

# RUGBY AFRICA BRONZE CUP – 2018 Season

---

*Tournament Manual*



# CONTENTS

1.	RUGBY AFRICA CONTACTS.....	4
2.	PARTICIPATING TEAMS AND OFFICIALS.....	5
2.1.	Participating teams.....	5
2.2.	Tournament Officials .....	5
3.	THE MANUAL.....	6
4.	TOURNAMENT STRUCTURE.....	9
4.1.	General principles.....	9
4.2.	Tournament Squads .....	9
4.3.	Declaration of Squads.....	9
4.4.	Disputes.....	10
4.5.	Miscellaneous.....	11
4.6.	Insurance and medical provisions .....	11
5.	TOURNAMENT PROGRAM.....	12
6.	REGULATIONS.....	13
6.1.	Ranking.....	13
6.2.	Delayed, Cancelled or Abandoned Matches.....	13
6.3.	Players structures .....	14
6.4.	Team Jerseys – Colour Clashes .....	14
6.5.	Toss .....	14
6.6.	Match Officials.....	14
6.7.	Ordering Off .....	15
6.8.	Match Commissioners.....	15
6.9.	Accommodation and Travel.....	15
6.10.	Security.....	15
6.11.	Age limits.....	15
7.	DISCIPLINARY PROCEDURES .....	17
7.1.	When a player is ordered off:.....	17
7.2.	When a player is cited: .....	18
7.3.	Suspension .....	19
7.4.	Sanctions .....	20
8.	ELIGIBILITY PROCEDURES .....	21
9.	ANTI-DOPING .....	22
10.	MINIMUM MEDICAL STANDARD.....	23
10.1.	Introduction.....	23

10.2.	Medical treatment terminology .....	23
10.3.	Minimum GameDayMedicalCoverage.....	25
10.4.	Minimum non--game day medical coverage for elite world rugby tournaments.....	25
10.5.	Emergency medical equipment--stadium medical room for elite world rugby tournaments .....	27
10.6.	Recommended minimum recovery standards--stadium .....	30
10.7.	Recommended minimum recovery standards--hotel .....	30
11.	COMMUNICATION.....	31
11.1.	Rugby Africa Communication & Media .....	31
12.	ANNEXES .....	33
12.1.	Parental consent.....	33
12.2.	Team List .....	34
12.3.	Disciplinary certificate .....	35
12.4.	Eligibility Form .....	38
12.5.	TUE .....	40

## 1. RUGBY AFRICA CONTACTS



**Abdelaziz Bougja**

**Rugby Africa President**

**Phone:** +33 6020 63 10 08

**Mail:** [Abdelaziz.bougja@veolia.fr](mailto:Abdelaziz.bougja@veolia.fr)



**Coralie van den Berg**

**General Manager**

**Phone:** +27 76 3000 201

**Mail:** [Coralie.vandenberg@rugbyafrique.com](mailto:Coralie.vandenberg@rugbyafrique.com)



**Maelys Thompson**

**Event Manager**

**Phone:** +27 76 493 7593

**Mail:** [Maelys.thompson@rugbyafrique.com](mailto:Maelys.thompson@rugbyafrique.com)



**Mostafa Jelti**

**Phone:** +212 661 36 61 19

**Mail :** [Mostafa.jelti@rugbyafrique.com](mailto:Mostafa.jelti@rugbyafrique.com)

## 2. PARTICIPATING TEAMS AND OFFICIALS

### 2.1. Participating teams



RWANDA



MAURITIUS



GHANA



LESOTHO

### 2.2. Tournament Officials

- ✓ Match Commissioner : **Charles Yapo**
- ✓ Disciplinary Commissioner : **Mudiwa Mundawarara**
- ✓ Tournament Medical Manager (TMM): **Joseph Kolanzi**
- ✓ Referees: **Saudah Adiru (UGA), Victor Oduor (KEN), Precious Pazani (ZWE), +1**
- ✓ Juridic Officer : **Richard Omwela**

### 3. THE MANUAL

This Manual has been prepared to assist the Unions, the Tournaments Directors, Teams Managers, Media and Partners on all aspects of the Tournament. All parties concerned should be familiar with the contents of the Manual and have it readily accessible during the Tournament. The procedures set out in the Manual should be met. Rugby Africa reserves the right to make amendments at all times. A technical note will be added to the manual for each match and will be sent to the teams and match officials ahead of each match day.

WR	World Rugby
RA	Rugby Africa
The tournament	Rugby Africa Bronze Cup 2018 to be held among two days the 9 <sup>th</sup> and 12 <sup>th</sup> of May 2018 in Accra, Ghana.
The team	The team of each Participating Union, as selected by such Participating Union to participate in the Tournament, which shall in each case comprise of up to three (3) officials at the Participating Union’s discretion, one of whom is to be the manager of the team (“Team Manager”) and one of whom is to be the doctor and/or physiotherapist and not more than twenty five (25) players (including replacements). The Team will also include the local Liaison Officer and/or Interpreter (if any required) assigned to it. However, the Liaison Officer and/or Interpreter shall not be regarded as one of the three (3) officials;
The team manager	Representative appointed by the participating union to make sure that the rights and duties of the participating team and union are respected
Disciplinary Officials	Persons appointed by Rugby Africa to administer and implement disciplinary procedures pursuant to the Tournament Disciplinary programme;
Disputes Committee	The Committee responsible for adjudicating on disputes and/or matters referred to it by the Company and/or the Tournament Director which shall comprise such personnel as advised to the Host Union from time to time and pursuant to Section 6 of the Participation Manual
Appeal Committee	Commission appointed by Rugby Africa to arbitrate any appeal from the decision of a disciplinary official, the disciplinary committee or the dispute committee or any other matter brought forward by Rugby Africa.
Host Union	Ghana, the territory where matches are held
Host Union Agreement	Agreement between Rugby Africa and the Host Union for the hosting of the tournament.
Illness	Medical disability arising during the Tournament Term
Injury	Physical disability arising during the Tournament Term

Interpreter	Such person assigned to a Team in accordance with this Agreement
Internal Travel	Arranged by the host union = Local transportation
Team Manager's meeting	Meeting organized by Rugby Africa the day before the match to brief all participating unions. Can include disciplinary officials, referees, medical team and broadcasting team
Match	Match(es) to be played as part of the Tournament
Match Official	Referees, Assistant Referees and Touch Judges appointed by Rugby Africa for the conduct of the Match;
Medical	Medical and/or dental (and Medically shall be constructed accordingly);
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 Tournament, and/or the game of rugby and/or the Rugby Africa and/or the Tournament's commercial partners into disrepute. Misconduct shall include, but shall not be limited to, abusive, threatening or intimidating behaviour towards referees, touch judges, spectators or other officials;
Media Manager	Person appointed by Rugby Africa in charge of communication around the tournament including news feed, data management, broadcasting, diffusion, any Public Relations initiatives and crisis management.
Participating Union	Each of the national Rugby Unions of all nations who qualify to participate in the Tournament.
Team Kit	Each Team's playing kit, bandages and strapping and any uniform to be worn on any Match occasion or Other Event;
Team Liaison Officer	A representative or representatives appointed by the Host Union for the purposes of ensuring that the legitimate requirements of any Team (including without limitation, the Referees team) World Rugby/ Rugby Africa Officials, Guests and Invitees and Tournament Officials are met by the Host Union. For the avoidance of doubt in relation to teams, this shall include, without limitation, accompanying the Team prior to and during the Tournament, looking after the general interests and welfare of the Team, assisting in arrangements for the attendance of the team at functions and events, making all arrangements necessary to meet the training requirements of the team and members thereof on arrival at the venue and otherwise;
Tournament Anti-Doping Programme	The Anti-doping programme promulgated by World Rugby for the Tournament and set out in this Tournament Manual;
Tournament Director	Person appointed by Rugby Africa as being responsible for the administration and management of the Tournament;
Tournament Medical Officer	A representative or representatives appointed by the Host Union who shall have all the relevant and necessary qualifications and experience and who shall be the official Doctor(s) in attendance at each Match;

