

INTERNATIONAL BLIND SPORTS FEDERATION

SHOWDOWN SPORT COMMITTEE

REFEREE MANUAL



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INDEX

| | |
|------------------------------------|------|
| Introduction | p.4 |
| Refereeing Technique | p.4 |
| Showdown Referees | p.4 |
| The Whistle | p.5 |
| Referees' Action | p.5 |
| Practical Application of the Rules | p.6 |
| Before the Game | p.6 |
| Equipment Check | p.8 |
| Delays | p.9 |
| Refereeing | p.9 |
| Audience | p.10 |
| Coaches | p.11 |
| Compiling Score Sheets | p.11 |
| Individual Match | p.12 |
| Team Competition | p.14 |
| Referees' Conduct | p.15 |
| Head Referee | p.16 |
| Terminology | p.17 |

INTRODUCTION

The purpose of this manual is to guarantee uniformity in worldwide refereeing by giving the referees guidelines, so that every one of them in the world can interpret and apply the rules of play in the same way.

You can contact us at:

showdown.irc@ibsasport.org

If you need documents for Showdown referees, you can visit this web site:

<https://ibsasport.org/sports/showdown/referees-and-officials/>

REFEREEING TECHNIQUE

Showdown Referees

The referee is a professional who has the task to evaluate the match impartially and objectively, and to guarantee that the game rules are followed.

During the match the referee has to do her/his best to judge every situation in the best way.

Showdown is a very difficult and fast sport and due to the referee's point of view, the ball's speed etc.... it's nearly impossible to see every single irregularity on the table.

This realization cannot be an excuse not to give the game maximum attention and must motivate the improvement of refereeing skills.

To improve refereeing skills, this should be kept in mind:

- 1) **Memorization:** freeze the doubtful moments of the play in your mind. Elaborate and memorize what happens on the table especially when the dynamic is not very clear, because players have their own playing style and the same play dynamics can keep

happening. Next time something happens you will be better prepared to evaluate the situation.

- 2) **Self-confidence:** always judge in good faith and do everything possible to ensure the impartiality of the match.
- 3) **Communication:** always explain as clearly and concisely as possible why the whistle has been blown and, if necessary, explain to the players what has happened.
- 4) **Insecurity:** never show uncertainty about a decision. If there is doubt about the offense, there is an opportunity to blow the whistle and take some time to think about what has just happened. If there is certainty, a decision can be made, otherwise say 'let'. If there are two referees, the first referee can ask the other referee's opinion by calling „Referee time”, before announcing a decision.

The Whistle

The game is very fast, therefore the referee always must keep the whistle in the mouth or in the hand, with the finger on the button, so he/she can use it as soon as an infraction/goal is recognized. The sound of the whistle must match the volume of the game. Players could be affected by the loud whistle ringing in their ears.

The electronic whistles are also accepted and endorsed for use in all tournaments. When using an electronic whistle, the length of the sound must be long enough for players to hear it during the game. Tone of the whistle should be established before entering the room. The tone should not be too low or too high.

Referees' Action

During the tournament play the referee is the official for her/his table. The referee must be clearly identifiable as the referee. The referee should be dressed appropriately, have sports shoes and long pants, except if it is very warm in the halls, then shorts may be used. The

referee will ensure that the rules of the game are observed in all cases. The decision of the referee is final.

PRACTICAL APPLICATION OF THE RULES

Before the Game

- 1) Before every match the referee must check all player equipment: eye protection, hand protection, bats and attire. In team competition the referee must also check the equipment of players available for substitution.
- 2) The referee has to introduce her/himself, the scorekeeper, players, coaches and interpreters.
 - a) The referee must conduct the match in the official language of the tournament.
 - b) Players who cannot understand the official language can use an interpreter, but he/she must announce her/him prior to the match.
 - c) The player has the responsibility to announce her/his coach to the referee before the warm up even if the coach is not present. The coach can enter/leave the room only when the set is over and the referee must open the door.
 - d) The referee must ensure that both players are aware of the presence and know the name of each other's coach and interpreter.
- 3) Before the first set, players can freely practice with each other and get used to the table.
 - a) The amount of time for warm up is usually 60 seconds but can be changed by the referee if he deems appropriate.
 - b) Warm up can also be completely omitted if both players ask for that.
 - c) If only one player wants to do the warm up, he/she has the right to do it. The opponent can have a non-active role.
 - d) During the warm up, talking between the player and her/his coach is not allowed.

