



SOUTHEASTERN RUGBY HANDBOOK

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SECTION 1

1. INTRODUCTION

Welcome to the Southeastern Collegiate Rugby Conference.

This manual and its contents provide the participating teams with detailed information on issues important to the running and success of the Conference.

SECTION 2

2. CONSTITUTION OF SOUTHEASTERN RUGBY, INC

PREAMBLE

We, the members of Southeastern Rugby Incorporated, 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 Southeastern Rugby Incorporated. (here after, the SRI or conference).

2. Affiliation

The conference and its members 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 the International Rugby Board.

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

3. Mission

The mission of the conference shall be to encourage the introduction, teaching, promotion, and understanding of the sport of Collegiate Union Rugby throughout the Southeastern Rugby Conference and undertake other activities incidental or conducive to the furtherance of these objects.

The conference is committed to encouraging the highest ethical standards. All teams 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 teams in good standing of four-year colleges and universities.

Team membership shall consist of the following statuses:

- 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.

Members shall pay membership fees as determined in the yearly budget.

All members joining the conference shall be deemed to accept the terms of this Constitution, by-laws and membership agreement adopted by the conference, and are required to conduct themselves in accordance with the conference's ethical framework.

Any team seeking to join the conference shall submit a request to the conference leadership. Members shall be admitted based on a two-thirds vote from the Board of Directors.

Both Full and Associate members shall submit a renewal application each year prior to January 01 to ensure the availability of accurate information to the conference. Applications shall become due October 1st and delinquent on January 1st. Once a team has renewed, it is obligated to carry out its duties for the entire year.

A team may resign from the conference with or without cause simply by not renewing the annual membership application as required. Mid-season resignations will not be accepted. The resigning team shall remain liable for any pending financial obligations to the conference.

5. Management

The affairs of the Conference shall be conducted by a Board of Directors. The preferred mode of communication shall be electronic mail and/or telephone.

The members of the Board of Directors shall consist of the following:

- A. Commissioner.** The Conference Commissioner shall have charge of and be responsible for all areas in relation to conference development, communication, and organization. Other duties may be assigned to him by members of the Board of Directors and/or the By-Laws of the conference.
 - a) Chief of Staff: The Conference Administrator shall have general and active supervision over the business of the conference and serve as the Chairman of the Board of Directors.
 - b) Representation: Responsible for providing communication with governing affiliations, member teams, and any partnering organizations.
 - c) Organization: Responsible for scheduling, maintaining conference records and official documents, presiding over General Meetings, and is responsible for the general welfare of the conference and its members.

- B. Treasurer.** The Treasurer shall have charge of and be responsible for all areas in relation to financial administration of the conference. The Treasurer shall administer over the following areas as well as other duties that may be assigned to him by members of the Board of Directors and/or the By-Laws of the Conference:
 - a)** Budget: Responsible for maintaining the budget, as well as having the authority to set & collect fines, fees, and assessments from time to time as may be required.
 - b)** Sponsorship & Marketing: Responsibilities include soliciting and coordinating all sponsorship activities while serving as the chief representative of the conference when engaged in such marketing relations.
- C. Team Delegates.** Each team with Full membership status shall receive one seat on the Board of Directors. Delegates shall be charged with the duty of representing not only the interests of their teams, but those of the conference as a whole.
- D. Committees and Directors.** The Commissioner, with authorization of the board, may appoint additional personnel or advisers to serve as directors and on committees to support the operations of the conference.

The Board of Directors shall have full power to deal with all matters relating to the Conference including power to make public and enforce such by-laws as the Board of Directors feels necessary to govern the activities of the conference. They may enter into any variances of contractual agreements on behalf of the conference, and they may generally exercise all such powers granted within these by-laws or are otherwise authorized to exercise, except those powers expressly reserved for the individual member teams.

6. Tenure

Appointments

Team Delegates shall be appointed by their respective teams, with the Conference Commissioner and Treasurer to be elected by the Team Delegates. The Conference Commissioner and Treasurer shall be appointed at the Pre-Season General Meeting by a simple majority of the Team Delegates present at the meeting.

Terms

All Board of Directors members shall hold such positions for one (1) year. Their terms shall begin immediately following the appointment process.

Removal & Vacancies

The removal of a sitting team shall be resolved by a two-thirds majority vote at General Meetings. 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

Annual General Meeting

The conference shall hold an Annual General Meeting each year with the date to be determined prior to the beginning of the academic year:

- a)** Elect officers

- b) Receive individual reports from members of the Board of Directors.
- c) Vote on a budget for the following year.
- d) Consider changes to the Constitution.
- e) Address other relevant business.

Special Called Meetings

The Conference shall have the option to hold Special Called Meetings each year:

- a) Receive individual reports from members of the Board of Directors.
- b) Consider changes to the Constitution.
- c) Address other relevant business.

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.

Notices

At least a fourteen (14) day notice of the time, place, and 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.

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, unless stipulated otherwise in the constitution or bylaws, however, only members present may vote. The Conference Commissioner shall only cast a vote in the event of a tie decision.

Rules

At meetings of the Board of Directors, Robert's Rules of Order, newly revised, shall be followed unless altered by the bylaws.