Tournament Officials	The Referees, Referee Manager, Referee Assessors, Judicial Officers, Judicial and Appeal Committee members, Citing Commissioners, Disciplinary Officials, Anti-Doping Officers, Sampling Officers, Tournament Director, and any other officials appointed by Rugby Africa following as necessary for the conduct of the Tournament;
Tournament Term	The period for each Participating Union between the start of the outward journey and the end of the homeward journey as notified by Rugby Africa;
Training Grounds	Training areas for each team to be used in relation to the Tournament in accordance with the provisions of this Agreement;
Match Grounds	The stadium, ground or place at which the Tournament is to be played for the Matches and all areas required by Rugby Africa
Match Grounds Manager	The persons appointed by the Host Union to manage each Venue.
Tournament General Manager	Person appointed by Rugby Africa to manage and coordinate all stakeholders for the sake of tournament's quality.
Pool matches	Round robin (no extra time) matches to be played during pool stage between members of the two groups.
Playoff games	Ranking games (quarters, semi, final) which shall determine a winner and a loser and even if it implicates going to extra times.



## 4. TOURNAMENT STRUCTURE

### 4.1. General principles

- ✓ Rugby Africa owns the tournament, and the right to organize this same tournament and the brands;
- ✓ The tournament will be played according to the World Rugby regulations.
- ✓ Each participating union and each team members will sign with Rugby Africa a participation agreement;
- ✓ The tournament is composed of 4 teams.
- ✓ 4 matches will be played among 2 match days on the 9<sup>th</sup> and the 12<sup>th</sup> of May 2018.
- ✓ All matches are playoff games and designate a winner and a loser.
- ✓ The winner of the Rugby Africa Bronze Cup 2018 will be promoted to the Rugby Africa Silver Cup 2019. The other teams will be ranked 2, 3, and 4 according to their results during the finale and the ranking match.
- ✓ The last team ranked will be relegated to let its place in 2019 to a new team which will be selected by application.
- ✓ If a team refuses to play or abandons the match or is being expelled from the match, its opponent will be declared winner of the said match and will be awarded unless otherwise decided by RA four points.
- ✓ The host union will be responsible of the accommodation: 25 players and 3 match officials per team for 3 nights; restauration: 2 meals and 1 breakfast per day per person (28 persons maximum) from their arrival to their departure.
- ✓ Any person beyond the 28 planned by this regulation will be at the expense of the union (flights, food, internal transportation).
- ✓ The host union will have to pay a full board accommodation to the match officials appointed by RA.
- ✓ RA will subsidize the costs for the international transportation to the participating teams.

### 4.2. Tournament Squads

All teams will be entitled to have the following squads in attendance at Rugby Africa Silver Cup Tournament:

- ✓ 25 players;
- ✓ 3 managers;
- ✓ Teams will be entitled to bring a properly certified doctor or physiotherapist (among the above 3 management persons)

### 4.3. Declaration of Squads

The team manager shall be required to submit:

- ✓ The formal acceptance form (joined to the tournament manual) filed and signed by all the players no later than the end of the technical meeting held the day before the match.
- ✓ A squad (maximum 25 players) for the match on the form contained in this section. The squad shall be submitted no later than the end of the technical meeting held the day before all the matches.

- ✓ Should a player become injured within the 24-hour period up until 7.00pm on the night prior to the start of the tournament then the player may be replaced at the Participating Unions cost provided he is certified as injured by the tournament doctor.
- ✓ The Team Manager must submit his Team of 15 players and 10 replacements no later than 60 minutes prior to each match to the Tournament Director.
- ✓ Team managers must ensure that all players representing their Union are eligible to do so in accordance with World Rugby Bye Laws and Regulations.

#### 4.4. Disputes

##### 4.4.1. Match commissioner

The Match commissioner shall deal with minor complaints and disputes relating to the day-to-day administration and management of the Tournament but shall refer all complaints and disputes which are not, in the opinion of the Match commissioner, of such a nature to the Disputes Committee in accordance with clause below.

##### 4.4.2. Constitution of Disputes Committees and notification of complaints

- ✓ Subject to clause above, Rugby Africa shall appoint a Disputes Committee to deal with those disputes relating to the Tournament. The Disputes Committee shall ordinarily comprise two (2) representatives appointed by Rugby Africa (one of whom shall also act as Chairman) and one representative of the Tournament. The Tournament shall provide and/or arrange such facilities as are necessary for the Disputes Committee such as typing, meeting room, and interpreter.
- ✓ Subject to the provisions of this Manual and the provisions of the Disciplinary and Anti-Doping Regulations, the Disputes Committee shall conduct all of its activities in accordance with World Rugby Bye-Laws, Regulations Relating to the Game and/or the Laws of the Game as may be appropriate.
- ✓ Formal notice of any complaint and/or dispute and all relevant documentation and materials relating thereto should be lodged with the Match commissioner with a copy to the Participating Union, within 2 hours after the complainant becomes aware of the incident/issue giving rise to the dispute. Subject to clause above, the Match commissioner shall pass copies of all such documentation and materials to the Chairman of the Disputes Committee.

##### 4.4.3. Powers of Disputes Committee

In relation to disputes handled by the Disputes Committee, the Disputes Committee shall have the power to determine all issues of any nature arising in connection with the conduct of the Tournament including but not limited to disputes, disagreements or the interpretation or performance of the rules of the Tournament and matters covered in the Tournament Manual between and among Participating Unions, the Host Union, Rugby Africa Members of the Teams, Referees, the Tournament Director and all other persons, institutions and companies involved in the Tournament.

#### 4.4.4. Procedures

The Disputes Committee 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.

#### 4.4.5. Sanctions

The following sanctions shall be available to the Disputes Committee:

- ✓ To expel a Participating Union and its Team from the remainder of the Tournament; and/or
- ✓ To expel any Member of a Team from the remainder of the Tournament; and/or
- ✓ To suspend or otherwise discipline a Participating Union and/or its Team and/or any Member of a Team; and/or
- ✓ To require the payment or repayment of any sum by a Participating Union and/or Team and/or any Member of a Team and to impose fines on the same; and/or
- ✓ To cancel and/or vary the result of a Match and/or the points awarded in relation thereto; and/or
- ✓ To caution, reprimand and warn as to future conduct any Participating Union and/or Team and/or any Member of any Team; and/or
- ✓ To impose such other punishment, penalty, restriction or other terms as it considers appropriate sanction.

#### 4.5. Miscellaneous

The Disputes Committee may also carry out the following functions:

- ✓ Act as an Appeal Committee for decisions made pursuant to the provisions of the Disciplinary Manual and the Anti-Doping Manual; and/or
- ✓ Exercise such other powers necessary or incidental; and/or
- ✓ Hear and decide such other matters as Rugby Africa may from time to time refer to the Disputes Committee for adjudication.
- ✓ The decision of the Disputes Committee shall be final and binding immediately upon notification to the parties.

#### 4.6. Insurance and medical provisions

Each Participating Union will be required to maintain in effect appropriate travel, personal accident, public liability and medical insurance cover for **each Team Member**. A copy of such insurance policy shall be provided to Rugby Africa no later than **10 days before the matches in question**. Please send to below email addresses:

**[david.baird-smith@rugbyafrique.com](mailto:david.baird-smith@rugbyafrique.com)**

**[Maelys.thompson@rugbyafrique.com](mailto:Maelys.thompson@rugbyafrique.com)**

**[Mostafa.jelti@rugbyafrique.com](mailto:Mostafa.jelti@rugbyafrique.com)**

## 5. TOURNAMENT PROGRAM

The tournament will be held in Accra, Ghana.