- 4) Prior to the start of the warm up the referee will toss a coin for the serve. The first player on the list will be asked to choose head or tail. The player winning the coin toss will be given the choice of taking or giving away the first serve to her/his opponent.

- 5) The referee will roll the ball to the serving player and ask both players (first the receiver then the server) if they are ready to play. When the referee receives positive acknowledgement (“Yes”) from both players, the referee announces the score and the number of the serve. Then the referee will signal the beginning of play.

- 6) The referee sounds a whistle to conduct the match.
 - a) Play will be started and stopped with one blast, one to start or stop.
 - b) A double whistle for a goal.
 - c) A long whistle when the set/match is over. At the end of the set/match the referee must announce the winner and the score of the set/match.

Check Sports Equipment

The referee checks that the player's equipment is in accordance with the rules before the warm-up. Before checking, it is important to warn the players by saying "Player's Name, I will now check your equipment".

1. Eye protection check
 - a. Check if the eye protection is in accordance with the rules.
 - b. To check the eye protection during the game, the referee gives the following command: "Player's Name, please show me your glasses. Thank you!" The player is expected to raise his head. If the referee has doubts that the eye protection is worn properly, he can ask the player to fix the position of the eye protection or he can do it himself. In this case, it is good to warn the player, by saying: „I'm going to fix your eye protection now."

2. Attire check
 - a. Check if the shirt's sleeves and fit are in accordance with the rules.
 - b. Check if the shirt type is in accordance with the rules (e.g. "uniform" type)
 - c. Check if the player is wearing shoes in accordance with the rules.

3. Re-asses gloves

- a. Gloves are usually measured before the start of the tournament.
- b. Re-assess the player's glove before each match.
- c. If necessary, re-measure the gloves as explained under "Equipment Check"

4. Re-check bats

- a. Bats are usually measured before the start of the tournament.
- b. Check if the bats have been measured and approved before each match.
- c. If necessary, re-measure the bat as explained under "Equipment Check"

Equipment Check

The Referee Team is assigned to perform players' equipment checks.

During the check referees, appointed by the Head Referee, will verify the aptness of:

- bats,
- eye protection,
- hand protection.

1. Bat check

- a. Bats are measured by a caliper.
- b. First step:
 - Check if the length and width is in accordance with the rules.
- c. Second step:
 - Mark bat as approved for the tournament using marker or stamp.

2. Eye protection check

- a. Check if the eye protection type is in accordance with the rules.
- b. Examine the eye protection closely and check for damages and gaps.

- c. If necessary, ask the player to put on the eye protection. For example if it is a darkened skiing mask which seems to be too big or small for the player's head.
Check if the eye protection fits properly.
3. Glove check (also see addendum "Glove Check")
 - a) Gloves are measured by a tape measure.
 - b) First step:
 - Player places **naked hand** with extended fingers on a flat surface.
 - The referee measures the hand in three different places: wrists, knuckles and proximal interphalangeal joints (the joint in the middle of the finger).
 - c) Second step:
 - Player places **the glove hand** with extended fingers on a flat surface.
 - The referee measures the glove hand in the three different places listed above.

Delays

The player must be at the playing room at the specified time. If the referee waits for 5 minutes and the player does not appear, he/she loses the match by default.

Refereeing

The referee sounds a whistle to conduct the game. When the referee recognizes a fault or a goal, he/she must whistle as soon as possible.

1. Once he/she has whistled it is necessary to explain in the clearest and most concise way what just happened and to say who gets the point.
 - a) Ball out from Player A, one point to Player B
 - b) Goal, two points to Player A
 - c) Illegal defense Player B, one point to Player A

2. Resume the game announcing:
 - a) The number of the serve;
 - b) The score referred to the serving player.

3. After time-outs and unusually long breaks the referee must ask the players if they are ready, wait for the answer of the both and then whistle to resume the game.

The referee conducts the game standing or sitting in the umpires' chair on one side of the table near to the centerboard screen.

The referee can take a step forward during the service to evaluate its regularity, and then he/she can come back one or two steps to have a better visual perspective of the game. The referee can also move closer to one side of the table to have a better view of the possible infractions.

During the change of sides the referee should leave the way clear for the players and, if necessary, help the players without a coach.

