

COUNTRY RUGBY LEAGUE

OPERATIONS MANUAL

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COUNTRY RUGBY LEAGUE

CLEARANCES

Policy No: 001

Adopted: 30 March 2006

Modified: 24 November 2007

1. Clearance Types:
 - a. Intra Group Clearances
Where a player is transferring from a Club in one CRL Group to a Club in the same CRL Group.
 - b. Inter Group Clearances
Where a player is transferring from a Club in one CRL Group to a Club in another CRL Group.
 - c. Overseas / Interstate / NRL / NSWRL Clearances
Where a player is transferring from a Club not under the control of CRL to a CRL club.
2.
 - a. All players eligible to play international age football require a clearance before registering with a new club.
 - b. International age football is defined as being 13 years and above.
 - c. A new club is defined as a club with which the player was NOT registered in his previous playing year.
 - d. When applying 2 c. it should be noted that a player's previous playing year may not necessarily be the previous calendar year.
3. On completion of his contractual obligations to a Club, and unless he listed as a defaulter, a player is free to be cleared from his previous Club, subject to the payment of any Development Fees.
4. Local Leagues and Clubs shall not permit a player to take the field until such time as the player is cleared and properly registered.
5. A completed clearance request is not a substitution for registration.



POLICY FOR ON-LINE CLEARANCES



1. Clearances will be required for *every* player aged 13 years and over (International Game) should they move from one League/District/Group/Region to another.
2. A clearance for any player under 13 years will be required for personal data relocation only (eg. inserting ARL ID number) and does not need to be ARL approved.
3. The ARL Clearance Certificate *must* be completed *fully* and signed by the requesting parent/guardian/legal representative of the player concerned if the player is under eighteen (18) years of age.
4. The clearance must be initiated by the League/District/Group/Region to which the player is moving.
5. Players must be fully cleared, via the on-line clearance system, *prior* to their playing in the new League/District/Group/Region.
6. Any entry into the on-line clearance system will be by an authorised administrator only - via a secured login and password, be that person from either the club from which the player is moving, or the club to which the player is moving.
7. A timeframe of 28 working days is to be allowed for clearances to be fully completed in the period 1 November - 15 January (in following year : to allow for Xmas/New Year break) and a period of 10 days from 15 January - 30 June each year. (In the case of disputes, see Clause 10.)
8. In the event of a clearance being requested from a club no longer existing, the League/District/Group/Region responsible for the competition from which the player is leaving may complete the clearance process in lieu of the now non-existing club.
9. Clearances may be withheld for a variety of reasons - eg. Fees in default; fees on property owing; incomplete period of suspension; judiciary processes pending; contractual agreements in dispute. (In the case of disputed issues, see Clause 10.)
10. Should a clearance impasse eventuate, and a resolution not appear possible within the stipulated time, a non-negotiable solution in intra-state disputes will be facilitated through a committee/person --- appointed/authorised by the State / Governing League. Inter-state disputes will be facilitated through a committee/ person --- appointed/authorised by the ARL.



COUNTRY RUGBY LEAGUE

REGISTRATIONS DELETIONS DEFAULTERS

Policy No: 002

Adopted: 30 March 2006

Modified: 16 March 2007

REGISTRATIONS

1. All players must be registered with their respective Group / Division Secretary prior to training, trialling or playing after 1st January each year.
2. Players shall register on the appropriate registration form, which, when completed, is to be forwarded to the Group / Division secretary for processing.
3. Player registration and insurance fees shall be payable to the Country Rugby League in three equal one monthly installments, with a final reconciliation and balance being carried out for each Club from 1 July each year.
4. The amount to be paid in each of the equal monthly installments shall be set by the General Manager.
5. Payment shall be forwarded to each Group / Division secretary by:
 - 1st Payment by 30 April
 - 2nd Payment by 31 May
 - 3rd Payment by 30 June
 - Balance 2 weeks from invoice date
6. Clubs not meeting their monthly payment shall be liable to penalties as determined by the General Manager in conjunction with the respective Group / Division
7. JUNIOR LEAGUE - Registration Minimum Age

Junior League competitions are generally those competitions that range from and include Under 6s to Under 16s.

To register for these competitions a player must be turning, as a minimum, at least five years of age in the current year. **Amended 16 March 2007**



DELETIONS

1. No player shall be deleted from being registered:
 - After the start of the competition
 - If a player has competed in any:
 - trial match
 - pre season match
 - 7s, 9s or similar match

DEFAULTERS

1. A player shall only be listed as a defaulter based on conditions stated in an agreement or contract between the player and his Club / Group / Division / Country Rugby League.
2. Defaulters shall be minuted and CRL advised by 31 October following the football year to which the default applies
3. Invoice/s for the default amounts shall have been issued to the player



COUNTRY RUGBY LEAGUE
REPRESENTATIVE TEAM OFFICIALS

Policy No: 003
Adopted: 30 March 2006
Modified:

1. COUNTRY UNDER 16s

- a. Applications for the positions of Coach, Manager, FAO and Selectors shall close on 31 December.
- b. Applications are to be in writing and endorsed by the applicant's Group / Division.
- c. An additional team manager and FAO shall be appointed by the Country Rugby League Management Committee.
- d. Selectors shall not be a Junior Country Championship team coach or manager.

2. COUNTRY UNDER 18s

- a. Applications for Selectors positions shall close on 31 October for election by postal ballot in accordance with Rule 55 of the Constitution.
- b. The Chairman of Selectors shall be elected at the Annual Conference.
- c. Applications for the positions of Coach and FAOs shall close on 31 December for appointment by the Management Committee.
- d. Applications for the positions of Coach and FAOs shall be in writing and endorsed by the applicant's Division.
- e. Applications are not required for the positions of team managers.
- f. Team managers shall be appointed by the Management Committee after consideration of recommendations from the General Manager.



3. COUNTRY SENIORS

- a. Applications for Selectors positions shall close on 31 October for election by postal ballot in accordance with Rule 55 of the Constitution.
- b. The Chairman of Selectors shall be elected at the Annual Conference.
- c. Applications for the positions of Coach and FAOs shall close on 31 December for appointment by the Management Committee.
- d. Applications for the positions of Coach and FAOs shall be in writing and endorsed by the applicant's Division.
- e. Applications are not required for the positions of team managers.
- f. Team managers shall be appointed by the Management Committee after consideration of recommendations from the General Manager.