Changes to the Constitution

Any change to the Constitution shall be resolved by a two-thirds majority at General Meetings. A proposal to change the Constitution must be submitted in writing to the Conference Commissioner who shall circulate the proposal to all members and allow fourteen (14) days for submission of any amendments before calling a meeting in accordance with the notice rule above. All amendments to the by-laws become effective immediately unless otherwise noted.

8. Finances & Accounts

The financial year shall run from January 1st to December 31st.

A budget shall be submitted by the Treasurer at the Annual General Meeting with a vote to take place directly after discussion. Revisions to the budget can be made at General Meetings by a simple majority of eligible voters.

The Treasurer shall maintain the budget, as well as have the authority to set & collect fines, fees, and assessments from time to time as may be required. Teams delinquent in payment of dues shall forfeit voting privileges. The Treasurer shall send one or more reminders to the member team.

All checks or charges drawn against the Conference's funds shall only be signed by the treasurer.

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 have their membership status revoked.

9. **Dissolution**

The conference is a non-profit organization. All profits and surpluses will be used to maintain or improve or develop the conference or to carry out the objects of the Association to which it is affiliated. No profit or surplus will be distributed other than to another non-profit body on a commencement or dissolution of its 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 some 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.

SECTION 3

3. **MANAGEMENT DUTIES**

Name: Southeastern Rugby Inc.
Address: P.O. Box 52654, Knoxville, Tennessee 37950
Web: www.southeasternrugby.org

Title: **Commissioner**

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

- b) *Representation*: Responsible for providing communication with governing affiliations, member teams, and any partnering organizations.
 - c) *Organization*: Responsible for maintaining conference records and official documents, presiding over General Meetings, and is responsible for the general welfare of the conference and its members.
 - d) *Rules*: Responsible for developing and maintaining the Constitution and By-Laws of the conference. Annual reviews of the By-Laws shall be conducted to ensure they are relevant, comprehensive, and consistent with the mission and spirit of the conference.
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Title: Secretary

- a) Responsible for publishing an agenda and maintaining the minutes of the meetings.
 - b) Responsible for maintaining an updated contact listing for all teams, officers and directors of the conference.
 - c) Supervises (and acts in the absence of) the Public Relations Director and Marketing Director.
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Title: Treasurer

- a) *Budget*: Responsible for maintaining the budget, as well as having the authority to set and collect fines, fees, and assessments from time to time as may be required.
 - b) *Non Profit*: Responsible for maintaining the conference's 501c3 status with the State and Federal Government.
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Title: Competitions Director

- a) *Representation*: Responsible for serving as the liaison between the conference and the USA Rugby Collegiate Eligibility Committee.
 - b) *Scheduling*: Responsible for organizing the official conference matrix and distributing it to all conference members by November 01.
 - c) *Eligibility*: Responsible for handling all matters related to player and team eligibility, placement, and compliance through the use of the USA Rugby Eligibility Form.
 - d) *Policies & Procedures*: Responsible for insuring compliance with USA Rugby competition guidelines and administering penalties for policy offenders.
 - e) *Statistician*: Responsible for processing post match reports and rosters, while maintaining the official conference score board.
 - f) *Organization*: Responsible for providing thought leadership in the formation and ratification of all conference competition policies, while also governing over the member grievance and appellate processes.
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Title: Disciplinary Director

- a) *Representation*: Responsible for serving as the liaison between the conference and the USA Rugby Disciplinary Committee.
- b) *Discipline*: Responsible for taking disciplinary action from either a referee report, individual or spectator report, or individually against clubs and/or individuals for failing to meet the policy and procedures standards of Southeastern Rugby and/or USA Rugby.

- c) *Organization*: Responsible for providing thought leadership in the formation and ratification of all conference disciplinary policies, while also governing over the member grievance and appellate processes.
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Title: Referees Director

- a) *Representation*: Responsible for serving as the liaison between the conference and the USA Rugby Referee & Laws Committee, as well as the local referee organizations for the purposes of maintaining positive relations and ensuring adequate levels of referee coverage. The Referees Director is also responsible for serving as the liaison between the conference and the USA Rugby Medical & Safety Committee.
- b) *Development*: Responsible for promoting referee development opportunities for conference members and for assisting the local referee organizations with referee recruitment, training, and development.
- c) *Laws of the Game*: Responsible for providing thought leadership on how the conference can further participation, competitiveness, and understanding of the Laws of Rugby.
- d) *Safety*: Responsible for providing thought leadership in the formation and execution of all health, safety, and player welfare policies.
- e) *Playing Surface*: Responsible for ensuring all teams are utilizing safe, clean, and legal playing surfaces as outlined by IRB regulations, fully equipped with goal posts, post pads, marker flags, safety barriers, field lines, etc.
- f) *Club & Individual Player Participation*: Responsible for reviewing all catastrophic injuries and reporting any legal battles to the USA Rugby Director of Membership Relations.
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Title: Marketing & Public Relations Director

- a) *Representation*: Responsible for serving as the liaison between the conference and local and national media centers and for maintaining the conference's online presence, to include websites and various social networks. Responsible for serving as the liaison between the conference and commercial interests.
- b) *Reports*: Responsible for recording & reporting the results of conference matches to all available outlets, including in each report the final scores, match summaries, key play makers, coaches' and players' comments, and a summation of next week's events.
- c) *Information*: Responsible for writing and sends press releases or briefs when applicable to all available outlets.
- d) *Sponsorship*: Responsible for soliciting and coordinating all conference-wide sponsorship and fundraising activities.
- e) *Procurement*: Responsible for selecting, ordering, and distributing conference materials.
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Title: Performance Director

