:30

Team B

No. 7 - 2 + 5+GM at 3:00

No. 16 - 2 min. at 3:00

**Ruling:**

A2 and B16 cancel out  
Teams play 5 on 4  
Team B must substitute for No. 7 for 7 min. (major penalty starts first)  
No player returns on goal by Team A

**Situation 8:**

Team A

No. 5 - 5+GM. at 3:00

No. 15 - 2 min. at 3:30

Team B

No. 5 – 5+GM at 3:30

Goal at 4:00

**Ruling:**

A15 returns on goal at 4:00

**6.3 Guidelines for cancelling out penalties**

During a game it may happen that coincidental penalties should be applied. The examples listed below will help the off-ice officials (especially the timekeeper and penalty bench attendants) in their duties during the game.

The interpretation of the rule is to cancel out as many minor and major penalties as possible, returning as many players as possible to the ice. Try to avoid having to place a substitute in the penalty box to serve time penalties. In a situation where a team may be short one player for 4 minutes or two players for 2 minutes each, there is no option. The rule to be applied is that the team is to be short one player for 4 minutes.

**Situation 1:**

Team A

No. 5 - 2 + 2 at 3:00

No. 6 - 2 min. at 3:00

No. 7 - 2 + 2 + 2 at 3:00

Team B

No. 8 - 2 + 2 at 3:00

No. 9 - 2 + 2 at 3:00

**Ruling:**

Teams play 4 on 5

Penalties to A6 and A7 cancel out B8 and B9

A5 serving 2 + 2 on the clock

**Situation 2:**

Team A

Team B

No. 5 - 2 min. at 3:00  
No. 6 - 2 + 2 at 3:00  
No. 7 - 2 min. at 3:00

No. 8 - 2 min. at 3:00  
No. 8 - 2 min. at 3:00

**Ruling:**

Teams play 4 on 5  
Penalties to A5 and A7 cancel out B8 and B9  
No option

**Situation 3:**

Team A

No. 6 - 2 min. at 3:00  
No. 7 - 2 min. at 3:00

Team B

No. 11 - 2 + 2 at 3:00

**Ruling:**

Teams play 5 on 5  
Immediate substitution as all penalties cancels out

**Situation 4:**

Team A

No. 3 – 5+GM at 3:00  
No. 4 – 2 min. at 3:00  
No. 6 – 2 min. at 3:00

Team B

No. 7 – 5+GM at 3:00  
No. 8 – 2 min. at 3:00

**Ruling:**

Teams play 4 on 5

A4 or A6 to serve the 2-minute time

Penalty on the clock (team option)

All other penalties cancel out

**Situation 5:**

Team A

Team B

No. 5 - 2 min. at 3:00

No. 9 - 2 + 2 at 3:00

**Ruling:**

Teams play 5 on 4

Team B to put a substitute in box to serve the extra 2 minute penalty

A5 Minor cancels out one minor of B9

**Situation 6:**

Team A

Team B

No. 6 – 5+GM + 2 at 3:00

No. 11 – 5+GM. at 3:00

No. 7 - 5 + GM. at 3:00

**Ruling:**

Teams play 4 on 5

A7 and B11 cancel out

Substitute for A6 serves 7 minutes on the clock

## Annex 1: Team composition form

Event _____	Team _____
Date _____	Place _____

Switzerland	Vs	Russia
Home Team (A)		Visiting Team (B)
Composition of the team: Switzerland Date: 26 December 2000 Game No.: 4		

Position/Function	Family and Given Name	Jersey No.
GK		1
GK		30

LD		6
RD		23
LW		13
CE		3
RW		11

LD		22
RD		19
LW		4
CE		20
RW		9

LD		16
RD		36
LW		15
CE		2
RW		10

Team Officials	Position	Family and Given Name
	Head Coach	
	Assistant Coach	
	Team Leader (Manager)	
	Equipment Manager	
	Physiotherapist	
	Doctor	



Sixty minutes before start of the game the official scorekeeper or his/her assistant obtains the preliminary team composition form from the manager or coach on this form and hands it over to the statistical service who will fill in the official game sheet and issue the information to the press and game officials. 20-15 minutes before start of the game the team manager or coach confirms the final team composition on the official game sheet.





## Annex 3: Guidelines for completing the IPC official game sheet

1. Ninety (90) minutes before start of the game the official scorekeeper or his/her assistant should give to the coach or manager of the team the preliminary team roster printed out of the statistic data system or team composition form in case if the statistic data system is not used.
2. Sixty (60) minutes before start of the game the scorekeeper or his/her assistant will receive back from the team manager or coach the filled in preliminary team roster or team composition form with the players controlled and registered for the game by the game supervisor at single games or by the Directorate at IPC Competitions.
3. In case if the statistic data system is working, the scorekeeper will forward the filled in preliminary team roster to the result manager who will prepare the print copy of the official game sheet for this game with all required data.
4. In case if the statistic data system is not in used, then the scorekeeper should complete the official game sheet form with the names of players, their jersey numbers and positions, with the names of team coaches and managers, using the team composition form which he/she will received back from the coach or manager of each team, the names of the on-ice and off-ice officials, as well as with all other starting data following the WPIH Rulebook. The scorekeeper will pass over the copy of the team composition form to the information service (media center) of the event.
5. Twenty (20) minutes before the start of the game, immediately after the warming up of the teams, the scorekeeper or his/her assistant will obtain from the coach or manager of each team the captain and alternate captains (C, A, A) and his/her signature. The visiting team starts. Then the official scorekeeper will hand over a copy of the completed official game sheet to the referee, both teams and to the statistical and information service.

6. During the game the scorekeeper records on the official game sheet the goals, assists, penalties and also the actual participation of goalkeepers. The eventual overtime period will be recorded on the first page as well, with the times from 45 to 50 minutes in a preliminary round game, 45 to 55 minutes in a playoff game, semi-final game and bronze medal game or from 45 to 60 minutes in the gold medal game, until a goal is scored.
7. The Scorekeeper completes on the official game sheet the positive and negative participation of players on the ice when a goal is scored (goalkeeper in the first column, if on the ice), as recorded by his/her two assistants.
8. Only the player scoring the goal during the penalty shot and the goalkeeper defending the net during the shot will be recorded in the positive and negative columns in the official game sheet.
9. The scorekeeper records changes of goalkeepers with the times and actual minutes played by the goalkeepers, empty net goals, the eventual game winning shots and further fills in the shots on goal by teams, the goals against and saves by individual goalkeepers as recorded by his/her two assistants at a single game or obtained from the statistical service at tournaments. Shots on goal post and cross bar are not recorded as shots on goal.
10. At the end of the game the scorekeeper marks on the official game sheet the best player of the game by each team as awarded, with the letters BP beside his/her name. The decisive goal of the game winning shots procedure will record on the first page of the official game sheet.
11. After the game the scorekeeper signs the official game sheet and obtains also the referee's signature and any referee game report on any game misconduct for abuse of officials, match penalties, on an incomplete game, physical or verbal abuse against game officials or when their safety was endangered, and on any extraordinary circumstances in the game.