4. COUNTRY ORIGIN

Team officials shall be appointed by the Management Committee after consideration of recommendations from the General Manager.

5. ACCREDITATION

Where required all applicants shall possess the minimum level of accreditation as set out in the National Rugby League Coaching and FAO Schemes.

6. LODGEMENT OF APPLICATIONS

All applications shall be lodged with the General Manager by 5:00 p.m. of the nominated closing date.



COUNTRY RUGBY LEAGUE

DEVELOPMENT FEES

Policy No: 004

Adopted: 30 March 2006

Modified:

1. DEVELOPMENT FEES

- a. The Development Fee Policy and Schedule of Fees as set out in the National Rugby League's Operation Manual shall apply (see attached)
- b. The Development Fee is to be paid through the Country Rugby League.

2. DISBURSEMENT OF FEES

- a. Disbursement of Development Fees will be by the Country Rugby League, after June 30 of each year.
- b. When disbursing the Development Fee the Country Rugby League shall take into account the players preceding five years playing history.
- c. Development Fees are allocated equally per season (20% or 1/5) for each season the player participated during this five year period.
- d. A total of 80% of the fee shall be returned to the player's previous Club/s.
- e. A total of 20% of the fee shall be returned to the player's previous Group/s / Division/s

Example:

- An 18 year old player attracts a \$5,000 Development Fee
- He played U13s, 14s, 15s & 16s with Junior Club A in Group X
- He played one year in Under 18s with Senior Club B in Group Y



Junior Club A Receives:		
4/5 of (80% x \$5,000:00)	=	\$3,200:00
Junior Group X Receives:		
4/5 of (20% x \$5,000:00)	=	\$ 800:00
Senior Club B Receives:		
1/5 of (80% x \$5,000:00)	=	\$ 800:00
Senior Group Y Receives:		
1/5 of (20% x \$5,000:00)	=	\$ 200:00
TOTAL DISBURSED	=	\$5,000:00

3. FIVE YEAR HISTORY

- a. The players preceding five years playing history should accompany the Clearance Request and be lodged with the Country Rugby League.

4. PAYMENT OF FEES

- a. After 30 June of each year those Clubs / Groups / Divisions / Junior Groups entitled to receive a payment for a Development Fee shall submit a Tax Invoice to the Country Rugby League.
- b. GST must be applied to each transaction if applicable



Introduction

The concept of Development Fees is an agreed system of levies between the various Rugby League Governing Bodies in Australia and New Zealand and the NRL Clubs and feeder Clubs, to recognise the development investment in young players by those Bodies and Clubs. It is agreed that a level of compensation for those Bodies or Clubs will be paid by an NRL Club or feeder Club when they recruit from their non-traditional 'territory' or local nursery. The Schedule of Fees and accompanying guidelines have the following objectives :

Objects (Development Fees)

- a. Reflect a fair compensation for the development investment provided by a Body or Club and to encourage the continuance of that development investment.
- b. Ensure Clubs do not stockpile players to the detriment of the player who may otherwise have been offered an alternative opportunity.
- c. Consider the needs of Clubs who may have suffered due to changing demographics in their local nursery since the introduction of Development Fees and who subsequently need to recruit more vigorously than those Clubs who have an abundance of junior talent.
- d. Ensure recruiting Clubs are not permitted to simply 'cherry-pick' the developed talent from other areas before the developing Clubs have sufficient opportunity to assess players and their potential.

Schedule A

Development Fees (for the 2007 NRL Operations Manual)

- 5.2.1 The payments listed in the schedule attached (beginning season 2007) will be payable by all Clubs participating in the NRL Competition in respect of a Player:
- a. who has not attained the age of twenty-three years or in the case of a fee relating to an open age competition - twenty-four years (turning the age in the applicable season)
 - b. who transfers from a Club which is not a participant in the NRL Competition to a Club which is a participant and is registered as a Player with that Club.
 - c. who transfers from a Club which is not a participant in the NRL Competition to a Club affiliated with a Club which is a participant.



- d. who was communicated a written offer for the 2007 season by his existing Club prior to June 30 2006 but changed Clubs and had not yet made his debut in the NRL (for 2008 this will be consistent with the new 2007 Rnd 13 provisions).
- 5.2.2 The initial Development Fee due on Clearance, will not be applicable for players who have not maintained their representative status for a period of two years i.e. a Player who attained rep status in 2004 and did not represent in any applicable category in 2005 or 2006 will not be the subject of a Dev Fee from his new Club in 2007, however, the NRL Debut Fee will be applicable until the upper age limit as noted in 5.2.1 a. above.
- 5.2.3 Initial payment is required upon Clearance of the Player to the Club with the final NRL Debut Fee being required upon the Player's First NRL Game (selection and play in the Top 17).
- Note :** A 50% premium on Clearance will be applicable to Players who leave their developing club prior to the completion of their school education and relocate. Any request for exemption from this Clause will be assessed by an NRL sub-committee arranged by the Chief Operating Officer (COO).
- 5.2.4 All payments must be made (upon invoice) to the Governing League for players from Queensland, Victoria, Sth Australia, Western Australia, Nth Territory, Tasmania, NSW Country and New Zealand (other than Warriors). The Governing League will determine the break-up of the payment based on the Player's playing history (Division, Group, Senior Club, Junior Club). The Governing League will invoice the Club for the payment plus GST. The invoice will document the break-up of the payment with respect to the various recipients (as noted above) and their portion of the payment. Club to Club other than the above e.g. Wests Magpies to Roosters, will require Wests Magpies to invoice Roosters directly noting the GST component. Non-payment should be advised to the NRL COO for determination as to penalty which may include a breach of the Guidelines and/or loss of competition points for the grade in which he played.
- 5.2.5 Subject to 5.2.2 the Development Fee is applicable to that Player until all payments have been made e.g. if a player is cleared and the initial Development Fee payment is paid and he subsequently moves Clubs the following year and then plays NRL - then this latter NRL Club is responsible for the Final Development Fee on NRL Debut unless his NRL Debut is after he attains the age of 23 years as outlined in 5.2.2 above.
- 5.2.6 The Development Fee of \$3,000 noted for the Emerging Nations will be applicable only if the player came to a Club direct from the Nation and not via a season in another Country e.g. New Zealand.



