



SIRC Conference Manual

2016-2017

CONTENTS

1. Introduction.....	page 2
2. Constitution and Bylaws	page 3
3. Leadership Contact List & Duties	page 9
4. Participating Clubs Contact List & Information	page 11
5. Competition Divisions and Key Dates	page 13
6. Competition Manual	page 15
A. Definitions and Interpretations	
B. Rules of the Competition	
C. Disputes	
D. Eligibility	
E. Code of Conduct for Coaches and Players	
F. Disciplinary Policies and Procedures	
G. Medical	
H. Reporting, Media and Commercial Rights	
I. Conference Events	
J. Variations	

Chapter 1

Introduction

Welcome to the South Independent Rugby Conference Collegiate Rugby Conference. This conference manual provides participating clubs with detailed information on issues important to the management and success of the Conference.

The Constitution and Bylaws must be fully understood by club leadership. The Competition Manual (Chapter 6) should be studied and understood by all coaches and players of your team, with particular emphasis on Player eligibility (Section D) and the SIRC code of conduct (Section E). The competition rules are expected to be followed to the letter and spirit of the law.

We wish all clubs well within the competition. Should you have any further questions, please feel free to contact me.

Richard L. Cole
Conference Commissioner
South Independent Rugby

Chapter 2

Constitution and Bylaws of the South Independent Rugby Conference

PREAMBLE

We, the members of South Independent Rugby Conference, to fully realize our purpose, do hereby adopt and establish this constitution as the guiding instrument of our organization.

1. Name

This organization shall be called South Independent Rugby Conference. (Hereafter referred to as "SIRC or "conference").

2. Affiliation

The conference and its member clubs will observe and be immediately governed through its affiliation with USA Rugby, the national governing body which maintains the Laws of the Game as written by World Rugby.

The conference will have concurrent jurisdiction over its member clubs in all matters pertaining to the administration of rugby activities to include but not to be restricted to competitions, discipline, player & club eligibility, and related matters.

3. Mission

The mission of the conference shall be to maintain a structure for collegiate rugby competition for its member clubs in accordance with the spirit of the game encouraging discipline, respect, integrity, passion and solidarity, and to undertake other activities incidental or conducive to the furtherance of these objects.

The conference is committed to encouraging the highest ethical standards. All clubs involved in the conference should conduct themselves with integrity, transparency, accountability and in a fair and equitable manner consistent with the USA Rugby Code of Conduct.

4. Membership

The membership of the conference shall be limited to rugby clubs in good standing of four-year colleges and universities. Membership in the Conference runs from June 1 to May 30. Club membership status shall consist of the following:

a) Full Membership – A full member shall have full voting rights and shall hold one seat on the Board of Directors.

b) Associate Membership – An Associate Member shall have no voting rights, though will maintain access to certain other services as approved by policy of the Board of Directors.

Conference members shall abide by, and be governed by the Constitution and Bylaws. Members shall pay membership fees and assessments as determined by the Board.

Resignations: A club may resign from the conference with or without cause after fulfilling all competition and financial duties to the conference and before May 30. Mid-season resignations will not be accepted. Clubs may provide the commissioner an intention to resign prior to fulfilling all conference responsibilities. However, the resigning club shall remain liable for any pending competition and financial obligations to the conference.

Annual Renewal: Any Full or Associate Members in good standing which have not resigned prior to May 30 are deemed renewed for another academic year and are obligated to the competition and financial responsibilities of the conference.

New Members: Any club seeking to become a member of the conference shall submit a request to the Board of Directors. New members shall be admitted following a two-thirds affirmative vote of the Board of Directors.

Notice of Member Leadership: Member clubs shall provide conference leadership with club leadership names and contact points as changes occur.

Member Communication: The preferred mode of communication with the conference leadership shall be electronic mail and/or telephone.

5. Management

Board of Directors: The Board of Directors (Board) is the governing body of the conference. Each club with Full Membership status shall assume one seat on the Board. Directors shall be charged with the duty of representing not only the interests of their clubs, but those of the conference as a whole.

Duties of the Board: The Board shall:

1. Elect conference officers
2. Amend the bylaws as needed
3. Establish and enforce policies governing the conference
4. Establish the annual budget for the conference

The officers of the conference shall consist of the following:

A. Commissioner - The affairs of the Conference shall be conducted by the Commissioner as directed by the Board of Directors. The Conference Commissioner shall have charge of and be responsible for all areas in relation to conference development, communication, administration. Other duties may be assigned to him by the Board. The conference commissioner shall serve as:

a) *Chief of Staff* - The Conference Commissioner shall have general and active supervision over the business of the conference and serve as the Chairman of the Board of Directors.

b) *Conference Spokesperson* – The commissioner is the official spokesperson for the conference and is responsible for communicating with governing affiliations, member clubs, and any partnering organizations. No persons shall speak for the conference without express permission from the Commissioner.

d) *Conference President* – The commissioner of the conference shall serve as the President of the South Independent Rugby Conference Corporation.

B. Secretary – The conference secretary is responsible for maintaining the conference documents including the Constitution and By-Laws, Conference Manual, Policies of the conference and meeting minutes. Annual reviews of the Bylaws and Competition Manual shall be conducted to ensure they are relevant, comprehensive, and contemporary.

C. Treasurer - The Treasurer shall be responsible for the administration and management of the conference finances. The Treasurer shall administer the following areas as well as other duties that may be assigned to him by the Board.

1) *Budget* - Responsible for maintaining the budget, as well as having the authority to collect fines, fees, and assessments from time to time as may be required and established by the Board.

2) *Non Profit* - Responsible for maintaining the conference's corporate Not-for-Profit with the state and the 501c3 status with the Federal Government

Committees: The Commissioner, with authorization of the board, may appoint advisers, directors, coaches and committees to support the operations of the conference. The commissioner shall appoint the committee chairman.

Executive Committee – shall consist of the Commissioner, Secretary, Treasurer and the immediate past Conference Commissioner. The Executive committee is advisory to

the Commissioner and shall assist the commissioner in the management of the Conference. The Executive Committee shall be chaired by the Commissioner.

Finance Committee – Shall be chaired by the treasurer and shall review the finances and report to the Board.

Discipline Committee – the discipline committee responsibilities are to adjudicate discipline matters consistent with World Rugby, USA Rugby and with the Discipline Policies and Procedures (Chapter 11 of the Conference Manual).

6. Tenure

A. **Board members** – Each member club shall appoint one member to serve on the conference Board of Directors. Each board member has one vote. No proxy votes shall be allowed.

B. **Officers** - The Commissioner, Secretary and Treasurer shall be elected at the Annual General Meeting by a simple majority of the board members present and voting at the meeting.

C. **Terms** – Officers and Board members shall hold such positions for one (1) year. Their terms shall begin on June 1st.

D. **Removal & Vacancies** -The removal of a sitting club shall be resolved by a two-thirds vote of the members voting at a General Meeting. A member of the Board of Directors may resign at any time with or without cause. If the post of any member should fall vacant, the Board of Directors shall have the power to fill the vacancy until the succeeding season.

7. Meetings

A. **Annual General Meeting** - The conference shall hold an Annual General Meeting each year in May. The agenda for the meeting shall include but not be limited to:

- a) Election officers
- b) Adopt the budget for the following year.
- c) Consider bylaws changes as needed.
- d) Review changes to the Conference Manual
- e) Receive reports from members of the Board
- f) Address other relevant business.

B. Special Called Meetings - The Conference shall have the option to hold Special Called Meetings as needed to manage the affairs of the conference.

