

AUSTRALIAN RUGBY
CODE OF CONDUCT



Introduction to Australian Rugby Code of Conduct

"The ARU is committed to promoting and strengthening the positive image of Rugby and its Participants in Australia. To do so, we all need to be committed to living our core values of Passion, Integrity, Discipline, Respect and Teamwork.

This Code aims to ensure that Australian Rugby's core values, good reputation and positive behaviours are maintained by its players, coaches, administrators, volunteers, parents and spectators by providing a simple set of rules that assist in delivering a safe, fair and inclusive environment for all.

This Code also seeks to deter conduct that could damage the game of Rugby by impairing public confidence in the honest and orderly conduct of matches and competitions or in the integrity and good character of Participants."

Bill Pulver
Chief Executive Officer
Australian Rugby Union Limited

Table of Contents

PART 1: GENERAL INFORMATION.....	4
1 Who does the code apply to?	4
2 Other key policies and further information.....	5
PART 2: CODE OF CONDUCT	6
1 Code of Conduct - Players	6
2 Code of Conduct - Coaches	7
3 Code of Conduct - Administrators, Officer of a Rugby Body	9
4 Code of Conduct - Match Officials	11
5 Code of Conduct - Spectators/Parents	12
6 Code of Conduct - Other Participants	13
PART 3: PART 3: REPORTING, COMPLAINT HANDLING AND INVESTIGATIONS	15
7 Reporting	15
8 Complaint handling	16
9 Investigations	16
ANNEXURE 1: PROCEDURES FOR DISCIPLINING BREACHES	18
1 Introduction	18
2 Code of Conduct Committee	18
3 Sanctions	20
4 Appeals	22
5 Amendments & Interpretation	23
6 Definitions	24

Part 1: General Information

1 WHO DOES THE CODE APPLY TO?

This Code applies to all Participants involved with the Game, whether they are in a paid or unpaid/voluntary capacity, including:

- Individuals sitting on boards, committees and sub-committees;
- Employees and volunteers;
- Support personnel (e.g. managers, physiotherapists, psychologists, masseurs, sport trainers);
- Coaches and assistant coaches;
- Athletes and players;
- Referees and other officials;
- Members, including life members;
- Member Unions;
- Affiliated Unions and associated organisations;
- Rugby Bodies;
- Any other person or organisation that is a member of or affiliated to any Rugby Body; and
- Parents, guardians, spectators and sponsors to the full extent that is possible.

This Code will continue to apply to a person even after they have stopped their association or employment with the Game if disciplinary action has commenced.

2 OTHER KEY POLICIES AND FURTHER INFORMATION

There are a number of associated policies, codes and guidelines referenced in this Code that all participants in Australian Rugby are bound by. It is important that you familiarise yourself with these requirements of participation. These policies and codes are constantly evolving to meet contemporary issues within the sport and as such are updated from time to time. A number of these policies if breached, may result in action pursuant to this Code. Please find below a non-exhaustive list of key policies:

- ARU Concussion Policy;
- ARU Safety Policy; and
- ARU Participation Policy.

Additionally, there are a number of other national policies that Participants are bound by that contain their own disciplinary regimes. Please find below a non-exhaustive list of those key policies:

- ARU Anti-Corruption and Betting Code;
- ARU Anti-Doping Code; and
- ARU Member Protection Policy.

The ARU Policy Register found at <http://www.aru.com.au/runningrugby/PolicyRegister.aspx> provides a full set of the ARU's codes and policies as updated from time to time.

Education resources

The ARU is always seeking to ensure that current and valuable education material is made available to all Participants. Please see for example:

- ARU Rugby Learning Management System;
- 'Play by the Rules' modules; and
- Resources provided from time to time by our valued partners (e.g. Our Watch, Pride in Sport etc.)

We encourage the continued use of these resources.

Similarly, the following policies, whilst not binding on non-professional participants in Australian Rugby, provide guidance on the ARU's position on a number of important issues in sport. Please see the links below for more information:

- ARU Medical Policy
- ARU Illicit Drugs Policy
- ARU Sport Supplement Policy.

These can be found on the ARU Policy Register found at:
<http://www.aru.com.au/runningrugby/PolicyRegister.aspx>

Part 2: Code of Conduct

1 CODE OF CONDUCT - PLAYERS

- 1.1 Your safety and the safety of your team mates and opponents comes first. Be aware of, and always comply with, the ARU Safety Policies and Guidelines.
- 1.2 Be a good sport, displaying modesty in victory and graciousness in defeat.
- 1.3 Treat everyone equally, fairly and with dignity regardless of gender or gender identity, sexual orientation, ethnicity, cultural or religious background, age or disability. Any form of bullying, harassment or discrimination has no place in Rugby.
- 1.4 Do not repeatedly breach the Laws of the Game relating to Foul Play or Misconduct (as those terms are defined in World Rugby Regulations).
- 1.5 Accept and respect the authority of a referee, assistant referee, touch judge or other match or team official. Do not abuse, threaten or intimidate, use crude language or gestures, or show unnecessary obvious dissension, displeasure or disapproval towards a referee, touch judge or other match official, whether on or off the field, or a selector, coach, manager or other team official.
- 1.6 Do not make any public comment that is critical of the performance of a match official, player, team official, coach or employee/officer/volunteer of any club or a Union; or on any matter that is, or is likely to be, the subject of an investigation or disciplinary process; or otherwise make any public comment that would likely be detrimental to the best interests, image and welfare of the Game, a team, a club, a competition or Union.
- 1.7 Use Social Media appropriately. By all means share your positive experiences of Rugby but do not use Social Media as a means to breach any of the expectations and requirements of you as a player contained in this Code or in any Union, club or competition rules and regulations.
- 1.8 Do not otherwise act in a way that may adversely affect or reflect on, or bring you, your team, club, Rugby Body or Rugby into disrepute or discredit. If you commit a criminal offence, this is likely to adversely reflect on you and your team, club, Rugby Body and Rugby.
- 1.9 You must assist in any investigation or disciplinary proceedings and ensure that no inaccurate and/or misleading information is provided by you during the course of an investigation or hearing under this Code or in relation to any other disciplinary proceedings.
- 1.10 You must disclose any incident, matter or set of circumstances (irrespective of when it occurred) that does, or has the potential to, render you an unfit or improper person to be a Participant in Australian Rugby. This includes any incident, matter or set of circumstances that could damage the game of Rugby or bring into question the integrity and good character of its Participants.

2 CODE OF CONDUCT - COACHES

- 2.1 The safety, health and welfare of players comes first. Be aware of, and always comply with, the ARU Safety Policies and Guidelines and be alert to minimise dangerous or foul play.
- 2.2 Treat everyone equally regardless of gender or gender identity, sexual orientation, ethnicity, cultural or religious background, age or disability. Any form of bullying, harassment or discrimination has no place in Rugby.
- 2.3 Be aware of, and always comply with, the ARU Participation and Inclusion Policy(s) and Guidelines.
- 2.4 Obtain and maintain all required coaching accreditation/s and complete all training and education associated with such accreditation.
- 2.5 Maintain a thorough knowledge of the Laws of the Game and current coaching methods.
- 2.6 Actively discourage foul play and/or unsportsmanlike behaviour of players.
- 2.7 Accept and respect the authority of a referee, assistant referee, touch judge or other match or team official. Do not abuse, threaten or intimidate, use crude language or gestures, or show unnecessary obvious dissension, displeasure or disapproval towards a referee, touch judge or other match official, whether on or off the field, or a selector, coach, manager or other team official.
- 2.8 Maintain appropriate, professional relationships with players at all times.
- 2.9 Do not make any public comment that is critical of the performance of a match official, player, team official, coach or employee/officer/volunteer of any club or a Union; or on any matter that is, or is likely to be, the subject of an investigation or disciplinary process; or otherwise make any public comment that would likely be detrimental to the best interests, image and welfare of the Game, a team, a club, a competition or Union.
- 2.10 Use Social Media appropriately. By all means share your positive experiences of Rugby but do not use Social Media as a means to breach any of the expectations and requirements of you as a coach contained in this Code or as required in any Union, club or competition rules and regulations.
- 2.11 Do not encourage, promote or turn a blind eye to any fixing or attempt to achieve a contrived outcome in a match or any moment or aspect of a match. If you notice something, you must report it immediately.
- 2.12 Do not otherwise act in a way that may adversely affect or reflect on, or bring you, your team, club, Union or Rugby into disrepute or discredit. If you commit a criminal offence, this is likely to adversely reflect on you and your team, club, Union and Rugby.

- 2.13 You must assist in any investigation or disciplinary proceedings and ensure that no inaccurate and/or misleading information is provided by you during the course of an investigation or hearing under this Code or in relation to any other disciplinary proceedings.
- 2.14 You must disclose any incident, matter or set of circumstances (irrespective of when it occurred) that does, or has the potential to, render you an unfit or improper person to be a Participant in Australian Rugby. This includes any incident, matter or set of circumstances that could damage the game of Rugby or bring into question the integrity and good character of its Participants.

3 CODE OF CONDUCT – ADMINISTRATORS, OFFICERS OF A RUGBY BODY

- 3.1 The safety, health and welfare of players comes first. Be aware of, and always comply with, the ARU Safety Policies and Guidelines and be alert to minimise dangerous or foul play.
- 3.2 Treat everyone equally regardless of gender or gender identity, sexual orientation, ethnicity, cultural or religious background, age or disability. Any form of bullying, harassment or discrimination has no place in Rugby.
- 3.3 Be aware of, always comply with, and ensure that your Rugby Body (and, where applicable, clubs and other bodies and persons in membership with it or affiliated to it) comply with, the ARU Participation and Inclusion Policy(s) and Guidelines.
- 3.4 Ensure that your Rugby Body (and, where applicable, clubs and other bodies in membership with it or affiliated to it) appoint appropriate complaint handling personnel in accordance with the ARU Complaint Handling Guidelines and that the name and contact details of such personnel are notified to all relevant Participants.

Note: RUGBY BODIES ARE RESPONSIBLE FOR ENSURING THAT POLICIES ARE COMPLIED WITH. SANCTIONS CAN AND WILL BE IMPOSED ON RUGBY BODIES IF THEIR STAFF, VOLUNTEERS OR MEMBERS FAIL TO COMPLY (See Annexure 1, section 3 'Sanctions' for more information).

- 3.5 Ensure that your Rugby Body complies with (and, where applicable, clubs and other bodies and persons in membership with it or affiliated to it comply with), this Code. This includes ensuring that any code of conduct and reporting and disciplining procedures introduced by your Rugby Body are consistent with this Code.
- 3.6 Put in place appropriate measures to ensure that spectator behaviour is free from any verbal or physical abuse, bullying, harassment or discrimination. This includes, but is not limited to, ensuring that appropriate Conditions of Entry Guidelines and Ground Marshall Guidelines are implemented and enforced. Each match must have at least one Ground Marshall appointed, with one per club being recommended.

Note: CLUBS ARE RESPONSIBLE FOR THE BEHAVIOUR OF THEIR PLAYERS, SPECTATORS, PARENTS OF PLAYERS, COACHES, AND OFFICIALS. SANCTIONS CAN AND WILL BE IMPOSED ON CLUBS IRRESPECTIVE OF WHETHER THOSE PLAYERS, SPECTATORS OR PARENTS ARE MEMBERS OR AFFILIATES OF A CLUB (See Annexure 1, section 3 'Sanctions' for more information).

- 3.7 Act in good faith and in the best interests of your Rugby Body. This responsibility includes avoiding all conflicts of interest.
- 3.8 Keep confidential and do not use or disclose any confidential information obtained as a result of your position with and relationship to the Rugby Body, including but not limited to, deliberations of the board of directors, committee or other governing organ of the Rugby Body.

- 3.9 Ensure that your players, staff and volunteers are educated on this Code, the ARU Safety Policies and Guidelines, the ARU Member Protection Policy, the ARU Participation and Inclusion Policy(s) and Guidelines, the ARU Anti-Doping Code, ARU Registration Regulations and any other policy notified by the ARU and/or a Union.
- 3.10 Accept and respect the authority of a referee, assistant referee, touch judge or other match or team official. Do not abuse, threaten or intimidate, use crude language or gestures, or show unnecessary obvious dissension, displeasure or disapproval towards a referee, touch judge or other match official, whether on or off the field, or a selector, coach, manager or other team official.
- 3.11 Do not make any public comment that is critical of the performance of a match official, player, team official, coach or employee/officer/volunteer of any club or a Union; or on any matter that is, or is likely to be, the subject of an investigation or disciplinary process; or otherwise make any public comment that would likely be detrimental to the best interests, image and welfare of the Game, a team, a club, competition or a Union.
- 3.12 Use Social Media appropriately. By all means share your positive experiences of Rugby but do not use Social Media as a means to breach any of the above expectations and requirements of you as an officer.
- 3.13 Do not encourage, promote or turn a blind eye to any fixing or attempt to achieve a contrived outcome in a match or any moment or aspect of a match. If you notice something, you must report it immediately.
- 3.14 Do not otherwise act in a way that may adversely affect or reflect on, or bring you, your team, club, Union or Rugby into disrepute or discredit. If you commit a criminal offence, this is likely to adversely reflect on you and your team, club, Union and Rugby.
- 3.15 You must assist in any investigation or disciplinary proceedings and ensure that no inaccurate and/or misleading information is provided by you during the course of an investigation or hearing under this Code or in relation to any other disciplinary proceedings.
- 3.16 You must disclose any incident, matter or set of circumstances (irrespective of when it occurred) that does, or has the potential to, render you an unfit or improper person to be a Participant in Australian Rugby. This includes any incident, matter or set of circumstances that could damage the game of Rugby or bring into question the integrity and good character of its Participants.

4 CODE OF CONDUCT – MATCH OFFICIALS

- 4.1 The safety, health and welfare of players comes first. Be aware of, and always comply with, the ARU Safety Policies and Guidelines.
- 4.2 Treat everyone equally regardless of gender or gender identity, sexual orientation, ethnicity, cultural or religious background, age or disability. Any form of bullying, harassment or discrimination has no place in Rugby.
- 4.3 Be impartial, consistent and courteous. Always set the example in the way you communicate with players, coaches, officials, parents or spectators.
- 4.4 Condemn any unsporting behaviour and promote respect for all Participants.
- 4.5 Actively discourage foul play and/or unsportsmanlike behaviour of players.
- 4.6 Maintain appropriate, professional relationships with players at all times.
- 4.7 Obtain and maintain all required match official accreditation/s and complete all training and education associated with such accreditation.
- 4.8 Maintain a thorough knowledge of the Laws of the Game and current match officiating methods and best practice.
- 4.9 Do not make any public comment that is critical of the performance of another match official, player, team official, coach or employee/officer/volunteer of any club or a Union; or on any matter that is, or is likely to be, the subject of an investigation or disciplinary process; or otherwise make any public comment that would likely be detrimental to the best interests, image and welfare of the Game, a team, a club, competition or a Union.
- 4.10 Use Social Media appropriately. By all means share your positive experiences of Rugby but do not use Social Media as a means to breach any of the above expectations and requirements of you as a match official.
- 4.11 Do not to encourage, promote or turn a blind eye to any fixing or attempt to achieve a contrived outcome in a match or any moment or aspect of a match. If you notice something, you must report it immediately.
- 4.12 Do not otherwise act in a way that may adversely affect or reflect on, or bring you, a team, a club, a Union or Rugby into disrepute or discredit. If you commit a criminal offence, this is likely to adversely reflect on you and Rugby.
- 4.13 You must assist in any investigation or disciplinary proceedings and ensure that no inaccurate and/or misleading information is provided by you during the course of an investigation or hearing under this Code or in relation to any other disciplinary proceedings.
- 4.14 You must disclose any incident, matter or set of circumstances (irrespective of when it occurred) that does, or has the potential to, render you an unfit or improper person to be a Participant in Australian Rugby. This includes any incident, matter or set of circumstances that could damage the game of Rugby or bring into question the integrity and good character of its Participants.

5 CODE OF CONDUCT – SPECTATORS/PARENTS

- 5.1 The safety, health and welfare of players comes first. Be aware of, and always comply with, the ARU Safety Policies and Guidelines and be alert to minimise dangerous or foul play.
- 5.2 Treat everyone equally regardless of gender or gender identity, sexual orientation, ethnicity, cultural or religious background, age or disability. Any form of bullying, harassment or discrimination has no place in Rugby.
- 5.3 Be aware of, and always comply with the ARU Participation and Inclusion Policy(s) and Guidelines.
- 5.4 Accept and respect the authority of a referee, assistant referee, touch judge or other match official. Do not abuse, threaten or intimidate, use crude language or gestures, or show unnecessary obvious dissension, displeasure or disapproval towards a referee, assistant referee, touch judge or other match official, whether on or off the field, or a selector, coach, manager or other team official.
- 5.5 Accept that everyone makes mistakes. Do not ridicule or yell at players.
- 5.6 Encourage children to play by the Laws of the Game and have fun.
- 5.7 At all times comply with any conditions of entry and follow the directions of Ground Marshalls and/or other duty officials.
- 5.8 Take an active role in eliminating bad behaviour of other spectators by reporting incidents to Ground Marshalls.
- 5.9 If consuming alcohol at a match or a Rugby related activity, do so responsibly and in a respectable manner.
- 5.10 Use Social Media appropriately. By all means share your positive experiences of Rugby but do not use Social Media as a means to breach any of the above expectations and requirements of you as a Participant of Rugby.
- 5.11 Do not otherwise act in a way that may adversely affect or reflect on, or bring you, your team, club, Union or Rugby into disrepute or discredit. If you commit a criminal offence, this is likely to adversely reflect on you and your team, club, Union and Rugby.
- 5.12 You must assist in any investigation or disciplinary proceedings and ensure that no inaccurate and/or misleading information is provided by you during the course of an investigation or hearing under this Code or in relation to any other disciplinary proceedings.
- 5.13 You must disclose any incident, matter or set of circumstances (irrespective of when it occurred) that does, or has the potential to, render you an unfit or improper person to be a Participant in Australian Rugby. This includes any incident, matter or set of circumstances that could damage the game of Rugby or bring into question the integrity and good character of its Participants.

6 CODE OF CONDUCT – ALL OTHER PARTICIPANTS

- 6.1 The safety, health and welfare of players comes first. Be aware of, and always comply with, the ARU Safety Policies and Guidelines and be alert to minimise dangerous or foul play.
- 6.2 Treat everyone equally regardless of gender or gender identity, sexual orientation, ethnicity, cultural or religious background, age or disability. Any form of bullying, harassment or discrimination has no place in Rugby.
- 6.3 Be aware of, and always comply with the ARU Participation and Inclusion Policy(s) and Guidelines.
- 6.4 Accept and respect the authority of a referee, assistant referee, touch judge or other match official. Do not abuse, threaten or intimidate, use crude language or gestures, or show unnecessary obvious dissension, displeasure or disapproval towards a referee, assistant referee, touch judge or other match official, whether on or off the field, or a selector, coach, manager or other team official.
- 6.5 Accept that everyone makes mistakes. Do not ridicule or yell at players.
- 6.6 Encourage children to play by the Laws of the Game and have fun.
- 6.7 At all times comply with any conditions of entry and follow the directions of Ground Marshalls and/or other duty officials.
- 6.8 Take an active role in eliminating bad behaviour of spectators by reporting incidents to Ground Marshalls.
- 6.9 If consuming alcohol at a match or a Rugby related activity, do so responsibly and in a respectable manner.
- 6.10 Use Social Media appropriately. By all means share your positive experiences of Rugby but do not use Social Media as a means to breach any of the above expectations and requirements of you as a Participant of Rugby.
- 6.11 Do not make any public comment that is critical of the performance of a match official, player, team official, coach or employee/officer/volunteer of any club or a Union; or on any matter that is, or is likely to be, the subject of an investigation or disciplinary process; or otherwise make any public comment that would likely be detrimental to the best interests, image and welfare of the Game, a team, a club, competition or a Union.
- 6.12 Do not otherwise act in a way that may adversely affect or reflect on, or bring you, your team, club, Union or Rugby into disrepute or discredit. If you commit a criminal offence, this is likely to adversely reflect on you and your team, club, Union and Rugby.
- 6.13 You must assist in any investigation or disciplinary proceedings and ensure that no inaccurate and/or misleading information is provided by you during the course of an investigation or hearing under this Code or in relation to any other disciplinary proceedings.

- 6.14 You must disclose any incident, matter or set of circumstances (irrespective of when it occurred) that does, or has the potential to, render you an unfit or improper person to be a Participant in Australian Rugby. This includes any incident, matter or set of circumstances that could damage the game of Rugby or bring into question the integrity and good character of its Participants.

Part 3: Reporting, Complaint Handling and Investigations

7 REPORTING

- 7.1 Complaints with respect to an alleged breach of this Code can be formal or informal. Complaint reporting form templates are provided in the ARU Complaint Handling Guidelines.
- 7.2 The lowest level at which a matter can be dealt with shall always be preferred. Therefore, subject to clause 7.3, if a complaint relates to behaviour or an incident that occurred at:
- (a) State or Territory level or involves people operating at the State or Territory level, then the complaint should be reported to and handled by the relevant Member Union;
 - (b) District or competition level, or involves people operating at the district or competition level, that district or competition association; or
 - (c) Club level or involves people operating at the club level, then the complaint should be reported to and handled by the relevant club in the first instance.
- 7.3 Where there is real or perceived conflict of interest in the matter being dealt with at a certain level, the matter should be referred by either the complainant or the Rugby Body to the level immediately above.
- 7.4 Only complaints that relate to alleged conduct at the national level and the most serious cases from club and state level should be referred to the ARU. Where the ARU determines at its discretion that the matter does not meet that threshold, the matter will be referred by the ARU to the most appropriate level.
- 7.5 Where the subject matter of the complaint is of such a nature as to give rise to a breach of the ARU Member Protection Policy, consideration should be given by the complainant to exploring the various informal resolution methods contained therein, including mediation.
- 7.6 Where a complaint falls outside the parameters of this Code and should be dealt with another way; for example, where the law may require that the complaint/allegation be reported to an appropriate authority, then the matter should be referred to such authority at the earliest possible opportunity.
- 7.7 It is acknowledged that the circumstances of a particular incident may involve a breach of more than one code, policy or other set of by-laws, rules or regulations, including this Code. A Participant or Rugby Body alleging a breach of any Rugby code, policy or rule must nominate only one code, policy or set of rules (the "**Nominated Code**") under which they wish to refer their complaint and must follow the process for dealing with the alleged breach as set out in the Nominated Code. If a Participant or Rugby Body is not satisfied with the outcome of the process followed under the Nominated Code, they may not subsequently allege a breach of this Code save in exceptional circumstances where the CEO (or his or her nominee) of the ARU or the relevant Member Union determines in his/her absolute discretion that a gross miscarriage of justice or procedural fairness would occur if that Participant or Rugby Body was prevented from doing so. Procedural irregularities or minor defects in the process followed under the Nominated Code will not amount to gross miscarriage of justice or procedural fairness.