District Representatives

5.2.7 If the NRL is satisfied that a Player is required¹ for the district's Junior Representative team *or Senior Team (P/L, QLD State League Team, Bartercard Cup Team)*, and has represented the district in the previous season, and wishes to transfer to another Club, the Fee in the attached Schedule will apply.

For U/15 Development Squads, the nomination of a maximum squad of 30 players must be provided to the NSWRL Academy/QRL/NZRL for recording to ensure eligibility to receive the new applicable Development Fees for players recruited into another Club's Matthews Cup squad. This will effectively 'quarantine' those players until the developing Club has time to finalise their following season Matthews Cup squad, November 1.

5.2.8 Any Club who trials a player from another Club/CRL/QRL/NZRL for District Reps should assume that player was wanted by his previous Club and that the appropriate Fee will be due and payable. "I did not know he had a Fee attached" will not be accepted.

5.2.9 Any Club who provides their Jun Rep player from the previous year with a communicated written offer with minimum material benefits (refer footnote 1 for details and timing) in the 'odd years' of Jun rep football will be eligible for Dev Fees i.e. players who change Clubs and 'play up a year' will attract a Fee e.g. a player turning 17 from Club A moves to Club B to play in Club B's U/18's i.e. a year young.

5.2.10 If the Player is not 'required' by the Club, no fee shall apply, subject to the timing constraints noted in 5.2.7 above.

¹ Verification of the Player being 'required' for any of the teams or development squads will be by way of communicated written offer (hard copy to the Player or his Agent and not necessarily an NRL Contract) of a place in the Club's Junior Rep squad, *'off-year development squad or Senior Team*, with minimum material benefits such as:

- (i) full team kit or
- (ii) full team kit plus medical or
- (iii) scholarship or
- (iv) payment of levies etc.

by the end of Rnd 13 of the NRL Competition. A player's Club may make an offer after Rnd 13 but if another Club makes an offer to that player before-hand no Development Fee will apply (to avoid an unscrupulous Club making an offer just to collect a Fee). (*Note : for a player who had not been on a nil contract, at least an offer of equivalent magnitude*).



- 5.2.11 Once a Player participates in the NRL Competition, no further Fee shall apply on Clearance to another Club.
- 5.2.12 For the purposes of this section a Club includes any related body corporate or affiliated entity of a Club.
- 5.2.13 For Players who have received a "Clearance" for the Junior Rep season and return to their developing Clubs, or other, after the Junior Rep season is completed there will be no refund of Fees unless a written understanding of such between the two Clubs is recorded clearly on the Clearance.
- 5.2.14 Arrangements made by Clubs, and the local league associated with that Club, for the use of Players during the course of a season, are a matter for negotiation between the Club and the local league.
- 5.2.15 For clarity, the new Western Sydney Academy teams will not be required to pay, nor will they attract, Development Fees.



Development Fee Structure for 2007 - All players who have been contracted for the 2007 season and seek a Clearance will attract the fees noted below.

	Category Description - Fee applicable to a Player who has not reached twenty-three years of age <u>or, if the player has not represented in the two seasons following that season in which the Fee became acknowledged, no Fee on Clearance.</u>	Initial Payment on Clearance (plus GST)	Final Payment on NRL Debut Game (plus GST)
1	AUST Under Age (Jnr Roos)	\$7,500	\$10,000
2	QLD Resident Open Representative	\$5,000	\$7,500
3	QLD City or Country Division Open Representative	\$5,000	\$5,000
4	QLD State League Open Representative	\$4,000	\$5,000
5	QLD Division Open Representative Team	\$4,000	\$5,000
6	QLD U/19 Representative	\$7,500	\$10,000
7	QLD City or Cntry U/19 Representative	\$7,500	\$5,000
8	QLD U/19 Division Representative	\$5,000	\$4,000
9	QLD U/17 Representative	\$7,500	\$7,500
10	QLD City or Cntry U/17 Representative	\$7,500	\$5,000
11	QLD U/17 Division Representative	\$5,000	\$4,000
12	QLD U/16 Division Representative	\$5,000	\$4,000
13	NSWRL Resident Open Representative	\$5,000	\$7,500
14	NSWRL City Open Representative	\$5,000	\$5,000
15	NSWRL Premier League District Open Representative	\$4,000	\$5,000
16	NSWRL U/19 Representative	\$7,500	\$10,000
17	NSWRL U/17 Representative	\$7,500	\$7,500
18	NSWRL U/20 Jersey Flegg Representative (NRL Club to NRL Club (or feeder))	\$10,000	\$5,000
19	NSWRL U/18 SG Ball Representative (NRL Club to NRL Club (or feeder))	\$7,500	\$5,000
20	NSWRL U/16 Harold Matthews Representative (NRL Club to NRL Club (or feeder))	\$7,500	\$2,500
20a	NSWRL U/15 Development Squads (NRL Club to NRL Club (or feeder))	\$3,500	\$2,500
21	NSW CRL Open Representative	\$5,000	\$5,000
22	NSW CRL Open Division Representative	\$4,000	\$5,000
23	NSW CRL Open Group Representative Team	\$3,500	\$5,000
24	NSW CRL U/18 Country Representative	\$5,500	\$3,000
25	NSW CRL U/18 Division Representative	\$4,000	\$2,500
26	NSW CRL U/18 Group Representative	\$2,500	\$2,000
27	NSW CRL U/16 Ctry Representative	\$5,000	\$2,500
28	NSW CRL U/16 Division Representative	\$3,500	\$2,000
29	NSW CRL U/16 Group Representative	\$2,000	\$1,500
29a	NSW CRL U/15 Division Representative / Development Squad	\$3,500	\$2,000
29b	NSW CRL U/15 Group Representative / Development Squad	\$2,000	\$1,500
30	Australian Schoolboys (Registered with a Club)	\$5,000	\$3,000
31	Emerging States players	50% of Corresponding Qld and NSW Fee	Remainder of 100% of total Fee
32	Emerging Nations players	\$3,000	
33	NZ Residents Open Representative	\$5,000	\$5,000
34	NZ Bartercard Cup Player Open (National Competition Player)	\$4,000	\$5,000
35	NZ Provincial Open Representative	\$2,000	\$5,000
36	NZ Junior Kiwis (18's)	\$7,500	\$10,000
37	NZ National Junior Competition Players (18's)	\$4,000	\$5,500
38	NZ Divisional Age Rep 18's	\$3,000	\$4,500
39	NZ Regional Age Rep 18's	\$2,000	\$3,000
40	NZ Junior Kiwis (16's)	\$7,500	\$7,500
41	NZ National Junior Competition Players (16's)	\$3,500	\$5,000
42	NZ Divisional Age Rep 16's	\$2,500	\$3,500

