

2019 CLUB COMPETITION RULES

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All forms are on the BOPRU website

www.boprugby.co.nz/community-rugby/senior-club-rugby/forms-rulings-and-policies/

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- c) Referee Request Form (Form C)
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- e) Notification of change to fixture (Form E)
- f) Post-game Evaluation Form (Form F)
- g) International player clearance (G)
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2. COMPETITION FORMAT

a. Seeding's

Seeding's based on 2018 results

Ranked	Premier 1	Division 1	Premier Women	Division 2	Baywide Senior Reserve
First	Te Puke Sports	Ngongotaha	Rangataua	Waimana	Ruatoki
Second	Te Puna	Marist St Michaels	Rangiuru	Katikati	Te Puna
Third	Tauranga Sports	Waikite	Waikite	Edgecumbe	Tauranga Sports
Fourth	Mount	Whakatane Marist	Whakarewarewa	Matata	Greerton
Fifth	Whakarewarewa	Ruatoki	Waimana	Eastern Districts	Matakana
Sixth	Greerton	Kahukura	Rotoiti	Eastern Pirates	Mount
Seventh	Rangataua	Judea	Matata		Judea
Eight	Rotoiti	Paroa			
Ninth	Rangiuru	Murupara			
Tenth	Te Teko	Poroporo			
Eleventh	Opotiki	Papamoa			
Twelfth	Arataki	Reporoa			

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b. Competition Format

Round 1: Premier, Premier Development and Division 1

- The Competition will start on the 23rd March 2019 and will consist of 9 games.
- 12 teams ranked 1 -12 split into two Pools of six.
- Rankings are based on 2018 seeding's.
- The first 6 games are against teams from the opposite pool who play each other (cross over).
- The final 3 games are against teams from within their group as per the following table.
- No bonus points in the first round.

Group A				Group B		
Week 7	Week 8	Week 9		Week 7	Week 8	Week 9
1v4	1v8	1v9		2v3	2v7	2v10
5v8	4v12	4v5		6v7	3v11	3v6
9v12	5v9	8v12		10v11	6v10	7v11

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Round 2: Premier 1 & 2, Premier Development 1&2 and Division 1

- The pre requisite for entry into the Premier second round is the requirement to field a Development team.
- Second Round starts 25th May 2019
- In all grades the Competition points table will start from zero for the second rounds.
- The competition format for second round will be 8:8:8
- 1 Section of 8 Premier teams ranked 1-8 (development team required)
- 1 Section of 8 Premier 2 teams ranked 9-16 (development team required)
- 1 Section of 8 Division 1 teams ranked 17-24 (No development team required)
- Rankings based on the finishing order of Baywide Round 1
- Semi Finals 13th July
- Finals 20th July
- Bonus Points are applied for Round 2

Division 2 and Senior Reserve

The Division 2 and Senior Reserve format will remain the same as 2018. The Division 2 competition will start on the 25th May 2019.

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Womens Premier Grade

Team Entries Cut Off	March 1st 2019
Womens Pre-season tournament (compulsory for all teams to play in)	Sunday 7th April
The Womens Premier Competition Start Date	Sunday 14th April
Battle of the Kaimai's (Waikato to host)	Sunday 16th June
Round 2 WK 1 Top 4 (PREMIERSHIP) Bottom 4 (CHAMPIONSHIP)	Sunday 23rd June
Round 2 Week 2	Sunday 30th June
Round 2 Week 3	Sunday 7th July
Semi-Final Premiership 1v4 and 2v3 Championship 1v2	Sunday 14th July
2019 Baywide Premiership Final (winners of Premiership Semi-Final).	Sunday 21st July

c. Promotion/Relegation

Premier – the 8 teams in Premier 1 will be joined by the Top 4 teams from the Premier 2 Competition for 2020.

Division 1 and 2 – the bottom 4 teams in Premier 2 will be joined by the top 7 clubs in Division 1. The bottom placed team in Division 1 after the second round will be automatically relegated to Division 2 in 2020. The winner of Division 2 Competition will be promoted to the Division 1 Competition in 2020.

d. Sanction for Non-compliance

Pre-Season - Failure to enter teams for inclusion in draws will result in

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relegation to a local Senior Competition. Final confirmation of a club's development team (for the first round) is due one month out from the first competition game. Withdrawal of the club's second team after this date will result in relegation and a financial penalty.

After week two of round one of Premier games

If a club fails to field a development team, the club's Premier team will be relegated to a lower grade for the remainder of the round.