Audience

Refereeing a match before an audience is a further challenge for the referee.

In addition to conducting the game, he/she must handle the spectators and make sure to guarantee the silence.

In 2 referee matches, the first referee is responsible for the audience's management.

When managing the audience:

1. Announce that no disorder will be tolerated. Spectators must keep silent during the play and mobile phones and electronic devices must be switched off. If a device rings during the play the referee must stop the game and ask the owner to switch it off.

2. The referee is expected to send out of the room anyone (supporters, coaches etc....) in case of unfair misconduct, e.g. giving advice to players.

3. Audience should stay at least 2 steps away from the table, leaving enough space to the referees and players. The referee can ask the coaches and the spectators to change their position if they are standing too close to the table or the referee.
4. After the referee's whistle spectators can cheer. The referee must ensure silence before the play is resumed by saying „Quiet please” before the whistle.
5. Considering that the audience is very close to the table and in order to make possible the communication between players and coaches, the spectators should keep a low tone of voice.

Coaches

Before warm-up the player must announce the name of her/his coach to the referee. The player can announce her/his coach even if the coach is not present. The coach can enter/leave the room only when the set is over.

It's important to keep in mind:

1. Ask players if they have coaches before the start of the warm-up.
2. Make sure you announce the name of coaches so that both players are aware of the presence and know the name of each other's coach.
3. The referee can ask the coach to stand on the opposite side of the table.

COMPILING SCORE SHEETS

In showdown there are 4 kind of score sheets:

- Individual match, 1 set
- Individual match, best of 3 sets

- Individual match, best of 5 sets
- Team competition, with 2 forms: score sheet and line up (one for each team)

The sections with organizational information (number of the table, number of the match, time etc....) are normally filled by the organization, prior to the score sheet being delivered to the referee.

The score sheets forms are available on IBSA Showdown website, at:

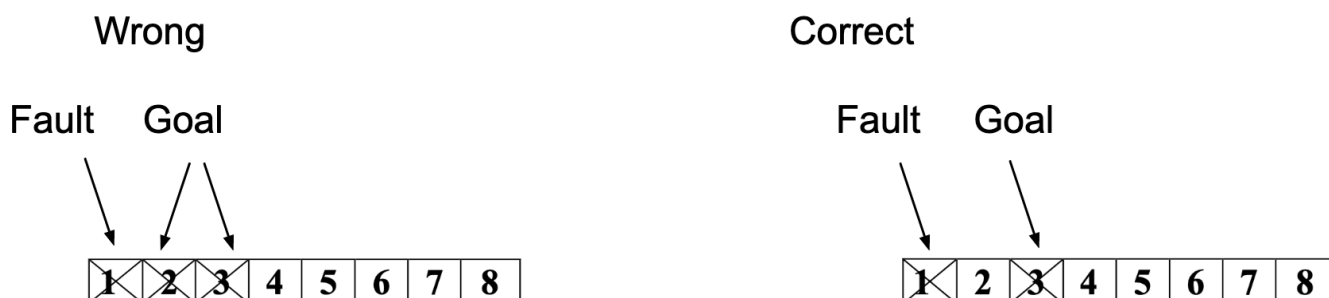
<https://ibsasport.org/sports/showdown/rules-and-downloads/>

Individual Match

In the score sheet for individual match the referee has to fill these sections:

- Names of the Players, which have to be written out in the right order as indicated in the score sheet (ex. The name of Player A has to be copied in the sections labeled with A)
- Name of the Coach/Coaches (if announced)
- Winner of the coin toss, by ticking the box “Serv”, in order to remember the right sequence of the serves
- Points assigned for the opponent's faults (1)
- Points assigned for the Player's goal (2)

In order to be precise, to prevent mistakes and to be always able to verify the points, the referee has to follow these guidelines:

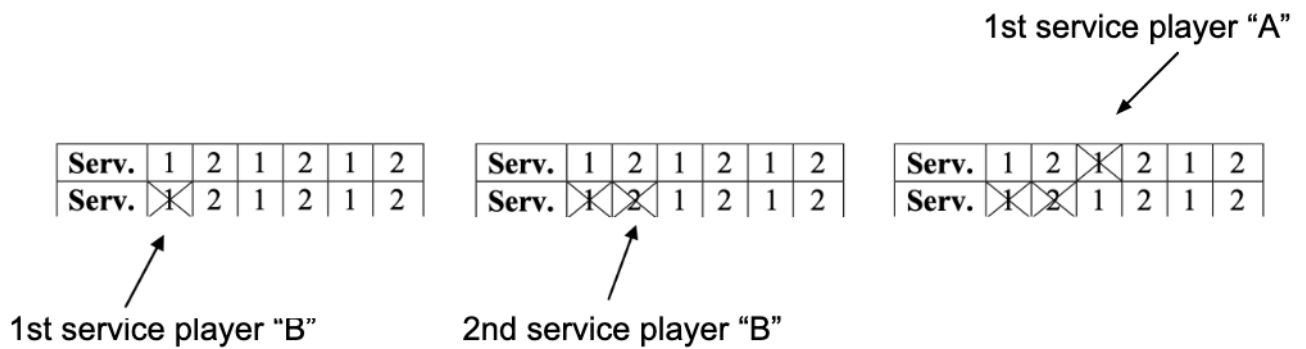


- Serves

In order to be precise, to prevent mistakes and to be always able to verify the serves, the referee has to follow these guidelines:

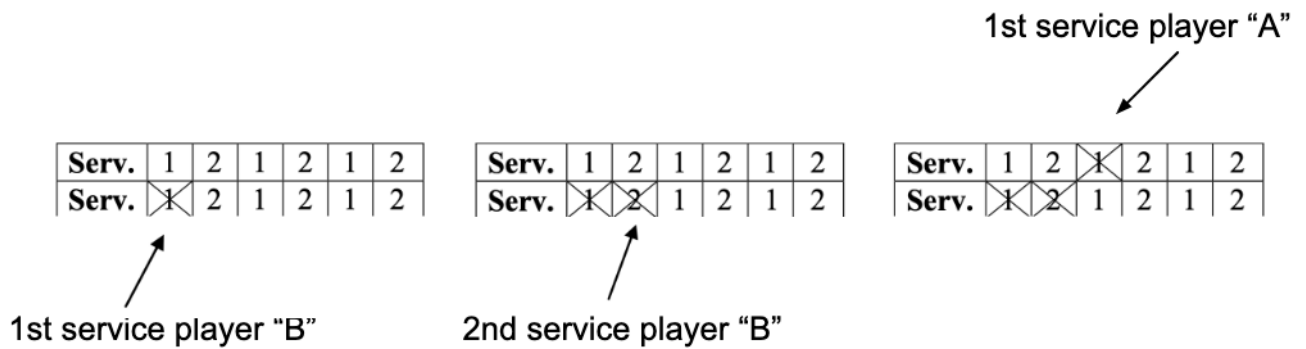
Example of coin toss won by Player A

Example of coin toss won by Player B



Example of coin toss won by Player A

Example of coin toss won by Player B



- Time Out, ticking the time out box
- Score at the end of each set
- Warnings, ticking the "W" box and marking with a sign all the information (serve and score) about the moment in the set when the warning was issued, furthermore the

referee has to write out the reason why the warning was issued on the back side of the score sheet

- Penalties, ticking the “P” box and marking with a sign all the information (serve and score) about the moment in the set when the penalty was issued, furthermore the referee has to write out the time and the reason why the penalty was issued on the back side of the score sheet. If in one set/match the referee issues more than one penalty, he/she has to do the same procedure for each one of them.
- The referee has to mark the points (2) earned with the opponent’s penalty in the same way (explained earlier) of a goal
- At the end of the match the referee has to write down:
 - a. Name of the winner
 - b. Result in set (ex. 2-1)
 - c. His/her readable signature

Team Competition

In the team competition there are 2 forms:

- Line up, one for each team, with the name of the team and the names and the order of the Players
- Score sheet for team competition, where the section to fill are:
 - a) Names of the players, which have to be written down with the same order of the line up form
 - b) Name of the Coach/Coaches (if announced)
 - c) The winner of the coin toss, remember to put an “S” near the name of the player who starts to serve in order to remember the right sequence of serves
 - d) Time Out, ticking the time out box
 - e) Score at the end of the set
 - f) Warnings, ticking the “W” box and marking with a sign all the information (serve and score) about the moment in the set when the warning was issued, furthermore the referee has to write out the time and the reason why the warning was issued on the back side of the score sheet

- g) Penalties, ticking the “P” box and marking with a sign all the information (serve and score) about the moment in the set when the penalty was issued, furthermore the referee has to write out the time and the reason why the penalty was issued on the back side of the score sheet. If in one set/match the referee issues more than one penalty, he/she has to do the same procedure for each one of them
- h) The referee has to mark the points (2) earned with the opponent’s penalty in the same way (explained earlier) of a goal
- i) At the end of the match the referee has to write down:
 - Name of the winning team
 - Result in points (ex.31-15)
 - His/her readable signature

REFEREES' CONDUCT

All the referees must keep an appropriate behavior to the role they are playing, for all the duration of the tournament.