COUNTRY RUGBY LEAGUE
NSW DISTRICT REPRESENTATIVES
3 x 3 RULE

Policy No: 005
Adopted: 30 March 2006
Modified:

1. NSWRL JUNIOR DISTRICT REPRESENTATIVE COMPETITIONS

- a. Country players who gain positions with Clubs to play in the Harold Matthews Cup or the SG Ball NSWRL Junior District Representative competitions are governed as to how many of them are able to return to their Country Clubs / Groups at the completion of those competitions.
- b. A maximum of three Country players from the Harold Matthews Cup Team are permitted to return.
- c. A maximum of three Country players from the SG Ball team are permitted to return
- d. If there are more than three Country players with the Harold Matthews Cup team then the Club shall nominate to the NSWRL / CRL, prior to the commencement of the competition, which three players are able to return.
- e. If there are more than three Country players with the SG Ball team then the Club shall nominate to the NSWRL / CRL, prior to the commencement of the competition, which three players are able to return.
- f. Players who are not nominated must play in the Junior League of the Club for which they are registered to play in the District Representative Competitions for the remainder of the domestic season
i.e they cannot return to their former, or other, CRL Club.
- g. Players who compete in the NSWRL District Junior Representative competitions are not eligible to for selection for teams competing in the CRL Junior Aged or Divisional Championships.



COUNTRY RUGBY LEAGUE

AFFILIATION

Policy No: 006

Adopted: 2 June 2006

Modified:

1. MINIMUM CONDITIONS OF AFFILIATION

In order to be considered for affiliation of a Group / Division CRL all Constituents shall:

- a. Provide an Annual Financial Statement to their relevant League.

Such Financial Statement to have been tabled and adopted at the Constituents' Annual General Meeting.

- b. Be financial with their relevant League.
- c. Be financial with the Country Rugby League



COUNTRY RUGBY LEAGUE

ON FIELD PERSONNEL AND IDENTIFICATION

Policy No: 007

Adopted: 2 June 2006

Modified:

This policy is to be phased in by the start of the 2008 season.

1. ON FIELD PERSONNEL

- a. All official personnel over the age of fourteen (14) years, who enter the Field of Play to attend a player, must possess a Leaguesafe Certificate of Attendance or an accredited ARL First Aid Officers Certificate.
- b. No person other than an accredited ARL First Aid Officer, or those with appropriate and acceptable qualifications, shall administer first aid or offer advice to an injured/ill player. Personnel with other qualifications must be ratified by the National FAO Coordinator and equate with ARL FAO Certification.
- c. All injuries/illnesses and assessment must be recorded in an Injury Report Booklet.
- d. The accredited First Aid Officer shall at all times, whilst a game is in progress, be situated on the sideline in a position to respond quickly should an injury/illness occur.
- e. The accredited First Aid Officer shall have the final say on whether a player should continue in the game and when to resume playing in that game. If a doctor is in attendance at a game venue, he/she shall make decisions in conjunction with the First Aid Officer. The doctor will make the final decision on a player's welfare. In the event of a serious injury, as defined by the First Aid Officer, a doctor's certificate must be obtained by the player and handed to the First Aid Officer prior to the player resuming playing.
- f. A First Aid Officer will be attached to a team. It is advisable that at least two (2) be available in case one is required to attend a player or not be available on game day.
- g. It will be the responsibility of the Club and/or Ground Officials to ensure the above policy is adhered to.



- h. If the above personnel are not in attendance, the game shall not commence UNDER ANY CIRCUMSTANCES until such persons are available.
- i. Each player shall complete a Medical Advice Card before training or playing. This will be the responsibility of the designated First Aid Officer/s to ensure all cards are up to date. All privacy laws must be adhered to.

2. ON FIELD IDENTIFICATION

A GENERAL

Each team may engage and use a maximum of three (3) on-field personnel during a game.

In all cases when FAO's/Leaguesafe enter the Field of Play to attend to an injured/ill player, administer water, or deliver messages, they must immediately leave the field once their assigned task has been completed and return to the player's bench.

At all times FAO's/Leaguesafe must enter and leave the field as quickly as possible (i.e. running).

Great care must be exhibited when assessing an injured/ill player and removing an injured/ill player from the field. Liaison with the referee in a respectful manner will be of great assistance in these cases.

All on-field personnel must be identified with the following colored shirts:

B. HEAD TRAINER - ORANGE SHIRT

(Qualification is preferably FAO 2, although this may not be possible in all cases. Therefore the most senior and/or experienced FAO would assume this role until FAO 2 status has been attained by a person/s within a Club)

The Head Trainer will be the most senior person within the FAO team and will make the final decision on a player's welfare. Coaches/administrators/players must comply with the decision of the Head Trainer at all times.

If a doctor is present, he/she shall make the final decision on a player's welfare.



- (a) Access:
- Unlimited to attend injured/ill players and to administer water
 - Must not carry messages
 - Must not become involved with the interchange process

C. TRAINER/FAO – BLUE SHIRT

(Minimum qualification is FAO 1)

- (a) Access:
- Depends upon numbers/accredited personnel available within the Club structure.
- (b) Duties:
- To assist by observing and monitoring players who have been removed from the Field of Play through injury/illness.
 - To assist an injured/ill player on and off the Field of Play at training and/or a game
 - To assist an injured/ill player on the field in the absence of a Head Trainer or when more than one FAO is needed
 - To administer water in extreme climate conditions
- (c) Special Conditions:
- Clubs will need to be aware that at this stage of the FAO National Accreditation Scheme, most accredited FAO's are Level 1 and may have to carry out duties other than the above, or may be restricted in following the above. During the phase-in period, clubs are advised to use accredited personnel in a manner that best serves their situation.



