

COUNTIES MANUKAU RUGBY FOOTBALL UNION (INC.) BY-LAWS 2023 Season

1.	Pg 2	INTRODUCTORY NOTES This Is A Précis of The Relevant Sections of The CMRFU Constitution. Please Refer to CMRFU Constitution for Further Details
	1.1	Definitions
	1.2	Jurisdiction
	1.3	Council of Delegates Powers and Duties
	1.4	Council of Delegate Meetings
2.	Pg 2	CLUBS AND AFFILIATED BODIES
	2.1	Classification
	2.2	Delegates at General Meetings
	Pg 3	2.3 Club Officers
	2.4	Financial Statement
	2.5	Playing Colours
	2.6	Team Entries
	2.7	Team Names
3.	Pg 3	PLAYERS
	3.1	Registration
	Pg 4	3.2 Transfers
	3.3	Player Eligibility
	Pg 5	3.4 Age Qualification
	Pg 6	3.6 Disqualifications
	3.7	Festival Games
	3.8	Under 85kg Rules
4.	Pg 6	CONDUCT OF MATCHES
	4.1	Appointment of Referees
	4.2	Non-Competition Pre-season games
	4.3	Team Sheets/Reserves
	Pg 7	4.4 Commencement Times/Venues
	4.5	Registered Colours
	4.6	Provision Of Balls
	4.7	Minimum Number of Players
	4.8	Abandonment of Games
	4.9	Match Called Off
	Pg 8	4.10 Ground Officials
	4.11	Defaults
	4.12	Game Rescheduling
	4.13	Stadium Games
	4.14	Blue Card On-Field Processes/Procedures
	4.15	Aftermatch Functions
5.	Pg 8	RESULTS OF MATCHES/COMPETITIONS
	5.1	Notification of Results – Clubs
	5.2	Notification of Results – Referees
6.	Pg 8	JUDICIAL/PROTEST/APPEALS
	Pg 9	6.1 Judicial Committee
	6.2	Appeal Committee
	6.3	Protests
	6.4	Appeals (Other Than Against Disciplinary Committee Decisions)
7.	Pg 9	REPRESENTATIVE
	7.1	Order of Precedence - CMRFU
	Pg 10	7.2 Representative Priorities – Penalties
8.	Pg 10	GENERAL
	8.1	Overseas Trips
	8.2	National Trips
9.	Pg 11-13	COMPETITION FORMATS – refer to Addendum to 2023 By-Laws

1 INTRODUCTORY NOTES

1.1 Definitions:

- 1.1.1** The name of the Union is "The Counties Manukau Rugby Football Union Incorporated" hereinafter referred to as "the Union" or "this Union" or "the CMRFU".
- 1.1.2** The Union is a member of "The New Zealand Rugby Union" hereinafter referred to as "the NZR".
- 1.1.3** The NZR is a member of "The International Rugby Board" hereinafter referred to as "the IRB".
- 1.1.4** Rules mean the rules which comprise the Constitution of the Counties Manukau Rugby Football Union.
- 1.1.5** By-Laws mean regulations made by the Union, Board or Council of Delegates, pursuant to Rules 4.1.25 or 13.3.12 or 19.1.2 or 19.1.7 of the CMRFU Constitution.

1.2 Jurisdiction:

Under CMRFU Constitution Rules 4.1, or 13.1, or 19.1, the jurisdiction of the Union is delegated to the Union, or Board, or Council of Delegates, and acknowledged by all members of the Union. The Union and its members are bound by the Rules and By-Laws of the NZR and the IRB. The By-Laws shall apply to all Clubs, Affiliated Bodies, players, officials, and the public under the jurisdiction of the Union.

1.3 Council of Delegates - Powers and Duties:

- 1.3.1** The role of the Council of Delegates is to administer Club rugby in the District; and carry out delegated responsibilities according to the constitution (Rule 19.1) of the CMRFU Constitution.
- 1.3.2** The Council of Delegates shall appoint on an annual basis prior to the commencement of the senior club season, an Executive Committee consisting of the following members: Chair, Deputy Chair and two club delegate members of the Council of Delegates, the CMRFU Rugby & Operations Manager. The Executive Committee are delegated the following powers and functions on behalf of the Council of delegates:
 - a. To consider any breaches, complaints or issues related to sections 3 to 5 within the senior section of the CMRFU by-laws (i.e.: players, conduct of matches, results of matches / competitions).
 - b. To apply the discretion afforded it through section 19.1.3 of the CMRFU Constitution by determining sanctions and penalties as it sees fit upon considering the circumstances of each matter before it.
 - c. In regard to 1.3.2 (ii), any sanction or penalty less than that stipulated within any by-law shall require the Executive Committee to show in their decision that there were extenuating circumstances or appropriate mitigation.
 - d. The Executive shall provide a written decision in regard to each matter heard to the CMRFU for circulation to all members of the Council of delegates. It is noted that any club has the right to appeal any decision of the Executive by way of the Appeals Committee as per by-law 6.2.3.

1.4 Council of Delegates Meetings:

- 1.4.1** Council of Delegates Meetings are held on the first Monday of every month or as determined by the Council of Delegates.
- 1.4.2** A delegate shall cease to hold office if that person absents themselves from three consecutive meetings of the COD without reasonable excuses or leave of absence.
- 1.4.3** Voting Rights – each delegate shall have one vote. When voting on competition structure and format, the clubs that have an affiliated team(s) in that grade, has a right to vote on matters pertaining to that grade. Refer 2.1.3 for the definition of a 'team'. When voting on competition structure and format that affects more than one grade, then those clubs that have affiliated teams in those grades, have a right to vote on matters pertaining to those grades.
- 1.4.4** When voting on all matters pertaining to by-laws, only clubs with registered teams in the current year and referees are entitled to vote.

2 CLUBS AND AFFILIATED BODIES

2.1 Classification:

Under CMRFU Constitution Rules 9.6 and 9.7 each Club or Affiliated Body is entitled to be represented by delegates at a General Meeting as follows.

- 2.1.1** Clubs with one or two teams - one delegate.
- 2.1.2** Clubs with three teams - two delegates.
- 2.1.3** Clubs with four or more teams three delegates.