- 7.8 Where the CEO (or his or her nominee) makes a determination contemplated by clause 7.7, the ARU or the relevant Member Union (as applicable) must convene a Code of Conduct Committee in accordance with the provisions of Annexure 1 of this Code.

8 COMPLAINT HANDLING

- 8.1 Each Rugby Body must put in place complaint handling procedures that are fair, just and transparent. All complaints should be managed consistent with the ARU Complaint Handling Guidelines and should apply the following principles:

- (a) treat complaints seriously;
- (b) act promptly;
- (c) treat people fairly and listen to all sides of the story;
- (d) stay neutral;
- (e) keep parties to the complaint informed;
- (f) use all efforts to maintain confidentiality if possible;
- (g) protect against victimisation;
- (h) keep accurate records;
- (i) make decisions based only on information gathered not personal views; and
- (j) recommendations of disciplinary action should be proportionate to the breach.

9 INVESTIGATIONS

- 9.1 Each Rugby Body must appoint an Investigating Officer(s) to be responsible for investigating complaints made pursuant to this Code. The Investigating Officer(s) should have suitable expertise or experience in conducting investigations. Where a Rugby Body does not have an Investigating Officer available or with suitable expertise, it should contact the level immediately above (for instance a club would contact the district or regional competition organiser) for a recommendation or assistance with the investigation. The Investigating Officer will have power to investigate alleged breaches of the Code by Participants under its jurisdiction.
- 9.2 For the purposes of clause 9.1, the Rugby Body responsible for commissioning the Investigating Officer is dependent on the level of the matter, having consideration to clauses 7.2, 7.3 and 7.4.
- 9.3 Where the subject matter of the complaint is of such a nature as to give rise to a breach of the ARU Member Protection Policy, the Investigating Officer should consider the intent and scope of that Policy in providing any recommendations, including a recommendation that informal complaint handling options be explored in accordance with that Policy.
- 9.4 Where a complaint falls outside the parameters of this Code and should be dealt with another way; for example, where the law may require that the complaint/allegation be reported to an

appropriate authority, then the matter should be referred to such authority at the earliest possible opportunity and the investigation by the Investigating Officer should promptly cease. This would include an allegation of a criminal act.

- 9.5 Where the matter involves an allegation of a criminal act or there is an identified risk or danger to a Participant, the Rugby Body has the power to stand down an alleged offending Participant from any role or duties pending the outcome of an investigation and/or proceedings relating to the allegation. This decision may be on an interim basis and can be revisited by the Rugby Body if considered appropriate to do so.
- 9.6 The Investigating Officer must prepare a written statement of his/her factual findings and recommendations and provide copies of that statement to:
 - (a) the relevant Rugby Body; and
 - (b) the relevant Member Union.
- 9.7 The Rugby Body for whom the report has been furnished will provide an outline of findings to the Participant or Rugby Body in respect of whom a breach has been alleged and the Participant or Rugby Body who brought the complaint (where applicable).
- 9.8 Where the Investigating Officer recommends that the matter proceed to a disciplinary hearing, the relevant Rugby Body must convene a Code of Conduct Committee in accordance with the provisions of Annexure 1 of this Code.
- 9.9 Where the Rugby Body, after having considered the Investigating Officer's report, is of the view that no further action will be taken, that Rugby Body must notify in writing the Participant or Rugby Body who brought the complaint, of such outcome.
- 9.10 A Participant or Rugby Body, may only appeal a decision under clause 9.9 to take no further action, by providing notice in writing and paying an Appeal Fee to the CEO of the Member Union (or the ARU where the decision being appealed was by a Member Union). Only in circumstances where the CEO (or his or her nominee) determines in his/her absolute discretion that there has been gross inadequacy in the investigation process or that a gross miscarriage of justice or procedural fairness has occurred, will the CEO (or his or her nominee) determine that the matter should be dealt with by a Code of Conduct Committee pursuant to this Code. Procedural irregularities or minor defects will not amount to gross inadequacy in the investigation process or gross miscarriage of justice or procedural fairness.
- 9.11 Where the CEO (or his or her nominee) makes a determination contemplated by clause 9.10, the relevant Rugby Body must convene a Code of Conduct Committee in accordance with the provisions of Annexure 1 of this Code.

Annexure 1: Procedures for Disciplining Breaches of the Code of Conduct

1 INTRODUCTION

- 1.1 The following procedures will at all times be underpinned by the principles of procedural fairness and have been established in order to assist in providing procedurally fair and uniform disciplinary procedures for alleged breaches of the Code.
- 1.2 Where the relevant Rugby Body forms the view that a breach of the Code may have occurred, whether as a consequence of an investigation undertaken in accordance with Rule 9 of the Code or otherwise, the below procedures must be followed.
- 1.3 Where disciplinary/grievance procedures pursuant to another code, policy or other set of by-laws, rules or regulations have been activated, the Code of Conduct Committee will not hear a matter pursuant to this Code unless the circumstances set out in clause 7.8 apply.

2 CODE OF CONDUCT COMMITTEE

2.1 Establishment of the Code of Conduct Committee

- (a) Each Rugby Body will appoint a panel of individuals ("Code of Conduct Panel") of such number as the Union sees fit, each of whom can be selected to sit as a member of a Code of Conduct Committee. Such individuals may also sit on Judicial Panels constituted under the Australian Rugby Disciplinary Rules or to hear matters arising under other constituent documents.
- (b) The relevant Rugby Body will convene a Code of Conduct Committee. This committee should ordinarily be made up of no less than three members of the Code of Conduct Panel and should include (except in exceptional circumstances and with approval of the Union with jurisdiction for the matter) at least one lawyer who holds a current practising certificate, or a lawyer that held a practising certificate for a period of 7 years or more and is still eligible to hold a practising certificate; or a lawyer who is or has been a judicial officer of a Court of the Commonwealth or of a State or Territory. One of the members must be appointed as the Chairperson of the Code of Conduct Committee.
- (c) Where appropriate, the size, composition and approach of the Code of Conduct Committee may also be adjusted for underage Participants. For such Participants, it is important to ensure that the process is conducted by people who are accustomed to dealing with children and are equipped to provide a comfortable and safe environment with the appropriate level of formality.
- (d) The Code of Conduct Committee have the power to:
 - (i) fully investigate any matter arising under the Code;
 - (ii) on the instructions of the Rugby Body, commence and conduct a hearing where there is a suspected breach of the Code;
 - (iii) call any Participant or any other person (whether or not associated with a Rugby Body) to attend a hearing and give evidence under the Code;

- (iv) make a final determination under the Code; and
- (v) issue any sanction or penalty subject to the guidelines contained in this Code.

2.2 Procedure of Code of Conduct Committee

- (a) Once the Code of Conduct Committee has been convened, the Chairperson (after consultation with the members of the Code of Conduct Committee) must issue a notice to the Participant containing the following information:
 - (i) the date, time and location of the Code of Conduct Committee hearing;
 - (ii) the identity of the members of the Code of Conduct Committee;
 - (iii) the right for the Participant or Rugby Body (as applicable) to be represented in relation to the alleged breach; and
 - (iv) the right to produce evidence and make submissions in relation to the sanctions and penalties available to be imposed upon them by the Code of Conduct Committee.
- (b) Subject at all times to the following guidelines, the Code of Conduct Committee has the power to regulate its own procedure:
 - (i) to the extent practicable, the Code of Conduct Committee must endeavour to conduct the hearing within fourteen (14) days from the day the Code of Conduct Committee is convened;
 - (ii) hearings should be conducted with as little formality and with as much expedition, as permitted by the nature of the matter;
 - (iii) the hearing must observe the principles of procedural fairness at all times;
 - (iv) the Code of Conduct Committee will have the discretion as to who can attend in addition to the parties to the hearing and their representatives;
 - (v) the parties must have the right to be represented by counsel at their own expense;
 - (vi) all communications with the Code of Conduct Committee should include the other party (or if applicable the party's representative); and
 - (vii) the decision must be timely, written and reasoned.
- (c) The Code of Conduct Committee is entitled to call on experts to provide specialist advice, including legal advice.
- (d) The Code of Conduct Committee must have full discretionary power to hear and receive such further evidence as it thinks fit, provided it is established by the party wishing to lead such new evidence that such evidence was not, on reasonable enquiry, available at the time that party's initial evidence was served.

- (e) In any case where a witness required by the Code of Conduct Committee refuses or fails to attend before the Code of Conduct Committee, the Code of Conduct Committee may decide whether or not to allow the evidence of that witness to be given in any other form.
- (f) The burden of proof will be on the party seeking to impose a sanction or penalty on the Participant or Rugby Body (as applicable) and the outcome will be determined on the balance of probabilities.
- (g) The Rugby Body convening the hearing must ordinarily bear the cost of holding the hearing, including the travel, accommodation and/or costs of the Code of Conduct Committee members and other witnesses or experts called by the Code of Conduct Committee, as well as any costs of interpretation, recording and/or transcription.
- (h) The Participant or Rugby Body (as applicable) must pay his/her/their own costs, including travel/accommodation costs, his/her/their representatives and his/her/their witnesses (who are not the witnesses called by the Rugby Body convening the hearing or the Code of Conduct Committee), as well as his/her/their legal costs.
- (i) In exercising its jurisdiction, the Code of Conduct Committee will have the power to:
 - (i) determine the alleged breach of the Code has occurred and impose a suitable penalty;
 - (ii) determine that the breach of the Code has not occurred and issue no penalty; and/or
 - (iii) determine that a breach of the Code other than what is set out in the notice of breach issued to the Participant or Rugby Body (as applicable) has occurred and issue a suitable penalty or course of action, provided the Code of Conduct Committee has allowed the Participant or Rugby Body (as applicable) a reasonable opportunity to make submissions and provide evidence in relation to the new alleged breach.
- (j) When it considers it appropriate, the Code of Conduct Committee may deliver a short oral decision at the conclusion of the hearing with its reasons to be put in writing and communicated to the parties at a later date, or it may reserve its decision.
- (k) The decision of the Code of Conduct Committee must be advised to the parties in writing as soon as practicable after the conclusion of the hearing (**Committee Decision**).
- (l) In all cases where a Participant or Rugby Body (as applicable) is subjected to a sanction by a decision of the Code of Conduct Committee, the Participant or Rugby Body (as applicable) must be advised that he, she or it has a right of appeal to the Appeals Committee in accordance with Rule 4 of this Annexure 1.

3 SANCTIONS

- 3.1 Having regard to the Factors described in Rule 3.2 of this Annexure 1, the Code of Conduct Committee may determine the degree to which the conduct of the Participant or Rugby Body

(as applicable) is in breach of the Code, and in doing so, may categorise the level of the breach as being a low, mid or high level breach.

3.2 Factors

- (a) In determining whether the Participant has committed a low, mid or high level breach, the Code of Conduct Committee will have regard to the degree to which:
 - (i) the Participant's or Rugby Body's (as applicable) conduct was intentional;
 - (ii) the consequences of the conduct were reasonably foreseeable at the time the conduct took place;
 - (iii) the behaviour or conduct may have caused offence to the general public's sensibilities;
 - (iv) the conduct impacted on the integrity of the match or competition;
 - (v) the conduct would, if publicly known, cause reputational damage to the ARU, a Rugby Body, the Participant, any other Participant, the Game, any selector, coach, squad, team, competition or tournament;
 - (vi) the conduct would, if publicly known, more than likely breach Australian Rugby's core values being Passion, Integrity, Discipline, Respect and Teamwork; and/or
 - (vii) any other factor which the Code of Conduct Committee determines is relevant to the circumstances of the case and which directly relates to the alleged breach set out in the notice of breach.

3.3 Sanction

- (a) The Code of Conduct Committee is entitled to impose such sanction(s) as it deems fit on any Participant or Rugby Body (as applicable) including:
 - (i) a caution, warning as to future conduct, or reprimand;
 - (ii) a fine and/or compensation orders;
 - (iii) a suspension for a specified number of matches or period of time (including from all rugby related activities);
 - (iv) a deduction or cancellation of points, or any similar competition or tournament based sanction including expulsion from the remainder of a competition, tournament and/or series of matches;
 - (v) exclusion orders from a Rugby Body's grounds;
 - (vi) suspension from involvement in officiating, coaching and/or administration of the Game;

- (vii) the withdrawal of other benefits of membership with the Rugby Body or ARU; and/or
- (viii) any combination of the above or such other sanction as may be appropriate.

3.4 Aggravating and/or Mitigating Factors

- (a) In determining the appropriate penalty or penalties, the Code of Conduct Committee will have regard to any relevant aggravating or mitigating factors, including the following which will be taken into consideration:
 - (i) the presence and timing of an acknowledgement of culpability/ wrong-doing by the Participant or Rugby Body (as applicable);
 - (ii) the Participant's or Rugby Body's (as applicable) disciplinary record and/or good character;
 - (iii) the conduct prior to and at the hearing;
 - (iv) remorse for the conduct including the timing of such remorse including any steps taken to rectify any wrongdoing;
 - (v) any other aggravating and/or mitigating factors adduced by the Participant, the Rugby Body, or another person.

4 APPEALS

- 4.1 The sanctioned Participant, any other Participant (with approval of the Union with jurisdiction for the appeal), the Rugby Body, the relevant State or Territory Union and the ARU (subject to Rule 4.6) has seven (7) days commencing from the date of the Committee Decision to appeal a decision made by the Code of Conduct Committee under the Code by:
 - (a) completing an "Application to Appeal a Code of Conduct Decision" form (either in the form provided in Appendix 1 or in a form provided by the relevant Union) and providing it to the State or Territory Union; and
 - (b) paying an Appeal Fee if so stipulated by the Rugby Body.
- 4.2 With respect to the determination or decision appealed from, the sole grounds of appeal are that:
 - (a) the decision was wrong in fact or in law;
 - (b) the sanction imposed was manifestly excessive; and/or
 - (c) the sanction imposed was manifestly inadequate,and the Appellant bears the onus and burden of satisfying the Appeals Committee that the ground(s) of appeal has been made out.

- 4.3 To the extent practicable, an appeal should be held within fourteen (14) days of the lodging an "Application to Appeal a Code of Conduct Decision" form (either in the form provided in Appendix 1 or in a form provided by the relevant Union).
- 4.4 An appeal will be conducted by a Code of Conduct Committee ("**Appeals Committee**") convened at the next immediate level (e.g. if the decision is made at the State Level it will be appealed to an ARU convened Code of Conduct Committee) held in accordance with the hearing process outlined in Rule 2.2 of this Annexure 1.
- 4.5 Subject to Rule 4.6, an appeal decision handed down by the Appeals Committee under this Rule 4 is a final decision and may not be appealed further under the Code.
- 4.6 The ARU may, in exceptional circumstances, open an investigation and/or appeal any decision made in accordance with Rule 4.5 to an ARU convened Code of Conduct Committee.
- 4.7 Any sanction imposed at first instance by the Code of Conduct Committee will be upheld until the matter has been determined in its finality by the Appeals Committee.
- 4.8 The Appeals Committee may, in its absolute discretion:
 - (i) determine that the breach has occurred and impose the penalty set out in the Committee Decision;
 - (ii) determine that the breach has occurred and impose a different penalty to the one set out in the Committee Decision; or
 - (iii) determine that the breach has not occurred and that the Appeal Fee be reimbursed.

5 CLEMENCY FOR LONG-TERM SANCTIONS

- 5.1 A person the subject of a Long-Term Sanction may apply to the ARU Chief Executive Officer for clemency after he or she has served at least 8 years of the suspension handed down by the relevant Code of Conduct Committee or Appeals Tribunal. The ARU Chief Executive Officer or his/her nominee will, in consultation with World Rugby determine, at his/her absolute discretion, whether it is appropriate for the applicant to return to the game of Rugby.

6 AMENDMENTS & INTERPRETATION

- (a) The Code may be amended from time to time by the ARU or as required by Australian legislation and/or World Rugby.
- (b) The Code includes any Annexure or Appendix.
- (c) Words in the singular include the plural and vice versa.
- (d) Headings used in the Code are for convenience only and do not control or affect the meaning or construction of any provision of the Code.
- (e) Where an expression is defined, any part of speech or grammatical form of that expression has the corresponding meaning.

- (f) A reference to a gender includes the other genders.
- (g) Words used to denote persons generally or importing a natural person include any company, organisation or other entity (whether or not the body is incorporated).
- (h) Reference to "including" and similar words are not words of limitation.
- (i) Where reference is made to time, that reference will be taken to be a reference to the time in Sydney, Australia.
- (j) In the interpretation of a provision of the Code, the interpretation that will be best achieve the Objects is to be preferred to any other interpretation.

7 DEFINITIONS

- (a) In the Code:

Affiliated Union means:

- (i) Australian Junior Rugby Football Union Ltd;
- (ii) Australian Rugby Football Schools Union Inc.;
- (iii) Australian Services Rugby Union;
- (iv) Australian Universities Rugby Union;
- (v) Australian Barbarian Rugby Club Inc.;
- (vi) Australian Women's Rugby Football Union;
- (vii) Classic Wallabies Inc.;
- (viii) New South Wales Country Rugby Union Ltd;
- (ix) Sydney Rugby Union Limited,

and any other body that is or becomes an 'Affiliated Union' pursuant to the terms of the ARU Constitution, as amended from time to time.

Appeal Fee means the sum of money a Participant or Rugby Body (as applicable) must pay to the Rugby Body that convened the hearing in order for a Committee Decision to be appealed. Where a Rugby body does not stipulate the amount, the default amount is \$250.

ARU means the Australian Rugby Union Ltd (ACN 002 898 544).

Australian Rugby Complaint Handling Guidelines means the document so titled as amended or replaced from time to time.

Australian Rugby Safety Policies and Guidelines means any safety policies and guidelines published and made available by the ARU from time to time, including, but not limited to the ARU Safety Policy and ARU Concussion Guidelines.

Australian Rugby Participation and Inclusion Policy(s) and Guidelines means any participation and/or inclusion policies published and made available by the ARU from time to time.

Code means this Code of Conduct.

Code of Conduct Committee means the tribunal established in accordance with Rule 2 of the Procedures.

Game means Rugby football.

Laws of the Game means the Laws of the Game as published and amended by World Rugby from time to time.

Long-Term Sanction means a suspension from participating in the Game of Rugby of eight (8) or more years.

Member Union means a present or future body that controls the Game of Rugby in a State or Territory of the Commonwealth from time to time, including:

- (i) Australian Capital Territory and Southern New South Wales Rugby Union Limited;
- (ii) New South Wales Rugby Union Limited;
- (iii) Northern Territory Rugby Union Inc.;
- (iv) Queensland Rugby Union Limited;
- (v) South Australian Rugby Union Limited;
- (vi) Tasmanian Rugby Union Inc.;
- (vii) Victorian Rugby Union Inc.;
- (viii) Western Australian Rugby Union Inc.;
- (ix) Melbourne Rebels Rugby Union Pty Ltd; and
- (x) NSW Waratahs Ltd.

Participant means a Participant of the Game including, but not limited to players, referees, assistant referee, touch judges, other match officials, selectors, coaches, trainers, medical or athletic performance officers, any individual involved in the administration, organisation or promotion of the Game including officers, employees and volunteers, parents/guardians and spectators.

Procedures means Annexure 1 to the Code, being the Disciplinary Process for Breaches of the Code of Conduct.

Rugby Body means the ARU, each Member Union and Affiliated Union, any union, association or other body in membership with or affiliated to a Member Union or Affiliated Union and any Rugby club in membership with or affiliated to any of the foregoing.

Social Media means any form of online or interactive application or other form or medium that enables users to create, share and/or upload content, including SMS, MMS, email and such platforms as Facebook, WhatsApp, Myspace, Twitter, Snapchat, Instagram, blogs, podcasts, message boards and websites.

Appendix 1: Application to Appeal Code of Conduct Decision

[illegible]

	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
Sign Off	<p>Sign:Print Name:</p> <p>Position: Date:</p>

NOTE: You may attach additional documents / submissions if need be: ☐ I have attached ___ additional documents

CONCUSSION GUIDANCE

(RUGBY PUBLIC – STANDARD CARE PATHWAY)

PREAMBLE

The advice within this document is based on the World Rugby Concussion Guidance dated August 2015

The advice in this document has been adapted to reflect best practice for the management of concussion for rugby at community levels of the game in Australia.

RESPONSIBILITIES

The purpose of this document is to provide guidance on the Australian Rugby Concussion Procedure to those involved in rugby union in Australia. This document incorporates the recent changes to the World Rugby Concussion Laws (Regulation 10, Law 3.11 - Implementation August 1, 2015), and World Rugby's Operational Definition of Concussion (British Journal of Sports Medicine, March 2016).

This document is prepared for the rugby public. **This is not a medical document.**

At all times, players, parents, coaches, and officials need to act in the best interest of player safety and welfare by;

- i. taking responsibility for the recognition, removal and referral of players to a medical doctor
- ii. ensuring concussion is appropriately managed as per the Australian Rugby Concussion Procedure.

The Australian Rugby Safety Policy states that **"The primary consideration in all participation decisions must be the safety of all participants as a requirement that overrides all others."**

It is requirement that all players who suffer a concussion seek the highest level of medical care reasonably available to ensure concussion is managed appropriately.

OVERVIEW

This document supersedes previous Australian Rugby Concussion Guidance and in cases of ambiguity, this document is over-riding for rugby governed by Australian Rugby. This advice may be altered from time to time by the Australian Rugby Union based on the evolution of the scientific evidence about this injury.

In this document the term "potential head injury" refers to an injury that has the potential to cause concussion or a more severe injury to the brain. This can be caused by:

1. a direct blow to the head or
2. indirect force transmitted to the head from a blow to another part of the body that transmits force to the head (e.g. a whiplash injury)

Potential head injury or concussion must be considered possible whenever a player receives an injury to the head, either from a direct blow or indirectly.

Minor bumps and grazes to the head may not necessarily require medical review (unless the player exhibits feature of potential head injury or concussion – see signs and symptoms in the "Recognise

section" below) but any injury to the head or face that requires medical attention (e.g. a laceration requiring suturing or a fractured facial bone or nose) must also be assessed for possible concussion associated with this injury.

This document outlines the **Standard Care Pathway** applicable to the vast majority of rugby participation in Australia.

World Rugby defines exceptions to the standard care pathway are for adult players only, who can access an advanced level of concussion care. In Australia, an advanced level of concussion care is only available for professional players playing Test Rugby, Super Rugby, National Sevens Rugby, National U20s and who can access Australian Rugby approved advanced care practitioners.