C. Quorum - A quorum shall only be established when the Commissioner and 51% of all eligible voters are in attendance. All meetings are open to all members of the Conference and interested persons. Only appointed board members shall be allowed to vote. Guests are allowed to address the board at the pleasure of the chair.

D. Notices - At least a ten (10) day notice of the time, place, and meeting agenda shall be given to all voting members of any General Meeting if a vote of high importance, as deemed so by the Board of Directors, is to be taken. No business shall be conducted unless fair notice thereof is contained in the Agenda.

E. Voting - All decisions shall be resolved by eligible voters comprised only of the Board of Directors that are present at the meeting. Each member shall be entitled to one vote. Only members present may vote. The Conference Commissioner shall only cast a vote in the event of a tie decision.

F. Rules - At meetings of the Board of Directors, Robert's Rules of Order, newly revised.

G. Changes to the Constitution and Bylaws (Bylaws) - Any change to the Bylaws shall be resolved by a two-thirds majority at General Meetings. A proposal to change the Bylaws must be submitted in writing to the Conference Commissioner who shall circulate the proposal to all members and allow ten (10) days for submission of any amendments before calling a meeting in accordance with the notice rule above. All amendments to the Bylaws become effective immediately unless otherwise noted.

H. Called Meetings: Meetings can be called by the Commissioner, a majority vote of the Executive Committee or by 50% of the members of the Board.

8. Finances & Accounts

The financial year shall be July 1st to June 30th.

A finance report and budget shall be submitted by the Treasurer at the Annual General Meeting.

The Treasurer shall maintain the budget, as well as have the authority to collect dues, fines, fees, and assessments from time to time as may be required and approved by the board. Clubs delinquent in payment of dues shall forfeit voting privileges. Dues will be deemed delinquent by September 30.

All checks or charges drawn against the Conference's funds may be signed by the treasurer or commissioner. All expenditures must be approved by the Conference Commissioner in agreement with the Treasurer before they are executed.

All members of the Conference shall be jointly and individually responsible for the financial liabilities of the Conference. Any Conference member who engages in the misuse of funds will be subject to having their membership status revoked.

9. Dissolution

The conference is a Not-For-Profit organization. All profits and surpluses will be used to maintain, improve or develop the conference or to carry out the objectives of the Conference. No profit or surplus will be distributed other than to another non-profit body on the commencement or dissolution of this Conference.

If, upon the dissolution of the Conference there remains after the satisfaction of all its debts and liabilities any property whatsoever, the same shall be transferred to USA Rugby or to other organization or organizations having objects similar to the objects of the conference, such organization or organizations to be determined by the Board of Directors by resolution passed at a General Meeting.

Chapter 3

Leadership Contact List & Duties

Officers

Commissioner

Richard Cole (UM)
2845 Summer Oaks Drive
Bartlett, TN 38134
901-482-3721
Dr.Cole@CPTG.net

Secretary

Kurt Ebert (UCF)
C: 352-342-0647
Kurt.Ebert@knights.ucf.edu

Treasurer

Ken Fairchild (MTSU)
407 Bellwood Drive
Murfreesboro, TN 37130
615-474-8408

Coaches

15's Select Side Coaches

Richard Cole (UM), Head Coach
Dr.Cole@CPTG.net
901-482-3721

Colby Carinhas (FSU), Assistant Coach
colbycarinash@gmail.com
850-866-7599

7's Select Side Coaches (Open)

Committees and Directors

Eligibility Committee

Jack Giblin (GT) (Chairman)

jckgbln@gmail.com

240-370-5359

Randy Blair (GT)

rjblair3@gmail.com

770-265-3964

Competition Director

Richard Cole (UM)

901-482-3721

Dr.Cole@CPTG.net

Disciplinary Committee

Tim O'Toole (USF) Chairman

timothy.s.otoole@gmail.com

Chandler Lane (GSU)

chandlerlane2013@gmail.com

404-990-5712

Schedule Director

Michael Gomez (FSU)

coach@fsurugby.org

15s Tournament Director

Kurt Ebert (UCF) (Chairman)

7s Tournament Director - North

Jeremiah King (KSU) (Chairman)

jking140@students.kennesaw.edu

302-249-4622

7s Tournament Director – South

Rich Alleger (UNF)

rkalleger@yahoo.com

Chapter 4

Participating Clubs Contact List & Information

Florida International			
David Webster	DavidWebster0728@Yahoo.com		
Mateo Velazquez	mvela092@fiu.edu		
Ronnie Suarez	RugbySuarez@gmail.com		Coach
	-		
Florida State			
Colby Carinhas	FSURugbyDirector@Gmail.com		
Michael	FSURugby@Gmail.com		
Michael Gomez	Coach@FSURugby.org		Coach
	-		
Georgia Southern			
Christopher Brown	CMBrown@Georgiasouthern.edu		
Nicholas Johnson	nj122193@gmail.com		
Chandler Lane	chandlerlane2013@gmail.com		
	-		
Georgia Tech			
Curtis McPeek	President@GeorgiaTechRugby.com		president
Jack Giblin	Jckgbln@Gmail.com		
Paul Donnan	Donnans@yahoo.com		
	-		
Kennesaw State			
Jack Breen	JBreen2@students.kennesaw.edu		
Jeremiah King	JKing140@students.kennesaw.edu		
Zach Miller	ZmanMiller13@Yahoo.com		
	-		
Middle TN State			
Jody Hensley	Jody.Hensley@MTSU.edu		Coach
Ken Fairchild	MTRugbyCoach@gmail.com		Coach
Tyler Eckhart	Eckhart_Tyler@Yahoo.com		
	-		
U. of Central Florida			
Keith Messer	Messer.David@Ymail.com		
Jason Granich	JasonGranich@gmail.com		
Ken Lindsay	Kenwl10@aol.com		
Kenneth Appeal	Appeal.Kenneth@knights.ucf.edu		
Kurt Ebert	Kurt.Ebert@Knights.ucf.edu		

Kyle McCormick	KyleG.McCormick@Gmail.com		
Raoul Besse	Luoar6@msn.com		
UCF President	UCF.RFC@gmail.com		president
	-		
	U. of Memphis		
Thomas Strickland	Dentrell116@gmail.com		president
Richard Cole	Dr.Cole@CPTG.net	901-482-3721	Coach
Christopher Lemons	TheChrisLemons@Yahoo.com		Captain
	-		
	U of North Florida		
Keith Messer	MesserDavid@ymail.com		
Rich Alleger	RKAlleger@Yahoo.com		Coach
Hank Grinold	grinold40@yahoo.com	904-557-1282	
	-		
	U of South Florida		
Mitch Bass	MitchBass77@Yahoo.com		
Gordon Campbell	daigomi@aol.com	813-842-1731	Coach
Sean Masse	Drummrboy123@aol.com		
Tim O'Toole	Timothy.s.otoole@gmail.com	813-382-5230	
Adam Foster	AdamFoster@Mail.usf.edu		
	-		

Chapter 5

Competition Divisions

North

Georgia Southern University (GSU)

Georgia Tech (GT)

Kennesaw State University (KSU)

Middle Tennessee State University (MTSU)

University of Memphis (UM)

South

Florida International University (FIU)

Florida State University (FSU)

University of Central Florida (UCF)

University of North Florida (UNF)

University of South Florida (USF)

Key Dates

SIRC Key Dates 2016-2017

SIRC 7s Round 1– October 1-2, 2016 - @KSU

Conference Fall Matches – October 8, 2016 – November 19, 2016

Select Side Combine – January 14, 2017 - @FSU

SIRC 7s Round 2 – January 28-29, 2017 - @UNF

Conference Spring matches – February 4, 2017 – March 11, 2017

Post Season Play

SIRC 15s Championships – March 25-26, 2016 (Location TBA)

D1aa Post Season Play-in (If necessary) April 1&2, 2017 (Location TBA)

D1aa Regional playoff – April 8-9, 2017 (Location TBA)

D1aa Finals – April 22-23, 2017 (Location TBA)

7s National Championship – May 19-21, 2017 (Location TBA)

Chapter 6

Competition Manual

Section A

Definitions and Interpretations

A. Definitions & Interpretations

A.1 Use of the South Independent Rugby Conference Competition Manual

The Manual has been prepared to assist the Participating College's and Competition Officials on all aspects of the Competition. All parties should be familiar with the contents of the Manual and carry it with them at all times. Words and terms defined in the Participation Agreement have the same meaning in this Manual.

