

Western Rugby Union

League Regulations and Procedures Version #14

As of June 27, 2008

Approved by the Western Rugby Union Board of Directors on 16 August 2003.

Additional Administrative Changes made as of 15 September 2004.

Board approval not required as per Board meeting in August 2004 in Austin, Texas

Notes and comments in bold italics represent changes to the League Regulations which were approved at the Board meeting on 9 February 2007 in San Diego.

These regulations and procedures are initially to be utilized for the Men's Club Division I league competition beginning in the 2002-2003 competitive season. As of 1 September 2003, these regulations also apply to the Men's College Division I league competition. ***As of 1 January 2007, these regulations also apply to the Women's Division I League.*** Unless specifically mentioned, the regulations are the same for all league competitions. The Western Board, following the procedures included below, may alter regulations and procedures. Additional competitive programs may be added by action of the Western Board.

Incorporation of Additional Rules, Standards, Procedures

All existing Western regulations and procedures for all competitive programs, and all regulations and procedures adopted by USA Rugby in the areas of eligibility, appeal processes, discipline regulations and procedures, and any other regulations applying to "competitions" are considered part of these league regulations.

Name and Membership

This competition will be called "Men's Division I Club Regional League". It includes member clubs assigned to Region 2 as defined by USA Rugby. Clubs included in membership, as of the above date in the heading above, are noted below. Additional clubs from the geography of the Western Rugby Union may elect to join the competition under regulations detailed below. Clubs assigned by USA Rugby to Region 2 from outside the geography of the Western Rugby Union will be welcomed into the league upon their agreement to follow the regulations and procedures provided herein.

The competition for men's colleges will be called "Men's Division I College Regional League."

The competition for women's clubs will be called "Women's Division I Club League."

Format of the Regional Leagues

The clubs initially involved in the league adopted the following league competitive structure:

Texas Sub-Region – ***For the 2006-20076 season Austin, Ft. Worth, San Antonio, Houston Athletic Rugby Club (HARC), Dallas Harlequins, Austin Huns, Dallas Reds, Baton Rouge, Shreveport, and The Woodlands***. These clubs have agreed to play each

Western Rugby Union

League Regulations and Procedures Version #14

As of June 27, 2008

other during the course of the league season on a home **OR** away basis. **The three Division I clubs and the RSL club – Austin, Woodlands, HARC, and the Dallas Quins have agreed to play each other on a home AND away basis.** The Texas RFU has adopted regulations - approved by the West – to allow promotion/relegation between the Texas Division I and Division II leagues.

Central Sub-Region –St. Louis Bombers, St. Louis Ramblers, GOATS, Kansas Jayhawks, Springfield, and Kansas City. These clubs have agreed to play each other on a home OR away basis during the league season. **See below for a replacement for this league**

Western Sub-Region – Denver Highlanders, Boulder, and Denver Barbarians. These clubs have agreed to play each other on a home AND away basis over the league season. While participating in the league, and otherwise agreeing to abide by ALL the regulations herein, the Denver Barbarians are NOT eligible to advance past the Western Regional League. **See below for a replacement for this league**

North Regional League - beginning with the fall 2005 competitive season, the Western and Central Regional leagues will be merged with some of the clubs dropping into Division II competition within their LAU. The clubs in the merged league are: GOATS, Kansas City, Denver Highlanders, Boulder and the Gentlemen of Aspen. These clubs have decided to play on a home OR away for scheduling purposes.

Format of the Division I College Regional Leagues

Texas Sub-Region – LSU, Rice, Sam Houston, Texas A&M, Texas and Texas Tech. As of 1 September 2005 these clubs have agreed to play each other home OR away during the course of the league season. The Texas RFU has regulations – approved by the West – to allow promotion/relegation between Division I and Division II collegiate clubs.

Central Sub Region — Truman State, the University of Nebraska at Lincoln, Kansas State University, Oklahoma, Oklahoma State, and Kansas University are the members of this league. The clubs have agreed to play the clubs within their bracket home OR away during the course of the league season.

Western Sub Region – includes New Mexico, Air Force Academy, Wyoming, Colorado, and Colorado State. These clubs have agreed to play each other home OR away during the course of the league season.