Both semi-finals will be played the 9<sup>th</sup> of May and the Final and the Ranking match will be played the 12<sup>th</sup> of May.

MATCH DATE	LOCATION	VENUE	HOST	VISITOR
09-may-18	Accra	Cape Coast Stadium	Ghana	Rwanda
09-may-18	Accra	Cape Coast Stadium	Mauritius	Lesotho
12-may-18	Accra	Cape Coast Stadium	Winner	Winner
12-may-18	Accra	Cape Coast Stadium	Looser	Looser

## 6. REGULATIONS

### Preamble

The 2018<sup>th</sup> edition of the « Rugby Africa Bronze Cup» will be comprised by 4 teams: Ghana, Lesotho; Rwanda and Mauritius. Two semi-finals, one ranking match and one finale will be organized. The winners of the two semi-finals will played the finale for the championship, the losers of the two semi-finals will compete for the third place. The winner of the Rugby Africa Bronze Cup will be the one who win the finale.

The last ranked (of the 4 teams) will be relegated to make way, next season, to a new team.

### 6.1. Ranking

- ✓ The winner of the Rugby Africa Bronze Cup 2018 will be promoted to the Rugby Africa Silver Cup 2019. The other teams will be ranked 2, 3, and 4 according to their results during the finale and the ranking match.
- ✓ The last team ranked will be relegated to let its place in 2019 to a new team.
- ✓ If a team refuses to play or abandons the match or is being expelled from the match, its opponent will be declared winner of the said match and will be awarded unless otherwise decided by RA 3 points.
- ✓ The winner of the finale will be ranked 1<sup>st</sup>; the loser of the finale will be ranked 2<sup>nd</sup>; the winner of the ranking match will be ranked 3<sup>rd</sup>; and the loser of the ranking match will be ranked 4<sup>th</sup>.

### 6.2. Delayed, Cancelled or Abandoned Matches

#### *Delayed Matches*

Where a Match cannot be started at the scheduled time, it will be considered delayed. Decisions on the delay of Matches will be taken as early as possible on the Match day and be communicated to Teams by the Match Commissioner.

#### *Postponed and Cancelled Matches*

Where a Match cannot be commenced on the day in which it is scheduled, it shall not be postponed to the following day, and shall be considered as cancelled. In such situations, the result shall be declared a draw and Teams will be allocated two Tournament points each and no score registered. For the avoidance of doubt, no bonus points will be awarded.

#### *Stopped Matches*

Refer to the World Rugby rules. The Rugby Africa Match commissioner and/or the Competition commission will take the final decision.

#### *Abandoned matches*

Where a team deliberately refuses to play or abandons a match then and pending confirmation by the dispute committee the said team will be expelled from the tournament and Rugby Africa reserves the right to impose financial and/or disciplinary penalties on the team.

### 6.3. Players structures

- ✓ A match shall be played by no more than fifteen (15) players in each team on the playing area.
- ✓ A player may be replaced because injury or substituted.
- ✓ A team cannot nominate more than eight (8) replacements/substitutes;
- ✓ Up to eight players may be replaced or substituted.
- ✓ Regarding the replacements, refer to the World Rugby rules. Referees will be informed of all modalities by the Referees Manager.
- ✓ Only, players, the referee, touch judges and medically trained persons may enter the playing area to tend to an injured player.
- ✓ During the interval coaches, water boys and camera crews may enter the playing area, but they must leave it before resumption of play and must not do anything to delay the punctual resumption of play.
- ✓ A player sent from the field, under Law 10, will not be permitted to play again until the matter has been dealt with, in accordance with the applicable Tournament Disciplinary rules.

### 6.4. Team Jerseys – Colour Clashes

- ✓ Every endeavour will be made to avoid clashes; however, the participating Unions acknowledge that the issue of colour clashes between Team Kits normally worn by Participating Unions is of critical importance.
- ✓ Teams must play all matches in the registered jersey/shorts colours. No variations to these will be permitted except in the case of a pre-determined colour clash.
- ✓ Where pre-determined colour clashes do occur, the alternate colours must be registered.
- ✓ The following rule shall be observed by Participating Unions and the Teams.
- ✓ For all matches where there is a colour clash, the team wearing the alternate kit will be determined by coin toss.

### 6.5. Toss

The toss to decide who will kick off and to choose ends shall be conducted by the match referee with a representative of each team in attendance.

### 6.6. Match Officials

Rugby Africa shall nominate and appoint the Tournament Referees and Assistant Referees for all matches and the Host Union shall appoint the number 4, 5 and 6.

- ✓ The Official Table: for all matches an Official table comprising the Match Commissioner, Referee Manager and the Number 4 Official shall be constituted.
- ✓ Substitutions/Replacements: The Host Union shall print and hand the required substitute cards to the Match Commissioner no later than the morning of the day of the match.

### 6.7. Ordering Off

- ✓ Sin Bin (yellow Card): Players ordered of temporarily shall sit at the Number 4 Referee during the sin bin period. The Official table may inform the Referee when the sin bin period has experienced but the decision to let the player back into the field is the sole responsibility of the Referee.
- ✓ Definite Ordering off (Red Card): The Match Commissioner and the Number 4 Referee shall assist the Referee when a Player has been shown a Red Card for such player to leave the field of play.

### 6.8. Match Commissioners

- ✓ Rugby Africa shall nominate a Match Commissioner for each match. He will be the responsible for matters related to the playing enclosure, the conduct of the Match and the elements related to teams in the organisation of each match.
- ✓ Such responsibilities shall include decisions related to the delay of matches and the completion of the official forms

### 6.9. Accommodation and Travel

The Visiting Team: The Host Union shall be responsible for arranging the accommodation (2 meals, 1 breakfast per day) for the teams (maximum 28 members – 25 players and 3 officials) from their arrival to their departure of the country as per selected flight plans.

For all delegates over and above the quota of 28, the union will have to book and pay for their, Airplane tickets, accommodation, and internal transports.

Match Officials: The Host Union shall also be responsible for the accommodation and meals of the Match officials appointed by Rugby Africa Any other costs shall be taken care of by the Match Officials.

International Travel: Visiting Union – Rugby Africa will pay for 28 tickets for the visiting teams from the origin country to the destination country. Rugby Africa shall also be responsible for the International Travel for the appointed Match Officials.

### 6.10. Security

Adequate security shall be provided by the Host Union at the Match Venue, Training Ground and other relevant locations and shall ensure that all appropriate and necessary security precautions are in place for the Tournament. To fulfil this obligation, the Host Union must liaise closely with Federal and State Policing and Security authorities to ensure that the necessary resources are provided in line with the relevant threat and risk assessments.

### 6.11. Age limits

Front Rows	
Born between the 12 <sup>th</sup> of May 1998 and the 12 <sup>th</sup> of May 2000	Can play but must provide a formal certificate signed by a competent doctor

	stating that the player is physically apt to play in the front row.
Born after the 12 <sup>th</sup> of May 2000 (minor)	Can not play in the first row
Other positions	
Born after the 12 <sup>th</sup> of May 2000	Can play but must provide all the following documents*
<p><u>*Document to be provided:</u></p> <p>1 - A formal and in written acceptance of risks inducted by the fact of playing with stronger adult players signed by the player;</p> <p>2 - Duly signed parental consent;</p> <p>A formal certificate signed by a competent doctor stating that the player is physically apt to play with adult players;</p> <p>3 - A letter from the coach stating the player is apt to play with adult players.</p> <p>Any other document or formal certificate which could be required by the player's union to comply with local laws.</p> <p>4 - The union shall keep a comprehensive file containing every certificate and procedure undertaken in order to have a minor of age player playing with adults.</p> <p>Upon request from Rugby Africa or World Rugby, the union shall provide any necessary document to prove that its player is apt to play with adult players.</p> <p>Eighteen (18) years old is the official adult age according to World Rugby regulations.</p>	



## 7. DISCIPLINARY PROCEDURES

The Tournament Disciplinary Programme is based on the World Rugby Regulations Relating to the Game, specifically Regulation 17 of the World Rugby Regulations.