A.2 Definitions

Each of the following expressions shall have the meaning assigned to it below:

- a) Conference – South Independent Rugby Conference or SIRC.
- b) Disciplinary Committee – The body appointed by the Company to hear any disciplinary matters that arise in the Competition.
- c) Disputes Committee – A body established by the Conference for the purposes of determining disputes in accordance with Section 8 of this Competition Manual.
- d) Participating College – College represented by a rugby club in the Competition.
- e) Participating Club – The rugby club of the Participating College.
- f) Host Club – The Club hosting any match of the Competition.
- g) World Rugby – International rugby governing body.
- h) Laws of the Game – The Laws of the Game of Rugby Union as framed by World Rugby in place at the time of the Match. In the case of Differences of Interpretation the English text of the World Rugby Handbook shall be authoritative and final.
- i) Match Official – Means a referee, assistant referees and may include, a Citing Commissioner and/or the fourth official as appointed.

- j) Misconduct – Misconduct shall mean conduct, behavior or practices, on or off the playing enclosure, (excluding illegal and foul play during a Match) that may bring the Competition, and/or the game of rugby and/or the Conference and/or the Competition’s commercial partners into disrepute. Misconduct shall include, but shall not be limited to, abusive, threatening or intimidating behavior towards referees or assistant referees, spectators or other officials.
- k) Rules of the Competition – The Rules of the Competition as set out in the South Independent Rugby Conference Competition Manual.
- l) Team – The team of a member club competing in the Competition shall consist of a match day squad of not more than 23 players.
- m) Competition – The Matches forming part of College Division I - AA Championship.
- n) Public Relations Director – The person appointed by the Conference to be responsible for the media operation of the Competition.
- o) Competition Officials – Includes the Match Official(s), Competition Director, and the Disputes Committee.
- p) Competition Schedule – The schedule of Matches
- q) Scheduling Director – The person appointed by the Conference to run the Competition.
- r) Venue – Any stadium(s), ground(s) or place(s) at which any Match(es) is/are to be played.

A.3 Interpretation

In the Participation Agreement and Competition Manual:

- a) Any reference to the singular shall include the plural and vice versa.
- b) Any reference to natural persons includes references to corporations, associations, trustees, instrumentalities and partnerships and vice versa.
- c) Any reference to any gender includes all other genders.
- d) The Clause headings have been inserted for convenience only and shall not be taken into account in its interpretation.
- e) References to Parties, Parts, Clauses, Annexures and Schedules are references to Parties, Parts, Clauses, Annexures and Schedules to this

Agreement as modified or varied from time to time as allowed by the Competition Participation Agreement;

f) References to any document, deed or agreement shall include references to such document or agreement as amended, notated, supplemented, varied or replaced from time to time as allowed by the Competition Participation Agreement;

g) References to any party to this Agreement or any other document, deed or agreement shall include its successors or permitted assigns.

Section B

Rules of the Competition

B. Competition Rules

B.1 Laws of the Game

All Matches shall be played according to the current World Rugby Laws of the Game and World Rugby Regulations of the Game subject to additional specifications contained in this Competition Manual and the Competition Participation Agreement.

B.2 Participating Colleges

Entries to this competition will be restricted to the teams of the Participating Colleges.

B.3 Invitation/Application

The invitation/application process will begin following the 2012 Competition season and will take place following each subsequent season.

Clubs that desire membership in the South Independent Rugby Conference must submit a completed application to the conference. Once the application and agreement have been signed by all three required parties, it can then be submitted to the conference. The application requires the signatures of a student leader (e.g. President), a non-student leader (e.g. Head Coach) and a University official (e.g. Club Sports Director).

B.4 The Competition

The Competition will comprise of clubs competing in 2 Divisions, North and South. Conference games will be played on a home or away basis, the top two clubs from each Conference will qualify for South Independent Rugby Conference postseason play.

All clubs are encouraged to play both an A side and a B side match. If clubs play both an A side match and a B side, the B side match is to be played after the A side match, unless a different order is mutually agreed upon by the participating clubs. If a club knows that it will not be able to field B side for a particular match, that club should inform its opponent at least 48 hours prior to the scheduled match.

In compiling league standings, the following system will be used:

- Win - 4 points
- Tie - 2 points
- Loss - 0 (zero) points

- Score 4 tries - 1 bonus point
- Loss by 7 points or less - 1 Bonus Point
- Win due to other club's forfeit score will be 20 – 0 (four tries resulting in 5 competition points)
- Forfeiting club - minus 2 competition points

The following criteria will be used to break ties in conference standings:

1. Head to Head
2. Win-Loss Record against clubs higher in the standings
3. Point Differential
4. Fewest Points Allowed
5. Most Tries scored

B.5 Abandoned or Postponed Matches

Subject to any local law that confers responsibility for the matter on a third party, postponement or abandonment of a Match should be at the agreement of the competing clubs.

Abandoned Matches - In the event that a match has begun but then has to be abandoned for any reason, the Scheduling Director shall decide, after consultation with the competing clubs, whether the match should be completed at a later date, or whether the result at the time of abandonment should stand and a win should be awarded. The referee will be required to submit a full report of the abandonment including the reason for and time of abandonment, the score at the time of abandonment and details of any tries/goals scored.

Postponed Matches - In the event that a match has to be postponed/weather cancellation, the Match shall be played the next day, unless not reasonably practicable. If the match cannot be played the next both clubs are to have in writing to Scheduling Director, 3 alternate dates that they are available make up the Match. These dates are to be sent in by the end of the following business day independently by each club involved. Scheduling Director will review the dates and inform the clubs of the new match date. Dates can include Friday nights, Saturday and Sunday.

If no dates match then the clubs will need to work together to get a date.

If the game cannot be played no points or forfeits will be awarded to either club.

B.6 Competition Team/Squad

Clubs will be entitled to dress their entire eligible roster for competition games. To be considered an official match, each team must have at least 13 players from their roster

ready and able to play at the scheduled time. At that point, if a team has less than 15, they may borrow players from the opposing club, though the match will be recorded as a forfeit and awarded to the opposition. It is the opposing club's discretion, what players, if any, that they provide.

B.7 Declaration of Teams/Squads

Club Managers must ensure that all players representing their College are eligible to do so in accordance with the USA Eligibility Regulations. Each club participating in the conference competition must submit their eligibility documentation to the conference Eligibility Committee Chairman prior to their first scheduled game.

B.8 Assignment of Game Officials

The Scheduling Director will coordinate with Local Referee Organizations to assign referees and assistant referees for all regular season matches. Tournament directors shall coordinate referees for SIRC tournaments.

The host Club for each regular season match will be responsible for providing No. 4 officials for regular season and South Independent Rugby Conference postseason matches.

