

**CONTENTS OF BY-LAWS**  
**BRISBANE WOMEN'S HOCKEY ASSOCIATION INC.**

<b>b1.</b>	<b>DEFINITIONS</b>	<b>2</b>
<b>b2.</b>	<b>REGISTRATIONS</b>	<b>4</b>
<b>b3.</b>	<b>GRADING</b>	<b>11</b>
<b>b4.</b>	<b>RULES GOVERNING FIXTURES.</b>	<b>14</b>
<b>b5.</b>	<b>FORFEITURES</b>	<b>15</b>
<b>b6.</b>	<b>RULES GOVERNING PREMIERSHIPS, SEMI-FINALS AND FINALS</b>	<b>16</b>
<b>b7.</b>	<b>RULES GOVERNING CUP FINALS.</b>	<b>17</b>
<b>b8.</b>	<b>JUDICIARY (including APPEALS)</b>	<b>18</b>
<b>b9.</b>	<b>UMPIRES</b>	<b>26</b>
<b>b10.</b>	<b>UNIFORMS</b>	<b>26</b>
<b>b11.</b>	<b>CARNIVALS/ INTERCITY CLUB GAMES</b>	<b>26</b>
<b>b12.</b>	<b>RULES GOVERNING SELECTED PERSONNEL FOR REPRESENTATIVE TEAMS</b>	<b>27</b>
<b>b13.</b>	<b>RULES GOVERNING SELECTED REPRESENTATIVE TEAMS</b>	<b>27</b>
<b>b14.</b>	<b>SPONSORSHIP</b>	<b>28</b>
<b>b15.</b>	<b>CLUB INFORMATION</b>	<b>28</b>
<b>b16.</b>	<b>OFFICIALS and STANDING COMMITTEES</b>	<b>29</b>
<b>b17.</b>	<b>DUTIES OF OFFICIALS and STANDING COMMITTEES</b>	<b>29</b>
<b>b18.</b>	<b>SERVICE AWARDS</b>	<b>42</b>
<b>b19.</b>	<b>UMPIRING AWARDS</b>	<b>44</b>
<b>b20.</b>	<b>COACHING AWARDS</b>	<b>44</b>
<b>b21.</b>	<b>INDIVIDUAL AWARDS</b>	<b>45</b>
<b>b22.</b>	<b>TEAM AWARDS</b>	<b>50</b>
<b>b23.</b>	<b>CLUB AWARDS</b>	<b>53</b>

## **BY-LAWS OF BRISBANE WOMENS HOCKEY ASSOCIATION INC.**

Rewritten as of May 2001. Update to 1 Oct 01

Amendments 25 March 2003.

Amendments 25 November 2003.

Amendments 27 January 2004.

Amendments 29 November 2005.

Amendments 28 February 2006.

Amendments 27 February 2007

Amendments 24 April 2007

Amendments 24 November 2009

### **b1. Definitions.**

b1.1 **BWHA or The Association** is Brisbane Womens Hockey Association Inc.

b1.2 **Brisbane** is defined as the Greater Brisbane Area and its surrounding shires.

b1.3 **Board of Management** as defined under Rule 13.1.

#### **b1.4 Player/s**

1.4.1 to play is defined as taking an active part as a team member in a game of hockey

1.4.2 Senior Player. A player of age thirteen (13) years or older at the 1<sup>st</sup> of January of the current year is eligible to play in the Senior fixture competition.

1.4.2.1 A player twelve (12) years at the 1<sup>st</sup> of January of the current year may be eligible to play in the Senior fixture competition with an application to, and the recommendation of the Coaching Committee with the conditions applicable, be given to the Board of Management for final approval.

1.4.2.1 A Senior Casual Player is a Senior registered player who plays no more than five (5) fixture games per season.

1.4.2.2 A Senior Reserve Player is a Junior registered player who plays no more than five (5) senior fixture games per season.

1.4.3 Veteran Player or Masters Player. A player who is within the age constraints, as set by the Board of Management and noted in the Local Rules at the beginning of the season, is eligible to play in the Veterans/Masters fixture competition.

1.4.3.1 A Veteran/Masters Reserve Player is a Senior Registered Player who plays no more than five (5) Veterans/Masters fixture games per season

- 1.4.4 Intermediate Grade Player. A player who is of high school age from thirteen (13) years to eighteen (18) years as at 1<sup>st</sup> of January of the current year and plays in a high school team, which must align with an Affiliated Club of BWA, is eligible to play in the Intermediate Fixture Competition.
- 1.4.5 Junior Player. A player who is over the age of eight (8) years, and has not reached the age of seventeen (17) years as at the 1<sup>st</sup> of January of the current year is eligible to play in the Junior Fixture Competition.
- 1.4.6 Modified/ Minkey Player. A player who is within the age constraints as set by the Junior Section Management and noted in the Local Rules at the beginning of the season is eligible to play in Modified/ Minkey Fixture Competition.
- 1.4.7 Registered Player. A player who is registered with BWA by an Affiliated Club to play in the BWA Fixture Competition as per by-law b2,
- 1.4.8 Unregistered Player. A player who is not registered with BWA by an Affiliated Club at the time of playing in a BWA fixture competition as per by-law b2.
- 1.4.9 Primary Registered Player. A Primary Registered Player is a player who plays only in the BWA Fixture Competition, and is thereby eligible to represent BWA only at all tournaments, including State Championship, Premier League and Carnivals.
- 1.4.9.1 Primary Registered Players who have been registered BWA players for less than three (3) years may make written application to the Board of Management to be released to represent the centre they were registered with prior to becoming a BWA player at tournaments including State Championships and/or Premier League.
- 1.4.10 Dual Registered Players. A Dual Registered Player is a player who is simultaneously registered with BWA and another centre affiliated with Hockey Queensland Inc.
- 1.4.10.1 Primary Dual Registered Player. A player is a Primary Dual Registered Player when they participate in both BWA Fixture Competition and another centre's fixture competition but elect to represent BWA at all tournaments including State Championship, Premier League and/or Carnivals.
- 1.4.10.2 Secondary Dual Registered Player. A player is a Secondary Dual Registered Player when they participate in both BWA Fixture Competition and another centre's fixture competition and elect to represent the other center at all tournaments including State Championship, Premier League and/or Carnivals.

1.4.11 QAS Player. A QAS Player is a player who holds a full time hockey scholarship with the Queensland Academy of Sport.

1.4.11.1. QAS Players are exempt from applying for Dual Registration.

1.4.11.2 QAS Players who register with BWhA must indicate their registration status as either Primary Registered Player, a Primary Dual Registered Player, or a Secondary Dual Registered Player at the time of registration.

b1.5 **Council Meeting** refer Rule 21.

b1.6 **Club/s** in these by-laws shall be an Affiliated Senior Club, Affiliated Junior Club or Affiliated School granted affiliation with the BWhA to play in Fixture Competitions organized and run by the Association.

b1.7 **Club Official** shall mean the president, secretary or treasurer of an Affiliated Club.

b1.8 **Goal Balance** shall mean the difference between the “goals for” minus the “goals against”.

b1.9 A **High School Team** shall mean a team comprised of students from one particular high school or secondary college which is aligned with an Affiliated Club of BWhA.

## b2. Registrations.

### b2.1 General.

If Players are to be registered in more than one section (Senior or Junior) then they can only be registered in equivalent divisions or higher in each section as per the table below:

Senior Divisional	Juniors
Div 1	
Div2	
Div 3	
Div 4	JT1
Div 5	
DP1	JT2
DP2	JT3
DP3	JG1
DP4	JG2
DP5 or lowest division	JG3

*Ie: JT1 players can only be registered in Division 4 or higher*

Senior Divisional Players who play in Divisions 1, 2 or 3 can only play in the Masters Division 1 competition

2.1.1 Every Senior Club shall forward to the Secretary of the Association, not later than a registration date to be set by the Board of Management, a list of Ordinary members, playing and non-playing, on the appropriate form/s, signed by a Club Official, including full name, address, date of birth and any other relevant information as required by the Board of Management together with the appropriate registration fee as determined by the Board of Management from time to time.