- a) *Representation*: Responsible for serving as the liaison between the conference and the USA Rugby High Performance Committee, as well as the USA Rugby Board of National Selectors for the purposes of maintaining positive relations and promoting players of high achievement.
- b) *Development*: Responsible for promoting coaching and player development opportunities for conference members, utilizing both national and regional educational resources.
- c) *All-Conference Select Side*: Responsible for selecting an All-Conference Select Side and appoint the coaching staff and manager, pending Board approval, to compete annually following the matrix season.

- d) *All-Conference Awards*: Responsible for selecting an All-Conference team, player, and coach based on exceptional performance and actions both on and off the field, representing the best in the conference.

Title: Events Director

- a) *Representation*: Responsible for serving as the liaison between the conference and the USA Rugby Collegiate Competitions Committee, as well as USA Sevens LLC.
- b) *Conference Championship*: Responsible for ensuring an adequate venue, while also governing over the necessary logistics before, during, and after the event.
- c) *Rugby 7's*: Responsible for promoting the game of rugby7's, while working with USA Sevens LLC to ensure representation at the national level, as well as support in conference events.
- d) *Bowl Events*: Responsible for promoting interleague competition among neighboring conferences to further the sport and increase the marketability of the conference.

SECTION 4

4. DEFINITIONS & INTERPRETATIONS

4.1 Use of the Southeastern Rugby 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.

4.2 Definitions

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

- a) *Company or Conference* – Southeastern Rugby Inc. or Southeastern Rugby.
- b) *Participating College* – College represented by a rugby team in the Competition.
- c) *Participating Team* – The rugby team of the Participating College.
- d) *Host Team* – The Team hosting any match of the Competition.
- e) *IRB* – International Rugby Board or World Rugby.
- f) *Laws of the Game* – The Laws of the Game of Rugby Union as framed by the IRB in place at the time of the Match. In the case of differences of interpretation, the English text of the IRB Handbook shall be authoritative and final.
- g) *Match Official* – Means a referee and/or an assistant referee and shall include, when appointed, a Citing Commissioner and/or the fourth official.
- h) *Misconduct* – Misconduct shall mean conduct, behaviour 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 behaviour towards referees or assistant referees, spectators or other officials.
- i) *Rules of the Competition* – The Rules of the Competition as set out in the Southeastern Rugby Competition Manual.
- j) *Team* – Each Team competing in the Competition shall consist of a match day squad of not more than 23 players.
- k) *Competition* – The Matches forming part of College Division I Championship.
- l) *Competition Director* – The person appointed by the Conference to run the Competition.

- m) *Competition Officials* – Includes the Match Official(s), Competition Director, and the Disputes Committee.
- n) *Competition Schedule* – The schedule of Matches.
- o) *Venue* – Any stadium(s), ground(s) or place(s) at which any Match(es) is to be played.

4.3 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 5

5. COMPETITION RULES

5.1 Laws of the Game

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

5.2 Participating Colleges

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

5.3 Invitation / Application for Competition

Teams that desire membership in the Southeastern Collegiate 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 (ex: President), a non-student leader (ex: Head Coach) and a University official (ex: Club Sports Director).

5.4 The Competition

The Competition will comprise of teams competing in 2 Divisions. Conference games will be played on a home or away basis, the top two teams from each Division will qualify for Southeastern Rugby postseason play.

All teams are encouraged to play both a varsity and reserve. If teams play both a varsity and reserve match, the reserve match must be played after the varsity match, unless a different order is mutually agreed upon by the participating teams.

Division 1 Teams

- Compete for an opportunity to represent the conference in the USA Rugby D1AA National Championship Tournament.
- Must be prepared to honour reserve matches.

Division 2 Teams

- Compete for an opportunity to represent the conference in the USA Rugby Division II National Championship Tournament.

Promotion / Relegation

Each spring, the top finishing Tier 2 Team will have the opportunity to challenge the last place finishing team in Tier 1 for promotion. Additionally, the conference reserves the right to reclassify any team that is not meeting the requirements of the competition.

Standings

In compiling league standings, a point system will be used.

Win - 3 Points

Tie – 2 Points

Loss – 1 Point

Forfeit – 0 Points

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

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

5.5 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 teams.

Abandoned Matches

In the event that a match has begun but then has to be abandoned for any reason, the Competition Director shall decide, after consultation with the competing teams, 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 due to reasons outside the control of either team, the Match shall be played the next day, unless not reasonably practicable. If the match cannot be played the next day or rescheduled later, the result shall be declared a draw and the records of both teams shall

represent as such. If the match is postponed and/or cancelled due to reasons within the control of either team, the competition director shall mediate a day and location for the match to be played.

5.6 Competition Squad

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 team, though the match will be recorded as a forfeit and awarded to the opposition. It is the opposing team's discretion, what players, if any, that they provide.

5.7 Declaration of Squads

Team Managers must ensure that all players representing their College are eligible to do so in accordance with the USA Eligibility Regulations.