12. No request for changes of any awarding of points shall be considered by the official scorekeeper unless they are made by the captain before the conclusion of actual play in the game or before the referee has signed the official game sheet.
13. The scorekeeper hands over a copy of the official game sheet to the coach or manager of each team.
14. If there is no special procedures set up between the statistic group and the scorekeeper, then the responsibility of the scorekeeper is to keep all the original official game sheets till the end of the competition and forward them to the organiser who will forward them for the proper authorities. The organiser's responsibility is to ensure that the original official game sheet will be sent to the IPC office immediately after the conclusion of the tournament.
15. When a game is decided by game winning shots then only the decisive goal counts and is recorded for the game result and for the individual records of the scoring player and the goalkeeper. The game winning shots procedure shall be finished immediately after the decisive goal is scored. Examples for the decisive goal situations:
  - a. 1: 0      2: 0      No more shot      First goal
  - b. 2: 1      3: 1      No more shot      Second goal
16. Player injuries must be recorded on the IPC injury report form by the team medical doctor and handed over to the NPC or National Federation. In case of IPC Competitions, one copy shall be passed over by the organiser to the IPC.
17. A copy of the official game sheet from all international club games must be distributed by the organiser also to the respective NPC or National Federation. In case of IPC club competitions the organiser must pass over the original official game sheet to the IPC.
18. The official game sheets of all IPC Recognised Competitions must be distributed by the organiser to the IPC and to the respective NPCs or National Federations.
19. The referee game report together with the official game sheet of international games where a match penalty, game misconduct penalty for abuse of officials was imposed

must be sent by the organiser to the NPC or National Federation of the penalized player. Where the game officials of international games were physically or verbally abused and their safety endangered, the official game sheet and the referee game report must be sent to the respective NPC or National Federation and also to the IPC for possible disciplinary action.

## Annex 4: Examples for completing the IPC official game sheet

No.	Case	Time	No	Min	Offence	Start	End	Remarks
1.	Minor penalty, no goal	25:00	15	2	HOOK	25:00	27:00	
2.	Minor penalty, no goal	44:00	15	2	CHARG	44:00	45:00	
3.	Minor penalty, goal	25:00	15	2	DELAY	25:00	25:30	
4.	Coincident. Minor, Goal scored or not	25:00	15	2	CHARG	25:00	27:00	
5.	Double minor, no goal	25:00	15	2	ROUGH	25:00	27:00	
				2	ROUGH	27:00	29:00	
6.	Double minor, goal at 26:00	25:00	15	2	ROUGH	25:00	26:00	
				2	ROUGH	26:00	28:00	
7.	Double minor, two different fouls, delayed whistle, goal at 28:00	25:00	15	2	HOOK	25:00	27:00	
				2	ROUGH	27:00	28:00	
8.	Bench minor, no goal	25:00	T	2	TOO-M	25:00	27:00	
9.	Misconduct	25:00	15	10	ABUSE	25:00	35:00	
10.	Minor plus Misconduct	25:00	15	2	CHE-B	25:00	27:00	2 minutes served by another player
	No goal		15	10	MISC	27:00	37:00	
11.	Major penalty plus Automatic Game Misconduct	25:00	15	15	CROSS	25:00	30:00	5 minutes served by another player
			15	15	GM	25:00	45:00	
12.	Second misconduct to the same player, same game	25:00	15	20	GM	45:00	45:00	
13.	Double minor plus	25:00	15	2	SPEAR	25:00	27:00	4 minutes served by another player
			15	2	SPEAR	27:00	29:00	
			15	10	MISC	29:00	39:00	
14.	Match penalty for spearing, injury	25:00	15	2	SPEAR	25:00	45:00	5 minutes served by another player
15.	Match penalty for Teeing	25:00	15	25	TEE	25:00	60:00	5 minutes served by another player
16.	Minor offence, pen-s	25:00	15	PS	HOOK	-	-	

No.	Case	Time	No	Min	Offence	Start	End	Remarks
17.	Minor offence, pen-s	25:00	15	PS	HOOK	-	-	
		25:00	15	2	HOOK	25:00	30:00	5 minutes served by another player
19.	Goalkeeper Penalties:							
a)	Minor, no goal	25:00	1	2	DELAY	25:00	27:00	2 minutes served by another player
b)	Major plus Game Misc.	25:00	1	5	SLASH	25:00	30:00	5 minutes served by another player
			1	20	GM	25:00	30:00	
c)	Misconduct	25:00	1	10	ABUSE	25:00	35:00	10 minutes served by another player
d)	Game misconduct	25:00	1	20	ABUSE	25:00	45:00	
e)	Match penalty	25:00	1	25	HI-ST	25:00	45:00	5 minutes served by another player
20.	Penalty after a period:							
a)		20:00	15	2	SLASH	20:00	22:00	
b)		20:00	15	10	ABUSE	20:00	30:00	
c)		40:00	15	25	FISTI	40:00	45:00	5 minutes served by another player
21.	Penalty after a game:							
a)		45:00	15	25	FISTI	45:00	45:00	
b)		45:00	15	4	ROUGH	45:00	45:00	

No.	Case	Time	GAA	Pos. Part
22.	Time out	43:30	TA	t-out
23.	Overtime: 10 minutes	45:00	p-off	Ovt 10
	15 minutes	45:00	p-off	Ovt 15
24.	Decisive goal, GWS: after ovt 10	55:00	15	GWS
	after ovt 15	60:00	15	GWS

Note:

1. A substitute player serving a penalty for a goalkeeper, for another player, for an injured player or for his/her team does not appear in the penalty records.
2. Where bench minor penalty is assessed, it is to be displayed as “T” and is to be marked in the jersey number field along with the corresponding penalty. BENCH itself is not a penalty (see example 8 above).
3. Where misconduct (10) is assessed in a combination with other penalty, it is to be displayed as a separate penalty (see example 10 above).
4. Where game misconduct (20) is assessed in a combination with other penalty, it is to be displayed as a separate penalty (see example 11 above).
5. Where only MISCONDUCT (10), GAME MISCONDUCT (20) or MATCH (25) penalties are assessed, then the infraction should be listed in the line “Offence” and “10”, “20” or “25” in the line “Min”. (see example 16 above) as only then only that penalty will show (see example 9, 14, 19e above).
6. When penalty has been determined to be a penalty shot, then the infraction should be listed in the line “Offence” and “PS” in the line “Min” (see example 16 above).

Examples to fill in the game winning shots & goalkeepers record

A	B	GKA	GKB	A	B	TIME	GKA	GKA	GKB	GKB
*12	18	1	1	0	0	00:00	1		2	
14	20	1	2	0	1	40:00		20		
16	10	1	2	1	2					
18	15	20	2	1	3	44:40				
						MIP	40:00	19:40	45:00	00:00