2.1.1.1 By a date advised annually by the Association, each Senior Club shall directly input into the Association database, the details of their officials, players, coaches, umpires, and members in any other category deemed relevant by the Board of Management

2.1.2 Every Junior Club shall forward to the Junior Section Secretary, not later than a registration date to be set by the Junior Section Management a list of playing members on the appropriate form, signed by a Club Official, including full name, address and date of birth and any other relevant information as required by the Junior Section Management together with the appropriate registration fee as determined by the Board of Management from time to time.

2.1.2.1 By a date advised annually by the Association, each Junior Club shall directly input into the Association database, the details of their officials, players, coaches, umpires, and members in any other category deemed relevant by the Junior Section Management.

2.1.2.2 Any player being eligible by age, under by-law b1.4.2, to play both Junior and Senior hockey shall be allowed to register in both Fixture Competitions.

2.1.3 b2.1.3 Dual Registered Players.

a) There shall be a maximum of two (2) Secondary Dual Registered Players per Club allowed to play in the Associations Divisional Fixture Competition. Except those clubs who finished in the following positions in Division One of the previous season may have in their club:

9 & 10<sup>th</sup> position 4 Dual (Secondary BWAH) Players

7 & 8<sup>th</sup> position 3 Dual (Secondary BWAH) Players

b) Should a Dual (Secondary BWAH) player be deregistered from a club, due to an inability to compete in the BWAH Competition then that player may be replaced by another Dual (Secondary BWAH) player. The maximum number of Registered Duals (Secondary BWAH) for each Club can only be two unless as stated above.

c) There shall be a maximum of two (2) Secondary Dual Registered Players per Club allowed to play in the Associations Masters Fixture Competition.

i) Secondary Dual Registered Players who were registered in 2009 in a Masters team, can retain that Dual Registration with that club, but no additional Duals can be approved until the number for the club is below two (2).

2.1.3.1 No player under the age of fifteen (15) years as at the 1<sup>st</sup> of January of the current year shall be allowed to apply for Dual Registration with BWA provided that Clubs may apply in writing to the Board of Management for special consideration in exceptional circumstances.

2.1.3.2 Secondary Dual Registered Players shall be required to pay the BWA component of the BWA registration fee.

2.1.3.3 Secondary Dual Registered Players cannot play in BWA Fixture Competition until the following has been completed and approved:-

2.1.3.3.1 A Secondary Registration application form is submitted to the BWA Secretary.

2.1.3.3.2 BWA Board of Management has approved the Secondary Association application form.

2.1.3.3.3 The Secondary Registration application form has been submitted to and approved by Hockey Queensland Inc. Office.

2.1.3.4 No player holding Secondary Dual Registration with BWA as their Secondary Association will be eligible for BWA Awards.

2.1.4 In the event of a Senior player becoming a member of a Club, after the registration date as per by-law b2.1.1, the full name, address, date of birth and other relevant information as previously required shall notify, in writing, to the Match Secretary and signed by that Clubs Official.

2.1.4.1 In the event of a Junior player becoming a member of a Club, after the registration date as per by-law b2.1.2, the full name, address, date of birth and other relevant information as previously required shall notify, in writing, to the Junior Section Secretary and signed by that Clubs Official.

2.1.4.2 Each Senior and Junior Club shall immediately update their registrations in the Association database whenever a member in a relevant category joins or leaves the club after the nominated registration date.

2.1.4.3 Such late registration shall be completed before participation in any game otherwise the player shall be deemed unregistered.

2.1.5 No player shall be registered with more than one (1) Club, including those playing Junior and Senior hockey.

- 2.1.5.1 In exceptional circumstances, and on written application approved by the Board of Management, a player who meets the age constraints for Veterans and/or Masters may be allowed to play for another Club in the Veterans or Masters Divisions if the Club in which the player is registered does not have sufficient players eligible to register a team in the Veterans or Masters Division.
- 2.1.5.2 In exceptional circumstances, and on written application approved by the board of Management, a Junior Player who is registered with a Junior School team with no teams playing in the Senior Fixtures of the Association may also be registered with a Senior Affiliated Club.”
- 2.1.5.3 Any player approved by the Board of Management under By-Law 2.1.5.1 or 2.1.5.2 to register in two (2) Affiliated Clubs who has their membership terminated by the Board of Management as the result of their actions in one (1) club, shall have their membership terminated in both clubs in which they are registered.
- 2.1.5.4 Any player approved by the Board of Management under By-Law 2.1.5.1 or 2.1.5.2 to register in two (2) Affiliated Clubs who is suspended from play as a result of a Judiciary Hearing or is otherwise stood down from matches or put on probation shall serve such suspension, standing down, or period of probation in both clubs in which they are registered.
- 2.1.5.5 Any player approved by the Board of Management under By-Law 2.1.5.1 or 2.1.5.2 to register in two (2) Affiliated Clubs who is fined under the Rules and By-Laws of the Association may not participate in fixtures for either club until such fines have been paid.
- 2.1.5.5.1 The Board of Management will determine which of the Affiliated Clubs the player is registered with shall be responsible for the payment of such fines if the player defaults.
- 2.1.5.6 Any player approved by the Board of Management under By-Law 2.1.5.1 or 2.1.5.2 to register in two (2) Affiliated Clubs who owes a debt of monies or assets to the Association may not participate in fixtures for either club until such outstanding debt has been paid.
- 2.1.5.7 A player approved by the Board of Management under By-Law 2.1.5.1 or 2.1.5.2 to register in two (2) Affiliated Clubs who incurs a team or club penalty under the Rules and By-Laws of the Association shall be advised by the Board of

Management or the Junior Section Management as appropriate to which team or club the penalty applies.

2.1.5.8 A player approved by the Board of Management under By-Law 2.1.5.1 or 2.1.5.2 to register in two (2) Affiliated Clubs must wear the uniform of the club they are representing during Association fixtures.

2.1.5.8.1 Players wearing the uniform of one club while playing for their second club during Association fixtures shall be deemed unregistered players.”

2.1.6 All changes in player registrations or player names shall be notified to the Association Secretary for Seniors or Junior Section Secretary for Juniors.

2.1.7 No player shall be permitted to transfer from one club team to another club team without the prior consent of the Board of Management.

2.1.7.1 Players may only move to the club team immediately above or below their current registration

2.1.7.2 Players may only transfer from one club team to another club team three (3) times in each year.

2.1.7.3 In exceptional circumstances Management may waive rule 2.1.7.1 & 2.1.7.2 upon written request presented to the Board of Management.

2.1.8 Goalkeepers registered in any division may, upon written application from their Club, to the Board of Management be approved to play in a lower division on the field.

2.1.8.1 The Board of Management shall determine the lowest division this player may be registered in as a field player.

2.1.8.2 This player shall not play in a goalkeeping or kicking fullback position in a lower division than the team that they are registered in as a goalkeeper.

2.1.9 The Board of Management shall determine a date after which no changes of registration shall be permitted. Registered Senior Players, eligible by age to play Junior fixtures, may not register with the Junior Section after a date to be determined by the Junior Section Management.

2.1.10 Clubs must maintain a minimum of eleven (11) registered players per team at all times.

2.1.11 Should a player fail to play for their Club for more than five (5) consecutive fixture games, the player shall be deemed to be de-registered.

- 2.1.11.1. In special circumstances the Board of Management (Junior Section Management in case of Juniors) may waive such provisions on receipt of a written application from that Club.
- 2.1.11.2 Any player de-registered under this provision may only be re-register on the day that the player actually plays their next fixture game.
- 2.1.12 If a player plays for five (5) consecutive fixture games for a higher graded team than that which the player is registered, and not during this period for the team in which the player is registered the player shall be deemed to be registered to the higher grade as notified by the Match Secretary.
  - 2.1.12.1 The Club must apply to again register that player, either in the same or a higher graded team, at the next available Board of Management Meeting or Council Meeting. (Junior Section Management in the case of Juniors.)
  - 2.1.12.2 Such application shall be separate to any other applications for change of registrations, submitted at this meeting, and shall be supported by any relevant information.
  - 2.1.12.3 Such application may be approved or amended by that meeting.
  - 2.1.12.4 Notwithstanding the above, if any player consistently plays in a higher grade than that which the player is registered, the Board of Management may take appropriate action.