D. LEAGUESAFE – YELLOW SHIRT

(Minimum qualification is Leaguesafe)

Note – the word LEAGUESAFE is to be printed on the back of the shirt.

(a) Access:

- When his/her team is in possession
- When a try has been scored
- During a time-out called by the referee for an injury
- During technical stoppages in play (except scrums). On-field personnel are not allowed on the field after the referee has ordered a scrum until the ball has emerged and a team is in possession
- Must enter and leave the Field of Play from an onside position

(b) Duties:

- To convey messages. Note - messages must not be given to the team whilst play is in progress
- To administer water
- To assist in the interchange process

(b) Special Conditions:

- If an FAO is not in attendance at training and/or a game, the Leaguesafe on-field person may assist an injured/ill player **under the guidelines of Leaguesafe Training** until a person of higher qualification arrives. This is a 'safety net' approach.



E NOTES

- a. During the phase-in period, until all Clubs have enough appropriately qualified personnel to conform to the colored shirt system, modifications may need to be made as described above.
- b. The most important issue is that no on-field personnel will be allowed on the Field of Play at training and/or a game, nor manage an injured/ill player, nor provide advice, unless trained at one of the above levels.
- c. In the event of a clash of colored shirts with team jerseys during the phase-in period, on-field personnel may wear another color; HOWEVER it must not equate to a level above what the person is accredited for. Liaison with the match referee will determine this issue if there is a colour clash.
- d. In the event of an altercation between players on and/or off the Field of Play, FAO/Leaguesafe personnel must not interfere in any way. They must move clear and totally distance themselves from the incident. The control of on-field behavior is the duty of the match referee. The only exception to the above would be when an injured/ill player needs shielding from possible further harm.
- e. On-field personnel must not at any time enter the line of sight of a player when they are attempting a kick for goal, or do anything which may in any way unnecessarily interfere with or distract an opposition player whilst they are participating in the match or constitute some disadvantage to the opposing team.
- f. If any on-field personnel abuse their roles or behave in a manner contrary to FAO/Leaguesafe policy, or bring the game of Rugby League and/or their team/club into disrepute, they may be subject to sanctions, up to and including removal from the ARL national FAO database.



COUNTRY RUGBY LEAGUE

RACIAL RELIGIOUS AND SEXUAL VILIFICATION

Policy No: 008

Adopted: 2 June 2006

Modified:

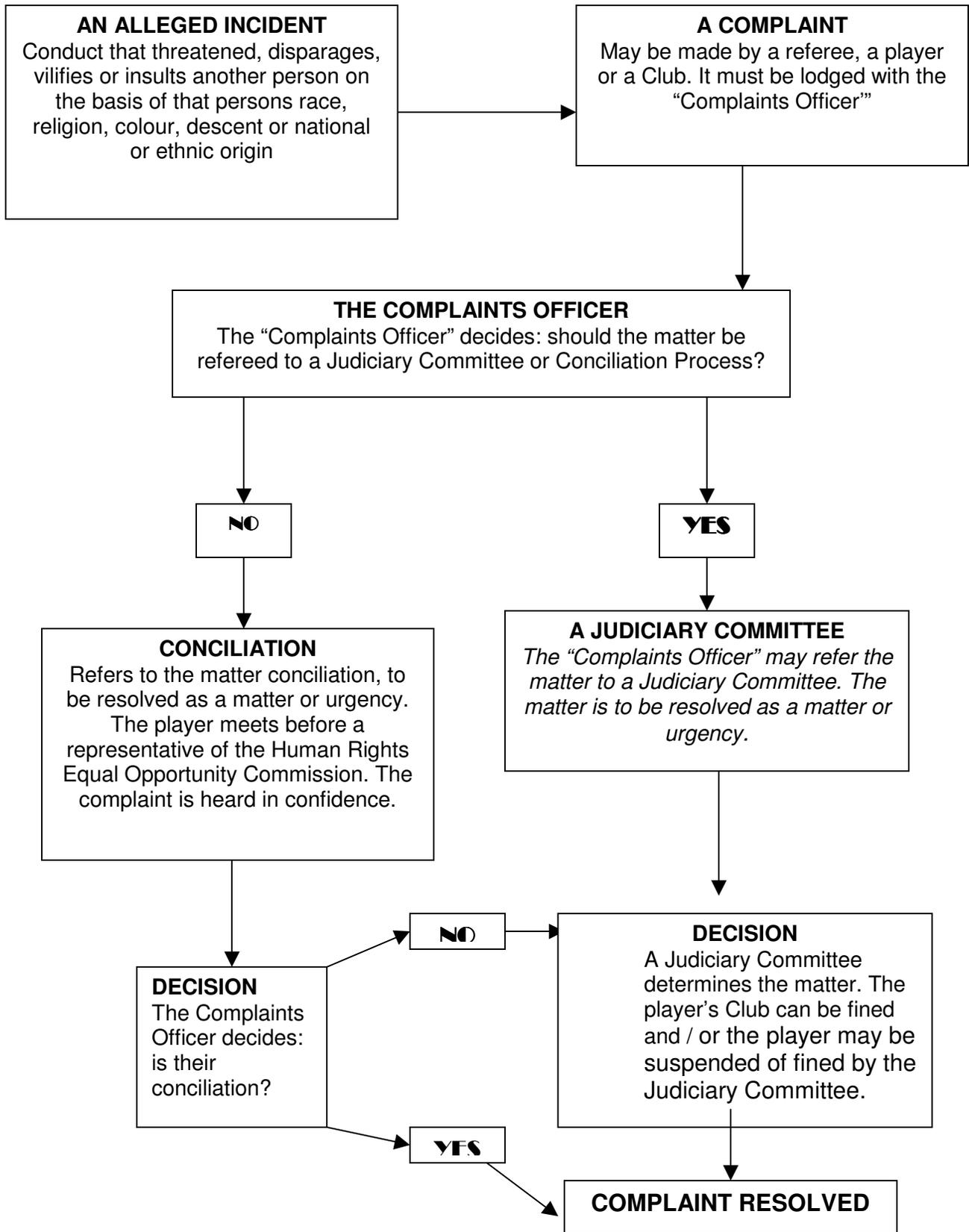
1. All affiliated clubs should appoint a “Complaints Officer”, usually the “Club Secretary” for the purpose of dealing with matters arising under these rules relating to Racial, Religious & Sex Vilification
2. No member of the League or a Club shall, during the course of carrying out his duties or functions on behalf of the club, Immediately before, during the course of or immediately following a match, act or speak in a manner which offends, insults, humiliates, threatens disparages or vilifies another person on the basis of that persons race religion, colour descent, nationality, ethnic or sexuality
3. Notwithstanding any provision continued elsewhere in the Rules and / or the Constitution of the Country Rugby League of the League:
 - (a) Where the Group / Division / Club or Referee receives a complaint of a contravention of Rule 2 of these rules such a complaint shall be referred in writing to the “Complaints Officer” as a matter of urgency following on which the contravention is alleged to have occurred
 - (b) A player who wishes to lodge a complaint alleging a contravention of Rule 2 of these Rules must lodge such a complaint in writing with the “Complaints Officer” by not later than 5.00pm on the first working day following the day on which the contravention is alleged to have occurred.
4. The “Complaints Officer” shall:
 - (a) Inform the person alleged to have contravened Rule 2 of the complaint and provide that person with an opportunity to respond to it and:
 - (b) Take all steps necessary to ensure that the complaint is conciliated and a mutually satisfactory settlement is effected.
5. The “Complaints Officer” shall ensure that conciliation of a complaint is attempted as soon as practicable after the alleged contravention has occurred.