Sanctions for failing to comply with Premier Competition Eligibility Rules in Subsequent Weeks of the Competition:

- a) On the first occasion the default will be dealt with in the usual manner as per Section 11.0 Defaults of the Baywide Club Competition Rules.
- b) Any further defaults by the required Premier Development team resulting in the Club failing to comply with Competition requirements will result in the loss of 4 competition points for the Premier Team.
- c) The default will also be subject as per section 11.0 Defaults of the Baywide Club Competition Rules.
- d) Should a team be relegated to a lower division their place will be taken by a team selected from the list of seeding's. Promoted and relegated teams will start with zero points. If promotion is declined then the next eligible team will be offered promotion.
- e) These sanctions and rules are to be applied at the discretion of the BOPRU Competitions & Emergency Committee.

3. ENTRY REQUIREMENTS

a) Team Entry Deadline

All Clubs will be required to submit a BOPRU competition online Entry Form (FORM A) verifying the entry of their Club teams and acceptance of the competition regulations one month out from the first competition

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game. NOTE: BOPRU Acceptance of Club Team registration is dependent on Clubs being fully financial from 2018

b) Affiliation Fees

Clubs confirmed in competitions will be invoiced for affiliation fees upon receipt of their official entry form. Clubs are required to have paid all fees to the union by the start of their competition or a sanction may be imposed.

Affiliation fees for are:

\$100 + GST for all Clubs and \$100 + GST for each team entered into BOP Rugby Competitions.

c) Compulsory Rugby Smart & Small Black Courses

All Coaches must attend a Rugby Smart or a Small Black Course. Teams coaching at U11 and above must have a minimum of 2 Rugby Smart/ Small Blacks accredited and registered coaches. Teams that do not comply will be unable to participate in the competition until those coach/ assistants are accredited.

All course dates and information can be found on the Bay of Plenty Rugby Union website

<http://www.boprugby.co.nz/community-rugby/coach-development/>

d) Code Of Responsibility

A Code of Responsibility has been adopted by the Bay of Plenty Rugby Union and upon entering into the club competition the Club President/ Chairman completes an online form agreeing to abide by the Code of Responsibility. By agreeing, that person takes responsibility to ensure all coaches, managers, players and administrators understand and adhere to the rules. Failure to adhere to the Code of Responsibility may result in sanctions.

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e) **Club Health and Safety– Compulsory for all clubs**

Health and Safety legislations place responsibilities on all clubs, and this differs depending on if you employ people or not. In order for a club to be entered into the BOPRU Competitions, clubs are now required to have a current operational Health and Safety Plan prior to the Club Competition commencing. To help ensure your club is up to date with this please visit our website for resources including templates.
www.boprugby.co.nz/community-rugby/senior-club-rugby/health-and-safety-for-clubs/

4. **PLAYER REQUIREMENTS**

a) **Player Registrations**

Players are required to complete a NZRU Registration Form online via Sporty and this registration must be approved within Sporty by the club before being eligible to play.

b) **Playing Contracted Players**

Four contracted player restriction. No Club can include more than 4 (four) players in its playing 22 for a match in the Club Competition who, as at 5pm on the Friday before the first club match in the 2019 Club Competition were employed on a Provincial Union Contract by the BOPRU ("Contracted Players");

The playing 22 in Rule 7 will be as submitted on the team sheet submitted to the BOPRU in respect of any match in the Club Competition; Rule 7 will apply in each succeeding year with the cut-off date for players being employed on a Provincial Union Contract being 5pm on the Friday prior to the first Club Competition match in each year;

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In the event that a Club includes more than 4 Contracted Players in its playing 22 for any match in the Club Competition in a year, that Club will be liable to a fine of up to \$1000 and/or loss of points for that match or each match in which this has occurred.

Definitions: "Provincial Union Contract" means a Provincial Union Contract as set out in Appendix 10 of the 2013 Collective Employment Agreement and as set out in any replacement to that Collective Employment Agreement. Where BOPRU enters in a playing contract, whether a Provincial Union Contract, Provincial Union Development Contract or Academy contract from outside the BOP region in any year, the BOPRU will advise the player of rule 4 of these rules and encourage that player to consider joining one of the clubs which has been signed off by the BOPRU as having sufficient coaches, team management, training facilities and resources to provide an appropriate environment for that player to develop to his reasonably expected potential.

c) Womens Rules Specific To Black Fern Honours

No more than 2 full time contracted Black Ferns 7's players can be listed in the playing 22.

d) International Clearances

Players who last played rugby overseas must complete the International Clearance form before they are able to register and play for a New Zealand club. The form (FORM G) is available online via the BOPRU website or can be collected from the office.

www.boprugby.co.nz/community-rugby/senior-club-rugby/international-clearance/

e) Age To Play Senior Mens Rugby

As per the New Zealand Rugby NRP Policy #8 AGE TO PLAY SENIOR RUGBY all senior rugby is classed as Under 19 and above. Subject to

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Provincial Union right to withhold approval if a safety issue exists, 16 year olds at 1 January can play senior rugby in the backs only.