CONCUSSION INFORMATION

- A concussion is a brain injury
- Concussion causes a disturbance of brain function
- Children and adolescents are more susceptible to concussion, take longer to recover, have more significant memory and mental processing issues, and are more susceptible to rare and dangerous neurological complications, including death caused by a single or second impact.
- Concussion usually follows a head collision, but can occur with a collision to other parts of the body.
- Symptoms can come on at any time, but usually within 24-48 hours after a collision.
- Concussion can occur without the player being "knocked out" i.e. losing consciousness.
- If a player is "knocked out", they have a concussion.
- Most concussions recover with physical and mental rest.
- Concussion that is ignored or not recognised can be fatal

Therefore,

- All concussion should be taken seriously
- Children and adolescents must be treated more conservatively than adults
- All players with potential head injury or concussion must be removed from the field immediately.
- Return to play or training on the same day is not permitted for any potential head injury or concussion.

CONCUSSION MANAGEMENT

The management of concussion involves the following steps; each step must be followed and completed before moving to the next step.

ON THE DAY OF THE INJURY

RECOGNISE
REMOVE
RECORD
REFER

THEN

REST
RECOVER
RECORD
RETURN

PROCEDURAL INFORMATION

RECOGNISE

A potential head injury or concussion must be acknowledged if a player has any of the following signs, symptoms, or fails to answer any of the orientation or memory questions after a head or body collision.

Signs (what may be seen)	Symptoms (players may report)	Memory (questions to ask)
<ul style="list-style-type: none"> ▪ Dazed, blank or vacant look ▪ Lying motionless on ground / Slow to get up ▪ Unsteady on feet / Balance problems or falling over / Uncoordinated ▪ Loss of consciousness or unresponsive ▪ Confused / Not aware of plays or events ▪ Grabbing / Clutching of head ▪ Seizure (fits) ▪ More emotional / Irritable than normal for that person 	<ul style="list-style-type: none"> ▪ Headache ▪ Dizziness ▪ Mental clouding, confusion, or feeling slowed down ▪ Visual problems ▪ Nausea or vomiting ▪ Fatigue ▪ Drowsiness / Feeling like 'in a fog' / Difficulty concentrating ▪ "Pressure in head" ▪ Sensitivity to light or noise 	<ul style="list-style-type: none"> ▪ "What venue are we at today?" ▪ "Which half is it now?" ▪ "Who scored last in this game?" ▪ "What team did you play last week / game?" ▪ "Did your team win the last game?"

REMOVE

- Any player with signs or symptoms of a potential head injury or concussion **must** be removed from the rugby field immediately.
- The player **must not** take further part in any rugby training or games (including other sports) on this day.
- **Any player with a potential head injury or concussion may also have a neck injury. If a neck injury is suspected, the player must only be removed by experienced health care providers with spinal care training**
- Once a player has been removed from the training or playing field with signs or symptoms of a potential head injury or concussion, no person (e.g. physio, coach, trainer, or doctor) can over-ride the requirement of a player to remain off the field.
- A medical doctor who is experienced in the assessment and management of concussion (see below) can only apply *return to field protocols* under the **Advanced Care Pathway**.
- For the avoidance of doubt, *return to field protocols* are only accessible under the **Advanced Care Pathway** and only apply to a medical doctor who is experienced in the assessment and management of concussion. In Australia, the Advanced Care Pathway is only available for professional players playing Test Rugby, Super Rugby, National Sevens Rugby, National U20s and who can access Australian Rugby approved advanced care practitioners. Return to field protocols **do not** apply to the National Rugby Championships, Australian domestic Under 20s tournament, Club Rugby at any level, representative rugby (apart from those listed above) or any children and adolescents – age 18 years and under (including those playing senior and professional rugby)
- Similarly, the Head Injury Assessment process is available ONLY for the elite levels of the game; in Australia, it is limited to Test rugby, Super Rugby, Sevens World Series, Under 20s Junior World Cup playing internationally
- The Head Injury Assessment process is **NOT available** for National Rugby Championships, Australian domestic Under 20s tournament, Club Rugby at any level, representative rugby (apart from those listed above) or any children and adolescents – age 18 years and under (including those playing senior and professional rugby)

RECORD

Any player removed from the field of play with a potential head injury or concussion must be recorded on the team match scorecard. This information is then entered into Rugby Link as an injury as part of post-match tasks.

Competition Managers and Club Rugby Link Administrators are notified of any concussion injury entered in Rugby Link. A list of all players with concussion records can be found in the incident detail report.

The injury is converted to Suspensions/Exclusions Outcome case. Competition Managers enter the length of exclusion subject to GRTP protocols associated with advanced and standard care pathways.

Any Player who has confirmed concussion is automatically excluded for the exclusion period and not allowed to be selected on the team list/match scorecard. The length of exclusion is subject to GRTP protocols associated with the standard care pathways (players 18 years and under, and adults 19 years and over).

REFER

All players with potential head injury or concussion **must** be referred to a **medical doctor** or **emergency department** as soon as practical (within 72 hours of the injury). This referral must happen even if symptoms or signs have disappeared. Ideally, the medical doctor who reviews the player should have experience in the assessment and management of sports concussion.

The player **must at all times**:

- ✓ Be in the care of a responsible adult.
- ✓ Must not consume alcohol.
- ✓ Must not drive a motor vehicle.
- ✓ Be cooperative and provide complete and accurate information to the medical practitioner"

If there are serious concerns about the player or **warning signs ("red flags")** of **significant** head injury appear, the player must be taken to the closest Emergency department immediately or a responsible adult must call an ambulance (000):

- ✓ Deteriorating conscious state (i.e. becoming drowsier)
- ✓ Increasing confusion or irritability
- ✓ Behaving unusually or a change in their normal behavior
- ✓ Fit, seizure or convulsions
- ✓ Double vision
- ✓ Slurred speech
- ✓ Continuing unsteadiness on their feet
- ✓ Weakness or tingling/burning in arms or legs
- ✓ Severe or increasing headache
- ✓ Repeated vomiting – more than once etc.
- ✓ Athlete complains of severe or unusual neck pain

The Australian Rugby Head Injury Form and Australian Rugby Concussion Referral and Return Form must be given to the player or family member/guardian.

The **Australian Rugby Head Injury Form** provides information on concussion including signs and symptoms and management processes (i.e., what to do and what not to do). It also includes information on **red flags**, which may indicate a more serious injury requiring immediate attention.

The **Australian Rugby Concussion Referral and Return Form** comprises three sections. Each section must be completed;

- (i) signs and symptoms noted by first-aider, referee, coach, managers, players, or medical professional at the time of injury;
- (ii) information for and acknowledgement of the initial consultation with the medical doctor;
- (iii) final clearance from the medical doctor to return to full-contact training.

A medical doctor who assesses a player for concussion should be experienced in the assessment and management of sport-related concussion and should have a good working knowledge of this Australian Rugby Concussion Guidance, World Rugby Concussion Guidance (August 2015) and World Rugby's Operational Definition of Concussion (March 2016).

Specifically, a medical doctor assessing a player must be aware that the World Rugby Operational Definition of Concussion:

- has been developed and adapted for elite rugby but the principles of this definition may be applied to all levels of rugby
- includes a three-stage diagnostic process (at the time of injury, 3 hours after injury, and 36-48 hours after injury)
- emphasises that a concussion following a head injury cannot be excluded until an assessment is completed at 36-48 hours post injury
- **includes the recommendation that any abnormal assessment (either at the time of injury, 3 hours after injury, or 36-48 hours after injury) be considered as being due to concussion**
- for the avoidance of doubt, any player who has criteria for permanent removal from the field at the first assessment (at the time of injury) is considered to have concussion – **this cannot be over-ruled**
- if a player has no criteria for permanent removal from the field at the time of first assessment (at the time of injury) but has abnormal assessments at 3 hours after injury and/or 36-48 hours after injury, these abnormal assessments are considered to be due to concussion
- if the results of subsequent assessments (3 hours after injury and 36-48 hours after injury) the medical doctor making these assessments determines that the abnormal assessment is not related to a concussion and as such is recorded as not confirmed - the doctor must identify and document an alternative diagnosis for the abnormal assessment(s).

IF ANY PLAYER IS DIAGNOSED AS HAVING CONCUSSION, THE FOLLOWING STEPWISE PROCESS MUST BE FOLLOWED:

There are differences in the process undertaken between adults and children and adolescents.

- For the purpose of this guidance document, adults are all players aged 19 and over
- Children and adolescents are all players aged 18 and under
- For the avoidance of doubt, anyone playing schools rugby must follow the guidelines for children and adolescents.
- Players aged 18 or under playing adult rugby including "Colts" rugby must follow the guidelines for children and adolescents.

REST

REST is crucial to recover from concussion. Most concussions will recover if players rest for long enough.

- **THE PLAYER SHOULD REST UNTIL ALL SYMPTOMS AND SIGNS OF CONCUSSION HAVE DISAPPEARED.**

What does rest mean?

- Reducing physical and mental activity to the level that symptoms can settle
- World Rugby defines that the first 24 hours following a concussion must be complete physical and cognitive rest but a longer period of modified activity (i.e. relative rest) may be required to allow symptoms to settle
- This means avoiding any physical and mental activity that worsens symptoms
- Examples of rest include:
 - Resting quietly at home

- Missing a day or two from school, study or work.
- Going for a walk outside / around the block
- Limit any tasks that require prolonged focus, memory or concentration
- Avoid excessive TV, use of mobile devices, gaming, computers and phones as these can aggravate symptoms.

How long should the player reduce physical and mental activity?

- Players must rest (that is reduce physical and mental activity) until all their signs and symptoms have disappeared **AND** they have stopped all medication required for treatment for their concussion symptoms (e.g. pain killers for headaches).
- The minimum rest time is **24 hours for adults**.
- **Children and adolescents** require a longer rest period.
- The required time of rest varies from player to player so a medical doctor will specify the minimum time of rest for each case.

RECOVER

The focus in the recovery phase is about getting back to normal life, school, study or work, but NOT hard physical exercise. Once symptoms and signs are settled and medications are stopped, the player then returns to **activities of normal daily living** (school, study or work). The player **must not** perform any exercise during school (recess, breaks) or any organised sport during or after school. This includes all sporting activities, not just rugby. If any **symptoms re-occur** during recovery, the player will need more rest time. If symptoms re-occur the player should be **reviewed** by their medical doctor.

World Rugby has specified in Regulation 10, minimum time periods for players to rest and recover. These are a minimum and a guide, so the Rest and Recover phases may be longer than specified.

Regulation 10.1.1.

*10.1.1 Any **ADULT Player** with concussion or suspected concussion:*

(d) must have complete physical and cognitive rest for 24 hours; and

(e) must have relative physical rest (activity that does not induce or aggravate symptoms) for at least one week (including the initial 24-hour period of complete physical and cognitive rest) before commencing a graduated return to play (G RTP) programme.

Regulation 10.1.6.

*10.1.6 Any **CHILD or ADOLESCENT Player** (aged 18 years or less) with concussion or suspected concussion:*

(d) must have complete physical and cognitive rest for 24 hours; and

(e) must have relative physical rest (activity that does not induce or aggravate symptoms) for at least two weeks (including an initial 24-hour period of complete physical and cognitive rest) before commencing the graduated return to play (G RTP) programme.

Exercise **can only** start after a player has returned to **activities of normal daily living** without signs or symptoms of concussion and **does not require** medication for their symptoms.

RETURN

The best way to return to sport is to follow a gradual re-introduction of exercise in a step-wise progression known as a graduated return to play (GRTP) programme as per the following:

Stage	Exercise Mode	Example of Exercise Activity	Progression
1	Rest	Complete rest of the brain and body	Medical doctor decides on amount of time needed.
2	Light cardiovascular exercise	Light jogging for 10-15 minutes, swimming or stationary cycling at low to moderate intensity. No weights training	If no symptoms, start Stage 3 after minimum of 24 hours. If symptoms occur, rest 24 hours & repeat Stage 2.
3	Rugby specific exercise	Individual running drills and skills without contact No weights training	If no symptoms, start Stage 4 after minimum of 24 hours. If symptoms occur, rest 24 hours & repeat Stage 2, then progress
4	Rugby specific non-contact training	More complex training drills e.g. passing drills May start progressive (low level) weights training	If no symptoms, review by a medical doctor and presentation of a medical certificate required before Stage 5. If symptoms occur, rest 24 hours & repeat Stage 3, then progress
5	Rugby practice	Full contact practice following medical clearance certificate being handed to the club or school sport master	Player, coach, parent to report any symptoms to medical doctor. If symptoms occur, then medical doctor to review
6	Rugby game	Full contact game	Monitor for recurring symptoms or signs

GRTP INFORMATION

Rest and Recovery (GRTP Stage 1)

- Stage 1 is the rest and recovery period.
- The amount of rest will be determined by the medical doctor who assesses the player initially.
- Depending on the player's progression, a follow up consultation with a medical doctor to decide when the player can progress to level 2 may be required but does not need to be in person, e.g. it may be done in liaison with the player's family, or team physiotherapist.

Return to exercise (GRTP Stages 2 – 4)

- Stages 2 to 4 of the GRTP are the stages where the player returns to light general exercise initially then increases the volume, intensity and specificity of exercise
- A player can only proceed to the next stage of the GRTP if they have no signs or symptoms of concussion at the time of exercise, later that day (after exercise) and on waking the following day.
- The minimum time between stages is **24 hours**, although children and adolescents may require a longer period of time between stages.
- If there is a recurrence of symptoms at any time during the GRTP the player must:
 - ✓ Rest for a minimum of 24 hours until all symptoms and signs have settled.

- ✓ Return to the previous stage at which they had no symptoms.
- ✓ Recommence the progression of the GRTP.
- ✓ If a player has a recurrence of severe symptoms (e.g. requiring them to miss school, study, or work) or repeatedly (more than once) during the GRTP, or if the recurrent symptoms are prolonged (more than 24 hours), the player should be reviewed by their medical doctor.

Return to contact training (GRTP Stage 5)

- The player must provide a completed Australian Rugby Concussion Referral & Return form to their team manager for presentation/submission to the competition manager prior to returning to full-contact training (Stage 5) and/or match play
- Ideally the same medical doctor who consulted the player after the initial injury will review the player and decide on their fitness to return to contact training
- Alternatively, this certificate may be provided by a medical doctor with experience in assessment and management of sports concussion and knowledge of the Australian Rugby concussion guidance
- It is not ideal to seek medical clearance from inexperienced medical doctors who do not know the medical history of the player (e.g., junior hospital emergency room doctors)
- Players 18 years and under **cannot** return to **contact** training (Stage 5) for **at least 18 days** after all symptoms and signs have disappeared.

This restriction to return to contact training and playing applies to all players aged 18 years and under including those playing adult rugby.

- Adult players, 19 years and over, **cannot** return to **contact** training (Stage 5) for **at least 11 days** after all symptoms and signs have disappeared.

Return to play (GRTP Stage 6)

A player should only return to play when they have fully recovered from concussion. This means the player **must**:

- Not have any signs or symptoms of concussion at rest or in normal daily activities (school, study or work).
- Have followed the mandatory required rest time away from contact training.
- Have successfully completed the GRTP without any symptoms or signs of concussion (during or after training and contact training).
- Have provided a completed Australian Rugby Concussion Referral & Return form to their team manager for presentation/submission to the competition manager to approve 'release' in Rugby Link prior to returning to full-contact training (Stage 5) and/or match play
- Players 18 years and under **cannot** return to **play** (Stage 6) for **at least 19 days** after all symptoms and signs have disappeared.
- Adult players, 19 years and over, **cannot** return to **play** (Stage 6) for **at least 12 days** after all symptoms and signs have disappeared.

Under the Australian Rugby Concussion Guidance (Rugby Public) and World Rugby Regulation 10, the following tables outline the minimum and expected graduated return to play processes after a diagnosed concussion. The table illustrates a concussion occurring on a Saturday game:

Table 1: Children and Adolescents (aged 18 years and under)

Week	SAT	SUN	MON	TUES	WED	THUR	FRI
0	Concussion or 'head injury' occurrence	Rest	Rest	Recover	Recover	Recover	Recover
1	Recover	Recover	Recover	Recover	Recover	Recover	Recover
2	Recover	GRTP Stage 2	GRTP Stage 3	GRTP Stage 4	GRTP Stage 5	GRTP Stage 6	
3	Return to Play						

Table 2: Adult Participants (aged 19 years and over)

Week	SAT	SUN	MON	TUES	WED	THUR	FRI
0	Concussion or 'head injury' occurrence	Rest	Recover	Recover	Recover	Recover	Recover
1	Recover	GRTP Stage 2	GRTP Stage 3	GRTP Stage 4	GRTP Stage 5	GRTP Stage 6	
2	Return to Play						

Complex concussion scenarios

A standard care pathway only applies to players who have suffered their first concussion in a 12 - month period. Certain players may have the potential for more complex injuries. Players must see a medical doctor experienced in sports concussion management to follow an individualised management plan if they have:

- ✓ ≥ 2 concussions in 12 months.
- ✓ Multiple concussions over their playing career.
- ✓ Concussions occurring with less collision force.
- ✓ Concussion symptoms lasting longer than expected i.e. a few days.

**As of 24 March 2017*

AUSTRALIAN RUGBY CONCUSSION PROCEDURE

(RUGBY PUBLIC – STANDARD CARE PATHWAY)

Background

Our vision is to inspire all Australians to enjoy our great global game. One of the four key pillars of our strategy is to make Rugby a game for all. To achieve this, Rugby must be as safe, inclusive and fair as possible. Rugby, like many other activities, involves an element of risk. This procedure incorporates recent changes adopted by World Rugby and reference to the Australian Rugby Safety Policy, aimed at ensuring that Rugby is as safe as it practically can be for all participants to make the game fun and fulfilling for all.

The primary consideration in all participation decisions must be the safety of all participants as a requirement that overrides all others.

Responsibilities

Players, parents, team officials and match officials need to act in the best interest of player safety and welfare at all times. Taking responsibility for the recognition, removal, recording and referral of players to a medical doctor and then ensuring concussion is appropriately managed is fundamental to the Australian Rugby Concussion Guidance. It is recommended that all players who suffer a concussion seek the highest level of medical care reasonably available to ensure concussion is managed appropriately.

Step by Step Procedure Summary

STEP	DESCRIPTION OF ACTION	RESPONSIBLE
1	RECOGNISE: A potential head injury or concussion must be acknowledged if a player has any of the signs, symptoms or fails to answer any of the orientation and memory questions after a head or body collision.	Player / Parent / Club or School Team Official / First Aid/Medical Official / Match Official
2	REMOVE: Any player with signs or symptoms of a potential head injury or concussion must be removed from the rugby field immediately. Any player with a potential head injury or concussion may also have a neck injury. If a neck injury is suspected, the player must only be removed by experienced health care providers with spinal care training.	Coach / Club or School Team Official / First Aid/Medical Official / Match Official
3	RECORD: Any player removed from the field of play with a potential head injury or concussion must be recorded on the team match scorecard and entered in Rugby Link as part of post-match tasks. For those competitions not using Rugby Link, the Competition Manager must be notified of any player removed from the field of play with a potential head injury or concussion.	Team Manager / Match Day Manager / Club or School Team Official

STEP	DESCRIPTION OF ACTION	RESPONSIBLE
3	RECORD: Competition Managers and Club Rugby Link Admin are notified of any concussion injury entered in Rugby Link. A list of all players with concussion records can be found in the incident detail report. The injury is converted to an injury case. Competition Managers enter the length of exclusion subject to GRTP protocols associated with advanced and standard care pathways. Where competitions do not use Rugby Link, the Competition Manager must ensure that management procedures are in place for the central recording of concussion incidents.	Competition Manager / Club Rugby Link Admin
4	REFER: All players with potential head injury or concussion must be referred to a medical doctor or emergency department as soon as practical (within 72 hours of the injury). If there are serious concerns about the player or red flags then the player must be referred to an Emergency Department as soon as possible or call an ambulance. The Australian Rugby Head Injury Form and Australian Rugby Concussion Referral and Return Form must be given to the player or family member/guardian. Section 1 and 2 of the Australian Rugby Referral & Return Form must be completed.	Parent / Guardian / Club or School Team Official / Medical Doctor
5	REST: Rest is crucial to recover from concussion. Most concussions will recover if players rest for long enough. Players must rest (that is reduce physical and mental activity) until all post-concussion signs and symptoms have disappeared AND they have stopped all medication required for treatment for their concussion symptoms (e.g. pain killers for headaches). The minimum rest time is 24 hours for adults whilst children and adolescents require a longer rest period.	Player / Parent / Guardian
6	RECOVER: World Rugby has specified in Regulation 10, minimum time periods for players to rest and recover. These are a minimum and a guide, so the Rest and Recover phases may be longer than specified for some players. Exercise can only start after a player has returned to activities of normal daily living without signs or symptoms of concussion and does not require medication for their symptoms.	Player / Parent / Guardian
7	RETURN TO EXERCISE: The best way to return to sport is to follow a gradual re-introduction of exercise in a step-wise progression known as a graduated return to play programme (GRTP).	Player / Parent / Guardian / Club or School Team Official
8	RECORD, RETURN TO CONTACT TRAINING & RETURN TO PLAY: A Player can only return to play when they have fully recovered from concussion and provided confirmation that they have recovered from medical doctor. The Australian Rugby Referral & Return Form section 3 must be completed by the doctor, and then the player or parent guardian will present to the nominated Club or School Team Official. The Club or School Team Official will then present a copy of this form to the Competition Manager. The Player would then be available to return to full-contact training and/or match play after the Competition Manager approving 'release' in Rugby Link.	Player / Parent / Guardian / Club or School Team Official / Medical Doctor / Competition Manager

EXCEPTIONS

None

SANCTION(S)

THIS CONCUSSION PROCEDURE AND- THE RELATED AUSTRALIAN RUGBY CONCUSSION GUIDANCE ARE 'AUSTRALIAN RUGBY SAFETY POLICIES AND GUIDELINES' FOR THE PURPOSES OF THE AUSTRALIAN RUGBY CODE OF CONDUCT. ALL PARTICIPANTS MUST COMPLY WITH THE PROCEDURE AND GUIDANCE. **INTENTIONAL OR RECKLESS DISREGARD FOR THEM MAY RESULT IN DISCIPLINARY ACTION PURSUANT TO THE AUSTRALIAN RUGBY CODE OF CONDUCT.**

OTHER INFORMATION

Refer to Australian Rugby Concussion Guidance at <http://www.aru.com.au/concussion>

Refer to World Rugby Documents - <http://playerwelfare.worldrugby.org/concussion>

Refer to – “It is time to give concussion an operational definition: a 3-step process to diagnose (or rule out) concussion within 48 h of injury: World Rugby guideline”; British Journal of Sports Medicine Online First, published on March 3, 2016 as 10.1136/bjsports-2016-095959

RELATED DOCUMENTS

- Australian Rugby Concussion Guidance (Rugby Public – Standard Care Pathway)
- Australian Rugby Safety Policy
- Australian Rugby Code of Conduct

**As of 24 March 2017*



AUSTRALIAN RUGBY DISCIPLINARY RULES

CONTENTS

PREAMBLE.....	2
SECTION 1: AUSTRALIAN RUGBY DISCIPLINARY RULES	3
SECTION 2: JUDICIAL PROCEDURES	4
PART 1: INITIAL PROCEDURES – ORDERED OFF (RED CARD)	5
PART 2: INITIAL PROCEDURES – YELLOW CARDS AND CITING COMMISSIONER WARNINGS	7
PART 3: INITIAL PROCEDURES – CITINGS	8
SECTION 3: GENERAL PROCEDURES AT HEARINGS	12
SECTION 4: APPEALS PROCEDURES	20
SECTION 5: MODIFIED PROCEDURES FOR FOUL PLAY IN SEVENS	24
SECTION 6: DEFINITIONS AND INTERPRETATION	27
APPENDICES	29
APPENDIX 1: WORLD RUGBY SANCTIONS FOR FOUL PLAY (REGULATION 17)	29
APPENDIX 2: WORLD RUGBY SANCTIONS FOR FOUL PLAY (REGULATION 17) ADJUSTED FOR UNDERAGE RUGBY.....	33
APPENDIX 3: ARU SEND OFF REPORT FORMS (REFEREE / ASSISTANT REFEREE)	38
APPENDIX 4: CITING COMPLAINT REFERRAL FORM.....	39
APPENDIX 5: CITING COMMISSIONER WARNING FORM.....	40
APPENDIX 6: CITING COMMISSIONER REPORT FORM	41
APPENDIX 7: ARU SHORT JUDGMENT FORM	42
APPENDIX 8: EXAMPLE TIMING SCHEDULE	47

PREAMBLE

The ARU, in consultation with Member Unions, has developed these Australian Rugby Disciplinary Rules ("the **Rules**") to ensure uniformity in the way disciplinary procedures are administered in the community Game across Australia.