\* Starting Shot

## Annex 5: Completed IPC official game sheet

 2013 IPC ICE SLEDGE HOCKEY WORLD CHAMPIONSHIPS GYANG, KOREA	<b>SPART COMPLEX AND PARK</b>  <b>SAT</b> <b>13 APR 2013</b> <b>12:30</b>	<b>ICE SLEDGE HOCKEY</b>  <b>MIXED</b>  <b>GROUP A - GAME X02</b>																												
<b>OFFICIAL GAME SHEET</b>																														
<b>Event</b>	IPC	<b>Venue</b>	SPART Complex	<b>Date</b>	SAT 13 APR 2013	<b>Start</b>	12:30	<b>Spectators</b>		<b>Game No</b>	2																			
<b>Home Team (A)</b> (Jersey colour)	CZE (WHITE)		<b>Goals</b>						<b>Penalties</b>																					
<b>No</b>	<b>Family and Given Name</b>	<b>Gn</b>	<b>Pos</b>	<b>L</b>	<b>SOG</b>	<b>#</b>	<b>Time</b>	<b>G</b>	<b>A1</b>	<b>A2</b>	<b>GS</b>	<b>P1</b>	<b>P2</b>	<b>P3</b>	<b>P4</b>	<b>P5</b>	<b>P6</b>	<b>N1</b>	<b>N2</b>	<b>N3</b>	<b>N4</b>	<b>N5</b>	<b>N6</b>	<b>Time</b>	<b>No</b>	<b>Min</b>	<b>Offence</b>	<b>Start</b>	<b>End</b>	
6	VAPENKA Michal	M	GK		0	1	07:38	75			EQ	6	10	30	74	75	96	2	21	23				19:59	30	2	OTHER	19:59		
10	BERGER Jiri	M	D	2	2	2	22:53	75			EQ	2	7	8	9	13	22	6	10	30	65	75		35:52	75	2	HOOK	35:52		
21	KVOCH Tomas	M	D	1	2	3	44:39	77			EQ	3	7	9	13	22	23	6	21	24	29	77	82							
24	SAFRANEK Zdenek +C	M	F	1	1																									
26	KLIMA Zdenek	M	D	3	0																									
29	KUBES Pavel +A	M	D	1	1																									
30	FOJTIK Erik	M	F	2	1																									
64	HULIN Libor	M	GK		0																									
65	HRBEK Miroslav	M	D	2	1																									
74	GEIER Michal	M	F	2	6																									
75	RAUL Jiri	M	F	2	4																									
77	PALAT David	M	F	1	4																									
82	HABL Zdenek +A	M	F	1	1																									
96	KRUPICKA Zdenek	M	F	3	1																									
<b>Team Manager:</b>		HAMRLA Vladislav		<b>Head Coach:</b>				<b>A.Coach:</b>																						
<b>Visiting Team (B)</b> (Jersey colour)	NOR (RED)		<b>Goals</b>						<b>Penalties</b>																					
<b>No</b>	<b>Family and Given Name</b>	<b>Gn</b>	<b>Pos</b>	<b>L</b>	<b>SOG</b>	<b>#</b>	<b>Time</b>	<b>G</b>	<b>A1</b>	<b>A2</b>	<b>GS</b>	<b>P1</b>	<b>P2</b>	<b>P3</b>	<b>P4</b>	<b>P5</b>	<b>P6</b>	<b>N1</b>	<b>N2</b>	<b>N3</b>	<b>N4</b>	<b>N5</b>	<b>N6</b>	<b>Time</b>	<b>No</b>	<b>Min</b>	<b>Offence</b>	<b>Start</b>	<b>End</b>	
2	BUEN Kristian	M	GK		0	1	04:27	22	7		EQ	6	21	24	29	77	82	2	3	7	9	16	22							
3	PEDERSEN Rolf Ein	M	D	1	1																									
7	HAGEN Eskil	M	D	1	1																									
8	SVEE Stig Tore +C	M	D		0																									
9	VAERNES Morten +A	M	D	1	2																									
10	RIVERA Tor	M	F	2	0																									
12	BOGLE Magnus	M	F	2	0																									
13	ROYNE Kjell Vidal	M	F	2	1																									
15	SORHEIM Emil	M	F	2	0																									
16	NORDSTOGA Knut An	M	D	1	0																									
18	HAMAR Kjell Chris	M	GK		0																									
20	HAMRE Martin F.	M	F		0																									
21	AUSTEVOLL Ole Bia	M	D	2	1																									
22	BAKKE Audun	M	F	1	3																									
23	KLAKEGG Jan Rog +A	M	F		0																									
<b>Team Manager:</b>				<b>Head Coach:</b>				<b>DAHLSTROM Frank</b>																						
<b>Game Summary</b>		<b>Saves</b>										<b>GoalKeeper Records</b>					<b>GoalKeeper Changes</b>													
<b>P</b>	<b>G A : B</b>	<b>SOG A : B</b>	<b>PIM A : B</b>	<b>PPGF A : B</b>	<b>SHGF A : B</b>	<b>GKA1</b>	<b>GKA2</b>	<b>GKA3</b>	<b>GKB1</b>	<b>GKB2</b>	<b>GKB3</b>	<b>GKA</b>	<b>MIP</b>	<b>GA</b>	<b>GKB</b>	<b>MIP</b>	<b>GA</b>	<b>Time</b>	<b>GKA</b>	<b>GKB</b>	<b>Time</b>	<b>GKA</b>	<b>GKB</b>	<b>Time</b>	<b>GKA</b>	<b>GKB</b>	<b>Time</b>	<b>GKA</b>	<b>GKB</b>	
1	1:1	7:3	0:0	0:0	0:0	0	0	0	6	0	0	6	45:00	1	2	43:59	2	15:00	6	2	15:00	6	2	15:00	6	2	15:00	6	2	
2	1:0	8:3	2:0	0:0	0:0	2	0	0	7	0	0				18	00:05	0	15:00	6	2	15:00	6	2	15:00	6	2	15:00	6	2	
3	1:0	9:3	2:0	0:0	0:0	2	0	0	6	0	0							15:00	6	2	15:00	6	2	15:00	6	2	15:00	6	2	
OVT																			00:00	6	2	00:00	6	2	00:00	6	2	00:00	6	2
GWS																			00:00	6	2	00:00	6	2	00:00	6	2	00:00	6	2
<b>Total</b>	<b>3:1</b>	<b>24:9</b>	<b>4:0</b>	<b>0:0</b>	<b>0:0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>19</b>	<b>0</b>	<b>0</b>																			
<b>Referee</b>	MORRISON JM		<b>Referee</b>				<b>Goal Judge</b>				<b>Video GJ</b>																			
<b>Sign. Referee</b>			<b>Sign. Referee</b>				<b>Goal Judge</b>				<b>Timekeeper</b>																			
<b>Linesman</b>	BOKAL S		<b>Linesman</b>		PYO JW		<b>ScoreKeeper</b>				<b>Sign. Scorekeeper</b>																			
<b>Notes</b>	No	Yes	see reverse side																											

