

HUNTER HAVAL



Have it all.



**BY-LAWS
2018**

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Introduction

The following By-Laws have been made by Black Diamond AFL pursuant to its role to administer Australian Football Competitions in the Central Coast, Newcastle and Hunter Region

Definitions

All capitalised terms not defined in these By-Laws have the same meaning as in the Regulations.

In these By-Laws, unless the context requires otherwise, the following terms shall have the following meaning:

Host Club means the first named Club or Team in the fixture, but not always the ground of the first named Club (i.e. the Home Club), even when the Match is transferred to another ground.

Match means an official match in a Competition conducted by the League.

Regional Variation means a change or inclusion to the By-Laws of the Competition as provided for under By-Law 2.3 (A).

Team means a Club's team participating in a Match in a Competition conducted by the League.

Team Sheet means a list of Players and nominated Officials, as required, to participate in a Competition Match.

Interpretation

In the interpretation of these regulations, unless the context requires otherwise:

- (a) words importing the singular shall be deemed to include the plural and vice versa;
- (b) words importing any gender shall be deemed to include the other gender;
- (c) headings are included for convenience only and shall not affect the interpretation of these By-Laws "including" and similar words are not words of limitation;
- (d) Any words, terms or phrases defined in the remainder of these By- Laws shall have the meaning prescribed within the regulations; and Words, terms or phrases not otherwise defined in these regulations shall be given their ordinary meaning.

BY-LAWS

1. AFL NSW/ACT REGULATIONS

- (A) All Leagues, Clubs, Players and Officials must comply with the AFL NSW/ACT Regulations.
- (B) In the event of any inconsistency between the AFL NSW/ACT Regulations and these By-Laws, the AFL NSW/ACT Regulations will prevail.
- (C) AFL NSW/ACT may, suspend any by-law from operation. Any such suspension shall be advised to Clubs in writing and shall remain in force until AFL NSW/ACT determines otherwise.

2. CLUB AFFILIATION

- (A) All Clubs must affiliate with the League in the form and on such conditions determined by the League and AFL NSW/ACT from time to time.
- (B) Affiliation is granted to a Club by the League on an annual basis.
- (C) To be affiliated with the League, a Club must lodge an application for affiliation or participation, along with any prescribed fee (which may also include, in addition to or in lieu of a prescribed affiliation fee, the lodgement of a bond) to the Administration Committee, and have its application, for affiliation or participation approved by the Administration Committee.
- (D) The Club affiliation form and the amount of any affiliation fee, or the terms of any bond, are to be prescribed by the Administration Committee from time to time.
- (E) The Administration Committee may:
 - (i) approve a Club's affiliation application;
 - (ii) approve the Club's affiliation application on terms and conditions as it reasonably requires;
 - (iii) approve the Club's affiliation application with a request for further or additional information, or amend or revise the application;
 - (iv) refuse to grant the Club's affiliation application; or
 - (v) defer same.
- (F) In determining whether to grant a Club's affiliation application or in making any decision pursuant to By-Law 1 (F), the Administration Committee shall take into account:
 - (i) the Club's structure, governance and administration, including succession plans and long-term planning and development;
 - (ii) the promotion of AFL by the Club and its contribution to the ongoing development of the Australian Football;
 - (iii) the financial health of the Club;
 - (iv) the behavioural and conduct history of the Club, its Teams, Players, Officials, volunteers and spectators, and the Club's relationships with other Clubs and the region; and
 - (v) any other matter that the Administration Committee deems appropriate.

- (G) The Administration Committee may at any time require a Club to show cause why its affiliation or participation should not be suspended, withdrawn or terminated, or subject to such terms and conditions as the Administration Committee proposes. If the Club fails to respond adequately to the Administration Committee's cause request to the Administration Committee's satisfaction, the Administration Committee may proceed to suspend, withdraw or terminate the Club's affiliation or impose such terms and conditions on the Club's affiliation as the Administration Committee deems appropriate.
- (H) Notwithstanding, and in addition to By-Law 1 (H), where a Club fails to uphold the standards required for affiliation or participation of a Club with the League, or fails to comply with the terms and conditions of the Club's affiliation or participation with the League, the Administration Committee may suspend, withdraw or terminate the Club's affiliation, or impose such terms and conditions on the Club for its ongoing affiliation or participation with the League, as the Administration Committee sees fit.

3. COMPETITION MANAGEMENT

The Administration Committee controls the day-to-day operation of the League's Competitions.

3.1 Attendance at Meetings

The League will determine the number of representatives required in attendance at League meetings for which notice has been properly given.

3.2 Interpretation of the By-Laws

Where there is a dispute with respect to the interpretation of these By-Laws, the view of the Administration Committee will prevail and will be final.

3.3 Amendments to By-Laws

- (A) Regional variations to these By-Laws may be amended by the League on the recommendation of the Administration Committee in consultation with the Clubs.

3.4 Legal Compliance

- (A) All Clubs are required to comply with all legal (including statutory) and other provisions and requirements governing their operations, including but not limited to the regulation of their operations and child protection.
- (B) Whilst AFL NSW/ACT and the League will provide information, guidance and assistance to Clubs where it is able on issues affecting their governance and operations, the responsibility to ensure compliance with all legal (including statutory) and other provisions and requirements affecting their operations lies with each Club.

4. LAWS OF THE GAME AND POLICIES

- (A) Except where otherwise noted in these By-Laws, Competition Matches shall be played under the Laws of the Game as prescribed by the AFL from time to time.
- (B) Not Applicable
- (C) No Player shall be permitted to play in a Competition Match wearing apparel or protective equipment which may cause injury to himself or other Players. The field Umpires may at their discretion inspect Players' equipment either before or at any time during the Competition Match.

- (D) Compression garments are permitted to be worn under shorts and guernseys. It is preferable that they be of skin colour. Full length and three quarter (either shirts or pants) or shirts with sleeve compression garments are not permitted to be worn, by either players or umpires, unless for medical or religious reasons. Written approval from the Administration Committee is required prior to them being worn.
- (E) All Clubs, Players and Officials agree to comply with AFL, AFL NSW/ACT and League By-Laws and regulations including:
- a. the Laws of the Game;
 - b. the National Player Transfer Regulations;
 - c. the National Member Protection Policy;
 - d. the National Extreme Weather Policy;
 - e. the National Vilification and Discrimination Policy;
 - f. the National Gambling Policy;
 - g. the National Player and Official Deregistration Policy;
 - h. the Anti-Doping Policy;
 - i. the Sports Trainers in Community Australian Football Policy;
 - j. the Working With Children Policy;
 - k. the AFL NSWACT Statement on Electronic Communications;
 - l. the State and Territory Tribunal Guidelines NSW/ACT;
 - m. the National Disciplinary Tribunal Guidelines
 - n. the AFL NSW/ACT Regulations;
 - o. the AFL NSW/ACT Code of Conduct;
 - p. the AFL NSW/ACT Code of Practice for infectious diseases;
 - q. these By-Laws.
- (F) To the extent that these By-Laws are inconsistent with any AFL or AFL NSW/ACT regulation, rule or policy, the AFL or AFL NSW/AFCT regulation or policy will prevail to the extent of that consistence.

4.1 Alcohol Policy

- (A) Alcohol is permitted to be sold at a League venue by the Host Club. In such cases the Host Club must have the appropriate liquor licence issued by the relevant authority and consent, if required, of the local council.
- (B) Alcohol is not permitted to be brought into any League venue.
- (C) Each Club is required to ensure that its members and spectators abide by this By-Law. Should a host Club find that alcohol has been brought to the venue they must report the matter to the League and advise an Official of the offending members or spectators Club, whom in turn shall take the necessary action.
- (D) Should the Club fail to act, or the Club members or spectators fail to adhere to their official's request the Club will be in breach of the Code of Conduct.
- (E) Alcohol is not permitted to be taken onto the field of play at any time during the course of a Competition Match. Clubs are required to fix notices to the boundary fence or elsewhere if there is no boundary fence, advising that alcohol is not to be taken onto the field of play.
- (F) Alcohol is not to be consumed by a Club Official either before or whilst they are fulfilling an official Match day role (i.e. timekeeping, ground manager, umpire escort, umpire etc.).
- (G) Not applicable
- (H) League has also adopted an Alcohol Management Club Policy as per Appendix F to these By-Laws including the adoption of the Good Sports program.

4.2 Kick-In Rule

The same football used to score the behind, must be utilised for the resultant kick-in unless otherwise instructed by the field Umpire.

4.3 50 Metre Penalties

A free kick or a 50-metre penalty may be awarded against a Team if a Player, Official or clearly identifiable supporter of a team:

- (A) uses abusive, insulting, threatening or obscene language towards an Umpire;
- (B) behaves in an abusive, insulting, threatening or obscene manner towards an Umpire;
- (C) intentionally, recklessly or negligently engages in conduct which affects, interferes with or prevents an Umpire from performing his or her duties; or
- (D) In cases where boundary fencing is not in place, the Field Umpire may require spectators to provide more space beyond the boundary and may refrain from recommencing the Match until the request is complied with.

4.4 Loss of Points

- (A) Where a Team is determined as losing a Competition Match as a result of a breach of the Regulations or these By-Laws, the Competition points or 'win' for the Competition Match concerned will be credited to the opposing team.
- (B) Points scored for and against each Team and goals kicked by Players shall be credited in the normal manner.

4.5 Not Applicable.

4.6 Interchange between BDAFL and AFL Sydney Clubs

- (A) In terms of National Player Transfer Regulations and Regulations 5.5 a player registered with a League Club may play with an AFL Sydney Club and vice-versa under the following conditions:
 - a. The interchange of all players under this By-Law must be approved by the Football Operations Manager of the League and AFL Sydney.
 - b. The player only plays with one club on any weekend or round
 - c. A player may only be granted an 'Interchange Permit' to one (1) AFL Sydney/BDAFL Club per Season
 - d. A player is eligible to play in up to four (4) games per season for his interchange club.
 - e. Clubs are only able to have a maximum of two (2) 'Interchange' players per round.
 - f. The Footyweb permit system shall be the facility used to activate such transfers (A Local Interchange Permit)
 - g. Games played on 'Interchange Permit' do not count towards finals eligibility with either club unless the player is permanently transferred to the interchange club.
 - h. Permits are only eligible up until the 30th June of each season, unless prior approval has been granted by the Administration Committee

4.7 Local Interchange Permits

- (A) Players still eligible to play in both the AFL Hunter Coast and AFL Sydney Juniors Under 17's competitions may be granted a Local Interchange Permit to play in the League subject to the following:
- a. BDAFL By- Law 9.6 – Minimum age of Players is satisfied
 - b. League Clubs can only request a Permit from their designated pathway club. For players who play for a joint venture junior club or a Central Coast Under 17's club, the players junior club is based on the last standalone club they played for. Pathway clubs are below.
 - c. Any requests for Permits to clubs outside of the Pathway are to be referred to the Administration for their consideration
 - d. The Footyweb permit system shall be the facility used to activate such interchanges (A Local Interchange Permit)

Pathway Clubs

BDAFL CLUB	JUNIOR PATHWAY CLUB
Cardiff	Cardiff
Gosford	Gosford, Peninsula Swans, Niagara Park Ourimbah
Killarney Vale	Killarney Vale
Lake Macquarie	Lake Macquarie
Maitland	Maitland
Muswellbrook	Muswellbrook
Nelson Bay	Nelson Bay, Port Stephens
Newcastle City	Newcastle City
Singleton	Singleton
Terrigal Avoca	Terrigal Avoca, Saratoga
The Entrance Bateau Bay	The Entrance Bateau Bay
Wallsend-West Newcastle	Wallsend, Newcastle City
Warners Bay	Warners Bay
Wyong Lakes	Wyong Lakes, Northern Power

5. COMPETITIONS

5.1 Season

The football season for Leagues will commence and conclude on the dates prescribed by the Administration Committee.

5.2 Season Fixture

The League will prepare a schedule of Competition Matches (Season Fixture) for each grade of Competition for distribution to Clubs prior to the start of the season.

- (A) Other than in exceptional circumstances as determined by the League, the Season Fixture will not be varied once the season has commenced.
- (B) Not applicable
- (C) Not applicable

- (D) Each Competition Season Fixture will consist of a series of home and away Matches followed by a finals series of Matches.

5.3 Ladder

A premiership ladder for each Competition shall be maintained in Footyweb throughout the duration of the home and away season as determined by the Administration Committee.

- (A) In home and away round matches with Even Number of Teams and/or Even Number of Competition Matches Played
- a. The teams will be positioned in accordance with the total number of premiership points accrued (four (4) points will be allocated for a win, two (2) points for a draw and nil (0) for a loss). Where more than one team has the same "number of premierships points accrued" those team will be positioned on the premiership ladder in order of percentages calculated from the points scored for and against, by such teams.
- (B) In home and away round Matches with Uneven Number of Teams and/or Uneven Number of Competitions Played
- a. Match ratio will be used as the method of determining ladder position;
 - b. Match ratio is determined by dividing the number of wins by the number of Matches played;
 - c. In the case of a draw, this is determined as half (0.5) of a win and this calculation is used when determining Match ratio;
 - d. If a scheduled round of Matches is not played, the Club with the bye in that round does not receive a Match win;
 - e. Where more than one Team has the same Match ratio, Clubs will be positioned on the ladder in order of percentages calculated from the points scored for and against.

5.4 Match wins

In the case of a forfeit win, or where ineligible players have been played, the result of the Competition Match will be determined as a one hundred and twenty (120) point win to the team that did not forfeit or play an ineligible player.

5.5 Forfeits

- (A) Any Club unable to play a Competition Match for which it is scheduled is to advise the opposing Club and the League no later than mid-day the day prior to the Competition Match. The Competition Match will be treated as a forfeit and provided an explanation is furnished to the League to its reasonable satisfaction, no sanction or penalty other than those specified in this By-Law will be imposed.
- (B) If there is a forfeit the forfeiting Club must inform the Administration Committee and the opposition Club as soon as reasonably practical.
- (C) Should a Club forfeit four (4) matches in the same competition in one season, that team may be disqualified from the competition, and take no further part in that competition. The club concerned may also be fined an amount as determined by the Board, not exceeding \$1000.00.
- (D) Where the League is unable to advise the appointed Umpires prior to such Umpires attending a forfeited Competition Match, the League will pay the Umpires any Match fees or expenses and the forfeiting Club will be invoiced for the full amount.
- (E) If for any reason a Team is not ready to commence play 20 minutes after the scheduled commencement time for a Competition Match, the opposing Club may claim the Competition Match as a forfeit to be determined by the Administration Committee. In this case By-Law 5.5 (D) will also apply.

- (F) All Clubs must field a senior grade Team in the home and away Competition unless otherwise arranged with the Administration Committee. Should a Club play in a reserve grade fixture and subsequently forfeit their senior grade Competition Match in the same round, that Club will not be awarded any points for the reserve grade Competition Match and will be liable to disciplinary sanctions as the Administration Committee may determine in its absolute discretion.
- (G) A Club's Team shall forfeit a Competition Match if it is unable or fails, refuses or neglects to complete a Competition Match already commenced.
- (H) For Competition Matches where there is a forfeit, only the non-forfeiting Club may enter a Team into Footyweb.
- (I) In the event of a forfeit, following is to occur
 - a. The team receiving the forfeit shall:
 - i. be attributed a 'win'.
 - ii. have its "points for" increased by one hundred and twenty (120) points
 - iii. have no points added to its "points against"
 - iv. submit a team sheet into Footyweb for the purpose of Player eligibility for finals.
 - v. submit an invoice to the league for \$200 compensation (not applicable for away teams)
 - b. The team providing the forfeit shall:
 - i. be attributed a 'loss'
 - ii. have no points added to its "points for"
 - iii. have its "points against" increased by one hundred and twenty (120) points
 - iv. be issued with a fine of \$200.00
 - v. be required to pay all umpire fees should the forfeit not be advised by mid-day the day prior to the competition match.
- (J) Competition Ladders will be adjusted accordingly by the League.

5.6 Other Matches

No Club shall arrange or play in any Competition Match other than the official fixture schedule without the approval of the Administration Committee.

5.7 Premier Team

The Premier team is the team which wins the Grand Final in each respective Competition for the season.