Subject to Provincial Union right to withhold approval if a safety issue exists, 17 year olds at 1 January can play senior rugby in the forwards

Players 15 years old or younger at 1 January cannot play senior rugby

Any player that fits into any of the above must have their parent/ guardian sign a Parent Consent Form to Play Senior Mens Rugby (FORM J).

www.boprugby.co.nz/community-rugby/senior-club-rugby/forms-rulings-and-policies/

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f) **Age To Play Senior Women's Rugby**

As per the New Zealand Rugby NRP Policy #8B Age to Play Senior Women's Rugby a player must be at least 16 years of age as at the first match of the competition they are being selected for in order to participate in a senior women's rugby match. That player must obtain prior written approval from the Provincial Union before they can participate in a senior women's rugby match.

A front row player who is under 19 years of age as at the first match of the competition they are being selected for must obtain prior written approval from the Provincial Union before they can participate in a senior women's rugby match.

All 16 and 17 year old players who wish to participate in a senior women's rugby match and

all 18 year old front row players who wish to participate in a senior women's rugby match must complete a Consent Form – Request to play Senior Womens Rugby form and submit to clubadmin@boprugby.co.nz for approval.

<http://www.boprugby.co.nz/community-rugby/senior-club-rugby/forms-rulings-and-policies/>

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g) Player Transfers

Players can only be registered with one club in New Zealand at any one time. During the competition window, player transfers are completed by clubs via sporty. Visit the Unions website for further details around the transfer process.

<http://www.boprugby.co.nz/community-rugby/senior-club-rugby/forms-rulings-and-policies/>

A 7 day stand down applies after ALL transfer applications.

No transfer applications will be considered after midday Friday 7th June 2019. The competitions transfers for players coming in from another Provincial Union may be considered after Friday 7th June but this is case by case and the Competitions and Emergency Committee has the final say.

The cut-off date for player transfers for the Premier Women is Sunday 16th June 2019.

5. GROUND & HOSTING REQUIREMENTS

a) First Aider

As part of the Health and Safety obligations, all clubs hosting games are strongly encouraged to have a current First Aider on site that is responsible for dealing with serious injuries.

b) Event Manager

As per Bay of Plenty Rugby's Code of Responsibility, all clubs shall be responsible for appointing an Event Manager(s) for all rugby matches. Event Managers are usually the Club Captain or a committee person that holds respect within the club environment and will ensure;

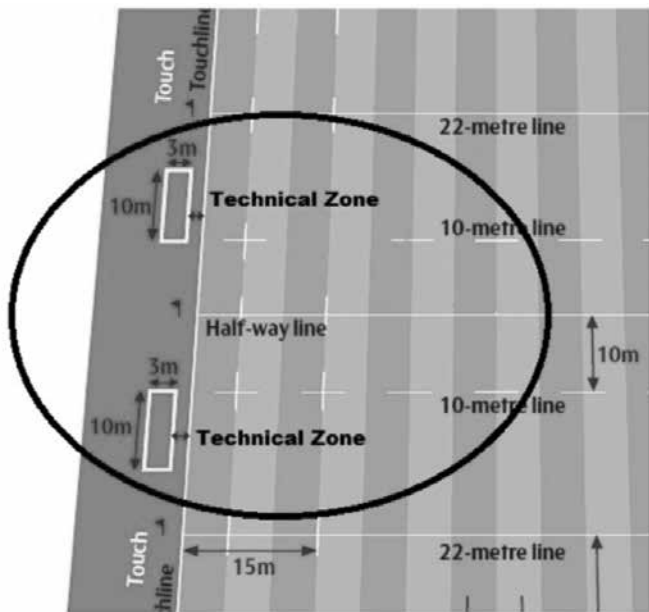
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1. Visiting teams and match officials are met.
2. The event manager is clearly identified by wearing a High Vis or something that clearly identifies them as such.
3. Team and referee changing rooms are open and secure.
4. The technical zones and ground set up is as per the Bay of Plenty Rugby Club rules.
5. Policing of all people to ensure they remain behind the safety ropes and teams are in allocated areas.
6. Any side line abuse or unruly behaviour of referees and/or players is immediately addressed and offenders appropriately dealt with.
7. No alcohol is being consumed within the playing enclosure (within 5 metres of the field outer markings).
8. There is a visiting crowd control official appointed to each game who will control the visiting team's supporter's behaviour.