 <p><b>SPART COMPLEX AND PARK</b></p> <p>SAT 13 APR 2013 12:30</p>	<p><b>ICE SLEDGE HOCKEY</b></p> <p><b>MIXED</b></p> <p><b>GROUP A - GAME X02</b></p>																																																																																																																																																																																																																																																																																																																	
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<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: left;">Explanations of abbreviations</th> </tr> <tr><td>Event</td><td>Abbreviation of the tournament (e.g. WCHA, WCHB, PWG...)</td></tr> <tr><td>Place</td><td>Name of the city or the ice rink where the game takes place</td></tr> <tr><td>Date</td><td>Date when the game takes place</td></tr> <tr><td>Start</td><td>The time that the game is scheduled to start</td></tr> <tr><td>Spectators</td><td>Number of spectators</td></tr> <tr><td>Game No.</td><td>Number of the game listed in the schedule</td></tr> <tr><td>Home Team (A)</td><td>Abbreviation of the home team with jersey colour (in brackets) (eq. SU1(red), USA(blue)...) </td></tr> <tr><td>Visiting Team (B)</td><td>Abbreviation of the visiting team with jersey colour (in brackets) (eq. SU1(red), USA(blue)...) </td></tr> <tr><td>No.</td><td>Jersey number of the player</td></tr> <tr><td>Family and Given Name (+BP+C/A)</td><td>Name of the player and given name(s); add BP = best player of this game, C= captain or A = Assistant captain</td></tr> <tr><td>Pos</td><td>Position (GK = Goalkeeper, D = Defenseman, F = Forward)</td></tr> <tr><td>L</td><td>Number of line-up (1 = starting line, 2 = Second line, 3 = third line, 4 = fourth line)</td></tr> <tr><td>SOG</td><td>Sum of shots on goal (shots saved by goalkeeper plus scored goals) of this player</td></tr> <tr><td>#</td><td>Number of the goal (- for penalty shot missing the goal)</td></tr> <tr><td>Time</td><td>Time the goal is scored</td></tr> <tr><td>G</td><td>Jersey number of the player scoring the goal Jersey</td></tr> <tr><td>A1</td><td>number of the player awarded the first assist Jersey</td></tr> <tr><td>A2</td><td>number of the player awarded the second assist</td></tr> <tr><td>GS</td><td>Game situation (EQ = equal, +1 = power play 5:4, +2 = power play 5:3, -1 = shorthanded 4:5, -2 = shorthanded 3:5, PS = penalty shot, EN = empty net goal)</td></tr> <tr><td>P1 P2 P3 P4 P5 P6</td><td>Positive participation (all players on ice of the team scoring the goal)</td></tr> <tr><td>N1 N2 N3 N4 N5 N6</td><td>Negative participation (all players on ice of the team being scored on)</td></tr> <tr><td>Time</td><td>Time the penalty is called by the referee</td></tr> <tr><td>No.</td><td>Jersey number of the penalized player</td></tr> <tr><td>Min</td><td>Number of penalty minutes (2, 5, 10, 20 or 0 (only for penalty shot))</td></tr> <tr><td>Offence</td><td>Abbreviation of penalty (explanation see next column)</td></tr> <tr><td>Start</td><td>Time the penalty starts</td></tr> <tr><td>End</td><td>Time the penalty ends</td></tr> <tr><td>Team Manager</td><td>Team Manager</td></tr> <tr><td>Head Coach</td><td>Head Coach</td></tr> <tr><td>A, Coach</td><td>A, Coach</td></tr> <tr><td>Period</td><td>Period 1, 2, 3, OVT = overtime, GWS = game winning shots</td></tr> <tr><td>Total</td><td>Total sum of all entries in the columns</td></tr> <tr><td>G A:B</td><td>Number of goals scored by team A: team B (listed by period)</td></tr> <tr><td>SOG A:B</td><td>Number of shots on goal plus scored by team A : team B (listed by period)</td></tr> <tr><td>PIM A:B</td><td>Number of penalty minutes for team A: team B (listed by period)</td></tr> <tr><td>PPGF A:B</td><td>Number of power play goals scored by team A: team B (listed by period)</td></tr> <tr><td>SHGF A:B</td><td>Number of shorthanded goals scored by team A: team B (listed by period)</td></tr> <tr><td>GKA1</td><td>Sum of shots saved by the first goalkeeper of team A (depending on period)</td></tr> <tr><td>GKA2</td><td>Sum of shots saved by the second goalkeeper of team A (depending on period)</td></tr> <tr><td>GKA3</td><td>Sum of shots saved by the third goalkeeper of team A (depending on period)</td></tr> <tr><td>GKB1</td><td>Sum of shots saved by the first goalkeeper of team B (depending on period)</td></tr> <tr><td>GKB2</td><td>Sum of shots saved by the second goalkeeper of team B (depending on period)</td></tr> <tr><td>GKB3</td><td>Sum of shots saved by the third goalkeeper of team B (depending on period)</td></tr> <tr><td>GKA</td><td>Jersey number of the goalkeeper of team A</td></tr> <tr><td>GKB</td><td>Jersey number of the goalkeeper of team B</td></tr> <tr><td>MIP</td><td>Minutes in play for each goalkeeper</td></tr> <tr><td>GA</td><td>Goals against for each goalkeeper</td></tr> <tr><td>Start of game</td><td>Time the game actually starts</td></tr> <tr><td>End of game</td><td>Time the game actually ends</td></tr> <tr><td>Time-out A</td><td>Time the home team takes a 30 seconds timeout</td></tr> <tr><td>Time-out B</td><td>Time the Visiting team takes a 30 seconds timeout</td></tr> <tr><td>Game supervisor</td><td>Name of the Supervisor</td></tr> <tr><td>Time</td><td>Time the Goalkeeper comes in or goes out of the game</td></tr> <tr><td>GKA</td><td>Jersey number of the goalkeeper of team A coming in or going out</td></tr> <tr><td>GKB</td><td>Jersey number of the goalkeeper of team B coming in or going out</td></tr> <tr><td>Referee</td><td>Name and given name of referee for this game</td></tr> <tr><td>Scorekeeper</td><td>Name and given name of scorekeeper for this game</td></tr> <tr><td>Linesman</td><td>Name and given name of linesman for this game</td></tr> <tr><td>Goal Judge</td><td>Name and given name of goal judge for this game</td></tr> <tr><td>Timekeeper</td><td>Name and given name of timekeeper for this game</td></tr> <tr><td>Sign.</td><td>Signature for referee and scorekeeper</td></tr> <tr><td>A B</td><td>Jersey number of the player of team A (Marked with * when he starts the GWS)</td></tr> <tr><td>GKA</td><td>Jersey number of the player of team B (Marked with * when he starts the GWS)</td></tr> <tr><td>GKB</td><td>Goalkeeper of team A for this penalty shot</td></tr> <tr><td>GF:GA</td><td>Goalkeeper of team B for this penalty shot</td></tr> <tr><td>End</td><td>Goals scored after this game winning shot of each team Time of the end of the game</td></tr> </table>	Explanations of abbreviations		Event	Abbreviation of the tournament (e.g. WCHA, WCHB, PWG...)	Place	Name of the city or the ice rink where the game takes place	Date	Date when the game takes place	Start	The time that the game is scheduled to start	Spectators	Number of spectators	Game No.	Number of the game listed in the schedule	Home Team (A)	Abbreviation of the home team with jersey colour (in brackets) (eq. SU1(red), USA(blue)...)	Visiting Team (B)	Abbreviation of the visiting team with jersey colour (in brackets) (eq. SU1(red), USA(blue)...)	No.	Jersey number of the player	Family and Given Name (+BP+C/A)	Name of the player and given name(s); add BP = best player of this game, C= captain or A = Assistant captain	Pos	Position (GK = Goalkeeper, D = Defenseman, F = Forward)	L	Number of line-up (1 = starting line, 2 = Second line, 3 = third line, 4 = fourth line)	SOG	Sum of shots on goal (shots saved by goalkeeper plus scored goals) of this player	#	Number of the goal (- for penalty shot missing the goal)	Time	Time the goal is scored	G	Jersey number of the player scoring the goal Jersey	A1	number of the player awarded the first assist Jersey	A2	number of the player awarded the second assist	GS	Game situation (EQ = equal, +1 = power play 5:4, +2 = power play 5:3, -1 = shorthanded 4:5, -2 = shorthanded 3:5, PS = penalty shot, EN = empty net goal)	P1 P2 P3 P4 P5 P6	Positive participation (all players on ice of the team scoring the goal)	N1 N2 N3 N4 N5 N6	Negative participation (all players on ice of the team being scored on)	Time	Time the penalty is called by the referee	No.	Jersey number of the penalized player	Min	Number of penalty minutes (2, 5, 10, 20 or 0 (only for penalty shot))	Offence	Abbreviation of penalty (explanation see next column)	Start	Time the penalty starts	End	Time the penalty ends	Team Manager	Team Manager	Head Coach	Head Coach	A, Coach	A, Coach	Period	Period 1, 2, 3, OVT = overtime, GWS = game winning shots	Total	Total sum of all entries in the columns	G A:B	Number of goals scored by team A: team B (listed by period)	SOG A:B	Number of shots on goal plus scored by team A : team B (listed by period)	PIM A:B	Number of penalty minutes for team A: team B (listed by period)	PPGF A:B	Number of power play goals scored by team A: team B (listed by period)	SHGF A:B	Number of shorthanded goals scored by team A: team B (listed by period)	GKA1	Sum of shots saved by the first goalkeeper of team A (depending on period)	GKA2	Sum of shots saved by the second goalkeeper of team A (depending on period)	GKA3	Sum of shots saved by the third goalkeeper of team A (depending on period)	GKB1	Sum of shots saved by the first goalkeeper of team B (depending on period)	GKB2	Sum of shots saved by the second goalkeeper of team B (depending on period)	GKB3	Sum of shots saved by the third goalkeeper of team B (depending on period)	GKA	Jersey number of the goalkeeper of team A	GKB	Jersey number of the goalkeeper of team B	MIP	Minutes in play for each goalkeeper	GA	Goals against for each goalkeeper	Start of game	Time the game actually starts	End of game	Time the game actually ends	Time-out A	Time the home team takes a 30 seconds timeout	Time-out B	Time the Visiting team takes a 30 seconds timeout	Game supervisor	Name of the Supervisor	Time	Time the Goalkeeper comes in or goes out of the game	GKA	Jersey number of the goalkeeper of team A coming in or going out	GKB	Jersey number of the goalkeeper of team B coming in or going out	Referee	Name and given name of referee for this game	Scorekeeper	Name and given name of scorekeeper for this game	Linesman	Name and given name of linesman for this game	Goal Judge	Name and given name of goal judge for this game	Timekeeper	Name and given name of timekeeper for this game	Sign.	Signature for referee and scorekeeper	A B	Jersey number of the player of team A (Marked with * when he starts the GWS)	GKA	Jersey number of the player of team B (Marked with * when he starts the GWS)	GKB	Goalkeeper of team A for this penalty shot	GF:GA	Goalkeeper of team B for this penalty shot	End	Goals scored after this game winning shot of each team Time of the end of the game	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: left;">Penalty abbreviations and codes</th> <th style="text-align: right;">01</th> </tr> <tr><td>ABUSE</td><td>Abuse of officials</td><td style="text-align: right;">01</td></tr> <tr><td>AD-EQ</td><td>Measurement of equipment</td><td style="text-align: right;">02</td></tr> <tr><td>ATTUDE</td><td>Attitude of captain or alternate</td><td style="text-align: right;">03</td></tr> <tr><td>BENCH</td><td>Bench minor penalty</td><td style="text-align: right;">04</td></tr> <tr><td>BLOOD</td><td>Prevention of infection by blood</td><td style="text-align: right;">05</td></tr> <tr><td>BOARD</td><td>Boarding</td><td style="text-align: right;">06</td></tr> <tr><td>BR-ST</td><td>Broken stick</td><td style="text-align: right;">07</td></tr> <tr><td>BUTT-E</td><td>Butt-ending</td><td style="text-align: right;">08</td></tr> <tr><td>CH-PL</td><td>Infringement of change of players</td><td style="text-align: right;">09</td></tr> <tr><td>CHARG</td><td>Charging</td><td style="text-align: right;">10</td></tr> <tr><td>CHE-B</td><td>Checking from behind</td><td style="text-align: right;">11</td></tr> <tr><td>CHE-H</td><td>Checking to the head and neck</td><td style="text-align: right;">12</td></tr> <tr><td>CROSS</td><td>Cross-checking</td><td style="text-align: right;">13</td></tr> <tr><td>DELAY</td><td>Delaying the game</td><td style="text-align: right;">14</td></tr> <tr><td>DIS-N</td><td>Goal being deliberately dislodged</td><td style="text-align: right;">15</td></tr> <tr><td>ELBOW</td><td>Elbowing</td><td style="text-align: right;">16</td></tr> <tr><td>EQ-INF</td><td>Equipment infraction</td><td style="text-align: right;">17</td></tr> <tr><td>EX-RP</td><td>Excessive roughness</td><td style="text-align: right;">18</td></tr> <tr><td>FAL-P</td><td>Falling on the puck</td><td style="text-align: right;">19</td></tr> <tr><td>FISTI</td><td>Fisticuffs</td><td style="text-align: right;">20</td></tr> <tr><td>GA-MI</td><td>Game misconduct penalty</td><td style="text-align: right;">21</td></tr> <tr><td>GK-PEN</td><td>Goalkeeper penalties:</td><td style="text-align: right;">-</td></tr> <tr><td></td><td>- beyond the red center line</td><td style="text-align: right;">22</td></tr> <tr><td></td><td>- to bench during stoppage of play</td><td style="text-align: right;">23</td></tr> <tr><td></td><td>- leaving crease during altercation</td><td style="text-align: right;">24</td></tr> <tr><td></td><td>- dropping puck on goal netting</td><td style="text-align: right;">25</td></tr> <tr><td>HANDP</td><td>Hand pass</td><td style="text-align: right;">26</td></tr> <tr><td>H-BUT</td><td>Head butting</td><td style="text-align: right;">27</td></tr> <tr><td>HI-ST</td><td>High sticking</td><td style="text-align: right;">28</td></tr> <tr><td>HOLD</td><td>Holding</td><td style="text-align: right;">29</td></tr> <tr><td>HOOK</td><td>Hooking</td><td style="text-align: right;">30</td></tr> <tr><td>HO-ST</td><td>Holding the stick</td><td style="text-align: right;">31</td></tr> <tr><td>INTRF</td><td>Interference</td><td style="text-align: right;">32</td></tr> <tr><td>INT-S</td><td>Interference with spectators</td><td style="text-align: right;">33</td></tr> <tr><td>L-BCH:</td><td>Leaving the player/penalty bench</td><td style="text-align: right;">34</td></tr> <tr><td></td><td>Leaving bench during altercation</td><td style="text-align: right;">35</td></tr> <tr><td></td><td>Team officials leaving bench</td><td style="text-align: right;">36</td></tr> <tr><td>MATCH</td><td>Match penalty</td><td style="text-align: right;">37</td></tr> <tr><td>MISC</td><td>Misconduct</td><td style="text-align: right;">38</td></tr> <tr><td>OTHER</td><td>Harassing officials</td><td style="text-align: right;">39</td></tr> <tr><td>REFUSE</td><td>Refusing to start play</td><td style="text-align: right;">40</td></tr> <tr><td>ROUGH</td><td>Roughing</td><td style="text-align: right;">41</td></tr> <tr><td>SLASH</td><td>Slashing</td><td style="text-align: right;">42</td></tr> <tr><td>SPEAR</td><td>Spearing</td><td style="text-align: right;">43</td></tr> <tr><td>TEE</td><td>Teeing</td><td style="text-align: right;">44</td></tr> <tr><td>THR-ST</td><td>Throwing stick or any object</td><td style="text-align: right;">45</td></tr> <tr><td>TOO-M</td><td>Too many players on ice</td><td style="text-align: right;">46</td></tr> <tr><td>UN-SP</td><td>Diving</td><td style="text-align: right;">47</td></tr> </table> <table border="1" style="width:100%; 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CROSS	Cross-checking	13																																																																																																																																																																																																																																																																																																																