**b2.2 Seniors.**

- 2.2.1 The list of team members shall state whether the member is to be registered as a non-player, a full time player or a Senior Casual Player.
- 2.2.2 A Senior Casual Player shall be eligible to play five (5) fixture games per season but before the player plays a sixth (6) fixture game during the season they shall be registered as a full time Senior Player.
- 2.2.3 Senior teams registered in divisions playing on artificial surfaces must register\_a goalkeeper in each team.
  - 2.2.3.1 In exceptional circumstances, a club may apply in writing to the Board of Management to waive this requirement.

## **b2.3 Juniors.**

- 2.3.1 All Junior Players not previously registered with the Association must produce proof of age in the form of a birth certificate or documentary evidence, which in the opinion of the Junior Section Management constitutes proof of age.
- 2.3.2 Birth certificates, or other documentary evidence must be in the hands of the Junior Match Secretary no later than three (3) weeks after registration.
  - 2.3.2.1 Any player who has not supplied proof of age by the required time will be deemed to be un-registered and will not be re-registered unless proof of age accompanies such application.
  - 2.3.2.2 Any player playing in a lower age grade than they should be registered before the proof of age was supplied shall be doomed to be un registered and team results shall be as per by-law b2.6.
- 2.3.3 Junior Players who are eligible by age to play Senior hockey as per by-law b1.4.2 may be registered as a Senior Reserve Player and play a maximum of five (5) Senior fixture games per season. Once the maximum is reached the player shall then be registered as a full time Senior Player before playing another match.
- 2.3.4 Should a Junior Player fail to play three (3) consecutive Junior fixture games and during that same period, play as a Senior Player or Senior Reserve Player, that player shall be de-registered with the Junior Section for the remainder of the season.
  - 2.3.4.1 In special cases the Junior Section Management may waive such provisions on receipt of written application from that players Club.

## **b2.4 Veterans (Masters)**

- 2.4.1 All players registered as Veterans shall supply proof of age.
- 2.4.2 On receipt of registrations, every Veteran or Masters player shall be given an individual grading by their Club and such recommendations approved or amended by a Veterans Grading Committee appointed by the Board of Management from time to time, and the players Club shall be notified by BWA of the lowest open division that the player is eligible to participate in BWA Fixture Competition.
- 2.4.3 Veteran Players shall be registered to play in the Veteran's Division or in an open division equal to or higher than the division to which the player has been individually graded as per b2.4.2.

2.4.4 No more than three (3) Veteran Players shall be allowed to play in an individual fixture, semi-final or final game other than in the Veterans Division. The penalty for breach of this by-law shall be same penalty as outlined in by-law b2.6.2.

b2.5 Clearance from Clubs.

2.5.1 Players transferring from Clubs must first obtain a clearance from their former Club before being eligible to play with that new Club. Notwithstanding, if a player has not played the previous three (3) seasons, no clearance is required.

2.5.1.1 Clearances are required in accordance with this by-law for transfer between Clubs playing in the Brisbane fixture competition.

2.5.2 BWA Clubs must provide clearances in writing to players upon request within seven (7) days unless there are outstanding monies or other items owed to the Club.

2.5.2.1 Copies of such clearance must be provided to both the player and the Association Secretary.

2.5.3 Clubs refusing a clearance to a player should immediately notify the Association Secretary and outline the reason in writing as soon as possible.

2.5.3.1 A player being refused a clearance may apply in writing to the Board of Management for permission to participate in fixtures.

b2.6 **Unregistered Players.**

2.6.1 A team fielding an unregistered player whose participation does not prevent a forfeit shall be fined an amount to be decided from time to time by the Board of Management, and the result of the match shall stand.

2.6.2 A team fielding an unregistered player whose participation prevents a forfeit, shall be fined an amount to be decided from time to time by the Board of Management.

2.6.2.1 a game shall be declared a forfeit in favour of the non-offending team except that if the non-offending team wins the game with a goal balance equal to or superior to that of an allocated forfeit, then that team results shall stand.

2.6.2.1 the offending team shall be credited with nil goals for and the number of goals against as per example below.

2.6.2.1 If team A is the offending team and team B the non-offending team then:-

MATCH RESULT			AWARDED RESULT				REMARKS		
A	B		TEAM A		TEAM B				
			GF	GA	GF	GA			
7	--	1	0	--	3	3	--	0	
2	--	1	0	--	3	3	--	0	
2	--	3	0	--	3	3	--	0	
1	--	4	0	--	3	4	--	1	Equal goal balance
2	--	8	0	--	6	8	--	2	Superior goal balance

2.6.3 A game is classed as an automatic forfeit by a team playing a player registered in a higher division in that lower division team.

2.6.3.1 A Club forfeiting under this by-law shall also be fined an amount to be determined from time to time by the Board of Management.

### b3 Grading.

All grading shall be in accordance with the BWA Grading Policy

b3.1 There shall be ten (10) in Division 1, and all other Divisions where possible.

3.1.1 There shall be only one (1) team per Club in Division 1, and in all other Divisions where possible.

b3.2 Immediately prior to the new fixture season, but following the receipt of Club registrations, the Grading Committee shall undertake the grading of teams as follows:-

3.2.1 Minor Premiers shall have the right of challenge against the lowest team in the Division above and if the Minor Premier team wins the challenge the team shall be graded in the higher Division.

3.2.2 Any team finishing the previous season in positions one (1) to four (4) on the points table, and also the number one team from a club having a minimum of three (3) registered teams, one of which may be a Junior team, may make written application to be upgraded to a higher Division.

3.2.2.1 Should there be more than one club with their number one team in a Division, only the Club with the team that finishes highest on the points table at the end of season may apply for such matches.

3.2.3 Only teams that finish the previous season in the last two (2) places on the points table may be demoted to a lower Division, except that the Grading Committee shall have the discretionary power to demote or promote teams due to changes in Clubs affiliation and/or registrations.

3.2.4 The Grading Committee shall, if deemed necessary, organize grading matches to assist the determination of the gradings following any application made pursuant to by-law b3.2.2.

3.2.5 Clubs must provide teams and qualified umpires for grading matches as requested.

b3.3 The Grading Committee must adhere to the requirements as per by-law b3.1

b3.4 The Grading Committee shall follow the guidelines as outlined in by-law b3.2 but shall have the discretionary power to amend gradings to accommodate changes in Club affiliations and registrations.

### **b3.5 Junior Grading requirements.**

All Grading shall be in accordance with the BWA Grading Policy.

3.5.1 There shall be eight (8) teams in all Junior Divisions where possible and there shall be no more than eight (8) teams in any Junior Turf Division.

3.5.2 There shall be only one (1) team per club in J1, and in all other divisions where possible.

3.5.3 The Junior Fixture and Grading Committee shall receive all Club registrations by the date as set by the Junior Section Management.

3.5.3.1 Clubs may submit additional information on teams and individual players with their registrations to assist the Grading Committee in their deliberations.

3.5.4 The Junior Fixture and Grading Committee shall, if deemed necessary, organise grading matches to assist the determination of the gradings.

3.5.4.1 Clubs must provide teams and qualified umpires for grading matches as requested.

3.5.4.2 Grading games for J1 and J2 will be conducted on separate days, with the J1 games held first.

3.5.4.3 Clubs must name at least eleven (11) players in all of any J Division team above their J Division team participating in any grading game and these named players may not participate in that grading game.

3.5.4.4 Clubs must name at least eleven (11) players in all age division teams in that age division above the team playing in any grading game.

3.5.5 The Junior Fixture and Grading Committee shall submit in writing by the required date, their recommendations for grading, detailing their decision and processes for approval by the Junior Section Management.