Format of the Women's Division I Club League

Western Rugby Union

League Regulations and Procedures Version #14

As of June 27, 2008

This is a Western wide league with six members: Austin Valkyries, Kansas City Jazz, St. Louis Sabres, Boulder Babes, Black Ice, and the Glendale Olde Girls. These clubs have agreed to play each other on a home OR away basis.

League Season

The league season will commence on September 1 of each year for the leagues involving men's teams. The Women's League will commence their season on 1 January of each year. As currently scheduled the Western Division I Finals will take place two weekends before the USA Rugby Sweet Sixteen competition for both club and collegiate competition. All league matches must be finished at least two weekends before the finals weekend. League matches may be scheduled at any time during the time period remaining.

The Western Rugby Union will post a calendar of competitive events for the calendar year plus one, no later than April 1 of each calendar year.

Scheduling of Matches

Clubs involved in the sub-regional leagues will do the scheduling of all league matches. Procedures and timing of the scheduling functions are detailed below. The Western Rugby Union reserves the right to schedule league matches for clubs that fail to meet the requirements for completing match schedules.

- a. Clubs participating in the leagues are required to submit their complete league match schedule to the Western Rugby Union's administration office no later than July 30 for the following competitive season. ***Matches for the Women's League are due by 1 January of each year.*** Match schedules must, at a minimum, provide the date, opponent, and venue of all required league matches.
- b. Clubs participating in the leagues may schedule other participating clubs more than the number of times determined by each sub-region. However both clubs must clearly note on their submitted schedule, which matches are to be included in league standings/results.

Change in Match Schedule

By mutual agreement between the two clubs involved in any league match, a match may be rescheduled to a different date or venue. Such a change must be communicated to the Western Rugby Union's administrative office at least one month before the original match schedule or one month before the proposed new date. Any cost incurred in the change will be borne by the club requesting the change in date or venue.

Western Rugby Union

League Regulations and Procedures Version #14

As of June 27, 2008

Match Officials

All officials for all league matches will be assigned by the Western Rugby Union. Assignments will be posted on the Western Rugby Union website (www.wrfu.org). Home clubs are required to contact all assigned officials no later than Monday before each home match to confirm match time and location.

In the event the assigned referee is not available a replacement official will be appointed by the Western Referee Chairman. If the Chairman is unable to appoint an official of suitable rank, the West may elect to cancel and/or reschedule the match. If the originally assigned official is unavailable due to the failure of the home club to properly notify and/or provide directions and times to the assigned official, the Western RFU may sanction the home club.

Participating clubs in Western Leagues do NOT have the prerogative to select the match officials assigned by the West for these matches. Whenever possible, the West will publish the names of assigned referees for league matches in advance. Clubs who are dissatisfied with referee appointment may question, with justifiable cause, those appointments. Such questions must be raised at least fourteen days prior to the match in question. However, questions about referee appointments may NOT be raised in any manner on match day. If other match officials – touch judges or the #4 official – are appointed by the West, those appointments may be questioned least fourteen days prior to the match, but NOT on the day of the match. If other match officials are not Western appointments, but are nominated by the clubs involved in the match, those persons must be approved by the assigned referee. The referee will have SOLE authority to approve of the nominated officials.

When the adopted Western policy of requiring clubs participating in Western events to provide suitably trained touch judges at every competitive match is fully implemented, the regulations on assigned touch judges will be revisited. However, the assigned referee will still have final say over the persons assigned/appointed/nominated to act as a touch judge. No club has the right to refuse playing a match due to their concerns regarding the opposing club's touch judge. In the event that a club refuses to play, they will forfeit the match and will be subject to disciplinary sanctions, as proscribed.

Fees for Match Officials

As of 1 September 2006, the Western Referee Association began assessing a match fee for league matches in some Western leagues. The home team is responsible for paying these fees. When several teams meet at a single site to play league matches it is a requirement that the "home" team for such matches be clearly noted when league schedules are submitted.

Western Rugby Union

League Regulations and Procedures Version #14

As of June 27, 2008

As of 1 September 2007, if a league match is forfeited for any reason the forfeiting team becomes responsible for any assessed fees for match officials.

Match Cancellation

The West and the participating clubs in these leagues rely heavily on the matches taking place as scheduled. Home clubs are expected to make every effort to insure their playing facilities are always available for scheduled matches. All clubs are strongly encouraged to have available back up playing facilities in the event their prime facilities are unavailable for unplanned reasons.