DELAY	Delaying the game	14																																																																																																																																																																																																																																																																																																																
DIS-N	Goal being deliberately dislodged	15																																																																																																																																																																																																																																																																																																																
ELBOW	Elbowing	16																																																																																																																																																																																																																																																																																																																
EQ-INF	Equipment infraction	17																																																																																																																																																																																																																																																																																																																
EX-RP	Excessive roughness	18																																																																																																																																																																																																																																																																																																																
FAL-P	Falling on the puck	19																																																																																																																																																																																																																																																																																																																
FISTI	Fisticuffs	20																																																																																																																																																																																																																																																																																																																
GA-MI	Game misconduct penalty	21																																																																																																																																																																																																																																																																																																																
GK-PEN	Goalkeeper penalties:	-																																																																																																																																																																																																																																																																																																																
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	- to bench during stoppage of play	23																																																																																																																																																																																																																																																																																																																
	- leaving crease during altercation	24																																																																																																																																																																																																																																																																																																																
	- dropping puck on goal netting	25																																																																																																																																																																																																																																																																																																																
HANDP	Hand pass	26																																																																																																																																																																																																																																																																																																																
H-BUT	Head butting	27																																																																																																																																																																																																																																																																																																																
HI-ST	High sticking	28																																																																																																																																																																																																																																																																																																																
HOLD	Holding	29																																																																																																																																																																																																																																																																																																																
HOOK	Hooking	30																																																																																																																																																																																																																																																																																																																
HO-ST	Holding the stick	31																																																																																																																																																																																																																																																																																																																
INTRF	Interference	32																																																																																																																																																																																																																																																																																																																
INT-S	Interference with spectators	33																																																																																																																																																																																																																																																																																																																
L-BCH:	Leaving the player/penalty bench	34																																																																																																																																																																																																																																																																																																																
	Leaving bench during altercation	35																																																																																																																																																																																																																																																																																																																
	Team officials leaving bench	36																																																																																																																																																																																																																																																																																																																
MATCH	Match penalty	37																																																																																																																																																																																																																																																																																																																
MISC	Misconduct	38																																																																																																																																																																																																																																																																																																																
OTHER	Harassing officials	39																																																																																																																																																																																																																																																																																																																
REFUSE	Refusing to start play	40																																																																																																																																																																																																																																																																																																																
ROUGH	Roughing	41																																																																																																																																																																																																																																																																																																																
SLASH	Slashing	42																																																																																																																																																																																																																																																																																																																
SPEAR	Spearing	43																																																																																																																																																																																																																																																																																																																
TEE	Teeing	44																																																																																																																																																																																																																																																																																																																
THR-ST	Throwing stick or any object	45																																																																																																																																																																																																																																																																																																																
TOO-M	Too many players on ice	46																																																																																																																																																																																																																																																																																																																
UN-SP	Diving	47																																																																																																																																																																																																																																																																																																																
GoalKeeper Changes																																																																																																																																																																																																																																																																																																																		
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## Annex 6: Abbreviations for offences