c) **Crowd Control/ Technical Zones**

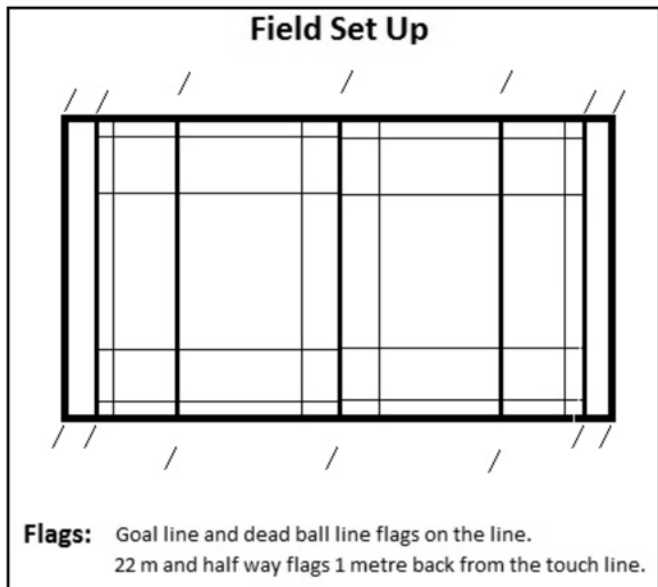
For all club rugby games from Baywide Premier to Under 11, technical zones are to be prominently marked with either control barriers, ropes, painted lines or cones. These technical zones are to consist of 2 x 10 m x 3 m rectangular boxes located on ONE side of the field, one for each team. They are to be situated at least 3 metres and no more than 7 metres back from the touch line with one of its edges in line with the 10 metre line and the other near the half way line. (See diagram)

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Where clubs have games operating on two fields simultaneously side by side and where the space between the fields prevent 10 metres of clear distance between the touch lines and the control barriers, the two technical zones are to be erected on the outside edges of the fields and the area between the two fields is to be roped off to ensure NO PERSONS can access this area to watch the games. (See diagram 2 Fields Set Up)

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Clubs MUST erect control barriers across both touch lines of each field in operation.

All team reserves, coaches, managers and water carriers must remain within the confines of the technical zone during the match. Medics and water carriers must be clearly identified and are the only personnel permitted to enter onto the field of play during stoppages (tries, injuries,

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other stoppages). Referees must confirm that prior to game start each of the two teams three side line officials/assistants have official bibs available to allow them on the field. **No bibs, no entry to field of play allowed by referee.**

All Media personnel (club or otherwise) wearing suitably identifiable reflectorised bibs are permitted inside the playing enclosure but outside the playing area and technical zones with their camera or video equipment for the purposes of performing their media duties.

d) **Ground Set Up & Compliance**

It is the responsibility of clubs to ensure that all grounds under the jurisdiction meet the required standards as prescribed in the International Rugby Board Laws of the game, prior to the commencement of the season and the Health and Safety Act. Healthy and safety resources for your club can be found on the Bay of Plenty Rugby Union website <http://www.boprugby.co.nz/community-rugby>

Failure of clubs to fulfil requirements of above shall result in the home team venue being reviewed. Home games may be reallocated to a neutral venue at the discretion of the BOPRU Baywide Competition and Emergency Committee.

e) **Referee Match Reports**

Referees are to note on their match reports any stoppages for inappropriate crowd behavior, if an Event Manager does not make him or herself known before the start of the game and any other non-compliance by teams/clubs must be noted.

6. **PLAYING RULES**

a) **Laws Of The Game**

All rugby in the Bay of Plenty shall be played under the International Laws of the Game, except where NZ Rugby has approved a number of

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Domestic Safety Law Variations. A copy of the 2019 Laws of the game and DSLV's can be found on the Bay of Plenty Rugby Union Rugby Website.

b) Alcohol & Drug Abuse

The referee has the right to send off any player they suspects to be under the influence of drugs or alcohol.

c) Match Balls

When made available the official match ball for all BOP Rugby Competitions shall be used for all fixtures.

d) Clash Of Jersey Colour

In the event of team colour clashes, the home team shall make the jersey (colour) changes to clearly distinguish players/teams.

e) Blue Card Concussion

The Blue card will again be in operation like last year. All information can be viewed on our website.

<http://www.boprugby.co.nz/community-rugby/blue-card-concussion-initiative/>

7. TEAM & PLAYER NUMBERS

a) Minimum Playing Numbers

As detailed in NZ DSLV's, Teams must have a minimum of 15 players before taking the field. Where a team is unable to provide 15 players (including 3 trained front rowers) to start the match, this team shall forfeit the match and the competition points. The match may still be played.

b) Maximum Playing Numbers

A maximum of 22 players may be presented ready for play/replacement or substitution at the commencement of the match. These maximum 22

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players may be the players entered in the original team sheet available prior to game time. The NZRU rules regarding nomination of players for replacement/substitution, injured players and the replacement and substituted players (i.e. Rule no's 5 to 13) will be strictly adhered to by referees and appointed officials.