Participating Unions are reminded that they are responsible and accountable for the conduct of their Players, Team Members and other persons in attendance at the Tournament in an official capacity with the Union and must ensure that their conduct is of the highest standard and that Matches are played in accordance with disciplined and sporting behaviour.

Each Participating Union and Team Member agrees to be bound by and comply with the provisions and requirements of this Tournament disciplinary programme and any decisions made thereunder. Each Participating Union also acknowledges its responsibility and accountability for the acts and/or omissions of other persons in attendance at the Tournament in an official capacity with the Union.

All Participating Unions are required to provide certification in writing to the Tournament Director by the Team Managers' Meeting that having undertaken all necessary enquiries, they are not aware of any of the following in relation to the Players scheduled to participate in the Tournament:

- ✓ The existence of any outstanding disciplinary proceedings in respect of Foul Play and/or Misconduct;
- ✓ the existence of any outstanding appeal proceedings in relation to the above;
- ✓ that the Player is subject to any suspension from the Game because of disciplinary proceedings, appeal proceedings or otherwise.

If a Union is unable to provide such certification, then the Participating Union shall inform the Tournament Director of the reason for this, and the Tournament Director shall act as appropriate.

### 7.1. When a player is ordered off:

Referee and where applicable, Assistant Referee, prepare a written report of the incident. Such Reports shall ordinarily be provided to a Designated Disciplinary Official within 2 hours of the conclusion of the Match.

The Player Ordered Off will be provided with a copy of the applicable report (s) and notified of the date, place and time of the Judicial Officer hearing.

The Judicial Officer hearing will take place as soon as reasonably practicable following the Match. The Player and witnesses will attend the hearing to give evidence.

The Judicial Officer shall consider the evidence. He may decide to impose a sanction or take no further action. Judicial Officers shall apply the World Rugby's recommended sanctions for Illegal and/or Foul Play subject to relevant aggravating and/or mitigating factors.

A Player may appeal against the decision of the Judicial Officer provided such appeal is competent and made within 48 hours of notification of the Judicial Officer's decision. The appeal must state the specific grounds of appeal and a deposit of no more than 300€ must be paid upon the lodgement of an appeal.

The appeal will be heard by an Appeal Committee as soon as reasonably practicable after the appeal is lodged. Pending the appeal the Player is not entitled to play.

The Appeal Committee has the power to quash, vary or increase any decision and/or penalty appealed against and/or refund any deposit lodged on an appeal.

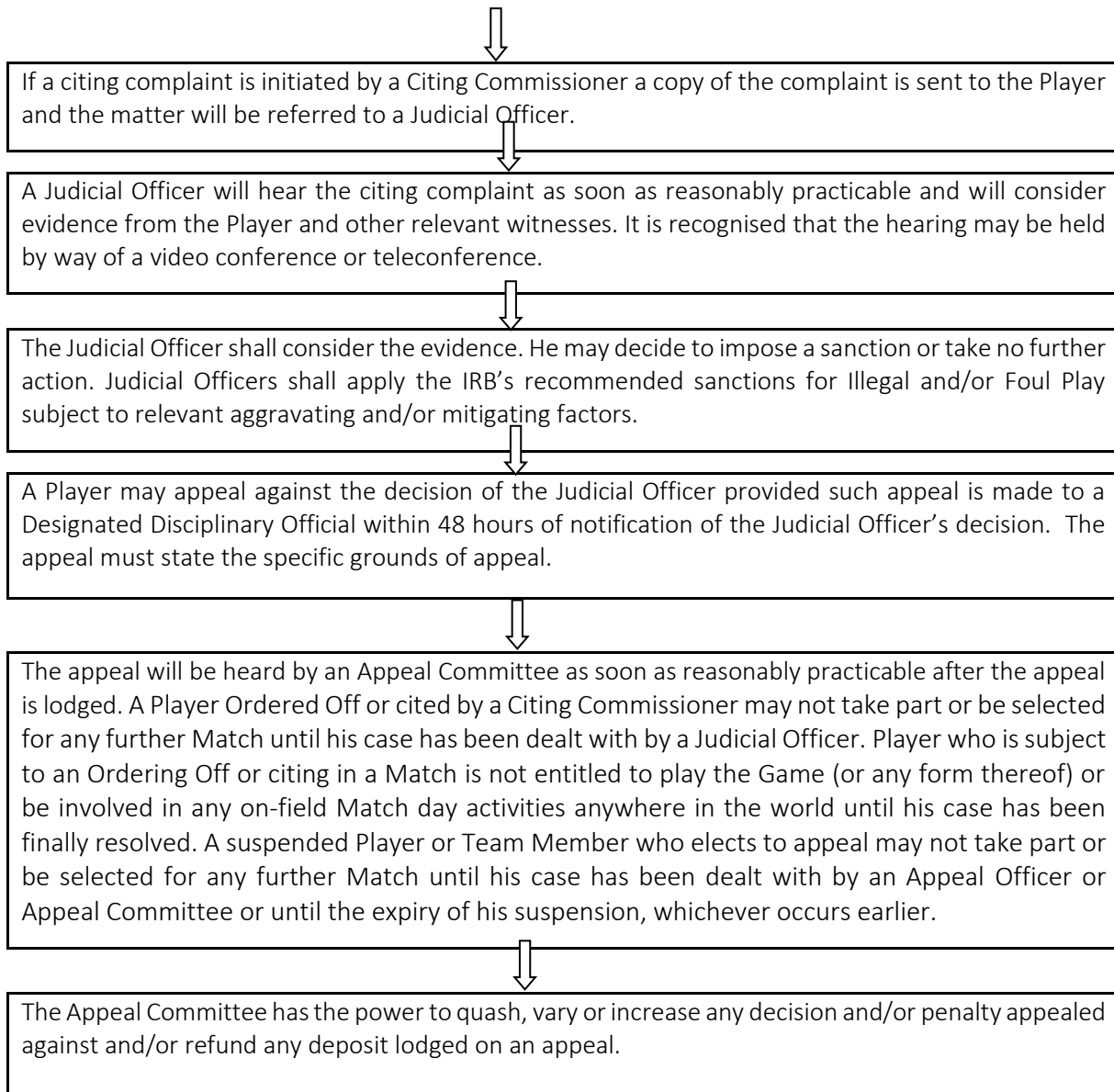
## 7.2. When a player is cited:

Citing Commissioners may cite a Player for Illegal and/or Foul Play, which in the opinion of the Citing Commissioner warranted the Player concerned being Ordered Off, notwithstanding that the act of Illegal and/or Foul Play may have been detected by the Referee and/or Assistant Referee.

Citing Commissioners shall be entitled to issue a Citing Commissioner Warning (CCW) to a Player who has, in his opinion, committed an act(s) of Foul Play which falls just short of warranting that the Player concerned be ordered off in circumstances where the act of Foul Play was not subject to a Temporary Suspension or Ordering Off. Citing Commissioner Warnings will form part of the totting up process along with yellow cards such that any combination of five Citing Commissioner Warnings and/or yellow cards in the Tournament and/or two in one Match (which is the equivalent to a red card) will require the Player to appear before a Judicial Officer.