### Official IPC penalty list

Rule #	Rule Book Offence	Abbrev.
1004	Misconduct Penalty	MISC
1005	Game Misconduct Penalty	GA-MI
1006	Match Penalty	MATCH
1007 / 1008	Penalty Shot	PS
1014	Boarding	BOARD
1015	Butt-Ending	BUT-E
1016	Charging	CHARG
1017	Checking from Behind	CHE-B
1018	Checking to the Head and Neck Area	CHE-H
1019	Cross-Checking	CROSS
1020	Elbowing	ELBOW
1021	Excessive Roughness	EX-RP
1022	Fisticuffs	FISTI
1022	Roughing	ROUGH
1023	Head – Butting	H-BUT
1024	High Sticking	HI-ST
1025	Holding an Opponent	HOLD
1026	Holding the Stick	HO-ST
1027	Hooking	HOOK
1028	Interference	INTRF
1029	Slashing	SLASH
1030	Spearing	SPEAR
1031	Teeing	TEE
1032 / 1033	Abuse of Official by Players/Team Officials	ABUSE
1034	Broken Stick	BR-ST
1035	Captain and Alternate Captain Complaint	ATTUDE
1036 - 1043	Delaying the Game	DELAY
1044	Diving	DIVE
1045	Illegal or Dangerous Equipment	EQ-INF
1046 / 1047	Falling on the Puck by a Player / Goalkeeper	FAL-P
1048 / 1049	Handling the Puck with the Hands By a Player / Goalkeeper	HAND-P
1050	Infringement of Change of Player's Procedure	CH-PL

1051	Interference with Spectators	INT-S
1052 - 1054	Players Leaving the Penalty or Player's Bench	L-BCH
1055	Prevention of Infections by Blood	BLOOD
1056	Team Officials Leaving the Player's Bench	T-BCH
1057 / 1058	Refusing to Start Play – Team On / Not on the Ice	REFUSE
1059 - 1061	Throwing a Stick or Any Object	THR-ST
1062	Too Many Players on the Ice	TOO-M
	Goalkeeper Penalties	GK-PEN
1064	Goalkeeper beyond the Centre Red Line	
1065	Goalkeeper going to the Players Bench During Stoppage of Play	
1066	Goalkeeper leaving his Crease During an Altercation	
1067	Goalkeeper Dropping the Puck on the Goal Netting	
	Other Penalties	OTHER

## Annex 7: Guidelines for IPC timekeeping and scoreboard system

The IPC timekeeping and scoreboard guidelines are a recommendation to the organisers of IPC Competitions showing what information is needed and useful to the teams, officials and spectators during a Para ice hockey game.

In the arenas where the existing scoreboard systems cannot give full information on the game proceedings, there should at least be an electronic information board to provide additional game data and interesting news to spectators. In the arenas with an electronic information system, all information as defined below will be shown on this system:

1. Name of the home team on the left and of the visiting team on right part of the scoreboard device
2. Period with numerals 1-2-3, OVT for overtime, GWS for game winning shots
3. Game result in two number positions for each team, home team left and visiting team right
4. Goal scorer and maximum two assistants by jersey number on the scoreboard, home players left, visiting players right and by names on the information board
5. Game time in minutes and seconds from 0 to 15
6. Overtime in minutes and seconds from 0 to 15 in a gold medal game, from 0 to 10 in a play-off game, semi-final game and bronze medal game and from 0 to 5 in preliminary round games
7. Penalized player by number and penalty time in minutes and seconds on the scoreboard, home player left, visiting player right, and by name, penalty time, penalty code on the information board

8. Penalty time counts down from total time to zero. Each team with three positions for 2 and 5 minutes penalties. Penalty of the two previous penalties is terminated. Eventual further penalties will be kept in the timekeeping system memory and will show up in the third penalty position one by one
9. Ten minute misconduct penalty with two scoreboard positions for each team (home player left, visiting player right) by player number on scoreboard and by name and penalty code on the info board, time counting down by minutes
10. Time-out counts down from 60 seconds to zero and appears in the actual game time position, which reappears automatically in its position
11. Game winning shots standing appears shot by shot in the position of the game result. After the last shot the game result including the decisive goal appears in its position
12. Intermission of 15 minutes after the first and second period, also after third period in case of following 15 minutes overtime, starts counting down automatically when the period is terminated
13. Intermission of 3 minutes after the third period in case of a 5 or 10 minute overtime starts counting down automatically when the period is terminated
14. Game countdown shown by timekeeping system on the scoreboard:

60:00 min	Siren sounds, team representatives provide the completed team composition form to the scorekeeper
43:00 min	One buzzer sound to the team dressing rooms
42:00 min	Two buzzer sounds to the team dressing rooms
40:00 min	Teams enter the ice for 15 minute warm up
25:00 min	Teams leave the ice and the ice resurface starts. Team representatives provide the names of the captain and alternate captains to the scorekeeper, and checks & sign the official game sheet

06:00 min	Full team compositions appear on the information board
05:30 min	One buzzer sounds to the team dressing rooms
04:30 min	Two buzzer sounds to the team dressing rooms – teams go directly to bench and game officials enter the ice
04:00 min	Teams enter the ice surface and skate one lap and then do ‘cheer’ ritual around goalie. Official announcers introduce Referees and Linesmen
03:00 min	Buzzer sounds and all players leave the ice and go to the bench, except the starting players (plus team captain if not starting) who line up on the blue lines. Team captains greet the referee and linesmen in the referee’s crease and exchange gifts. Official announcer introduces the starting players for both teams.
00:15 sec	Referee calls the teams to face-off
00:00	Reset clock at 15:00 and game starts

15. Intermission countdown by scoreboard system before the second period, third period and the fifteen minute overtime period:

15:00 min	Appears on the scoreboard automatically when the preceding period ends and begins to run immediately after it is reset
04:00 min	One buzzer sounds to the team dressing rooms
03:00 min	Game officials enter the ice
02:00 min	Two buzzer sounds to the teams’ dressing rooms and teams go directly to ice surface
00:15 sec	Referee calls the teams to face-off
00:00	Reset clock to 15:00 and period or overtime starts

16. Intermission countdown by scoreboard system before the five or ten minute overtime period:

03:00 min	Appears on the scoreboard automatically after the third period ends and begins to
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	run immediately after it is reset
00:15 sec	Referee calls the teams to face-off
00:00	Reset clock to 05:00 or 10:00 and overtime starts

17. Synchronization of the red and green lights: When the game has stopped and the green light is on, it should be impossible for the goal judge to turn the red light on
18. In case of a power failure, a backup power system for the timekeeping system should ensure that it functions without interruption.