The Rules are intended for use within Australian domestic Rugby in all Formats, Competitions, Tournaments and Matches, whether or not the Match is for competition points (e.g. pre-season and tour matches with inter-state or overseas teams). For the avoidance of doubt, these Rules do not apply to Test Rugby, SANZAAR Super Rugby, Men's and Women's Sevens World Series and Oceania Sevens.

The Rules have been designed to achieve a universal and consistent approach to disciplinary proceedings for Foul Play, Citing and Appeals. Fundamentally, they outline the core principles underpinning the disciplinary process (set out below) and general procedures and provisions for disciplinary matters, including universal sanctions at all levels of the game.

The Rules recognise that the approach to disciplinary issues for the underage game should be adjusted to reflect the age and truncated playing seasons of such Players as well as the need to educate underage players.

In the event of any question or issue arising in connection with the interpretation and/or effect of these Rules, the Rules should be interpreted and given effect in a manner which is consistent with the spirit, scheme and intent of the World Rugby Regulations found at (<http://www.worldrugby.org/regulations>).

The following principles are the "Core Principles" of the Australian Rugby Disciplinary Rules:

- (a) the sanctions applicable to Foul Play are to be the same throughout the Game in Australia;
- (b) all Matches are equal. A Player suspended from playing the Game is suspended from participating in any Match at any level during the period of his or her suspension;
- (c) subject to Rule 135, one Match equates to one week;
- (d) the principles of procedural fairness must be adhered to in all disciplinary proceedings. Such principles include, Players cited or Ordered Off have the right to know the evidence against them, have the right to be heard, to be represented, to produce evidence and defend themselves before independent adjudicators;
- (e) all Judicial Panel members, Judicial Committee members, Appeal Panel members, Appeal Committee members and Citing Commissioners should meet the criteria for appointment set out in these Rules. Each must exercise their functions independently of the parties to the proceedings, the Match and of the Unions or Rugby Bodies under whose jurisdiction responsibility falls for the relevant Match; and
- (f) Players, Participants, Unions, Rugby Bodies, the ARU and World Rugby must have appropriate rights of appeal.

SECTION 1: AUSTRALIAN RUGBY DISCIPLINARY RULES

1. The Rules set out the procedures for dealing with the following matters for which the Union has jurisdiction:
 - (a) when a Player is Ordered Off (Red Carded);
 - (b) when a Player is Cited for an act of Foul Play;
 - (c) when a Player has been yellow carded or received a Citing Commissioner Warning, or a combination thereof, on three (3) or more occasions in any Competition in any one season;
 - (d) other such matters the chairperson of the Union or CEO of the relevant Rugby Body may from time to time refer to the Judicial Committee for adjudication; and
 - (e) an appeal from a decision of the Judicial Committee.
2. All Participants, Persons, Rugby Bodies and Unions are deemed to have agreed to be subject to the Rules.
3. The ARU may amend the Rules as required from time to time and may publish explanatory guidelines to assist a broader understanding of the operation of the Rules.
4. Various provisions of the Rules contain timing requirements e.g. time to refer a citing, time to submit a referee report and time to submit an appeal of a decision by a Judicial Committee. The Rules provide flexibility for Unions, allowing them to set their own schedule. However, when no time is outlined by a Union, the default timings set out herein apply. The Judicial Committee may, in circumstances set out in these Rules, grant an extension of time in its absolute discretion. The table in Appendix 8 provides a framework for Unions and Rugby bodies to set out their schedule in a simple and accessible format.
5. The disciplinary regimes for Underage Players should focus upon education and development and as such non-punitive responses including restorative justice, non-playing sanctions (e.g. loss of privileges or suspension from social activities), community sanctions, mentoring and supervision may be used to augment playing sanctions where appropriate.
6. The ARU recognises the unique structure of Sevens Tournaments and the timelines within which the Sevens Game operates. The provisions contained in Section 5 headed 'Modified Procedures for Foul Play in Sevens' apply to the Sevens Game for Foul Play.

SECTION 2: JUDICIAL PROCEDURES

COMPOSITION OF JUDICIAL COMMITTEES

7. The Union will appoint a panel of individuals ("Judicial Panel") of such number as the Union sees fit, each of whom can be selected to sit as a member of a Judicial Committee.
8. When a Judicial Committee is appointed to adjudicate on a case, it should (subject to Rules 13 and 14) be made up of no less than three (3) and no more than five (5) members of the Judicial Panel. The Judicial Committee must, other than in exceptional circumstances and with approval of the Union with jurisdiction for the Match, include at least one lawyer who holds a current practising certificate; or a lawyer that held a practising certificate for a period of 7 years or more and is still eligible to hold a practising certificate; or a lawyer who is or has been a judicial officer of a Court of the Commonwealth or of a State or Territory.
9. One member of the Judicial Committee should be nominated by the Union to act as chairperson. The chairperson of the Judicial Committee is entitled, at his or her discretion, to invite observers to join the Judicial Committee for the purposes of education and training, provided that such observers are announced to the hearing and do not take part in the adjudication of the case(s) they observe.
10. The decisions of Judicial Committees are to be made by majority. In the event of an equality of votes on any question, the chairperson of the Judicial Committee will have both a deliberative and a casting vote.
11. No person who is a member of the Union or other Rugby Body responsible for the management of either team participating in the Match, is eligible for the appointment as chairperson or member of a Judicial Committee which is required to determine a matter arising out of that Match.
12. The Judicial Committee must act independently, impartially and fairly. A member of the Judicial Committee who has a conflict of interest in dealing with the matter before the Judicial Committee should disclose the conflict and act in such a manner as he/she and/or the Judicial Committee considers appropriate including, if necessary or appropriate in the circumstances, by withdrawing from participation in the hearing.
13. Where circumstances make it a necessity, a Judicial Committee may be formed by less than three (3) members; but in that case, other than in exceptional circumstances and with approval of the Union with jurisdiction for the Match, at least one member of the Judicial Committee, or where it is a single member, that single member, must be a lawyer who holds a current practising certificate; or a lawyer that held a practising certificate for a period of seven (7) years or more and is still eligible to hold a practising certificate; or a lawyer who is or has been a judicial officer of a Court of the Commonwealth or of a State or Territory.
14. Where appropriate, the size, composition and approach of the Judicial Committee may also be adjusted for Underage Players. For such Players, it is important to ensure that the process is conducted by people who are accustomed to dealing with children and are equipped to provide a comfortable and safe environment with the appropriate level of formality.

PART 1: INITIAL PROCEDURES - ORDERED OFF (RED CARD)

STANDARD PROCEDURES

15. A Player Ordered Off is, without further notice, provisionally suspended and is not permitted to play any Match until the matter is determined by the Judicial Committee. The Player Ordered Off is required to attend a hearing in relation to the offence at the next constituted meeting of the Judicial Committee.
16. Where a Player is Ordered Off, the referee must submit a written report to the Union with jurisdiction of the Match within the timeframe specified by that Union, or if no time is specified, then by 10 am on the first Business Day following the Match.
17. If a Player is Ordered Off as a result of the intervention of an assistant referee, the assistant referee must also send a written report to the Union with jurisdiction for the Match by the time specified by that Union or if no time is specified, then by 10 am on the first Business Day following the Match.
18. Reports prepared by the referee and/or assistant referee should include the following:
 - (a) the date of the Match, the venue and the teams participating;
 - (b) the name of the Player Ordered Off, his/her jersey number and his/her Rugby Body;
 - (c) the circumstances in which the Player was Ordered Off;
 - (d) the reason(s) for the Player being Ordered Off (and Law allegedly breached); and
 - (e) any other information the referee (or assistant referee where applicable) considers material.

The ARU Send Off Report Form attached to these Rules at Appendix 3 or a form approved by the relevant Union may be used for this purpose.
19. The Union or its nominee must arrange for the Ordering Off reports to be provided as soon as reasonably practicable to the Judicial Committee who will adjudicate on the case.
20. The Union or its nominee will arrange for any video recording commissioned by the Union to be provided as soon as reasonably practicable to the Judicial Committee who will adjudicate on the case.
21. Each Rugby Body involved in the Match the subject of the Ordering Off must arrange for any video recording commissioned by that Rugby Body (whether on a formal or informal basis) to be provided as soon as reasonably practicable to the Judicial Committee, who will adjudicate the case, or alternatively, the Rugby Body must provide a statutory declaration to the Judicial Committee, signed by the general manager (or equivalent) of the Rugby Body, declaring that no such recording exists.
22. The Union or its nominee must supply the Player Ordered Off with a copy of the Ordering Off reports and any other relevant evidence (including any video recording) as soon as reasonably practicable and advise the Player of details for the Judicial Committee hearing.

ALTERNATE PROCEDURES – EARLY ADMISSION OF BREACH SANCTION

23. A Player Ordered Off and provisionally suspended in accordance with Rule 15 is not permitted to play any Match until the matter is finalised pursuant to Rules 23 - 27 or by the Duty Judicial Officer or determined by the Judicial Committee.
24. If the Player's offence has been assessed by the Duty Judicial Officer or his/her nominee at the lower end entry point of 2 weeks or less, based on scale of seriousness of Player's conduct, the Duty Judicial Officer or its nominee may offer the Player an 'Early Admission of Breach Sanction'. This sanction may include an appropriate reduction for early admission of breach. Unions, in consultation with the Duty Judicial Officer, may impose additional requirements for a Player to receive an Early Admission of Breach Sanction (e.g. that a Player has a clean disciplinary record).
25. A Player offered an Early Admission of Breach Sanction must decide whether to accept the early admission of breach sanction offered by the Duty Judicial Officer or his/her nominee. A Player accepting an Early Admission of Breach Sanction accepts that he or she committed the act of Foul Play for which the Player has been charged and is therefore not required to attend a hearing before a Judicial Committee.
26. A Player accepting an Early Admission of Breach Sanction must advise the Union or its nominee in writing of that acceptance by the time specified by the Union or if no time is specified, then by 5 pm on the first Business Day following the offer of the Early Admission of Breach Sanction.
27. A Player not accepting an Early Admission of Breach Sanction must, either personally or through his/her Rugby Body, notify the Union or its nominee in writing of this non-acceptance by the time specified by the Union or if no time is specified, then by 5 pm on the first Business Day following the offer of the Early Admission of Breach Sanction. In that event, the Player will be required to appear before the Judicial Committee at the time nominated for the hearing of the charge.

If Ordering-Off proceeds to a hearing, refer to Section 3.

PART 2: INITIAL PROCEDURES – YELLOW CARDS/ CITING COMMISSIONER WARNINGS

PLAYERS YELLOW CARDED THREE OR MORE TIMES

28. A Player who has been yellow carded or received a Citing Commissioner Warning, or a combination thereof, on three (3) occasions in any one (1) particular Tournament, Competition or Series of Matches under the jurisdiction of a Union and has not given notice to challenge any of them in accordance with Rule 30, is automatically suspended for one (1) Match.
29. Further accumulation of yellow cards or Citing Commissioner Warnings is to be dealt with according to one of the below options which are at the Union's election. In the event that the Union does not specify its election prior to commencement of the relevant Tournament, Competition or Series of Matches under its jurisdiction, option (a) shall operate:
 - (a) a Player that accumulates two (2) additional yellow cards and/or Citing Commissioner Warnings and has not given notice to challenge any of them in accordance with Rule 30, is automatically suspended for one (1) Match and is required to attend a hearing before the next convened Judicial Committee to determine whether any additional sanction is appropriate. For each yellow card or Citing Commissioner Warning thereafter, the Player is automatically suspended for one (1) Match and is required to attend a hearing before the next convened Judicial Committee to determine whether any additional sanction is appropriate; or
 - (b) for each further yellow card or Citing Commissioner Warning where the Player has not given notice to challenge in accordance with Rule 30, the Player is automatically suspended for one (1) Match and is required to attend a hearing before the next convened Judicial Committee to determine whether any additional sanction is appropriate.
30. A Player who receives a yellow card or Citing Commissioner Warning may challenge it if was received as a result of mistaken identity. For a yellow card the Player must give written notice of his or her challenge within the time specified by the Union with jurisdiction for the Match or if no time is specified, then within **48 hours** of completion of the Match in which the yellow card arose. For a Citing Commissioner Warning the Player must give written notice of his or her challenge within the time specified by the Union with jurisdiction for the Match, or if no time is specified, then within **48 hours** of receiving the Citing Commissioner Warning. The notice must set out the basis of the challenge and will be duly recorded by the Union, to be considered by either the:
 - (a) the Duty Judicial Officer (where one is nominated by the Union) who may make a determination; or
 - (b) the Judicial Committee:
 - i. at the next convened meeting; or
 - ii. where it relates to Rule 28, when a Player accumulates three (3) yellow cards and/or Citing Commissioner Warnings in any one (1) particular Tournament, Competition or Series of Matches under the jurisdiction of a Union during a season.

The Union may elect which of the above avenues to take but must consider procedural fairness at all times.

31. If a Player is cited and subsequently sanctioned from an incident that gave rise to a yellow card, for the purposes of calculating the accumulation of yellow cards such incident will be classified as a citing and not a yellow card.

If a yellow card proceeds to a hearing, refer to Section 3.

PART 3: INITIAL PROCEDURES – CITINGS

ROLE OF A CITING COMMISSIONER

32. The Citing Commissioner's role is to cite Player(s) for act(s) of Foul Play which, in his or her opinion, would have warranted the Player concerned being Ordered Off ("Red Card Test").
33. The Citing Commissioner may cite a Player for an act of Foul Play notwithstanding that the act has been detected by a Match Official and notwithstanding that the act has been the subject of referee action. A Citing Commissioner may not cite a Player for an act of Foul Play in respect of which the Player has been Ordered Off save where the Ordering Off is as a result of 2 yellow cards. A Player in that situation may be cited for the act of Foul Play which resulted in either or both yellow cards. The Citing Commissioner may cite a Player if he or she has been yellow carded. Such citing may be made in respect of the incident for which the Player was yellow carded and/or for other conduct that occurred during the Match.
34. The Citing Commissioner may issue a Citing Commissioner Warning to a Player who has in the Citing Commissioner's opinion committed an act or acts of Foul Play which falls just short of satisfying the Red Card Test, in circumstances where the act of Foul Play was not subject to a yellow card or an Ordering Off. The ARU Citing Commissioner Warning Form attached to these Rules at Appendix 5 or a form approved by the relevant Union may be used for this purpose.
35. On receipt of the Citing Commissioner Warning, the nominated officer of the Union must send a copy of the notification to the Player in respect of whom it is made, his or her Rugby Body and the appropriate Match Officials of the Match in which it is alleged the Foul Play occurred.
36. The Citing Commissioner Warning notification must contain the following information:
 - (a) date and place of the alleged incident of Foul Play;
 - (b) alleged offender's name (or if unknown, the offender's jersey number);
 - (c) alleged offender's team;
 - (d) team alleged offender played against; and
 - (e) full details of alleged Foul Play.
37. The Citing Commissioner must act independently of the Judicial Committee and of the Match Officials or other Citing Commissioners.
38. A Citing Commissioner's decision as to whether a Player should be cited or given a Citing Commissioner Warning, whether as the result of an incident referred to him/her or otherwise, is final.

APPOINTMENT OF A CITING COMMISSIONER

39. A Union may appoint a suitably qualified Citing Commissioner:
 - (a) to a specific Match under the jurisdiction of the Union (see Rules 40 - 43); or
 - (b) post-match to review a Citing Complaint referred by a Union or Rugby Body, for instance to review incidents following a round of fixtures within a Tournament or Competition (see Citing Complaint Procedures at Rules 55 - 59).

CITING COMMISSIONER APPOINTED TO A MATCH

40. A Citing Commissioner appointed for a Match will, where practicable, attend the Match for which he or she is appointed. Where it is possible to view the game remotely (e.g. Match is televised, streamed or recorded) this may be utilised as an alternative.
41. A Citing by a Citing Commissioner appointed to a Match must be made within the time specified by the Union with jurisdiction for the Match, or if no time is specified, within **72 hours** of completion of the Match. The Judicial Committee may, in its absolute discretion, grant an extension of time for a Citing Commissioner to cite.
42. Where a Citing Commissioner has been appointed for a Match, the Union or other Rugby Body may refer any incident of alleged Foul Play to the Citing Commissioner for consideration. Such a referral should ordinarily be made to the Citing Commissioner within the time specified by the Union with jurisdiction for the Match, or if no time is specified, within **48 hours** of the Match in which the incident is alleged to have occurred. A copy of the referral should be provided to the Union.
43. A Citing Commissioner Warning given where a Citing Commissioner (or nominee) attends the Match must be notified to the nominated officer of the Union within the time specified by that Union or, if no time is specified, within **72 hours** of the conclusion of the relevant Match.

CITING COMPLAINTS

44. A Citing Complaint can be made against a Player for an alleged act of Foul Play committed during the Match, as follows:
 - (a) by referral from a Rugby Body through a Nominated Official (as defined in Rule 46); or
 - (b) by referral from a Union.

CITING COMPLAINT BY A RUGBY BODY WHERE NO CITING COMMISSIONER APPOINTED TO A MATCH

45. Subject to Rule 42, each Rugby Body participating in a Match may refer a Citing Complaint against:
 - (a) a Player for an act of Foul Play committed during a Match;
 - (b) a Player for more than one alleged incident of Foul Play in the same Match; and/or
 - (c) more than one Player in any Match.
46. The person referring the Citing Complaint must be a Nominated Official of a Rugby Body involved with the Match in which the incident that is the subject of the Citing Complaint occurred.
 For the purposes of the Citing Complaint procedure, a **Nominated Official** is:
 - (a) an office bearer of a Rugby Body pursuant to the Rugby Body's constitution;
 - (b) an office-bearer of an affiliated referee Association; and/or
 - (c) such other persons authorised by the Union for that purpose.
47. A Union may charge a fee for a referral of a Citing Complaint. The amount of the fee is at the discretion of the Union but must be notified in writing to all Rugby Bodies within the jurisdiction of the Union. Such fee may, at the discretion of the Judicial Committee, be returned to the Rugby Body if the referral is determined by either the Union or the Judicial Committee to not be vexatious, frivolous or groundless.

48. A Citing Complaint must be completed in writing (the Citing Complaint Referral Form contained at Appendix 4 or a form approved by the relevant Union may be used for this purpose), be accompanied by any fee payable to the Union (if applicable), and delivered to the Union or its nominee within the time specified by the Union, or if no time is specified, then within **48 hours** of the completion of the Match. All supporting evidence (including any video recordings) must accompany the Citing Complaint. The Union or Judicial Committee may request further information including, if necessary, one or more statutory declarations. The Judicial Committee may, if it deems that it is in the interests of procedural fairness, grant an extension of time to refer a Citing Complaint.
49. The responsibility for obtaining information, reports and video recordings in relation to the Citing Complaint rests with the Nominated Official of the Rugby Body referring the Citing Complaint.

CITING COMPLAINT BY THE UNION WHERE NO CITING COMMISSIONER APPOINTED TO A MATCH

50. Subject to Rule 42, the Union or its nominee may refer a Citing Complaint against:
 - (a) a Player for an act of Foul Play committed during that Match;
 - (b) a Player for more than one alleged incident of Foul Play in the same Match; and/or
 - (c) more than one Player in any Match.
51. A Citing Complaint by the Union must be completed in writing (the Citing Complaint Referral Form contained at Appendix 4 or a Union approved form may be used for this purpose). All supporting evidence including, if necessary, one or more statutory declarations, must accompany the complaint.
52. A Citing Complaint by the Union must be completed in writing by the time specified by the Union or if no time is specified, then within **72 hours** of completion of the Match. The Judicial Committee may, in its absolute discretion, grant an extension of time within which to refer a Citing Complaint.

CONTENTS OF A CITING COMPLAINT

53. A Citing Complaint must be completed in writing, and contain as much information as possible including, but not limited to, the following:
 - (a) date and place of the alleged incident of Foul Play;
 - (b) alleged offender's name (or if unknown, the alleged offender's jersey number);
 - (c) alleged offender's team;
 - (d) team alleged offender played against; and
 - (e) full details of alleged Foul Play.

The Citing Complaint Referral Form contained at Appendix 4 or a Union approved form should ordinarily be used for this purpose.

54. A Citing Complaint must be accompanied by supporting evidence. Where the Citing Complaint is referred by a Rugby Body it must include any video recording commissioned by the Rugby Body or alternatively a statutory declaration to the Union or its nominee signed by the general manager (or equivalent) of the Rugby Body, declaring that no such recording exists and such other information required under the Competition or Union rules.