5.8 Community Club Sustainability Player Points Policy (CCSPPP)

- (A) The League has prescribed a (CCSPPP) which is outlined in "Appendix E".
- (B) Each Club must submit the proposed point's allocation for each Player to the League by the date as prescribed by the League for verification and assessment by the League Equalisation Panel. Each Player's final point's allocation will be uploaded into FootyWeb by personnel appointed by the League.
- (C) A Club's team for a Competition Match must comply with the Player Points System applicable for the relevant Competition, if any. A Club who does not comply with the Player Points System may be subject to disciplinary sanctions.

- (D) A Club, Official or Player who provide false or incorrect information may be subject to disciplinary sanctions imposed by the League.

6. REPRESENTATIVE FOOTBALL

6.1 Participation

- (A) Competition representative Teams shall participate in inter-league Matches as directed by the League and sanctioned by AFL NSW/ACT from time to time.
- (B) The League shall have first call on the services of all Players for its representative Matches and representative training sessions. Any Player who does not make himself available or declines selection for such training sessions and Competition Matches, without the written approval of the Administration Committee, may automatically be suspended for the next two (2) Competition Matches in which the Player's Club is participating immediately subsequent to the representative Match concerned.
- (C) Any Player who declares himself or herself unavailable because of injury or illness must make themselves available for a medical examination by a medical practitioner of the League's choice.
- (D) Any Player who fails to attend a scheduled representative training session of which he or she has been properly notified must tender an explanation to the Administration Committee. If in the opinion of the Administration Committee the Player's explanation is unacceptable, such Player may be dealt with as the League thinks fit.
- (E) Except in exceptional circumstances as approved by the Administration Committee, Players selected in a representative Team will not be permitted to play with their Club on the same weekend of the representative Match concerned. Any player who takes part in a Competition Match in violation of this By-Law shall be liable for further disqualification. The Team with which the Player participates for may lose any premiership points gained and his Club may be fined up to two hundred and fifty dollars (\$250).

6.2 Venue Selection

- (A) Where the League schedules a representative Match to be played, the Administration Committee shall select a venue taking into consideration the standard of playing surface and facilities, ground hire costs and the ability to charge admission.
- (B) The League may allocate catering rights to the Host Club or any other Club which is prepared to undertake all ground management duties for the Representative Match. Any gate takings will be used by the League to offset staging costs.

6.3 Offences in Interleague Matches

Player Reports in an inter-league/ representative Match or in a Match between clubs of different leagues will be addressed as provided for in Regulation 12 of the AFL NSW/ACT Regulations.

7. UNIFORM AND LOGO REGULATIONS

7.1 Changes to Club Names and Logos

The process relating to the approval of Club names and Logos including any changes to Club names and logos is governed by the AFL NSW/ACT Regulations.

7.2 Uniform Design

- (A) New Clubs are required to submit complete details of the proposed colour and design of its uniform to the Administration Committee for approval. Once approved, such Club has exclusive rights to its uniform design.
- (B) Existing Clubs must submit details of any proposed variation of their uniforms design for prior written approval of the Administration Committee.

7.3 Guernsey Numbers

- (A) Players of each Team must play in their Club uniform as registered with the League and wear numbers on the back of their guernseys corresponding to the numbers shown on the Club's Team Sheet/ list.
- (B) All numbers must be whole numbers between 1 and 99 inclusive and recognisable from one hundred (100) metres. No Players from the same Club Team are permitted to wear the same number in a Competition Match.
- (C) Numbers must be between 20cm and 28cm in height and in plain font.

7.4 Uniform Clashes

- (A) To avoid clashes of uniforms in Competition Matches, the following provisions will apply:
 - a. All players are required to wear white shorts at away matches in Black Diamond Cup and Black Diamond Plate, or when indicated by the Administration Committee.
 - b. For the purposes of this By-Law, the sole arbitrator on uniforms shall be the Administration Committee.

7.5 AFL NSW/ACT and Club Approved Suppliers

AFL NSW/ACT approved suppliers are licensed and authorised as the only suppliers to use the AFL NSW/ACT logo in accordance with Regulation 14 of the AFL NSW/ACT Regulations.

7.6 Sponsor's Logos / Approved Suppliers

- (A) Sponsor's logo as approved by the League may be worn either on the front or back of players' guernsey as follows:
 - a. Front - The logo must be positioned on the left breast, directly underneath the BDAFL logo. It is not to exceed 15cm in width and 6cm in depth.
 - b. Back - The logo must be positioned and centred above or underneath (or both) the player number. The size of the logo must not exceed 60mm high and 200mm wide if being placed above the number, or 100mm wide and 300mm wide, if underneath the number.
 - c. A club emblem is permitted to be included in the middle of the front of the jumper.

- (B) Sponsor's logo may only be worn on shorts if approved by the Administration Committee in its absolute discretion and provided:
 - a. The logo does not exceed 70 sq. cm with a maximum width of 11cm and a minimum depth of 6.3 cm. and
 - b. The logo is placed on the front of the right leg.
- (C) The Administration Committee will consider any other proposals for the display of Club or sponsors logos on Player's uniforms.

8. TEAMS

The requirements on Team nominations and the provisions for Divisionalisation, joint ventures or Club alliances (if applicable) will be determined by the League.

9. PLAYER NUMBERS

9.1 Number of players – Senior Competitions

- (A) The number of on field and interchange players for each Competition shall be determined by the Administration Committee. For season 2018 the following shall apply:
 - a. **Black Diamond Cup**
Twenty-Two players – eighteen (18) on field plus four (4) interchange players
 - b. **Black Diamond Women's**
Twenty-Two players – sixteen (16) on field plus six (6) interchange players
 - c. **Black Diamond Plate**
Twenty-Two players – sixteen (16) on field plus six (6) interchange players
 - i. If both teams agree the number of on-field players can be increased to a maximum of eighteen (18)

9.2 Minimum Number of Players – Senior Competitions

- (A) The minimum number of on-field Players required for a Team to commence and complete a Competition Match is fourteen (14).
- (B) Should a team commence with fourteen (14) or more players and subsequently have players leave the field during the match, which reduces the team to less than fourteen (14) players, the team will have fifteen (15) minutes to restore the on-field numbers back to the minimum (i.e. fourteen (14) players). If this cannot be achieved the match is to be stopped, scores recorded and details forwarded to the Football Operations Manager.
- (C) Instances of non-compliance with By-Law 9.2(A) will be deemed to be a forfeit by the relevant team.

9.3 Not Applicable

9.4 Not Applicable

9.5 Player Eligibility

- (A) When a team has a bye, only two (2) players who played in that team the previous week are eligible to play for the lower grade the following week.

- (B) During the home and away season, where clubs have senior football teams playing on separate days on the same weekend, players are only permitted to play on both days if the second or subsequent match the player plays is in a higher grade. (i.e. if a player plays seniors on Saturday he is not permitted to play reserves on Sunday).
- (C) Any requests for variation to this clause are to be referred to Football Operations Manager.

9.6 Minimum Age of Players

- (A) The minimum age for players to participate in Competition Matches is sixteen (16) years of age as at 1 January preceding the commencement of the season.
- (B) The Administration Committee may consider a request for players to participate in Competition Matches who are fifteen (15) years of age as at 1 January preceding the commencement of the season. The request must be submitted by the player's club endorsed with the consent from the player's parents/guardians.

10. FINALS

10.1 Finals Structure

The Administration Committee will determine the structure of the finals series for each Competition upon release of the Competitions Season Fixture and prior to the first home and away Competition Match of the season.

10.2 Venue Selection

The Administration Committee will determine the venues for finals series Competition Matches in its absolute discretion.

10.3 Match Duration

The duration of finals Competition Matches shall be as follows:

- Black Diamond Cup twenty-five (25) minutes (no time on)
 - Black Diamond Women's twenty (20) minutes (no time on)
 - Black Diamond Plate twenty (20) minutes (no time on)
- d. The clock is only to be stopped in the following circumstances:
- (i) In the event of a Player being replaced under the blood rule, timekeepers are to stop the clock from the time that the blood rule signal is given by the field Umpire until the field Umpire signals time back on or the ball is clearly in play.
 - (ii) In case of a Player being replaced using a stretcher, the field Umpire shall signal time off as outlined in By-Law 11.5 (B) a.
 - (iii) In other cases where the field Umpire believes there will be a significant delay in play, the field Umpire shall signal time off as outlined in By-Law 11.5 (B) a.

10.4 Match Conditions

Subject to By-Laws 10.3 and 10.5, all other Competition Match conditions applicable to the home and away season will apply to all finals Competition Matches.

10.5 Drawn Finals

In the event of a drawn finals Competition Match, the following procedure will apply:

- (A) The goal Umpires will confirm the scores;
- (B) The field Umpires will re-commence the finals Competition Match for a further duration of five (5) minutes and the Teams will not change ends;
- (C) The siren will sound after the initial period of extra time, the Teams will change ends and a further five (5) minutes is to be played;
- (D) If the finals Competition Match is still drawn after the second five (5) minute period, the finals Competition Match will continue until the next score at which time the siren will sound; and
- (E) At no stage before or during extra time are Coaches permitted to address Players.

10.6 Emergency Umpires

Emergency Umpires, when appointed to officiate, shall have the power to order Players from the field as well as the ability to report Players.

10.7 Player Eligibility

- (A) The League will determine the eligibility provisions prior to the commencement of the home & away season. The following eligibility provisions will apply for the 2018 finals series
 - a. **Black Diamond Cup & Black Diamond Women**
A player must have played a minimum of four (4) home and away Competition matches in the current season for their club.
 - b. **Black Diamond Plate**
A player must have played a minimum of four (4) home and away Black Diamond Plate Competition Matches in the current season in for his club.
- (B) Where a player plays more than one Competition Match on the same day/weekend during the home and away season, only the Competition Match in the highest grade will be counted towards finals eligibility
- (C) Where a club has both Black Diamond Cup and Black Diamond Plate teams playing in finals on the same weekend, a player must only have played four (4) home and away matches in the current season with his club to be eligible to play in any of those finals
- (D) Any player who has played in a total of nine (9) or more of home and away Black Diamond Cup Competition Matches shall not be eligible to play final matches in the Black Diamond Plate Competition unless their club has teams playing finals matches in both Competitions on the same weekend.
- (E) A Player is only permitted to play in one finals Competition Match for his Club on any given weekend or round unless determined otherwise by the League pursuant to this By-Law 10.7.

- (F) On application by a Player's Club, the Administration Committee may vary the number of qualifying Competition Matches required where Services personnel are posted a significant distance away during the home and away Competition Matches or where a Player misses a significant number of Competition Matches due to serious injury (more than six (6) Matches) or pregnancy, transfers in employment, or under other exceptional circumstances as determined by the Administration Committee. Such transfer in employment should follow three (3) calendar months of continuous employment preceding the transfer date with the existing employer, unless otherwise approved by the League.
- (G) A player who has missed six (6) or more consecutive home and away Black Diamond Cup Competition Matches through injury, may upon provision of supporting medical documentation, be permitted to play in Black Diamond Plate finals matches for his club despite not having qualified for that Competition. All applications for such consent to play must be approved by the Administration Committee.

10.8 Provision of Officials

During finals series Competition Matches, non-competing Clubs may be required (as determined by the Administration Committee) to provide personnel to assist with event and ground management duties including as gatekeepers, timekeepers, interchange steward, scoreboard attendants and other operational requirements.

10.9 Catering and Gate Receipt Rights

- (A) Catering rights for finals Competition Matches will be determined by the League on the following basis:
 - a. The League shall charge a fee for the catering rights and will have the authority to limit the prices of any articles it thinks fit. The Board shall determine the fee at the commencement of the season.
 - e. The catering club shall have sole responsibility for the supply of food, soft drinks and alcohol and the operation of a raffle. No other person or club shall be permitted to take alcohol into the ground. No products which conflict with AFL (NSW/ACT) sponsors products are to be sold.
 - f. The catering club shall also be responsible for obtaining a liquor license where necessary and for the engagement and payment of licenced security personnel as may be required by the Liquor Act from time to time.
- (B) The League will determine if a gate will be charged for finals matches, and the conditions applicable to such.

10.10 Club Eligibility

- (A) If any club is financially in arrears to the League at a date which is seven (7) days prior to the commencement of the finals then the teams of such club shall be ineligible to compete in finals series matches. In such event the teams placed next on the respective competition table shall take the place of the ineligible team and so forth.
- (B) For the purposes of this By-Law, clubs, which are under, a financial scheme of arrangements with the League as provided for under By-Law 17.3 (B) and are up to date with all payments under that scheme including the current year, shall be considered financial.

11. MATCH DAY REQUIREMENTS

The Club named first on the official fixture draw is the home Club, and is responsible for ensuring that the following provisions for Competition Matches are adhered to.

11.1 Not Applicable

11.2 Team Sheet / List

- (A) For each Competition Match, each Club must provide three (3) copies of an official team sheet/ list using the Footyweb system.
- (B) The official Team Sheet/ list for each Match must contain each Player's name and jumper number and the name of each Team Officials.
- (C) A copy of the official Team Sheet/ list is to be provided by each Club to:
 - a. The field Umpire no later than 30 minutes prior to scheduled start time
 - b. The timekeeper, to be clearly marked with goal kickers and six (6) best players at the conclusion of the Competition Match and returned to the League Office with the relevant Match paperwork; and
 - c. The opposing Club no later than 30 minutes prior to scheduled start time.
- (D) Player and Official names on Team Sheets/ lists are to be completed in alphabetical order.
- (E) Alterations or additions may be made to the original Team Sheet/ list up until the end of the half time interval by arrangement with the field Umpires. Players arriving late may take the field prior to being listed on the Team Sheet/ list provided that the opposition Team manager and Umpires are advised. Such Players must be included on the Team Sheet/ list before the second half commences. No player can be added to the team sheet/ list after the match has commenced if the original team sheet/ list submitted already contains twenty-two (22) players (i.e. a player's name cannot be deleted to add another player)
- (E) Players included on the Team Sheet/ list but not in attendance at the Competition Match venue at the commencement of the Match must be removed from the Team Sheet/ list before the second half commences. No amendments may be made to any Team after the half time interval.
- (F) Goals not listed on the Team Sheet/ list at the time it is received at the League shall not be credited to a Player's tally if subsequently disclosed.
- (G) Clubs providing incorrect or incomplete Team Sheet/ list may be subject to disciplinary sanctions including a determination that the Club's Team be recorded as losing the Competition Match (with a score of one hundred and twenty (120) to nil (0)).

11.3 Identification Checks

- (A) Any Club questioning an opposing Player's eligibility may ask the Player's Team Manager to confirm the identification of the Player in question. To facilitate administration of this provision, or if unable to be satisfied by evidence on the day, the following procedure must be followed:
 - a. The Player in question shall sign the reverse side of the Club's Team Sheet;
 - b. The Club requesting proof shall apply in writing to the League;
 - c. The Player's Club must produce satisfactory evidence within three (3) working days of receiving an official request from the League otherwise all Match wins gained in that Team in which the Player took part shall be forfeited to the opposing Team.
- (B) Should any Player fail to comply with a request pursuant to By-Law 11.3 (A), the Player may be subject to disciplinary process pursuant to the National Disciplinary Tribunal Guidelines. It is the responsibility of the ground manager to arrange for the safe delivery of these particulars to the League. Should any discrepancies be found, the matter will be dealt with at the discretion of the Administration Committee in accordance with these By-Laws.

11.4 Match Times

- (A) Starting time of all Competition Matches will be advised when the fixture draw is released. The starting times of Matches may be varied subsequently by the Administration Committee in its absolute discretion.
- (B) Not Applicable
- (C) Any Team failing to enter the playing field after receiving a second warning from the Umpire/s may incur a fine. At that point, at the Field Umpire's discretion, they may commence play.
- (D) Competition Matches must start and finish on time. If a Competition Match commences after its scheduled start time, or there is a lengthy delay during the Competition Match, the ground manager and field Umpires will decide on the duration of the breaks at quarter time, half time and three-quarter time and if necessary will also reduce the length of quarters to ensure that the following Competition Match can commence as scheduled.
- (E) Subject to By-Law 11.4 (F) if for any reason a Team is not ready to commence play twenty (20) minutes after the scheduled time, the opposing Club's Team may claim the Competition Match as a forfeit to be determined by the Administration Committee.
- (F) If the start of a Competition Match is delayed due to unforeseen circumstances and the Competition Match is not rescheduled by the Administration Committee or by agreement between the competing Clubs, the Clubs must agree on a shortened time of play.
- (G) Not Applicable
- (H) If for any reason a Club cannot or does not complete a Competition Match, the field Umpire must report the matter to the Administration Committee for investigation.