For the purpose of this CMRFU Constitution Rule 9.6 "team" means a team affiliated to and playing for that Club in the grades Under 19 and above, taking a full part in club competition (by entering into and competing in all rounds of club competition for which it qualifies, being a club competition approved by the Council Of Delegates in the season immediately preceding the date of the relevant General Meeting), and "team" includes a women's team and the grade commonly referred to as "President's".

- 2.1.4** Youth Council - three delegates.
- 2.1.5** Referees Association - one delegate.
- 2.1.6** Maori Rugby Association - one delegate.

2.2 Delegates at General Meetings:

Each Club and Affiliated Body must provide to the Chief Executive Officer no later than 5 pm three days prior to the commencement of a General Meeting, written notice of the delegates appointed by that Club or Affiliated Body. Such notice must be signed by the President or Chairperson or Secretary of the Club or Affiliated Body and in the form prescribed in Schedule 3. If a

delegate appointed to represent a Club or Affiliated Body is unable to attend a General Meeting that Club or Affiliated Body may register a substitute delegate at the General Meeting. If a delegate of a Club or Affiliated Body is not able to attend a General Meeting that absent delegate's vote may be exercised as an additional vote by any other duly appointed delegate for that Club or Affiliated Body; or as the vote of a substitute delegate registered at the meeting in accordance with CMRFU Constitution Rule 9.8.

2.3 Club Officers:

Within seven days after its AGM, the Secretary of each Club or Affiliated Body must send a list of the Officers elected to the CMRFU Office.

2.4 Financial Statement:

Within one month after its AGM each Club or Affiliated Body must send a copy of its Annual Report and copy of annual accounts as presented to their AGM to the Union. If thought necessary, the Union may demand the production of books of account papers, documents etc, of any Club for the purpose of examination.

2.5 Playing Colours:

Clubs playing colours must be registered with the Union and any changes to this must be approved by the Council of Delegates. New Clubs must have their proposed playing colours approved by the Council of Delegates prior to affiliation. In the event of colours clashing, the away team will change their playing colours for any game under the control of the CMRFU. The Rugby & Operations Manager will give at least three days prior notice to the team involved.

2.6 Team Entries:

Clubs shall notify the Union in writing by the date set by the Council of Delegates the grades they desire to enter.

2.7 Team Names (Sponsorship):

Clubs, by notifying the Rugby & Operations Manager in writing, may incorporate the name of one sponsor in their team names. Compliance with current NZR regulations must be observed as to the use of that name and advertising sponsors on playing gear.

3. PLAYERS

3.1 Registration:

- 3.1.1** Each club is responsible for ensuring every player listed on the respective team sheets and taking the field for any match for which these by-laws govern, is eligible to do so by meeting all current World Rugby, NZ Rugby and CMRFU eligibility criteria.
- 3.1.2** Every club must maintain a minimum of one delegated club registrar who has the responsibility of ensuring their club complies with rule 1(a) above. The CMRFU will provide assistance, training and a Registrar handbook at the start of any season or when requested or required.
- 3.1.3** The grade a player is registered to when completing the registration shall be deemed to be their default grade for that year.
- 3.1.4** A player may be registered electronically to a club no later than one (1) hour prior to kick off of any club competition match however the onus and risk sits with the respective club to ensure that the registration status of the player is "active" within the NZR database, and that notification has been sent via the MYRugby App to CMRFU. All players, playing in all grades must have a photo ID loaded onto the NZR/Sporty database. All teams must have available at each game, a Player Team List generated from the NZR/Sporty database and/or available on the MyRugby APP. If any stages of this process are not met, the player may be deemed to be ineligible. Clubs are advised to make every effort to ensure all steps are met in this instance and to contact the CMRFU Club Capability Manager should there be an issue or uncertainty.
- 3.1.5** It is the responsibility of the club to ensure that players provide accurate identification if they are unknown or new to the club. Registrars are required to check variations of names if there is no current reference for a player within the NZR database or the player does not have a reference number that fits with their experience or reputation (as explained within the Registrar manual). If there are any concerns, the registrar must contact CMRFU Club Capability Manager in writing requesting assistance. All players registering must have a recent photograph loaded into the NZR registration database.
- 3.1.6** For any new player entering the Union as a CMRFU contracted player, the responsibility of ensuring all World Rugby or NZ Rugby clearances have been met and approved sit with CMRFU. However, when that player registers with a CMRFU club, the club must request in writing, confirmation that any such clearances have been approved and that the player is eligible to commence playing club rugby.
- 3.1.7** Any player wishing to play rugby overseas must complete the NZR Application for Clearance to play overseas. Clearance is submitted to CMRFU and endorsed by NZR. It is the player's responsibility to get the clearance.
- 3.1.8** If a player is ineligible to play in any grade due to other rules contained within these or any other By-Laws or rules within CMRFU, NZR or any other Rugby Union, the player will be deemed to be unregistered until a written clearance or dispensation to those rules is received by the CMRFU and the player is deemed to be eligible to be registered.
- 3.1.9** Any Club team playing unregistered players shall forfeit the match and any points and/or bonus points gained. The non-offending team will be deemed to have won the game 30-0 and will be granted the win points plus a bonus point for the match. (ie: 5 competition points). If the first offence occurs, up to and including the fourth playing occasion of the first round of competition, the offending team will not have any competition points deducted, however for a second or subsequent offence of playing an unregistered player (included in the 22 on the team sheet), five penalty points will be incurred, respectively.
- 3.1.10** A player registering for a club after the competition has started must play for a minimum of three competition games in their registered grade (named in the 22 on the team sheet) for that club prior to semi-finals and/or finals to be eligible to play in semi-