- 3.5.5.1 The Junior Fixture and Grading Committee shall watch the first two (2) weeks of fixtures and advise Junior Section Management of any major areas of concern.
- 3.5.6 Once all grading has been approved by the Junior Section Management, the teams shall be entered into the Association database for computation of the fixtures and these shall be made available to clubs immediately the Junior Fixture and Grading Committee has finished checking such fixtures for errors and omissions.
- 3.5.6.1 Should there be a failure with the Association's computer system which would delay the start of the fixture competition, the Junior Fixture and Grading Committee shall be responsible for compiling fixtures on a weekly basis and forwarding them to clubs until the system is restored.
- 3.5.6.2 When the computer programme has compiled the draw of fixtures for the Junior Semi-Finals, Preliminary Finals, and Grand Finals, the Junior Fixture and Grading Committee shall in each instance immediately check such fixtures for errors and omissions, and advise the Association of any necessary corrections prior to distribution to clubs.
- 3.5.7 Providing it is in the interests of the development of junior hockey the Junior Section Management with the approval of the Board of Management may in exceptional circumstances hold a trial year, in which the requirements of Clauses 3.5.1 and 3.5.2 are suspended for one (1) fixture season only.
- 3.5.7.1 The requirements of Clauses 3.5.1 and 3.5.2 may not be suspended more than once in a five (5) year period, and not in consecutive years.
- 3.5.7.2 The Junior Section Management shall incorporate the alternative provisions for the trial year into the Local Rules for that year, after which they will not apply and must be deleted.
- 3.5.7.3 Should Junior Section Management wish the alternative trial year provisions to apply in the subsequent season they must be adopted as By-Laws as provided for in the Rules of the Association.

b4 **Rules Governing Fixtures.**

- b4.1 The Board of Management only shall have the power to cancel or postpone fixture matches.
- 4.1.1 Suspension of a gazetted fixture shall be done at the instigation of the person in charge of the technical bench at artificial surfaces or
- 4.1.2 Suspension of a gazetted fixture shall be done at the instigation of the Match Secretary or appointed person in charge of fixtures at the venue for grass fixtures.
- b4.2 There shall be a warning siren five (5) minutes before the start time.
- 4.2.1 A one (1) minute (before start time) verbal warning shall be given for teams and umpires to take the field.
- 4.2.2 The starting siren shall be sounded and teams shall be on the field at this time.
- 4.2.3.1 The team on the field at the starting siren may claim a forfeit if the other team is not on the field.
- 4.2.3 A team that cannot field a team of at least nine (9) players at the commencement of the game, that is the starting siren, shall forfeit the game.
- b4.3 The time clock shall not be stopped for injuries during games on either grass or artificial surfaces unless otherwise indicated by the Board of Management.
- 4.3.1 Players suffering minor injuries shall be removed from the field of play as quickly as possible and treated off the field.
- 4.3.2 For matches on grass surfaces if the player cannot be removed from the field of play within five (5) minutes, the game may immediately be transferred to another field where possible.
- 4.3.2.1 Such transferred game shall resume play and time lost shall not be made up providing that the total match time lost does not exceed fifteen (15) minutes.
- 4.3.3 On artificial surfaces if the player cannot be removed from the field of play within two (2) minutes the time clock may be stopped until the player is removed from the field of play.
- 4.3.4 For any match on any surface, if playing time lost due to injuries exceeds fifteen (15) minutes, the following shall apply
- 4.3.4.1 The game shall be replayed where possible at a time and date to be advised by the Board of Management.

4.3.4.1.1 If the game cannot be replayed at another time due to season time and/or field constraints, the Board of Management shall determine the result of the game.

b4.4 Any Club protesting with respect to a fixture game shall confirm such protest in writing to the Association Secretary not later than forty-eight (48) hours following the fixture game.

4.4.1 Such protest shall be considered at the next Board of Management meeting.

4.4.2 The result of the protest shall be advised immediately in writing to the Club by the Association Secretary.

b4.5 The following points shall be awarded to teams in the fixture competition:- three (3) points for a win, one (1) point for a draw, zero (0) points for a loss.

**b5. Forfeitures.**

b5.1 Teams which forfeit a game due to insufficient player numbers or other breaches of these by-laws shall be subject to a match penalty as per by-law b5.5 and their Club shall be fined an amount as determined from time to time by the Board of Management.

5.1.1 The amount of the fine shall be sufficient to cover any cost to the Association for cancellation of the match, and to cover any refund of prepaid or ground fees to the opposing team.

b5.2 In the event of a forfeit of a fixture match by official notification to the Association Secretary prior to the day of the fixture, the Association Secretary shall first advise the opposing Club, then the umpires, and the Match Secretary of the forfeit.

5.2.1 Clubs receiving official notification of the forfeit from the Association Secretary prior to the day of the schedule fixture are not required to field a team on that date.

b5.3 In the event of a forfeit on the day of the fixture, the team claiming the forfeit must take the field and the umpires must sign the team card indicating the forfeit accordingly.

b5.4 In the event of neither team having sufficient players to avert a forfeit, the match shall be deemed void and no points or goals allocated.

b5.5 This forfeiture entitles the winning team to three (3) points and three (3) goals for and the forfeiting team has only three (3) goals debited against them.

b5.6 A team forfeiting on two (2) occasions shall show cause to the Board of Management why it should not be de-registered.

**b6. Rules Governing Premiership Semi-Finals and Finals.**

- b6.1 No player shall take part in the semi-finals and finals unless having been registered and played at least six (6) official fixture games in each of six (6) separate sets of fixture games for the relevant fixture section (Divisional, Masters or Juniors) with their Club during the season.
- 6.1.1 Upon written request Management may waive the above rule to allow a team to have 11 players to participate in a Semi final or Final.
- 6.1.2 The penalty for breach of this by-law shall be forfeiture of the game.
- b6.2 Positions on the points table within each division shall be allocated to teams from the highest points to the lowest points in the fixture rounds.
- 6.2.1 if teams are equal on points, goal balance will determine positions for semi-finals.
- 6.2.2 if teams have an equal goal balance, the team with the highest number of goals for shall decide the position.
- 6.2.3 if, after this the teams are still equal, the count back system will be applied as follows:-
- 6.2.3.1 total the teams' performances against each other in the fixture rounds.
- 6.2.3.2 the team with the highest number of points will be declared the winner.
- 6.2.3.3 if after this the teams are still equal, the team with the better goal balance will be declared the winner.
- 6.2.4 if, after this the teams are still equal, the position shall be determined by a method determined by the Board of Management.
- b6.3 If at full time the Senior Semi-Final is drawn extra time shall be played.
- 6.3.1 After a drinks break of two (2) minutes then extra time of seven and half (7 ½) minutes each way shall be played with no break in time at changeover.
- 6.3.2 If a goal is scored by a team at any point during extra time period, that shall be the end of the game and the scoring team shall be declared the winner.
- 6.3.3 If after extra time, the game remains drawn, the game will be awarded to the team having the highest number of points on the premiership table.

- 6.3.4 If the teams have an equal number of points, the winner shall be decided as per by-laws b6.2 with the exception of by-law b6.2.3. and b6.2.4
- 6.3.5 If, after this, the teams are still equal, a penalty stroke competition shall be conducted. The format of this competition shall be determined by the Board of Management.
- b6.4 If at full time the Senior Final is drawn, a winner will be decided by a method determined by the Board of Management.
  - 6.4.1 The format of any extra time and method of determining a winner shall be decided by the Board of Management, to be presented at a Council Meeting, for inclusion in the Local Rules at the beginning of the season.
- b6.5 In Junior Semi-Finals if the game is drawn, no extra time shall be played.
  - 6.5.1 The game will be awarded to the team having the highest number of points on the premiership table, and then in accordance with by-law b6.2 if teams are equal on points.
- b6.6 In a Junior Final if the game is drawn the following shall apply:-
  - 6.6.1 for teams playing of grass surfaces no extra time shall be played.
    - 6.6.1.1 The teams shall be declared joint Premiers.
  - 6.6.2 The top division/s playing on artificial surfaces the result shall be determined as follows:-
    - 6.6.2.1 if at full time the final is drawn an extra period of time is played.
    - 6.6.2.2 if after extra time the final still remains drawn, a winner will be determined by a method determined by the Junior Section Management.
    - 6.6.2.3 the format of extra time and method shall be determined by the Junior Section Management, and approved by the Board of Management, for inclusion in the Junior Local Rules at the beginning of the season.

**b7 Rules Governing Cup Finals.**

- b7.1 No player shall take part in a Cup Final unless having they have played a minimum of three (3) official fixture games, in each of three (3) separate sets of official fixture games, with their Club during the season.
  - 7.1.1 The penalty for breach of this by-law shall be forfeiture of the game.

b7.2 The teams competing in the Cup Final shall be the two (2) teams leading the points table at the end of a particular round as specified by the Board of Management.