11.5 Match Duration

- (A) The duration of quarters and breaks for all home and away Competition Matches will be as follows:
- a. Quarters
 - Black Diamond Cup twenty-five (25) minutes (no time on)
 - Black Diamond Women's twenty (20) minutes (no time on)
 - Black Diamond Plate twenty (20) minutes (no time on)
 - b. Breaks
 - Quarter Time shall not exceed five (5) minutes
 - Half Time shall not exceed fifteen (15) minutes
 - Three Quarter Time shall not exceed five (5) minutes
- (B) For Competition Matches where time on is to be implemented, the following is to apply:
- a. To indicate the commencement of the time added period, the field Umpire shall blow his/her whistle and raise one arm above his/her head. To indicate that the time added period has elapsed, the field Umpire shall raise one arm above the head.
 - b. Where the field Umpire fails to signal the completion of the time added period, or the timekeepers fail to hear his/her whistle or see his/her signal, the timekeepers must restart the clock when the ball is clearly back in play.
 - c. In the case of a goal or behind being scored, the time added is that which elapses between the time that the goal Umpire first signals the goal or behind and:
 - (i) the bouncing of the ball or ball up by the Umpire in the centre (after a goal); or
 - (ii) the ball being brought back into play (after a behind).
- (C) In the event of a Player being replaced under the blood rule, timekeepers are to stop the clock from the time that the blood rule signal is given by the field Umpire until the field Umpire signals time back on or the ball is clearly in play.
- (D) In case of a Player being replaced using a stretcher, the field Umpire shall signal time off as outlined in By-Law 11.5 (B) a.
- (E) For Competition Matches where time on is not applicable, the clock is only to be stopped is only to be stopped in the following circumstances:
- a. In the event of a Player being replaced under the blood rule, timekeepers are to stop the clock from the time that the blood rule signal is given by the field Umpire until the field Umpire signals time back on or the ball is clearly in play.
 - b. In case of a Player being replaced using a stretcher, the field Umpire shall signal time off as outlined in By-Law 11.5 (B) a.
 - c. In other cases where the field Umpire believes there will be a significant delay in play, the field Umpire shall signal time off as outlined in By-Law 11.5 (B) a.

11.6 Incomplete Match

If a Competition Match is unable to commence or conclude within the time scheduled for the Match for reasons beyond the control of either Team (including circumstances where it is unsafe for the Match to proceed) the following rules and procedures shall apply:

- (A) Match not commenced: The result of a Match shall be determined by the League.
- (B) Prior to half time:
 - a. If a Match has commenced but is not able to proceed at any time within the time scheduled for the Match, the Teams shall depart from the field.
 - b. If the Match is unable to recommence within a 30-minute period, the Match shall be deemed to be drawn and the scores of the Teams at the time the Match was interrupted shall be used in calculating the percentage of each Team.
- (C) Half Time & beyond:
 - a. If the Half Time interval has been reached and the Match is unable to proceed at any time within the time scheduled for the Match, the Teams shall leave the field, or in the case of Half Time, not return to the field.
 - b. If the Match is unable to recommence within a 30-minute period, the scores of the Teams at the time the Match was interrupted shall be deemed to be the final scores of the Match.
 - c. The Team with the highest score shall be deemed the winner of the Match and the scores shall be used in calculating the percentage of each Team.
- (D) Determination of Match not able to proceed:
 - a. If a Match Unless otherwise determined by the League, a Field Umpire shall, having regard to the health and safety of the Players and any other relevant circumstances, determine whether a Match is unable to commence or proceed.
 - b. A Field Umpire must determine that a Match is unable to commence or proceed for such time as lightning is present at or within the immediate proximity of the venue where the Match is being conducted in line with the AFL Extreme Weather Policy.
- (E) Recommencing Play: Where a Team is directed to recommence play by a Field Umpire and the Team fails, refuses or neglects to recommence play, the Team shall be deemed to have forfeited the Match and By-Law 6.5 shall apply.
- (F) The League may vary the length and scheduling of the intervals of Matches as reasonably required.

11.7 Sirens

Timekeepers are to sound the siren as an indicator to Players and Officials as follows:

- (i) As Umpires enter the playing field prior to the start of a Competition Match and after half-time – Once;
- (ii) Five minutes prior to scheduled starting time of the Competition Match and start of the third quarter – Once;
- (iii) Two minutes prior to scheduled starting time of each quarter – Twice;
- (iv) One minute prior to scheduled starting time of each quarter – Once;
- (v) Scheduled starting time of each quarter – Once.
- (vi) End of each quarter – until such time that umpires have indicated that they have heard the siren by raising one arm in the air.

11.8 Extreme Weather

- (A) From time to time the League may vary the playing conditions due to extreme weather.
- (B) In the event of dangerous or extreme weather (e.g. lightning or hail) or other life-threatening events, the Umpires has the authority to delay the Competition Match where they believe the conditions have become unsafe. In the case of lightning, the AFL's Lightning Policy (refer appendix G) is to apply.

11.9 Wet Weather Procedures

- (A) Where wet or adverse weather conditions prevail, Clubs are to advise the League as early as possible of the likelihood of ground closures to enable alternative arrangements for the playing of scheduled Competition Matches to be considered.
- (B) Where a venue to which a Competition Match has been scheduled is unfit for play or has been closed, the League will, in consultation with the Clubs concerned, provisionally reschedule the Competition Match to be played on the away Club's ground if available.
- (C) Where a Competition Match is transferred to the opposing Club's venue, that Club will assume the home Team responsibilities. Where practicable, the venue of the next Competition Match between the two Clubs concerned will be reversed to compensate for the loss of the home ground privilege.
- (D) Where neither venue is available, the League will make every effort to reschedule the Competition Match to an alternative venue. Clubs whose venues are vacant and playable will be expected to co-operate with the League by making their venue available to minimise the likelihood of cancellations. In this situation, the home Team responsibilities will be assumed by the home Team as nominated in the fixture.
- (E) If a Competition Match is not played because neither venue nor an alternative venue is available, the Administration Committee will decide whether or not the Competition Match is to be rescheduled to the first available wet weather round, another date or cancelled.
- (F) If a competition Match is unable to be rescheduled, the Administration Committee may cancel the Competition Match.

- (G) If the event that any Competition Match is cancelled, the Competition Match does not contribute to either team's "Match Ratio" pursuant to By-Law 5.5 (A) and such Competition Match shall not count towards player eligibility for finals. Where two or more of a Club's home and away Competition Matches are cancelled due to wet or extreme weather, the Administration Committee will determine player eligibility for finals.
- (H) Each Club is required to have procedures in place, which will enable them to contact their Players, and Officials to notify them at short notice of any changes to scheduled Competition Matches.
- (I) Not Applicable
- (J) Should a Competition Match be cancelled the following Wet Weather Compensation is to apply:
 - a. Matches transferred to venues which is part of the host club's day:
 - i. The host club will run canteen in exchange for use of the facility and set up of ground
 - ii. Nominated home club will pay 50% of umpire fees
 - iii. The League will pay 50% of umpire fees
 - b. Matches transferred to venues where the home club is able to run a canteen:
 - i. The League will pay the club whose venue it is \$100 for the use of their facility and equipment
 - ii. Nominated home club will have the option to operate the canteen
 - iii. Normal procedure in relation to payment of umpire fees

11.10 Ground Marking

- (A) The following lines must be clearly marked.
 - a. Goal-squares, boundary lines, 50 metre centre square
 - b. 50 metre arc at each end of the ground, a centre circle 3 metres in diameter with an outer circle 10 metres in diameter which shall be located in the centre of the middle of the centre square, both being divided into two semi circles, by drawing a straight-line parallel with each goal line.
 - c. Interchange area. The interchange area comprising two short lines across the boundary line 15 metres apart should be marked on one wing and adequate seating provided equidistant on either side not less than 20 metres apart for the interchange players and team officials of each club.
- (B) The boundary line must be marked at least three (3) metres inside the fence line.
- (C) A coach's line should be marked comprising ten (10) metres in length and 1 metre in from the fence/ fence line. It should be marked in front of the coach's box/ area. No official or bench player is allowed to stand in front of this line during play.
- (D) Where a fence is not provided, an area of five (5) metres clearance is to be provided behind the goals. The area is to be defined by white line marking or collapsible cones

11.11 Goal Post Pads

Padding must be provided on all goal and behind posts to a height of at least 2.5 metres from the ground and a minimum of 35mm in thickness.

11.12 Scoreboard

A suitable scoreboard with numbers and Team names clearly visible to Players, Umpires and spectators must be in operation for all Competition Matches.

11.13 Change rooms

- (A) Separate and adequate changing facilities and showers must be provided for each Club and the Umpires
- (B) These rooms must be presented in a clean and tidy condition at the commencement of each Competition Match.

11.14 Timekeeping Facilities

A table and seating with an unobstructed view of the playing area must be provided for Club timekeepers together with a suitable time clock and a sounding device which can be clearly heard at any location on the playing surface.

11.15 Footballs

- (A) The host club must provide two footballs (Match Ball and spare) for use in each Competition Match. Subject to AFL NSW/ACT Regulation 14.1, the standards and requirements relating to footballs are as follows:
 - a. **Black Diamond Cup**
A new "KB – Size 5" Sherrin football (Red for day, Yellow 'Veg Tan' for all Competition Matches which commence from 2.45pm) is to be used.
 - b. **Black Diamond Women**
 - i. A new or used "Match – Size 4" Sherrin football (Red for day, Yellow 'Veg Tan' for all Competition Matches which commence from 2.45pm) is to be used.
 - ii. A used ball must only have been used for a maximum of two games previously
 - c. **Black Diamond Plate**
 - i. A new or used "KB- Size 5" Sherrin football (Red for day, Yellow 'Veg Tan' for all Competition Matches which commence from 2.45pm) is to be used.
 - ii. A used ball must only have been used for a maximum of two games previously
- (B) All Competition Match Footballs are to be purchased through the League
- (C) Match balls used in Competition Matches must include the BDAFL logo, and if applicable the BDAFL's major sponsors logo,
- (D) The spare match ball should only have been used for a maximum of two games previously. Should the spare ball need to be used, it should be replaced by the match ball at the earliest practical time.

12. CLUB MATCH RESPONSIBILITIES

12.1 Coaches

- (A) The minimum requirements for Coach Accreditation is a "Level 1" accreditation. Refer AFL NSW/ACT Regulation 7.2 regarding Unaccredited Coaches.
- (B) Restrictions applied to Suspended Players and Coaches are outlined in the AFLNSW/ACT Regulation 7.1.3

12.2 Ground Manager

- (A) The home Club must appoint a ground manager (or designate the following tasks to a nominated person(s) who will be responsible for the Match day requirements and Match paperwork for the day). They are required to wear a league supplied lime green vest at all times.
- (B) The ground manager must introduce him/herself to the Umpires and Officials of the visiting Club on arrival and acquaint them with the ground facilities as well as provide details of the closest emergency medical facilities. Should the ground manager be replaced during the day, the newly appointed person should immediately inform both the Umpires and visiting Club accordingly.
- (C) Prior to the commencement of play, the ground manager must identify compliance of the home Club with the Sports Trainers Policy as outlined in By-Law 12.9.
- (D) Prior to the commencement of play in each Competition Match, the ground manager should distribute the following paperwork provided by the League.

Scorecards	To Club Goal Umpires
Umpires Attendance Sheet	To the Umpires
Goal Umpire Scorecards	To the Umpires
Timekeepers Card	To the Timekeeper

- (E) Fifteen (15) minutes prior to the commencement of each match the ground manager shall ensure that the team sheets for both teams have been delivered to the Umpires and timekeepers.
- (F) At the completion of each Competition Match, the ground manager should collect all the following documentation unless the tasks for Umpires are completed on-line.

From Umpires	From Timekeepers
Team Lists	Completed Team Lists (Note 1)
Umpires Attendance Sheet	Timekeepers Card
Goal Umpire scorecards	

Note 1: The ground manager should ensure that each Club has entered goalkickers and six (6) best Players on their Team Sheets/ lists. The tally of goals entered for Players must equal the number of goals scored by the respective Teams.

- (G) The ground manager also has the additional responsibility of overseeing the League's Code of Conduct at a venue.

- (H) At the end of the Competition Match, the ground manager should collate all paperwork and either scan or take photos of the following paperwork and send to the Football Operations Manager by 12pm, Monday:
- i. Umpires Attendance Sheet
 - ii. Timekeeper Card
 - iii. Team Sheets/List – both umpires copy (Black Diamond Plate & Black Diamond Women's only) and timekeepers copy (all matches showing goal kickers & best players)
 - iv. Goal Umpire Cards
- (I) Finally, it shall be the ground manager's responsibility to ensure that a representative of the home Club:
- a. Either SMS or telephones the results of all Competition Matches to Football Operations Manager within ten (10) minutes of the match being completed. (Not applicable if match was Live scored).
 - b. Inputs all results and Player information (i.e. Team lists, goal kickers & best players) of all the days Competition Matches into the Footyweb on-line results system by 7.00pm (10.00pm for night matches) on the day of the Competition Match.

12.3 Team Managers

- (A) Each Club shall appoint a manager for each Team it fields in the Competition. It shall be the Team Manager's responsibility to ensure that his or her Teams' Players and Officials comply with the requirements specified in these By-Laws and with any request reasonably made by the Umpires officiating in a Competition Match in which their Team is participating.
- (B) Each Team Manager shall introduce themselves to the Umpires prior to a Competition Match for identification and to ensure that the Team lists/ sheets are handed in on time (no later than 30 minutes or as designated by the League prior to the scheduled start time). The Team Managers should also arrange for the Team Sheets to be exchanged with the opposition Club at this time.
- (C) Each Team Manager is to ensure that at the conclusion of the Competition Match, the goal kickers and best Players for their respective Teams are noted on the official Team list/ sheet, which is held by the timekeeper.
- (D) It shall be the Team Manager's responsibility to ensure that a representative of the Club waits on the Umpires at the conclusion of each Competition Match to ascertain whether or not any reports of Players or Officials have arisen from the Competition Match or to receive the "all clear".

12.4 Team Runner

- (A) The sole duty of the official Team runner is to deliver messages to players of his Club and then leave the field immediately having done so.
- (B) The Team runner for Black Diamond Cup must wear the league supplied pink top (with the club's name, number and the word "Runner" clearly marked on the back), league supplied pink runner's shorts (Black Diamond Cup only), club football shorts (other competitions) and either running shoes or football boots. The Team runner for Black Diamond Women's and Black Diamond Plate the uniform is as per the Water Carriers requirement mentioned in By-Law 12.5. The Administration Committee may vary the uniform requirement for Runners from time to time.
- (C) Coaches, Suspended Players or Officials are not permitted to act as the official Team runner.
- (D) Each Team is permitted to use a maximum of one (1) Team runner. Runners are not required to enter the field via the interchange area.

- (E) The Team runners name must appear on the team list
- (F) The Team runner must be at least fourteen (14) years of age

12.5 Trainers, Other Medical Support Staff and Water Carriers

- (A) Clubs may utilise a maximum of six (6) trainers, other medical support staff and water carriers per Team.
- (B) These personnel are only permitted onto the field during play to attend to injured Players or to provide Players with water. They must not be used to deliver messages to Players except for the Black Diamond Women's and Black Diamond Plate competitions where they are permitted to also deliver messages.
- (C) Trainers, other medical support staff and water carriers for each Team must wear a league supplied sky blue shirt (with club name and number on the back), club shorts (all must be the same) or black tracksuit pants and runners or football boots. Trainers may also wear white cricket pants.
- (D) Umpires will ask any Trainer/Medical/Water carrier to leave the ground if they do not have a compliant uniform and they should not return unless they have changed into the compliant uniform.
- (E) Water carriers must be at least fourteen (14) years of age.
- (F) Coaches, Suspended Players or Officials are not permitted to act as trainers, other medical support staff and water carriers.