Citing Complaints must be made by the Citing Commissioner to a Designated Disciplinary Official within 24 hours of the completion of the Match in which the Illegal and/or Foul Play is alleged to have occurred.

Participating Unions are not entitled to cite Players, but they may refer acts of Illegal and/or Foul Play through a Designated Disciplinary Official to the Citing Commissioner for consideration, provided such reference is made within 12 hours of the conclusion of the Match. The Citing Commissioner decides whether or not to pursue a citing complaint and his decision is final.



### 7.3. Suspension

- ✓ A Player Ordered Off or cited by a Citing Commissioner may not take part or be selected for any further Match until his case has been dealt with by a Judicial Officer.
  
- ✓ Player who is subject to an Ordering Off or citing in a Match is not entitled to play the Game (or any form thereof) or be involved in any on-field Match day activities anywhere in the world until his case has been finally resolved.

- ✓ A suspended Player or Team Member who elects to appeal may not take part or be selected for any further Match until his case has been dealt with by an Appeal Officer or Appeal Committee or until the expiry of his suspension, whichever occurs earlier.

#### **7.4. Sanctions**

World Rugby Recommended sanctions for offences within the playing enclosure – Regulation 17. Refer to World Rugby rules regarding the sanctions details.

<https://www.worldrugby.org/handbook/regulations/reg-17>

## **8. ELIGIBILITY PROCEDURES**

Please refer to the REGULATION 8 of World Rugby Laws.

Click on the link to consult regulation 8: <http://www.worldrugby.org/wr-resources/WorldRugbyDIR/Handbook/English/pubData/source/files/Regulation8.pdf>

You can consult the entire World Rugby Rules on our website from the 18<sup>th</sup> of April 2018 – 12:00 ([www.rugbyafrique.com](http://www.rugbyafrique.com)).

## **9. ANTI-DOPING**

The Anti-Doping program and procedures to be applied at the Tournament are set out in these Terms of Participation in Section 17 and are based on World Rugby Regulation 21.

Please refer to the following link to consult the regulation:  
<https://www.worldrugby.org/handbook/regulations/reg-21/reg-21>

You can consult the entire World Rugby Rules on our website from the 18<sup>th</sup> of April 2018 – 12:00 ([www.rugbyafrique.com](http://www.rugbyafrique.com)).

## **10. MINIMUM MEDICAL STANDARD**

### **10.1. Introduction**

As from September 1, 2015, the following terminology will be used by World Rugby when describing medical positions at World Rugby Tournaments. This terminology will be used for consistency in Host Union Agreements (HUA) and also Terms of Participation (ToP) documents which are the legal documents used by World Rugby to outline service expectations and responsibilities at Tournaments.

World Rugby recognises that differences in Tournament medical coverage exists and that financial and medical restrictions on Host Union will also influence services supplied during a Tournament but this terminology should be applicable to all World Rugby Tournaments. It is also acknowledged that one doctor may be responsible for more than one position outlined in this document.

The different medical terms include:

- ✓ Tournament Medical Manager
- ✓ Match Day Doctor
- ✓ Immediate Care Lead
- ✓ Tournament Team Doctor – specifically applies to SWS Tournaments
- ✓ Immediate Care Team

Also outlined in this document are minimum medical standards that should be applied by Host Unions.

### **10.2. Medical treatment terminology**

The following terminology should be adopted for consistency across all World Rugby and Elite Tournaments:

#### 10.2.1. Tournament Medical Manager (TMM)

- ✓ This person is ultimately responsible for the planning, co-ordination and governance of medical services provided by tournament medical staff to players, officials and team management during the Tournament (both at the venue and at team hotels).
- ✓ The person appointed to this position must have a medical or healthcare professional qualification and should have experience working at an international Tournament or Competition.
- ✓ He/she may or may not personally deliver medical services in the other roles listed below (Match Day Doctor and / or Immediate Care Lead).
- ✓ The name and contact details of the holder of this role must be made clear to participating teams in advance of the tournament.

#### 10.2.2. Match Day Doctor (MDD)

This person is responsible for decisions on Match Day regarding replacement for blood and head injury.

Ideally in elite tournaments this role should be separate from the Immediate Care Lead and where practical be independent of country and team.

- In Tournaments where the provision of medical staff is limited the Immediate Care Lead and the Match Day Doctor may be the same person. This role or combined role may also be held by the Tournament Medical Manager (TMM) if the TMM is appropriately qualified.

This name and contact details of the holder of this role is typically made clear to participating teams before game day.

- He/she may or may not personally deliver medical services in the other roles listed below (Match Day Doctor and/or Immediate Care Lead).

The name and contact details of the holder of this role must be made clear to participating teams in advance of the tournament.

#### 10.2.3. Immediate Care Lead

- This person is responsible for coordinating and providing on--field game day immediate medical care services and onward referral to secondary care if appropriate at the Tournament.

- The person(s) covering this position must be a medical practitioner and as a minimum have a Level 2 ICIR or equivalent accreditation.

This role may be held by the Tournament Medical Manager if they are a medical practitioner.

The name and contact details of the holder of this role is typically made clear to participating teams before game day.

#### 10.2.4. Tournament Doctor

This person provides team doctor services during Tournaments to all teams, away from the match/tournament. They can also provide off--field game day support if requested by the Team Physiotherapists.

It is expected that The Tournament Team Doctor will liaise with the Immediate Care Lead regarding the appropriate follow up of injured/ill players once they depart the tournament medical facilities.

The name and contact details of the holder of this role must be made clear to participating teams in advance of the tournament.

#### 10.2.5. Immediate Care Team

The Team must provide a list (not specific names) of all other available medical and paramedical staff (including the pitch retrieval team) providing on and off--field medical services at the game/tournament.



### 10.3. Minimum Game Day Medical Coverage

#### 10.3.1. Adult professional rugby matches

Ideally, as a minimum, a Health Care Professional with experience, skills in immediate pitch side care and skills in managing sports injuries should be present at all adult professional Rugby matches.

#### 10.3.2. Elite world rugby tournaments

The minimum game day medical coverage should be:

Team Doctors or Tournament Team Doctor \

One other medical practitioner providing services as both Match Day Doctor and Immediate Care Lead.

Ambulance stationed at the ground\* for emergency transfer of injured players to designated hospitals or trauma centres. The ambulance must be able to provide advanced life support services and spinal evacuation services. The location of this ambulance must be provided to each Team Doctor.

*\*It is recognised that the legislation in some host countries prohibits the availability of an ambulance at sporting stadia and in these circumstances emergency services capable of providing advanced life support services and spinal evacuation services must be available at the ground.*

As a guide to minimum standards at elite World Rugby Tournaments, the following capabilities must be covered by attending staff at matches. These requirements may be provided by an attending ambulance or pitch side specialist coverage:

- Airways Management -- ability to intubate + Oxygen & suction available
- Cardiac resuscitation -- defibrillator + emergency drugs
- Spinal injury evacuation equipment and management (suitable for player weighing 150 kg)
- Volume replacement -- IV fluids plus cannulas & giving sets
- Analgesic Control -- narcotics including entonox or equivalent
- Limb stabilization splints -- upper & lower limb splints
- Nebulizer + ventolin

### 10.4. Minimum non-game day medical coverage for elite world rugby tournaments

The Tournament Medical Manager (TMM) must provide to all teams prior to the Tournament, the name and contact details of the following:

- Doctor responsible for providing non-match day medical support including prescriptions, general medical consultation coordination and priority radiology access.
- Dentist
- Physio supply company (tapes, braces etc)

- Medical and surgical supply company
- Oxygen supply company
- Massage services
- Closest hospital to hotel and training grounds
- Closest swimming pool to hotel and training grounds

10.4.1. Payment and documentation:

Insurance: All treatment provided away from the game will need to be paid for at the time of care. Players and Management will need to pay at the time of consultation and claim through their own insurance companies later.