- finals and finals for that grade. For the purposes of this rule, Premier Reserves and Premiership are not considered to be the same grade.
- 3.1.11** All players, playing in all grades must have a photo ID loaded onto the NZR/Sporty database. All teams must have available at each game, a Player Team List generated from the NZR/Sporty database and/or available on the MyRugby APP
- 3.2 Transfers:**
- 3.2.1** A player may transfer between clubs both within and outside CMRFU as they choose however must meet the requirements contained within section 3.1 of these by laws and rules below.
- 3.2.2** The following rules apply to transfers between clubs within CMRFU:
- Any player transferring to a new club prior to the start of any CMRFU competition does not need to request a transfer from the club they played for in the previous season.
 - Any player transferring after the start of the first competition game (see 3.1.10) must request a transfer electronically via the NZR database and meet the relevant requirements of section 3.1.
 - It is the responsibility of the player and new club to facilitate the release electronically. They cannot play for the new club until that process is complete.
 - There shall be no interclub transfers permitted after the completion of the match that is the midpoint of any respective competition. For clarity, semi-finals and finals are not counted as part of the calculation for the midpoint.
- 3.2.3** The following rules apply to transfers from outside CMRFU:
- Any player transferring to a CMRFU club from outside prior to the start of any CMRFU competition does not need to request a transfer from the club they last played for unless that club is outside of NZ which means an overseas clearance is required (see 3.1.1).
 - Any player transferring into CMRFU from within NZ after the first competition game, must complete a new NZR registration form online and meet the relevant requirements of section 3.1.
 - It is the responsibility of the player and new club to facilitate the release electronically. They cannot play for the new club until that process is complete.
- 3.2.4** When making or receiving a request for a transfer, clubs must act reasonably.
- When making a transfer request unless there is agreement between clubs, the request should be sent as early as possible and no later than 7.30pm on a Thursday to allow the receiving club to action it prior to the weekend.
 - When receiving a transfer request, a club must make every reasonable step to action it within two (2) working days (For clarity weekends are not included as working days).
 - It must be noted that arrears of subscriptions, monies, uniform, or other items of value is a civil matter between the club & player and may not be used to prevent a player from changing clubs.
 - Should a club not respond to the electronic transfer request within four (4) working days, CMRFU will activate the transfer without consent unless there is a special request that requires further consideration. Any such request must be notified in writing to the secretary of the requesting club and CMRFU within 48 hours of the request.
 - Any request made under subsection 3.2.3 d) above shall be dealt with and determined by the Council of Delegates Executive Committee within five (5) working days and a written decision provided to the clubs concerned.
- 3.2.5** Any players transferring to a club from outside the Union during the season must be registered to the Union (as per 3.2.2) and must play for a minimum of three competition games in their registered grade (named in the 22 on the team sheet) for that club prior to semi-finals and/or finals to be eligible to play in semi-finals and finals for that grade. For the purposes of this rule, Premier Reserves and Premiership are not considered to be the same grade.
- 3.2.6** Should a player(s) transfer out of the CMRFU during the competition season and return to CMRFU in the same year, then that player must play for the original CMRFU club (as per 3.2.2); if not, the Executive Committee will consider the transfer and the player concerned shall be stood down from all rugby until the transfer is approved. Following a return transfer, the player must play a minimum of three competition games in their registered grade prior to semi-finals and/or finals to be eligible to play in semi-finals or finals for that grade.
- 3.3 PLAYER ELIGIBILITY:**
- 3.3.1** The club rugby grades are ranked below in paragraph 3.3.4. Players who are registered to grades lower on the table may interchange between grades at will and are eligible to play in semi-finals / finals in the higher grade as of right. Rule 3.3.3 should be considered when applying this rule in regard to eligibility for semi-finals and finals.
- 3.3.2** Rankings of grades
- McNamara Cup (Premiership)
 - Sid Marshall Shield (Championship)
 - Bob Chandler Cup (Premier Reserves)
 - Under 21
 - Under 85kg
 - Bright Cup (Under 19)
- 3.3.3** A player whose default registration is in a higher grade can only be eligible to play in a semi-final / final in a lower grade if they meet the following criteria:
- They have played more games through the round robin in the lower grade in the starting 15 than in the higher grade.
 - They meet the threshold for extenuating circumstances as approved by the Council of Delegates for that season.

- c) Exemption may be granted by the Executive Committee to registered club members returning from injury or representative honours and/or players covering players who are on representative duty and/or the ability to field a front row. For clarity, representative duties do not include or apply for players who were Super Rugby players at the start of the club competition.
- 3.3.4** A player whose default registration is in a lower grade but who has played regularly in a higher grade throughout the season can only be eligible to play in a semi-final / final in a lower grade if they meet the following criteria:
- a) They have played more games through the round robin in the starting 15 of the lower grades than in the starting 15 of the higher grade. For clarity, If the player has played for the lower grade and then also played for the higher grade on the same day, that appearance in the higher grade is not included in the total number of games in the higher grade. This is to recognize the need for players in lower grades to provide reserve cover for higher grade teams.
 - b) They meet the threshold for extenuating circumstances as approved by the Council of Delegates for that season.
 - c) Exemption may be granted by the Executive Committee to registered club members returning from injury or representative honours and/or players covering players who are on representative duty and/or the ability to field a front row. For clarity, representative duties do not include or apply for players who were Super Rugby players at the start of the club competition.
- 3.3.5** Any player who is registered to a club before the start of the first competition game (see rule 3.1.4) shall be eligible to play in semi-finals and or finals within their default grade without the need to have played any club competition matches prior.
- 3.3.6** To play in any competition match in any grade, a player must meet relevant eligibility rules in sections 3.1 and 3.2 (Registration and Transfers) of these bylaws to be able to be included on a team sheet and or take the field. To clarify, if a player who is ineligible is included on a submitted team sheet, it is deemed to be the same as if the player took the field in that match. Any player included on a team sheet and or takes the field in a competition match who has not met the eligibility rules in section 3.1 and 3.2 will be deemed to be unregistered and ineligible.
- 3.3.7** Sanctions for the any team having a player named on a team sheet or taking the field for a club competition match that has not meet any of the eligibility criteria set down in sections 3 of these bylaws or received an exemption from the Council of Delegates Executive Committee for that player are as follows:
- a) If the offending team has won the match, they shall forfeit the match and any points and/or bonus points gained. The non-offending team will be deemed to have won the game 30-0 and will be granted the win points plus a bonus point for the match (5 points in total).
 - b) If the offending team has lost the game, the offending team shall forfeit the match. The non offending team shall either retain the match points they achieved if those points are in excess of 30 points. If they have scored less than 30 points, they will be awarded the match 30-0. The offending team shall be awarded 0 points.
 - c) If a team breaches any eligibility rule up to and including the fourth playing occasion of the competition, the offending team will not have any competition points deducted and shall receive a warning. For any subsequent breaches the team shall be sanctioned as in sections 3.3.7 a) & b).
 - d) In the instance that an ineligible player has been named on a team sheet or taken the field for a club competition match for more than one competition match during the season the matter shall be investigated by the COD Executive Committee in accordance with the agreed extenuating circumstances before any sanction if any is handed down.
- 3.3.8** Clubs who have more than one team in a particular grade are permitted to interchange players between teams. To be eligible to play in semi-finals or finals, a player must have played more games through the round robin in the starting 15 of that team (playing in the semi-final / final) than in the starting 15 of the other team in that grade. In this instance there is no ability for clubs to apply for exemptions to this rule.
- 3.3.9** Applications for exemptions or dispensations related to any of the rules within sections 3.1, 3.2 and 3.3 shall be made in writing to the CMRFU Club Capability Manager no later than 4.00pm three (3) working days before any scheduled match for which the exemption shall apply (ie. 4pm Wednesday before a Saturday). The matter will be determined by the Executive Committee and a written decision provided by 4pm the working day before the relative match unless further information is required. Any decision must be in line with extenuating circumstances as approved by the Council of Delegates for that season.
- 3.4 Age Qualification:**
- 3.4.1** To be eligible to play in any tournament or grade determined by age, a player must not have attained the specified age on 1 January in the year in which the tournament or match starts. The Union may require Clubs to submit proof of age when making registration or at any other stage during the season. Any Club team playing over-age players shall forfeit the match and any points and/or bonus points gained. The non-offending team will be deemed to have won the game 30-0 and will be granted the win points plus a bonus point for the match.
- 3.4.2** All players, playing in any tournament or grade determined by age and weight, must have a photo ID loaded onto the NZR database. All teams must have available at each game, a Players Team List generated from the NZR database.
- 3.4.3** For the 2023 under 21 & under 19 grades, every team shall be entitled to include within their squad the following over age players:

- a) 4 players no more than 3 months over the January 1st cut off (ie up to May 1st)
 - b) 2 players no more than 6 months (between 3 and 6 months) over the January 1st cut off (ie July 1st).
- 3.4.4 Should any over age player given dispensation be included on a team sheet for any other team within a club during the season, the automatic dispensation is cancelled, and they will be deemed ineligible for the U21 or U19 grade for the remainder of the season.
- 3.6 Disqualification:**
A person who is disqualified by the Union or by any of the Unions affiliated to the NZR shall not be permitted to take part in any match or officiate in any capacity under the jurisdiction of this Union. Any club team that plays a disqualified person shall forfeit the match in accordance to Rule 3.1.4
- 3.7 Festival Matches:**
Permission for players to accept invitations to play in festival type matches will not be unreasonably withheld by the Union. However, players are expected to fulfil their obligations to Clubs and the Union.
- 3.8 Under 85kg Rules**
- Procedure for confirming weights (applying to all U85kg games in a playing year):**
- 3.8.1 Clubs are to supply their own set of scales. These are to be digital and hold a current calibration certificate.
 - 3.8.2 Prior to each match, players listed on the team sheet of both teams are to be weighted using the home Club's scales in front of both Team Managers who will be responsible for ensuring that the process is completed fairly.
 - 3.8.3 If the match is drawn at a neutral ground, the team named first is to be treated as the home team and it will be that team's responsibility to provide the scales.
 - 3.8.4 If scales are not provided by the home team and scales are not available from the other team, the home team shall lose any competition points derived from the match.
 - 3.8.5 Teams not having a manager or Coach will have to nominate persons to take the Team Manager's responsibility – Captain and/or Vice-Captain.
 - 3.8.6 Weigh-ins are to be one team at a time in front of the Managers of both teams and opposition Captain. The opposition team are not to be in the weigh in area. The weigh-in is to be completed no later than 10 minutes before the kickoff. OR the managers must be notified of any players arriving late to weigh in the players at half time.
 - 3.8.7 Each player shall have their weight recorded on the team sheet (next to the player's name) by the Team Manager of the other team.
 - 3.8.8 Players must weigh less than 85kg. Players over the weight will not be permitted to participate in the fixture.
 - 3.8.9 If a team fails to weigh their players in accordance with this rule, the offending team shall be penalised by forfeiting the match and any points and/or bonus points gained. The non-offending team will be deemed to have won the game and will be granted the win points plus a bonus point for the match. If the offending team has lost the game, the match results will stand but the offending team will incur 5 penalty points. If both teams fail to weigh their players in accordance with this rule, then both teams will incur 5 penalty points.
- 4. CONDUCT OF MATCHES**
- 4.1 Appointment of Referees:**
- 4.1.1 The appointment of Referees for matches in the various grades shall be made by the Counties Manukau Rugby Referees Association 'Appointment Committee';
 - 4.1.2 Should an occasion arise where the referee does not report to fulfil his appointment, every endeavour must be made by the respective captains to mutually agree before commencement upon a substitute to control the game. Should the appointed referee arrive, he shall replace the substitute referee. Such detail must then be included on the Team and Result Sheet.
 - 4.1.3 If agreement cannot be reached the host club is to appoint a referee preferably who has had previous refereeing experience.
 - 4.1.4 In both situations above, "Golden Oldie" scrums will take place until a suitably qualified referee assumes control of the match.
- 4.2 Non-Competition and Pre-Season Games:**
- 4.2.1 All non-competition and pre-season games arranged by Clubs come under the jurisdiction of the Union.
 - 4.2.2 It is necessary to inform the Rugby & Operations Manager of all non-competition and pre-season games played by club teams. Specify the grade, the date, the venue and the opposition. If travelling outside the Union boundaries the name of the Team Manager must also be provided.
 - 4.2.3 Normal provision for disciplinary actions applies.
- 4.3 Team Sheets/Reserves:**
- 4.3.1 Each team must complete an official CMRFU (paper) OR Online Electronic Team Sheet, signed/sited by a Team Official. At the conclusion of the game the Team Sheets must be presented to the referee so that the referee can note/confirm any sin binning or ordering off issues, serious injuries, blue card and verify the match score. Teams using electronic team sheets will be required to send through this information to the Draws and Results Convener. It is the responsibility of the host club to ensure that this