12.6 Umpires Escort

- (A) For each Competition Match, the home Club must appoint a suitable person to ensure the safety of Umpires (ideally the ground manager or appointee). The Umpires Escort is to escort the Umpires (including Club Umpires) to and from the Grounds as follows:
 - a. from the umpires changeroom to the centre of the field prior to the commencement of the match, and after the half time break;
 - b. from their assembly point on the field to the umpires changeroom at half time, and at the conclusion of the match.
- (B) In addition, an Umpire Exclusion Zone should be implemented at quarter and three-quarter time encompassing the centre square. The Umpires Escort is to stand with the Umpires during the quarter and three-quarter time intervals and arrange for water to be provided to the Umpires, if required.
- (C) The Umpires Escort is required to wear a league supplied lime green vest so that he/she is more readily identifiable.
- (D) Any Umpire Escort provided is expected to assist in providing and/or obtaining details of any alleged breach of the Code of Conduct immediately after completing his/her duties in liaison with/at the request of the Umpires or ground manager in accordance with By-Law 12.6.

12.7 Timekeepers

- (A) The home Club must provide a timekeeper for each Competition Match.
- (B) The away Club is required to provide a timekeeper for Black Diamond Cup matches and encouraged to also provide a timekeeper for each Competition Match.

- (C) The timekeeper(s) are to perform the duties as set out in the AFL Laws of the Game, these Regulations and By-Laws and as otherwise specified by the Administration Committee from time to time.
- (D) In the event of a dispute or disagreement between the two timekeepers, such dispute shall be reported to the field Umpire, at half time if the dispute occurs during the first half or at the conclusion of the Competition Match if it occurs during the second half. The field Umpire(s) shall report the matter to the Administration Committee for attention.
- (E) In addition to performing timekeeping duties, timekeepers will be required to record the scores of each Competition Match in which they officiate. The quarter by quarter scores are also to be recorded on the Timekeepers Report. They are also encouraged to Live Score the matches via Footyweb.
- (F) Timekeepers are also required to record the time that Players, who are ordered off by the field Umpires, leave the field and shall be the sole judges as to when such Players may resume playing (if applicable). It is the Club of the offending Players responsibility to obtain the all clear from the timekeepers for such Players to resume playing. The timekeepers are to acknowledge the Umpires decision to send off a Player by showing the appropriate red or yellow card to the controlling Umpire.
- (G) The field Umpire(s) shall have the power to dispense with the services of either or both timekeepers during a Competition Match.

12.8 Officials on the Bench

In addition to the maximum number of trainers, other medical staff and water carriers, interchange Players and Team runner/s, each Team is permitted a maximum of four (4) other Officials on the bench area inside the ground during play.

12.9 Injury Treatment

- (A) All Clubs must comply with the Infectious Diseases Policy as issued by Sports Medicine Australia.
- (B) It is the Host Club's responsibility to ensure that appropriate medical procedures are in place on Match days. The telephone numbers and addresses of the nearest medical services including ambulance, medical centres and hospitals must be available for use in an emergency.
- (C) The League has adopted the AFL Sports Trainers in Community Australian Football Policy ("Sports Trainers Policy"). All Clubs must comply with the Sports Trainers Policy.
- (D) Training courses will be available to Clubs that do not have the appropriate access to the necessary resources as required under the Sports Trainers Policy.
- (E) The host Club is responsible for ensuring compliance to the minimum requirements of the Sports Trainers Policy for all Competition Matches for which it is the host Club.
- (F) There must be at least one person with the minimum competencies outlined in the policy at any Competition Match as follows:
 - a. Junior (Under 12s and below): First Aid Certificate
 - b. Youth and Seniors (Under 13s and over): Emergency Response Coordinator (ERC) Certificate
- (G) The visiting Club should confirm with the ground manager prior to the commencement of each Competition Match that the HOST Club is able to comply with the requirements of this By-Law. In the event that the HOST Club is unable to comply with these requirements, then, if the visiting Club agrees, the Competition Match will be postponed or rescheduled.

- (H) The Competition Match may proceed if the visiting Club is able to provide the appropriate resources under the Sports Trainers Policy.
- (I) Any decision to replay a postponed Competition Match must be agreed to by both Clubs and the Administration Committee within seven days of the scheduled Competition Match. In the event that neither Club has the appropriate requirements at the scheduled commencement of the Competition Match a delayed start of 20 minutes may be applied. If there are additional fixtures following Competition Match it should be shortened appropriately to not delay the commencement of Competition Matches following.
- (J) If the visiting Club does not agree to postponement or cancellation of the Competition Match, then the visiting Club may claim a forfeit. The By-Laws in relation to forfeits will apply.
- (K) If a Competition Match is started or played without the attendance of a First Aid Official (as defined), the host Club will forfeit the Competition Match and may be subject to a maximum fine of \$200.
- (L) The Sports Trainers Policy refers to first aid usually being provided by sports trainers or by other volunteers with medical or higher level allied health qualifications. If a Club has a person present in any of the following occupations they are deemed as acceptable under the Policy:
 - (i) Nurse;
 - (ii) physiotherapist;
 - (iii) A certified Sports Trainer;
 - (iv) St John Officer
 - (v) Paramedic;
 - (vi) Doctor.
- (M) A stretcher in good condition must be located in a quickly accessible location for the duration of the days play. The home Club must ensure that it can promptly facilitate ambulance access to the field of play if necessary.
- (N) The first aid official should be located alongside or as near as practical to the ground manager. Where more than one Match is being played at any one time, a first aid official must be supplied for each game.

12.10 Concussion

- (A) Management of concussion should be in accordance with the Management of concussion in Australian Football which can be found at: <http://www.aflcommunityClub.com.au/index.php?id=66>
- (B) Primary responsibility for the management of concussion lies with the Club of the Player, and their Officials and where applicable the Player's Parents / Guardian.
- (C) Any Player who is suspected of having a concussion:
 - (i) must be medically assessed as soon as possible after the injury or incident, and
 - (ii) must not be allowed to return to play in the same Competition Match or participate in the same practice session. Initial decisions regarding potential incidents of concussion should be made by a medical doctor or, if there is no medical doctor in attendance, the head trainer.
- (D) Decisions regarding return to play after a concussive injury (a disturbance of brain function) should only be made by a medical officer with experience in concussive injuries. A Player who has suffered concussion or is suspected of having a concussion must not be allowed to return to training or playing until and unless the Player has received a formal medical clearance which has been provided to the Club.

12.11 Match-Day Safety Check

A representative of all competing Clubs is required to conduct a Match day health and safety check prior to the commencement of the first Competition Match and at any other time during the day if conditions change. The representatives must complete the checklist online via the JLT app.

13. UMPIRES

The league shall oversee and administer umpiring and will enter into an agreement with the Newcastle Central Coast Umpires Association (NCCUA) (i.e. "The Agreement") in relation to the supply of umpiring services, the conditions under which those services are supplied and reasonable reimbursement for the supply of such service.

13.1 Appointments

- (A) The Agreement mentioned in 13 shall as far as possible provide for the supply of umpires outlined in Schedule 2.
- (B) In the event of there being insufficient umpires for any match, and unless otherwise arranged, clubs are required to provide the required umpires as follows:
 - a. Club Field Umpire: Both Clubs
 - b. Club Boundary Umpires: Home Club
 - c. Club Goal Umpires: Home Club
 - d. All club umpires must be correctly attired and equipped to fill these positions.

13.2 Not Applicable

13.3 Umpire Requirements

Umpires must attend at the ground and report to the Ground Manager no less than 60 (sixty) minutes before the official starting time of the Competition Match and must be ready to enter the field, correctly attired at least ten (10) minutes before such starting time.

13.4 Field and Goal Umpire Numbers

- (A) A minimum of two field Umpires are required in order for a Competition Match to commence unless determined otherwise by the League. These must be accredited Umpires or registered Club field Umpires (or a combination).
- (B) In the event that two Umpires are not available, the Competition Match will be cancelled and the matter referred to the Administration Committee for determination.
- (C) Where two field Umpires commence a Competition Match and for any reason one of the field Umpires is unable to complete the Competition Match the remaining field Umpire may continue to control the Competition Match as a single Umpire in the event that there is not a suitable replacement Umpire.
- (D) As a minimum, two goal Umpires are required prior to a Match commencing. These can be accredited Umpires, Club goal umpires or a combination of both. Should two Umpires not be available, the Match must not to commence and the matter referred to the Administration Committee for determination.

13.5 Umpires' Fees

The Umpires' fees for the ensuing season will be determined by the Administration Committee and communicated to all Clubs no later than February in the year the season in which they are applicable.

13.6 Payment of Umpires

- (A) Any reimbursement of expenses of umpires shall be the responsibility of the home club. Any such payment shall be considered to be for any reasonable expenses incurred and must not be any less than the amount shown in 'Schedule 1' of the Umpires Agreement and paid at the conclusion of their appointed Competition Match.
- (B) In the event of a Competition Match being cancelled, other than because of forfeit as provided for in By-Law 5.5 (G), no payment shall be due to the Umpires appointed to the Competition Match.

13.7 Umpires' Match Report

- (A) At the conclusion of each Competition Match, the field Umpire(s) shall complete the on-line Matchday Paperwork which includes the Best & Fairest Player Voting.
- (B) Not Applicable
- (C) Not Applicable
- (D) All officiating umpires must sign the Umpires Attendance Sheet

13.8 Club Report on Umpires

To assist the League in its assessment of Umpires, Clubs may at their discretion, provide a report on the Umpire(s) performance to the League. Such report must be provided on the form as prescribed by the League.

13.9 Minimum Umpire Age

- (A) The minimum age to officiate as an umpire in a Competition Match is as follows:
 - i. Field Umpire sixteen (16) years of age
 - ii. Boundary Umpire fourteen (14) years of age
 - iii. Goal Umpire - sixteen (16) years of age
 - iv. Any requests for club umpires below the minimum age to officiate in a Competition Match are to be made to the Administration Committee
- (B) Not applicable

13.10 Club Umpires

- (A) From time to time each Club is required to provide suitable persons for the League Club Umpire Program. Such persons will be provided minimum level accreditation and support. Clubs will be advised of the Club Umpire commitment for the season prior to the start of the season as designated.
- (B) A minimum of two umpires are required for a Competition Match to commence. Where the League has not appointed a full panel of official field umpires or accredited club umpires, it shall be each club's responsibility to arrange for a suitable person or persons to umpire the match. Club Field Umpires are to be attired in a lime green/charcoal club umpire shirt (as supplied by the League), black shorts, black socks, runners/football boots.

- (C) Club Field Umpires must complete the on-line “AFL Club Umpire Program” and Complete Footyweb Registration prior to officiating their first Competition Match. They are also required to complete all the necessary On-Line Match Paperwork as per 13.7 following the completion of each Competition Match.
- (D) Each competing Club is responsible for the payment of their own Club Umpires, or in the case of one Club providing both Club Umpires, the payment of one of the Club Umpires. Such payment is not to exceed the amount shown in ‘Schedule 1’ of the Umpires Agreement.
- (E) Where Official goal and boundary Umpires have not been appointed by the League, each competing Club must be prepared to provide a suitable Goal and Boundary Umpire to officiate. Club Goal Umpires must be equipped with two white flags and attired in a club shirt, shorts/pants and shoes. Club boundary umpires must be attired in a club umpire shirt, football shorts, runners/football boots and equipped with a suitable whistle.
 - a. Should boundary umpires not be provided, it is the home clubs responsibility to throw the ball back into play on all occasions.
- (F) Official field Umpires shall have the power to overrule decisions by Club goal and/or boundary Umpires and remove them should they consider that such Club Umpires are not competent to carry out the required duties.
- (G) Payment of Club goal and boundary Umpires (if any) shall be the responsibility of the respective Clubs or as determined by the Administration Committee. Club goal and boundary Umpire's names must not be added to the Umpire’s attendance sheet.
- (H) Should two field umpires (either official or club) not be available, the Competition Match is not to commence and the details are to be forwarded to the Football Operations Manager.
- (I) Club Field Umpires are not permitted to umpire more than two (2) Competition Matches on the same day.
- (J) The minimum age to officiate as a club umpire in a Competition Match is as follows:
 - i. Club Field Umpire - sixteen (16) years of age
 - ii. Club Boundary Umpire – fourteen (14) years of age
 - iii. Club Goal Umpire - sixteen (16) years of age
 - iv. Any requests for club umpires below the minimum age to officiate in a Competition Match are to be made to the Administration Committee

13.11 Reporting of Players and Officials

- (A) Umpires may report to the League any Player or Official who, during the progress of a Competition Match or within the immediate proximity of the ground on the day of the Competition Match, commits a reportable offence. The procedure for making and lodging such a report shall be as specified by the Laws of the Game and by the State and Territory Tribunal Guidelines NSW/ACT.
- (B) For the purposes of Section 3 of the State and Territory Tribunal Guidelines NSW/ACT, Registered Club Field Umpires are permitted to report Players. Unregistered Club Field Umpires, Club boundary and goal Umpires are not permitted to report Players.

- (C) All reporting Umpires are required to reference the Offence Grade Template as outlined in 5.2(b) of the State and Territory Tribunal Guidelines NSW/ACT when lodging a report.

13.12 Approaching Umpires

- (A) No person, except as listed in By-Law 13.12 (B), shall approach or talk to an Umpire (field, boundary and goal) prior to, or after the conclusion of a Match or leaving the playing arena.
- (B) The excepted persons referred to in By-law 13.12 A include:
- a. League and AFL NSW/ACT staff;
 - b. Ground Manager, including any designated assistants;
 - c. BDAFL Umpire Coach.

14. CONDUCT – DISCIPLINARY PROCEDURES

14.1 Prescribed Penalties

A prescribed penalty system will operate in the Competitions in accordance with Appendix “A” of these By-Laws.

14.2 Code of Conduct

- (A) Clubs agree to comply with the AFL NSW/ACT Regulations and Code of Conduct through affiliation.
- (B) Players and Coaches agree to comply with the Code of Conduct through the Online Registration in Footyweb.
- (C) Clubs are required to ensure that all Club’s Players, Officials, Coaches, administrators and parents receive a copy of the Code of Conduct.
- (D) Parents, Officials and Coaches are bound by the By-Laws, including the relevant Code of Conduct in the By-Laws, as issued from time to time, irrespective of whether they have signed any specific conduct codes or Codes of Conduct.

14.3 Power to Investigate

- (A) The Administration Committee may investigate or nominate a person to investigate any matter which it considers relevant to whether a person may have committed a Reportable Offence or a Code of Conduct Breach.
- (B) Without limiting the powers and discretions conferred upon the Administration Committee in By-Law 14.3 (A), a nominee may investigate any matter:
- a. of his own motion; or
 - b. on the basis of video evidence; or
 - c. upon the written request of an authorised officer of a Club pursuant to By-Law 14.8; or
 - d. upon the written request of either an authorised officer of a Club or a non-aligned individual pursuant to By-Law 14.2.

14.4 Co-operation

- (A) For the purpose of conducting an investigation under this By-Law, a person shall if requested by the Administration Committee:
- a. fully co-operate with the investigation;
 - b. truthfully answer any questions asked; and
 - c. provide any document in that person's possession or control requested by the investigating person.

14.5 Failure to Co-operate

A person who fails to observe and comply with By-Law 13.4 or who provides any information or has acted in a manner which is in any respect false or misleading or likely to mislead, is deemed to have engaged in conduct which is unbecoming or prejudicial to the interests of the League and may be referred to the Tribunal by the League for determination.

14.6 Interpretation

For the purposes of this clause a reference to the League designate shall be read as a reference to the League and/or any person nominated by the League to conduct an investigation on the basis of video evidence or otherwise. The League designate may report such person and refer the matter to the Tribunal for hearing and determination by the Tribunal. The person who has been reported will be notified in writing of the charge laid against him and the date and time for the hearing and determination of the charge by the Tribunal.