B.9 Game Kit

Participating Clubs shall have available two sets of game kit, a primary kit and an alternate kit. The Host Club should wear its primary kit unless prior arrangements have been reached with the Away Club.

All player kit must be numbered. Each player's number should match the number listed for that player on the game roster.

All Participating Clubs shall agree to play in kit that conforms to the World Rugby Regulations Relating to the Game.

B.10 Match Venues

Match venues must be fit for the purpose of staging Matches in the Competition and comply with all applicable safety laws/regulations, security arrangements and other matters specified by the Conference.

B.11 Travel

Participating clubs are permitted to locate a neutral site for any conference match involving opponents farther than 500 miles apart (based on a commonly available mileage chart). A suitable neutral site shall minimize the travel required by both clubs.

Any site must be mutually agreeable to both participating clubs. If a midpoint location agreeable to both parties cannot be located the match will be played at the original location as scheduled.

B.12 Alcohol/Drugs

All clubs shall endeavor to comply with federal, state and local laws regarding the use of drugs and alcohol and shall endeavor to ensure that their club members comply with federal, state and local laws while engaged in club activities and while representing their clubs.

B.13 Pre Match Procedures

The Match Roster Form must be completed by each club with the starting 15 players and all substitutes, signed by its recognized representative (head coach, captain, club manager, etc). Both clubs must have proof of USA Rugby membership (club and players) and a current photo I.D. for the starting 15 and all substitutes. The opposing club has the right to inspect and verify the eligibility documents of their opponents. If there are any eligibility disputes, the club representative must ID or mark the form as played "under protest" and give proper notification to the referee. All clubs must have a copy of the USA Rugby Collegiate Eligibility form signed and sealed by the schools registrar available for inspection by their opponent in addition to any other requirements.

B.14 Post Match Procedures

Upon conclusion of the match, each club presents the Match Day Roster to the referee and their opponent for completion.

Once completed, the referee will hand the forms to the winning side and forward the scores by e-mail to its respective society for compliance. The winning club is responsible for faxing or emailing the Match Rosters to the South Independent Rugby Conference Competition Director for compliance, verification purposes, and online posting.

B.15 Sanctions

The following system of fines has been established by the SIRC:

- a) Game Related Improper CIPP/ID/Eligibility - Forfeit match, loss of competition points
- b) Repeated Game Related Improper CIPP/ID/Eligibility - Ineligible for current year play-offs, and possible probation for following year play-offs
- c) Matrix Match Forfeit

- First Time Forfeit - Minus 2 competition points. Opposing club wins 20 (4 tries) – 0 and 5 Competition Points
 - Second Time Forfeit- \$100.00 fine, forfeit game and standings points deducted
 - Third Time Forfeit - All of the above penalties, banned from following years championship game, probation with expulsion from the conference as an option at the next conference meeting.
- d) League Match Game Day No-Show without Notice - Discretion of the Scheduling Director
- e) Forfeiting a Playoff Match - Ineligible for the playoffs the following year
- f) Club Possession of Alcohol at match - Discretion of the Discipline Committee.
- g) Field Not Properly Marked – Match Forfeit
- h) No Goal Post Padding – Match Forfeit
- i) No Restraining Ropes – Match Forfeit
- j) Improper Kit as defined by the World Rugby Laws of the Game and Regulations” – \$500 fine

Section C

Disputes

C. Disputes

C.1 Competitions Director

The Competitions Director shall deal with minor complaints and disputes relating to the day to day administration and management of the Competition, but shall reserve the right to refer all complaints and disputes which are not, in the opinion of the Competitions Director, of such a nature, to the Disputes Committee in accordance with C.2.

C.2 Disputes Committee and Notification of Complaints

- a) Before the Competition begins the Conference Commissioner shall appoint a panel of persons from whom a Disputes Committee could be appointed to deal with those disputes relating to the Competition.
- b) If a complaint or dispute arises that is to be referred to a Disputes Committee pursuant to clause 8.1 above, the Conference Commissioner shall appoint the Disputes Committee to hear the matter from the panel of persons appointed pursuant to (a) above. The persons to be appointed shall be those who are independent of the complaint or dispute. The Conference Commissioner shall appoint the chairman of the Disputes Committee.
- c) The Conference shall provide and/or arrange such facilities as are necessary for the Disputes Committee to function.
- d) Subject to the provisions of this Manual, any Disputes Committee appointed shall conduct all of its activities in accordance with World Rugby By-Laws, Regulations Relating to the Game and/or the Laws of the Game as may be appropriate.
- e) Formal notice of any complaint and/or dispute and all relevant documentation and materials relating thereto should be lodged with the Conference Commissioner with a copy to the relevant Participating Club, within 24 hours after the complainant becomes aware of the incident/issue giving rise to the dispute.

C.3 Powers of the Disputes Committee

In relation to disputes handled by a Disputes Committee, the Disputes Committee shall have power to determine all issues of any nature arising in connection with the conduct

of the Competition including but not limited to disputes, disagreements or the interpretation or performance of the rules of the Competition and matters covered in the Competition Manual between and among Participating Clubs, the Conference, Match Officials, the Scheduling Director and all other persons, institutions and companies involved in the Competition. The decision of the Disputes Committee shall be binding immediately upon notification to the parties.

C.4 Procedures

Any Disputes Committee appointed shall have full discretion as to its procedures and as to what evidence it may require. The Disputes Committee will not be bound by judicial rules governing the procedure or the admissibility of evidence provided that the proceedings are conducted in a fair manner with a reasonable opportunity for each party to present its case.

C.5 Sanctions

The following sanctions shall be available to the Disputes Committee:

- a) To expel a Participating Club for the remainder of the Competition; and/or
- b) To expel any Member of a Club from the remainder of the Competition; and/or
- c) To suspend or otherwise discipline a Participating Club and/or any Member of a Club; and/or
- d) To cancel and/or vary the result of a Match; and/or
- e) To caution, reprimand and warn as to future conduct any Participating Club and/or Member of a Club; and/or
- f) To impose such other punishment, penalty, restriction or other terms as it considers appropriate sanction.

Participating Clubs bear full responsibility for the actions of their Club Members. If a Participating Club and/or its Club Members commits a breach of any of the terms of participation as specified below then the disputes committee may sanction the Participating Club:

- a) Missed deadlines for announcement of Match Teams
- b) Damage of facilities / equipment at training grounds, gyms, match venues and hotels
- c) Non-attendance of specified Club Members at post-Match media availabilities
- d) Changes to confirmed Match Teams (without valid reason)
- e) Non-appearance at official events, without valid reason

Section D

Eligibility

D. Eligibility - playing ineligible players during a conference match for any reason is prohibited

D.1 Eligibility Regulations

South Independent Rugby Conference will adopt the latest Collegiate Eligibility Regulations of USA Rugby [as provided on USA Rugby Website] and provisions for National Collegiate Championships.

D.2 Eligibility Roster

The due date for Participating Clubs to provide eligibility information on their players is set for one week prior to the first match of the Competition.

D.3 Championship Eligibility

Updated USA Rugby Collegiate Eligibility documents, signed/sealed by the university Registrar and signed by the university Club Sports Director, dated *after* “drop dates” if required in Spring and in Fall semesters.

D.4 Championship Club & Player Registration

a - Each Club is required to have:

i - Their latest club CIPP Roster.

ii – Their original USA Rugby Eligibility forms Signed/Sealed by the university Registrar (AFTER "Drop Date") and signed by the university Sports Clubs' Supervising Agent AND any USA Rugby waivers and/or letters from the university Registrar confirming Graduating Senior status.

b - Each Player must have in hand:

i - His university photo ID,

ii - A government issued photo ID, AND

iii - a signed/witnessed/initialed where indicated USA Rugby Release of Liability/Participation Waiver.