6. Anything said or done in the course of conciliations confidential.
7. Where a “Complaints Officer” is of the opinion that a matter referred to him / her could not be resolved or has not been resolved by conciliation, they shall:
 - (a) In the case of a Player, refer the complaint to a Judiciary Committee or any such Committee empowered by the Group / Division to deal with such matters, to investigate and deal with
 - (b) In the case of any other person, refer the complaint to any such Committee empowered by the Group / Division to deal with such matters
8. Notwithstanding the provision of Rule 4 or Rule 7, the “Complaints Officer” may, at their discretion, in the case of a player, refer a complaint to a Judiciary Committee or any such Committee empowered by the Group / Division to deal with such matters, or in the case of any other person, to any such Committee empowered by the Group / Division to deal with such matters, without proceeding to conciliation of the complaint.
9.
 - (a) Any conciliation referred to in Rule 4 shall be conducted by the nominee of the President for the time being of the Human Rights and Equal Opportunity Commission (as established by Human Rights and Equal Opportunity Commission Act 1986 [Commonwealth] in return for a negotiated fee, or
 - (b) If the President is unable or unwilling to nominate, the League shall nominate a person of recognised qualifications
10. In the event that a complaint is referred to the Judiciary Committee or any such Committee empowered by the Group / Division to deal with such matters under Rule 7, no evidence shall be given to or accepted by the Judiciary or any such Committee empowered by the Group / Division to deal with such matters relating to anything said or done in any conciliating carried out pursuant to Rule 4.
11. In any case where the “Complaints Officer” determines to refer the complaint to the Judiciary Committee or any such Committee empowered by the Group / Division to deal with such matters, as the case may be to deal with it as soon as practicable following the day on which the incident is alleged to have occurred.
12. In the event that a person is judged to have been guilty of a breach of Rule 2 of these Rules by a Judiciary Committee or any such Committee empowered by the Group / Division to deal with such matters, the Club of which the person involved is a “Member” at the time of alleged offence is vicariously liable for the conduct of that person and be responsible for the penalty as is determined.

13. Rule 12 does not apply to contravention by a person if in the opinion of the Group / Division of the League, the Club took all reasonable steps to prevent persons employed, engaged or otherwise associated with the Club from engaging in the conduct which contravened these rules
14. Nothing in these Rules precludes any person from lodging a complaint under the Racial Discrimination Act 1975 (Commonwealth) or the Anti-Discrimination Act 1977 (NSW)
15.
 - (a) Any costs incurred in respect of the conduct of conciliation proceedings including fees paid to “Complaints Officer” or a person appointment pursuant to Rules 8 of these Rules
 - (b) On a finding of guilt, the costs of any proceedings before the Judiciary Committee or any such Committee empowered by the Group / Division to deal with such matters in respect of matters arising under these Rules shall met by the club of which the person found guilty is a member.
16. Any player or official who breaches the confidentiality of the initial conciliation process shall be liable to a fine, suspension or other wise dealt with as determined by the Group / Division.





COUNTRY RUGBY LEAGUE

HOSTING A CRL FIXTURE

Policy No: 009

Adopted: 09 September 2006

Modified:

HOSTING A CRL REPRESENTATIVE FIXTURE

A. ONE WEEK PRIOR TO THE MATCH

1. ensure the following has been received from CRL

- Match day rules & guidelines
- Match Reports
- Starting times
- Footballs
- Sponsors advertising signage and banners including any branded safety equipment
- A list of CRL officials, VIPs and any catering requirements
- Referee Appointments
- Referees & ball boys uniforms
- The CRL appointed game convener
- CRL's advertising requirements



2. ensure suitably experienced persons have been appointed as

- Ground Manager
- Ground Announcer
- Scorer
- Time Keeper (including sin bin)
- Gatekeepers
- Ball boys, sand boys & scoreboard attendant (min age 13 years)
- Touch Judges (if not appointed by CRL)
- Interchange Officials (if not appointed by CRL)

3. be familiar with

- the requirements of CRL's Pre Game Safety Checklist (available from Risk Management Handbook or CRL website)
- Liquor Administration Board and local licensing sergeants' requirements re sale of alcohol
- Match day rules & guidelines



B ON GAME DAY (in conjunction with the Convener)

- Ensure a Pre Game Safety Check has been carried out and signed off using CRL's Pre Game Safety Checklist.
- A copy of the Match Day Rules & Guidelines and a Match Report Sheet is available at the official table
- A copy of CRL's Risk Management Handbook is available at the official table
- Match footballs and spare footballs are available and ready for use
- All appointed staff have been briefed in their duties
- Sufficient funds are available for a gate float
- CRL sponsors' signs and advertising equipment is prominently displayed
- An area for CRL officials and VIPs has been designated
- A professional standard photograph is taken of each team
- A video recording of the match is taken