14.7 Power to Report

- (A) If the League designate is of the opinion that a person may have committed a Reportable Offence, whether on the basis of an investigation, video evidence or otherwise, the League Designate may report such person and refer the matter to the Tribunal for hearing and determination by the Tribunal. The person who has been reported will be notified in writing of the charge laid against him and the date and time for the hearing and determination of the charge by the Tribunal.
- (B) Not Applicable

14.8 Citings by Clubs

- (A) Where a Club wishes to lodge a complaint against a Player or Official for an alleged "on field" offence (a citing), such complaint must be noted on the appropriate League Incident Referral Form (see sample Appendix B and must be lodged in writing with the League no later than midday on the second business day after the incident out of which the complaint arises. An Incident Referral Form must be submitted for each citing. An intermediate advice, on the incident form may be initially emailed with the written lodgement to follow as required.
- (B) In the event a Club requests extra time to prepare the Incident Referral Form, the Administration Committee may, after receiving a notice of intent within the time requirements of By-Law 14.8 (A) may extend the deadline to Thursday 5.00pm following the incident.
- (C) After advising of its intention to submit an Incident Referral Form in accordance with By-Law 14.8 (A), the citing Club may request extra time to negotiate an outcome with the opposing Club. In such circumstances, an agreed outcome is required to be received by the League in writing by Sunday 5.00pm following the incident.

- (D) Any and each such citing by a Club must be accompanied by a \$500 (with \$250 non-refundable) citing fee which may be forfeited should the Administration Committee deem the complaint to be frivolous. The citing fee shall be paid by cheque or be evidenced as paid by attaching to the Incident Referral Form evidence that the citing fee has been electronically or deposited manually to the League's bank account.
- (E) The Administration Committee shall decide whether the matter should be referred to the independent Tribunal for consideration. The person against whom such a complaint is lodged will be notified in writing of his rights (may be via Club Secretary) and the procedures to be followed for the investigation. Each of the Clubs concerned will receive a copy of such correspondence.
- (F) A Club may request the Administration Committee to review footage of an incident by submitting a non-refundable fee of two hundred and fifty dollars (\$250). The Administration Committee may proceed with processing a Report or a Code of Conduct breach. If it is determined not to take the matter further the Club will be provided with an explanation within seven (7) days. If the Administration Committee decide to proceed the matter further the Club is not required to submit a citing.
- (G) Allegations relating to the conduct of Matches involving persons other than Players or Officials will, be dealt with by a Code of Conduct Committee as designated by the League in accordance with Rule 14.8 (A) to 14.8 (C) above.

14.9 Appointment and Role of Tribunal

- (A) A panel of independent Tribunal members shall be appointed annually by the League in accordance with the requirements in the State and Territory Tribunal Guidelines NSW/ACT or the National Disciplinary Tribunal Guidelines NSW/ACT (as the case may be).
- (B) The independent Tribunal shall hear the following matters in accordance with the State and Territory Tribunal Guidelines NSW/ACT or the National Disciplinary Tribunal Guidelines NSW/ACT (as the case may be):
 - a. reports by Umpires against Players or Officials participating in League Competition, pre-season or practice Matches;
 - b. such other matters (including citing's by Clubs) as may be referred to it by the League;
 - c. referrals pursuant to By-Law 14.8.

14.10 Tribunal Hearings

- (A) A reporting Umpire, the reported person and a representative of the reported person's Club shall attend a hearing at a time and place specified by the Administration Committee.
- (B) If a reported person is unable to attend the hearing, the procedures as set out in the State and Territory Tribunal Guidelines and the National Disciplinary Tribunal Guidelines NSW/ACT (as applicable) will apply.
- (C) Should the reporting Umpire be unable to attend the hearing, the Administration Committee may defer the hearing in which case the reported Player or Official may continue to play or act until the hearing is held.
- (D) Should any of the above persons be unable to attend a hearing the Administration Committee may allow appropriate communication devices such as telephones or video links to be utilized to proceed with the Tribunal hearing.
- (E) The Tribunal may, in its ultimate discretion, utilize photo or video evidence for the purposes of the hearing.

- (F) Legal representatives are permitted to attend Tribunal hearings, but are not permitted to act in the role of Player, Official or Umpire advocate unless agreed to by the Tribunal.

14.11 Not Applicable

14.12 Player and Official De-registration

The League and Clubs agree to comply with the AFL Player and Official Deregistration Policy (where applicable).

14.13 Social Media

- (A) Any Club that operates or having operated on its behalf a website, blog or social media account representing the Club and its activities ("Club Website"), agrees that it is prohibited from publishing, displaying or otherwise disseminating on the Club Website any content, information, images or other form of communication that is inappropriate, offensive or damaging to the reputation of a Player, Official, Club, the League or AFL NSW/ACT ("Offending Material"), including by providing links to other websites that may contain Offending Material.
- (B) Any Club that is found to be in breach of By-Law 14.13 (A) as determined by the League or the Administration Committee in its absolute discretion, must immediately upon receipt of notification of the breach remove the Offending Material, confirm in writing to the League that it has done so and shall be liable to sanctions as is deemed appropriate by the League or Administration Committee in its absolute discretion.

14.14 Media / Statements

- (A) Conduct occurring in Media or public forums are governed by the Code of Conduct.
- (B) Only authorised and approved personnel may make public statements regarding League matters.
- (C) For the By-Laws, "statement" includes any declaration, comment or remark, whether verbal, in print or by electronic media or social media.
- (D) A Club whose Official or Player has made a statement contrary to the provisions of By-Law 14.14 (A), or 14.14 (C) in the case of any other person, with the apparent authority, agreement, consent or approval of the Club, may be referred to the Administration Committee or Conduct Committee which may, in the event of a breach, levy a fine of up to a maximum of one thousand dollars (\$1,000) and forfeit past or future Competition Match points.

15. ORDER OFF RULE

15.1 Yellow Card

- (A) A player who is reported by a field Umpire or field Umpires for a breach of the Laws of the Game may be ordered from the field of play for a period of fifteen (15) minutes. In this instance, an Umpire will hold up a yellow card.
- (B) At the discretion of the field Umpire, a Player may be ordered from the field of play for a period of fifteen (15) minutes and not be reported. In this instance, an Umpire will hold up a yellow card.
- (C) A Player ordered off with a yellow card is required to leave the playing area immediately through the interchange area. The offending Player's Club is responsible for obtaining the approval from the timekeepers for such Player to resume playing in the Competition Match.
- (D) For the purposes of this By-Law, a yellow card will result in the Player concerned remaining off the field of play for a total period of fifteen (15) consecutive playing minutes, excluding breaks between

quarters only. E.g. a Player sent off five (5) minutes before half time would be permitted to resume playing ten (10) minutes after the third quarter commenced.

- (E) Unless determined otherwise by the Administration Committee, all Players who are ordered from the field of play with a yellow card can be replaced immediately.

15.2 Red Card

- (A) A Player who is reported by a field Umpire or field Umpires for a breach of the Laws of the Game twice in the same Competition Match for separate incidents, or who is reported for a serious breach (as listed in By-Law 15.2 (B) below), shall be ordered from the field for the remainder of the Competition Match. In this instance, an Umpire will hold up a red card.
- (B) Serious breaches include where a Player:
 - a. Intentionally, recklessly or negligently makes contact with or strikes an Umpire;
 - b. Attempts to make contact with or strike an Umpire;
 - c. Behaves in an abusive, insulting, threatening or obscene manner towards or in relation to an Umpire;
 - d. Intentionally, recklessly or negligently kicks another person;
 - e. Commits an act of misconduct - if the Umpire is of the opinion the act constituting misconduct is serious in nature.
- (C) A Player ordered off with a red card is required to leave the playing area immediately through the interchange area. The offending Player is not permitted to sit on the bench, or enter the playing arena at any time (including breaks) for the remainder of the Competition Match.
- (D) All Players who are ordered from the field of play with a red card can be replaced after a period of fifteen (15) minutes has elapsed. The offending Player's Club is responsible for obtaining approval from the timekeepers for the replacement Player to resume playing.
- (E) For the purposes of this By-Law, a red card will result in the Player concerned being unable to be replaced for a total period of fifteen (15) consecutive playing minutes, excluding breaks between quarters only. E.g. a Player sent off five (5) minutes before half time would not be permitted to be replaced until ten (10) minutes after the third quarter commenced.
- (F) An Official reported for a breach of the Laws of the Game will automatically be issued with red card and cannot be replaced.

15.3 Recording of Send Offs

- (A) When a Player is sent off from the field of play in accordance with this By-Law 15, the Umpire will show the appropriate yellow or red card to the timekeeper who will in turn acknowledge the send-off by showing the same colour card to the Umpire.
- (B) Timekeepers are required to record the time that Players, who are ordered off by the field Umpires, leave the field of play and determine when such Players may resume playing in the Competition Match, or be replaced in the Competition Match (whichever is applicable). It is the offending Player's Club's responsibility to obtain approval from the timekeepers for such Players to resume playing in the Competition Match

16. APPEALS

Any Player, Official, Umpire or Club who feels aggrieved by any decision relating to these By-Laws may appeal to the League and / or AFL NSW/ACT in accordance with the appeal procedures as outlined in the State and Territory Tribunal Guidelines NSW/ACT, the National Disciplinary Tribunal Guidelines and AFL NSWACT Regulations, as the case may be. Refer Appendix 'D'

17. FINANCE

17.1 Fees

- (A) The Administration Committee will prepare a detailed budget each season taking into account all known and projected income and expenditure items.
- (B) League Clubs will be levied an annual licence fee, which will be used to offset the operational cost of the respective competitions.
- (C) Licence fees and other relevant charges will be levied on an annual basis each season.

17.2 Fines

- (A) Not Applicable
- (B) Not Applicable
- (C) Where a Club, Player, Official or Umpire has been fined by the Administration Committee, such fine shall be paid within fourteen (14) days of notification of the penalty except where otherwise specified by the League. Failure to pay such fine by the specified time without a satisfactory explanation may result in the fine being increased by the Administration Committee.
- (D) Where a fine has not been paid within three (3) months of the invoice date, the Player's or Official's Club or, in the case of an Umpire, the Umpires Association, is responsible to pay the fine to the League.

17.3 Outstanding Accounts

- (A) Except as provided for under By-Law 17.3 (B), any Club which is in arrears to the League for a period more than sixty (60) days from the date of the invoice, will be ineligible to receive any Competition points which may be accrued by its Teams, from that point in time until the overdue amount has been paid.
- (B) Where extenuating circumstances exist, the Administration Committee may in its discretion, place a Club on a financial scheme of arrangements for the repayment of outstanding accounts. Any Club operating under such an arrangement shall be considered financial with the League provided that it is up to date with all payments specified by the scheme and for the current year.
- (C) Except as provided for under By-Law 17.3 (B), if any club is financially in arrears to the League at a date which is seven (7) days prior to the commencement of the finals then the teams of such club shall be ineligible to compete in finals series matches. In such event the teams placed next on the respective competition table shall take the place of the ineligible team and so forth.
- (D) If any club is in arrears to the League for a period of 30 days from the due date, the club's representatives shall be ineligible to vote at any league meeting.

17.4 Dishonoured Cheques

Any Club which pays an account to the League by an instrument which is not honoured by its bank or other institution upon presentation, shall automatically be fined fifty dollars (\$50) on each occasion.

17.5 Club Finances

- (A) Each member club shall be required to furnish to the League by November 30 each year, or as designated:
- a. Profit & Loss Report
 - b. Balance Sheet
 - c. Benchmarking Survey
 - d. Evidence of compliance with Dept. of Fair Trading Requirements for Incorporated Bodies. (i.e. copy of Form A12)
 - e. Licence Agreement for next Season
 - f. Details of Club Officials for next season
- (B) Each Club shall provide the League with a Club Budget for the ensuing season by the 31 January each year or as otherwise designated by the League.

17.6 Insurance

- (A) Each Club is covered by the League's compulsory insurance cover with JLT Sport under the AFL's National Risk Program. All Players and Officials of a Club will have minimum cover for public and products liability, association liability, personal accident and non-Medicare medical.
- (B) Each Club may elect higher levels of cover directly through JLT Sport. Specific details of cover shall be provided to Clubs each year and can also be viewed at www.jltsport.com.au/Afl/.

18. ELECTRONIC AND OTHER IMAGES GUIDELINES

- (A) The Guidelines in Appendix C are designed to assist Clubs, Officials, Players, families and supporters in dealing with the use of electronic and other images in Competition Matches.

19. AWARDS

- (A) Each season, the Administration Committee shall arrange for the presentation of the following awards.

19.1 Club Championship Trophy

- (A) A Perpetual trophy shall be awarded to the club that accrues the most number of points in the Club Championship.
- a. Points will be accrued on the basis of on-field results as follows:
 - i. Senior Grade - six (6) points for each win; three (3) points for each draw
 - ii. Women - four (4) points for each win; two (2) points for each draw
 - iii. Reserve Grade - two (2) points for each win; one (1) point for each draw
 - b. If a club only has two (2) teams in their respective competitions, a 10% weighting will be added to their total.
 - c. A club must have a minimum of two (2) teams to be eligible for the Club Championship Award.

19.2 Best & Fairest Players

- (A) A medal will be presented each year to the Best & Fairest player in each grade of competition. The medals shall be known as;
 - a. The Black Diamond Cup Medal shall be known as “The Elliott Davey Medal”
 - b. The Women’s Medal shall be known as “The BDAFL Women’s Best & Fairest”
 - c. The Black Diamond Plate Medal shall be known as “Granland Medal”
- (B) The winners of the Best & Fairest medals shall be determined by votes cast by the field umpires on a 3-2-1 basis for the best, second best and third best players in each home and away match. At the conclusion of each Competition Match the field umpires shall allocate their votes using the on-line Matchday Paperwork.
- (C) In the event that two or more players have been awarded the same number of votes at the end of the home and away series, no count back shall be applied and the players concerned will be declared joint winners and each will be awarded a Best & Fairest medal.
- (D) Should a player be found guilty, and suspended (via tribunal or prescribed penalty) of any on-field offence arising out of a Competition Match during the current season for which Best & Fairest votes are cast by the umpires, they shall be ineligible to receive any League Best & Fairest award.
- (E) Where a player has moved to another club within the same competition within the same season, his votes will be carried over and combined with any votes received at the new club (in the same grade).

19.3 Leading Goal kickers

- (A) The League shall maintain records of goal-kickers in each grade of competition from the information recorded on the club team lists, which are returned to the League following each match throughout the season. The goal-kicking award for each grade shall be presented to the player who scores the most number of goals during the home and away Competition Matches. Goals not recorded on club team lists shall not be added to a player’s tally if subsequently disclosed.
- (B) Where a player has moved to another club with the same competition within the same season, his goals will be carried over and combined with any goals kicked for the new club (in the same grade).
- (C) The trophy awarded to the Leading Goalkicker in the Black Diamond Cup Competition shall be known as the “Maurice Goolagong Trophy”

19.4 Premiership Awards

- (A) A Premiership Trophy shall be presented to the winning club in the Grand Final of each grade of Competition.
- (B) The Premier Club in each grade shall also receive a premiership pennant suitably inscribed and manufactured in their club colours.
- (C) A maximum of thirty (30) Premiership medallions shall be presented to the players/officials of the Premiership winning team

19.5 Best Player in Grand Final

- (A) A Medallion shall be presented to the players adjudged as the best player in the Grand Final of each competition. The field umpires, or a person or person(s) appointed by the Football Operations Manager, will decide the winning player in each respective grade.
- (B) The Medallions shall be known as follows:
 - a. Black Diamond Cup Medallion shall be known as “Garry McBain Medal”
 - b. Women’s Medallion shall be known as “Women’s Grand Final Best on Ground”
 - c. Black Diamond Plate Medallion shall be known as “Steve Smith Medal”

19.6 Representative Player of the Year

- (A) The Representative Men’s & Women’s Player of the Year will be awarded at the League’s annual award dinner.
- (B) The winner will be adjudged by the Representative Coaching Panel and will be based upon performance, training and leadership during the Leagues representative commitments scheduled in a given season.

19.7 Rising Star Award

- (A) The Rising Star Award will be awarded, for both Men and Women based on the following criteria:
 - a. Must be Under 21 years of age as at 1 January in the year of the award;
 - b. Must have played no more than ten (10) senior Competition Matches prior to the season in question;
 - c. Must play a minimum of six (6) senior Competition Matches during the year.
- (B) The BDAFL Black Diamond Cup Coaches (Men’s award) and BDAFL Women’s Coaches (Women’s award) (who cannot vote for players from their own club) and other person(s) as appointed by the Administration Committee will vote on 5-4-3-2-1 basis from a list of nominees provided to them by the Football Operations Manager. The nominee who receives the most votes will be declared the winner.