- occurs. The Team Sheet must be a legible list of the registered full name (first and last name) of each of the players and substitute players.
- 4.3.2** Team Managers have a right to view the opposition's team sheets at the conclusion of the game if requested.
- 4.3.3** The Rugby & Operations Manager reserves the right to conduct audits of individual team sheets throughout the season and assess player eligibility and compliance with CMRFU and NZR By Laws, Rules and Regulations. If a player(s) is deemed to be ineligible to play, then Rules 3.1.3 and 3.1.4 will apply.
- 4.3.4** For U19 matches, written paper team sheets as supplied by CMRFU may be used where the team is a composite team from different clubs. Single club teams should use electronic team sheets as per 4.3.1. The written team sheet must be a legible list of the registered full name (first and last name) of each of the players and substitute players. These need to be faxed, scanned or otherwise sent to CMRFU within 15 minutes of the end of a match as per instructions provided to clubs. Failure to send a team sheet as required without reasonable excuse may result the team being determined as ineligible and sanctions contained within 3.3.7 imposed.
- 4.4 Commencement Times/Venues:**
- 4.4.1** All matches shall commence at the time and at the venue as per the published draw.
- 4.4.2** Matches can be rescheduled upon agreement between the clubs concerned, referees and CMRFU. If no agreement, the match shall go ahead as per the published draw.
- 4.4.3** If for any reason play shall not commence within ten minutes of the time appointed, the referee having blown his whistle, may declare the club unable or unwilling to proceed with the match to have lost by default and Rule 4.11 will apply.
- 4.5 Registered Colours:**
- All teams shall play in their Club's registered colours; and
- 4.5.1** All jerseys must be numbered in accordance with NZR requirements.
- 4.5.2** The referee may order from the field of play any player not conforming to this rule unless a player or team has been granted special dispensation by the Rugby & Operations Manager.
- 4.6 Provision of Balls:**
- In every match each of the opposing teams shall provide a Size 5 match ball.
- 4.7 Number of Players:**
- 4.7.1** Where a team is unable to start the match including within the NZRU Game On rules, this team shall forfeit the competition points. The match may still be played (with competition points going to the non-offending team) but must observe and comply with 'Laws of the Game, Domestic Safety Law Variations 3.3 (a)'.
- 4.7.2** Clubs may agree to play any match other than McNamara Cup utilising the NZRU "Game On" rules. Any agreement must be agreed in writing between both team managers using the provided Game On checklist which is to be forwarded to CMRFU Club Capability Manager prior to the game commencing. (McNamara Cup not included).
(NOTE: That it would be inappropriate for a premier grade team to field fresh reserves if their reserve grade team had required their game to be played under game on rules due to a lack of players. This situation should be avoided.)
- 4.7.3** The maximum number of players for any team shall be 23 with a minimum of three substitute players able to play in the front row. The teams (with the exception of Women's 10s) are able to name up to 23 players per game, in order to provide an extra front row player. For clarity:
- a) Teams of 15 or fewer players must have a minimum of 3 front row players named in the team each game;
 - b) Teams of 16 to 18 players must have a minimum of 4 front row players named in the team each game;
 - c) Teams of 19 to 22 players must have a minimum of 5 front row players named in the team each game;
 - d) Teams of 23 players must have a minimum of 6 front row players named in the team each game.
- 4.7.4** A team cannot name 23 players if it only has 5 front row players. In this situation, it must name only 22 players or less.
- 4.7.5** A replacement front row player may start the game in any other position.
- 4.7.6** It is a team's responsibility to ensure that all front-row players and front row replacements are suitably trained and experienced.
- 4.8 Abandonment of Games:**
- The referee in a match shall have the power to abandon the game if the condition of the ground or weather conditions render it unfit for play, but he shall take into account any request from the respective team captains for play to proceed. The Rugby & Operations Manager will reschedule the game.
- 4.9 Match Called Off:**
- If a match is called off by the referee because of bad conduct, the team captain and the team manager or coach of each team must attend the next meeting of the Disciplinary Committee of the Union for the purposes of discussing the reason for the match being abandoned. In the event of the match being called off, the current score is applied. The referee must report the matter in writing to the Rugby & Operations Manager before noon of the Monday following the match and shall attend the next meeting of the Disciplinary Committee of the Union if required. Both teams shall be suspended until their officials appear before the Disciplinary Committee. After hearing the cases, the Disciplinary Committee may decide that:
- a. no further action is needed.
 - b. the team(s) or player(s) should be reprimanded for their conduct.
 - c. the team(s) or player(s) should be suspended for period appropriate to the offence.

- d. a recommendation is made to the Executive Committee of the Council of Delegates to adjust the points table in line with the result of the hearing.

4.10 Ground Officials:

- 4.10.1** Host Clubs must ensure that grounds are adequately marked, that an Event Manager is appointed for each day (refer to Event Management Policy adopted by the CMRFU COD) and crowds are adequately controlled.
- 4.10.2** The visiting team must provide a liaison person to assist with the visiting teams and supporters.

4.11 Defaults:

Any Club unable to keep its engagement in any match must give notice to the Rugby & Operations Manager and the Secretary of the opposing club by phone and fax/email no later than 5.00pm the day before the scheduled match. Failure to notify all parties will incur a \$300.00 fine which the CMRFU will invoice the offending club. \$250 reimbursement to the opposing Club and \$50 to the referee via association. (Note: Rugby & Operations Manager to notify the Referees). In the event of a team defaulting a match, a score of 30 – 0 against the defaulting team shall be entered on the score sheet and the opponents awarded win points plus a bonus point. Should any team other than a Premiership and/or a Premier Reserves team default two matches in succession or three at intervals it shall be deemed to have withdrawn from the competition and any games it may have played shall not be counted in the competition. Should a Premiership and/or Premier Reserves team default a match it shall be deemed to have withdrawn from the competition unless the Council of Delegates consider there to be extenuating circumstances. Breaches of this By-Law will be dealt with under Rule 19.1.3 of the constitution.

4.12 Game Re-Scheduling:

Should a game need to be re-scheduled the Rugby & Operations Manager will reschedule the game and communicate changes via the Club Delegate(s).

4.13 Stadium Games:

Wherever practical, championship finals will be played at the Stadium or a neutral ground. Other selected matches may be transferred to the Stadium during the year. Clubs will be advised by the CMRFU at least two weeks prior and in consultation with the clubs concerned.