Passport: A list of passport names and numbers may be required by hospitals. It is recommended that managers have these available when accessing hospital and medical treatment.

## 10.5. Emergency medical equipment – stadium medical room for elite world rugby tournaments

### 10.5.1. Guide for elite Tournament and Competition matches

Long (Spinal) Board or Split long board (EXL Scoop) with Head Immobiliser
Cervical collar stiff -- 1 medium, 1 large
Oxygen -- to include variable flow rate oxygen, bag valve mask, non re--breathing mask, and purpose made carrier
Pocket mask with one way valve
IVI Fluids -- Normal Saline 1 litre -- 2 bags / Crystalloid 1 litre + IVI Giving sets – 2
IVI cannula 21 g x 5, 19 g x 5
Crutches with handles
Round ended scissors for removal of tape
AED with manual override and monitor
Disposable suture kits with equipment minimum 10
Suture material -- 3/0 and 5/0 -- minimum 10 of each
Xylocaine 2%
Non sterile gloves -- Large
Splints (For immobilisation of the upper and lower limbs).
Stethoscope and Sphygmomanometer
Crutches with handles
Entonox with patient self--administration system (if available within country)
Pethidine injection (100 mg / ml)
Morphine injections 15 mg / ml

10.5.2. Features & fixtures of medical room -- minimum

Stretcher access from field and to ambulance
Power point
Wall light or portable lamp
Running water or full water container
Soap or hand wash
Towels x 6
Examination beds x 2 -- fixed or portable
Chair x 1 (minimum) / Mirror -- fixed or portable
Emergency phone number -- local hospital / ambulance service
Blankets x 4
Sharps bin
Medical waste bin and bags (for blood stained items)
Non--Medical Equipment
Bag of ICE (5 kg) in Esky per day
Plastic bags for ICE

10.5.3. Hotel medicalsupplies

It is recommended in Tournaments that Host Unions provide the Tournament Team Doctor with the Stadium Emergency Medical Equipment kit for use in the Hotel during the week leading into a Match or Tournament. This equipment should be retrieved by the Match Day Medical Staff the night prior to the match or on the morning of the match. This equipment should supplement the medical equipment and supplies brought by visiting medical staff and would provide for most non--match medical emergencies.

This Stadium Emergency Medical Equipment kit is developed recognizing that most Team Doctors or TournamentTeamDoctors have their own supplies that would include but not belimited to the following.

<b>SWABS, DRESSINGS ETC</b>	
Gauze swabs 7.5 cm	1packet
Alcohol swabs	1packet
Betadine (Povidine--Iodine) swabs	1packet
Band--Aids	1box
Melolin (non stick dressings)	5
<b>TAPES, BANDAGESANDSLINGS</b>	
Compression Bandages (7.5 cm)	2
Rigid tape 25mm	4rolls
Cotton slings	2
Finger Tape (coban)	3rolls
Electrical Tape	2
Crepe bandage	2
<b>MEDICATION</b>	
Salbutermol inhaler	2
Gastrolyte (electrolyte solution)	1 box
Rantadine 150 mg	1 box
Antihistamine	1 box
Cold & flu tablets (no pseudoephridine)	1 box
Decongestant nasal spray	2
Aspirin 320 mg	1 box
Paracetamol 500 mg	1 box
Panadeine Forte	1 box
Immodium 2 mg	1 box
Amoxycillin 500 mg	1 box
Cephalexin caps (Keflex) 500 mg	1 box
Dicloxacillin 500 mg	1 box
Doxycycline 100 mg	1 box
Celebrex 200 mg	1 box
Diclofenac tabs 50 mb	1 box

**10.6. Recommended minimum recovery standards–stadium**

- Post--Match ice cold water therapy
- Post--Match nutrition
- Private post--match stretching area

**10.7. Recommended minimum recovery standards–hotel**

At least one of following recovery modalities must be available at the hotel and be capable of use by multiple teams

- ✓ Access to ice cold water therapy
- ✓ Access to massage
- ✓ Adequate gym facilities
- ✓ Swimming pool on premise or within walking distance – a list of local pools should be provided to the teams with these pools in either proximity to the hotel or training fields
- ✓ Adequate nutrition

## **11. COMMUNICATION**

### **11.1. Rugby Africa Communication & Media**

In order to provide good communication services around the tournament, hosting unions will have to supply and organise the following:

#### 11.1.1. Before the tournament

For each tournament, unions will appoint a communication manager at least 1 month before the tournament to ensure information is properly circulated.

The communication manager will have to:

- ✓ Be in regular contact with Rugby Africa's communication manager
- ✓ Make sure all communication material and commercial programs are approved by Rugby Africa
- ✓ Supervise the accreditation of journalists and media of the tournament
- ✓ Supply as many contact details from journalists and local media as possible to Rugby Africa to circulate our press releases.
- ✓ Promote the tournament through all communication channels available (social networks, poster, radios, press releases...)
- ✓ Organise a press conference for the launch of the tournament.
- ✓ Ensure that adequate infrastructure is available at the stadium to allow accredited journalists and media to do their job.
- ✓ Give a photo of your team (in their official kits or not) at least 3 days before the tournament.
- ✓ Send the poster of the tournament at least 5 days before the tournament to be validated and shared on our social networks.
- ✓ Send the streaming link of the match when available at least 3 days before the beginning of the tournament.
- ✓ Ensure that perimeter branding is planned according to all contractual obligations towards Rugby Africa and / or its partners (blank stadium, no commercials other than Rugby Africa and its partners in the camera field unless pre-approved by Rugby Africa)
- ✓ Rugby Africa must approve at least 2 weeks prior to the beginning of the tournament any naming-right sold by the host union to a host-partner. The name of the competition exclusively belongs to Rugby Africa and the host partners may only be associated in this way: (name of the competition of Rugby Africa) hosted by Host-Partner.
- ✓ Make sure hospitality and visibility is offered to Rugby Africa's partners as per the instructions given by Rugby Africa.
- ✓

#### 11.1.2. During the tournament

- ✓ Send at least one good photo of both team's captains in their match kit with a Gilbert match ball as well as a photo of all Rugby Africa's match officials with a Gilbert match ball

- ✓ Organise short interviews on the side lines or at a designated interview area or press area at the stadium. All interviews are to be conducted in front of the interview backdrop which will have Rugby Africa's logo on it and/or the competition's logo and/or Rugby Africa's partners' logo.
- ✓ Safeguard the integrity of the tournament and the reputation of the game, by discouraging the journalists and medias to make any political or religious comment or to linger over a fight or to film injured players.
- ✓ Welcome and assist the production tv teams by ensuring all their reasonable requirements have been met (camera platform, telephone, internet connection)
- ✓ Send live scores of the game for Rugby Africa live tweet via WhatsApp at the following number: +27 76 493 7593
- ✓ Each host union will have to get a Rugby Africa's and World Rugby's flag to be displayed at the match venue.

#### 11.1.3. After the tournament:

- ✓ Send photos and match sheet on the night of the match or at the latest the next day.
- ✓ The videos of the whole match and/or the highlights will have to be sent to Rugby Africa at the latest 2 days after the end of the tournament to be able to share it with television channels.
- ✓ Make sure that any equipment potentially lend by Rugby Africa goes back to Rugby Africa (bibs, backdrop, boards...)
- ✓ Send a report to Rugby Africa on the number of journalists and medias present during the tournament and if possible some details about the media coverage of the tournament (before, during, after)
- ✓ Confirm the numbers of spectators who attended the tournament.