They also commit themselves to fulfill impartially and scrupulously the duties assigned to them and to align to the technical standard for implementation.

All the referees must abstain from declarations or appreciations harmful to the dignity of the referee's category.

All the referees must also abstain from commenting on the refereeing with strangers, players, coaches etc....

All the referees must have a correct attitude; they can eventually explain with firmness and politeness the reason for their decision, talking with a clear and firm voice.

At no time during a tournament should a referee show his/her nationality. They should not wear anything to show their nationality.

Alcohol may only be consumed after the referees have finished their duties for the day but only in very moderate quantities. They should always be aware that they must be fit to perform their duties.

Referees should not be under the influence of any drugs or medicine which will affect their performance as a referee.

HEAD REFEREE

The head referee manages the referees during the tournament; he/she also appoints a deputy head referee that supports him/her and who replaces him/her in the appeals in case he/she was the competition judge.

He/she performs the following functions:

- to assure the application and the observance of the IBSA Showdown Rules
- to assure the application and the observance of the IBSA Showdown Tournament Guidelines (if needed),
- to assign the referees to the matches,
- with the Organizer, to preside over the technical meeting,
- to be part of the Appeal Committee,
- to preside the referee meeting,
- to help the Match Office,
- to organize referee team's work,
- to supervise the technical and behavioral work of the referees,
- to umpire the matches.

TERMINOLOGY

- 1) Good morning/afternoon/evening I'm the referee "Name"
- 2) To my right "Name and Surname of the Player" and to my left we have "Name and Surname of the Player"
- 3) "Surname of the Player" let me check the equipment
- 4) Players you have a minute for the warm up, when you are ready you can start
- 5) (After one minute) "Time"
- 6) "Surname of the Player" for the serve
- 7) "Surname of the Player" serves
- 8) "Player A ready? Player B ready?" (Wait for the answer of the each player, then whistle)
- 9) (During the set and change serve) first/second serve
- 10) (When starting the match, set, time-outs and unusually long breaks) the score is x - x (ex. 1 - 1); "Surname of the Player" first/second serve; "Player A ready? Player B ready?" (Wait for the answer of the each player, then whistle)
- 11) (Time-out request) Time out for "Surname of the Player"
- 12) (After 45 seconds of time-out request) Fifteen seconds
- 13) (After 60 seconds of time-out request) "Time"
- 14) (Toilet visit request) "Surname of the Player" asks toilet visits
- 15) (After 5 minutes) "Time"
- 16) "Surname of the Player" loses the match because fails the return to the table within 5 minutes
- 17) (Medical time-out request) Medical time-out
- 18) (After 5 minutes) "Time"
- 19) "Surname of the Player" loses the match because is injured and not ready to play within 5 minutes
- 20) (After time-out) The score is x - x First/second serve "Surname of the Player", "Player A ready? Player B ready?" (Wait for the answer of the each player, then whistle)
- 21) Dead ball, re-serve, the score is x - x
- 22) (At the end of the set, after the long whistle) Set won by "Surname of the Player" for "score"
- 23) (In the 3rd or 5th set, after the 6th point) Change sides

24) (End of the match) Set won by “Surname of the Player” for “score”, game won by “Surname of the Player” for “score”

Goal and faults:

25) “Surname of the Player” touched her/his eye protection without the referee’s permission, the next set will start with the score of 2 - 0 for “Surname of the Player”

26) “Surname of the Player” touched her/his eye protection without the referee’s permission, two points “Surname of the Player”

27) Goal “Surname of the Player”

28) Centerboard “Surname of the Player”, one point “Surname of the Player”

29) Body touch “Surname of the Player”, one point “Surname of the Player”

30)

31) Ball out “Surname of the Player”, one point “Surname of the Player”

