



INSTRUCTIONS TO TIMERS

Prepared by the International Association of Approved Basketball Officials, Inc.

- You are an official and a vital part of the team and the contest. The game officials greatly appreciate your cooperation.
- As the official timer, please maintain your impartiality throughout the game.
- Be at the scorer's table a minimum of twelve minutes prior to game time.
- Participate in the pregame meeting with the Referee.
- It is strongly suggested that you sit next to the official scorer.
- Be attentive, accurate and maintain focus during the entire game; avoid distractions. (No cell phone usage during the game.)
- Maintain eye contact with the official responsible for signaling to start the clock on a jump ball, free throws and throw-ins, and start the clock when the official lowers their hand.
- **Do NOT sound the horn:**
 - When the official is ready to administer a free throw or throw-in.
 - Unless the ball is DEAD, and the clock is STOPPED.

TIMING

- Four (4) quarters: each one is eight minutes in length. (Can be shortened by mutual agreement.)
- Overtime periods: four minutes (or half the time of the quarter, if playing shortened quarters).
- Half-time intermission: ten minutes (special exceptions: 15 minutes). Ensure the officials and teams are notified three minutes prior to start of second half.
- Between quarters and each overtime period: one-minute intermission.
- Ensure a secondary device is available for timing in case of a scoreboard malfunction.

SPECIAL NOTES:

1. Be alert during end-of-game situations and ensure you have a view of any last-second tries. You may be asked whether the ball was in flight before time expired.
2. **A 20-second interval of time is allotted to allow a team to attempt to rectify a minor blood issue with a player.**
3. A 15-second interval of time is allotted for required substitutions (disqualified player, uniform infraction, blood issue or injury).

TIME-OUTS

- Each team is allotted three 60-second and two 30-second time-outs.
- Overtime period: one additional 60-second time-out per team, per overtime. Unused time-outs carry over to overtime period(s).
- Do not begin timing the time-out until an official instructs you to start the timing device.

WARNING HORNS

- Sound the first warning horn immediately for required substitutions, and with 15 seconds remaining in time-outs, quarter or half-time intermissions, and 20-second intervals of time for players with a blood issue. (See Special notes 2 and 3 above.)
- Sound the second horn at the end of the interval of time for required substitutions, time-outs or intermissions.

STARTING AND STOPPING THE CLOCK

Start the clock when the official gives the start-the-clock signal in the following situations:

- **Jump ball:** when the ball is legally tapped by either jumper.
- **Throw-in:** when the ball legally touches or is touched by a player on the court.
- **Missed free throw:** When ball legally touches or is touched by a player on the court.

Stop the clock:

- When an official sounds their whistle and signals to stop the clock for a held ball, foul, violation, or time-out.

SUBSTITUTES

- Only sound the horn for substitutes after the reporting official and/or scorer have completed their duties.
- Sound the horn for all substitutes unless they are legally made between quarters, during the half-time intermission or time-outs.
- Before sounding the horn, the substitute must:
 - Properly report by announcing their entry to the scorer and be at the "X," ready to enter.
 - Report before the 15-second warning horn between quarters, halftime intermission, or time-outs.
- Ensure substitutes only enter the game before the FINAL free throw and/or AFTER a successful FINAL free throw for personal fouls with multiple free throws.