Note: In general, the outlined procedures should be followed for the game countdown. A revised countdown procedure may be used where necessary to accommodate the timing of the opening and closing ceremonies, such as the introduction of the teams at the IPC World Championships. The revised process must be approved by the IPC.

## Annex 8: Announcement examples

Note: Prior to the start of any game at an IPC Competition the announcer must make the following announcements in the language of the host country first, then the announcements to be made in English:

### Pre-game announcements

Team roster announcement (20 minutes before game time):

«Here are the player rosters for both teams for the upcoming game between \_\_\_\_\_ and \_\_\_\_\_. »

«Here is the roster for the visiting team, \_\_\_\_\_.”  
(Announce all players on the roster including their jersey numbers plus staff.)

«Here is the roster for the home team, \_\_\_\_\_.”  
(Announce all players on the roster including their jersey numbers plus staff.)

Announcement (3 minutes before game time):

“Ladies & gentlemen, welcome to the 20\_\_\_\_ IPC World Championships game between \_\_\_\_\_ and \_\_\_\_\_.”

“The officials for this game have been licensed and assigned by the International Paralympic Committee.

The referee for today’s game is \_\_\_\_\_

The linesmen are \_\_\_\_\_ and \_\_\_\_\_”

Note: The countries of the game officials are not to be announced, as all officials are International Paralympic Game Officials.

## **Announcements during the game:**

### **Goal related announcements:**

#### Goal scored

- Goal for team...
- Scored by number ... (Name)
- Assisted by number... (Name)
- And number ... (Name)
- Time: ...

#### Goal correction

- Goal correction: (1st, 2nd, 3rd, 4th etc.) goal for team ...
- Was scored by number ... (Name)
- Assisted by number ... (Name)
- And number ... (Name)

#### No goal reasons

- No Goal
- The play was stopped before
- The puck crossed the line after the expiration of time at the end of the period
- The puck did not cross the goal line
- The goal was dislocated
- The attacking player was in the goal crease
- The puck was directed into the net by a sled
- The puck was directed into the net by hand
- The puck deflected into the net off a game official
- The puck was high-sticked into the net.

#### Video goal judge review

- The play is being reviewed
- In case goal is given: Announcement for “goal scored”

- In case no goal is given:           No goal has been scored

#### **Penalty related announcements:**

##### Minor penalty

- Team..., number..., (name), 2 minutes penalty for... (penalty reason)
- Time: ...

##### Minor penalty against goal keeper

- Team..., number..., (name), 2 minutes penalty for ... (penalty reason)
- Time: ...
- The penalty is served by number ..., (name)

##### Simultaneous penalties

- Team (visiting team ...), number..., (name), 2 minutes penalty for ... (penalty reason)
- Team (home team) ... number ... (name), 2 minutes penalty for ... (penalty reason) time: ...
- Teams are playing with equal strength

See also: “Further penalty related announcements”

#### Bench Minor Penalty for delaying the game

- Team ... bench minor penalty for delaying the game
- Time: ...
- The penalty is served by number... (Name)

#### Bench minor penalty for too many players on the Ice

- Team ... bench minor penalty for too many players on the ice
- Time: ...
- The penalty is served by number...(Name)

#### Major penalty & game misconduct

- Team ... number ... (name) 5 minutes major penalty for ... plus an automatic game misconduct penalty
- Time: ...
- The five-minute penalty is served by number... (name)

#### Penalty shot

- Penalty shot for team...
- Time: ...
- The penalty shot will be taken by number... (name)

**Further penalty related announcements:**

Situation		Announcement
Before	After	
A-B	A-B	
5-5	5-4	Penalty announcement
5-5	4-4	Penalty announcement + Teams are playing at full strength
5-4	5-5	Team (B) us playing at full strength
5-4	5-3	Penalty announcement
5-4	4-4	Penalty announcement + Teams are playing at equal strength
5-3	5-4	No announcement
5-3	4-3	Penalty announcement Team (B) ... is playing short-handed
4-4	5-4	Team (A) .... as playing at full strength
4-4	5-5	Both teams are playing at full strength
4-4	4-3	Penalty announcement
4-3	4-4	Teams are playing at equal strength
4-3	5-3	Team (A) ... is playing at full strength
4-3	3-3	Penalty announcement + Teams are playing at equal strength
3-3	4-3	No announcement
3-3	5-3	Team (A) is playing at full strength

**Other compulsory announcements:**

Minutes left in the game

- At 14:00 1st period: One minute left in the first period
- At 14:00 2nd period: One minute left in the second period
- At 13:00 3rd period: Two minutes left in the third period

#### Goalkeeper change

- Team ... goalkeeper change
- Out of goal number... (name)
- And into the goal number...(name)
- Time: ...

#### Wrong change of goalkeeper

- Play has been stopped due to premature entry of play from the player' bench

#### Time out

- Time out for team...
- Time out is over
- Attendance
- Midway through the 3rd period: Today's/Tonight's attendance ...

#### Overtime

##### Preliminary round games:

- As the score is tied after the regular time, a 5-minute "Sudden Victory" overtime will follow after a 3 minute intermission

##### Play-off games:

- As the score is tied after the regular time, a 10-minute "Sudden Victory" overtime will follow after a 3 minute intermission

##### Gold medal game

- As the score is tied after the regular time, a 15-minute "Sudden Victory" overtime will follow after a 15 minute intermission

#### Game winning shots

As the score is tied after overtime, game winning shots will follow

#### Score after the period

- Score after the first period: (home team) ... (visiting team) ...
- Score after the second period: (home team) ... (visiting team) ...

#### Shots on goal

- Shots on goal in the (1st or 2nd) period:
- Team (visiting team): ...
- Team (home Team): ...

#### **Game clock announcements:**

In the event that the game clock malfunctions, the announcer must:

- Upon the scorekeeper's request, immediately inform the spectators and the teams through the public address system
- Announce the playing time in the game and the penalty time of any penalized players
- Announce to the spectators and teams when the game clock begins working again
- The teams and spectators should receive time information during each stoppage of play.

#### Change to manual timing

- Ladies and gentlemen, the game time is operating manually by stopwatch
- Information about time played in the game
- ... minutes ... seconds played in the ... period
- OR
- ... seconds left to play in the game/period

#### Information about remaining penalty times

- Remaining penalty time (s):
  - ... minute (s) and ... seconds left for number ... (name) of team ...
  - ... minute (s) and ... seconds left for number .... (name) of team ... etc.

Chance back to the official game clock

- Ladies and gentlemen, the time on the game clock is correct

**Final announcements:**

Final Score

- Final score: (home team) ..., (visiting team) ...

Shots on goal

- Shots on goal in the 3rd period:
  - Team (visiting team): ...
  - Team (home team): ....
- Shots on goal in the entire game:
  - Team (visiting team): ...
  - Team (home team): ...

## **Annex 9: Three point system**

For all IPC Competitions, points shall be awarded as follows:

- Three (3) points for the winning team at the conclusion of regulation time
- One (1) point for both teams at the conclusion of regulation time if the game is tied
- One (1) additional point earned for the team winning the game in an overtime period, or the game winning shots procedure if the teams are still tied following conclusion of the overtime period
- Zero (0) points for the team losing the game in regulation time

## Annex 10: Tie breaking system

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, the following tie breaking procedure is applicable when three or more teams are tied in points in an IPC Competition standing. Should three or more teams be tied on points, then a tie breaking formula will be applied as follows, creating a sub-group among the tied teams. The process will continue until only two teams remain tied. In the case of two remaining tied teams, the game between the two would then be the determining tie-breaker as the game could not end in a tie. In the case of none of the teams being tied, the criterion specified in the respective step applies.