5.8 Assignment of Game Officials

Teams will coordinate with Local Referee Organizations to assign referees and assistant referees for all regular season matches. The Competitions Director and the Referees Director will be responsible for securing officials for postseason matches.

5.9 Game Kit

Participating Teams shall have available two sets of game kit, a primary kit and an alternate kit. The Host Team should wear its primary kit unless prior arrangements have been reached with the Away Team. All player kit must be numbered. Each player's number should match the number listed for that player on the game roster. All Participating Teams shall agree to play in kit that conforms to the IRB Regulations Relating to the Game.

5.10 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.

5.11 Travel

The Competition Director will attempt to locate a neutral site for any collegiate match involving opponents farther than 500 miles apart. It is the responsibility of the team originally scheduled to travel to assist the Competition Director in this process and that team shall also assume any expense related to the hosting of this match (this does not include opponent's travel expenses). A suitable neutral site shall minimize the travel required by both teams. If a midpoint location cannot be located and/or approved by the Competition Director, the match will be played at the original location as scheduled.

5.12 Alcoholic Beverages

At rugby matches or events held in college campus or youth (Under 19/Under 15) settings, serving or selling alcoholic beverages before, during or immediately after the match is prohibited. Campus policies on alcoholic beverages must be strictly adhered to.

At rugby matches or events held off campus or in adult settings, alcoholic beverages may be served or sold (under local laws and regulations) provided that active measures are taken to prevent under age collegiate players and all other under age persons from access to such beverages.

It is the responsibility of college and local officials to ensure that their own regulations and laws are enforced. Disciplinary action will be utilized to censure teams, event hosts, and others who fail to take the necessary action to enforce these regulations.

5.13 Pre Match Procedures

The Game Roster Form must be completed by each team. Teams should enter the starting 15 prior to kickoff and add the appropriate players as substitutions are made throughout the match.

Prior to the game, both teams must have proof of CIPP registration (club and players) and a current photo I.D. for all players eligible to participate. The opposing captains have the option to verify and accept the eligibility of their opponent. If there are doubts the Captain(s) may request a photo ID or mark the form as played under protest.

All teams must have a copy of the USA Rugby Collegiate Eligibility form signed by the registrar available for inspection by their opponent in addition to any other requirements.

5.14 Post Match Procedures

After the match the referee will enter the score, plus any other information related to sending off, field inadequacies etc and sign both teams' forms. The coach or captain from each team shall verify and sign the form of their opponent.

The winning team is responsible for emailing the Match Rosters to the Southeastern Rugby Competition Director for compliance, verification purposes, and online posting.

5.15 Extra Time

In the event a match is not decided in regulation time in postseason competition, the following protocol will be followed to reach a match decision.

There will be an extra time of twenty minutes divided into two ten-minute periods. If the match is not decided at the end of this twenty-minute period a ten-minute sudden victory period will follow. If the game is tied after the sudden victory period a penalty kick off will follow. A win during sudden victory is achieved through any score.

Extra time periods and breaks will be conducted accordingly to the following schedule:

1. Five minute water break immediately following full time. Referee and captains conduct a coin toss to determine direction and kicking team
2. 10 minute period beginning with kick off (OT #1)
3. 2 minute break – teams switch directions
4. 10 minute period beginning with kick off (OT #2)
5. Match is still not decided – two minute water break – teams switch directions
6. 10 minute SUDDEN VICTORY period beginning with kick off (OT #3)
7. Match is still not decided - five minute water break immediately following sudden victory period
8. A PENALTY KICK OFF will be used to determine the winner
9. Referee and captains conduct a coin toss to determine which team will kick first
10. Each team designates 5 players out of the 15 players who last took the pitch
11. The penalty kicks will be taken at the center of the 22 meter line with each time alternating after each penalty kick
12. If the match is tied after the first 5 players have taken their penalty kick for their respective team the match will go into SUDDEN VICTORY PENALTY KICKS

13. After the first 5 players have been used up each team will continue to designate players who have yet to take a penalty kick

Extra Time Substitution and Replacements

Team substitutions are limited by the same eight substitute proscription provided by law and local practice in effect in regulation time. (By law, below international level, more than eight on a bench is permissible in law but actual substitution is limited to eight).

5.16 Competition Sanctions

The following system of fines has been established by Southeastern Rugby:

- a) Game Related Improper CIPP
 - Forfeit Match
- b) League Match Forfeit
 - Discretion of the Competitions Director
- c) League Match Game Day No-Show Without Notice
 - Discretion of the Competitions Director
- d) Forfeiting a Playoff Match
 - Ineligible for the playoffs the following year
- e) Team Possession of Alcohol at match
 - Discretion of the Competitions Director.

SECTION 6

6. DISPUTES

6.1 Competition 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 6.2.

6.2 Disputes Committee and Notification of Complaints

- a) The panel for a Disputes Committee shall consist of all officers and directors of the conference.
- b) If a complaint or dispute arises that is to be referred to a Disputes Committee pursuant to clause 8.1 above, the Competitions Director 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 Competitions Director shall serve as the chairman of the Disputes Committee.
- c) The Committee 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 IRB 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 Competitions Director with a copy to the relevant

Participating Team, within 24 hours after the complainant becomes aware of the incident/issue giving rise to the dispute.