8. TEAM SHEETS

a) Team Sheet Procedures

The designated host team shall provide an official triplicate team sheet book. The host team is required to fill out their portion of the team sheet and hand the book onto the opposition management, who is responsible for completing their portion of the team sheet. The completed form, still attached to the book is then shown to the referee before the start of the game. The form is to be completed correctly with full names of players as per their registration forms (no initials or nick names). The game is NOT to start until a correctly completed team sheet is shown to the referee prior to the start of the match.(refer to rule regarding delayed starts 15min etc. Referees must comply with the team sheet rule as above, prior to game start.

b) Referee Pre-Match Briefing

All teams are to be available at least 20 minutes before a game commencing for team inspection by the referee. A club official (designated host club) must make him/herself known to the referee and visiting team at a convenient time to all parties before the official game start time.

c) Team Sheet Sign Off

At the conclusion of the game, the managers of both teams are to confer with each other and the referee and confirm the score and all relevant details (yellow and red cards) are correctly recorded before management and the referee sign the team sheet as true and correct.

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Additional players must be added to the team sheet prior to the referee signing off.

For all matches sanctioned by BOPRU the **Winning team's management/official must email**, take a photo and send by smart phone or deliver the completed team sheet and match evaluation form to the BOPRU office to arrive no later than 12:00pm the following Monday morning and/or if it is a mid-week game, the signed team sheet and evaluation forms must be in at the office by 12:00 pm the following morning. In the event of a draw, it is the designated host team's responsibility to complete this process. Email team sheets to clubadmin@boprugby.co.nz.

Points for Bay of Plenty Rugby Union competitions will be collated only from the information provided in the results section of the official team sheet.

Failure by clubs to adhere to rules in this section (8.0) may result in clubs; Receiving a written warning followed by a fine of \$50 and/or loss of competition points

d) **False Names**

Any player playing under a false name may be banned for the remainder of the season. Any club playing a player under a false name will be dealt with by the BOPRU Competition and Emergency Committee.

9. **GAME TIME AND CHANGES**

a) **Start Times**

Provided the ground is clear, the referee is to commence time running at the appointed time.

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Game start times (all regions)

First Game	1:00pm
Second Game	2:45pm
Womens Game	1:00pm

b) Delays

From the appointed time teams have five minutes for local teams to be on the field before a no match is declared by the referee on that team OR fifteen minutes for a visiting team to be on the field before a no match is declared by the referee.

Clubs have the right to protest. Refer Rule 13 for procedure and the BOPRU Competitions & Emergency Committee will make the decision regarding "no match" replays.

For 'no match' replays and postponed fixtures, the host Club has until 10am Wednesday following to suggest in writing alternative fixture details to BOPRU Office. Final decisions will be made by the BOPRU Baywide Competition and Emergency Committee.

c) Changing Game Times

Alternative times may be used at the discretion of regions, but both the visiting team and the referee must be notified by noon, 4 days prior to the game.

Alternative days/ times applied for by one club must be mutually agreed upon by the opposing club and the request must be on the Notification Change of Fixture Online Form (FORM E) and received by the Bay of Plenty Rugby Union office by noon, 7 days prior to the game. It is the host clubs responsibility for submitting this online form.

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d) **Night Games**

The option of playing night games at Baywide level is available to clubs providing that the lights meet the required minimum lighting levels for Clubs (160 lux) and that the required Notification Change of Fixture Online Form (FORM E) is completed 7 days prior to the game. If a night game is stopped due to player safety, weather or light failure, that game must be 75% completed before a result can be achieved.

e) **Matches Called Off**

If a night game is stopped due to player safety, weather or light failure, that game must be 75% completed before a result can be achieved.

Any games called off by the referee or postponed (excluding disciplinary incidents), the BOPRU Baywide Competition and Emergency Committee will deal with the outcome.

If a match is called off by the referee as a result of persistent or serious foul play and/or persistent or serious misconduct (Rule 46 NZR Disciplinary Rules) by players or team officials, the referee shall report the matter to the Bay of Plenty Rugby Union within 48 hours of the completion of the match. The Bay of Plenty Rugby Union Complaints Officer will review the report and decide if this matter will proceed to a hearing before the Judicial Committee.

f) **Lightening Standards**

World rugby lightning safety guidelines can be view here:
<http://playerwelfare.worldrugby.org/?subsection=67>

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10. POINTS

a) **COMPETITION POINTS FOR ROUND 1 (excluding the Womens Premier Grade)**

NO BONUS POINTS IN ROUND 1

Win:	4 Points
Draw:	2 Points
Loss:	0 Points
Default:	4 Points

Senior local competitions, the use of bonus points may be optional.

b) **COMPETITION POINTS FOR ROUND 2 and Womens Premier Grade**

Win:	4 Points
Draw:	2 Points
Loss:	0 Points
Default:	4 Points

One bonus point for 4 tries.