19.8 Team of the Year

- (A) Each year the BDAFL Black Diamond Cup Coaches (who cannot select players from their own club) and other person(s) as appointed by the Administration Committee will select the following to be adjudged as members of the “BDAFL Team of the Year”.
 - a. Twenty-Two (22) players, (eighteen (18) on field players plus four (4) interchange)
 - b. Coach
 - c. Umpire

- (B) Each year the BDAFL Women's Coaches (who cannot select players from their own club) and other person(s) as appointed by the Administration Committee will select the following to be adjudged as members of the "BDAFL Women's Team of the Year".
 - a. Twenty-Two (22) players, (sixteen (16) on field players plus six (6) interchange)
 - b. Coach
- (C) To be eligible players must have played at least 50% of the scheduled home and away Competition Matches.

19.9 Volunteer of the Year Award

- (A) The League shall present an award to the most outstanding Volunteer. Each club shall request to submit a nomination of one person they consider most worthy of selection and the reasons for the nomination. The Board of Management shall make the final decision on the winner.
- (B) The award shall be known as the "James J Arnold Clubperson of the Year".
- (C) The winner of the "James J Arnold Clubperson of the Year" will also be the League's nomination for the AFL NSW/ACT Volunteer of the Year.

19.10 Most Outstanding Young Footballer

- (A) The Most Outstanding Young Footballer of the Year Award will be awarded, for both Men and Women based on the following criteria:
 - a. Must be Under 21 years of age as at 1 January in the year of the award;
 - b. Must play a minimum of six (6) senior Competition Matches during the year.
- (B) The BDAFL Black Diamond Cup Coaches (Men's award) and BDAFL Women's Coaches (Women's award) (who cannot vote for players from their own club) and other person(s) as appointed by the Administration Committee will vote on 5-4-3-2-1 basis from a list of nominees provided to them by the Football Operations Manager. The nominee who receives the most votes will be declared the winner.

19.11 Club of the Year Award

The League may arrange a monetary award each season to clubs which are considered to have conducted its affairs during the season in the most efficient and lawful manner conducive to the best administrative practices of a football club within the League.

19.12 Black Diamond Cup Coach's MVP

The winners of the Black Diamond Cup Coaches Award shall be determined by votes cast by the Black Diamond Cup coaches on a 3-2-1 basis for the best, second best and third best players in each home and away match. At the conclusion of each Competition Match the coaches shall allocate their votes and forward to the Football Operations Manager

19.13 Miscellaneous

The Board of Management may determine not to award any of the above awards, or determine to present additional awards from season to season.

19.14 Awards Dinners

All clubs are required to fill a minimum of one table per team (Women's excepted) at the League's annual awards night.

20. GENERAL

20.1 Resolution of disputes within Clubs

- (A) Unless criminal in nature, issues or disputes arising within Clubs are in the first instance to be resolved in accordance with the provisions of the Club Constitution and to the reasonable satisfaction of the members of that Club in a timely and appropriate manner.
- (B) All Clubs and their members have a responsibility to participate in the Club's dispute resolution processes subject to the Club's Constitution.
- (J) If the matter is unable to be resolved to the satisfaction of all parties a Club may seek the assistance of the Administration Committee.
- (K) All persons involved in any dispute must act in a genuine attempt to resolve the dispute.

20.2 League Colours

The official colours of the League shall be Black, White & Teal. The design of the League's representative jumpers is the responsibility of the Administration Committee.

20.3 Matters not provided for

The Administration Committee may regulate any matters not provided for in these By-Laws in its sole and absolute discretion.

20.4 Administration Committee

The Administration Committee controls the day-to-day operation of the League's Competitions.

20.5 Attendance at Meetings

The League will determine the number of representatives required in attendance at League meetings for which notice has been properly given.

20.6 Football Record

- (A) The weekly "Football Record", if published, shall be considered an official publication of the League and any or all notices contained therein shall be accepted as official.
- (B) Each Club, on request from the Football Operations Manager or other person authorised by the Administration Committee, must supply an up to date player list for its Senior team in jumper number order, for publishing in the Football Record. Players must play in the jumpers as set out in such list.
- (C) Each Club shall supply content for its allotted space, if provided, in the Football Record, by a time set by the Administration Committee.

20.7 Failure to Adhere to By-Laws

Breach of any of the By-Laws will be penalised, via the Club of the Year process or as otherwise decided by the Administration Committee.

Appendix “A”



AFL NSW/ACT PRESCRIBED PENALTY SYSTEM FOR REPORTED PLAYERS

Introduction

The League has adopted the State and Territory Tribunal Guidelines for the purposes of dealing with Reportable Offences. Section 5 of the State and Territory Tribunal Guidelines contains grading templates for various classifications of offences and outlines the prescribed penalties which can be offered to reported Players (where applicable).

The system will not apply to Officials who are reported. Those reports will be heard by the Tribunal.

Procedure

Umpires shall report and charge Players in the usual manner. The reporting Umpire shall complete the Player Report Form template and forward to the League by 12.00pm on the Sunday immediately following the Match (where reasonably practicable).

Once the Player Report Form and Report Template has been received the League’s Football Operations Co-ordinator will process the report and decide whether:

1. the offence by the Player is suitable for determination under the Prescribed Penalty System; or
2. the report should be referred to the Tribunal for determination.

If the offence and/or Player is suitable for determination under the Prescribed Penalty System, the prescribed penalty shall be offered to the Player (via the Club) on the Monday following the Match in which the Player was reported.

The Player (either directly or via the Club) shall notify the League of the acceptance or refusal to accept the set penalty no later than 4.00pm on the Tuesday following the Match in which the Player was reported (or at a later date as reasonably prescribed by the League if the prescribed penalty was provided later than Monday). If accepted, the penalty shall be recorded against the player’s record kept by the league. If the prescribed penalty is rejected the report shall be referred to the Tribunal for hearing at a time to be advised the League.

Appendix "B"

INCIDENT REFERRAL FORM

TO: Football Operations Coordinator

E-mail:

Fax:

I, the undersigned give notice I wish to refer an incident:-

- (i) that is not subject of a Notice of Report under By-Law 13.11; and
- (ii) which may constitute a Reportable Offence or Breach of Code of Conduct

Round:

Match: vs.....

Venue: **Date:**.....

Player/s involved (please state offending player/s):

.....

Type of Infringement:

Vicinity on Ground:

Quarter: **Time of Incident:**

Other relevant information:

.....

.....

.....

.....

How do you rate the seriousness of the incident? (1 = Moderate; 5 = Extreme)

1	2	3	4	5
---	---	---	---	---

Print Name: **Club:**.....(if applicable)

Signed:..... **Dated:**.....

Umpire / Umpires Coach / Club Official / Other.....(Please Circle)

This form is to be completed and lodged, along with the deposit in accordance with the League By-Laws.

League use only:

Lodged with League on/...../..... at(time)

Appendix “C” – Recording of Images

- (A) The law surrounding the taking of images, video and/or audio by way of electronic or any other means (**recording**), particularly of minors, is complex. AFL (NSWACT) takes this issue very seriously, and the provisions below are designed to assist Clubs, Officials, Players, families and supporters, as stakeholders, to deal with this complex issue. However, these provisions are not legal advice, and all stakeholders must make their own enquires. Whilst AFL NSWACT will provide information, guidance and assistance on these issues, the responsibility to ensure compliance with all legal (including statutory) provisions lies with individual stakeholders, as appropriate.
- (B) When a person enters private land, they consent to any requirements that the property owner may impose on them. This may include restrictions, including prohibitions on the making of a recording of events held on their land. There is nothing, however, to prevent a person from making a recording from outside of the borders of private land, regardless of the property owner’s preferences. In the absence of conduct that is offensive or threatening and unlikely to interfere with the public enjoyment of a public place, there is nothing to prevent a person from making a recording of minors in public places.
- (C) It is thus not generally illegal to make a recording of minors at sporting events, but a common-sense approach needs to be taken.
- (D) Persons making a recording and persons using such recordings must be mindful of the complex issues surrounding privacy.
- (E) Unless consent is specifically withdrawn, by reason of the Terms and Conditions of Participation the Player’s image in any form or medium is able to be used for general marketing and promotional activities.
- (F) By agreeing to the Terms and Conditions of Participation when Registration is effected, the Participant irrevocably consents to the use of Participant’s Footage and Likeness for competition management and administrative purposes
- (G) The provisions seek to strike a balance between concerns regarding privacy and the reasonable use of such images.
- (H) This Appendix governs the recording of images, video and/or audio by way of electronic or any other means (**recording**) of League activities where used by or for the use of or on behalf of Clubs and/or for, by or on behalf of their Officials (**recorder**). It must be read in conjunction with relevant Codes of Conduct and the Registration Terms and Conditions. Where this Appendix is inconsistent with specific provisions in the Registration Terms and Conditions, such specific provisions of the Terms and Conditions will prevail.
- (I) It sets out the terms and conditions on which such recording can take place, seeking to balance the reasonable expectations of privacy by the participants and the reasonable use of such recordings for legitimate purposes.
- (J) Recordings may only be used within the spirit of the game and within the Laws and consistent with the Code of Conduct.
- (K) In this document, **participant** means all Players, Club appointed Umpires and Team Officials, and does not include spectators and officially appointed Umpires.
- (L) The recorder may only record Matches and other AFL related activities such as practice Matches, training and drills (**activity** or **activities**) for legal, instructional, coaching and promotional purposes (**the accepted purposes**) and must not record activities for commercial, indecent, inappropriate or illegal purposes.

- (M) Subject to the direction and supervision of the League, and the direction or ruling by the relevant Code of Conduct Investigations Sub-Committee or Tribunal, such recording may be used for legitimate purposes in Code of Conduct investigations and/or Tribunal hearings.
- (N) The recorder must inform the ground manager (where appointed), the Coach and/or Team Manager of the Club and any Club (**other Club**) whose participants are involved in the activity to be recorded, before the recording is commenced. The other Club may not object to the recording being made. The Coaches and/or Team Managers must use their best endeavours to inform participants, and the parents and guardians of all participants who are minors, of the recording.
- (O) If a copy of the recording is requested by an official of the other Club (the **requestor**), the recorder must provide a copy within 3 working days after being provided by the requestor with suitable media on which to copy the recording. The requestor shall pay the amount identified in Table 1. The League may request a copy of the recording and advise the recorder of the media on which it wishes to receive the recording and such copy shall be provided to the League without charge within 3 working days.
- (P) None of the recorder, the requestor or the League shall provide a copy of the recording to any other party except with the written consent of both Clubs.
- (Q) None of the recorder, the requestor or the League shall post, stream or otherwise share the recording, including on the internet or social media. The recording may be shared for instructional, Coaching, Tribunal /Code of Conduct purposes but only by the Club, the other Club or the League. Except where used for the accepted purposes, none of the Applicant, the requestor or the League may make any other form of publication of the recording.
- (R) The requestor and the League may only use the recording for the purposes outlined in point 5 above.
- (S) A recording may be used for promotional purposes unless the consent of the parent or guardian of any players who are minors for the use of such recording has been withdrawn prior to its use.
- (T) Where informed consent is required, it is the sole responsibility of the party who is required to obtain the informed consent to obtain such informed consent.
- (U) The provisions of this document apply to recordings however and by whomever made or obtained.
- (V) Table 2 sets out various activities and how they are covered by this Appendix. However, the Table is for guidance only, and if there is any discrepancy between the Table and this document, the provisions of this Appendix prevail.
- (W) Breach of the terms of this document, or the spirit of the game or the Code of Conduct is an act of Misconduct under the AFL Laws, and will be dealt with pursuant to the Bylaws accordingly.

Table 1

Fees to be paid by the requestor pursuant to Clause (O) - \$40

Table 2

Consent of participants not required	Prior consent to use not required but consent may be withdrawn prior to use	Prohibited
Instruction* Coaching* Tribunal/Code of Conduct* <i>* no post, stream or otherwise sharing of the recording, including on the internet, social media</i>	Promotional (for example, use in Club newsletter, Club Annual report, Club social media or by the League.	Commercial Illegal Inappropriate Indecent

APPENDIX 'D'
AFL NSW/ACT APPEAL PROCEDURES
(as per AFL NSW/ACT Regulation 16)

16. APPEALS

16.1 State Appeals Board

(a) Members of the State Appeals Board Panel

The Appeals Board Panel must consist of:

- (i) a Chair being a member of the legal profession; and
- (ii) a Panel of not more than four persons who in the opinion of the CEO possess the appropriate qualifications.

(b) Qualifications

Save and except where the CEO otherwise determines, a person shall not be appointed to the Appeals Board Panel if that person:

- (i) has been a member of a Board of Directors of a Club; or
- (ii) has been a Coach or assistant or specialty Coach of a Club; or
- (iii) has been a Player of a Club,

in the twelve months preceding the appointment.

(c) Appointment of Appeals Board Members

The CEO may from time to time appoint persons to the Appeals Board, including the Chair.

(d) Absent Appeals Board Members

If for any period and for any reason a member is absent or unable to attend a hearing of the Appeals Board, the CEO may appoint a person who in his/her opinion is a suitable replacement.

(e) Resignation

A member of the Appeals Board may resign by providing notice in writing to the CEO.

(f) Removal

The CEO may remove a member of the Appeals Board at any time in the CEO's absolute discretion.

(g) Composition for Hearing

On any occasion when an appeal is brought before the Appeals Board, there shall be an Appeals Board appointed to determine the appeal which shall sit as the Appeals Board and shall comprise three persons being:

- (i) a Chair; and
- (ii) two persons from the Appeals Board Panel.

16.2 Appeal Procedure

(a) Right of Appeal

Any registered Player, Official, Club or League may appeal or apply to AFL NSW/ACT in accordance with and on the grounds set out in the relevant AFL and AFL NSW/ACT regulations and policies including:

- (i) these Regulations;
- (ii) AFL National Player and Official Deregistration Policy;
- (iii) State and Territory Tribunal Guidelines;
- (iv) National Disciplinary Tribunal Guidelines;
- (v) AFL National Vilification and Discrimination Policy; and
- (vi) AFL National Player Transfer Regulations.

In the event that the relevant AFL and AFL NSW/ACT regulations and policies do not outline the grounds for appeal or application to AFL NSW/ACT, the grounds set out in clause 16.2 (b) apply.

(b) Grounds of Appeal – Administrative Decisions

Notwithstanding any provision of League By-Laws, a Player, Official, Club and/or the League, may only appeal to the Appeal Board in respect of a decision made by a League (including a determination of a Tribunal with respect to a decision of a League) on one or more of the following grounds:

- (i) that there was an error of law;
- (ii) that the decision was so unreasonable that no League or Tribunal (as the case may be) acting reasonably could have come to that decision having regard to the evidence before it;
- (iii) the classification of the level of the offence was manifestly excessive or inadequate; or
- (iv) that the sanction imposed was manifestly excessive or inadequate,
- (v) (each, a Ground).

(c) Appeal Procedure

A registered Player, Official, Club or League may appeal a determination to the Appeals Board within 10 days of the relevant determination being made (including a failure to act or make a decision when the decision ought reasonably to have been made, which cannot be before 28 days after the relevant request for a determination).

(d) Lodgement of Appeals

- (i) Notice of an Appeal is brought by lodging a written notice with the CEO (or delegate). The Notice of Appeal must:
 - a. be in writing;
 - b. state the grounds of appeal and any submissions in respect of the Chair's decision to be made under clause 16.3 (d) (iii); and
 - c. include full details of the event precipitating the appeal together with any information which might assist in its consideration.
- (ii) Notice of Appeal must be accompanied by a payment to AFL NSW/ACT of:
 - a. the sum of \$500 towards the costs of the appeal, which is not refundable in any circumstances; and
 - b. an additional sum of \$500 which shall be dealt with as follows:
 - 1. Where an appeal is successful, this payment will be refunded by AFL NSW/ACT within 30 days of notice to the AFL NSW/ACT by the Appeals Board of its decision in accordance with clause 16.5.
 - 2. Where an appeal is not successful, this payment will not be refunded, unless the matter involves a monetary sanction and the Appeals Board determines that it would be manifestly unjust and unfair not to refund the whole or part of the payment in which case such amount as may be determined by the Appeals Board will be refunded.
- (iii) The CEO (or delegate) will refer the matter to the Chair of the Appeals Board for consideration. Where the Chair decides that an appeal has reasonable prospects of success, an Appeals Board Panel will be convened and the hearing will be held in accordance with clause 16.3.