Section E

Code of Conduct for Coaches and Players

E. Code of Conduct

E.1 Coaches

South Independent Rugby Conference coaches commit themselves to a positive, player-centered approach in their coaching. A South Independent Rugby Conference coach in good standing pledges:

- a) To be a positive role model for Rugby and its players.
 - Coaches encourage their players to also be positive role models for Rugby and other players.
- b) To respect the rights, dignity and worth of every player within the context of their involvement in Rugby.
 - Coaches focus on their player's improvement as well as on results. They develop and maximize each player's physical, mental and emotional potential.
 - Coaches place the welfare and safety of each player above all other considerations, including match results.
 - Coaches believe all players are deserving of equal attention and opportunities.
 - Coaches refrain from any discriminatory practices on the basis of gender, race, religion, sexual orientation, ethnic background, or special ability/disability.
- c) To represent self and specialized standing in an honest manner enhancing the reputation of the rugby coaching community.
 - Coaches are responsible for their actions.
 - Coaches display high standards through language, manner, punctuality and presentation.
 - Coaches display control, dignity and respect for all involved with Rugby - including players, opponents, coaches, officials, administrators, the media, parents and spectators.
 - Coaches comply with USA Rugby membership requirements for themselves as well as their players.
 - Coaches seek continual improvement through performance appraisal, coach education and maintaining current USA Rugby certification and other relevant qualifications.

d) To make decisions based on the best interests of a player's sporting, education and vocational careers.

- Coaches do not place players in competitive or training situations until they are sufficiently prepared or sufficiently recovered from injury.
- Coaches acknowledge the individual talents and potential of players.
- Coaches set the appropriate training programs based upon the developmental level of the player.
- Coaches maintain a balanced emphasis on sporting involvement within life objectives.
- Coaches provide planned, sequential training programs.

e) To operate within the spirit of the game, the laws of Rugby and the policies of its governing bodies.

- Coaches embrace and enforce the laws, guidelines, regulations and policies of World Rugby and USA Rugby and its constituent bodies.

f) To reject the use of performance enhancing drugs in sport and abide by guidelines set forth by National and International regulatory bodies including the World Anti-Doping Agency (WADA) and the United States Anti-Doping Agency (USADA).

- Coaches do not tolerate the use of performance-enhancing drugs and support players' efforts to be drug-free.
- Coaches abide by the rules and regulations of the USADA and WADA.
- Coaches respect the health and dignity of players to compete on the basis of their abilities, within the laws of the game.
- Coaches educate their players on drugs in sport issues.

g) To refrain from any form of harassment of players or colleagues.

- Coaches refrain from any form of personal, verbal, physical or emotional abuse of players.
- Coaches refrain from, and prevent, any form of sexual harassment towards players or colleagues.
- Coaches ensure that any physical contact with players is appropriate to the situation and necessary for the player's skill development.
- Coaches do not engage in sexual/romantic relationships with players or other participants over whom the coach has evaluative, direct, or indirect authority because such relationships are likely to impair judgment or be exploitive.

h) To exercise a standard of care consistent with the coach's qualifications as Rugby coach.

- Coaches act out of concern for the health, safety, and welfare of players and colleagues.
- Coaches refrain from providing services or advice that is outside the scope of their competency.
- Coaches ensure medical care is available to players.

i) To provide a safe environment for training and competition.

- Coaches ensure equipment & facilities meet safety standards.
- Coaches ensure equipment, rules, training and the environment are appropriate for the age and ability of the player.
- Coaches ensure an emergency response plan is in place at all training and competitions.

j) To act out of concern and caution towards sick and injured players.

- Coaches encourage players to seek appropriate medical advice.
- Coaches allow further participation in training and competition only when appropriate.
- Coaches modify training programs when appropriate.
- Coaches maintain the same interest and support towards sick and injured players.

E.2 Players

Players are the most important people in our sport and are role models for all involved in the game. South Independent Rugby Conference's aim is to encourage all players to act in the best interests of the game and South Independent Rugby Conference at all times and to maintain the highest standards of conduct. Fair play and respect for all concerned are fundamentally important. A South Independent Rugby Conference participating player in good standing pledges:

- a) To remember that as a participating player he is an ambassador for the sport and the country and will set a positive example for others, particularly young players and supporters. This includes physical appearance and demeanor in public, in training, in coaching, when competing and especially in defeat.
- b) To demonstrate high regard for the best interest of the game when publicly expressing an opinion on the game or any particular aspect of a match or incident.
- c) To use appropriate language when representing the sport in public places. A participating player will not tolerate inappropriate language in others in such settings.

- d) To operate in the spirit of fair play and the Laws of the Game in pursuit of victory, as well as know and abide by the Laws of the Game and competition rules.
- e) To accept the decisions of Match Officials and will show respect for Match Officials at all times.
- f) To abide by the instructions of coaches and club officials in keeping with the spirit of this code.
- g) To demonstrate respect towards opposition players, club officials and supporters at all times.
- h) To develop sporting abilities in terms of skill, technique, tactics and fitness. A participating player will strive for a level of fitness and competitive readiness that will permit his performance to be at the maximum of his abilities.
- i) To safeguard the physical fitness of his teammates and opponents, avoiding unnecessary violent play and assisting injured players where necessary.
- j) To resist any temptation to take banned substances or used banned techniques.
- k) To manage injuries, and rehabilitation from injuries, with honesty and openness with coaches and medical staff at all levels.
- l) To resist any influence which might, or might be seen to, bring into question his commitment to the team winning.
- m) To make himself available to represent USA Rugby in competition and to attend all agreed training and squad sessions.

E.3. Spirit of the Game

Rugby owes much of its appeal to its traditions which dictate that the game is played both to the letter and within the spirit of the Laws. It is the responsibility of coaches, captains, players, referees, administrators and fans to create an environment where the highest possible standards are promoted and maintained at all times on and off the field of play.

It is through discipline, control and mutual respect that the Game flourishes and, in the context of a game as physically challenging as Rugby, these are the qualities which forge the fellowship and sense of fair play so essential to the Game's ongoing success and survival.

These traditional values remain as important to Rugby's future as they have been throughout its long and distinguished past. The principles of Rugby are the fundamental elements upon which the Game is based and they enable participants to immediately identify the Game's character and what makes it distinctive as a sport.

E.4 Diversity – 'A Game For All'

USA Rugby is proud to serve a diverse membership of players, coaches, officials and fans and is committed to creating and promoting a culture of inclusion and mutual respect, regardless of race, color, creed, national origin, religious beliefs, sex, age, gender identity, disability or sexual orientation. We celebrate the differences that make our members unique and special and do not tolerate discrimination, bullying or exclusion in any form.

USA Rugby expects its leadership, coaches, officials, clubs, players, administrators and fans to promote a culture of acceptance and support through their actions and through the recruitment of members without regard to sex, race, physical disability, or sexual orientation.

Through our commitment to diversity and mutual respect, we believe that the sport of rugby will continue to grow and become a powerful voice of change in the world of sport.

Section F

Disciplinary Policies and Procedures

<http://www.sirugby.com/Disciplinary%20Regulations%20and%20Procedures.pdf>

SIRC Disciplinary Regulations and Procedures Reference and authority:

A. USA Rugby Disciplinary regulations and Procedures.

The South Independent Rugby Conference has established the following regulations and procedures for itself and its member teams in accordance with Reference A.