One bonus point for a loss of 7 points or less.

All bonus points to be earned on the field of play.

c) **Determining Competition Position**

Points gained to date shall determine a team's position in the points table. If points level on the table then the higher team shall be determined by the following:

- Who beat who during the last match played in that competition where points are accumulating
- If who beat who is unable to determine competition position then;
 - o points for **divided** by points against will apply for Premier, Development and Division1 for 1st round only.

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- o For all other grades and for the second round then Points For and Against will apply in that round.
- If still level: Toss a coin under the control of the BOPRU Baywide Competition and Emergency Committee.

Note: Points table will be published on the BOPRU website the following Thursday at the latest, clubs will have 14 days from the website published date to challenge points. Final decision will be made by the BOPRU Baywide Competition and Emergency Committee

C) Regional Results Officers

Designated Host team to phone the results to their respective Regional Results Officer:

Central:	Helen Beckett	07 348 8027 (Home)	027 818 7530 (Mobile)
Western:	Barry Leabourn	07 578 5830 (Home)	027 244 3281 (Mobile)
Eastern:	John Brophy	07 304 9562 (Home)	027 484 0600 (Mobile)

11. DEFAULTS

If a team defaults the fine may be a maximum of \$1,000.00 regardless and ineligible to play until the fine is paid to Bay of Plenty Rugby Union. Any further penalty will be at the discretion of the BOPRU Baywide Competition and Emergency Committee. Defaults are to be notified to the Bay of Plenty Rugby Union office no later than noon on the day preceding a match.

The defaulting team has the responsibility to notify the;

- The opposing club
- The union clubadmin@boprugby.co.nz
- The Referee Manager pat@boprugby.co.nz

a) Notified Defaults

Defaults where the union office has been notified no later than noon on the day preceding a match will be considered a "Notified Default"

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Any club who fails to notify of their default within the scheduled time will be subject to a fine of \$200 plus GST plus any reimbursement of opposition team travel costs and catering (such costs to be supported by an invoice) if applicable. This fine will only be excused in the case of exceptional circumstances.

b) **Late Defaults**

Any default that has not been notified to the Union Office, or notified after noon on the day preceding the match will be considered a "late default".

Penalties for a late default will be subject to a fine of \$300 plus GST. In addition to the standard fine of \$300 the club will also be responsible reimbursement of opposition team travel costs catering (such costs to be supported by an invoice) and reimbursement of referee travel costs.

c) **Multiple Defaults**

In the situation where a team defaults two games, the club will be required to meet the Competitions & Emergency Committee to discuss the team's situation and further sanctions which may include the withdrawal of the team from the competition and relegation to a lower division in the following year.

12. **ABSENCE OF A REFEREE**

Referees will be appointed by 12pm every Friday during the competition window and clubs can view if a referee has been appointed online via <http://www.boprugby.co.nz/community-rugby/referees/referee-appointments/>

At times due to referee shortage, a referee may not be appointed to your game. If after checking the website if you still do not have a referee appointed to your game you can phone your appointment managers which is on our website via <http://www.boprugby.co.nz/community-rugby/referees/referee-appointments/>

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If the appointed referee does not turn up to referee, for whatever reason, the two teams need to agree upon a replacement referee. If they cannot agree, the home team appoints a referee. (Law 6.A.1 – IRB Rules of the Game).

The following preference should be applied:

1. A current Registered Referee.
2. A current Associate Referee (An associate referee can referee any grade of rugby from Premier to under 11, however contested scrums can only be played up to and including under 19 and below).
3. If options 1 and 2 above are not possible then the game can proceed, however due to safety considerations contested scrums are not permitted.

13. PROTESTS & COMPAINTS

a) **Protests**

Where a cause for protest is known before a match the opposing team be notified and if the complaint is remedied then no further action will be required by the protesting team. If the team protested against is unable or unwilling to remedy matters then the game should be played under protest (and a notification given to the referee).

Where the ground for protest (too many players on the field is NOT grounds for a protest) is discovered during or after the game, a protest can follow after the match and will be dealt with by the BOP Competitions & Emergency Committee.

A protest should be made within 48 hours of the completion of the match, in writing to the Competitions and Emergency Committee, and be accompanied by a cheque of \$200.00. This fee will be refunded unless the protest is deemed frivolous.

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The protest hearing outcome may be subject to right of appeal by the affected Club to the Bay of Plenty Appeals committee. The appeal must be in writing and must be made within 7 days of receipt of protest result. The union may require a cheque of up to \$1000.00 to be paid within 48hours of notice of this requirement.

