1. You are responsible for ensuring that the rules are followed:
   - This includes ensuring that no one signals/communicates with the competitors during a match. If communication does occur, you have the authority to ask the person to leave the room (without causing undue duress).
   - No unsportsmanlike behavior is allowed (towards competitors or officials).
   - Ensure that quiet is maintained in the competition room per NOSB rules.

2. Stand in the front of the room, so that you can see all officials, teams, and audience.

3. Double check that the competition room is set up according to NOSB standards.

4. Warnings
   - If a rule is broken you may, at your discretion, give one warning to the offending team or individual.
   - You have the authority to ask a disruptive observer to leave the room.
   - For repeat or more serious problems, call in the Chief Rules Judge, and step outside the competition room to confer.

5. Pass out Team Challenge Questions (TCQs) and collect extra papers at the end of each TCQ.

6. Collect all used scratch papers from teams at the beginning of the match, at the half, and at the conclusion.

7. Time: “Stop the Clock!”
   - Ensure that the clock is stopped during challenges/discussions between officials, and between officials and students.