CITING COMPLAINT PROCEDURES

55. Upon receipt of a Citing Complaint, the Union will engage a Citing Commissioner to review the incident in question.

56. If the matter is referred to a Citing Commissioner, he or she will determine whether the act(s) warrant a citing or a Citing Commissioner Warning in accordance with Rules 32 to 38.
57. A Citing by a Citing Commissioner must be made within the period of time following the receipt of a Citing Complaint specified by the Union with jurisdiction for the Match, or if no time is specified, within **72 hours** of the Citing Commissioner being engaged to review the incident. The Judicial Committee may, in its absolute discretion, grant an extension of time for a Citing Commissioner to cite.
58. A Citing Commissioner Warning by a Citing Commissioner must be made within the period of time following the receipt of a Citing Complaint specified by the Union with jurisdiction for the Match, or if no time is specified then within **72 hours** of the Citing Commissioner being engaged to review the incident. The Judicial Committee may, in its absolute discretion, grant an extension of time for a Citing Commissioner to cite.

HEARINGS FOLLOWING A CITING

59. Players that are the subject of a citing by a Citing Commissioner (whether that Citing Commissioner was appointed to a Match or was engaged following a Citing Complaint) are required to attend a hearing at the earliest possible opportunity following the citing. Where the Union does not schedule a hearing prior to his or her next Match, the Player is not prevented from participating in that Match despite being cited. If a hearing is scheduled and the Player does not attend the hearing, Rule 67 applies.

If a Citing Complaint proceeds to a hearing, refer to Section 3.

SECTION 3: GENERAL PROCEDURES AT HEARINGS

POWER TO REGULATE OWN PROCEDURE

60. Subject at all times to the provisions of this Section, the Judicial Committee may determine its own procedures.
61. The principles of procedural fairness must be adhered to in all disciplinary proceedings. Such principles include: Players cited/Ordered off have the right to know the evidence against them, have the right to be heard, to be represented, to adduce evidence and to defend themselves against any charge before independent adjudicators.
62. The Judicial Committee will endeavour to ensure that disciplinary proceedings are heard in the presence of the alleged offending Participant the subject of the proceedings, but nothing in these Rules or otherwise prevent a Judicial Committee hearing and determining disciplinary proceedings in the absence of the alleged offending Participant. In such circumstances, the Judicial Committee may take written representations made by or on behalf of the alleged offending Participant into account in making its decision.

PROCEDURE AT HEARING

63. The Judicial Committee will comply with the following procedural requirements:
 - (a) the procedures to be followed at the hearing should be explained clearly by the Chairperson of the Judicial Committee at the commencement of the hearing;
 - (b) the Chairperson of the Judicial Committee will read to the hearing (to the extent considered appropriate) the substance of any reports or other documents or materials provided in relation to the offence, complaint or alleged breach, including without limitation the referee's and assistant referee's report (if applicable);
 - (c) evidence/submissions/determination are to occur in the following sequence:
 - i. evidence taken from the alleged offending Participant;
 - ii. evidence taken from the alleged offending Participant's witnesses (if any);
 - iii. if applicable, evidence from the victim, first-hand accounts from witnesses and/or any expert evidence.
 - iv. submissions (if any) by a senior member of the alleged offending Participant's Rugby Body and/or the alleged offending Participant's legal representative with respect to a breach of the Laws of the Game;
 - v. determination by the Judicial Committee as to whether there has been a breach of the Laws of the Game;
 - vi. if a breach is found, submissions (if any) by the alleged offending Participant, a senior member of the alleged offending Participant's Rugby Body and/or the alleged offending Participant's legal representative with respect to Sanction; and
 - vii. determination by the Judicial Committee with respect to Sanction;
 - (d) At the commencement of the hearing the alleged offending Participant will be asked to confirm if he or she admits that he or she has committed an act of Foul Play;

- (e) if, during a hearing, it becomes evident that the alleged offending Participant may have committed an offence in addition to or other than the charge(s) for which the hearing is being conducted:
 - i. the Judicial Committee may vary, alter or add to the charge or substitute an entirely new charge based on facts reported in the initial charge; and
 - ii. the alleged offending Participant should then be given the opportunity to answer the amended charge. An adjournment of the proceedings, if sought, may be granted if the Judicial Committee considers it necessary to ensure that procedural fairness is provided to the parties;
 - (f) the Judicial Committee:
 - i. may adjourn and/or postpone proceedings as it considers necessary or appropriate;
 - ii. may determine whether witnesses are permitted to remain within the room in which the matter is being heard either before or after their evidence has been given;
 - iii. may direct that an interpreter be present to partake in the proceedings;
 - iv. may call on experts to provide specialist advice;
 - v. may be assisted by a legal advisor; and
 - vi. should deliberate on their decisions in private and at the conclusion of the evidence and submissions.
64. Those giving evidence may be subject to questioning from any member of the Judicial Committee. There is no right on the part of the alleged offending Participant or his/her representative to cross-examine any witness (including the referee or assistant referee). The Judicial Committee may permit cross-examination of that kind only in exceptional circumstances and at its absolute discretion.
65. The alleged offending Participant is entitled to be represented before the Judicial Committee by a senior member of his/her Rugby Body and/or his/her legal representative. In addition, if the alleged offending Participant wishes to call witnesses, he/she may do so if the Judicial Committee is satisfied that the witness in question may be able to give evidence relevant to the proceedings.
66. The proceedings at hearing must be recorded by way of stenography, audio recording and/or audio-visual recording. The record of the proceedings, and all paperwork, must be held by the Union. In the event of an appeal from the determination of the Judicial Committee, copies of the record must be made available to the relevant Appeals Committee upon its request.
67. Without derogating from the Judicial Committee's power under Rule 62, in the event that an alleged offending Participant fails to attend the meeting of the Judicial Committee, he or she is automatically suspended from participation in all Matches until such time as he or she attends a hearing on a revised date set by the Judicial Committee. Unless reasonable notice and adequate reason for non-appearance is given prior to the appointed meeting of the Judicial Committee, that Judicial Committee may impose such additional suspension as it considers appropriate as penalty for the participant's failure to attend as required.

STANDARD OF PROOF

68. The standard of proof for all matters is the balance of probabilities, unless otherwise specified in these Rules.

ROLE OF JUDICIAL COMMITTEE

69. Pursuant to the Laws of the Game, the referee is deemed to be the sole judge of fact as to the events which occur on the playing enclosure (unless there is compelling evidence to the contrary).
70. In the case of an Ordering Off, the function of the Judicial Committee shall be to consider the circumstances of the case and determine what further sanction, if any, should be imposed on the Player. However, the Judicial Committee may, upon application by the Player, also consider whether the referee's decision to order the Player off was incorrect. In this case the Judicial Committee will review the decision and the circumstances surrounding it and may overturn the decision if the Judicial Committee finds that the decision was wrong on the balance of probabilities.
71. In the case of a Citing, the function of the Judicial Committee shall be to review the case and determine whether on the balance of probabilities the Player concerned committed the act of Foul Play that is the subject of the Citing and if so, determine the appropriate sanction.

EVIDENCE ADMISSIBLE AT HEARINGS

72. The Judicial Committee is not bound by the rules of evidence and may inform itself as it sees fit (including by the receipt of evidence in writing), and is entitled to attach such weight to that evidence as the Judicial Committee sees fit.
73. First-hand accounts from persons present at the hearing as to their observations of the incident in question are to be preferred. Hearsay evidence (i.e. second-hand accounts of what occurred) and/or opinion evidence (other than expert opinion evidence), should generally not be admitted or considered by the Judicial Committee in reaching its decision. Expert evidence is only likely to be permitted when the evidence falls outside the everyday knowledge of members of the Judicial Committee.
74. A Participant may tender evidence to the Judicial Committee in writing. Similarly, evidence tendered by witnesses may be in writing.
75. Audio Visual evidence:
 - (a) The Judicial Committee has the sole discretion to determine if it will accept evidence in the form of video recordings.
 - (b) The Judicial Committee will decide what weight should be attached to any video evidence it determines to accept into evidence.
 - (c) If there is a dispute on the facts, any video accepted into evidence may be shown again on as many occasions as are considered necessary by the Judicial Committee, and at any speed, in order to resolve the factual discrepancies. The Judicial Committee can, in its discretion, determine if and when the video will be replayed.
 - (d) The Judicial Committee must inform the alleged offending Participant of the nature of any conclusions it has drawn from the video evidence.
76. Character evidence will be admissible only in relation to the sanction to be imposed by the Judicial Committee.

PROCEEDINGS NOT INVALIDATED FOR DEFECTS, IRREGULARITIES, ETC.

77. The proceedings and/or findings of a Judicial Committee will not be quashed or held invalid by any appeal committee by reason only of any defect, irregularity, omission or other technicality, unless the

appeal committee is satisfied that the defect, irregularity, omission or other technicality has caused a miscarriage of justice.

DECISION OF COMMITTEE

78. Except in clear cases of mistaken identity, or where a referee states he or she may have made a genuine mistake, and the Judicial Committee makes a finding to that effect, the Judicial Committee may, after having followed the process set out in Rules 84–95, decide upon only one of the following courses of action:
- (a) expunge the Ordering Off (Red Card) or yellow card from the Player's disciplinary record;
 - (b) take no further action and let any on field decision(s) stand;
 - (c) caution or severely caution the alleged offending Participant as to his or her future conduct; or
 - (d) impose a sanction, including, but not limited to suspension of the alleged offending Participant.

NOTIFICATION OF DECISION OF COMMITTEE

79. The Participant must be advised, without delay, of the decision of the Judicial Committee that conducted the hearing.
80. The Judicial Committee must provide a report of the decision to the relevant Union by the date specified by that Union or, if no date is specified, then no later than 5 Business Days after the hearing. The ARU Short Judgment Form contained at Appendix 7 or a form approved by the relevant Union may be used for this purpose. A copy of the report should also be made available to the relevant parties by the Union.
81. In all cases where an offending Participant is in any way adversely affected by the decision of the Judicial Committee, the offending Participant must be advised that he/she has a right of appeal to the Appeals Committee within the time prescribed by the relevant Union, or if no time is prescribed, then by these Rules.
82. In the event that an appeal is lodged, the record of the hearing before the Judicial Committee made in accordance with Rule 66 must be made available to the Appeals Committee.
83. No member of a Committee (Judicial or Appeals) may make any comment to the media or other public comment in relation to a decision of that body.

SANCTIONS FOR FOUL PLAY

84. When imposing sanctions for Foul Play in relation to an Ordering Off or Citing in accordance with this Part, the Judicial Committee will apply the sanction regime in Appendix 1 in respect to adult Players and, subject to Rule 97(h), Appendix 2 for Underage Players (unless the Underage Player is participating in adult rugby).

Assessment of Seriousness of the Foul Play

85. The Judicial Committee will first undertake an assessment of the seriousness of the Player's conduct that constitutes the offending and categorise that conduct as being at the lower, mid-range or top end of the scale of seriousness as prescribed in the sanction regimes in Appendices 1 and 2. This is done to identify the appropriate entry point for consideration of an incident of Foul Play.

86. The assessment of the seriousness of the Player's conduct must be determined by reference to the following matters:
- (a) whether the offending was intentional or deliberate;
 - (b) whether the offending was reckless, that is, the Player knew (or should have known) there was a risk of committing an act of Foul Play;
 - (c) the gravity of the Player's actions in relation to the offending;
 - (d) the nature of the actions and the manner in which the offence was committed, including which part of body used (for example, fist, elbow, knee or boot);
 - (e) the existence of provocation;
 - (f) whether the Player acted in retaliation and, if so, the timing of that retaliation;
 - (g) whether the Player acted in self-defence (that is, whether he/she used a reasonable degree of force in defending himself/herself);
 - (h) the effect of the Player's actions on the victim (including the extent of injury, whether it caused the removal of the victim Player from the Match and (if applicable) the length of time the victim will be absent from the Game due to the injury);
 - (i) the effect of the Player's actions on the Match;
 - (j) the vulnerability of the victim Player, including which part of the victim's body was involved/affected, the position of the victim Player at the time of the relevant conduct and the ability of the victim Player to defend himself/herself;
 - (k) the level of participation in the offending and level of premeditation;
 - (l) whether the intended conduct of the offending Player was completed or amounted to an attempt; and
 - (m) any other feature of the Player's conduct in relation to or connected with the offending which the Judicial Committee considers relevant.

Aggravating Factors

87. The Judicial Committee will identify any relevant off-field aggravating factors and determine if there are grounds for increasing the period of suspension (or other sanction), if any, and the extent, if at all, by which the period of suspension (or other sanction) should be increased.

Off-field aggravating factors include:

- (a) the Player's status as an offender against the Laws of the Game. In the case of a Player having had a previous sanction or sanctions imposed, in determining penalty, the Judicial Committee may take into account previous sanction(s) as an aggravating factor;
- (b) the need to deter a particular type or pattern of offending in the Game; and
- (c) any other off-field factor which the Judicial Committee considers to be a relevant aggravating factor, including relevant offending in another sport.

Mitigating Factors

88. The Judicial Committee will identify any relevant off-field mitigating factors and determine if there are grounds for reducing the period of suspension, if any, and the extent, if at all, by which the period of suspension should be reduced.
- Off-field mitigating factors include:
- (a) the acknowledgement of culpability/wrong-doing by the offending Player, and the timing of that acknowledgement;
 - (b) the Player's good record and/or good character;
 - (c) the age and experience of the Player;
 - (d) the Player's conduct prior to and at the hearing;
 - (e) any demonstration of remorse by the offending Player, including the timing of that demonstration; and
 - (f) any other off-field factor which the Judicial Committee considers to be a relevant mitigating factor.
89. If a Judicial Committee categorises an offence at the top end of offending, it must then make a further assessment of the appropriate entry point between the period shown as the top end and the maximum sanction.
90. Where a Player has been found to have committed an act of Foul Play not specifically prescribed in the sanction regimes in Appendices 1 and 2, appropriate sanctions may be imposed at the discretion of the relevant Judicial Committee and/or Appeals Committee (as the case may be).
91. The Judicial Committee will determine the appropriate entry point for offences not expressly prescribed in the sanction regimes in Appendices 1 and 2.
92. Subject to Rules 93 and 94, for acts of Foul Play, the Judicial Committee cannot apply a reduction for mitigating factors greater than 50% of the relevant entry point suspension. In assessing the percentage reduction applicable for mitigating factors, the Judicial Committee will start at 0% reduction and apply the amount, if any, to be allowed as mitigation up to the maximum 50% reduction.
93. In a case involving offending that has been classified pursuant to Rule 86 as lower end offending, where:
- (a) there are off-field mitigating factors; and
 - (b) the Judicial Committee considers that the lower end entry sanctions specified in Appendix 1 would be wholly disproportionate to the level and type of offending involved,
- the Judicial Committee may apply a sanction less than 50% of the lower end entry sanction specified in Appendix 1, including in appropriate cases, no sanction.
94. In cases of multiple offending, the Judicial Committee may impose sanctions to run on either a concurrent or a cumulative basis provided the total sanction is in all the circumstances proportionate to the level of the overall offending.
95. The Judicial Committee will ordinarily in its report of the decision pursuant to Rule 80, identify the categorisation of the seriousness of the offence and any aggravating and mitigating factors considered.

DECISIONS ON SANCTIONS FOR FOUL PLAY

96. Decisions on sanctions and suspensions imposed on Players for Foul Play:
- (a) must be applied universally such that the Player may not play the Game (or any form thereof) or be involved in any on-field Match day activities anywhere during the period of suspension;
 - (b) must not be formulated to allow Players to avoid the full consequences of their actions by, for example, permitting participation in Matches prior to the commencement of the suspension, permitting participation in Matches during the period of suspension, and/or permitting the suspension to be served by application to off-season, pre-season and/or "friendly" Matches (subject to Rule 97(c),(d) and (g) below);
 - (c) will (subject to Rule 97(g)) apply and be served when the Player is scheduled to play;
 - (d) will (subject to Rule 97(g)) be imposed until a stated date which should be fixed after taking into consideration all playing consequences of such suspension; and
 - (e) are to be effective immediately.
97. The Judicial Committee must comply with the requirements set out in Rule 96 when applying sanctions, and in doing so:
- (a) must not suspend the effect of any sanction imposed;
 - (b) may defer the commencement of a suspension provided that the Player is not scheduled to play (and will not be permitted to play) prior to the commencement of the suspension;
 - (c) may, in assessing the playing consequences of a sanction, apply the suspension to scheduled off-season, pre-season and/or "friendly" Matches, provided that the Player's exclusion from those Matches would have, in the opinion of the Judicial Committee concerned, a genuine and appropriate punitive consequence for the Player;
 - (d) must, in respect of the application of the suspension to off-season, pre-season or "friendly" Matches, identify in its report of the decision pursuant to Rule 80 why it considers the suspension may be appropriately applied to those Matches;
 - (e) must, if a Player's suspension has not been completed by the end of the current playing season, continue the suspension until a fixed date in the next playing season, unless the Player has been selected for a close of season tour, or has made plans to play during the close of season in another Union and would legitimately have participated in those Matches but for a sanction being in place. In that event (and subject to the Judicial Committee receiving satisfactory verification of that tour or those playing arrangements), the period of the tour or the intended period of play in the other Union shall be taken into account in determining when the suspension will come to an end;
 - (f) may divide the suspension into separate periods to exclude the whole or part of the closed season provided the Player is not permitted to play during that closed season; and
 - (g) may, upon receipt of a written application from the Player, review the period of the Player's suspension where a substantial change in the playing schedule of the Player occurs that was not known at the time the sanction was imposed. Where an application is made pursuant to this Rule 97(g), the onus is on the Player to demonstrate that:

- i. the proposed substantial change in playing schedule could not reasonably have been known by the Player at the time the sanction was imposed;
 - ii. the proposed revised playing schedule represents a Match or series of Matches that the Player would legitimately have participated in but for a sanction being in place; and
 - iii. to maintain the original sanction would represent an inappropriate punitive consequence for the Player.
- (h) may, for underage players, augment match-based sanctions with non-punitive sanctions including, but not limited to, restorative justice, community sanctions, mentoring and supervision.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

SECTION 4: APPEALS PROCEDURES

COMPOSITION OF APPEALS COMMITTEE

98. A Union must appoint a panel of individuals ("Appeals Panel") of such number as the Union sees fit, each of whom can be selected to sit as members of an Appeals Committee.
99. Subject to Rule 103, an Appeals Committee must be comprised by at least three (3) persons nominated by the relevant Union and, other than in exceptional circumstances and with approval of the Union with jurisdiction for the Match, must include at least one lawyer who holds a current practising certificate; or a lawyer that held a practising certificate for a period of seven (7) years or more and is still eligible to hold a practising certificate; or a lawyer who is or has been a judicial officer of a Court of the Commonwealth or of a State or Territory. One member of the Appeals Committee should be nominated by the Union to act as the Chairperson. The decisions of Appeals Committees must be made by majority. In the event of an equality of votes on any question, the chairperson of the Appeals Committee will have both a deliberative and a casting vote.
100. No person who is a member of the Union or other Rugby Body responsible for the management of either team participating in the Match, is eligible for appointment as Chairman or member of an Appeals Committee.
101. The Appeals Committee must act independently, impartially and fairly. A member of the Appeals Committee who has a conflict of interest in dealing with the matter before the Appeals Committee must disclose the conflict and act in such a manner as he/she and/or the Appeals Committee considers appropriate (including, if necessary or appropriate in the circumstances, by withdrawing from participation in the hearing).
102. A member of a Judicial Committee may also sit on an Appeals Committee but cannot hear an appeal with respect to a decision in which that member participated as part of the Judicial Committee.
103. Where circumstances make it a necessity, an Appeals Committee may be formed by less than three (3) members; but in that case, other than in exceptional circumstances and with approval of the Union with jurisdiction for the Match, at least one member of the Appeals Committee, or where it is a single member, that single member, must be a lawyer who holds a current practising certificate; or a lawyer that held a practising certificate for a period of seven (7) years or more and is still eligible to hold a practising certificate; or a lawyer who is or has been a judicial officer of a Court of the Commonwealth or of a State or Territory.
104. Where appropriate, the size, composition and approach of the Appeals Committee may also be adjusted for Underage Players. For such Players, it is important to ensure that the process is conducted by people who are accustomed to dealing with children and are equipped to provide a comfortable and safe environment with the appropriate level of formality.

RIGHT OF APPEAL

105. There is a right of appeal to an Appeals Committee from a decision of a Judicial Committee by:
 - (a) the offending Person or Participant;
 - (b) a person or body affected by such a decision with approval of the relevant Union;
 - (c) the Board of the relevant Union or its nominee; or
 - (d) the Board of the ARU or its nominee.

106. Where an offending Participant is suspended or had other sanctions imposed, such suspension and/or sanction will remain in place and will not be stayed pending the outcome of an Appeal.

NOTICE OF APPEAL (FOUL PLAY)

107. An appeal to the Appeals Committee by the offending Person or Participant or a person or body affected by a decision concerning Foul Play is invalid unless, it is lodged in writing with the relevant Union within the time specified by the Union, or if no time is specified, then within **48 hours** from the time at which the decision of the Judicial Committee was made. The Appeals Committee may, in its absolute discretion, grant an extension of time within which to lodge an appeal.
108. An appeal to the Appeals Committee by the Board of the relevant Union or the Board of the ARU must ordinarily be lodged within **72 hours** from the time at which the Union or the Board of the ARU (as applicable) is made aware of the decision of the Judicial Committee. The Appeals Committee may, in its absolute discretion, grant an extension of time within which to lodge an appeal.

COMMENCEMENT OF APPEAL AND DEPOSIT

109. An appeal is commenced by the lodgement of a notice of appeal in writing with the relevant Union within the time prescribed by the Rules, together with any required deposit.
110. Each notice of appeal must be accompanied by a deposit of \$A250 (or such other amount as determined in writing by the relevant Union), which will be forfeited to the Union if the appeal is determined by the Appeals Committee to be vexatious, frivolous or groundless.
111. In the event the required deposit is not paid, the appeal is deemed to be abandoned. The Appeals Committee may, in its absolute discretion, grant an extension of time within which to lodge a deposit.

CONTENTS OF NOTICE

112. The notice of appeal must be in writing and must specify:
- (a) the name of the offending Participant or Person;
 - (b) the decision appealed against;
 - (c) the date of the decision appealed against; and
 - (d) the specific grounds of the appeal.

RECORD OF FIRST PROCEEDINGS

113. On lodgement of the appeal, the relevant Union will provide the Appeals Committee the record of the hearing before the Judicial Committee made in accordance with Rule 66.