I. Disciplinary Structure: The SIRC has appointed a Discipline Director. The SIRC Discipline Director must follow the requirements of these regulations and procedures.

II. Disciplinary Jurisdiction: The SIRC Discipline Director is responsible for the following:

A. Incidents at an SIRC event, including league matches where the parties concerned are members of the South Independent Rugby Conference.

B. Incidents involving an SIRC team when it is playing a team from another conference. The SIRC Discipline Director will deal with the SIRC team only and advise the other team's Conference disciplinary chair of their actions. If there is a difference of opinion or any dispute between the two, then the matter will be referred to the USA Rugby Discipline Committee.

C. Off-field incidents (including those that affect rugby in a negative fashion) by teams or players or supporters that occur at an SIRC event/match or involve an SIRC team whilst playing a team from another conference.

D. Every SIRC team should have its own procedures in place and are charged with the responsibility of maintaining standards of discipline within the team.

E. Maintaining an accurate record of all disciplinary proceedings involving a player or team within the SIRC.

F. If there is a conflict of interest, and the SIRC Discipline Director is involved with the team or individual subject to a disciplinary matter, then

he will recuse himself from this particular case. The SIRC Commissioner or an appointed individual from the SIRC Board of Directors will be the responsible party for that one case.

III. Player Sent Off by a Referee

A. Any SIRC player who is sent off for the remaining duration of a match for any reason is suspended for eight days, or one match, whichever is the longer, pending a review of the send-off report by the SIRC Discipline Director. The player has a right to a timely appeal.

B. The referee and qualified touch judges, and the team or teams, involved must fulfill their responsibilities as required by Law 6A.14 and Law 6B.7. That is:

1. Reports must be filed with the SIRC Discipline Director in a timely basis, which shall be no more than forty-eight hours after the incident. The preferred method is via the SIRC website's Discipline Report Form.

2. The SIRC Discipline Director will review the reports immediately and render a decision within forty-eight hours of receiving the report. If there is no dispute noted in the clubs report and no questions arising from the Referee's Report, then the Discipline Director shall act according to the guidelines below. If there are questions, the Director shall interview all those involved, and others at the Director's discretion, and request additional information and/or documentation of the incident. If necessary, or if requested by the player sent off, a hearing will be convened prior to the end of the period of automatic suspension. Prior to the hearing the individual who is the subject of the disciplinary action shall be informed of the specific conduct that is at issue. At that hearing, which may be conducted by telephone, all involved may make statements relating to the incident and may be represented by counsel. The individual who is the subject of the disciplinary action shall have an opportunity to review all evidence, and the hearing shall be consistent with traditional notions of due process. The Discipline Director will render his written decision within forty-eight hours of the hearing. Such decision may be communicated by email or fax and followed up by regular mail if required.

3. If a team that is a party to a send off does not file a report with the SIRC Discipline Director, it will be treated as an undisputed send off.

C. When a player is sent off the field for the following reasons, the sanctions shall be in the range set forth below. These penalties are inclusive of the eight day, or one match suspension.

1. Non Violent Technical Infringements (holding, obstruction, time-wasting):

First Offense: - 8 days - 2 weeks.

Second Offense (within one year): - 3 - 4 weeks.

Third Offense (within one year): - two months.

2. Minor Physical Offense (pushing, barging, over-the-top calls, early or late tackles):

First Offense: - 2 - 3 weeks.

Second Offense (within one year): - 4 - 6 weeks.

Third Offense (within one year): - 3 months.

3. Major Physical Offense (kicking, punching, dangerous rucking):

First Offense: - 2 - 6 weeks.

Repeat Offense (within one year): - 4 - 10 weeks.

(a) If these strikes were directed to the head or groin:

First Offense: - 3 - 12 weeks.

Repeat Offense (within one year): - 6 - 12 months.

(b) If this type of offense is directed at a player who is in a defenseless position, or situation, and/or in the referee's opinion were delivered with the intent to injure, the suspensions shall be increased as follows:

First Offense: - increase by additional 6 - 8 weeks.

Repeat Offense (within one year): - increase by an additional 3 - 6 months. 4.

Note: The suspensions noted above shall be interpreted as implying one week equals one regularly scheduled match - whichever is the longer suspension. Teams accused and found guilty of scheduling additional fixtures to circumvent these regulations will be subject to additional penalties. For repeat offenses, the time calculation shall be the elapsed time since the last infraction. An individual shall be subject to the penalties for "second," "third" or "repeat" offenses only if there has been a prior suspension or disciplinary penalty imposed.

D. Player Sent Off - Offenses against a Referee or Touch Judge, or a game related offense reported by a Referee or Touch Judge:

1. Because of the seriousness of these offenses these sanctions must be strictly adhered to:

(a) Persistent criticism/disputing of calls:

First Offense: - 1 - 3 matches.

Second Offense (within one year): - 4 - 6 matches.

Third Offense (within one year): - Formal hearing. A formal hearing shall include the Disciplinary Committee meeting.

- (b) Verbal abuse and/or threatening a Referee or Touch Judge:
 - First Offense: - 3 - 5 matches.
 - Second Offense (within one year): - 6 - 10 matches.
 - Third Offense (within one year): - Formal hearing.
- (c) Continuation of (a) or (b) above, and/or nonviolent contact with a Referee or Touch Judge after a send off, or at the end of the match:
 - First Offense: - 6 months.
 - Second Offense (within one year): - one or more years.
- (d) Physical or Attempted Physical Assault of a Referee or Touch Judge on or off the field, during or after the match:
 - 1. Player is suspended immediately.
 - 2. A formal hearing must be held within two weeks of the incident. The hearing must include the representation from the USAR Discipline Committee. If the event, or match, or incident occurs at a USA Rugby event, then the SIRC Discipline Director must be included in the hearing.
 - 3. Unless overwhelming evidence is presented that would mitigate the situation a minimum suspension of five years will be assessed the guilty party.
- e. Tracking Offenders
 - 1. It is the responsibility of the SIRC Discipline Director to provide a written report to the National Office of USA Rugby of any action taken in Section D 1 c and d above. For all individuals suspended for three or more months the report must contain a recent photograph of the suspended individual. Any team that allows a suspended player to participate in matches while suspended will be subject to additional penalties by the South Independent Rugby Conference.

IV. Undetected Foul Play/Off Field Misconduct - Action to be taken is the same for both situations.

A. When an act of foul play occurs but is undetected by the Referee or Touch Judges it is the responsibility of the witness(s) to report it to the Referee as soon as practical after the incident. If it is not practical to report the incident to the Referee it is the responsibility of the witness(s) to send a written report of the alleged act of foul play to the SIRC Discipline Director, or the Union of which the player's team is a member within forty-eight hours. Where more than one Union is involved the report should be addressed to the Chair of the USA Rugby Discipline Committee. Likewise, off field behavior that is detrimental to the image of the game of rugby

should be reported to the SIRC Discipline Director in the same timely manner.

B. Upon receipt of these types of reports, the Discipline Director must contact the accused within forty-eight hours. After receipt of the comments of the accused the Discipline Director will follow the procedures established in Section III B above.

1. From this point forward, the procedures of Section III B 2 should be followed including the opportunity for a hearing and for the individual subject to the disciplinary action to review all the evidence prior to such a hearing.

2. Foul play incidents, if found to be true, should be penalized as in Sections III C and D above.

3. Off field incidents will be reviewed on a case-by-case basis. Proven allegations of misconduct that tends to place the game in disrepute are to be dealt with in the strongest manner. As a reminder, clubs are responsible for the activities of their members and supporters as they relate to the image of the game. Teams are expected to provide for the discipline of their members and supporters who bring the game into disrepute.