4.14 BLUE CARD ON-FIELD PROCESSES/PROCEDURES:

NEW ZEALAND RUGBY DOMESTIC SAFETY LAW VARIATION (DSLTV) 3.9 (B)

THE REFEREE'S POWER TO STOP AN INJURED PLAYER FROM CONTINUING

Provincial Unions that have been approved by New Zealand Rugby to take part in the Blue Card Concussion Initiative, if the referee believes a player has been concussed, or suspects a player has been concussed, the referee must show a Blue Card to that player, and that player will be required to leave the playing area, and not return and play in that match. Further the player shown a Blue Card may not return to play in any future match without first meeting the requirements of the return to play protocol, as set out in the Blue Card Concussion Initiative. The sanction will be ten competition points for any club/team to be found in breach of Blue Card Protocols. Full details of the protocols can be found in the New Zealand Rugby Booklet titled: Blue Card Concussion Initiative: Protocols & Implementation Procedures for Provincial Unions.

4.15 Aftermatch Functions:

- 4.15.1** Visiting clubs are to inform host clubs of their intentions to have either full, half or no team members present for aftermatch meals by 9.00pm of the Thursday prior to the scheduled match. This is for all grades. Every club is required to provide and maintain a current contact details of the appropriate contact person to the CMRFU Club Capability Manager (CCM) prior to the start of the club season. Notification must be in writing either via text message or email.
- 4.15.2** Any club that does not comply with 4.15.1 and does not turn up for an aftermatch meal shall be required to pay within 7 days a fine of \$200 to the home club.
- 4.15.3** For 1:00pm matches the aftermatch meal must be served to teams by 3:40pm or half time in any later game being held or as agreed between clubs. For 3pm games the meal must be served no later than 6pm or as agreed between clubs on the day.

5. RESULTS OF MATCHES / COMPETITIONS

5.1 Notification of Results – Clubs:

It is the duty of each Host Club to send to the Union the team sheets of all teams playing at their club by 5.00pm on the day of the match. Failure to send the results may incur a \$100 fine per grade affected and the deduction of two competition points per grade affected.

5.2 Notification of Results – Referees:

Referees must fill in OR confirm the result of each game in which they officiate on the team sheet, sign these and give them to Host Club Event Manager.

6. JUDICIARY / PROTEST / APPEALS:

Section 6 is a summary for the guidance of Clubs and Officials and does not take precedence over the NZR Booklet 'Rules for Disciplinary Hearings'.

6.1 Judicial Committee:

- 6.1.1** There shall be a Judicial Committee of the Union appointed from a Judicial Panel to conduct all hearings regarding foul play, complaints, yellow cards, referee reports and misconduct in accordance with the procedures specified in the NZR Disciplinary Rules "The Black Book" (as amended from time to time)
- 6.1.2** The Judicial Committee normally meets each Wednesday from 6:00pm at CMRFU. Note - special arrangements may be necessary for mid-week games.
- 6.1.3** The NZR Disciplinary Rules "The Black Book" details the procedures that will be applied for Disciplinary Proceedings. Clubs are directed to Section 3 to note the procedures should a player be Ordered Off (Red Card), Cited, or Temporarily Suspended (Yellow Card)
- 6.1.4** A player Ordered Off (Red Card) is automatically suspended and not permitted to play any game of rugby for a period of two weeks from the date of the ordering off. The player and/or a CMRFU Complaints Review Officer has the right to request a hearing before the Judicial Committee in accordance with the timeframes and process set out in Section 3, clauses 17 and 18 of the NZR Disciplinary Rules "The Black Book".

6.2 Appeal Committee:

- 6.2.1** There shall be an Appeal Committee of the Union appointed from the Appeal Panel to conduct all appeals from hearings of Judicial Committees in accordance with the procedures specified in the NZR Disciplinary Rules "The Black Book".
- 6.2.2** Any appeal to the Appeal Committee must be lodged within seven (7) days of notification of the decision of the Judicial Committee and must be in accordance with the procedures specified in the NZR Disciplinary Rules "The Black Book". Appeals must be accompanied by the fee specified, currently \$500.00.
- 6.2.3** The appeal Committee shall hear and have ability to rule on any appeal relating to a decision or ruling made by the Council of Delegates Executive Committee.
- 6.2.4** Any such appeal must be made in writing outlining grounds for appeal to the CMRFU Chief Executive within 10 working days of the date of the decision. It should be noted that an appeal must only relate to the process undertaken by the Executive Committee or points of law relating to interpretation of the CMRFU By-Laws by the Executive Committee.
- 6.2.5** Any lodging of an appeal must be accompanied by the fee as set by the Council of Delegates when setting the By-Laws annually, currently \$500. An appeal will not be deemed lodged until such payment is made.

6.3 Protests:

- 6.3.1** Where the cause for a protest is known before a match the opposing team should be notified and if the complaint is remedied then there is no further action.
- 6.3.2** If the team protested against is unable or unwilling to remedy matters the game should be played "Under Protest" and a written protest given to the Referee.
- 6.3.3** Where the ground of protest is discovered during or after the game, the protest must be made within 48 hours of the completion of the match.
- 6.3.4** Protests must be in writing and accompanied by the fee set by the Council of Delegates, currently \$500.00, to the Rugby & Operations Manager. The Executive Committee of the Council of Delegates will consider and decide what action is to be taken on the protest and report findings to all affected parties. A right of appeal to any decision made by the COD Executive Committee is contained within rule 6.2.3 and is to be made to Appeal Committee under payment of a separate fee, currently \$500. The fee may be refunded partially or fully as determined by the Executive Committee of the Council of Delegates unless the protest is considered frivolous.
- 6.3.5** The CMRFU, through the Rugby & Operations Manager, is able to instigate, investigate and request a ruling from the COD Executive Committee in regard to any issue pertaining to possible breaches of any By-Law, Rule or Regulation of CMRFU or NZR that may equate to a protest if lodged by a club.

6.4 Appeals:

- 6.4.1** In the case of any appeal, (except against decisions of the Disciplinary Committee) a written statement clearly setting forth the points on which the appeal is based, shall be forwarded to the Chief Executive Officer of the Union not later than seven (7) days following the incident or the matter on which the appeal is based. In the case of an appeal, Clubs shall have the right to appear before the Appeal Committee to give verbal as well as written evidence subject to the Chief Executive Officer receiving seven days' notice. The Secretary of a Club complained against shall also be supplied by the Secretary of the Club appealing with a copy of the statement sent to the Union.
- 6.4.2** Any such appeal must be lodged through CMRFU and must be accompanied by the fee specified, currently \$500. The fee may be partially or full refunded through determination by the Appeal Committee if the appeal is upheld.

