Shot Put Officials Duties

Plan arrival time
- At least ½ hour before the start of a dual meet
- At least 1 hour before the start of a relay meet

Check in at Meet Site
- With referee (Dual) or Meet Director (Relay Meet)
- Review Event directions / changes

Get meet information
- Dual Meet
  - Get clipboard (if provided)
  - Get measuring tape
  - Get Score sheet(s) for SP competition
- Relay Meet
  - Get event information
    * Starting time of event
    * Order of throwing (boys/girls) and/or Division
    * Pick up clipboard(s) and measuring tape
- Coordinate responsibilities with other event officials

Equipment List
- Uniform
- Rule and Case Book
- Pens/Pencils
- Clipboard
- White Athletic Tape
- Duct Tape (to differentiate boys marks from girls if back to back)
- Tape Measure
- Stop watch and Regular watch
- Plastic bag (for clip board in case of inclement weather)
- Elastic bands

Inspect Area
- Check event site
  - toe bar
  - throwing sector
- Check surrounding area for obstacles and remove or cover any
- Check spectator area for safety issues

Check in the competitors
- Get names and competing schools (Dual)
- Collect cards (relays, invitationals, etc)
  - separate boys and girls
- seed by heights (lowest to highest)

Verify your paperwork
- Athletes name
- Schools entered (especially for meets contested by divisions)

Warmups
- 1 flight at a time
- 2 throws per athlete

Before Competition begins, call athletes together and review rules
- Introduce officials
- New state rules
- Proper Uniform
- No Jewelry
- 60 seconds after called
- Within 10 minutes of completion of other event (running)
- Once in the ring must pause before attempt
- Shot must not be behind or below the shoulder – PUT - Do not throw!
- Do not touch top of board or outside of edge
- Do not touch top of ring or outside of circle
- Do not exit until “Mark” is heard. You must be in control before exiting
- Exit from back half of circle.
- Retrieve your shot!

Measurement
- Measure from center point of ring
- Measure nearest lesser ¼ inch

Meet conclusion
- Verify results with other officials
- Finalize by signing score sheet
- Give results to Head Field Judge

Other important points
- Be friendly, yet professional
- Work with your colleagues
- Be encouraging
- Don’t hesitate to consult the rule book