**All information will be sent to Maëlys Thompson, Rugby Africa Event Manager.**

[Maelys.thompson@rugbyafrique.com](mailto:Maelys.thompson@rugbyafrique.com) / +27 76 493 7593



## 12. ANNEXES

You will be able to download all the following documents on our new website from the 18<sup>th</sup> of April 2018 – 12h. Follow the section Competitions – Information & Rules or Rugby Africa – Documentation ([www.rugbyafrique.com](http://www.rugbyafrique.com))

### 12.1. Parental consent

I undersign, Mr / Mrs .....

Father / Mother / Legal guardian (underline the correct answer)

Authorizes my son ..... Born on the .....

To take part in the Rugby Africa Gold Cup which will take place in ....., from the ..... To the ..... 2018.

Moreover, in the event of my son suffering an injury, I authorize the union my son is a member of to undertake all necessary medical treatment and measures.

Signed at..... On the .....

Signature of the parent or legal guardian:

Signature and stamp from the unions:

**12.2. Team List**

PLEASE PRINT CLEARLY IN BLOCK LETTERS

<b>Match:</b>		<b>vs.</b>	
<b>Union:</b>		<b>Date:</b>	
<b>Contact (E-MAIL Address):</b>			

SHIRT NUMBER	FIRST NAME	SURNAME
1. LOOSEHEAD PROP		
2. HOOKER		
3. TIGHTHEAD PROP		
4. LEFT LOCK		
5. RIGHT LOCK		
6. LEFT FLANKER		
7. RIGHT FLANKER		
8. NUMBEREIGHT		
9. SCRUM HALF		
10. FLYHALF		
11. LEFTWING		
12. LEFTCENTRE		
13. RIGHTCENTRE		
14. RIGHTWING		
15. FULLBACK		
16. FRONTROW		
17. FRONTROW		
18. FRONTROW		
19.		
20.		
21.		
22.		
23.		

PLEASE INDICATE CAPTAIN WITH A "C" IN FRONT OF HIS NAME

TEAM MANAGER'S SIGNATURE:

TO BE COMPLETED AND SIGNED BY THE TEAM MANAGER BY **NO LATER THAN 24 HOURS PRIOR TO THE KICK-OFF OF THE MATCH**

**12.3. Disciplinary certificate**

I declare that having undertaken all necessary enquiries, I am not aware of any of the following in relation to the Players nominated for the Tournament Team:

the existence of any outstanding disciplinary proceedings in respect of Illegal and/or Foul Play and/or Misconduct;

the existence of any outstanding appeal proceedings in relation to the above;

that the Player is subject to any suspension from the game as a result of disciplinary proceedings, appeal proceedings or otherwise.

If a Participating Union is unable to provide such certification, then the Participating Union shall inform the Match Commissioner of the reason for this and Rugby Africa shall take action as appropriate.

Participating Union:	
Union Representative (IN BLOCK CAPITALS):	
Title:	
Signed:	
Date:	
To be given to the match commissioner at the teams managers' meeting	

1.1.1. Declaration of player

I \_\_\_\_\_ (Name) of \_\_\_\_\_ (Address) confirm that, I have read and understand the criteria for eligibility set out in Regulation 8 of the World Rugby Regulations Relating to the Game (World Rugby Regulations) and I hereby declare that I am eligible to play for \_\_\_\_\_ Union because:

- ✓ Tick applicable box (es)
  
- ✓ I was born in the country for which fifteen-a-side senior National Representative Team or the next senior fifteen-a-side National Representative Team, or the senior National Representative Sevens Team of the Union for which I intend to play; or
  
- ✓ One of my parents or grandparent was born in the country for which senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of the Union for which I intend to play; or
  
- ✓ I have completed thirty-six consecutive months of Residence immediately preceding the time of playing in the country for which senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of the Union for which I intend to play.  
AND
- ✓ I have not played for the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of any other Union.<sup>1</sup>

*<sup>1</sup> If a Player has played for another Union's senior fifteen-a-side National Representative Team or next senior fifteen-a-side National Representative Team or senior National Representative Sevens team, this must be stated on this declaration form. For the avoidance of doubt, Players would only be eligible to play for a second Union if they can demonstrate that they allowed 36 consecutive months to elapse before they played for a second Union and that they played for that second Union before 1 January 2000. Any such Players should submit in writing the circumstances of such participation on a separate sheet.*

I have attached to this declaration relevant documentation<sup>1</sup> to prove my eligibility to play for the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of \_\_\_\_\_ Union and I understand and accept that if I am found to have played for the senior fifteen-a-side National Representative Team or next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of a Union without satisfying the eligibility criteria set out in Regulation 8 of the World Rugby Regulations, and/or to have provided inaccurate information in this declaration then I and the Union concerned will be subject to sanctions.

Player's signature: \_\_\_\_\_

Date: \_\_\_\_\_

1.1.2. Declaration of union

I \_\_\_\_\_ (*Name*) the \_\_\_\_\_ of \_\_\_\_\_ (*Position and Union*) hereby declare that the \_\_\_\_\_ Union has made all such necessary enquiries in relation to the above Player's eligibility to play for the senior fifteen-a side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior Sevens National Representative Team of the Union. I further declare that the Union is satisfied that the information provided by the Player in his declaration is correct, that the documentation in support of the Player's declaration is valid and that the Player is eligible to play for the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of \_\_\_\_\_ Union. I understand and accept that if a Player plays for the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team Union or the senior National Representative Sevens Team without satisfying the eligibility criteria set out in Regulation 8 of the World Rugby Regulations and/or the Union has provided inaccurate information in this declaration then the Union will be subject to the fixed penalty sanctions set out in Regulation 8.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

<sup>1</sup> *Players ARE expected to provide valid copy birth certificates or other relevant formal documentation in support of their declaration. Players may be requested to provide additional documentation as appropriate in support of their eligibility to play for a senior National Representative Team or the next senior National Representative Team of a Union.*

12.4. Eligibility Form

SCHEDULE 1. DECLARATION OF ELIGIBILITY OF A PLAYER TO PLAY FOR THE SENIOR FIFTEEN-A-SIDE NATIONAL REPRESENTATIVE TEAM, THE NEXT SENIOR FIFTEEN-A-SIDE NATIONAL REPRESENTATIVE TEAM OR THE SENIOR NATIONAL REPRESENTATIVE SEVENS TEAM OF A UNION

DECLARATION OF PLAYER

I, ..... (Name)  
of ..... (Address)

confirm that, I have read and understand the criteria for eligibility set out in Regulation 8 of the World Rugby Regulations Relating to the Game (World Rugby Regulations) and I hereby declare that I am eligible to play for ..... Union because:

Tick applicable box(es)

- I was born in the country for which fifteen-a-side senior National Representative Team or the next senior fifteen-a-side National Representative Team, or the senior National Representative Sevens Team of the Union for which I intend to play; or
  - One of my parents or grandparent was born in the country for which senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of the Union for which I intend to play; or
  - I have completed sixty<sup>8</sup> consecutive months of Residence immediately preceding the time of playing in the country for which senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of the Union for which I intend to play; or
  - I have completed ten cumulative years of Residence preceding the time of playing in the country for which senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of the Union for which I intend to play
- AND

I have not played for the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or, having reached the age of twenty, the senior National Representative Sevens Team of any other Union and I have not participated in the Olympic Games or Rugby World Cup Sevens as a member of the National Representative Sevens Team of any other Union<sup>9</sup>. I have attached to this declaration relevant documentation<sup>10</sup> to prove my eligibility to play for the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of .....  
 Union and I understand and accept that if I am found to have played for the senior fifteen-a-side National Representative Team or next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of a Union without satisfying the eligibility criteria set out in Regulation 8 of the World Rugby Regulations, and/or to have provided inaccurate information in this declaration then I and the Union concerned will be subject to sanctions.