6.3 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 Teams, the Conference, Match Officials, the Competitions 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.

6.4 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.

6.5 Sanctions

The following sanctions shall be available to the Disputes Committee:

- a) To expel a Participating Team for the remainder of the Competition; and/or
- b) To expel any Member of a Team from the remainder of the Competition; and/or
- c) To suspend or otherwise discipline a Participating Team and/or any Member of a Team; 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 Team and/or Member of a Team; and/or
- f) To impose such other punishment, penalty, restriction or other terms as it considers appropriate sanction.

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

- 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 Team 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 7

7. ELIGIBILITY

7.1 Eligibility

Southeastern Rugby will adopt the Eligibility Regulations of USA Rugby [as provided on USAR Website] and provisions for National Collegiate Championships.

a.2 Collegiate Team Eligibility

- a) Each team must be recognized by the college/university it represents.
- b) Each team must be in good standing with the college/university.

SECTION 8

8. CODE OF CONDUCT

8.1 Coaches

Southeastern Rugby coaches commit themselves to a positive, player-centered approach in their coaching. A Southeastern Rugby 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 the International Rugby Board 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 based on 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 a 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.

8.2 Players

Players are the most important people in our sport and are role models for all involved in the game. Southeastern Rugby's aim is always to encourage all players to act in the best interests of the game and Southeastern Rugby and to maintain the highest standards of conduct. Fair play and respect for all concerned are fundamentally important. A Southeastern Rugby 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 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 always show respect for Match Officials.
- f) To abide by the instructions of coaches and team officials in keeping with the spirit of this code.
- g) To demonstrate respect towards opposition players, team officials and supporters always.
- 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 team mates 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.

8.3 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 always promoted and maintained 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.

8.4 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, teams, 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 9

9. DISCIPLINARY POLICIES AND PROCEDURES

9.1 Introduction

The Southeastern Rugby Disciplinary Director serves at the will of the Conference. All Participating Teams or players who participate in the Competition, are, by virtue of that participation, deemed to have consented and agreed to be subject to these Rules and to fully comply herewith.

9.2 Definitions

- a) *Illegal and/or Foul Play* – for the purposes of these Rules, Illegal and/or Foul Play means conduct that constitutes a breach of Law 10 of the IRB Rugby Laws of the Game and/or a breach of Law 3.11 (c), Law 4.5 (c) and Law 6.A.5.
- b) *Misconduct* – shall mean any conduct, behavior, statements or practices on or off the playing enclosure in connection with a Match (excluding Foul Play during a Match) that is unsporting, unruly, ill-disciplined and/or that brings or has the potential to bring the sport of Rugby Union, the IRB, the USAR, Southeastern Rugby, Teams and/or any of these organization’s commercial partners into disrepute.

It is not possible to provide a definitive and exhaustive list of the types of conduct, behavior, statements or practices that may amount to Misconduct under these Regulations. By way of illustration, each of the following types of conduct is an example of Misconduct:

- Acts of violence or intimidation within the venue in which the Match is being played including (without limitation) any parking lot, practice area, tunnel, changing rooms and/or warm-up areas;
- Acting in an abusive, insulting, threatening, intimidating or offensive manner towards referees, touch judges or other officials or any person associated with the teams participating in the Match or spectators;
- Acts or statements that are, or conduct that is, discriminatory by reason of religion, race, sex, sexual orientation or national or ethnic origin;
- Seeking or accepting any bribe or other benefit to fix a match or series of matches or to achieve a contrived outcome to a Match or series of matches or to otherwise unfairly influence the outcome of or any dimension or aspect of any match or series of matches;
- Acts of vandalism or thievery;
- Failing to cooperate with or otherwise providing inaccurate and/or misleading information in any proceedings under this Regulation or other disciplinary or criminal proceedings;

- Any breach of Regulation 20 (Code of Conduct) of the IRB Regulations Relating to the Game;
 - Improperly interfering with, making comments and/or otherwise engaging in any conduct in connection with current and/or anticipated disciplinary proceedings and/or Match officiating, that is prejudicial to and/or negatively impacts on current and/or anticipated disciplinary proceedings (including appeal hearings) or which otherwise prejudices the interests of Southeastern Rugby, the Game and/or any person.
- c) *Ordered Off (“Red card”)* – a player is Ordered Off when he is sent off the playing enclosure permanently by the referee or match official, generally arising out of misconduct or foul play, and can take no further part in the Match in which he is Ordered Off.
- d) *Temporarily Suspended (“Sin Binned”/“Yellow Card”)* – a player is yellow carded or Temporarily Suspended when he is cautioned in a Match by the referee and is issued a “yellow card” by the referee or official or is temporarily sent off the playing enclosure by the referee or match official for a period of playing time which is spent in the “sin bin” and who then, time permitting, would be permitted to rejoin play.

9.3 Ordering Off (“RED CARD”)

Any player/coach who is red carded and sent off for the duration of a match for any reason is automatically suspended for eight days, or one match, whichever is the longer, pending a review of the send-off report by the responsible disciplinary committee.