Protests can be emailed to clubadmin@boprugby.co.nz

b) **Post-Game Evaluation Forms (Form F)**

This Form (Form F) is to be completed by teams when the club feels it is necessary to notify the union that any club has not provided a safe environment for the game. This may include: comments on roping of field, field markings or facilities /conduct of players, referees, officials and supporters.

14. **SEMI-FINALS AND FINALS**

a) **Player Eligibility**

Due to the nature of the competitions, players may be required to play in more than one competition. The following rules will apply in semi-finals and finals;

Premier 1 and Premier 2

All players shall need to have played in four (4) competition games in round 2 of that grade, prior to that playoff semi-final/final. This rule does not apply to players who have been either injured or have been called to play for NZ internationally (15s and 7's) or super rugby and therefore have not been able to play the required games.

Development Premier 1, Development Premier 2, Division 1, Division 2 and Senior Reserve Competitions

Any player can play in a grade higher than what they have played in during the season. To be eligible for semi-finals and all players must

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have been part of the team for the season (or part) and shall have played in four (4) competition games in round 1 and/or round 2, unless recovery from injury. A club is required to apply for dispensation for injured players.

Premier Women

All players shall need to have played in two (2) competition games prior to the semi-final and final. The Pre-Season Competition is not considered competition games.

This rule does not apply to players who have been either injured, pregnant or high performance athletes who have been called to play for New Zealand at an international level and therefore have not been able to play the required games. A club is required to apply for dispensation for these players.

b) Dispensation

A club is required to apply for dispensation and must provide details/evidence around each player. For injured players medical evidence must be submitted i.e. medical certificates, ACC documents.

A club may apply to the Competitions and Emergency Committee to decide on cases where a players eligibility to play in semi-finals and final games is not covered by the rules under 14 (a).

All dispensations are to be emailed to clubadmin@boprugby.co.nz

Playing an ineligible / unregistered player may result in competition points been deducted, a fine of up to \$1000 and/or forfeit of the match.

c) Over Time Ruling

In all the semi & finals a winner has to be found. In the case of a drawn match at full time the following will apply:

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Semi-Final Ruling

- a) 10 minutes extra time each way will be played.
- b) If no winner is found after this time the winner will be found by the team who has scored the most tries in the game.
- c) If no winner is found after this the winner will be the team who scored the first try in the match.
- d) If there is still no clear winner/decision the winner will be decided who finished higher on the points table at the end of the second round robin play.

Finals Ruling

- a) 10 minutes extra time each way will be played.
- b) If no winner is found after this time the winner will be found by the team who has scored the most tries in the game.
- c) If no winner is found after this the trophy / title will be shared

Note: For the Division 2 Final a winner has to be found in order for promotion so the SEMI-FINAL RULING will apply.

d) Finals Venue Format

The venue for all Club Competition semi-finals and finals will be hosted by the highest qualifying club team/s after round robin play. The venue can be changed only by agreement of both teams.

15. BLUE CARD CONCUSSION

All information around the Blue Card Concussion process can be found on the Bay of Plenty Rugby Union website. <http://www.boprugby.co.nz/community-rugby/blue-card-concussion-initiative/>

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16. DISCIPLINARY PROCESS

a) NZRU Rules For Disciplinary Hearings

The NZRU Rules for Disciplinary Hearings should be referred to regarding incidents where there is a yellow card, red card, complaints, misconduct or matches called off. This can be found on the BOP Rugby website. The Bay of Plenty Disciplinary Committee will generally hold hearings at the Bay of Plenty Rugby Union Head office, 6pm on the Wednesday following the incident unless otherwise notified.

b) Red And Yellow Cards

All send off and temporary suspension reports are to be reported by the referee on the official form provided and informed to the Bay Office 48 hours from the end of the game. Referees are to record jersey numbers of sent off/sin binned players on the team sheet. All relevant sections of team sheets must be completed by the Referee. Failure by referee to fulfil his/her obligation will result in disciplinary action by the Bay of Plenty Rugby Union.

Any player who receives a yellow card three times during the season, following written confirmation from BOPRU, shall take an automatic one week (equating to one playing day) stand down period, immediately after that fixture.

For any player who is Red Carded from the field, the Bay of Plenty Rugby Union has adopted the alternative two week stand down procedure as detailed in the NZRU Disciplinary Rules (page 8).

c) Helping To Understand The Rugby Disciplinary Process

The Bay of Plenty Rugby Union Rugby Disciplinary process is in accordance with the New Zealand Rugby's Disciplinary Rules (known as the Black Book). Any judicial matter will be dealt with by the Bay of Plenty Rugby Union Judicial Committee consisting of;

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- Ian Spraggon
- John Mackay
- Kerry Beach
- Damian Eades

The committee is independent of the Bay of Plenty Rugby Union and have many years of experience in the judicial process.