HEARING DATE

114. The Appeals Committee must, as soon as practicable, appoint a time, date and place for the hearing of the appeal, and provide the Appellant with details of that appointment.

GROUND FOR APPEAL

115. An appeal may only be brought on one or more of the following grounds:
- (a) the decision was wrong in fact or in law;
 - (b) the sanction imposed was manifestly excessive; and/or

- (c) the sanction imposed was manifestly inadequate,
and the Appellant bears the onus and burden of satisfying the Appeals Committee that the grounds of the appeal have been made out.

POWER TO REGULATE OWN PROCEDURE

- 116. An Appeals Committee can determine its own procedures subject to the requirement that it must accord procedural fairness in the determination of an appeal. An Appeals Committee will determine the appeal based on the evidence that was received and considered by the Judicial Committee in the prior hearing. An Appeals Committee may only receive further evidence in the course of an appeal if satisfied that the evidence is relevant to the issues to be determined in the appeal and was not reasonably available to the Appellant at the time of the hearing by the Judicial Committee.

DECISION OF APPEALS COMMITTEE

- 117. In determining an appeal, the Appeals Committee:
 - (a) if not satisfied that one of the grounds in Rule 115 has been established, may dismiss the appeal and affirm the decision appealed from;
 - (b) if it finds some form of error which did not impact the final result or give rise to a substantial miscarriage of justice, may dismiss the appeal and affirm the decision appealed from; or
 - (c) if satisfied one or more of the grounds specified in Rule 115 is established, may vary, reverse or set aside the decision appealed from, in whole or in part, and substitute its own decision (including as to penalty or sanction).

POWER TO ADJOURN

- 118. The Appeals Committee may postpone or adjourn the hearing of an appeal.

REPRESENTATION

- 119. The Appellant may be represented before the Appeals Committee by a representative of his/her Rugby Body and/or legal representative.

DELIVERY OF DECISION

- 120. The Appeals Committee must advise the Appellant of its decision as soon as practicable after the conclusion of the hearing.
- 121. The Appeals Committee must provide a report of the decision to the relevant Union as soon as practicable after the conclusion of the hearing.

FURTHER APPEAL PROCESS

- 122. The Decision of the Appeals Committee is final. No further avenue of appeal is available.

CLEMENCY FOR LONG-TERM SUSPENSIONS

- 123. A person the subject of a Long-Term Suspension may apply to the ARU Chief Executive Officer for clemency after he or she has served at least 8 years of the suspension handed down by the relevant Judicial Committee. The ARU Chief Executive Officer or his/her nominee will, in consultation with

World Rugby determine, at his/her absolute discretion, whether it is appropriate for the applicant to return to the game of Rugby.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

SECTION 5: MODIFIED PROCEDURES FOR FOUL PLAY IN SEVENS

INTRODUCTION

124. In recognition of the unique structure of Sevens Tournaments (and other Series of Matches) and the timelines within which the Sevens Game operates, the following provisions apply to the Sevens Game for Foul Play.

APPLICATION OF THE RULES

125. In respect of all Sevens Matches, the procedures and standards in respect of the fifteen-a-side game as provided in these Rules apply, save as provided in this Section 5.

INITIAL PROCEDURES – ORDERING OFF

126. If a Player is Ordered Off in a Sevens Match, his or her case will, whenever practicable, be adjudicated on within **2 hours** of the conclusion of that Match, or prior to him or her playing another Match in the Tournament (whichever is earlier). The ARU Send Off Report Form attached to these Rules as Appendix 2 or a Union approved form may be used for this purpose.
127. In light of the specific time pressures in Sevens Tournaments and Series of Matches it is not necessary that notice provided for in Rule 22 be given in writing to the Player Ordered Off. This rule is sufficiently complied with if the referee's report and where applicable, the assistant referee's report and any other relevant evidential material, together with notice of the information required in Rule 22, are handed to the Player or the Player's team manager.

INITIAL PROCEDURES – CITINGS AND CITING COMMISSIONER WARNINGS

128. The Rugby Body responsible for the management of either participating team in a Sevens Match does not have the power to cite a Player for Foul Play but may refer any incident of Foul Play to the Citing Commissioner (where one has been appointed) for consideration, provided such incident is referred to the Citing Commissioner within the time specified by the union responsible for the Match, or if no time is specified, then within **30 minutes** of the completion of the Match in which the incident is alleged to have occurred. A Citing Commissioner's decision as to whether a Player should be cited or not, whether as the result of an incident referred to him or otherwise, is final.
129. The notice of a citing by a Citing Commissioner appointed to a Match should ordinarily contain the information provided in Rule 53 and be received by the Judicial Committee or in default the nominated officer of the Union with jurisdiction of the Tournament within the time specified by the Union, or if no time is specified, then within **60 minutes** of the end of the Match in which the act or acts of Foul Play is alleged to have taken place.
130. Where a Player is the subject of a citing pursuant to Rule 129 his or her case wherever practicable should be adjudicated on within **2 hours** of the notice of citing being received by the Player or prior to his or her next scheduled Match.
131. A Citing Commissioner Warning, where a Citing Commissioner is appointed to the Match, must be notified to the nominated officer of the Union with jurisdiction of the Tournament in which the incident occurred ordinarily within **60 minutes** of the end of the Match in which the act or acts of Foul Play is alleged to have taken place. The Citing Commissioner Warning notification must contain the information provided in Rule 36.
132. Where no Citing Commissioner is appointed to the Match, Rules 44 to 59 apply.

JUDICIAL OFFICER – POWER TO REGULATE OWN PROCEDURE

133. In Sevens, any case involving an Ordering Off or Citing, will be adjudicated on by the Judicial Committee (which may, subject to Rule 13, be a single member).
134. Any matters not provided for in these Modified Procedures for Sevens or the sanction regime in Appendices 1 and 2 shall in the first instance be referred to the Judicial Committee who can deal with such matter as it sees fit.

SANCTIONS IN A SEVENS CONTEXT

135. The World Rugby's Sanctions for Foul Play set out in Appendices 1 and 2 to these Rules have been established on the basis that a one-week period of suspension would normally result in a Player missing one Match of Fifteens. During a Sevens Tournament, Players may participate or participating Unions may be scheduled to participate in several Matches per day. When determining the appropriate period of suspension, the Judicial Committee should take cognisance of the fact that during a Sevens Tournament or Series of Matches a Player may miss more than one Match as a result of being made subject to a week's suspension and may impose a suspension based on a number of Tournament Matches. In this respect the Judicial Committee must have regard to the overall impact of the suspension. This provision does not preclude the imposition of periods of suspension running beyond a Player's participation in the Tournament.
136. The Judicial Committee must convey its decision in writing as soon as reasonably practicable to the Player and to the teams involved in the Match. The decision is binding on the Player as soon as he or she, his/her representative, or his/her team is notified of the decision.

YELLOW CARDS AND CITING COMMISSIONER WARNINGS

137. The maximum period of exclusion for a yellow card must not exceed **2 minutes** and does not include half-time for time-keeping purposes. If the period of exclusion continues beyond the half-time interval, the excluded Player is not permitted contact with his or her team.
138. A Player who has been yellow carded and/or received a Citing Commissioner Warning in three or more Matches, or a combination, at a single Sevens tournament or Series of Matches, that has not given notice of a challenge to the yellow card or Citing Commissioner warning in accordance with Rule 140, will be automatically suspended for one (1) Match.
139. A Player who receives a yellow card or Citing Commissioner Warning may challenge that yellow card or Citing Commissioner Warning if it was received as a result of mistaken identity. For a yellow card the player must give written notice of his or her challenge within the time specified by the Union with jurisdiction for the Match or if no time is specified, then within **2 hours** of completion of the Match in which the yellow card arose. For a Citing Commissioner Warning, the Player must give written notice of his or her challenge within **24 hours** of receiving notice of the Citing Commissioner Warning. The Judicial Committee may, in its absolute discretion grant an extension of time for a notice of challenge to be given. The notice must set out particulars about the challenge and will be duly recorded by the Union, to be considered by either the:
 - (a) Duty Judicial Officer (where one is nominated by the Union) who may make a determination;
 - (b) Judicial Committee at the next convened meeting; or
 - (c) Judicial Committee after a Player has accumulated three (3) yellow cards and/or Citing Commissioner Warnings.

The Union may elect which of the above avenues to take but must consider procedural fairness at all times.

140. A report of the foul play resulting in the yellow card(s) must be forwarded to the nominated officer of the Union with jurisdiction of the Tournament as soon as reasonably practicable and ordinarily within **2 hours** of the completion of the Match in which the yellow card was imposed.
141. The Union will ordinarily forward a copy of the report to the relevant parties within **4 hours** of receipt. Such report must clearly state that the Player has the right to challenge the yellow card on the grounds of mistaken identity but if he or she wishes to do so he or she must give notice of his or her challenge within the time specified by the Union, or if no time is specified, then within **60 minutes** of receipt. Such notice will be duly recorded by the Union and will be considered in the event of the Player subsequently being involved in any judicial hearing in relation to the accumulation of yellow cards.

APPEALS

142. To be valid, any appeal against the decision of the Judicial Committee in Sevens must be lodged with the Union in writing, within the time specified by the union, or if no time is specified, then within **24 hours** of the notification of the decision of the Judicial Committee to the Player or his Union.
143. Appeals will ordinarily be heard by the Appeals Committee (which may, subject to Rule 103, be a single member).

SECTION 6: DEFINITIONS AND INTERPRETATION

144. Unless otherwise defined in these ARU Disciplinary Rules, defined terms of World Rugby Regulation 17 apply.

145. The following definitions apply in the ARU Disciplinary Rules:

"ARU" means the Australian Rugby Union Ltd.

"Business Day" means a day that is not a Saturday, a Sunday or a public holiday in the place concerned.

"Citing Complaint" means the complaint of an act/s of alleged Foul Play.

"Citing Commissioner" means an independent official, appointed by the Union, whether appointed to a Match or post-match, who is responsible for citing players who commit any act(s) of Foul Play which in the opinion of the Citing Commissioner warranted the player concerned being Ordered Off (Red card).

"Competition" includes any Match played as part of a structured competition or series, a trial match, a friendly match, a match against a visiting team from another union or matches, trials or any other competitions involving a Rugby Body.

"Duty Judicial Officer" means a member of the Judicial Panel that is tasked with making an initial assessment of the seriousness of the Foul Play allegedly committed by the Player (and if applicable taking into account any mitigating factors) and offering an appropriate reduction in sanction for early admission of wrongdoing.

"Format" means XVs, Rugby Sevens, Rugby Tens and any other format of rugby union.

"Foul Play" means a breach or breaches of Law 3.11(c), Law 4.5(c) and/or Law 10 of the Laws of the Game during a Match.

"Game" means Rugby football played in accordance with the Laws of the Game.

"Judicial Committee" means a committee appointed by the Union to hear and adjudicate on disciplinary matters.

"Judicial Panel" means a panel of individuals appointed by the Union from which a Judicial Committee may be selected.

"Laws of the Game" means the World Rugby Laws of the Game.

"Long-Term Suspension" means a Match suspension of eight (8) or more years.

"Match" means a rugby match sanctioned by the Union in which two teams compete against each other and includes all Formats and all Matches irrespective of whether the Match is played for competition points (e.g. pre-season and trial Matches).

"Match Official" means the referee and/or assistant referees appointed for that Match.

"Member Union" means a Union in membership of the ARU.

"Ordered Off" means a Player sent off the playing enclosure permanently by the referee (including by way of two yellow cards) and whom can take no further part in the Match in which he was Ordered Off.

"Participant" means a Player (including an amateur or non-contract player), a referee, touch judge or other Match Official, a selector, coach, trainer, manager or other team official, or an individual

involved in the organisation, administration or promotion of Rugby Football including a director, other officer or employee of a Rugby Body.

"Person" means any other individual who is or has been at any time involved in, or a spectator at, the Game or Match in question, or involved in the organisation, administration or promotion of the Game.

"Player" means a player of the Game.

"Rugby Body" means the ARU, any Member Union or Affiliated Union of the ARU, or any Rugby Union, Club or other body in membership with or affiliated to a Member Union or Affiliated Union.

"Rules" means ARU Disciplinary Rules including, including any Appendices.

"Series of Matches" means two or more associated Matches.

"Tournament" means an event in which teams and representing Unions at any level meet to participate in a Series of Matches in any Format.

"Underage Players" means those players that are under 18 years of age. For the avoidance of doubt this does not include individuals playing professional, semi-professional or adult rugby.

"Union" means the governing body responsible for the affiliation, jurisdiction and sanctioning of a Match and/or a Competition.

146. In the interpretation of the Rules:

- (a) words in the singular include the plural and vice versa;
- (b) words denoting any gender include the other gender;
- (c) "including" and similar words do not imply any limitation; and
- (d) headings are included for convenience only and shall not affect the interpretation of the provision.

APPENDIX 1. WORLD RUGBY SANCTIONS FOR FOUL PLAY (REGULATION 17)

Law No.	Description	Entry Point Based on Scale of Seriousness of the Player's conduct, which constitutes the offending – Lower End (LE), Mid Range (MR), Top End (TE)	Maximum Sanction
10.4(s) 10.4(m)	Verbal Abuse of Match Officials	LE – 6 weeks MR – 12 weeks TE – 18+ weeks	52 weeks
10.4(s) 10.4(m)	Threatening Actions or Words at Match Officials	LE – 12 weeks MR – 24 weeks TE – 48+ weeks	260 weeks
10.4(s) 10.4(m)	Physical Abuse of Match Officials	LE – 24 weeks MR – 48 weeks TE – 96+ weeks	Life
10.4(s) 10.4(m)	Incidental Physical Contact with Match Official	LE – 6 weeks MR – 12 weeks TE – 18+ weeks	52 weeks
10.4(a)	Striking another Player with a hand, arm or fist	LE – 2 weeks MR – 4 weeks TE – 8+ weeks A strike to the head shall result in at least a mid-range entry point sanction.	52 weeks
10.4(a)	Striking another Player with the elbow	LE – 2 weeks MR – 6 weeks TE – 10+ weeks A strike to the head shall result in at least a mid-range entry point sanction.	52 weeks
10.4(a)	Striking with knee	LE – 4 weeks MR – 8 weeks TE – 12+ weeks A strike to the head shall result in at least a mid-range entry point sanction.	52 weeks

Law No.	Description	Entry Point Based on Scale of Seriousness of the Player's conduct, which constitutes the offending – Lower End (LE), Mid Range (MR), Top End (TE)	Maximum Sanction
10.4(a)	Striking with head	LE – 4 weeks MR – 10 weeks TE – 16+ weeks	104 weeks
10.4(b)	Stamping/Trampling on an Opponent	LE – 2 weeks MR – 6 weeks TE – 12+ weeks Stamping/trampling on the head shall result in a top-end entry point sanction	52 weeks
10.4(c)	Kicking an Opponent	LE – 4 weeks MR – 8 weeks TE – 12+ weeks A kick to the head shall result in a top-end entry point sanction	52 weeks
10.4(d)	Tripping an Opponent with the foot/leg	LE – 2 weeks MR – 4 weeks TE – 8+ weeks	52 weeks
10.4(e)	Dangerous tackling of an Opponent including early or late and including the action known as the "stiff arm tackle"	LE – 2 weeks MR – 6 weeks TE – 10+ weeks	52 weeks
10.4(e)	Dangerous tackling of an Opponent including: <ul style="list-style-type: none"> (i) a tackle or attempted tackle above the line of the shoulders even if the tackle starts below the line of the shoulders; (ii) grabbing and rolling/twisting around the head/neck area even if the contact starts below the line of the shoulders. 	LE – 2 weeks MR – 6 weeks TE – 10+ weeks A dangerous tackle which results in a strike to the head shall result in at least a mid-end entry point sanction	52 weeks

Law No.	Description	Entry Point Based on Scale of Seriousness of the Player's conduct, which constitutes the offending – Lower End (LE), Mid Range (MR), Top End (TE)	Maximum Sanction
10.4(f)	Holding, pushing or obstructing an Opponent not holding the ball, by a Player who is not in possession of the ball, except in a scrum, ruck or maul	LE – 2 weeks MR – 4 weeks TE – 6+ weeks	52 weeks
10.4(f) 10.4(g)	Dangerous charging or obstructing or grabbing of Opponent with or without the ball, including shouldering	LE – 2 weeks MR – 6 weeks TE – 10+ weeks	52 weeks
10.4(h)	A player must not charge into a ruck or maul. Charging includes any contact made without use of the arms, or without grasping a player	LE – 2 weeks MR – 6 weeks TE – 10+ weeks	52 weeks
10.4(i)	Tackling, pushing, pulling, colliding with or otherwise making contact with an Opponent who is jumping for the ball in a lineout or in open play where there is no realistic prospect of the player competing for the ball	LE – 4 weeks MR – 8 weeks TE – 12+ weeks	52 weeks
10.4(j)	Lifting a Player from the ground and either dropping or driving that Player's head and/or upper body into the ground whilst the Player's feet are off the ground	LE – 6 weeks MR – 10 weeks TE – 14+ weeks	52 weeks
10.4(k)	Causing a scrum, ruck or maul to collapse	LE – 2 weeks MR – 4 weeks TE – 8+ weeks	52 weeks
10.4(m)	A player must not grab, twist, squeeze or strike an opponent in the genital area (male or female) or, in the case of female players, the breast area.	LE – 12 weeks MR – 18 weeks TE – 24+ weeks	208 weeks
10.4(m)	Biting	LE – 12 weeks MR – 18 weeks TE – 24+ weeks	208 weeks

Law No.	Description	Entry Point Based on Scale of Seriousness of the Player's conduct, which constitutes the offending – Lower End (LE), Mid Range (MR), Top End (TE)	Maximum Sanction
10.4(m)	Contact with the Eye(s)	LE – 12 weeks MR – 18 weeks TE – 24+ weeks	208 weeks
10.4(m)	Contact with the Eye Area ¹	LE – 4 weeks MR – 8 weeks TE – 12+ weeks	52 weeks
10.4(m)	Spitting at Players	LE – 4 weeks MR – 8 weeks TE – 12+ weeks	52 weeks
10.4(m)	Verbal abuse of Players, Match Officials, spectators, coaches or support staff based on Religion, Race, Colour, or National or Ethnic Origin, sexual orientation or otherwise	LE – 6 weeks MR – 12 weeks TE – 18+ weeks	52 weeks
10.4(m)	Any other acts (not previously referred to) which are contrary to good sportsmanship	LE – 4 weeks MR – 8 weeks TE – 12 weeks	52 weeks
10.4(m)	Hair pulling or grabbing	LE – 2 weeks MR – 4 weeks TE – 6+ weeks	52 weeks
10.4(o)	Late charging the kicker	LE – 2 weeks MR – 6 weeks TE – 10+ weeks	52 weeks

In respect of offences not referred to in Appendix 1 above, appropriate sanctions may be imposed at the discretion of the relevant Judicial Officer, Disciplinary Committee, Appeal Officer and/or Appeal Committee (as the case may be).

Notwithstanding the Sanctions in Appendix 1 and/or the provisions of Regulation 17.19 in cases where the player's actions constitute mid-range or top end offending for any type of offence which had the potential to result and, in fact, did result in serious/gross consequences to the health of the victim, the Judicial Officers and/or Disciplinary Committees may impose any period of suspension including a suspension for life.

¹ The "eye area" is as defined by the World Rugby Chief Medical Officer and circulated to Unions.

APPENDIX 2. WORLD RUGBY SANCTIONS FOR FOUR PLAY (REGULATION 17) ADJUSTED FOR UNDERAGE RUGBY

Law No.	Description	Maximum Sanction	Adult Sanction including U20's Entry Point is based on Scale of Seriousness of the Player's conduct, which constitutes the offending - Lower End (LE), Mid-Range (MR), Top End (TE)	Age Grade Sanction to apply based upon matches	
				Up to U15	U16 to U18
10.4(s) 10.4(m)	Verbal Abuse of Match Officials	52 weeks	LE 6 weeks MR 12 weeks TE 18+ weeks	2 4 6+	3 6 9+
10.4(s) 10.4(m)	Threatening Actions or Words at Match Officials	260 weeks	LE 12 weeks MR 24 weeks TE 48+ weeks	3 6 12+	6 12 24+
10.4(s) 10.4(m)	Physical Abuse of Match Officials	Life	LE 24 weeks MR 48 weeks TE 96+ weeks	6 12 24+	12 24 48+
10.4(s) 10.4(m)	Incidental Physical Contact with Match Official	52 weeks	LE 6 weeks MR 12 weeks TE 18+ weeks	2 4 6	3 6 9+
10.4(a)	Striking another Player with a hand, arm or fist	52 weeks	LE 2 weeks MR 4 weeks TE 8+ weeks A strike to the head shall result in at least a mid-range entry point sanction	1 2 3+	2 3 5+
10.4(a)	Striking another Player with the elbow	52 weeks	LE 2 weeks MR 6 weeks TE 10+ weeks A strike to the head shall result in at least a mid-range entry point sanction	1 2 3+4+	2 35 5+8+

Law No.	Description	Maximum Sanction	Adult Sanction including U20's Entry Point is based on Scale of Seriousness of the Player's conduct, which constitutes the offending - Lower End (LE), Mid-Range (MR), Top End (TE)	Age Grade Sanction to apply based upon matches	
				Up to U15	U16 to U18
10.4(a)	Striking with knee	52 weeks	LE 4 weeks MR 8 weeks TE 12+ weeks A strike to the head shall result in at least a mid-range entry point sanction	2 3 5+	3 4 8+
10.4(a)	Striking with head	104 weeks	LE 4 weeks MR 10 weeks TE 16+ weeks	2 4 6+	4 6 10+
10.4(b)	Stamping/ Trampling on an Opponent	52 weeks	LE 2 weeks MR 6 weeks TE 12+ weeks Stamping/trampling on the head shall result in a top-end entry point sanction	1 2 5+	2 5 10+
10.4(c)	Kicking an Opponent	52 weeks	LE 4 weeks MR 8 weeks TE 12+ weeks A kick to the head shall result in a top-end entry point sanction	2 4 6+	4 6 10+
10.4(d)	Tripping an Opponent with the foot/leg	52 weeks	LE 2 weeks MR 4 weeks TE 8+ weeks	1 2 3+	2 3 5+
10.4(e)	Dangerous tackling of an Opponent including early or late and including the action	52 weeks	LE 2 weeks MR 6 weeks TE 10+ weeks	1 2 4+	2 5 8+

			Adult Sanction including U20's	Age Grade Sanction to apply based upon matches	
Law No.	Description	Maximum Sanction	Entry Point is based on Scale of Seriousness of the Player's conduct, which constitutes the offending - Lower End (LE), Mid-Range (MR), Top End (TE)	Up to U15	U16 to U18
	known as the "stiff arm tackle"				
10.4(e)	Dangerous tackling of an Opponent including: (i) a tackle or attempted tackle above the line of the shoulders even if the tackle starts below the line of the shoulders; (ii) grabbing and rolling/twisting around the head/neck area even if the contact starts below the line of the shoulders.	52 weeks	LE 2 weeks MR 6 weeks TE 10+ weeks A dangerous tackle which results in a strike to the head shall result in at least a mid-range entry point sanction	1 2 4+	2 5 8+
10.4(f)	Holding, pushing or obstructing an Opponent not holding the ball, by a Player who is not in possession of the ball, except in a scrum, ruck or maul	52 weeks	LE 2 weeks MR 4 weeks TE 6+ weeks	1 2 3+	2 3 5+
10.4(f) 10.4(g)	Dangerous charging or obstructing or grabbing of Opponent with or without the ball, including shouldering	52 weeks	LE 2 weeks MR 6 weeks TE 10+ weeks	1 2 4+	2 5 8+
10.4(h)	A player must not charge into a ruck or maul. Charging includes any contact made without use of the arms, or without grasping a player	52 weeks	LE 2 weeks MR 6 weeks TE 10+ weeks	1 2 4+	2 5 8+
10.4(i)	Tackling, pushing, pulling, colliding with or otherwise	52 weeks	LE 4 weeks	2	4


Law No.	Description	Maximum Sanction	Adult Sanction including U20's Entry Point is based on Scale of Seriousness of the Player's conduct, which constitutes the offending - Lower End (LE), Mid-Range (MR), Top End (TE)	Age Grade Sanction to apply based upon matches	
				Up to U15	U16 to U18
	making contact with an Opponent who is jumping for the ball in a lineout or in open play where there is no realistic prospect of the player competing for the ball		MR 8 weeks TE 12+ weeks	4 6+	6 10+
10.4(j)	Lifting a Player from the ground and either dropping or driving that Player's head and/or upper body into the ground whilst the Player's feet are off the ground	52 weeks	LE 6 weeks MR 10 weeks TE 14+ weeks	2 4 6+	5 8 14+
10.4(k)	Causing a scrum, ruck or maul to collapse	52 weeks	LE 2 weeks MR 4 weeks TE 8+ weeks	Warning ² 1 2+	1 2 3+
10.4(m)	A player must not grab, twist, squeeze or strike an opponent in the genital area (male or female) or, in the case of female players, the breast area.	208 weeks	LE 12 weeks MR 18 weeks TE 24+ weeks	3 6 12+	6 12 18+
10.4(m)	Biting	208 weeks	LE 12 weeks MR 18 weeks TE 24+ weeks	3 6 12+	6 12 18+
10.4(m)	Contact with the Eye(s)	208 weeks	LE 12 weeks MR 18 weeks TE 24+ weeks	3 6 12+	6 12 18+

² A Warning shall form part of the Players disciplinary record while at Underage level but not extend into their senior disciplinary record.