7. REPRESENTATIVE

7.1 Order of Precedence CMRFU:

The order of precedence for Counties Manukau representative teams is as follows:

1. National Provincial Championship – Men & Women
2. National Sevens – Men & Women
3. Bs
4. Under 19s

- 5. Under 85kg
- 6. Under 16s

7.2 Representative Priorities – Penalties:

If a player is selected to play in a Counties Manukau representative game or trial, he cannot play in a Club fixture on the same day. Any club which offends may be fined (up to \$500) and the offending player suspended for up to three weeks.

8. GENERAL

8.1 Overseas Trips:

8.1.1 Teams who wish to arrange overseas trips should obtain the necessary forms, complete the required details and lodge with the CMRFU at least two months prior to the proposed trip.

8.1.2 If approved by the CMRFU the application will be sent to the NZR for approval.

8.1.3 It is necessary for the overseas host club to obtain permission from NZR.

8.2 National Trips:

Application to travel should be made to the CMRFU stating the Team Manager and other details as required for non-competition games.

9. COMPETITION FORMATS

Refer to Addendum.

ADDENDUM TO 2023 BY-LAWS

COMPETITION FORMATS / RULES APPLICABLE TO ALL GRADES

1. GENERAL

- 1.1 Under the IRB "Laws of the Game of Rugby Union" the following grades will be deemed Senior 'A' or equivalent levels and will play matches under the International Rules of the Game together with the relevant NZR Domestic Safety Law Variations (DSLVL): - McNamara Cup (Premiership), Sid Marshall Shield (Championship), Bob Chandler Cup (Premier Reserves), Under 21, Women's, Under 85kg
- 1.2 The DSLVL overrides the IRB Law Book. Laws 3, 4, 9, and 21 applies to all rugby. Law 20 has been replaced with the IRB Under 19 Scrum Variations (all grades not deemed Senior A (as per 1.1 above) will play under the Under 19 Scrum Variations.

2. ALLOCATION OF COMPETITION POINTS

- 2.1 The following Game and Bonus Points will be allocated in establishing a table of Competition Points for the round: -
- The winner will be awarded 4 game points.
 - If the result of a game is a draw, then both teams will be awarded 2 game points.
 - If either team scores 4 or more tries, then that team will be awarded 1 bonus point.
 - If a team gets beaten by 7 or less points, then that team will be awarded 1 bonus point.
 - If a team wins a game by default, then that team will be awarded 5 game points and a score of 30-nil in favour of the team not defaulting.

3. RANKING / POINTS TABLE

- 3.1 The following procedure will apply in the event of more than one team finishing on equal points in the competition round:
- The winner of the game last played between the two teams will have the higher ranking.
 - If this does not resolve the situation, then the team that has the best 'For & Against' differential will be given the higher ranking. The differential is arrived at by deducting Points Scored Against from Points Scored For.
 - If this does not resolve the situation, then the team that had the highest Points For will be allocated the higher ranking.
 - If this does not resolve the situation, then the higher ranking will be decided by coin toss.
- 3.2 The following procedure will apply to establish a winner in the event of a draw at the end of the semi-final:
- The team scoring the greater number of tries during the semi-final shall be declared the winner.
If both teams are still equal, then the team finishing highest ranked in the Championship Points Table shall be declared the winner; Extra time shall NOT be played. Refer to ByLaw 3.1
- 3.3 The following procedure will apply to establish a winner in the event of a draw at the end of the championship final:
- The teams will play 10 minutes of extra time (i.e., 5 minutes each way)
 - If the game is drawn, then the winner shall be golden point. Maximum of 10 minutes.
 - If this does not resolve the situation, then the team that has the best for & Against differential in the immediately preceding competition (Championship Round 1 and 2) will be given the higher ranking. The differential is arrived at by deducting Points Scored Against from Points Scored For.
 - If this does not resolve the situation, then the trophy shall be shared and rankings (if required for any reason) will be decided by ballot.

4. DURATION OF MATCH

- 4.1 Senior A rugby is played as per the IRB Rule Book being 80 minutes plus lost or extra time.
Under 19 game time is 35 minutes per half, plus lost time. No extra time is to be played in Under 19 fixtures, (winners of semi-finals and finals will be decided as per Addendum Rule 3.3.b-e)

COMPETITION FORMAT FOR PREMIERSHIP, PREMIER RESERVES, CHAMPIONSHIP, UNDER 21, UNDER 19, UNDER 85KG, WOMEN'S COMPETITION

All eligibility guidelines, competition formats and Semi Finals and Finals details are to be set down by the Council of Delegates in the November meeting or as soon after as is practicable.

The winner of the Premiership final will be awarded the **McNamara Cup**

The winner of the Premier Reserves final will be awarded the **Bob Chandler Memorial Cup**

The winner of the Championship final will be awarded the **Sid Marshall Shield**

The winner of the U21 final will be awarded the **Massey Cup**

The winner of the U19 final will be awarded the **Bright Cup**

The winner of the Women's final will be awarded the **Auckland RFC Women's Cup**

Premiership Grade first round winner shall be awarded the **Max Carter Cup**

Premier Reserves Grade first round winner will be awarded the **Don Shuker Cup**

Championship Grade first round winner will be awarded the **Bill Marsh Trophy**

The **Counties Energy Cup** will be challenged for, on a week-by-week basis and the club that holds this cup in the last competition round prior to semis final and finals will hold the **Counties Energy Cup**.

COMPETITION ELIGIBILITY FOR McNAMARA CUP (PREMIERSHIP)

5. ELIGIBILITY

- 5.1** Clubs will be eligible for the McNamara Cup (Premiership) competition if/when they enter a McNamara Cup (Premiership) and a minimum of a Bob Chandler Cup (Premier Reserves) or Massey Cup (U21) side as a second team entered into the respective CMRFU competition on the official CMRFU entry form.