Player’s signature: .....

Date: .....

**DECLARATION OF UNION**

I, ..... (Name) the ..... of  
..... (Position) and ..... Union)  
hereby declare that the ..... Union has made all such necessary enquiries in  
relation to the above Player's eligibility to play for the senior fifteen-a-side National Representative Team or the  
next senior fifteen-a-side National Representative Team or the senior Sevens National Representative Team of the  
Union. I further declare that the Union is satisfied that the information provided by the Player in his declaration  
is correct, that the documentation in support of the Player's declaration is valid and that the Player is eligible to  
play for the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National  
Representative Team or the senior National Representative Sevens Team of ..... Union. I  
understand and accept that if a Player plays for the senior fifteen-a-side National Representative Team or the next  
senior fifteen-a-side National Representative Team Union or the senior National Representative Sevens Team  
without satisfying the eligibility criteria set out in Regulation 8 of the World Rugby Regulations and/or the Union  
has provided inaccurate information in this declaration then the Union will be subject to the fixed penalty  
sanctions set out in Regulation 8.

Signed: .....

Date: .....

12.5. TUE

**THERAPEUTIC USE EXEMPTION (TUE)**



**APPLICATION FORM**  
Schedule 3b

World Rugby fax: +353 1 2409 289  
e-mail: TUE@worldrugby.org

In accordance with Section 4 of the WADA International Standard for Therapeutic Use Exemptions and World Rugby Regulation 21.4, any Player who wishes to apply for the use of a Prohibited Substances or Prohibited Method to treat a legitimate medical condition must apply to the relevant Therapeutic Use Exemption Committee (TUEC) via their national Union.

**SECTION A – Player Information - PLEASE PRINT CLEARLY IN CAPITALS**

First Name: _____	Surname: _____	Date of Birth: ____ / ____ / ____
Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>	Contact Telephone Number - Mobile: <input type="text"/>	
National Union and level: _____ <small>(i.e. Nat 15's Squad? *U21's etc)</small>	Team/Club: _____	

**SECTION B – Notifying Medical Practitioner and Medical Information**

Name: _____	Medical Specialty: _____	
Business Address: _____		
Telephone Number - Business: <input type="text"/>	Fax Number: <input type="text"/>	Telephone Number - Mobile: <input type="text"/>
Email: _____		
Diagnosis with sufficient medical information (see note 1): _____		
Has the national Unions Chief Medical Officer / Doctor been notified of this application? Yes <input type="checkbox"/> No <input type="checkbox"/>		

**SECTION C - Medical Details**

Prohibited Substance – Generic Name	Dose of Administration	Route of Administration	Frequency of Administration
1. _____	_____	_____	_____
2. _____	_____	_____	_____

Intended duration of treatment: Once only  Emergency  Weeks  Months  Years

If a permitted medication can be used to treat the medical condition, provide clinical justification for requested use of prohibited medication: \_\_\_\_\_

**SECTION D - Medical Practitioner's Declaration**

I, \_\_\_\_\_ certify that the above mentioned treatment is medically appropriate and that the use of alternative medication not on the Prohibited List would be unsatisfactory for this condition.

Signature of Medical Practitioner: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**SECTION E - Previous or Current TUE Applications**

Have you submitted any previous TUE application: Yes  No  What date?: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

If Yes, for what substance/s? \_\_\_\_\_

TUE Body who provided TUE Decision: \_\_\_\_\_ TUE Decision: Attach copy of previous TUE application and Certificate of Approval if for same Prohibited Substance



# THERAPEUTIC USE EXEMPTION (TUE)



APPLICATION FORM  
Schedule 3b

World Rugby fax: +353 1 2409 289  
e-mail: TUE@worldrugby.org

## SECTION F - Player's Declaration

I,..... certify that the information under Section A & B is accurate and that I am requesting approval to use a Prohibited Substance or Method from the WADA Prohibited List. I authorise the recording (whether electronically or otherwise) and/or storage by release of personal medical information to the Anti Doping Organisation, relevant Tournament Organisers as well as to WADA staff and to the WADA TUEC under the provisions of the Code. I understand that if I ever wish to revoke the right of the relevant TUEC or WADA TUEC to obtain my health information on my behalf, I must notify my medical practitioner in writing of that fact. I also understand that if I withdraw my consent to the release of my personal medical information, I may not receive approval for a TUE or the renewal of an existing TUE, since no TUE can be granted or renewed without the disclosure of comprehensive medical data.

I am aware that an application for a TUE requires the processing (for example transmission, disclosure, use and storage) of all data pertaining to such application through relevant anti-doping administration/data management systems including but not limited to ADAMS\* to ensure harmonized, coordinated and effective anti-doping programs for detection, deterrence and prevention of doping. Signing this form will indicate that I have been so informed and that I give my express consent to such processing of data.

I understand and agree that my application for a TUE will only be considered following the submission in ADAMS or otherwise, by myself or by my Anti-Doping Organisation (ADO), of the present completed application form, as well as all relevant documents related to the application.

I understand and agree that my TUE related data will be made accessible through ADAMS and/or any other relevant anti-doping administration/data management system, to the authorized ADO, to WADA and to the Therapeutic Use Exemption Committee. I understand and agree that if a TUE is granted, such TUE and the related information will be stored electronically in ADAMS (and/or in any other relevant anti-doping administration/data management system) for a minimum period of 10 years, the period of 10 years being the period within which an action can be commenced following a violation of an anti-doping rule contained in the WADA Code/World Rugby Regulation 21.

WADA, ADOs and Therapeutic Use Exemption Committees will not disclose any of my TUE related information beyond those persons within their organisation with a need to know for doping control purposes according to the Code.

I understand that if I believe that my personal information is not used in conformity with this consent and the International Standard for the Protection and Privacy and Personal Information I can file a complaint to WADA or CAS.

### RELEASE

I hereby release WADA as well as ADOs and TUE Committees from all claims, demands, liabilities, damages, costs and expenses that I may have arising in connection with the processing of my TUE related data through ADAMS and/or any other relevant anti-doping administration/data management system.

### WITHDRAWAL OF CONSENT

I understand that I may at any time revoke my consent for the processing of my TUE related data through ADAMS and/or any other relevant anti-doping administration/data management system. I also understand that as a consequence of such withdrawal of consent, I will not receive approval for a TUE or a renewal of an existing TUE.

Player's Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Parent's/Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

(If a Player is a minor a parent or guardian shall sign together with or on behalf of the Player)

(Day/Month/Year)

\* ADAMS is the Anti-Doping Administration and Management System, which has been developed to enable athletes and anti-doping organisations to enter and share data related to doping control. ADAMS is an on-line, web-based system, which allows restricted sharing of data only with those organisations with the right to access such data in accordance with the World Anti-Doping Code.

## SECTION G - Application Notes

**Note 1** *Diagnosis: Evidence confirming the diagnosis must be attached and forwarded with this application. The medical evidence should include a comprehensive medical history and the results of all relevant examinations, laboratory investigations and imaging studies (where applicable). Copies of the original reports or letters should be included where possible. Evidence should be as objective as possible in the clinical circumstances and in the case of non-demonstrable conditions independent supporting medical opinion will assist this application.*

## World Rugby TUEC Contact Details

World Rugby, World Rugby House, 8-10 Lower Pembroke Street, Dublin 2, Ireland  
Tel: +353 1 2409 212 Fax: +353 1 2409 289 Email: [tue@worldrugby.org](mailto:tue@worldrugby.org)

**INCOMPLETE OR ILLEGIBLE APPLICATIONS WILL BE RETURNED AND WILL NEED TO BE RESUBMITTED.**

Last updated 1 January, 2015

456

**STRICTLY CONFIDENTIAL**