7.2.1 Positions on the point's table shall be decided as per by-law b6.2.

b7.3 If at full time the game is drawn the result shall be determined as per by-law b6.4.

**b8. Judiciary. (including Appeals)**

b8.1 A person/s contacted by the Association Secretary must attend a Judiciary hearing when requested. The Board of Management may refer a case to the Judiciary Committee for determination and/or arbitration on a persons misconduct on receipt of a serious complaint from a Club and/or an Official.

b8.2 A player receiving a full suspension (red card) for the rest of a match must automatically appear before the Judiciary Committee.

8.2.1 Players receiving a warning (green card) shall receive two (2) points.

8.2.2 Players receiving a temporary suspension (yellow card) shall receive four (4) points.

8.2.3 Players accumulating twelve (12) points in the season shall be stood down for one (1) week, but shall not be required to go before the Judiciary Committee.

b8.3 The recording of cards issued shall be the responsibility of the Umpire or Technical Officials, where available, and must be entered in a register provided by the Association.

b8.4 The Association Secretary shall notify Persons Charged of their rights under the Rules of the Association, and the nature of the complaint brought against them, as soon as possible prior to the hearing.

8.4.1 The Association Secretary shall notify the Club Secretary of the contact made with the person/s charged and the nature of the complaint.

8.4.1.1 The Association Secretary shall confirm such oral advice to the Club secretary in writing within twenty four (24) hours either by facsimile, email or post.

8.4.2 Where the Person Charged is a player, the Association Secretary shall notify both umpires officiating at the match to which the charges relate of the name of the player charged and the nature of the complaint as soon as possible prior to the Judiciary Committee hearing.

8.4.2.1 The Association Secretary shall notify both umpires that they must attend the Judiciary Committee hearing.

- 8.4.3 Persons Charged shall notify within twenty four (24) hours of being advised of the complaint against them whether they plead guilty or not guilty to the charge/s
  - 8.4.3.1 Should the Person Charged plead guilty, the Association Secretary shall advise the Person Charged that they may call character witnesses only at the hearing.
  - 8.4.3.2 Should the Person Charged plead not guilty, the Association Secretary shall inform the Person Charged that they may call character witnesses in their defence at the hearing.
  - 8.4.3.3 The Association Secretary shall confirm the plea and oral advice to the Person Charged in writing within twenty four (24) hours either by facsimile, email or post.
- 8.4.4 As soon as possible prior to the Judiciary Committee hearing the Association Secretary shall inform the Complainant whether the Person Charged pleads guilty or not guilty.
  - 8.4.4.1 Should the Person Charged plead guilty, the Association Secretary shall advise the Complainant that they will not be required to prove the charge and that witnesses to support the case for the Complainant shall not be required at the hearing
  - 8.4.4.2 Should the Person Charged plead not guilty, the Association Secretary shall advise the Complainant that the Person Charged will dispute the charge, and that the Complainant will be required to prove the charge and may call witnesses to support their case at the hearing.
    - 8.4.4.2.1 Upon request the Complainant shall be given up to three (3) days after such advise to contact and provide witnesses to prove their charge before the hearing takes place.
  - 8.4.4.3 The Association Secretary shall confirm such oral advice to the Complainant in writing within twenty four (24) hours either by facsimile, email or post.
- b8.5 The Association Secretary shall notify all persons involved of the time, date, and place of the hearing and the hearing shall be held as soon after the event as practicable, prior to the next fixture game where possible.
- b8.6 On appointment of the Judiciary Committee and as soon as possible prior to the hearing, the Association Secretary shall advise the Judiciary Committee Chairman (Chairman) of the name/s of the Persons Charged, the nature of the complaint, the name/s of the Complainants and where relevant the names of the relevant Clubs.

- b8.7 Judiciary Committee members appointed to hear a particular case shall not discuss the matter under consideration with either the Complainants, Persons Charged, and/or their representatives, or with any witnesses prior to the hearing.
- b8.8 Judiciary Committee members appointed to hear a particular case who have had discussions regarding the case with either the Complainants, Persons Charged, and/or their representatives, or with any witness prior to the hearing are disqualified from hearing the case, and shall inform the Association Secretary and stand down from that particular Judiciary Committee.
- b8.9 The Persons Charged together with the persons representatives (if required) as well as any witnesses, the Complainants together with the Judiciary Committee shall attend the hearing.
- 8.9.1 A Club Official of the Persons Charged may attend the hearing as an observer only.
- 8.9.2 If a Persons Charged summoned by the Association Secretary fails to attend the hearing at the time nominated the Persons Charged shall be disqualified from any fixture or representative duties until the hearing has been resumed and determined.
- b8.10 Procedure of Judiciary Hearing.
- 8.10.1 Prior to the hearing the Association Secretary shall appoint two (2) Hearing Clerks and Judiciary Recorder.
- 8.10.1.1 Duties of the Hearing Clerk shall include the following:-
- \* The setting up of the room nominated by the Association Secretary to be used as the hearing chamber.
  - \* The hearing chamber shall be set up with three (3) separate tables with chairs, pens, writing paper, drinking water and glasses, for the Judiciary Committee, and the Persons Charged and/or their representatives, and the Complainants and/or their representatives.
  - \* Allocation of separate waiting areas and seating outside the hearing chamber for persons appearing for the Persons Charged and for persons appearing for the Complainants.
  - \* Supervision of all persons waiting outside the hearing chamber.
  - \* The conduct of all persons into and out of the hearing chamber at the appropriate times.
- 8.10.1.2 Duties of the Judiciary Recorder shall include the following:-
- \* The Judiciary Recorder shall be responsible for the recording of the proceedings of the hearing and the decision reached.

- \* The Judiciary Recorder shall enter the relevant details into the Judiciary Records Register after completion of the hearing.
- \* The Judiciary Recorder shall complete the handwritten report in triplicate of the decision and hand to the Judiciary Committee Chairman for signature and place second copy in the register and forward the third copy to the Board of Management.

8.10.2 With the exception of the Persons Charged and the Complainants and their representatives, witnesses shall only be permitted in the hearing chamber when they are giving evidence.

8.10.3 Witnesses may be called more than once, and shall remain available until dismissed by the Chairman.

8.10.4 Before the hearing commences the Chairman shall advise all persons at the hearing that they may speak only when requested by the Judiciary Committee and that all other persons must remain silent.

8.10.4.1 Persons disobeying the requests of the Chairman, interrupting, interjecting or otherwise disrupting the conduct of the hearing may be ordered from the hearing.

8.10.4.2 The hearing shall not proceed until persons ordered from the hearing by the Chairman are removed from the hearing chamber.

8.10.4.3 A hearing may not proceed while the Persons Charged is absent from the hearing unless the Persons Charged has nominated a person to act as their representative.

8.10.4.4 Persons Charged removed from a hearing shall remain suspended from taking part in any Association fixture and/or representative duties until the hearing has resumed and a decision reached by the Judiciary Committee.

8.10.5 The Judiciary Committee shall conduct the hearing in the following manner.

8.10.5.1 The Chairman shall ask the Complainants or their representative to outline their complaint.

8.10.5.2 If the Person Charged is a player the umpires officiating on the match will each testify to the events surrounding the complaint.

8.10.5.3 The Chairman may ask questions of the umpires and the Complainant in clarification of their testimony.

- 8.10.5.4 The Chairman shall then ask the Persons Charged whether they plead guilty or not guilty.
- 8.10.5.5 If the Persons Charged pleads guilty, the Chairman shall ask the Persons Charged or their representative to present any mitigating circumstances that may be taken into account and may hear character witnesses.
- 8.10.5.5.1 The Chairman may then ask question of the witness in clarification of their testimony.
- 8.10.5.5.2 The Chairman shall then ask other members of the Judiciary Committee if they wish to question the witness to clarify any matter providing the Chairman may rule any question out of order.
- 8.10.5.5.3 The Chairman will then ask for the hearing chamber to be cleared while the Judiciary Committee makes their decision in camera.
- 8.10.5.5.4 The Judiciary Committee shall inform the hearing clerks that a decision has been made and the Persons Charged, the Complainant, their approved representatives and observers allowed by the Association shall then return to the hearing chamber.
- 8.10.5.5.5 The Chairman shall read the decision and advise the Persons Charged of any suspension, penalty, fine and/or period of probation, and the facts acted upon
- 8.10.5.6 If the Persons Charged pleads not guilty the Chairman shall ask the Complainant, or their representative, to present the complaint against the Persons Charged.
- 8.10.5.6.1 Witness for the Complainant shall be called in succession and as each witness has finished giving evidence for the Complainant the Chairman shall ask the Persons Charged, or their representative, if they wish to ask questions of the witness, providing that the Chairman may rule any question out of order.
- 8.10.5.6.2 The Chairman may then ask questions of each witness in clarification of their evidence.
- 8.10.5.6.3 The Chairman shall ask other members of the Judiciary Committee if they wish to ask questions of the witness to clarify any matter,

providing that the Chairman may rule any question out of order.