The referee and qualified touch judges, and the club or clubs, involved is to fulfil their responsibilities as required by Law 6A.14 and Law 6B.7. That is:

- a) Reports must be filed with the Disciplinary Chair on a timely basis, which shall be no more than five days in writing, via e-mail or fax. Reports prepared by referees and/or touch judges (Appendix 4) when a Player has been Ordered Off should contain the following information:
- The date of the Match, the venue and the teams participating;
 - The name of the player Ordered Off and his team;
 - The circumstances in which the player was Ordered Off;
 - The reason for the player being Ordered Off; and
 - Any other information the referee considers relevant.
- b) The Disciplinary Director will review the reports and documentation immediately and will render a decision pursuant to the guidelines set forth herein within 5 days of notification; however, if possible, all efforts should be made to render a decision within forty-eight hours of receiving the reports and other supporting materials.
- c) Where a player has been ordered off, in order to dispute the RED card, the subject player or the player’s head coach must file a written dispute of the subject RED card within 48 hours of the event at which the RED card was issued, specifying the basis for the dispute and why the RED card was not warranted. Failure to file a timely notice of dispute will waive the subject player’s entitlement to any hearing and will be treated as an undisputed send off. While the subject hearing, if requested, should be completed within the five days deadline for a decision, if such hearing cannot be completed within these guidelines, the Disciplinary Director adjudicating the subject case may extend the deadline for a decision, in the interests of justice, in order to complete the hearing.

9.4 Temporary Suspensions (“YELLOW CARD”)

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 one qualifying match pending a review by the Disciplinary Chair of the Competition under whose jurisdiction the game was played. The qualifying match will be the next match following the expiration of the time for appeal against the yellow card(s).

A player may appeal against being given a yellow card within 48 hours of being given that yellow card by giving notice in writing to the Disciplinary Director. The hearing of an appeal against a yellow card shall follow the procedures set out in these Guidelines where a player has been sent off but pleads 'not guilty' save that: The Disciplinary 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.

9.5 Disciplinary Action

- a) Before the Competition begins the Disciplinary Director shall be appointed to deal with those disciplinary reports relating to players and members of the Conference.
- b) Subject to the provisions of this Manual, any Disciplinary Director shall conduct all of its activities in accordance with IRB By-Laws, Regulations Relating to the Game and/or the Laws of the Game as may be appropriate.
- c) The Disciplinary Director shall have general jurisdiction over and review of all disciplinary matters, issues or events arising from or in connection with any contests and matches that occur where Participating Team are involved unless otherwise subject to or pre-empted by IRB or USAR regulations, USAR Bylaws, or federal, State or local laws.

9.6 Standard of Proof

In conjunction with 6.A.4 of the Laws of the Game it is essential to preserve the integrity of the referee's position as sole judge of fact and law. A Disciplinary Director cannot substitute its judgment for that of the referee on the pitch. A distinction, however, is drawn between the referee's decision on the field of play and reasons for that decision. This means that when after a Match a Disciplinary Committee may consider the further disciplinary consequences of an incident, where the referee has already made a decision on the field in relation to that incident, the Disciplinary Director may, nevertheless, enquire into the referee's reasons for that decision and the circumstances surrounding it.

The Disciplinary Director shall be entitled to call on experts to provide specialist advice, including legal advice.

The Disciplinary Director's deliberations on its decision shall take place in private. The Disciplinary Director shall, in the first instance, determine its factual findings. Thereafter, as appropriate, it will hear and consider such materials as may be relevant to sanctions

9.8 Determination of Illegal and / or Foul Play

The Disciplinary Director shall first undertake an assessment of the seriousness of the conduct, which constitutes the offence and categorize the offence as being MILD, MODERATE or SEVERE in order to identify the appropriate entry point for consideration of a particular incident. The assessment of the seriousness of the player's conduct shall be determined by reference to the following:

- b) Whether the offence was committed intentionally or deliberately.
- c) Whether the offence was reckless, that is the player knew (or should have known) that the actions were Illegal and/or Foul Play or were likely to cause injury.
- d) The gravity of the player's actions in relation to the offence:

- The nature of the actions, the manner in which the offence was committed including the part of the body used, i.e. fist, elbow, knee or boot and whether the offence was directed at a vulnerable part of the body such as the head, groin, etc.
 - The existence of provocation and whether the player acted in self-defence.
- e) The effect of the offending player's actions on the victim (i.e. the extent of any injury, removal of the Player from the game).
 - f) The effect of the offending player's actions on the game.
 - g) The vulnerability of the victim player including the part of the victim's body involved or affected the position of the player and his ability to defend himself.
 - h) The level of participation in the offence and the level of premeditation.
 - i) Whether the conduct of the offending player was completed or amounted to an attempt.
 - j) Any other feature of the player's conduct which constitutes the offence.
 - k) The costs to repair or correct any injury or damage done.
 - l) The impact of the offence of the community, family, public opinion, reputations.

Once the applicable entry point has been identified (MILD, MODERATE, or SEVERE) the Disciplinary Committee shall identify all relevant aggravating factors and determine what additional period of suspension, if any, above the applicable entry point should apply to the case in question.

Aggravating factors include the following:

- a) An absence or lack of remorse and/or contrition on the part of the offending player.
- b) The Player's status as an offender of the Laws of the Game. The Player's disciplinary record in all competitions and (as appropriate) in other sports during his playing career shall be considered.
- c) To combat a pattern of offending.
- d) Any other off-field aggravating factor that the Committee considers relevant and appropriate.