### 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 three or more teams remain tied in points, then the better goal difference in the direct games amongst the tied teams will be decisive.

### Step 3:

Should three or more teams remain tied in points and goal difference, then the highest number of goals scored by these teams in their direct games will be decisive.

### Step 4:

Should three or more teams remain tied in points, goal difference, and goals scored 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. goals scored) against the closest best ranked team will take precedence.

**Step 5:**

Should three or more teams 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.

**Step 6:**

Should three or more 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 Championships (i.e. seeding).

## Annex 11: Overtime operations

- a) If in a preliminary 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 puck will be faced off at center ice. 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 (rule 605) will apply.

- b) If a playoff 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 puck will be faced off at center ice. 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 (rule 605) will apply.

- c) If a gold medal final game is tied at the end of regulation time, then a fifteen-minute overtime period shall be played immediately following the completion of a fifteen-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 center ice. The game will end when the fifteen 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 (rule 605) will apply.

- d) All overtime periods 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 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 12: Game winning shots procedure

In a game where a winner must be declared and no goal is scored in the overtime period (rule 604) then the IPC game winning shots procedure will apply. The following procedure will be utilized:

1. The teams will not change ends for the game winning shot procedure. The center section of the rink will be dry scraped by the ice-resurfacing machine prior to the game winning shots during the time required to organise the program accordingly (This will occur at the discretion of the TD). The home team shall have the choice of shooting first or second.
2. The procedure will begin with three (3) 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 are all players from both teams listed on the official game sheet except as specified in article 3 below.
3. All players are eligible to participate in the game winning shot procedure unless they are serving a misconduct penalty or have been assessed a game misconduct or match penalty.
4. The referee will call the two captains to the referee crease. The home team will have the choice whether his team will shoot first or second.
5. Once the game winning shot procedure begins, the goalkeeper cannot be replaced unless he/she is injured. No warm up shall be permitted for a substitute goalie.
6. The shots will be taken in accordance with rule 1008 of the WPIH Rulebook.
7. The players of both teams will take the shots alternately until a decisive goal is scored. The remaining shots will not be taken.
8. 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 tiebreak 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.
9. The official scorekeeper will record all shots taken, indicating the players, goalkeepers and goals scored.
10. 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.
11. 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 13: Commercial break procedure

During each regular period of the games in an IPC Competition there may be up to two (2) commercial breaks, each with duration of 70 seconds. This commercial format will be followed during all televised championship games to ensure consistency for the teams and broadcasters alike.

### Commercial co-ordination policy

Commercials may only be granted when teams are at equal strength (4 on 4, 5 on 5, or 6 on 6) when a stoppage in play occurs. The determination of equal strength is the number of players on the ice at the time of the whistle. Therefore if Team A is a man down and a penalty is called on Team B a commercial break is not allowed. The only exception to the equal-strength requirement is a five-minute (coincidental) major penalty. When a team is a man down due to a five-minute major penalty, the commercial break will be administered. However, if a two-minute minor penalty is assessed to the same team during the five-minute major penalty (creating a 5 on 3 situation) no commercial breaks shall be taken until the major penalty ends.

Commercial breaks will be taken at the first stoppage of play after the following times on the game clock as it counts down:

Break no. 1 - 11:00 minutes

Break no. 2 - 06:00 minutes

Notwithstanding the foregoing, no commercial breaks will be taken:

- In the final thirty seconds of the first and second periods;
- In the final two minutes of the third period, or in overtime, with the exception of the Gold medal game where the above procedure will apply for the 15-minute overtime period;
- When a goal is scored;
- When there is a call for a penalty shot;
- When an icing infraction is called, except when a penalty or penalties are assessed at the icing call that affect the on-ice strength of either team; or
- When a fight is happening on the ice

In the event that a commercial break is not taken during the prescribed time slot, because of penalties or the flow of the game, the missed commercial opportunity will be made up at the first whistle in the next commercial break time slot. The second commercial break will then be taken at the third stoppage of play following the first commercial break. If there is another incident where the second commercial break is missed, this procedure will continue to repeat itself until all breaks are taken.

## **Procedure**

The procedure for taking the commercial break is as follows:

- A Commercial Co-ordinator will be nominated by the Organising Committee.
- At the whistle, a red signal light will immediately be illuminated by the Commercial Co-ordinator at the scorekeeper's bench, signaling that the commercial break is in progress.
- The penalty box attendants open the doors for the duration of the commercial break
- The Commercial Co-ordinator signals the TV truck that there is a commercial and immediately starts timing the break.
- One linesman places the puck on the ice where the next face-off will take place while the referee proceeds to the scorekeeper's bench.
- The players proceed to their respective benches while the other linesman stands between the player benches.
- With twenty seconds left in the break, the Commercial Co-ordinator cues (20 second cue card) the referee to blow the whistle to indicate that the players proceed to the face-off spot.
- With five seconds left in the break the back linesman gets a cue (5 second cue card) from the Commercial Co-ordinator to blow the whistle and begin the face-off procedure
- The puck should drop at the seventy second mark.
- The Commercial Co-ordinator should turn the red signal light off at the seventy second mark

Additional commercial breaks will be permitted during a time slot if a delay is required to address:

- Player(s) injury
- Damage and/or repair to the playing surface (glass, boards, net)
- Any other issue which may require excessive time to sort out.

Extra commercial breaks taken during a time slot must follow the normal commercial procedure described above. Any extra commercial breaks will take the place of the scheduled break in the last remaining time slot of that period and will not be used to create extra commercial breaks.

In such instances, the Commercial Co-ordinator will be instructed to turn on the light to indicate that an optional commercial break opportunity is being taken.

### **Team considerations**

Teams should be aware of the following during these commercial breaks:

- Goalkeepers will be allowed to go to their respective players' bench.
- Teams are allowed to change lines once the referee blows the whistle signaling the teams to return to the face-off with 20 seconds remaining in the commercial break.
- These line changes will follow the same protocol as a normal line change during a stoppage of play.
- Teams will be allowed to request their official time-out from the referee once they are called back to the ensuing face-off by the referee's whistle with 20 seconds remaining in the commercial break.
- The referee will immediately advise the official scorekeeper of the time-out request and the official time-out will follow the normal protocol.

## Annex 14: Video goal judge system operating procedures

If available, but at all Paralympic Winter Games, the use of the video replay of disputed goals is approved by WPIH and is included in the WPIH Regulations. Off-ice officials and especially scorekeeper should be familiar with the WPIH Rules and Regulations and procedures for the video goal judge replay system.

All reasonably available television pictures must be provided and used by the video goal judge for this system. The reply system available to the video goal judge must be equivalent to the Olympic or IIHF standards and approved by the WPIH Sport Technical Committee.

### Procedure

- When the referee requests a video review of a disputed goal, the referee will contact the video goal judge from the official scorekeeper's bench using a telephone system which has been installed for this purpose.
- When the video goal judge requests a review, the video goal judge will contact the official scorekeepers 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.
- 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."
- If the video review is inconclusive then the video goal judge will report this to the referee who will then make the final decision.
- Following the review and the subsequent decision, the appropriate announcement shall be made:
  - "A goal has been scored at ..... " (time)
  - "No goal has been scored."
- A team does not have the authority to request a video review of a play.
- If the puck enters the net and play is stopped, the referee or the video goal judge are 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.

- 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.
- 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.
- 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 is 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:**

- 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.
- 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.
- Following a goal on televised games, provide a little extra time to allow the broadcaster to show replays of the goal.
- 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.
- 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.
- 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.



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