- 8.10.5.6.4 The Chairman shall then ask the Persons Charged, or their representative, to make a submission refuting the allegations.
- 8.10.5.6.5 The Judiciary Committee shall then clear the hearing chamber and consider in camera whether the Person Charged has a case to answer.
- 8.10.5.6.6 If the Judiciary Committee decides there is no case to answer, the hearing will be reconvened and the Person Charged shall be dismissed.
- 8.10.5.6.7 If the Judiciary Committee decides that the Person Charged has a case to answer, the hearing will be reconvened and proceedings be resumed.
- 8.10.5.6.8 The Chairman shall then ask the Person Charged, or their representative, to present the case for the defence.
- 8.10.5.6.9 Witnesses for the Person Charged shall be called in succession and as each witness has finished giving evidence for the Persons Charged, the Chairman shall ask the Complainant, or their representative, if they wish to ask questions of the witness, providing that the Chairman may rule any question out of order.
- 8.10.5.6.10 The Chairman may then ask question of each witness in clarification of their evidence.
- 8.10.5.6.11 The Chairman shall then ask other members of the Judiciary Committee if they wish to ask questions of the witness to clarify any matter, providing that the Chairman may rule any question out of order.
- 8.10.5.6.12 The Complainant, or their representative, shall sum up the case against the Persons Charged.
- 8.10.5.6.13 The Person Charged, or their representative, shall sum up the case for the defence.
- 8.10.5.6.14 The Chairman shall then ask for the hearing chamber to be cleared while the Judiciary Committee makes their decision in camera.

- 8.10.5.6.15 The Chairman shall ask the Judiciary Recorder to return to the hearing chamber and shall advise the Judiciary Recorder to complete in triplicate a hand written report on the decision on a form which shows the appeal process.
- 8.10.5.6.16 The Chairman shall then sign the original and both copies of the report.
- 8.10.5.6.17 The Chairman shall then inform the Hearing Clerk that a decision has been made and the Persons Charged, the Complainant, their representatives and observers approved by the Association shall return to the hearing chamber.
- 8.10.5.6.18 The Chairman shall read the verdict and if the Person Charged is found guilty the Chairman shall advise the Persons Charged of any suspension, penalty, fine and/or period of probation and the facts acted upon.
- 8.10.5.6.19 The Chairman shall hand to the Person Charged the original signed handwritten copy of the report on the decision, and the copies to the Judiciary Recorder.
- 8.10.5.6.20 The Chairman shall declare the proceedings ended, and shall ask the Hearing Clerk to clear the chamber.

b8.11 Persons found guilty of a charge by the Judiciary Committee may appeal the decision, however any penalties imposed shall remain in effect until an appeal has been held and finalised.

8.11.1 An appeal against a decision of the Judiciary Committee must be submitted within ten (10) days of the Judiciary hearing on the appropriate form to the Association Secretary.

8.11.2 Person/s found guilty of a charge by the Judiciary Committee may appeal the severity of the penalty and/or fine on the basis of precedent.

8.11.2.1 The Appeals Committee shall make the decision to amend the penalty, suspension and/or fine after reviewing the written record of the hearing in the Judiciary Records Register, and comparing the penalty, suspension and /or fines given previously for similar cases.

- 8.11.2.2 The Appeals Committee shall notify the Association Secretary immediately of the outcome of the review, and any amendment to the penalty, suspension and/or fine.
- 8.11.2.3 The Association Secretary shall notify the person/s appealing of the decision as soon as possible after the decision is received.
- 8.11.3 An appeal hearing shall only be granted on the following grounds:-
  - 8.11.3.1 Persons found guilty can provide new evidence in their defence not available to the Judiciary Committee at the time of the hearing.
  - 8.11.3.2 Person/s found guilty can prove that witnesses for the Complainant misled the Judiciary Committee.
  - 8.11.3.3 Person/s found guilty can prove they were denied natural justice to present their case according to the Rules of Association and by-laws of BWHA.
- 8.11.4 The Association Secretary shall contact the Appeals Committee Chairman on the receipt of the appeal application and the Appeals Committee shall within three (3) days of the application being received by the Association Secretary meet to consider either an appeal of the severity of the penalty, suspension and/or fine imposed based on precedent or whether the application meets the criteria for an Appeals Committee hearing.
  - 8.11.4.1 Should the Appeals Committee decide that the application does meet the criteria for an Appeals Committee hearing, the Appeals Committee Chairman shall immediately advise the Association Secretary to convene a hearing within seven (7) days of the decision of the Appeals Committee to hold a hearing.
- 8.11.5 The decision of the Appeals Committee shall be presented at the completion of the appeal hearing.
- 8.11.6 The appeal decision shall be recorded in writing in duplicate by the Appeals Committee Chairman.
- 8.11.7 The Appeals Committee Chairman, shall sign both copies of the recorded appeal decision, and hand the original to the appeal applicant.

8.11.8 The other copy of the Appeals Committee decision shall be forwarded to the Board of Management.

b8.12 Any changes to the penalty, suspension and/or fines, originally given by the Judiciary Committee through an appeal shall be recorded in the Judiciary Records Register.

b8.13 Any appeal that is upheld shall have any records of the original decision struck from the Judiciary Records Register.

b8.14 Any penalty given by the Judiciary Committee or the Appeals Committee shall be served within the same competition as it was given. e.g.: if the penalty was given within the Premiership Fixture Competition the penalty shall apply within this competition even if the penalty imposed is carried into the next Premiership Fixture Competition season.

**b9. Umpires.**

b9.1 All umpires shall wear the uniform appropriate to their grade as approved by the Board of Management.

9.1.1 Umpires not wearing the correct uniform shall be subject to a fine and/or penalty as decided by the Board of Management.

b9.2 Clubs shall supply umpires as listed by the Umpires Steward.

b9.3 Umpires shall sign off cards at the completion of the game and carry out other actions as required by the Board of Management.

b9.4 The Association may from time to time impose on Clubs and /or players penalties and/or fines for failure to fulfill their umpiring responsibilities.

9.4.1 Such penalties and/or fines shall be determined from time to time by the Board of Management.

**b10 Uniforms.**

b10.1 All Club uniforms or changes thereof shall be approved by the Board of Management.

10.1.1 Players taking the field in incorrect uniforms shall be subject to a fine as approved by the Board of Management from time to time.

10.1.2 Umpires and/or Technical Officials shall advise the Board of Management of any breaches of the uniform code.

b10.2 When teams with similar colours are matched, the Board of Management shall direct that one team substitutes different shirts and/or socks.

b10.3 All members of teams playing on artificial turf and those players nominating for representative teams, must wear a visible identification number which must not be duplicated by any other member of that Club.

b11. **Carnivals/ Intercity Club Games.**

b11.1 During the season Clubs wishing to participate in games other than Association fixtures must first obtain the permission of the Board of Management.

b12. **Rules Governing Selected Personnel for Representative Teams.**

b12.1 Nominations shall be handed to the Association Secretary by the date specified, together with such monies as called for by the Board of Management.

12.1.1 All such nominations shall be signed by a Club Official, by the nominee, and if under 18 years, also by the nominee's parent or guardian

12.1.2 Late nominations may be only accepted at the discretion of the Board of Management.

b12.2 A player nominating for a representative team shall attend any trial games and practices as notified by the Association.

b12.3 Players selected in Brisbane teams shall not be eligible to play for another centre if they withdraw from that selected team.