Law No.	Description	Maximum Sanction	Adult Sanction including U20's Entry Point is based on Scale of Seriousness of the Player's conduct, which constitutes the offending - Lower End (LE), Mid-Range (MR), Top End (TE)	Age Grade Sanction to apply based upon matches	
				Up to U15	U16 to U18
10.4(m)	Contact with the Eye Area ³	52 weeks	LE 4 weeks MR 8 weeks TE 12+ weeks	2 4 6+	4 6 10+
10.4(m)	Spitting at Players	52 weeks	LE 4 weeks MR 8 weeks TE 12+ weeks	2 4 6+	4 6 10+
10.4(m)	Verbal abuse of Players, Match Officials, spectators, coaches or support staff based on Religion, Race, Colour, or National or Ethnic Origin, sexual orientation or otherwise	52 weeks	LE 6 weeks MR 12 weeks TE 18+ weeks	2 4 6+	4 8 12+
10.4(m)	Any other acts (not previously referred to) which are contrary to good sportsmanship	52 weeks	LE 4 weeks MR 8 weeks TE 12+ weeks	2 4 6+	4 6 10+
10.4(m)	Hair pulling or grabbing	52 weeks	LE 2 weeks MR 4 weeks TE 6+ weeks	1 2 3+	2 3 5+
10.4(o)	Late charging the kicker	52 weeks	LE – 2 weeks MR – 6 weeks TE – 10+ weeks	1 2 4+	2 5 8+

³ Eye Area as defined by World Rugby Chief Medical Officer and circulated to Unions

APPENDIX 3. ARU SEND OFF REPORT FORMS (REFEREE / ASSISTANT REFEREE)

Name of player:		
Player's number:		
Player's club:		
Date of send-off:		
Match between:		
Grade:		
Final Score:		
Approximate time into match offence occurred:		
Where did offence occur on the field?		
Where were you in relation to the offence?		
Player's reaction after being sent off?		

SEND OFF DUE TO 2 X YC (LEAVE THIS SECTION BLANK IF SEND OFF IS NOT 2X YC)			
For what offence/s was the 1 st YC issued? (List Law reference/s)			
For what offence/s was the 2 nd YC issued? (List Law reference/s)			
STRAIGHT SEND OFF OFFENCE (Leave this section blank if send off is 2x YC)			
For what offence/s was the red card issued? (List Law reference/s):			
If the player had been previously warned or yellow carded during the game, provide details:			
The offence was (circle):	Careless/Reckless		Intentional
The scale of seriousness was (circle):			
	Low	End	MediumRange
			Top
			End
DESCRIPTION OF OFFENCE:			
As a minimum, include brief context (pre & post events), exact language used if dissent, whether an Assistant Referee was consulted, and for dangerous play if relevant indicate part of the body used by offender and part of victim's body involved/affected.			
Match Official Name			
Match Office Role (please circle)	Referee / Assistant Referee		

APPENDIX 4. CITING COMPLAINT REFERRAL FORM

Referring Team/Rugby Body:		Nominated Official name:	
Match:			
Venue:		Date of Incident:	
Name of alleged 'offending' player (IF KNOWN):			
Playing Position of Player:		Number:	Team/Rugby Body:
Incident:			
<i>Describe what occurred (include time of incident):</i>			
<i>Name of alleged victim player/s:</i>			
<i>Injuries sustained (if any):</i>			
<i>Names of any witnesses:</i>			
<i>Detected by Match Officials? If so, what action taken:</i>			
<i>Any other information i.e. evidence to be provided:</i>			

NOMINATED OFFICIAL (SIGNATURE): _____

TEAM/RUGBY BODY _____

Referrals must be made within [] hrs of completion of match and returned to [] name [] email.

A separate form must be completed for each incident

APPENDIX 5. CITING COMMISSIONER WARNING FORM

Team:	Full Name of Player:
Venue:	Date of Incident:
Playing Position of Player:	Number:
Match & Result: (pts)	v (pts)
Nature of Offence: (please list applicable Law Number(s) and short description of the Law)	
Period of game when incident occurred: 1st Half () 2nd Half ()	
Elapsed Time in Half (game time & real time):	
Proximity of Officials to incident: (metres)	
Score at that time: (pts) v (pts)	
Please give detailed report below: PLEASE WRITE CLEARLY	
DECISION (please circle)	
Issue Off-Field Yellow Card / Refer to Hearing	

Citing Commissioner signature: _____ Date: _____ Time: _____

Please complete form within _____ hrs of completion of the match and return to:

_____(Name) at _____(Email address)

APPENDIX 6. CITING COMMISSIONER REPORT FORM

Team:	Full Name of Player:
Venue:	Date of Incident:
Playing Position of Player:	Number:
Match & Result: (pts)	v (pts)
Nature of Offence: (please list applicable Law Number(s) and short description of the Law)	
Period of game when incident occurred: 1st Half () 2nd Half ()	
Elapsed Time in Half (game time & real time):	
Proximity of Officials to incident: (metres)	
Score at that time: (pts) v (pts)	
Please give detailed report below: PLEASE WRITE CLEARLY	
DECISION (please circle)	
Issue Off-Field Yellow Card / Refer to Hearing	

Citing Commissioner signature: _____ *Date:* _____ *Time:* _____

Please complete form within _____ hrs of completion of the match and return to:

_____ (Name) at _____ (Email address)

APPENDIX 7. ARU SHORT JUDGMENT FORM



Match			
Union		Competition	
Date of match		Match venue	
Rules to apply	World Rugby Regulation 17		

PARTICULARS OF OFFENCE

Player's surname		Date of birth		
Forename(s)				
Referee Name		Plea	Admitted <input type="checkbox"/>	Not admitted <input type="checkbox"/>
Offence		SELECT:	Red card <input type="checkbox"/>	Citing <input type="checkbox"/> Other <input type="checkbox"/>

HEARING DETAILS

Hearing date		Hearing venue		
Chairman/JO				
Appearance Player	YES <input type="checkbox"/> NO <input type="checkbox"/>	Appearance Union	YES <input type="checkbox"/> NO <input type="checkbox"/>	

ESSENTIAL ELEMENTS OF CITING/REFEREE'S REPORT/DVD FOOTAGE

PAGE 2

ESSENTIAL ELEMENTS OF OTHER EVIDENCE

FINDINGS OF FACT

DECISION

Breach admitted ☐ Proven ☐ Not proven ☐ Other disposal (please state) ☐

SANCTIONING PROCESS

PAGE 3

ASSESSMENT OF SERIOUSNESS

Assessment of Intent
Intentional/deliberate <input type="checkbox"/> Reckless <input type="checkbox"/>
State Reasons

Gravity of player's actions	Nature of actions
Existence of provocation	Whether player retaliated
Self-defence	Effect on victim
Effect on match	Vulnerability of victim
Level of participation/premeditation	Conduct completed/attempted
Other features of player's conduct	

PAGE 4	ASSESSMENT OF SERIOUSNESS CONTINUED
---------------	--

Entry point					
<u>Top end*</u>	<u>Weeks</u>	<u>Mid-range</u>	<u>Weeks</u>	<u>Low-end</u>	<u>Weeks</u>
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

*If Top End, the JO or Panel should identify, if appropriate, an entry point between the Top End and the maximum sanction and provide the reasons for selecting this entry point, below.

Reasons for selecting Entry Point above Top End:

ADDITIONAL RELEVANT OFF-FIELD AGGRAVATING FACTORS
--

Player's status as an offender of the Laws of the Game
Need for deterrence
Any other off-field aggravating factors

Number of additional weeks:

Acknowledgement of guilt and timing	Player's disciplinary record/good character
Youth and inexperience of player	Conduct prior to and at hearing
Remorse and timing of remorse	Other off-field mitigation

Number of weeks deducted:

SANCTION

NOTE: PLAYERS ORDERED OFF ARE PROVISIONALLY SUSPENDED PENDING THE HEARING OF THEIR CASE, SUCH SUSPENSION SHOULD BE TAKEN INTO CONSIDERATION WHEN SANCTIONING

Total sanction		Sending off sufficient <input type="checkbox"/>
Sanction commences		
Sanction concludes		
Matches/tournaments included in sanction		

Costs	
-------	--

Signature (JO or Chairman)	<hr/>	Date	<hr/>
-------------------------------	-------	------	-------

APPENDIX 9. EXAMPLE TIMING SCHEDULE

PLAYERS ORDERED OFF

STANDARD PROCEDURE

Action	Timing
Submission of Referee Report	
Submission of Assistance Referee Report	

ADMISSION OF BREACH SANCTION

Action	Timing
Notification of acceptance or rejection of proposed sanction	

YELLOW CARDS

Action	Timing
Challenge of yellow card for mistaken identity	

CITING COMMISSIONER WARNINGS

Action	Timing
Challenge of Citing Commissioner Warning for mistaken identity	

CITINGS

Action	Timing
Citing by a Citing Commissioner	
Notification of Citing Commissioner Warning to the Union	
Referral of alleged Foul Play to a Match appointed Citing Commissioner	

CITING COMPLAINTS

Action	Timing
Submission of Citing Complaint by a Union	
Submission of Citing Complaint by a Rugby Body	

HEARINGS

Action	Timing
Judicial Committee report of its decision	
Notice of Appeal - Person or Participant or a person or body affected	
Notice of Appeal - Union, the Board of the ARU or World Rugby	

Item (alphabetical order)	Fee Amount (\$) Excluding GST
Appeal Lodgement Fee	\$200 per appeal lodged
Citing Lodgement Fee	\$200 per incident application to Citing Commissioner
Filming Fee (Premier Rugby)	\$200 per round
Judiciary Appearance Fee	\$50 per guilty verdict
Fine Penalty Point	\$100 per penalty point
NSWCRU Affiliation Fee	Passed through at invoiced cost from NSWCRU
Team Nomination Fee	\$165 per team
Premier Team Registration Fee	\$1,300 per team
Divisional Team Registration Fee	\$1,300 per team
Colts Team Registration Fee	\$1,000 per team

Part 1.5 of the By-Laws provides fines and/or sanctioning ability. This schedule E provides guidelines in regards to Fines and Sanctions that the NHRU shall consider. Repeated offences would see fines and sanctions increased for each subsequent offence above the levels recommended in these guidelines. These are guidelines only as does not limit the scope under Part 1.5 available to the NHRU.

Description	Possible Sanctions	Other Possible Sanctions
Withdrawal of team after allocation to NHRU competitions more than 10 weeks out from start of competitions	Lose Team Nomination Fee	
Withdrawal of team after allocation to NHRU competitions less than 10 weeks out from start of competitions	5 penalty units	Lose Team Nomination Fee
Withdrawal of team after start of competitions	5 penalty units per team per game not played	Other teams cannot make final series
Playing unregistered players	Lose 5 comp points and 2 penalty units per player	
Breach of PPS Cap	Lose 5 comp points and 2 penalty units per player	
Wrongful declaration of PPS category for a player	2 penalty units	
Late lodgement of Team Declarations	1 penalty units	
Lodgement of excessively and repeated incorrect Team Declarations	2 penalty units	
Forfeit	Premier - 5 penalty units	Divisional - 3 penalty units
More than 3 forfeits in a season in a grade	Team removed from comp	Other teams cannot make final series
Failure to keep crowds/supporters off Playing Enclosure	3 penalty units	
Coaches entering Playing Enclosure	3 penalty units	
Not supplying 3 game balls per game	1 penalty unit	
Playing disqualified players	Lose 5 comp points and 2 penalty units per player	
Late or no lodgement of legible copy of team sheets to NHRU	1 penalty unit	
Late or no input of results (including yellow, red and blue cards) into RugbyLink	2 penalty units	

AUSTRALIAN RUGBY UNION

REGISTRATION REGULATIONS

PREAMBLE

Background

On 1 January 2015, the Australian Rugby Union (ARU) implemented a system of individual participant registration and insurance for Australian rugby players, officials and other participants which was an essential step in improving the administration of Rugby in Australia. It is in line with the way other major sports in Australia operate, enabling a broad financial foundation to administer and service the game. The transition to a system where every registered player pays a registration fee provides a simpler and fairer way to distribute the costs across our game.

This document seeks to provide guidance to all Australians involved with Rugby on the requirements of the registration, regulation and insurance system; each key to the growth and success of Rugby in Australia.

Registration and Rugby Link

All Players must pay applicable fees, including the National Participant Insurance Levy (NPIL), National Participant Registration Fee (NPRF), and Member Union Participant Registration Fee¹ (MUPRF), based on tiered national registration categories. For 15 a side rugby for instance (including junior player pathway) these are senior, casual senior, youth (13-18yrs), junior (8-12yrs), junior (4-7yrs) and veterans. Additional registration categories include Sevens and VIVA7s. Players must be registered in Rugby Link and pay the NPIL, NPRF and applicable MUPRF to be covered under the Australian Rugby Insurance Plan. The NPIL is payable irrespective of whether a separate or additional insurance may already be in place for the individual or team.

Rugby Link is Australian Rugby's national online player registration, payment and competition management platform. Rugby Link provides a simple and easy tool for player registration and payment. Players who register for their Rugby club through Rugby Link will be able to complete both online registration and payment of their NPIL, NPRF, other Member Union and Rugby Club registration fees in one simple transaction.

Players who register for their Rugby club offline will be able to complete both registration and payment of their NPIL, NPRF, Member Union, Affiliate and Club registration fees direct with their local Rugby Club – as they have always done. Rugby clubs will be liable for and invoiced by their Member Union and Insurer for players who have not paid and registered online through Rugby Link.

Event Sanctioning

The ARU is encouraged by the growth of different formats and configurations of Rugby Union events, tournaments, and matches. Event sanctioning and special event insurance can be obtained for Rugby Union events, tournaments, and matches conducted outside regular approved Competitions and/or representative matches/programs. These may include Sevens Rugby, 10s, short tournaments, carnivals and other game variants. Event sanctioning guidelines, application forms and costs are available at [Running Rugby](#).

Entity Teams

Associations, incorporated entities, organisations or groups of persons (referred to as 'Entity Teams') who wish to play and train but not necessarily form, or be part of, a Club, regular Competition or

¹ Member Union Participant Registration Fee (MUPRF) will vary for individual Member Unions.

Sanctioned Event, may obtain insurance provided that they meet certain requirements related to safety and professionalism. Entity Team sanctioning guidelines, application forms and costs are available at [Running Rugby](#). If that Entity Team wished to take part in a Competition or create a Sanctioned Event, the registration and sanctioning processes would then apply in addition.

Further Information

For further information, visit [Running Rugby](#), [Rugby Link](#) and/or [Policy Register](#).

1. DEFINITIONS

1.1 Definitions

For the purpose of these Regulations the following definitions shall apply:

“Affiliated Union” means a body so named in, or admitted pursuant to, the ARU Constitution as being an affiliated union;

“ARU” means the Australian Rugby Union Ltd;

“Competition” means any: match played as part of (i) a structured competition or series including a trial match, a friendly match, or representative match involving a Rugby Body; or (ii) a Sanctioned Event;

“Entity Team” means an association, incorporated entity, organisation, team or group of persons registered pursuant to the ‘Entity Team Sanctioning Guidelines’ found at [Running Rugby](#) who wish to play and train but not necessarily form, or be part of, a Club, regular Competition or Sanctioned Event;

“Event Organisers” means organisations authorised pursuant to the ARU Event Sanctioning Guidelines found at [Running Rugby](#) to conduct Rugby Union programs, events, tournaments, and/or matches in Australia;

“Insurer” means the insurance provider of the Australian Rugby Insurance Plan;

“International Rugby Body” means a Rugby Union, Rugby Club, or other body based in and affiliated with an International National Rugby Union (i.e. outside Australia).

“Laws of the Game” mean the laws and regulations of Rugby as published by World Rugby, or variations authorised by ARU;

“Member Union” means an Australian state or territory union in membership of the ARU;

“Participant” means a Player; a referee, touch judge or other match official; a selector, coach, trainer, manager or other team official; or, an individual involved in the organisation, administration or promotion of Rugby including a director, other officer or employee of a Rugby Body;

“Player” means a player of the game of Rugby;

“Registered” means a Player and/or non-playing Participant who has completed effective registration, and paid all applicable fees and levies, in accordance with clause 4;

“Registration Period” means the time period for which a Participant is registered to participate in a particular Competition or Entity Team. Such period will ordinarily be set to the full calendar year, subject to the game type, registration category, location and seasonality of Competitions that the Participant wishes to participate in;

“Regulations” means these ARU Registration Regulations, as amended from time to time;

“Rugby” means rugby union football;

“Rugby Body” means the ARU, any Member Union or Affiliated Union of the ARU, or any Rugby Union, Club or other body in membership with or affiliated with the ARU, a Member Union or an Affiliated Union;

“Rugby Club” or “Club” means any club affiliated with a Member Union or an affiliated Rugby Body;

“Rugby Link” means the ARU’s online player registration and competition management system, accessible at www.aru.com.au/rugbylink.

“Sanctioned Events” means events, tournaments, and/or matches conducted by an authorised Event Organiser that have received formal approval.

2. APPLICATION OF REGULATIONS

- 2.1. These Regulations set out the procedures that apply to registration of Participants for approved or authorised:
 - 2.1.1. Competitions conducted under the jurisdiction of Australian Rugby Union and Member Unions; and
 - 2.1.2. Entity Teams,from 1 January 2017.
- 2.2. All Member Unions, Rugby Bodies, Rugby Clubs, Participants, Registered Players, authorised Event Organisers and Entity Teams are bound by these Regulations.
- 2.3. These Regulations may be amended from time to time.

3. ELIGIBILITY TO PLAY IN AN ARU SANCTIONED COMPETITION OR TEAM

- 3.1. Only a Registered Player shall be permitted to participate for a Rugby Club, Rugby Body or Entity Team.
- 3.2. No Rugby Club, Rugby Body or Entity Team may lawfully play in a Competition unless all of the players fielded by that Club/Rugby Body/Entity Team, including reserves/substitutions are Registered Players.
- 3.3. Where a Rugby Club, Rugby Body or Entity Team allows the participation of a non-Registered Player, the Club/Rugby Body/Entity Team/Event Organiser (as applicable) will be subject to the penalties outlined in clause 11.

4. EFFECTIVE REGISTRATION

- 4.1. A Player will be deemed to have completed effective registration, where:
 - 4.1.1. The Player has registered online through Rugby Link to join a Rugby Club, Rugby Body or Entity Team in and for the Registration Period, and paid all applicable fees and levies in connection with such registration **online**, including the NPIL, NPRF, and applicable MUPRF, in accordance with national registration categories;

- 4.1.2. The Player has registered online through Rugby Link to join a Rugby Club, Rugby Body or Entity Team in and for the Registration Period, paid all applicable fees and levies in connection with such registration **offline**, and the Registrar accepted the Player's registration. The Club/Rugby Body/Entity Team (as applicable) will be liable for collecting and settling all applicable fees and levies in connection with such registration, including the NPIL, NPRF, and applicable MUPRF, in accordance with national registration categories; or
 - 4.1.3. The Player has registered on the prescribed ARU Registration Form with a Rugby Club, Rugby Body or Entity Team in the registration period and is registered in Rugby Link by the earlier of: (i) such timing as may be prescribed by Member Unions, Affiliated Unions or Event Organisers (as applicable); and (ii) within 14 days of application. The Club/Rugby Body/Entity Team (as applicable) will be liable for collecting and settling all applicable fees and levies in connection with such registration, including the NPIL, NPRF, and applicable MUPRF in accordance with national registration categories.
- 4.2. Player fees and levies in connection with secondary registration for 15 a side rugby (including the Junior Player Pathway) within the same Registration Period are calculated dependent upon the nature of the secondary registration i.e. category, club, association, State/Territory and format of Competition. For further detail visit [Registration](#)
- For example, a Player who is registered for a city Club within a particular state and returns home to the country (within the same state) during university holidays and plays for their local club would not be charged for Insurance (NPIL) or state fees (NPRF & MUPRF) again.
- However, a Player who plays 15 a side rugby for a particular Club and then plays in a 7 a side Competition will be liable for NPIL, state fees (NPRF & MUPRF) and any fees associated with a Sanctioned Event.
- 4.3. A non-playing Participant will be deemed to have completed effective registration, where the non-playing Participant has been registered in Rugby Link by the Registrar updating the person's Rugby Club, Rugby Body or Entity Team membership/registration status to 'registered'.