V. Appeals Procedure

A. An individual or team may appeal a decision they feel unjust. This does not apply to suspensions related to players sent off if the individuals or teams did not address the initial report.

B. A written notice of appeal must be made within ten days of receipt of the notice of suspension. The appeal must be made to the SIRC Discipline Director. A copy of the appeal will be sent to the SIRC Commissioner, who will hear the appeal with a review board.

1. The Discipline Director shall copy and forward all information regarding the case to the league commissioner. A hearing date, time and place shall be determined by the SIRC Commissioner and sent to the appellant. Such details of the hearing shall be agreeable to both parties, subject to them not withholding consent unreasonably.

2. The SIRC Commissioner will appoint two further individuals from the SIRC Board of Directors to assist him in the appeals process who will then constitute the SIRC Appeal Review Board.

3. If there is a conflict of interest, and the Commissioner is involved with the team of the appellant, then he will recuse himself from the

appeals process and appoint an individual from the SIRC Board of Directors to hear the appeal.

C. The Hearing

1. All parties involved shall be given an opportunity to present all pertinent information, and counsel may represent the appellant.
2. Upon completion of the hearing, the SIRC Commissioner and members of the review board shall reach a decision. A written copy of the decision shall be sent to the appellant and to the SIRC Discipline Director within forty-eight hours of the hearing.

D. Decisions of the SIRC Appeal Review Board may be appealed if it is felt evidence was not entered, or if extreme bias was present. The appellant must notify the Chairman of the USA Rugby Discipline Committee in writing within ten days of receiving the appeals decision. The Chairman shall gather all the material pertinent to the case and review this and any new evidence, or claim of bias, that is presented by the appellant. Within forty-eight hours of receiving the case file from the SIRC Appeal Review Board, the Chairman of the USAR Discipline Committee shall issue a decision on the case. That written decision will be sent to the appellant, the SIRC League Commissioner, Discipline Director and Review Board. This decision shall be final and no appeals shall be heard or entertained above this level except as provided in the By-Laws of USA Rugby.

VI. General Information and Requirements

A. SIRC Officials at every level (committee members, coaches, team officers) have a responsibility to ensure that all their members are fully aware of and follow these procedures. For its part, the SIRC will have these regulations posted to its website, and periodically remind its teams of them via email.

1. Reciprocity is mandated. Players and/or clubs sanctioned in one L AU/conference are sanctioned in all LAUs/conferences.

B. It appears that a small minority of players has a disregard for fair play and the overall good of the game. This fact and the increasing mobility of American society make the following procedures necessary:

1. The SIRC shall maintain written records of all decisions reached and actions taken. The information may be brief, but must include name, CIPP number, address, date and type of incident, action taken, etc. Details on how long to keep this information on file will

be circulated. These files must be kept in a professional manner and passed to new SIRC Discipline Directors. The information is required in order to determine whether an individual is a repeat offender. The information is only to be used during the “sentencing” portion of any hearing or action, and only if there has been prior disciplinary action taken. It may not be utilized in determining the guilt or innocence of the individual.

2. If an individual has been found guilty of an offense and the party moves to a new location, the file(s) of any incidents must be copied and the copy sent to the Disciplinary Chair of the LAU/Conference in the new location. This will ensure continued awareness of past problems that will need to be addressed if the individual is again accused of misconduct.

C. SIRC will publicly display the names and details of all Red and Yellow card offences on a page on its website. Appendix 1 Yellow Cards In order to address the issue of repeat offenders and professional fouls the following disciplinary procedures will be implemented.

A. If a player receives two yellow cards in a game that player will be ejected from the game and will receive an automatic minimum suspension of eight days or one competitive game whichever is the longer, pending a review by the SIRC Discipline Director. The competitive game will be the next match following the expiration of the time for appeal against the yellow card(s).

B. If a player receives a yellow card in successive games that player will receive an automatic minimum suspension of eight days or one competitive game whichever is the longer, pending a review by the SIRC Discipline Director. The competitive game will be the next match following the expiration of the time for appeal against the yellow card(s).

C. If a player receives four yellow cards during a twelve-month period that player will receive an automatic minimum suspension of sixteen days or two competitive games, whichever is the longer, pending a review by the SIRC Discipline Director. The two competitive games will be the next two matches following the expiration of the time for appeal against the fourth yellow card.

D. If a player receives six yellow cards during a twelve-month period that player will receive an automatic minimum suspension of twenty days or three games, whichever is the longer, plus a

disciplinary hearing before the SIRC Discipline Director. A player may appeal against being given a yellow card within 14 days being given that yellow card by giving notice in writing to the SIRC Discipline Director. The hearing of an appeal against a yellow card shall follow the procedures set out in Section III. B. 2. of these Guidelines where a player has been sent off but pleads 'not guilty' save that: The SIRC Discipline Director may impose the punishment that would have been appropriate had the player been sent off for the offence, or cancel, or confirm the giving of the yellow card. Where a player appears before the SIRC Discipline Director having been given a yellow card or cards in addition to having been sent off, the SIRC Discipline Director and Committee is entitled to take those yellow cards into consideration and decide they shall form no part of future computations under these Guidelines. The proceedings, findings, or decisions of the SIRC Discipline Director shall not be invalidated by reason of any minor defect, irregularity, omission or technicality unless such defect, irregularity, omission or technicality raises a material doubt as to the reliability of the proceedings, findings or decisions. Notice of appeal given by fax or email is acceptable. Appendix 2 Procedures applicable to citing in domestic games pursuant to Section IV of these Guidelines

1. Citing occurs where a player commits an act of foul play that was not detected by the match officials and either of the Unions or Clubs participating in the match have the discretion to cite that player to show cause why that player should not be held accountable in the same way as a player who has been ordered off.

2. Who can cite? Only unions, conferences or clubs in membership with the unions participating in the match.

3. How to cite in domestic games

- 3.1 The citing must be in writing and signed by an official, or nominated person acting on behalf of the union or club seeking to cite. A citing by fax or email is acceptable provided a hard copy is posted within three days of the fax or email.

- 3.2. The citing must be addressed to the Discipline Chair or Director of the union or conference of which the player's club is a member within the time-lines noted in Section III B above. Likewise, off field behavior that is detrimental to the image of the game

of rugby should be reported to the appropriate Discipline Chair or Director in the same timely manner. In cases of doubt, or where two unions or conferences are involved, the citing should be addressed to the Chair of USA Rugby Discipline Committee.

3.3. The citing must state:

3.3.1 Date, venue and teams participating in the match.

3.3.2. Details of the alleged act of foul play including as accurately as possible the time elapsed in the game, the score, and the position on the field where the alleged incident occurred.

3.3.3. The identity of the player or players alleged to be guilty of foul play, or provide the means of doing so.

4. Receipt of a written citing.

4.1. Upon receipt of a written citing whether direct or through USA Rugby, the Discipline Chair or Director shall consult the match officials, which in this context shall mean the Referee and any touch judges officially appointed (and not appointed by a participating club) to determine whether they had detected the alleged act of foul play which is the subject of the citing.

4.2. In the event any official detected the alleged act of foul play which is the subject of the citing, and having detected the act considered that it did not constitute foul play, the citing shall be dismissed, and no further action shall be taken other than advising the Complainant that the citing is dismissed together with the reasons for doing so.

4.3. Where the alleged act of foul play was not detected by any of the match officials the Chair of the Disciplinary Committee shall consider the complaint and unless he considers it to be frivolous or vexatious the player cited shall be advised in writing of the allegations made in the citing.