12.3.1 In the event of a player withdrawing from a selected team, monies paid may be refunded upon request in full or in part at the discretion of the Board of Management.

b12.4 All Brisbane teams on tour will be under the control of the Coach and/or Captain on the field and the Manager at all other times.

b12.5 In the event of a player of a representative team or associated person of that team acting in a derogatory and inappropriate or a manner bringing the game or Association into disrepute, whilst a member of a representative team, a report shall be submitted by the team Manager to the Board of Management and the player/person invited to attend a meeting with the Board of Management whilst the complaint is under discussion.

b12.6 The Board of Management shall have the authority to remove and replace any person associated with a representative team either before or during any Championship/Tournament should their actions bring the Association into disrepute.

b12.7 BWAHA Inc. will not be held responsible for any expenses incurred by any of its members through misadventure on or off the field while a member of a BWAHA representative contingent.

b12.8 BWA Inc. will not be held responsible for any expenses incurred after any person, mentioned in by-law b12.6 has been discharged from their duties.

**b13. Rules Governing Selected Representative Teams.**

b13.1 Selectors shall obtain from the Association Secretary a list of all nominations received by the closing date and shall select a squad.

b13.2 Selectors shall submit in writing a team of not less than thirteen (13) players in alphabetic order to the Board of Management for ratification.

13.2.1 Any changes to the original squad must also be approved by the Office Bearers.

13.2.2 By a date advised by the Association prior to the commencement of a tournament and before departure of the team, the appointed Representative Coach shall recommend for the approval of the Board of Management the names of the players chosen for Captain and Vice-Captain and approval must be granted before the Coach announces the Captain and Vice-Captain

b13.3 Senior selectors on tour shall be Captain, Coach plus one (1) other person to be named by the Board of Management prior to the tour.

13.3.1 Junior selectors on tour shall be the Coach, plus two (2) other persons to be named by the Junior Section Management prior to the tour.

b13.4 The Association shall notify Representative Coaches of dates upon which trial games and training shall be held.

13.4.1 Representative dates shall at all times take priority over Club training.

b13.5 Representative teams will be accommodated and travel together unless otherwise determined by the Board of Management.

13.5.1 Any proposed variation for an individual must accompany the nomination and approval will be at the discretion of the Board of Management.

**b14. Sponsorship.**

b14.1 The Board of Management must approve all Club sponsorships.

b14.2 All sponsorship advertisements placed on Club uniforms must be approved by the Board of Management before being worn in BWA fixtures.

b14.3 The method of application, granting, details, size and placement of sponsorship advertisement shall be determined by the Board of Management from time to time.

b14.4 No Club sponsorship shall conflict with other Brisbane, Queensland, or Australian Hockey sponsors or with the image of the sport.

b14.5 No Club sponsorship shall obscure the identification number on player uniform.

**b15. Club Information.**

b15.1 The Board of Management shall as soon as possible after the Annual General Meeting and before the start of the season arrange for all Clubs to receive an information folder containing all relevant information pertaining to BWA procedural matters.

b15.2 The information folder shall contain at a minimum the following:-

15.2.1 all fees and fines costs for the season;

15.2.2 BWA and Club contacts;

15.2.3 copy of all forms needed for all nominations, registrations, etc;

15.2.4 Birth Certificate requirements and Veterans (Masters) information;

15.2.5 Dual Registration rules and forms;

15.2.6 current year Local Rules;

15.2.7 Association Policies and procedures;

15.2.8 information regarding Insurance Policy and procedure/forms for claim submission.

**b16. Officials and Standing Committees.**

b16.1 President

b16.2 Vice President.

b16.3 Secretary.

b16.4 Treasurer.

b16.5 Junior Liaison Officer.

b16.6 Board of Management.

b16.7 Appeals Committee Convener with 2 deputies.

b16.8 Archives Committee.

b16.9 Auditor.

b16.10 Canteen Convenor.

b16.11 Coaching Committee.

b16.12 Competition Committee.

b16.13 Constitution Committee.

b16.14 Finance Committee.

b16.15 Grading Committee.

b16.16 Grounds Committee.

- b16.17 House Committee.
- b16.18 Judiciary Committee.
- b16.19 Junior Section.
- b16.20 Marketing Committee.
- b16.21 Selection Committee.
- b16.22 Time Steward. (1 x Turf, 1 x Grass)
- b16.23 Umpires and Technical Committee.
- b16.24 Uniform Officer.
- b16.25 Veterans/Masters Grading Committee

**b17. Duties of Officials and Committees.**

**b17.1 President.**

The President shall:-

- 17.1.1 act as chairperson of all Board of Management, Council and Special General Meetings, and
- 17.1.2 strive to continually improve the Association policies, activities and administration with the full co-operation of all Office Bearers, and Officials, and
- 17.1.3 represent the Association to outside bodies.

**b17.2 Vice-President.**

The Vice-President shall carry out the duties in the absence of the President and other duties as requested by the President.

**b17.3 Secretary.**

The Secretary's duties shall be to oversee the administration staff and carry out all duties as required by the Association Incorporation Act.

- 17.3.1 The duties shall include the responsibility for all correspondence, notification to Office Bearers, Officials and the secretary of Club's of meetings, to carry out instructions given by the Council or Board of Management meetings and be responsible for the accurate taking (except Sub-Committee meetings) and safekeeping of minutes of all meetings.
- 17.3.2 When urgent action is required, consult the President, Vice-President and Treasurer and with consent take the necessary action and notify the action taken to the next Board of Management or Council Meeting for confirmation.

**b17.4 Treasurer.**

The Treasurer shall receive all money's payable to the Association, with exception of funds empowered by the Board of Management to Committees to

maintain, and issue receipts for it, and shall have the authority to pay all service accounts, as authorized by the Board of Management, when due, and also be responsible for the provisions of Rule 31.

17.4.1 A statement shall be tabled at each Board of Management or Council Meeting showing all transactions since the last meeting.

b17.5           **Junior Liaison Officer.**

The Junior Liaison Officer shall be the communication between the Board of Management and the Junior Section.

17.5.1 The Junior Section Chairperson shall report the events and actions of the Junior Section as well as Junior Committees to enable a report submission to the Board of Management at their meetings by the Junior Liaison Officer.

17.5.2 The Junior Liaison Officer shall also forward to the Junior Section any actions needing confirmation by the Board of Management.

b17.6           **Board of Management.**

The Board of Management shall comprise members as per Rule 13.1.

17.6.1 The elected Board members shall assume the rights, duties and power of that committee.

17.6.2 Board Members shall be responsible for the duties under their elected portfolios.

b17.6.3 The President shall have the power to delegate duties to Board Members from time to time as deemed necessary.

b17.7           **Appeals Committee Convener.**

An Appeals Committee Convener and two (2) deputies shall be elected at the first Council Meeting after the Annual General Meeting.

17.7.1 The Appeals Committee Convener (to be Chairman) together with two (2) other members of the Association (appointed by the Association Secretary) shall hear any appeal by a player/s and/or person/s against a decision of the Judiciary Committee.

17.7.2 If the Appeals Committee Convener is unavailable or has a conflict of interest of the player/s and/or person/s appealing against the decision, the Association Secretary shall appoint one of the elected Deputies to be the Appeals Committee Chairman.

17.7.3 The members of the Appeals Committee appointed must have had no involvement with the original case or its decision.

**b17.8 Archives Committee.**

The Archives Committee shall keep and maintain a historical record of the Associations activities and The Archives Committee shall report to the Secretary.

**b17.9 Auditor.**

The Auditor shall audit the Associations accounts annually.

**b17.10 Canteen Convenor.**

The Canteen Convenor shall manage the Association canteen/s and shall be directly responsible to the Treasurer.

17.10.1 The Canteen Convenor shall collect, total and record the monies received from canteen operations and all such monies shall be given to the Association for deposit in the Association's bank account.

17.10.2 The Canteen Convenor shall maintain a record of all persons working and time worked within the canteen and forward to the Treasurer as soon as possible after the day of operation.

17.10.3 The Canteen Convenor shall prepare lists of stock items for ordering by the Association as required.

**b17.11 Coaching Committee.**

17.11.1 The Coaching Committee shall consist of a Coaching Chairperson, and four (4) elected Committee members who are active coaches or selectors, together with the Regional Coaching Director/s and Development Officer.