Thereafter the Disciplinary Director shall identify all relevant mitigating factors to determine if there are grounds for reducing the period of suspension, if any. Mitigating factors include the following:

- a) The presence and timing of an acknowledgement of guilt by the offending player;
- b) Good record and/or good character;
- c) The age and experience of the player;
- d) The player's conduct prior to and at the hearing;
- e) Remorse for the player's actions and the victim player;
- f) Any other off-field mitigating factor that the Disciplinary Committee considers relevant and appropriate.

Where a Player has been found to have committed an act of Illegal and/or Foul Play not specifically prescribed herein, appropriate sanctions may be imposed.

9.9 Sanctions for Misconduct

If the Disciplinary Director determines that an act or acts of Misconduct has been committed then it shall receive and consider representations on Sanctions. He shall be entitled to impose such sanction as it thinks fit on the party, Team and/or player concerned including, but not limited to, the following:

- a) A caution, warning as to future conduct, reprimand;
- b) A suspension for a specified number of Matches or period of time;
- c) Suspension from involvement in Rugby officiating and/or administration;
- d) Any combination of the above.
- e) Other sanction, suspension or community service as may cure, compensate, repay or otherwise provide appropriate retribution for the misconduct and damages that may result.

A person who has received a RED card may not take the field again until such time as all proceedings, appeals sanctions, conditions and suspensions have been completed and satisfied.

9.10 Appellate Process

The Southeastern Rugby Appellate Committee is comprised of volunteer members, appointed by the Commissioner. The structure, size and terms of service of the members of this committee are dictated by the Conference.

An appeal to the Southeastern Rugby Appellate Committee may be lodged by one of the following:

- a) A Player sanctioned by a decision of the Disciplinary Director.
- b) A victim Player of the Illegal and/or Foul Play for which the opposition player was referred to a Committee.
- c) A player, person, Participating College sanctioned by a decision of a Committee for Misconduct; or
- d) Any agent or representative of the above upon written authority.

An appeal shall be lodged within 7 days after the date on which the decision of the Director is published.

9.11 Appellate Procedures

An individual or Participating College may appeal a decision they feel unjust. This does not apply to suspensions related to players sent off if the initial RED card or report was not timely disputed in writing.

A written notice of appeal must be made within 7 days of receipt of the notice of suspension. The appeal must be made to the Disciplinary Director that made the suspension decision. A copy of the appeal must also be sent to the Commissioner. The Commissioner shall initiate a hearing by contacting and securing the services of two volunteers (not involved in the case) for the Appellate Committee. The Disciplinary Director shall forward all information regarding the case to all members of the Appellate Committee.

The Commissioner shall serve as the chairman of the Appellate Committee. A hearing date, time and place shall be determined by the Chair and sent to each member of the Appellate Committee and to the appellant.

9.12 Appellate Hearings

All parties involved shall be given an opportunity to present all pertinent information, and counsel may represent the appellant. Upon completion of the hearing, the Appellate Committee shall reach a decision by majority vote. If possible, a written copy of the decision shall be sent to the appellant and to the members of the Appellate Committee within forty-eight hours of the hearing.

The Appellate Committee shall have full discretionary power to hear and receive such further evidence on an appeal as it thinks fit. Ordinarily such evidence would only be accepted where it can be established that such evidence was not, on full and proper enquiry, available at the time of the hearing. The Appellate Committee shall be entitled to receive such evidence as it thinks fit notwithstanding the evidence may not be legally admissible.

Where evidence is given before the Appellate Committee, there shall be no cross-examination or questioning of witnesses except to the extent the Appellate Committee in its discretion permits.

The Appellate Committee's deliberations on its decision shall take place in private. A decision of an Appellate Committee shall be valid if taken by at least a simple majority of the members of the Committee.

9.13 Tracking Offenders

It is the responsibility of the Disciplinary Director to keep a written report of all disciplinary actions taken by both the Disciplinary & Appellate Committees.

9.14 Recommended Sanctions

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.

a) 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.

b) Minor Physical Offense (pushing, barging, early or late tackles):

- First Offense: - 2 - 3 weeks.
- Second Offense (within one year): - 4 - 6 weeks.
- Third Offense (within one year): - 3 months.

c) Major Physical Offense (kicking, punching, dangerous rucking):

- First Offense: - 2 - 6 weeks.
- Repeat Offense (within one year): - 4 - 10 weeks.

If these strikes were directed to the head or groin:

- First Offense: - 3 - 12 weeks.
- Repeat Offense (within one year): - 6 - 12 months.

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.

The suspensions noted above shall be interpreted as implying one week equals one regularly scheduled match - whichever is the longer suspension. Clubs 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.

Player Sent Off - Offenses against a Referee or Touch Judge, or a game related offense reported by a Referee or Touch Judge. 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 be defined as a meeting of the Disciplinary Chair plus two Conference or National Officers depending on the level of the hearing.
- 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): - 1 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:
- Player is suspended immediately.
 - A formal hearing must be held within two weeks of the incident. The hearing must include representation from the USA Rugby Disciplinary Committee
 - Unless overwhelming evidence is presented that would mitigate the situation a minimum suspension of one years will be assessed the guilty party.