However, there are situations – national emergencies, severe adverse weather conditions, acts of God, or other dire circumstances that require matches to be cancelled and rescheduled. Clubs that are required to cancel scheduled matches due to these circumstances may request that a match be cancelled and rescheduled to another date mutually convenient to both the involved clubs and assigned match officials. The Western RFU will have sole say in whether to grant these cancellations/reschedule requests.

Player Eligibility

All players must be currently enrolled with their club and listed on the club's CIPP roster as of the match date, as per USA Rugby and the Western Rugby Union, before playing in any league match. Players must meet all requirements for eligibility as set forth in the USA Rugby Eligibility Rules. Player transfers during the competitive season are generally not allowed, and all transfers must meet the timing and procedures as outlined in the aforementioned rules. LAU, West and CIPP dues must be paid in full on the schedules published elsewhere, but generally at least two weeks prior to any league match.

Collegiate clubs must provide proof of Collegiate Eligibility using the form provided by USA Rugby for this purpose. The form is accessible on the Western web site. Collegiate clubs are required to have this form available for EVERY league match. The names of all players on a match roster must be included on the eligibility form.

Clubs using ineligible players in league or playoff, or challenge or quarterfinal matches are subject to being fined, having the match result declared a forfeit loss, or dismissal from league competition. The use of ineligible players is considered a disciplinary issue and such infractions are handled by the Western Disciplinary Committee. See the West's web site for further information including membership on the committee. www.wrfu.org

Front Row Capable Players

Any club participating in any Western league match or competition are required to have at least five players on their roster who are capable of playing in the front row during the match. A club with less than three front row capable players may request

Western Rugby Union

League Regulations and Procedures Version #14

As of June 27, 2008

non-contested scrummages before the match begins. The referee may allow this and the match may be played, but the match will be declared a forfeit loss to the team with inadequate front row capable players. If during a match injuries occur to front row players on one or both teams, the referee may allow the use of non-contested scrummages for the duration of the match or until sufficient front row capable players are again available. However, if non-contested scrummages are implemented because a team did not have five front row capable players on their roster, the match will be declared a forfeit loss to the team with insufficient numbers of front row capable players.

Match Kick-off Time/Match Default Definition and Procedures

All league matches will be scheduled to kick off at 1:00 PM, unless mutually consented by both teams and the assigned match official. Both teams are required to be ready to play at the assigned time.

All matches must begin at the proscribed time. Failure to begin within ten minutes of the scheduled time will subject the offending club to fines (see below). A “default” occurs when a club is not ready to play within thirty minutes of the scheduled kick off. A defaulting club will be fined heavily and may be subject to further sanctions.

In the event of a default or forfeiture (as defined elsewhere), the non-offending club will be awarded a win by the score of 28 to 0 in their favor - four converted tries to nil. Also, the defaulting club will lose one league point for each default or forfeiture. See additional penalties below.

Match “default” or “forfeiture” regulations apply to league matches and any challenge or playoff match part of the overall league/playoff/ finals program. Further discipline action may be brought any club who defaults or forfeits any league, playoff, quarterfinal or finals match that are part of these programs.

Match Day Procedures

- 1. All clubs in any Western league match are REQUIRED to produce an accurate match roster for the use of the opposing teams and the referee PRIOR to the start of the match on a schedule acceptable to both teams. Failure to produce a match roster will result in a \$250 fine for the first offense and a \$500 fine for the second offense within a competitive season. The second offense will also result in disqualification from the league for the remainder of the competitive season.***
- 2. All collegiate clubs in any Western league are REQUIRED to produce a completed and accurate Registrar's Form for the use of the opposing team***

Western Rugby Union

League Regulations and Procedures Version #14

As of June 27, 2008

PRIOR to the start of the match on a schedule acceptable to both teams. Failure to produce a completed Registrar's Form will result in a \$500 fine for the first offense and a \$1000 fine for the second offense within a competitive season. The second offense will also result in disqualification from the league for the remainder of the competitive season.