16.3 Hearing Procedure

(a) Time for Hearing of Appeal

- (i) Upon receipt of a valid Notice of Appeal and the required sums outlined in clause 16.2 (d)
 - (ii) the CEO (or delegate), in consultation with the Chair, shall:
 - a. fix the date, time and place for the hearing of the appeal as soon as reasonably practicable; and
 - b. advise all parties with an interest in the appeal in writing of those particulars.
- (ii) The Appeals Board, through the CEO (or delegate) can vary the date, time or place of the specified hearing and upon doing so must immediately provide all parties with an interest in the appeal written notice of the variation.

(b) **Attendance**

All parties to the appeal shall attend and appear before the Appeals Board at the date, time and place fixed for the hearing of the appeal. Where a party fails to attend before the Appeals Board, the Appeals Board may hear and determine the appeal in that party's absence or have the unavailable party available by phone or video link should the need arise.

(c) **Submissions**

The Parties must provide written submission to the Appeals Board in accordance with the timeframe as determined by the Appeals Board.

(d) **Obligations of Appeals Board**

- (i). The Appeals Board will:
 - a. to the extent that the rules of natural justice require, provide any person whose interest will be directly and adversely affected by its decision adequate notice of or sufficient time to prepare for an appeal;
 - b. provide any person whose interest will be directly and adversely affected by its decision a reasonable opportunity to be heard;
 - c. hear and determine the matter before it in an unbiased manner; and
 - d. make a decision that a reasonable body could honestly arrive at.
- (ii) If the appeal is an appeal from a decision of a Tribunal, the Appeals Board shall hear that appeal as on the basis of the evidence before that Tribunal and determine whether or not one or more of the Grounds have been established.
- (iii) The Appeals Board may have regard to the record of the proceeding before the Tribunal or other body against whose decision an appeal is made, including a record of any evidence taken in a Tribunal hearing.
- (iv) The Appeals Board may, subject to these rules, regulate any proceedings before it in such manner as it thinks fit.
- (v) The hearing before the Appeals Board shall be:
 - a. inquisitorial in nature; and
 - b. conducted with as little formality and technicality and with as much expedition as the proper consideration of the matters permits.
- (vi) The Appeals Board is not bound by the rules of evidence or by practices and procedures applicable to courts of record, but may inform itself as to any matter in any such manner as it thinks fit.
- (vii) The question on appeal before the Appeals Board must be decided according to the opinion of a majority of the members constituting the Appeals Board.

(e) **Onus**

The appellant bears the onus of establishing the grounds of the appeal on the balance of probabilities.

(f) **Representation**

- (i) At any hearing before the Appeals Board a person may:
- (ii) appear in person; or
- (iii) subject to leave of the Appeals Board, be represented by a barrister, solicitor or agent on such terms, if any, as the Chair directs.

(g) **Questions of fact and law**

In the hearing and determination of an appeal, the Appeals Board shall decide all questions of law and fact and without limitation, shall determine the meaning of any words.

(h) **Reasons**

The Appeals Board is not obliged to give reasons for a decision.

16.4 Powers of Appeals Board

- (a) The Appeals Board is empowered to meet when and where it considers necessary, having regard to a fair and efficient resolution of the appeal.
- (b) The Appeals Board has the power to make any determination it considers necessary including a decision to set aside the original decision which is appealed against or to impose any extra or different penalty, or to remit the matter back to the Tribunal for determination in accordance with the Appeals Board's decision.

16.5 Decision Final

The Appeals Board shall make the formal announcement of the appeal at the conclusion of the hearing and AFL NSW/ACT shall inform the parties in writing of the outcome of the appeal as soon as practicable thereafter. The decision of the Appeals Board shall be final and binding on all parties.

16.6 Matters not provided for

The Appeals Board shall have the power to decide any matters not provided for in Regulation 16 to the extent that such matters arise during the course of any hearing.

APPENDIX 'E'

COMMUNITY CLUB SUSTAINABILITY PLAYER POINTS POLICY (CCSPP)

1. OBJECTIVES

- (A) AFL NSW/ACT believes that ensuring competitions are competitively balanced is critical to safeguarding the ongoing viability and sustainability of competitions and clubs. Even and fair competitions lead to increased interest and provide a better experience for stakeholders, which leads to stronger competitions and clubs.
- (B) The objectives of this CCSPP are to:
- a. Assist the equalisation of competitions;
 - b. Promote player loyalty and junior development;
 - c. Improve the sustainability of Community Clubs
 - d. Support the role that volunteers undertake in managing their clubs by:
 - i. Capping the need to fundraise money for player payments;
 - ii. Providing a more competitive environment on field, that encourages more volunteers to support at club level; and
- (C) This CCSPP sets out the rules and principles in relation to a Player Points System which applies to specified AFL NSW/ACT Competition/s in order to achieve the above objectives.

2. DEFINITIONS

AFL means the Australian Football League (ACN 004 155 211).

AFL NSW/ACT means AFL (NSW/ACT) Commission Limited (ABN 53 086 839 385).

Black Diamond AFL means the senior men's and women's competition based in the Hunter Central Coast region, currently known as Black Diamond AFL.

Black Diamond Cup means the premier competition of the Black Diamond AFL

Category means the Player Points Category which determines the base allocation of the Player Points Allocation for a Player.

CCSPP means this AFL NSW/ACT Community Club Sustainability Program Policy as amended by AFL NSW/ACT from time to time.

Club means a Club affiliated to a League with teams participating in a Competition.

Competition means any Australian Football Competition conducted and organised by AFL NSW/ACT or a League.

First Home and Away Match means the first official Competition Match for the home and away Season of a Competition.

Footyweb means the AFL Competition Management System & Membership Database implemented for Competitions within New South Wales or the Australian Capital Territory.

Home Player means a player who has played 40 games for an aligned junior club up to and including U18, has only played football at that club or has not played any football for 3 or more full seasons.

Junior means Players up to and under the age of 17 as at 1 January in the year of the relevant season.

Juniors or Junior Competition means Competitions up to and including Junior Players.

League (or Leagues) means Black Diamond AFL which is affiliated to AFL NSW/ACT.

League Equalisation Panel means the independent equalisation panel established by the relevant League or Leagues to administer the CCSPP prescribed for a Competition.

Match means any football match played between or directly or indirectly involving any club, including without limitation any practice match, competition match, representative match or exhibition match.

National Player Transfer Regulations means the AFL's rules and regulations, as issued from time to time, regulating the transfer of players between clubs. Player means a Player registered with a Club.

Player Membership Details means a Players individual details provided for on the Footyweb system.

Player Points Allocation means the total number of points allocated to an individual Player in a Senior Team taking into consideration the Player Points Category that applies to each Player and any additional points or deducted points in accordance with this CCSPP.

Season means the community football season between first competitive Match until Grand Final of a Competition.

Season of Service means a Season where a Player has played a minimum of five (5) senior or reserves games in one Season for a particular Club. A Player who has completed two (2) Seasons of Service is eligible for a reduction of one point per season thereafter should they play for the same community Club in the following Season(s) in accordance with this CCSPP.

Senior Competition means the men's open age senior competition within a League.

Senior Team means the men's open age team representing a Club in a Senior Competition.

Total Team Points means the total amount of points allocated to a specific Senior Team for each Season in accordance with this CCSPP.

3. LEAGUE RESPONSIBILITIES, TOTAL TEAM POINTS & HOME PLAYERS

3.1 Total Team Points:

AFL NSW/ACT, Leagues and Clubs acknowledge that:

- (A) The base Total Team Points allocation will be capped for Black Diamond Cup teams as follows:

Points	Clubs
34	Newcastle City & Terrigal Avoca
38	Cardiff
40	Killarney Vale, Nelson Bay & Warners Bay
45	Gosford, Lake Macquarie, Maitland, Singleton & Wyong Lakes

- (B) For each Match, a Club must ensure that the Total Team Points allocation is calculated based on the maximum number of Players allowed to participate in a Match for that Competition and this should be consistent for each Match within a Season, within each Competition. A Club must list the maximum number of Players allowed for its Black Diamond Cup Team on its team sheet in calculating its Total Team Points for each Match.

3.2 Home Players

AFL NSW/ACT, Leagues and Clubs acknowledge that:

- (A) For each Match, a club must ensure that it's Black Diamond Cup team includes a minimum of twelve (12) home players on its team list.
- (B) A 'Home Player' is a Player who has:
- Played forty (40) or more games at the aligned junior club up to and including U18 competition.
 - Has only played at that club
 - Has not played any football for three (3) or more years.

3.3 League Equalisation Panel

The relevant League Equalisation Panel:

- (A) May reassess an individual player's points classification where the panel deems in its ultimate discretion that the prescribed points allocation is inappropriate based on the player's playing history.
- (B) May reassess an individual player's classification as a "Home Player" where the panel deems in its ultimate discretion that the classification is inappropriate based on the player's playing history.
- (C) May take into account the following in determining whether or not the imposition of additional points is appropriate in the circumstances:
- The nature and location of the player's employment
 - The principle place of residence of player's family member/s
 - The principle place of residence of the player's partner or spouse
 - The player's previous history and/or relationship with the Club; and
 - Any other factors deemed appropriate by the Equalisation Panel in its absolute discretion.
- (D) Will make recommendation to the League Board on the final figure for Total Team Points and Home Player requirement to each Black Diamond Cup Team for each Club for the following Season in accordance with this CCPPP.

3.4 League Responsibility

Leagues will make every attempt to communicate the allocation of each Club's Total Team Points and Home Player requirement to each Club for the following Season in accordance with this CCPPP by 1 November in each Calendar year (or such other date as determined by the League).

4. CLUB RESPONSIBILITIES

Each Club:

- (A) Must determine each individual Player's Player Points Allocation and Home Player Status for its Black Diamond Cup Team in accordance with this CCCPP Policy, including any additions or deductions applicable to each Player in accordance with this CCCPP Policy;
- (B) Must submit to the League the Player Points Allocations and Home Player Status for each Player by the deadline and in the form prescribed by the League which in all cases must be prior to the Player's first Match of the Season;
- (C) Acknowledges that if the Club does not follow this procedure and plays a Player for a Black Diamond Cup Team in a Match in any League, who has not had their Player Points Allocation, or Home Player status approved and entered into Footyweb, that Club be subject to a subsequent enforcement penalty or disciplinary sanction (including loss of Competition Points) as determined by the League in accordance with this CCPPP Policy;
- (D) Must ensure that for each Match the Black Diamond Cup Team does not exceed the Club's Total Team Points, noting however that Clubs may recruit above their allocated Total Team Points in any given Season but must comply with the Total Team Points allocation for each Match;
- (E) Must ensure that for each Match the Black Diamond Cup team includes a minimum of twelve (12) Home Players.
- (F) May make an application to the League for the allocation of additional Total Team Points and/or reduce Home Player requirement in accordance with this CCPPP (i.e. for unique local circumstances). The application is to be in writing via the Football Operations Manager. The application will be referred to the League Board who will make a determination of an application for at their absolute discretion.

5. PLAYER POINTS CATEGORIES, HOME PLAYER STATUS AND ALLOCATION

- (A) Each League will liaise with its Clubs to ensure that Total Team Points and Player Point Allocations are entered into the Footyweb System prior to any Player's first Senior Home and Away Match of each Season.
- (B) As part of the Player Point Allocation process, the League may provide the opportunity for Clubs to seek a reassessment of any Player's Player Point Allocation, Home Player Status by the League Equalisation Panel. Any reassessment against a Player Point Allocation or Home Player Status should be made to the League's Football Operations Manager no later than 5 days before the Player's first Senior Home and Away Match of the Season. Refer Attachment "B"
- (C) A Player's Category and the subsequent Player Points Allocation and Home Player Status will be determined by that Player's playing history and achievements and is structured in a way to promote Player development, loyalty and retention.
- (D) Each Player expected to play in a League will be allocated a Category and a Player Points Allocation and Home Player Status as detailed in Attachment A.

- (E) A Player playing in a Match under an Interchange Agreement as detailed at clause 3.9 of the National Player Transfer Regulations (i.e. a permit Player) will be assessed on the same basis as a transferred Player.
- (F) A Club may make an application to the League for a reassessment by the League Equalisation Panel in accordance with clauses 6.3 and 7.

6. DEDUCTIONS AND AMENDMENTS TO PLAYER POINTS ALLOCATIONS/HOME PLAYER STATUS

- (A) Once a Player's Player Points Allocation has been determined, a reduction of one (1) point will apply for each 'Season of Service' with that Player's Club (minimum five (5) senior games per Season) (after their first two 'Seasons of Service', even if not in consecutive years, until the Player reaches no less than one (1) point (this is the minimum number of points a Player can have). For the avoidance of doubt, if a Player is eligible for underage football at their Club, they must play five (5) senior games to meet the criteria for a Season of Service point reduction.
- (B) Where a Player qualifies in more than one Category based on their playing history in the current Season or any of the previous three (3) Seasons, the Category with the highest points will apply (Category 1 – Home Players excluded).
- (C) The League may, acting reasonably, reassess an individual Player's Player Points Allocation and/or Home Player Status where it is deemed inappropriate based on playing history or circumstances. Clubs may make an application detailing relevant evidence regarding the reassessment of a Player to the League Equalisation Panel. The determination of an application for reassessment will be at the discretion of the League Equalisation Panel.

7. THE LEAGUE EQUALISATION PANEL

- (A) The allocation of Total Team Points caps and Home Player Requirement for each Black Diamond Cup Team will be assessed and determined by the League Board following recommendation from the respective League Equalisation Panel in its ultimate discretion.
- (B) In considering the Total Team Points allocation, or Home Player requirement for each Black Diamond Cup Team, the following may be taken into account by the League Equalisation Panel:
 - a. Small Population Base
 - i. Additional points to team allocation where the club is located in an area with low population
 - b. Ladder Position
 - i. Additional points to team allocation if Black Diamond Cup team did not qualify for finals the previous season.
 - ii. Reduction in points to team allocation for multiple premierships in defined number of seasons
 - iii. Additional points to team allocation if finished in bottom three of competition.
 - c. Junior Pathway
 - i. Additional points to team allocation where a club has no standalone U17 or younger sides aligned junior club and not capable of developing a junior program due to reasons outside of its control, or if a club is formally aligned to a university of Defence Force and the team is based around players coming and going over a 3-4 year period.

8. ENFORCEMENT

- (A) Clubs are required to submit to the League's Football Operations Manager as prescribed by the League the individual Player Points Allocations and Home Player Status in accordance with this CCSPP. The League will review and enter the final individual Player Points Allocations into Footyweb.
- (B) Player Points Allocations will be managed via Footyweb. Footyweb will not permit a Club to enter a Senior Team into an electronic team sheet that has a combined Total Team Points allocation of more than that Senior Team's permitted Total Team Points cap for a Match.
- (C) At present Footyweb is not capable of managing the Home Player requirement and as such each club and the League is required to manually monitor this.
- (D) Should any Club knowingly make a false or incorrect declaration regarding Player Points Allocations or Home Player Status, the Club may be penalised by the League in accordance with clause 8.
- (E) The potential penalties or sanctions may include (without limitation):
 - a. Fines;
 - b. Termination or suspension of a Club's licence or affiliation;
 - c. Loss of premiership points (current Season and/ or in future Seasons);
 - d. Suspension from a Senior Team's participation in the finals (current Season and/ or in future Seasons);
 - e. Player/Official suspensions – for those Players/Officials that knowingly provide false information to the Club;
 - f. Suspension or ban on registration of players;
 - g. Any other sanction or penalty considered appropriate by the League.
- (G) The League may enforce the terms of this CCSPP and invoke the sanctions only if it has given the Club alleged to have infringed this CCSPP:
 - a. reasonable details of the alleged infringement;
 - b. notice of possible sanctions; and
 - c. the opportunity to be heard in relation to the issues of infringement and sanction.
- (H) In applying any enforcement provisions in relation to any breach of the CCSPP, the League shall take into consideration whether the breach was assessed as:
 - a. Unintentional – where a Club had not been provided with accurate information;
 - b. Interpretive – where a Club had reasonably applied the CCSPP;
 - c. Intentional – where a breach had occurred with little or no regard to the relevant requirements.
- (I) All appeals against a decision to apply a provision under this CCSPP will be heard by the League Equalisation Panel and will be final and binding.
- (K) AFL NSW/ACT and the Leagues will review this PPS Policy annually and amendments and variations may be made from time to time.