C. ON COMPLETION OF GAME (in conjunction with the Convener)

- Ensure Match Report Sheet is accurately completed and signed off
- The Match Report is forwarded to CRL (fax 029 232 8639)
- The completed Pre Game Safety Checklist is filed by the host body
- Local media is advised of results
- Gate takings are receipted and banked
- Gate Reconciliation, Receipts and Cheque / Tax Invoice is forwarded to CRL
- The match video is forwarded to CRL



COUNTRY RUGBY LEAGUE

CLAYTONS CUP

Policy No: 010

Adopted: 20 October 2006

Modified:

- The Claytons Cup is awarded annually to the best performed First Grade / Division team in Country Rugby League
- Nominations for the Claytons Cup shall be called for by the General Manager at the completion of the last Group / Division Grand Final
- The winner of the Claytons Cup shall be selected by the Management Committee following a recommendation from the General Manager



COUNTRY RUGBY LEAGUE
COMPETITIONS & PLAYER AGE POLICY

Policy No: 011

Adopted: 20 June 2006

Modified: 10 February 2007

1. COMPETITIONS

- a) Unless otherwise agreed to, and ratified by the General Manager, competitions for players six (6) to sixteen (16) years shall be administered by the Group or Division's Junior League body.
- b) Unless otherwise agreed to, and ratified by the General Manager, competitions for players seventeen years and up shall be administered by the Group or Division's Senior League body.

2. AGE POLICY

a) Minimum Age

- i) In order to register to play rugby league players must be turning at least five (5) years of age in the current year.

b) Age Groups

- i) Players will generally play in their correct age category.

e.g. In the current year a player having his ninth birthday shall play Under 9s.

c) Playing In an Older Age Group

- i) Aged players (up to the age of 16) may play up a maximum of two (2) age groups.

e.g. In the current year a player having his ninth birthday shall be able to play Under 10s or Under 11s



- ii) Players who play in an older age group require the written consent of their parent / guardian and Club.
- iii) Players are required to fulfill their obligations to their correct age group before playing in an older age group
- iv) Only players who have attained the age of sixteen years and nine months shall be permitted to play Senior Grade football (**modified 10/02/2007**).



PLAYING IN HIGHER AGE DIVISION CONSENT FORM

I/We hereby give permission for my/our son/daughter

_____ DOB ___/___/___ to play with the
(insert full name)

_____ Under _____
(insert Club) (insert higher age division)

I/We am aware of the increased risks my son/daughter will be exposed to both physically and mentally by playing in a higher age division.

I/We am aware that my son/daughter is required to fulfill his/her obligations to his/her correct age division and Group prior to competing in the higher age division.

Parent/Guardian Name _____

Parent/Guardian Signature _____ Date _____

On behalf of the _____ JRLFC
(insert Club Name)

I hereby give permission for _____
(insert player's name)

to play with the _____ Under _____

I am aware of and have explained the increased mental and physical risks of playing a higher age division to both the player and his/her parent/guardian.

Club Representative Name _____

Club Representative Signature _____ Date _____

Group Secretary Signature _____ Date _____

This form is to be completed and returned to the Group Secretary for approval **PRIOR** to the player playing in a higher age division



COUNTRY RUGBY LEAGUE

GROUP, CUP and PLATE COMPETITION DEFINITIONS

Policy No: 012

Adopted: 27 November 2004

Modified:

1. GROUP

Group competitions shall have:

- a minimum of six (6) First Grade teams
- a minimum of six (6) junior age teams (16s, 17s, 18s or 19s)
- an unlimited number of Reserve Grade or second non aged teams
- a Junior League or Junior development area

2. CUP

Cup competitions shall:

- be structured and consist of one team/towns
- be affiliated to a Group

3. PLATE

Plate or 2nd Division competitions shall:

- be social
- be made available for players to participate in a social atmosphere
- be affiliated to a Group

4. In all cases exceptional circumstances may be considered.



COUNTRY RUGBY LEAGUE

7s, 9s & OTHER SIMILAR COMPETITONS

Policy No: 013

Adopted: 09 February 2007

Modified:

- a) Constituent bodies staging competitions for 7s, 9s or other similar modified games must obtain permission from their Group / Division and the Country Rugby League
- b) Such Constituent bodies must have current Public & Products Liability and Not For Profit Organisation (Directors and Officers) Insurance and should confirm with SLE the extent and adequacy of such insurance coverage for the competition
- c) Matches shall be controlled by appropriately qualified officials.
- d) Clubs entering teams competing in such modified games competitions shall be affiliated to a Group, Division or League that is affiliated to a Constituent of the Australian Rugby League
- e) Clubs shall only play players who are properly registered with that same Club.
- f) Country Rugby League's insurance scheme shall only apply to players properly registered with a Club that is affiliated to a Group or Division that is affiliated to the Country Rugby League
- g) As these competitions are usually held pre or post season a higher level of attention than normal shall be given to player comfort in regard to temperature, the number of games to be played, fitness, hydration and medical support.



COUNTRY RUGBY LEAGUE

TRIAL MATCHES

Policy No: 014

Adopted: 09 February 2007

Modified:

- a) Clubs wishing to play trial matches may do so only with the permission of their Group / Division and Country Rugby League
- b) Players participating in such matches shall be properly registered with the Group / Division to which their Club is affiliated
- c) Country Rugby League's insurance scheme shall only apply to players properly registered with a Club that is affiliated to a Group or Division that is affiliated to the Country Rugby League.
- d) Trial matches shall be controlled by appropriately qualified officials
- e) A Referees Report / Match Sheet is to be completed and returned to each Group / Division Secretary
- f) Teams who travel to play trial games and stay overnight are required to:
 - i) provide their Group / Division with the name and contact details of their accommodation
 - ii) Lodge, at a minimum, a five hundred dollar (\$500:00) bond with their Group / Division prior to travelling to the trial, which, if they are able to satisfy iii) below, shall be refunded
 - iii) provide a written statement from the management of the accommodation that all conduct was satisfactory and that no damage or other expenses were incurred