4.4. If the Chair of the Disciplinary Committee considers the complaint to be frivolous or vexatious

the Complainant will be so advised. The Complainant, if aggrieved, may refer the matter to the USA Rugby Disciplinary Chair whose decision shall be final and given within four days of the reference. Any such reference to the USA Rugby Disciplinary Chair shall be in writing and posted within three days of the Union of the affiliated Club being informed the complaint is considered frivolous or vexatious.

4.5. Where the player, having been advised, admits the allegations the player may invite the Discipline Director to deal with the complaint under the provisions of Section IV.B of these regulations.

4.6. A player who has been cited is presumed innocent until proved guilty and may continue playing pending the hearing of the complaint whether or not the player admits allegations of foul play.

Section G

Medical

G. Medical & Safety

G.1 Match Venue Medical Facilities

- Players and Match Officials - An appropriate area for the use of players (from both participating clubs) and match officials (including referee and touch judges) who are injured or ill.
- Dressing Rooms - Access to a dressing room for each club and match officials participating in the match. Dressing Rooms are not required to be adjacent to the match venue. Preferred facilities would include reasonable access to:
 - a) Shower facilities
 - b) A physiotherapist table

G.2 Preventative Measures

- a) Each Participating Club should have an athletic trainer at all games. Away Clubs that are unable to travel with an athletic trainer must make arrangements with the Host Club for an athletic trainer to assist them on match day.
- b) Participating Clubs must provide emergency medical information to the Conference prior to the start of the regular season to be shared with the other Participating Clubs.

G.3 Medical Fees and Costs

- a) The cost of treatment for Illness contracted or Injury sustained (including without limitation any dental treatment) by a Member of any Club at any time during the Competition shall be the responsibility of the Participating Club or Club Member.
- b) In addition to the costs described above the Participating Club shall be responsible for athletic trainer supplies, mouth guards and similar items.

G.4 Medical Staff

- a) The Participating Club is responsible for ensuring that its Medical staff are properly qualified and insured to give medical treatment.

G.5 Lightning

In case of lightning everyone must evacuate the area to a safe location. The recommend method to help determine when cover should be taken is the flash-to-bang method. If a game, practice, or other activity is suspended or postponed due to lightning activity, it is important to establish criteria for resumption of activity. Waiting at least 30 minutes after the last lightning flash or sound of thunder is recommended. Each time lightning is seen or thunder is heard the 30-minute clock should be reset

Section H

Reporting, Media and Commercial Rights

H. Reporting, Media and Commercial Rights

H.1 Each Participating Club and each Member of its Club acknowledges the importance of working with the media to obtain maximum positive media coverage and exposure for the Competition. Each Participating Club is to appoint a Media Manager responsible for media commitments such as club announcements, photographic, filming, and interview opportunities. It is the responsibility of each Media Manager to ensure they supply relevant contact details and to ensure that they are contactable by the media and the South Independent Rugby Conference Public Relations Director throughout the Competition.

H.2 Participating Clubs grant to South Independent Rugby Conference the non-exclusive, non-sub licensable, transferable, royalty-free right throughout the world in perpetuity to use the Participating Club's name, club logo, registered trademark and names, voices, images and likenesses of University personnel who are participating in the Competition in connection with the advertising, promotion, marketing, selling, broadcast and distribution of the Competition.

H.3 It is the responsibility of each Participating Club and Media Manager to ensure that the statements and comments of those associated with the Club in an official capacity are in accordance with the code of conduct and do not bring the game of Rugby Union, the Conference, their College or the Competition into disrepute.

H.4 It is the responsibility of the Participating Club through the Media Manager to make sure the Club Members are aware of and comply with the rules governing their media activity prior to, and during the Competition.

H.5 Participating Clubs may be required to submit the names, photographic head and shoulders shots (high resolution, 250kb, tight crop, jpeg files) in uniform club kit and completed biographical questionnaire for all the members of the varsity squad (players and coaches) to the Public Relations Director during the Competition season.

H.6 Prior to the start of the regular season the Media Manager must provide the Conference with the latest Club schedule of the Participating Club and advise of any changes that are made during the competition.

H.7 Each Participating College is required to make the head coach and captain available for a competition press conference when arranged.

H.8 Immediately after a match, the coach and captain from each Participating Club (if requested by the media) must make themselves available as soon as possible at the designated media area for post match interviews and comments.

H.9 No Club will be permitted to have branding or logos of sponsors appearing on the playing kit unless they are included in accordance with the World Rugby Regulations Relating to the Game, specifically Regulation 11 relating to “Advertising Within the Playing Enclosure”, see

<http://www.worldrugby.org/search?s=Advertising+Within+the+Playing+Enclosure%E2%80%9D%2C+> for further information.

Any Club entering into a sponsorship agreement that subsists during the Competition shall ensure that:

- a) The sponsor(s) do not claim to be the sponsor of the Competition or officially connected to the Competition; and
- b) It does not by itself, its servants or agents and the sponsor(s) do not do or say anything, or exercise rights granted to them that do or may prejudice the image of the game of rugby union football, the Competition, the Clubs or the Venues.
- c) Sponsors representing alcohol, tobacco or gambling are prohibited.

H.10 Participating Club should include recognition of the Competition through placement of Competition score and Competition web links on Participating Club website.

Section I

Conference Events

I. Event Guidelines

- a) The Events Director of South Independent Rugby Conference shall have the responsibility for awarding all South Independent Rugby Conference championship events, playoffs and other events. Preference shall be given to Full Members for hosting events.
- b) Clubs desiring to host an event must file an Event Bid Application Form by the filing deadline set for that event. All financial obligations to South Independent Rugby Conference must be current and the host club must be fully enrolled in CIPP (club and players) and in good standing with their associated rugby referee association.
- c) South Independent Rugby Conference will provide complete funding for Referee and Trophies. A portion of the cost for onsite medical personnel may also be provided. All other funding is the responsibility of the event host.
- d) If an item is to be reimbursed to the host, receipts must be presented to the South Independent Rugby Conference treasurer within 30 days of the event.
- e) The host is responsible for field permits, field set up, lining, goals posts and pads, spectator ropes and field markers. The host shall also provide South Independent Rugby Conference with a clear map and directions to the event site.
- f) The South Independent Rugby Conference Event Director will work with the Host Club Event Coordinator to arrange any and all necessary services, facilities and equipment.
- g) The South Independent Rugby Conference Event Director reserves the right to request written clarifications on any bid and also reserves the right to reject any and all bids for any cause. If it deems it necessary, the Event Director can reject all bids and issue a new request for event bids

Section J

Variations

J. Variations

The Conference reserves the right from time to time before and during the Competition to make or vary rules and give directions as to the conduct of the Competition, the conduct of the Participating Club and each member of the club in line with the terms of the Competition Participation Agreement. All such rules and directions when made and communicated will become binding on the Participating Club and each member of the club.

This clause is intended to allow the Conference to take such action as it considers necessary in the best interests of the Competition, to maintain the Competition's integrity and to respond to events. It is designed principally to address unforeseen circumstances. This clause will be implemented in accordance with the following provisions:

J.1 The Participating Club acknowledges and agrees that the Eligibility Regulations and Disciplinary Procedures of the World Rugby in force at the time of the competition will apply subject to such Competition specific modifications as may be appropriate.

J.2 Variations will not be retrospective. Variations will only be applied if they are uniform across all Participating Clubs and Club Members. All variations shall be communicated in writing and are binding on the Conference.

J.3 Where it is practicable to do so, the Conference shall use reasonable endeavors to consult with Participating Clubs in relation to variations but such consultation shall not limit the rights of the Conference.