- 3. The use of non CIPP roster players and/or the use of collegiate ineligible players is strictly prohibited. Penalties for use of such players are covered elsewhere in Western regulations and procedures.***
- 4. LAUs who allow the use of non roster players or collegiately ineligible players within internal matches or internal competitive matches are subject to fines as well.***
- 5. It is inappropriate for a team to ask the opposition to allow the use of non CIPPed player or the use of collegiate players not included on the Registrar's Form. If a team allows the opposition to use ineligible players in a league match, they will be subject to penalties as well.***

All clubs are responsible for reading, understanding and implementing Game Day Procedures as found on the West web site www.wrfu.org

Playing Fields

Home clubs are responsible for securing a suitable venue for playing league matches. Size requirements are noted in the laws of the game. The home club is responsible for marking the field in accordance with the requirements detailed in the laws of the game. The home team is also required to provide field flags, goal post pads, and a 5 meter crowd control barrier (on both sides of the field) that meet the requirements as noted in the laws of the game and other regulations. The Western website will maintain a graphic of a rugby pitch/field showing all markings, flags, and ideal size. Clubs are strongly encouraged to consult the latest version of the USA Rugby Handbook and Laws of the Game, as well as the current version of Game Management Guidelines for applicable laws/procedure/comment on field conditions and requirements.

Playing Kit

Current regulations adopted by USA Rugby and the West must be followed in every league match, and can be found on the Western Rugby Union website.

Before kickoff, visiting clubs may log a complaint with the referee as to conflicting colors of kit. If the referee agrees with the complaint, the home club will be required to change kit to one that is not in conflict. If the referee disallows the complaint, the visiting team is entitled to play the match under protest. The visiting team has 72 hours to file a written complaint

Western Rugby Union

League Regulations and Procedures Version #14

As of June 27, 2008

with the Western disciplinary chair (WRFU Vice President). The Western chair will rule on the protest within five days.

The Western website will include information about the style and colors of all participating clubs playing kit. Clubs are asked to discuss potential conflicts with each other well before the match to avoid last minute problems.

Results Reporting

To provide accurate and timely league standings both participating clubs are required to submit the results of each league or playoff match. The Western website will contain a submission form available to print or to complete on line. Faxed reports will no longer be accepted. The form will require the names of every player in the match, the score of the match, the number of tries scored by both teams, the kick off time, the conditions of the field, the condition of the kit of both clubs, any discipline activity during the match, and other information about the match. After the opening season, clubs will be required to note the name of all persons who scored any points during the match, and to provide a brief written report of the match.

The referee for the match will submit a shorter version of the form as well.

The following revisions are intended to clarify poor wording in the current version and to accommodate matches that are being played on Sundays. In all cases the office phone number is 719-687-0219 and the email address is wthaffner@aol.com.

NOTE: the Match Report Form for both clubs and the referee in **any** league match are submitted on line – see the form on the West web site. When completed, the form is sent to a server and then forwarded to the West office at the email address above. Do NOT try to send the form on line directly to the office. The West web site address is: www.wrfu.org

For Matches Played on Saturday

- Match result must be called or emailed into the office by noon on the Sunday following the match.
- Match Report Form must be completed and emailed to the office by 3 PM on Monday following the match.
- If the Match Report Form is completed and sent to the office by noon on the Sunday after the match a separate phone call is **not** needed.

For Matches Played on Sunday

- Match result must be called or emailed into the office by noon on the Monday following the match.

Western Rugby Union

League Regulations and Procedures Version #14

As of June 27, 2008

- Match Report Form must be completed and emailed to the office by 3 PM on Monday following the match.
- If the Match Report Form is completed and sent to the office by noon on the Monday after the match a separate phone call is not needed.

Referee Reporting

The referee report is due in the office by **noon** the Monday after the match.

N. B. All times referenced above are either MST or MDT.

League Standings

The Western Rugby Union will post the updated and current league standings after each weekend of league and playoff activity play. The Western administrative office will compile the results received from the results reporting process described above.

Standings within each sub regional league will be based on a points system similar to that employed by the Super 12 Competition and outlined below.

Win	= 4 points
Tie	= 2 points
Loss by less than 10 points	= 1 point
Loss by 10 or more points	= 0 points
Scoring four or more tries in a match	= 1 bonus point
Defaulting on a Match	= loss of one point
Forfeiting a match	= loss of one point

In the event of a tie in the number of points earned during the league season, the following tie breaker rules will apply:

1. The results of head-to-head match or matches between the tied clubs.
2. The cumulative point differential in all league matches.
3. The ratio of "points for" to "points against" for all league matches.