ANNEXURE “A”

1. PLAYER CATEGORIES AND DEFINITIONS

PLAYER CATEGORIES			
Category 6	6 points	AFL Player	Minimum 1 AFL game in any
Category 5	5 points	State League	Minimum 5 senior games in any of the current or previous 3 seasons
		TAC Cup	Minimum 5 games in any of the current or previous 3 seasons
Category 4	4 points	Premium Community Player	Minimum 5 senior games in any of the current or previous 3 seasons in a Tier 1 Community League
Category 3	3 points	Senior Community Player	Played the same or more senior (or highest division) than reserves (or non-highest division) games in any of the current or previous 3 Seasons.
		Transferred Junior	Player recruited from an U19's or younger competition and does not meet the home player definition.
Category 2	2 points	Development Community Player	Played more reserves (or non-highest division) than senior (or highest division) games in the previous Season. (excluding Tier 1 Community Leagues.
		Defence Force Personnel	Any player who is currently posted to the RAAF Base, Williamstown is a Royal Australian Air Force military air base in Port Stephens or the Lone Pine Barrack's Army base in Singleton
Category 1	1 point	Home Player	Played 40 or more games at the aligned junior club up to and including U18 competition
			Has only played at that club
			Has not played any football for 3 or more full seasons

DEFINITIONS	
State League	VFL, WAFL, SANFL, NEAFL, TASFL
Tier 1 Community Leagues	AFL Sydney Premier Division, AFL Canberra 1 st Grade, Farrer FL Seniors, Riverina FL Seniors, Hume FL Seniors, Black Diamond Cup, QAFL, QFA Division 1, NTFLL, any senior community competition affiliated to AFL Tasmania, AFL Victoria, the SANFL or the WAFC and any State League player not meeting category 5 definition.
Junior Aligned Clubs	Where seniors and juniors exist under the same constitution, and/ or as determined by AFL NSW/ACT. Senior clubs can have multiple junior aligned clubs and junior clubs could have multiple senior aligned clubs. This is to ensure that appropriate and practical player pathways exist. The list of junior aligned clubs are outlined in this document.

2. PLAYER POINTS ALLOCATIONS

POINTS ADDITIONS & DEDUCTIONS		
ADDITIONAL PLAYER POINTS	Additional 1 point	If player transfers from another community club and will be competing against their former club (does not include Category 2 Development Community Player).
		If player transfers to three or more community clubs in past 36 months. Does not include players moving on permit (e.g.: VFL, TAC Cup, NTFL or Local Interchange).
	Additional 2 points	If player played junior football with a AFL Hunter Coast Juniors club in the previous 3 seasons and is playing for a Black Diamond club not in that junior club's pathway.
If the player has played junior football with a AFL Hunter Coast Juniors club for less than 3 seasons, and played more matches for a junior club that is not in the Black Diamond club's youth pathway.		
PLAYER POINTS DEDUCTIONS	Deduct 1 point	For each season of service to the club, after 2 seasons served, (minimum 5 senior or reserves games per season), even if not in consecutive years, until the player reaches 1 point. #Note: if the player is eligible for underage football at that club, it must be 5 senior games to meet the criteria for a year of service.
	Deduct 2 points	Where a player transfers from a club in the Black Diamond Cup competition to a club which was in the Black Diamond Plate in the previous season.
	Revert to 2 points	Senior playing coach who does not meet Category 1 criteria.
	Revert to 1 point	Where player is returning to their home club.

3. LEAGUE EQUALISATION PANEL ASSESSMENT

ADDITIONS & DEDUCTIONS – LEAGUE EQUALISATION PANEL ASSESSMENT
1) League Equalisation Panels may reassess an individual Player's points classification where the Panel deems in its ultimate discretion that the prescribed points allocation is inappropriate based on the Player's playing history.
2) Where a Player qualifies in more than one category based on their playing history in the previous 3 Seasons, the category with the highest points will apply, hence the use of the flow chart (Note: Home Players are excluded).
3) Any Player that does not meet any of the prescribed point categories will need to apply to the League Equalisation Panel who will determine the appropriate points allocation in its ultimate discretion.
4) The League Equalisation Panel may take into account the following in determining whether or not the imposition of the additional point is appropriate in the circumstances: <ul style="list-style-type: none"> a. The nature and location of the Player's employment; b. The principle place of residence of Player's family members; c. The principle place of residence of the Player's partner or spouse; d. The Player's previous history and/ or relationship with the Club; and e. Any other factors deemed appropriate by the assessment panel in its absolute discretion.

4. TOTAL TEAMS POINTS ALLOCATIONS

TOTAL TEAM POINTS ALLOWANCES / REDUCTIONS #	Small Population Base	Additional points to team allocation where the club is located in a region with low population base.
	Ladder Position	Additional points to team allocation if team did not qualify for finals in previous Season or has been promoted from previous Season.
		Reduction in points to team allocation for multiple premierships in defined number of Seasons.
	Additional points to team allocation if finished in bottom three of competition and not relegated.	
Junior Pathway	Additional points to team allocation where a club has no U18/19 or younger underage sides aligned (MOU in place) to it, and not capable of developing a junior program due to reasons outside of its control, or if a club is aligned with a university and the team is based around Players coming and going over a 3-4 year period.	

5. SENIOR/JUNIOR CLUB ALIGNMENT

SENIOR CLUB	ALIGNED JUNIOR CLUB
Cardiff Hawks	Cardiff Hawks
Gosford Tigers	Gosford Tigers, Niagara Park Ourimbah Dockers, Peninsula Swans
Killarney Vale Bombers	Killarney Vale Bombers, The Entrance Bateau Bay Blues (for transfers prior to the 2014 season)
Lake Macquarie Dockers	Lake Macquarie Dockers, Wallsend-West Newcastle Swans (prior to 2018)
Maitland Saints	Maitland Saints
Muswellbrook Cats	Muswellbrook Cats
Nelson Bay Marlins	Nelson Bay Marlins, Port Stephens Power
Newcastle City Blues	Newcastle City Blues
Singleton Roosters	Singleton Roosters
Terrigal-Avoca Panthers	Terrigal-Avoca Panthers, Saratoga Hawks
The Entrance Bateau Bay Blues	The Entrance Bateau Bay Blues
Wallsend-West Newcastle Swans	Wallsend-West Newcastle Swans, Newcastle City Blues (until 2020)
Warners Bay Bulldogs	Warners Bay Bulldogs
Wyong Lakes Magpies	Wyong Lakes Magpies, Northern Lakes Power

ANNEXURE “B”



PLAYER POINTS ALLOCATION REVISION REQUEST

.....(Club) hereby request the Black Diamond AFL Equalisation Panel to review the Points allocated to the following player as per Clause 5(B) of the AFL NSW/ACT Community Club Sustainability Program Policy – Black Diamond AFL (CCSPP):

Player Name:

Player Address:

Date of Birth:

Player History – (Include Footyweb Printout)

Juniors

YEAR PLAYED	CLUB

Seniors

YEAR PLAYED	CLUB

Player Points Allocation

Points Allocated by BDAFL

Club Calculation

Player Category (page 9)	
Points Allocated as Per Category (page 9)	
Additional Player Points (page 10)	
Player Points Deductions (page 10)	
Player Point Allocation	

Home Player Status

Has the player been granted Home Player Status **Yes / No**

Club Request

Club Comments to Support Request

(Include any documents to support your request including proof of address, employment etc if applicable)

Submitted by:

Club Position Held:

Date:/...../2018

Appendix “F”

ALCOHOL MANAGEMENT CLUB POLICY

The Black Diamond AFL (BDAFL) acknowledges its role in promoting healthy environment standards amongst the BDAFL Member Clubs and supporters. BDAFL Clubs are required to have in place appropriate Alcohol Management Policies.

The BDAFL shall provide relevant reference points to assist Members establish and / or maintain their own rules and process to deal with the issue of Alcohol Management within Australian Football.

ALCOHOL MANAGEMENT CLUB POLICY

This policy aims to provide a basis for the responsible management of alcohol by the club. The club recognises the importance in holding a liquor license in the value it adds to the club, enabling it to generate income and hold social functions, but in doing so the club also accepts the responsibilities and expectations of the community in strictly adhering to the liquor licensing laws.

Serving Alcohol

Alcohol will be served according to the requirements of the club's liquor licence and in accordance with the safety and wellbeing of patrons.

- The club will maintain a current liquor licence.
- The liquor licence will be displayed at the bar.
- Persons under the age of 18 years are not permitted to serve alcohol.
- Only Responsible Serving of Alcohol (RSA) trained members/bar staff will be permitted to serve alcohol.
- The club will discourage excessive or rapid consumption of alcohol.
- Alcoholic drinks will be served in standard drink measures.
- The club will display posters on liquor license regulations and education.
- Promoting the responsible use of alcohol
- The club will actively demonstrate its attitude relating to the responsible use of alcohol.
- The club will not advertise, promote or serve alcohol at junior events or activities.
- The club will educate club members and supporters about the alcohol policy.
- The club will pursue non-alcohol sponsorship and revenue sources.
- The club will provide at least one alcohol-free social events for Junior club's.
- Alcohol advertising will only appear at the bar.
- The club will not promote alcohol through 'cheap drink' strategies, such as happy hours.

Intoxicated patrons

- Alcohol will not be served to any person who is intoxicated.
- Servers will follow procedures, provided in their training, for dealing with and refusing alcohol to intoxicated patrons.
- Intoxicated patrons will be asked to leave the club.
- Intoxicated persons will be refused entry into the club.

Underage drinking

- Alcohol will not be served to persons under the age of 18 years.
- Staff will request proof of age, where appropriate.
- Only photographic ID will be accepted.

Safe Transport

- Bar staff shall encourage members and visitors to make alternate safe transport arrangements if they are considered to exceed .05 blood alcohol concentration.
- Telephone calls will be made free of charge to arrange a taxi or other transport.
- Contact telephone numbers for taxi services will be displayed at the bar.
- In specific cases, where a designated driver who has been nominated by the club and that person has accepted the responsibility to drive others home safely, will be provided non-alcoholic drinks free of charge by the club.

Fundraising, Functions and Prizes

- Promotions such as drink promotions, drinking competitions and all-inclusive cover charges should not be conducted on club premises.
- The club will not promote or provide alcohol or drink vouchers for player awards.
- Prizes for raffles and fundraising will not have an alcohol focus.
- The club will use food or canteen awards rather than alcohol as prizes for player performance.
- The club will monitor and ensure any club trips, particularly end of season player trips, strictly adhere to responsible behaviour and alcohol consumption in accordance with the principles of this policy.

Food

- The club will wherever possible actively promote and sell food whenever alcohol is available.

Bar Management

- A list of all RSA trained club members will be displayed near the bar. The list will also highlight RSA trained committee members.
- Non and low alcoholic alternative drinks will be available at all times.
- Tap water will be provided free of charge from the bar.
- An incident register will be maintained to record any incidents that may occur in relation to compliance with this policy and the operation of the social rooms bar.
- Bar staff will not be permitted to drink alcohol while serving behind the bar.
- Club Committee Responsibilities
- The presence of committee members is essential to ensure the operation of the bar and policy compliance. At least two duty committee members who are RSA trained are required to be present at all club functions when the bar is open.

Key responsibilities of the duty committee members are to:

- Meet visiting police, cooperate and assist with any inquiries.
- Ensure the admission of members and guests and completion of the visitor's book.
- Compliance in respect of persons under 18 years of age on premises.
- Ensuring intoxicated people are refused service and are asked to leave the premises.
- Ensuring strict compliance with the club policy in accordance with the key provisions of the Liquor Licence.
- Recording any incidents in the incident register.

Non-compliance

All club committee members will enforce the alcohol management policy and any non-compliance will be handled according to the following process;

- Explanation of the club policy to the person/people concerned, including identification of the section of policy not being complied with.
- Continued non-compliance with the policy should be handled by at least two committee members who will use their discretion as to the action taken, which may include asking the person/ people to leave the club facilities or function.

Promoting the “Alcohol Management Policy”

The club will promote the alcohol management policy regularly by;

- Distributing a copy to all club members.
- Displaying a copy of the policy in the club social rooms.
- Periodic announcements to members at functions.

The club recognises the importance of educating club members, particularly players in the benefits of implementing an alcohol management policy and will endeavour to provide information to assist this process and will become involved in the Good Sports Program.

Policy Review

To ensure this policy continues to be relevant for club operation and that it reflects both community expectations and the provisions of the Liquor Control Reform Act, the policy will be reviewed annually.

Appendix “G”

LIGHTNING GUIDELINES

1. Introduction

AS1768-2007 Lightning Protection Standard was published on 10 January 2007.

Section 1.2 states that “Compliance with the recommendations contained in this Standard will not necessarily prevent damage or personal injury due to lightning, but will reduce the probability of such damage or injury occurring”.

3.3.1 Under Precautions and Personal Safety notes “In the absence of specific information from weather radar, a lightning location system, or a specialized warning device” then “the 30/30 safety guideline should be used.”

2. Procedures

When lightning is considered to be a possible or actual threat to an AFL match the following procedures are applicable:

(a) Access to Bureau of Meteorology

(i) Lead Up Prior to Match Day

The proactive plan should commence in the days before the activity, where weather forecasts provide important warning of possible thunderstorm activity.

The league will monitor weather forecasts commencing Tuesday prior to schedule matches using the Bureau of Meteorology (BOM) website. Note should be taken off any warnings posted.

The league will continue to monitor the BOM site in the days leading up to the match.

On the day prior to match if any threat of lightning is predicted the Football Operations Co-ordinator will contact the Duty Forecaster of the BOM in the relevant state of venue and request a verbal update. BOM contacts are distributed to all clubs prior to the start of the Season.

(i) Match Day

Increased awareness of lightning risk should continue on the match day until the activity has finished.

If the threat continues into game day the Football Operations Co-ordinator should contact or meet the Ground Manager to discuss the situation.

They should check the BOM website then contact the Duty Forecaster at the relevant BOM to determine the situation.

The competing club representatives should be contacted in order to explain the situation to them.

Regular updates must be sought from the BOM in the period leading up to the match commencement time, involving the Ground Manager, competing Clubs and an umpire.

Teams and officials should proceed to the venue unless otherwise directed.

If lightning is predicted within no less than 10km of the match venue at the scheduled starting time the game commencement time may be delayed by up to 60 minutes.

This decision to delay or suspend play as well as resume play will be based on information obtained from the BOM. The Football Operations Manager must be contacted to discuss, Ground Manager, Club representatives and an Umpire will be involved.

(iii) Training (Club Responsibility)

A club official should monitor forecasts and particularly warnings, through the Bureau of Meteorology, in the lead up to outdoor training sessions.

If a lightning threat emerges, the nominated Club Official must contact all relevant coaching, rehabilitation and training staff and provide updates on a regular basis.

A decision to delay, suspend or resume training should be made in consultation with relevant coaching and administration staff.

If players are training when the lightning threat becomes real then they should leave the training venue immediately and take shelter inside a building or metal framed car.

They must not shelter under or near trees.

Once the storm's path has been reassessed, there must be a minimum of 30minutes elapsed before returning to training.

No Access to Bureau of Meteorology

The most basic level of warning involves observation of the weather in the local area.

1.1.a.1. 30 / 30 Rule

Lightning **30/30 rule**: If it takes less than 30 seconds to hear thunder after seeing the flash, lightning is near enough to pose a threat; after the storm ends, wait 30 minutes before resuming outdoor activities

The **"30/30" rule** serves as a guide for the suspension and subsequent resumption of activities. The overall principle is to seek shelter when the lightning activity is too close.

The observation of approaching storm clouds, the first flash of lightning or clap of thunder, no matter how far away should heighten lightning awareness. The level of risk depends on one's location (direction and distance) relative to the storm cell and the direction in which the storm system is travelling.

A simple method of determining the distance to the storm cell is to measure the time elapsed from when the lightning flash is observed and when the associated clap of thunder is heard.