What cases does the judicial committee hear?

The Judicial Committee can hear the following cases;

- Ordering Offs (Red Cards) and/or Misconduct* issued by a referee
- Yellow cards if the BOPRU Complaints Review officer deems this to be a higher offence than reported
- Match called off by a referee
- Citing's issued by a person other than the referee (refer to the Poor Behaviour Report on our website)

*Misconduct means any conduct, behavior, statements or practices on or off the playing enclosure during or in connection with a match that is unsporting, cheating, unruly, ill-disciplined or has the potential to bring the sport into disrepute.

Process

1. The process of preparing for a hearing is the same no matter whether the case is the result of a red card, misconduct, match called off or a complaint.
2. The Referee and/or Assistant referee will complete an online report to the BOPRU on or before the preceding Monday (or within 48 hours if the game is not played on a Sat.)
3. An "Ordering Off" (Red Card) automatically means the player is suspended from all rugby for 2 weeks as per clause 18 of the Black Book (two weeks equates to two competition matches). The club/school will either be notified of the standard two week suspension via email or will

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be required to attend a hearing. If you wish to challenge the automatic 2 week suspension you must attend a hearing on the Wednesday at the Bay Union and communicate this to clubadmin@boprugby.co.nz by Tuesday 12pm at the latest.

4. The BOPRU Club administrator will email reports/correspondence to the appropriate person within the club and to the TIC of the school. At this stage the club/school has the following choices
 - I. You can attend a judicial hearing. It is recommended that the player and a representative who can talk about the player's general conduct attend the hearing, as well as any relevant witnesses.
 - II. You can defer the hearing until the following week. The relevant player/s will be suspended from play until the hearing takes place
 - III. You may enter an early plea. This is where they are satisfied the player has committed the conduct and is guilty of the offence.
 - IV. You have the option of not attending a judicial hearing at all and leave it to the disciplinary panel to decide on the outcome.
5. If you attend a hearing any evidence/photos/reports/videos etc. that you wish to have presented at the hearing should be emailed to clubadmin@boprugby.co.nz before 12pm the Wednesday of the hearing so this can be passed onto the disciplinary panel.
6. In some cases, a hearing is postponed to the following week in order for clubs/schools to gather more information. In this instance the player or person involved is suspended from all forms of rugby until the hearing has taken place.

Purpose of a hearing and what it looks like

A disciplinary hearing provides a forum to discuss the incident and the judicial committee has the responsibility of hearing and determining all matters that comes before it within the Unions jurisdiction. In the end, the committee looks to reach a reasoned decision in accordance with the Black Book.

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The hearing will almost always take place at the Bay of Plenty Rugby Union Head office, 52 Miro Street, Mount Maunganui on a Wednesday night. Generally there is more than one hearing per night so it is important you arrive on time. The first hearings generally start at 6pm and are then scheduled one after the other. The following gives you a rough idea of what a disciplinary hearing looks like;

- The judicial Chairman will first ask whether the red card was properly awarded. If you wish to defend on this question, the only thing that can be argued is that the player did not do what is alleged, or that it is a case of mistaken identity.
- Everything else is mitigation and does not come under the Chairman's first questions, for example "the punch wasn't that hard" or "I was provoked" or "Hes a really good club man, no prior record etc". All of this will come under the mitigation section which will eventually conclude with the length of the suspension.
- The chairman will usually give the decision orally at the end of the evening, but sometimes they need to discuss the sanction further.
- The decision or sanction will be in writing via email to the club/school by the Friday.

d) Right Of Appeal

If the player/person wishes to appeal the decision of the Judicial committee he/she can do so to the BOPRU Appeals Committee but the appeal must be lodged within a period of 7 days after the date on which the written decision was issued and be accompanied with a \$1000.00 appeals deposit. The appeal must include a detailed letter explaining the grounds of why you are appealing. If after the appeals committee has reviewed the letter, and provided feedback as to wither there is valid grounds for an appeal, the player still wishes to continue with an appeal hearing there will be a meeting scheduled. Please note, the Bay of Plenty Rugby Union has the right to retain part or the entire \$1000 bond. BOPRU Disciplinary Committee and the Competitions and Emergency

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Committees decisions on fines and infringements are binding. The above Committees may impose further Disciplinary actions besides fines or stand downs on Clubs/ Persons appearing. All outcomes subject to Appeal.

e) **Referee Abuse**

A nil tolerance policy is in place for referee abuse from players, officials and club supporters.

Note: All incidents reported by Referees/Match officials of abuse to Referees/Match officials by Club Players/Management will be referred directly to the Disciplinary Committee.

Supporter and other abuse reported by Referee/match Officials will be referred to Complaints review officer and maybe later referred to the Disciplinary Committee