COUNTRY RUGBY LEAGUE

TRAVELLING / TOURING TEAMS

Policy No: 015

Adopted: 09 February 2007

Modified: 19 October 2007

1. INTERSTATE GAMES

- a) Teams who intend to travel / tour interstate shall:
 - i) have completed and submitted an Application to Travel/Tour no later than six (6) weeks prior to departure (**modified 19.10.2007**)
 - ii) do so only with the permission of their Group / Division, Country Rugby League and the Australian Rugby League

2. INTERNATIONAL GAMES

- a) Teams who intend to travel / tour internationally shall:
 - i) submit an expression of intention to tour one (1) year prior, and
 - ii) have completed and submitted an Application to Travel/Tour no later than six (6) months prior to departure
 - iii) only be considered for approval providing they are 17 years or older
 - iv) do so only with the permission of their Group / Division, Country Rugby League and the Australian Rugby League

The Application to Travel/Tour is available on the CRL's website www.crlnsw.com.au
Click on forms



COUNTRY RUGBY LEAGUE

COACH ACCREDITATION

Policy No: 016

Adopted: 22 June 2007

Modified:

1. All coaches are required to be properly accredited as per the following ARL document – “Pyramid of Coach Accreditation”.





Pyramid of Coach Accreditation

(Adapted from "ARL National Coaching & Development Policy, 1998)



TYPE OF AWARD	AWARD	NCAS LEVEL OF ACCREDITATION	ARL POLICY (1)	PERSONNEL COVERED BY POLICY
Non-Coaching	Preliminary Award	Level 0	Advised/encouraged	<ul style="list-style-type: none"> Persons who have had little experience at coaching or in Rugby League - and who wish to gain an elementary knowledge of either or both Teachers "in charge" of intra-school Rugby League teams Parents/Youth assisting with the game development of youngsters Participants at skills clinics/courses/seminars A team's assistant coach/manager/trainer - who wishes to be of greater value to coach and players Referees/Officials within the game
Coaching	MGC (Modified Games Coach)	Level 1	Compulsory	<ul style="list-style-type: none"> Coaches of RL Club Teams: 6-12 years Coaches of Primary School Teams Coaches/players assisting at skills clinics/courses/camp for youngsters aged 6-12 years
Coaching	IGC (International Games)	Level 1	Compulsory	<ul style="list-style-type: none"> Coaches of RL Club Teams: 13-19 years - excluding Rep Teams at any of these ages Teachers/Coaches of School Rep Teams Directors of Preliminary Award/"Aussie Sport" (Level 0)/MGC/CC Courses Players assisting at skills clinics/camps/courses
Coaching	CC (Club Coach)	Level 1	Combined Award	<ul style="list-style-type: none"> Awarded to holders of both MGC and IGC Awards
Coaching	SCC (Senior Club Coach)	Level 2	Compulsory	<ul style="list-style-type: none"> "Head Coaches" of all Clubs (2) Club Coaching Co-ordinators Senior Rep Team Coaches e.g. City, Country, Division, Group, Ages State Junior Rep teams e.g. 15, 17 years J.R.L. Club Rep teams e.g. U15, 17, 19 years/First Division
Coaching	HPC (High Performance Coach)	Level 3	Compulsory	<ul style="list-style-type: none"> NRL Coaches National and State Coaching Directors Coaches of National and State Rep Teams Education Course Providers
Coaching	Master Coach	Level 4	Achievement Award	<ul style="list-style-type: none"> Awarded to HPC Award for outstanding achievements and involvement in coaching and/or coach education

Notes

- Where the **ARL sets standards** that are both acceptable and achievable, there are areas that are remote or have exceptional circumstances, where the above ARL Policies may not apply. In such cases it is the ARL who will decide and approve alterations to their Policies - acting upon submissions received. No League is to presume alterations to exist.
- (SCC Award for Head Coaches). This Policy applies to Head Coaches where - within the Club, there exists in excess of two (2) senior (i.e. open/non-age) teams competing in a well-structured, approved Competition.

COUNTRY RUGBY LEAGUE

PLAYER'S EQUIPMENT AND APPAREL

Policy No: 017

Adopted: 19 October 2007

Modified:

PLAYER EQUIPMENT AND APPAREL

- a. A player must not wear any item that may prove dangerous to other players. If in doubt a player is required to have any such item approved by the referee prior to the commencement of the match.
- b. A player's normal gear shall consist of a jersey of distinctive colour and/or pattern (numbered), a pair of shorts, socks of distinctive colour and/or pattern and studded boots or shoes.
- c. Protective equipment may be worn provided it contains nothing of a rigid nature.

DANGEROUS EQUIPMENT

- a. The referee may order a player to remove any item or any part of his equipment which might be considered dangerous and shall not allow the player to take any further part in the match until the item or equipment is removed
- b. Such a player must retire from the playing field to remove the offending item if the start or restart of the match would otherwise be delayed.
- c. The referee or touch judge should check all equipment prior to the commencement of each match.

APPAREL

- a. Jerseys must be of a type, style and fabric approved by the Country Rugby League.
- b. The use of gloves or mittens is prohibited.



- c. Compression or undergarments may be worn but must not extend below the elbow or knee and must not carry logos or advertising unless approved the Group / Division

Any items or modification of non standard equipment must first be approved for use by the Country Rugby League General Manager (or his nominee) before that item may be used by a player in a match.



COUNTRY RUGBY LEAGUE

MIXED GENDER

Policy No: 018

Adopted: 19 October 2007

Modified:

MIXED GENDER

Males and females can participate in mixed gender Rugby League up to and including the calendar year (1 January to 31 December) in which they turn twelve (12) years of age.



COUNTRY RUGBY LEAGUE

NSW / QUEENSLAND BORDER COMPETITIONS

Policy No: 019

Adopted: 19 October 2007

Modified:

- a. Country Rugby League / Queensland Rugby League control Rugby League in their own areas governed by the border.
- b. Clubs wishing to participate in Competitions across the border must:
 - i) Formally apply to the governing body (i.e. CRL and QRL) outlining reasons for movement with copy to current Group or Division
- c.
 - i) Applications considered at CRL/QRL for recommendation
 - ii) Aggrieved Groups will have final appeal rights to the Australian Rugby League whose decision shall be final
 - iii) Any request should not be unreasonably denied
- e. Active recruiting of Clubs will be prohibited
- f. Deadline for Movement Applications will be 31 August each year
- g. All Clearance procedures will apply