32) Ball infraction, ball trapped for more than two seconds by “Surname of the Player”, one point “Surname of the Player”

33) Irregular serve, the shot was delayed more than two seconds, one point “Surname of the Player”

34) Irregular serve, it was made before the referee whistled, one point “Surname of the Player”

35) Irregular serve, the ball is not placed on the surface before serving, one point “Surname of the Player”

36) Irregular serve, the ball has been touched twice, one point “Surname of the Player”

37) Irregular serve, the ball has not touched the side wall, one point “Surname of the Player”

38) Irregular serve, the ball touched the side twice in the same half, one point “Surname of the Player”

39) Irregular serve, the ball slides along one side, and make multiple bounces, one point “Surname of the Player”

40) “Surname of the Player” invasion, one point “Surname of the Player”

41) “Surname of the Player” is holding the bat with two hands (bat infraction), one point “Surname of the Player”

42) “Surname of the Player” the non-batting hand is in the inner playing area (invasion), one point “Surname of the Player”

43) “Surname of the Player” loses the bat (bat infraction), one point “Surname of the Player”

- 44) Illegal defense, one point "Surname of the Player"
- 45) The phone, watch or similar devices of "Surname of the Player" rings during the game, two points "Surname of the Player"
- 46) The phone, watch or similar devices of "Name of the Coach" rings during the game, two points "Surname of the Player"

The following misconducts are penalized **based on the number of infringements** (1st infraction warning, 2nd and subsequent infractions penalty):

- 47) Warning for "Surname of the Player" because of shaking/pushing the table in a disturbing way
- 48) Warning for "Surname of the Player" because of scraping the racket in a disturbing way
- 49) Warning for "Surname of the Player" because of speaking during play or pause of the game
- 50) Warning for "Surname of the Player" because his/her Coach didn't cheer in the official language of the tournament when the ball was not in play
- 51) Warning for "Surname of the Player" because of non-batting hand holding outside the curve of the table
- 52) Warning for "Surname of the Player" because of hooking/holding ball with a finger
- 53) Warning for "Surname of the Player" because of pushing inside the goal area a part of the body (ex. arms, breast etc...)
- 54) Warning for "Name of the Team" for delaying the game (not being ready to play within 30 seconds - for substitution during team play)
- 55) Warning for "Surname of the Player" because of delaying/disturbing the game
- 56) Warning for "Surname of the Player" because of not playing with at least one foot on the ground
- 57) Penalty for "Surname of the Player" because of shaking/pushing the table in a disturbing way, two points "Surname of the Player"
- 58) Penalty for "Surname of the Player" because of scraping the racket in a disturbing way, two points "Surname of the Player"
- 59) Penalty for "Surname of the Player" because of speaking during play or pause the game, two points "Surname of the Player"

- 60) Penalty for "Surname of the Player" because his/her Coach didn't cheer in the official language of the tournament when the ball was not in play, two points for "Surname of the Player"
- 61) Penalty for "Surname of the Player" because of non-batting hand holding outside the curve of the table, two points "Surname of the Player"
- 62) Penalty for "Surname of the Player" because of hooking/holding ball with a finger, two points "Surname of the Player"
- 63) Penalty for "Surname of the Player" because of pushing inside the goal area a part of the body (ex. arms, breast etc...) , two points "Surname of the Player"
- 64) Penalty for "Surname of the Player" because of delaying/disturbing the game, two points "Surname of the Player"
- 65) Penalty for "Surname of the Player" because of not playing with at least one foot on the ground

The following misconducts are **directly** penalized:

- 66) Penalty for "Surname of the Player" because of touching the eye protection without the referee's permission
- 67) Penalty for "Surname of the Player" because his/her phone/device rang, two points "Surname of the Player"
- 68) Penalty for "Surname of the Player" because his/her coach's phone/device rang, two points "Surname of the Player"
- 69) Penalty for "Surname of the Player" because his/her coach is giving him/her secret signs, two points "Surname of the Player". The Coach of "Surname of the Player" must go out.

Other situations:

- 70) "Surname of the Player" loses the game 11 - 0, 11 - 0 because of a serious misconduct
- 71) "Surname of the Player" loses the game 11 - x, 11 - x because he/she is resigning voluntarily
- 72) "Surname of the Player" loses the game 11 - 0, 11 - 0 because he/she was more than five (5) minutes late.

Addendum

Glove Check

Reference for glove check.