Clubs must meet and adhere to the following Premier Club requirements:

- McNamara Cup (Premiership) Team
- CMRFU member club
- Second team confirmed within 21 days before of the start of Premiership competition.
- Junior Club
- No club is able to have two teams within this competition in any one year.
- Two full size playing fields.
- Designated Referees Changing facility.
- A minimum of one event manager wearing required high viz event manager vest for every match.
- Side-line ropes
- Playing fields set up prior to first game with all required side-line ropes, flags and goal post pads.
- Club Health Check completed with CMRFU prior to the commencement of the Premiership competition for that year – includes required Health and Safety and Alcohol Licensing.
- Signed up to Club Code of Conduct

- 5.2** The Council of Delegates reserves the right to alter rule 5.1 above. Unless the eligibility criteria are amended prior to the outset of the 2023 competition, dispensation to these eligibility rules will not be considered or available for the 2023 season.

COMPETITION ELIGIBILITY FOR SID MARSHALL SHIELD (CHAMPIONSHIP), BOB CHANDLER CUP (PREMIER RESERVES), UNDER 85KG & MASSEY CUP (U21) COMPETITIONS

6. ELIGIBILITY

- 6.1** Clubs will be eligible for the respective competition if/when they enter a team into the CMRFU competition on the official CMRFU entry form.

Clubs must meet and adhere to the following requirements:

- CMRFU member club or team from another rugby union approved by CMRFU CODs and home union
- For the Bob Chandler Cup (premier reserve), the club must have a team entered into the McNamara Cup (premiership) competition in the same year.
- No club is able to have two teams within the Bob Chandler Cup (premier reserve) competition in any one year however no such restriction is in place in other grades.
- Designated Referees Changing facility
- A minimum of one event manager wearing required high viz event manager vest for every match
- Side-line ropes
- Playing fields set up prior to first game with all required side-line ropes, flags, and goal post pads.
- Club Health Check completed with CMRFU prior to the commencement of the Premier Reserves competition for that year – includes required Health and Safety and Alcohol Licensing.
- Signed up to Club Code of Conduct

- 6.2** The Council of Delegates reserves the right to alter rules within s6 above as and when required or consider a dispensation upon application by a club.

COMPETITION ELIGIBILITY FOR BRIGHT CUP (UNDER 19)

7. ELIGIBILITY

- 7.1** Clubs will be eligible for the respective competition if/when they enter a team into the CMRFU competition on the official CMRFU entry form.

- 7.2** Composite teams made up of players registered to different clubs within CMRFU are permitted. All players must comply with rules for registration, transfers and other eligibility set down within the CMRFU By Laws.

- 7.3** Clubs must meet and adhere to the following requirements:

- Players are from a CMRFU member club or team from another rugby union approved by CMRFU CODs and home union
- There is no restriction on clubs having two teams within the competition in any one year
- Designated Referees Changing facility
- A minimum of one event manager wearing required high viz event manager vest for every match
- Side-line ropes
- Playing fields set up prior to first game with all required side-line ropes, flags, and goal post pads.
- Club Health Check completed with CMRFU prior to the commencement of the Premier Reserves competition for that year – includes required Health and Safety and Alcohol Licensing.
- Signed up to Club Code of Conduct

- 7.4** The Council of Delegates reserves the right to alter rules within s7 above as and when required or consider a dispensation upon application by a club.

8. **COMPETITION FORMATS**

General

- 8.1 Competition format will be determined once final entries are received, but generally competition will consist of round robin play, followed by semi-finals and finals.

9 **McNAMARA CUP (PREMIERSHIP) & BOB CHANDLER CUP (PREMIER RESERVES) 2023 COMPETITIONS**

9.1 **McNamara Cup (Premiership)**

- 7 teams
- 2 competition rounds on home and away basis
- 1st round commencing 1st April 2023, semi-finals 8th July, final 15th July
- The winner of the first round will be awarded the Max Carter Cup.
- The winner of the final will be awarded the McNamara Cup.

9.2 **Bob Chandler Cup (Premier Reserves)**

- 7 teams
- 1st round commencing 1st April 2023, semi-finals 8th July, final 15th July
- The winner of the first round will be awarded the Don Shuker Cup.
- The winner of the final will be awarded the Bob Chandler Cup.

- 9.3 Competition Points will be allocated as per Addendum Rule 2.1.

- 9.4 In the event of more than one team finishing equal on the Competition Points Table at the conclusion of round 2 in either competition, the final finishing position will be determined as detailed in Addendum Rule 3.1

Semi-Finals & Finals

- 9.5 Teams finishing in positions 1 – 4, as determined by Addendum Rule 3.1 above will play in the Semi-Finals.

- Team 1 will play Team 4 at Team 1's venue.
- Team 2 will play Team 3 at Team 2's venue.

- 9.6 The winner of each semi-final will be determined as per Addendum Rule 3.2

- 9.7 The winner of the respective final will be determined as per Addendum Rule 3.3.

10. **SID MARSHALL SHIELD (CHAMPIONSHIP), UNDER 85KG COMPETITIONS**

- Sid Marshall Shield - 12 teams / Under 85 – 11 teams
- 1 round on home and away basis with top ranked teams from 2022 getting benefit of extra home games followed by semi-finals and finals
- 1st round commencing 15 April 2023, semi-finals 8th July, final 15th July.

Semi-Finals & Finals

- 10.1 Teams finishing in positions 1 – 4, as determined by Addendum Rule 3.1 above will play in the Semi-Finals.

- Team 1 will play Team 4 at Team 1's venue.
- Team 2 will play Team 3 at Team 2's venue.

- 10.2 The winner of each semi-final will be determined as per Addendum Rule 3.2

- 10.3 The winner of the respective final will be determined as per Addendum Rule 3.3.

11. **MASSEY CUP (U21) COMPETITION**

- 7 teams
- 1st round commencing 1st April 2023, semi finals 8th July, final 15th July
- The winner of the final will be awarded the Massey Cup.

- 11.1 Competition Points will be allocated as per Addendum Rule 2.1.

- 11.2 In the event of more than one team finishing equal on the Competition Points Table at the conclusion of round 2 in either competition, the final finishing position will be determined as detailed in Addendum Rule 3.1

Semi-Finals & Finals

- 11.3 Teams finishing in positions 1 – 4, as determined by Addendum Rule 3.1 above will play in the Semi-Finals.

- Team 1 will play Team 4 at Team 1's venue.
- Team 2 will play Team 3 at Team 2's venue.

- 11.4 The winner of each semi-final will be determined as per Addendum Rule 3.2

- 11.5 The winner of the respective final will be determined as per Addendum Rule 3.3.