9.15 Power to Suspend

The Conference shall have power to:

- a) Suspend any College whose Player or Person fails to comply with any sanction imposed on him.
- b) Suspend any Player who fails to comply with any sanction imposed on him pursuant to these Rules;
- c) Suspend any Person who fails to comply with any sanction imposed on him pursuant to these Rules.

SECTION 10

10. MEDICAL AND SAFETY

10.1 Match Venue Medical Facilities

Players and Match Officials

An appropriate area for the use of players (from both participating teams) and match officials (including referee and touch judges) who are injured or ill.

10.2 Preventative Measures

- a) Each Participating Team should have access to an athletic trainer at all games. Away Teams that are unable to travel with an athletic trainer must make arrangements with the Host Team for an athletic trainer to assist them on match day. Host teams are required to have the appropriate medical staff available for the entirety of the game and any reserve match.
- b) Participating Teams must provide emergency medical information prior to the start of the regular season to be shared with the other Participating Teams.

10.3 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 Team at any time during the Competition shall be the responsibility of the Participating Team Member.
- b) In addition to the costs described above the Participating Team shall be responsible for athletic trainer supplies, mouthguards and similar items.

10.4 Medical Staff

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

10.5 Lightning

In case of lightning everyone must evacuate the area to a safe location. 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 11

11. REPORTING, MEDIA AND COMMERCIAL RIGHTS

- 11.1** Each Participating Team and each Member of its Team acknowledges the importance of working with the media to obtain maximum positive media coverage and exposure for the Competition. Each Participating Team is to appoint a Media Manager responsible for media commitments such as team 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 Southeastern Rugby Public Relations Director throughout the Competition.
- 11.2** Participating Teams grant to Southeastern Rugby the non-exclusive, non-sublicensable, transferable, royalty-free right throughout the world in perpetuity to use the Participating Team'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.
- 11.3** It is the responsibility of each Participating Team and Media Manager to ensure that the statements and comments of those associated with the Team 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.
- 11.4** It is the responsibility of the Participating Team through the Media Manager to make sure the Team Members are aware of and comply with the rules governing their media activity prior to, and during the Competition.
- 11.5** Each Participating Team is required to submit the names, photographic head and shoulders shots (high resolution, 250kb, tight crop, jpeg files) in uniform team kit and completed biographical questionnaire

(appendix 2) for all the members of the varsity squad (players and coaches) to the Public Relations Director no later than one week prior to the first match of the Competition.

- 11.6** Prior to the start of the regular season the Media Manager must provide the Conference with the latest Team schedule of the Participating Team and advise of any changes that are made during the competition.
- 11.7** Each Participating College is required to make the head coach and captain available for a competition press conference when arranged.
- 11.8** Immediately after a match, the coach and captain from each Participating Team (if requested by the media) must make themselves available as soon as possible at the designated media area for post match interviews and comments.
- 11.9** No Team will be permitted to have branding or logos of sponsors appearing on the playing kit unless they are included in accordance with the IRB Regulations Relating to the Game, specifically Regulation 11 relating to “Advertising Within the Playing Enclosure”, see www.irb.com for further information.

Any Team 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 Teams or the Venues.
 - c) Sponsors representing alcohol, tobacco or gambling are prohibited.
- 11.10** Participating Team should include recognition of the Competition through placement of Competition marks and Competition web links on Participating Team website.

SECTION 12

12. EVENT GUIDELINES

- a) The Events Director of Southeastern Rugby shall have the responsibility for awarding all Southeastern Rugby championship events, playoffs and other events. Preference shall be given to Full Members for hosting events.
- b) Teams desiring to host an event must file an Event Bid Application Form by the filing deadline set for that event. All financial obligations to Southeastern Rugby must be current and the host team must be fully enrolled in CIPP (club and players) and in good standing with their associated rugby referee association.
- c) Southeastern Rugby will provide complete funding for Referee and Trophies. A portion of the cost for onsite medical personnel and venue preparation 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 Southeastern Rugby 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 Southeastern Rugby with a clear map and directions to the event site.
- f) The Southeastern Rugby Event Director will work with the Host Team Event Coordinator to arrange any and all necessary services, facilities and equipment.
- g) The Southeastern Rugby Events Director reserves the right to request written clarifications on any bid and reserves the right to reject any and all bids for any cause. If it deems it necessary, the Events Director can reject all bids and issue a new request for event bids.

SECTION 13

13. VARIATIONS

The Conference reserves the right from time to time before and during the Competition to make updates to this handbook and/or vary rules and give directions as to the conduct of the Competition, the conduct of the Participating Team and each member of the team.

All such rules and directions when made and communicated will become binding on the Participating Team and each member of the team.

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:

- 13.1** The Participating Team acknowledges and agrees that the Eligibility Regulations and Disciplinary Procedures of the IRB in force at the time of the competition will apply subject to such Competition specific modifications as may be appropriate.
- 13.2** Variations will not be retrospective. Variations will only be applied if they are uniform across all Participating Teams and Team Members. All variations shall be communicated in writing and are binding on the Conference.
- 13.3** Where it is practicable to do so, the Conference shall use reasonable endeavours to consult with Participating Teams in relation to variations, but such consultation shall not limit the rights of the Conference.