Advancement to Western Quarterfinals (Men's Division I Clubs)

The Western quarterfinals will be held two weekends before the Western Final Four. The quarterfinals will include the top eight clubs drawn from the three regional leagues as determined by the Western Competition Committee. The top four seeds will be the home club for the four quarterfinal matches. The four winners of the quarterfinals will advance to the Final Four. The Western Competition Committee will determine the seeding for the Final Four as well. The West will announce both the format and seeding of the quarterfinals and the finals by 1 July of each year before the beginning of the competitive season.

Western Rugby Union

League Regulations and Procedures Version #14

As of June 27, 2008

The quarterfinal round is no longer necessary. This procedure is unnecessary at this time.

Advancement to Western Collegiate Final Eight (Men's Division I Colleges)

The playoffs for the Division I College leagues will include eight of the clubs participating in the league competition. Information on the structure and timing of this event may be found in the General Regulations documentation. The Western Competition Committee, with input from the Division I coaches, will do the seeding for this event.

Participating Club Information

Each participating club is required to submit the following information to the Western Administrative office before the beginning of the competitive season:

1. Complete league match schedule (see above).
2. A computer generated map to their home field area, and/or detailed written directions (from all directions) to their field.
3. A complete description of their playing kit including jersey, shorts, and socks. Both the colors and design of the jerseys are required, and should include both a primary kit and an alternate playing kit, if applicable.
4. The names, current phone number, and e-mail address for at least three club officials to be used in emergency contact situations.

The Western Rugby Union will post and keep current this information to their website.

Penalties and Fines

The West will communicate a general reminder to all clubs participating in any Western league by 10 September of a competitive year. The communication will be sent to the LAU Presidents, and to members of the participating clubs. The communication will consist of a general reminder of the league regulations and any penalties that may be applied by the West for infractions of the regulations. The West will require every participating club to sign a statement saying they have reviewed the regulations, agree to fully abide by them and acknowledge the fines that may be applied for infractions.

The West will assess penalties and fines for failure to abide by the requirements for participation in the Regional Leagues.

1. Late kick off – the offending club will be assessed a \$50 fine for the first instance of late KO. For second and subsequent latenesses, the fine will be \$100 each instance. A club, which is consistently late for KO, may be removed from participation in the league.
2. Defaulting or Forfeiting on League Matches. See definition of “default” above. A defaulting Division I club will be fined \$500 for the first instance of

Western Rugby Union

League Regulations and Procedures Version #14

As of June 27, 2008

- default. Second instance within a competitive season will result in a \$1000 fine. For clubs in the College Regional Leagues, the fines for default are \$100 for the first instance and \$250 for the second. In either case, a club defaulting twice within a competitive season will be dismissed from their league for the following competitive season.
3. Playing Kit. See information above. For EACH instance of failure to abide by the published regulations a club will be fined \$50.
 4. Field Conditions. See above for information. The home club is solely responsible for the conditions of the pitch. For each instance of failure to properly mark the field, provide suitable field flags, goal post pads, and crowd control barriers the home club will be fined \$50. **For the second offense within a league season, the offending club will also lose a point. For the third offense within a league season, the offending club will lose two points and be ineligible to advance to any Western playoffs for that league season.**
 5. Submission of Match Schedule. See above for details. A club that fails to submit its complete regional league match schedule on the schedule detailed above will be fined \$250.
 6. Submission of Club Information. See above for details. A club that fails to provide all the required information on the schedule above will be fined \$100.
 7. Use of Ineligible Players. **The use of ineligible players is now covered under Disciplinary Regulations which may be found on the Western web site. www.wrfu.org** Clubs found guilty of using ineligible players more than twice during the competitive season may be removed from participation in league play.
 8. Use of Uninsured Players - Regulations require that every player carry an active medical insurance policy at all times. If it is found that a player played in a competitive match without valid medical insurance in place, the club using such player will have the match declared a forfeit loss. The exception to this penalty will be if the player fraudulently claimed he had valid medical insurance by presenting false insurance papers. If it is later found the club was complicit in the deception, the forfeiture will be reapplied. The offending player will be fined \$500 and declared "ineligible" for six months from the date of infraction.
 9. Submission of Match Results - see above for details. A club that fails to submit match results as detailed above for Regional League matches will be fined a maximum of \$50 per match. Failure to provide the information on a timely basis will result in a \$25 penalty for each of the two items.