5. NATIONAL PARTICIPANT REGISTRATION CATEGORIES

- 5.1. A Player is required to register with the national registration category for the Competition for which they will participate. For 15 a side Rugby (including the Junior Player Pathway) the following categories apply:
 - 5.1.1. **Junior 4-7yrs Player Registration** – A Player playing in a junior 'non-contact' Competition for U7 years and below;
 - 5.1.2. **Junior 8-12 Player Registration** – A Player playing in a junior Competition from U8 to U12 years. This category includes a player playing in an Under 8 Competition, even if that the Player is younger than 8 years old and also a Player over the age of 12 who may receive dispensation to play in an U12 Competition;

- 5.1.3. **Youth 13-18yrs Player Registration** – A Player playing in a junior Competition from U13 to U18 years. This category includes a player playing in an Under 13 Competitions, even if that the Player is younger than 13 years old and also a Player over the age of 18 who may receive dispensation to play in an U18 Competition;
 - 5.1.4. **Senior Player Registration** – A Player playing in a senior Competition (Men's/Women's) 18 years and over, including colts, U19's, U20's and open age Competitions. This category includes a player playing in a senior Competition even if that player's age is lower than 18 years where dispensation for youth players to play senior rugby has been received.
 - 5.1.5. **Casual Senior Player Registration** – A Player playing in a senior Competition (see 5.1.4 above for examples) on a per game basis up to a maximum of 5 games ***Casual Senior player registration can only be activated 'offline' by Club administrator via Rugby Link 'Registration Manager'***. Clubs will be liable for fees (including NPIL, NPRF and MUPRF) for each week played (the final liability charged is calculated on a maximum of 5 weeks played) by a registered casual Player. Clubs will be invoiced accordingly by their Member Union and Insurer;
- Note: Casual Senior Player Registration will be made available where approved by Member Union, and only where Competitions utilise Rugby Link Competition Manager and Clubs enter the Player's details into online Team Sheets weekly.*
- 5.1.6. **Veteran Player Registration** – A Player playing in a veteran competition (Men's/Women's) 35 years and over playing under ARU Vets laws; and
 - 5.1.7. **Trial Player Registration** – A new Player wishing to train as part of a trial prior to playing. This trial player registration should ordinarily be no longer than two weeks. When a Player decides to play, they must register in one of the above categories.

- 5.2. Additional national player registration categories apply for other Competition game types, for example, Sevens and VIVA7s.
 - 5.2.1. **Sevens** – two registration categories apply:
 - 5.2.1.1. 7s Junior; and
 - 5.2.1.2. 7s Senior
 - 5.2.2. **VIVA7s** - only one registration category applies: VIVA7s
- 5.3. Event registration categories apply for all game types. They are typically split into junior and senior categories and format of game/ competition. Information on Event Sanctioning and Entity Team guidelines, application forms and costs are available at [Running Rugby](#).

6. NATIONAL PARTICIPANT INSURANCE LEVY (NPIL)

- 6.1. ARU has arranged the ARU Sports Injury and Liability Insurance Plan (the "Plan") on behalf of all Rugby Bodies, Rugby Clubs, Participants and Registered Players on the

following basis:

- 6.1.1. A Rugby Body affiliated with the ARU and/or Member Union will be covered under the Plan annually, subject to payment of levies (in full) and subject to clause 6.1.3;
 - 6.1.2. A Player must have effective registration (see clause 4) in order to obtain coverage under the Plan;
 - 6.1.3. The event that the Participant participates in must be a Sanctioned Event;
 - 6.1.4. The Entity Team has been duly authorised and has paid levies (in full); and
 - 6.1.5. Non-playing members (Officials, Coaches, Committees, Volunteers acting in an official capacity on behalf of their Clubs and/or Rugby Bodies) registered in Rugby Link are provided coverage under the Plan, at no additional cost.
- 6.2. The NPIL is payable on a per player basis. The NPIL is payable for all Players irrespective of whether the Rugby Body or individual may have separate insurance(s).

For Competition Rugby: 15 a side Rugby (including the Junior Player Pathway), Sevens and VIVA7s it is as follows (inclusive of GST):

Competition Category	National Participant Insurance Levy (NPIL)**
Junior 4-7	\$0
Junior 8-12	\$12
Youth 13-18	\$14
Senior	\$65
Casual Senior	\$15 (per game fee)
Veteran	\$40
Trial	\$2.50 (one-week training)
7s Junior	\$8.00
7s Senior	\$20.00
VIVA7s	\$5.00

** the above insurance levies will be reviewed annually for renewal of Australian Rugby Insurance Plan.

The NPIL for other events and Competitions will be notified upon application for Event Sanctioning or Entity Team registration.

- 6.3. All Players must pay the NPIL either:
- 6.3.1. through online payment via Rugby Link when registering for their Club, Rugby Body, Entity Team or Event Organiser; or
 - 6.3.2. to the Club, Rugby Body, Entity Team or Event Organiser Registrar for registrations made by the Registrar via Rugby Link.
- A transaction fee of 1.88% will apply to online payments via Rugby Link with such fee amount subject to annual adjustment.

- 6.4. NPIL collected through online payment via Rugby Link will be distributed to the Insurer.
- 6.5. Rugby Clubs, Rugby Bodies, Entity Teams and Event Organisers (as applicable) are liable to collect and remit offline payments for the NPIL for player registrations made by Registrar via Rugby Link.
- 6.6. The Insurer will invoice Rugby Clubs, Rugby Bodies, Entity Teams and Event Organisers (as applicable) for Players who have not paid the NPIL through online payment via Rugby Link, as per the following timelines.

Registrations Range	Run report on which to base invoice ^	Issuing Invoice to relevant body
1 Jan - 31 March 2017	1 April 2017	From 1 April 2017
1 April - 31 May 2017	1 June 2017	From 1 June 2017
1 June - 31 July* 2017 (*including Casuals)	1 August 2017	From 1 August 2017
1 August – 30 September* (including late regos & final Casuals)	1 October 2017	From 1 October 2017

Summer Competitions 2017-18

Registrations Range	Run report on which to base invoice	Issuing Invoice to clubs
1 March – 30 Nov 2017	1 Dec 2017	From 1 Dec 2017
1 Dec 2017 – 31 Jan 2018	1 Feb 2018	From 1 Feb 2018

- 6.7. Payments must be made (in full) by invoice deadline to be eligible for continuing participation in Competitions. Rugby Clubs, Rugby Bodies, Entity Teams and Event Organisers (as applicable) that fail to meet payment deadlines in accordance with this clause 6 will be subject to the penalties outlined in Section 11.

7. NATIONAL PARTICIPANT REGISTRATION FEE (NPRF)

- 7.1. The NPRF is payable on a per player basis for each Player.

For Competition Rugby: 15 a side Rugby (including the Junior Player Pathway), Sevens and VIVA7s the NPRF as follows (inclusive of GST):

Competition Category	National Participant Registration Fee (NPRF)**
Junior 4-7	\$11.25
Junior 8-12	\$28.25
Youth 13-18	\$28.25
Senior	\$33.75
Casual Senior	\$12.30 (per game fee)
Veteran	\$28.25
Trial	N/A

7s Junior	\$28.25
7s Senior	\$33.75
VIVA7s	\$10

- 7.2. Revenue collected through the NPRF will be distributed to Member Unions to administer and service the game at a local and state/territory level.
- 7.3. Registered Players must pay the NPRF either:
- 7.3.1. through online payment via Rugby Link when registering for their Club, Rugby Body, Entity Team or Sanctioned Event; or
 - 7.3.2. to the Club, Rugby Body, Entity Team or Event Organiser Registrar for registrations made by the Registrar via Rugby Link.

A transaction fee of 1.88% will apply to online payments via Rugby Link with such fee amount subject to annual adjustment.

- 7.4. Rugby Clubs, Rugby Bodies, Entity Teams and Event Organisers (as applicable) will be liable to collect and remit offline payments for the NPRF for player registrations made by Registrar via Rugby Link.
- 7.5. Member Unions will invoice Rugby Clubs, Rugby Bodies, Entity Teams and Event Organisers (as applicable) for Players who have not paid the NPRF through online payment via Rugby Link, as per the following timelines.

Registrations Range	Run report on which to base invoice	Issuing Invoice to relevant body
1 Jan - 31 March 2017	1 April 2017	From 1 April 2017
1 April - 31 May 2017	1 June 2017	From 1 June 2017
1 June - 31 July* 2017 (*including Casuals)	1 August 2017	From 1 August 2017
1 August – 30 September* (including late regos & final Casuals)	1 October 2017	From 1 October 2017

Summer Competitions 2017-18

Registrations Range	Run report on which to base invoice	Issuing Invoice to relevant body
1 March – 30 Nov 2017	1 Dec 2017	From 1 Dec 2017
1 Dec 2017 – 31 Jan 2018	1 Feb 2018	From 1 Feb 2018

- 7.6. Payments must be made (in full) by invoice deadline to be eligible for continuing participation in Competitions. Rugby Clubs, Rugby Bodies, Entity Teams and Event Organisers (as applicable) that fail to meet payment deadlines in accordance with this clause will be subject to the penalties outlined in Section 11.

8. MEMBER UNION PARTICIPANT REGISTRATION FEE (MUPRF)

- 8.1. The MUPRF shall be payable on a per player basis for each Player. For Competition Rugby: 15 a side Rugby (including the Junior Player Pathway), Sevens and VIVA7s, it is based on national registration categories and pricing (inclusive of GST), as outlined by the applicable Member Union.
- 8.2. Registered Players must pay the MUPRF either:
- 8.2.1. through online payment via Rugby Link when registering for their Club, Rugby Body or Entity Team; or
 - 8.2.2. to the Club or Rugby Body, Entity Team or Event Organiser Registrar Registrar for registrations made by the Registrar via Rugby Link.

A transaction fee of 1.88% will apply to online payments via Rugby Link with such fee amount subject to annual adjustment.

- 8.3. Rugby Clubs, Rugby Bodies, Entity Teams and Event Organisers (as applicable) will be liable to collect and remit the MUPRF for player registrations made by Registrar via Rugby Link.
- 8.4. Member Unions will invoice Rugby Clubs, Rugby Bodies, Entity Teams and Event Organisers (as applicable) for Players who have not paid the MUPRF through online payment via Rugby Link, as per the following timelines.

Registrations Range	Run report on which to base invoice	Issuing Invoice to relevant body
1 Jan - 31 March 2017	1 April 2017	From 1 April 2017
1 April - 31 May 2017	1 June 2017	From 1 June 2017
1 June - 31 July* 2017 (*including Casuals)	1 August 2017	From 1 August 2017
1 August – 30 September* (including late regos & final Casuals)	1 October 2017	From 1 October 2017

Summer Competitions 2016-17

Registrations Range	Run report on which to base invoice ^	Issuing Invoice to relevant body
1 March – 30 Nov 2017	1 Dec 2017	From 1 Dec 2017
1 Dec 2017 – 31 Jan 2018	1 Feb 2018	From 1 Feb 2018

- 8.5. Payments must be made (in full) by invoice deadline to be eligible for continuing participation in Competitions. Rugby Clubs, Rugby Bodies, Entity Teams and Event Organisers (as applicable) that fail to meet payment deadlines in accordance with this clause will be subject to the penalties outlined in Section 11.

9. SANCTIONED EVENTS AND ENTITY TEAMS

9.1. Approval

- 9.1.1. It is important that rugby training and events, tournaments and matches played in Australia are conducted in a safe and professional manner, and comply with the respective World Rugby Laws of the Game & Regulations, and Australian Rugby Union (ARU) Law Variations, Registration Regulations and By-Laws & Policies. In order to conduct a rugby union event or create and/or operate an Entity Team, appropriate approval must be obtained. Event Sanctioning and Entity Team guidelines, application forms and costs are available at [Running Rugby](#).
- 9.1.2. Insurance can be obtained for: (i) Rugby Union events, tournaments, and matches conducted outside regular approved Competitions and/or representative matches/programs; and (ii) associations, incorporated entities, organisations or groups of persons that may wish to train and play Rugby but not necessarily form a Club or play in a Competition. Insurance will only be available in circumstances where the relevant event or relevant group/team (as applicable) meets the approval criteria to be a Sanctioned Event or Entity Team (as applicable).
- 9.1.3. Where an Entity Team wishes to create a Sanctioned Event or participate in a Competition, approval and registration processes apply in addition to the Entity Team approval and registration process.

9.2. Fees

- 9.2.1. Fees for Sanctioned Events will differ depending on the nature of the event. The Event Organiser is required to affect 'Special Event Insurance' for all participating teams prior to participation in a Sanctioned Event. A player participant levy will be charged to all Event Organisers, and will be invoiced either on a per player or team basis.
- 9.2.2. Fees and levies for an Entity Team will differ depending on the level of training and/or participation, the competition category/ies (senior, junior) and the game type (7s, 10s and 15s). Sanctioned Entity Teams are required to affect insurance for all Rugby activities through the ARU Insurance Plan. Additional fees will be payable if an Entity Team wishes to join a Competition (including a Sanctioned Event).
- 9.2.3. Where a Player moves from a Rugby Club to an Entity Team or wishes to participate in a Sanctioned Event, insurances and fees will be applicable despite the fact that the Player may already be a Registered Player.

9.3. Invoicing

- 9.3.1. Event Organisers will be invoiced as appropriate in relation to the scheduling of their particular Sanctioned Event.
- 9.3.2. Entity Teams will be invoiced as appropriate in relation to their applicable registration period.

10. PLAYER CLEARANCES

10.1. Domestic Player Clearances -

- 10.1.1. Registered Players who wish to move Rugby club, either to a Club within their Competition, to a Club in a new Competition within the same state/territory, or to a Club in new Competition in a different state/territory, must initiate this player clearance through their new Club via Rugby Link. Player clearances shall be subject to appropriate approvals process with Rugby Link.
- 10.1.2. A Registered Player shall ordinarily not be required to pay additional NPIL, NPRF or MUPRF within a current season if they move to a Club within the same state/territory. Where a Player moves to a different state/territory, an additional NPRF and MUPRF will be applicable. Club and competition registration fees may be applicable as determined by new Club and Competition manager. Clubs will be liable for such costs if not collected from player.
- 10.1.3. A Player that moves from a Rugby Club to an Entity Team must initiate a clearance. Fees and levies apply in accordance with these Regulations.

10.2. International Player Clearances -

International player clearances will be subject to World Rugby International Player Clearance approvals process

A player who wishes to transfer either 'to' or 'from' an International Rugby Body must initiate this clearance through their Rugby Club by completing the *International Clearance Form* (available at www.aru.com.au/runningrugby/policyregister).

11. SANTIONS FOR NON-COMPLIANCE

- 11.1. A Player who has not paid the required NPIL, NPRF and/or MUPRF by the applicable deadlines will be subject to cancellation of registration in Rugby Link. No insurance cover will be provided under the ARU Insurance Plan on cancellation of a Player's registration.
- 11.2. A Rugby Club, Rugby Body, Event Organiser and/or Entity Team who has not paid all outstanding NPIL, NPRF and/or MUPRF by invoice deadline will not be eligible for continuing participation in sanctioned Competitions or continued operation as an Entity Team, and shall be suspended from participating, until such time as all outstanding payments are finalised. A Rugby Club, Rugby Body or Entity Team may in addition also be subject to suspension and/or termination of membership or other such penalties as determined by an Affiliate Union, Member Union, ARU and/or authorised Event Organiser.
- 11.3. A Rugby Body who permits continuing participation in Competition by a Rugby Club, Rugby Body or Entity Team with outstanding NPIL, NPRF and/or MUPRF debts will be subject to suspension of membership to the Member Union and/or ARU, and such other penalties as the Member Union and/or ARU deems appropriate.

12. REFUND/REVERSAL OF PARTICIPANT FEES & LEVIES

12.1. Eligibility for Refund/Reversal

NPIL, NPRF and/or MUPRF (or parts thereof) for a Registered Player are generally not refundable, other than in the following exceptional circumstances:

- 12.1.1. A Registered Player (other than a Registered Player in an Entity Team) that has not played in a Competition match (including trials, cancellation of competition or program) or appeared on a match record for his or her Rugby Club, Rugby Body or Entity Team, and has not sustained an injury that will require an insurance claim, in the current year, shall be eligible for refund of NPIL, NPRF and MUPRF (if applicable); and
- 12.1.2. Any Registered Player may be eligible for a refund of applicable NPRF and/or MUPRF (or parts thereof), as required by state/federal consumer protection laws.

An application for refund will be as per Procedure for Refund 12.2 below.

The following exclusions and conditions apply:

- 12.1.3. A Registered Player (other than a Registered Player in an Entity Team) that has played in a Competition match (including trials) or appeared on a match record for his or her Rugby Club, Rugby Body or Entity Team, shall not be eligible for refund of NPIL;
- 12.1.4. Refunds shall not apply to a Registered Player moving between Clubs, Rugby Bodies or Entity Teams and/or Member Unions in the current year;
- 12.1.5. Transaction fees associated with Rugby Link Online Payment Gateway are non-refundable;
- 12.1.6. Refunds may incur an administrative fee as determined by Member Union before any fees are refunded to the Rugby Club, Rugby Body or Entity Team; and
- 12.1.7. ARU and Member Union reserve the right to audit any application for a refund made by a Registered Player and/or Rugby Club, Rugby Body, Entity Team, Event Organiser to satisfy itself that the player is eligible for a refund.

12.2. Procedure for Refund/Reversal

Where a Rugby Club, Rugby Body, Entity Team or Event Organiser (as applicable) is eligible for the refund/reversal of NPIL, NPRF and/or MUPRF for a Registered Player under clause 12.1, the following steps apply:

12.2.1. Registered Player that has not played, and not paid

- (i) Club, Rugby Body, Entity team, Event Organiser Registrar to complete a refund request and submit to the Member Union/ARU for the Registered Player and reversal of registration liabilities.

- (ii) Member Union/ARU to review request for refund and satisfy itself that the Registered Player is eligible for a refund, and provide confirmation to the Club, Rugby Body, Entity Team, Event Organiser of approval (or decline) of refund, including reversal of Player registration liabilities.
- (iii) On approval by Member Union/ARU, the Registered Player is de-registered in Rugby Link removing all registration liabilities.

12.2.2. Registered Player that has not played, and has paid (via Online Payment)

- (i) Club, Rugby Body, Entity team, Event Organiser Registrar to complete a refund request and submit to the Member Union/ARU for the Registered Player and reversal of registration liabilities.
- (ii) Member Union/ARU to review request for refund and satisfy itself that the Registered Player is eligible for a refund, and provide confirmation to the Club, Rugby Body, Entity Team, Event Organiser of approval (or decline) of refund, including reversal of Player registration liabilities.
- (iii) On approval by Member Union/ARU, the Registered Player is de-registered in Rugby Link removing all registration liabilities.
- (iv) Rugby Club, Rugby Body, Entity Team, Event Organiser to provide full refund to the Registered Player, when refund approval is confirmed by Member Union/ARU, less transaction fees, associated with Rugby Link Online Payment Gateway.
- (v) Member Union/ARU (Insurer) to reconcile approved full refunds within the tax invoice issued to the Rugby Club, Rugby Body, Entity Team, Event Organiser. The amount payable by the Rugby Club, Rugby Body, Entity Team, Event Organiser will be reduced by the approved refund amount that has been settled by the Club, Rugby Body, Entity Team, Event Organiser. In instances where no tax invoice is issued, the Rugby Club, Rugby Body, Entity Team, Event Organiser will redeem the respective refund amount of the NPIL, NPRF and MUPRF from the ARU and Member Union.
- (vi) Clubs, Rugby Body, Entity Team, Event Organiser and Competitions will refund their portion of participant registration fees, in accordance with their respective refund policies.
- (vii) ARU to advise Insurer of refunds, including Rugby Club, Rugby Body, Entity Team, Event Organiser and Player.

12.2.3. Registered Player that has played (regardless of payment status)

- (i) Club, Rugby Body, Entity team, Event Organiser Registrar to complete a refund request and submit to the Member Union/ARU for the Registered Player and reversal of registration liabilities.

- (ii) Member Union to review request for refund and satisfy itself that the Registered Player is eligible for a refund, and provide confirmation to the Club, Rugby Body, Entity Team, Event Organiser of approval (or decline) of refund, including any amounts of fees to be refunded by the Club, Rugby Body, Entity Team, Event Organiser to the Registered Player.
- (iii) On approval by Member Union, the Registered Player remains registered in Rugby Link as the NPIL liability is not refundable.
- (iv) Rugby Club, Rugby Body, Entity Team, Event Organiser (where applicable) provides the Registered Player the approved partial refund amount, when refund approval is confirmed by Member Union.
- (vi) Member Union will reconcile approved refunds within the tax invoice issued to the Rugby Club, Rugby Body, Entity team, Event Organiser. The amount payable by the Club, Rugby Body, Entity Team, Event Organiser will be reduced by the approved refund amount that has been settled by the Club, Rugby Body, Entity Team, Event Organiser. In instances where no tax invoice is issued, the Rugby Club, Rugby Body, Entity Team, Event Organiser will redeem the respective refund amount of the NPRF and MUPRF from the Member Union.
- (viii) Clubs, Rugby Body, Entity Team, Event Organiser and Competitions will refund their portion of participant registration fees, in accordance with their respective refund policies.

The following is a summary guide only. Please refer to the provisions of clause 12 above for detail:

POLICY	ELIGIBILITY FOR REFUND	REFUND	NPIL	NPRF & MUPRF
Not Played	Player Registered (other than a Registered Player in an Entity Team) & NOT PAID (player liability to Club, Rugby Body, Event Organiser) that has <u>not</u> played in a Competition match.	FULL	Yes	Yes
	Player Registered (other than a Registered Player in an Entity Team) & PAID (via Online Payment) that has <u>not</u> played in a Competition match.	FULL	Yes	Yes.
Played	Registered Player that <u>has</u> played in a Competition match (PAID or NOT) Registered Player in an Entity Team	PARTIAL	No	On consideration of request for refund & approval by Member Union.
<i>Transaction fees associated with Rugby Link Online Payment Gateway are non-refundable.</i>				