17.11.2.1 The Coaching Chairperson and at least two (2) of the elected Committee Members shall be ordinary members of the Association and all members shall be elected at the first Council Meeting after the Annual General Meeting of the Association with the exception of the Regional Coaching Director/s and Development Officer who are employed by BWA.

17.11.2 The Coaching Committee shall be responsible for the following sub-committees:-

17.11.2.1 Coaches Club.

17.11.2.2 Player Development.

- 17.11.2.3 additional sub-committees as deemed necessary from time to time.
- 17.11.3 The Coaching Committee shall be responsible for the following duties:-
- 17.11.3.1 the promotion and conducting of coach education and coach accreditation programs.
  - 17.11.3.2 the preparation of an annual budget for submission to the first Board of Management meeting of the year.
  - 17.11.3.3 the recommendation to the Board of Management of an annual subscription fee for membership of the Coaches Club.
  - 17.11.3.4 on receipt from the Association Secretary of nominations for team coaches , the recommendation to the Board of Management of suitable representative coaches for representative teams.
  - 17.11.3.5 the calling of at least five (5) meetings of the Coaching Committee and forwarding of minutes of meeting to the next Board of Management Meeting.
  - 17.11.3.6 the forwarding of a report monthly to the next Board of Management Meeting detailing the past and future events of the Coaching Committee.
  - 17.11.3.7 the collection and receipt of monies collected and forward same to the Treasurer within time frames as set by the Board of Management.
  - 17.11.3.8 the dissemination of information from Queensland, Australia and/or higher level coaching.
  - 17.11.3.9 for holding of seminars for coaching in general.
  - 17.11.3.10 organising presentations by guest coaches and others for forums of matters of interest to coaches.
  - 17.11.3.11 the passing on of administration policies from the management in particular of regard to problems or actions of concern taken by coaches.
  - 17.11.3.12 the promotion of some social interaction between coaches.
- 17.11.4 Membership of the Coaches Club shall consist of the Coaching Chairperson, Regional Coaching Director/s and financial

members who on payment of a subscription fee as approved by the Board of Management Committee.

17.11.4.1 Meetings shall be arranged by the Coaching Committee for passing of information, discussions, presentations and other material of benefit to coaches in coaching of player to improve the standard of hockey in the Association.

17.11.4.2 Coaches holding Level 3 or higher accreditation are entitled to be members of the Coaches Club but shall not be required to pay any subscription fee.

17.11.4.3 Voting required at any meeting of the Coaches Club shall be one (1) vote per financial member attending and entitled to vote and any motion receiving equal votes shall be decided in the negative.

17.11.5 The Player Development Sub-Committee comprising of the Coaching Chairperson, Regional Coaching Director and the Development Officer together with the convener of each selection committee and the Representative Coach/es shall select players requiring additional training to gain selection in Queensland teams and elite squads.

17.11.5.1 There shall be junior and senior squads selected.

**b17.12. Competition Committee.**

The Competition Committee shall comprise two (2) Fixture sections (1 x artificial turf and 1 x grass) each of three (3) persons, two (2) Umpires Stewards (1 x artificial turf and 1 x grass) and the Match Secretary.

17.12.1 The Fixture section members shall have no more than one (1) person from any one (1) Club on each section.

17.12.2 The Fixtures Sections shall be responsible for checking for errors and omissions in all fixtures compiled by the Association computer prior to distribution to clubs.

17.12.2.1

Should there be a failure with the Association's computer system which would delay the start of the fixture competition, the Fixture Sections shall be responsible for compiling fixtures on a weekly basis and forwarding them to clubs until the system is restored.

17.12.3 The Umpires Stewards shall be responsible for the allocation of umpires for fixture games as set.

17.12.4 The Match Secretary shall record the results of all Association games played, maintain a record of team registrations and record of the team each individual Club player played in.

17.12.5 The Match Secretary shall report any breaches of by-law b2.

17.12.6 A Committee report shall be forwarded to the Board of Management before each Board of Management Meeting.

17.12.7 A separate report by the Match Secretary re by-law b2 breaches shall be forwarded to the Board of Management as soon as possible after each fixture game.

17.12.8 The Competition Committee shall meet together regularly and monthly in the season.

b17.13.       **Constitution Committee.**

The Constitution Committee shall comprise of not fewer than three (3) and not more than five (5) members and shall be responsible for the making of recommendations to the Board of Management for the upgrading of the Rules of the Association and the by-laws and general review of all constitutional matters arising out of any meeting of the Association.

b17.14.       **Finance Committee.**

The Finance Committee shall consist of the Association Treasurer and at least one (1) other member but not more than five (5) members and shall advise the Board of Management in matters of financial management.

b17.15.       **Grading Committee.**

The Grading Committee shall comprise of nine (9) persons who shall be responsible for the grading of teams registered with the Association.

b17.15.1       There shall be one Grading Committee for divisions competing on Artificial Surfaces and one Grading Committee for divisions competing on grass.

b17.15.2       the same person shall be the convenor of both Grading Committees.

b17.15.3       the artificial surface Grading Committee shall be comprised of the convenor plus four (4) other persons, none of whom shall be from the same club.

b17.15.4       the grass Grading Committee shall be comprised of the convenor plus four (4) other persons none of whom shall be from the same club.

b17.15.5 the recommendations of each Grading Committee shall be presented to the Board of Management for approval.

b17.15.6 Junior Fixture and Grading Committee.

b17.15.6.1 The Junior Fixture and Grading Committee shall be comprised of three (3) persons who shall be responsible for the fixtures and grading of teams registered with the Association, Junior Section.

17.15.6.1.1 The Fixture and Grading Committee may seek advice from the Regional Coaching Director, Regional Development Officer or any convenor of junior selection committees for assistance in their deliberations.

17.15.6.2 No more than one (1) member of the Committee shall be from any one (1) Club.

17.15.6.3 The recommendations of the Committee shall be presented to the Junior Section Management for approval.

b17.16. **Grounds Committee.**

The Grounds Committee may have an unlimited number of members and its duties shall include the inspection, maintenance, improvement and development of the grounds, the goal nets and corner posts.

17.16.1 The Committee shall report on actions needed for any improvements to the Board of Management.

17.16.2 The Committee shall also be responsible to the Board of Management for information as to the state of the fields for play.

b17.17. **House Committee.**

The House Committee shall consist of an unlimited number of members and its duties shall include the maintenance of the Association headquarters and its management shall include the running of the Bar and shall forward a report to the Board of Management before each Board of Management Meeting.

b17.18. **Judiciary Committee.**

The Judiciary Committee shall be made up of three (3) members chosen by the Association Secretary from a panel of one (1) member of each Club nominated at the first Council Meeting after the Annual General Meeting.

17.18.1 The Committee shall be responsible for the hearing of charges against player/s and/or person/s who are reported for misconduct or

other serious complaint by an Official or a Club after referral from the Board of Management.

- 17.18.2 No member of the Judiciary Committee shall be able to serve on a hearing if the player/s and/or person/s charged are from the same Club as that member, has a conflict of interest within the case before the Judiciary Committee or an interest in its result.
- 17.18.3. The Judiciary Committee shall have the power to dismiss the charge or reprimand, penalise, fine and/or suspend the player/s and/or person/s found guilty of the charge for any number of games as seen fit or other penalty as seen fit.
- 17.18.4 The Judiciary Committee shall inform the player/s and/or person/s charged of the decision of the Judiciary Committee on completion of deliberation , forward a written report of the decision and action taken to the Board of Management and record the decision in the Judiciary Records Register, which shall remain in the hands of the Association Secretary.
- 17.18.5 The Judiciary Committee shall keep records of the proceedings of the hearing, which shall be recorded, in a confidential Judiciary Records Register.
- 17.18.6 An appeal process is available under by-law b8.12 against the decision of the Judiciary Committee.

**b17.19. Junior Section.**

- 17.19.1 The Junior Section shall have a Junior Chairperson, Junior Secretary, Junior Treasurer, Junior Match Secretary with four (4) elected members, who shall be members of the Association, to organise, manage and control the Junior Fixture Competition for the Junior members of the Association and shall be called the Junior Section Management.
  - 17.19.1.1 The Junior Chairperson, Junior Secretary and Junior Treasurer and four (4) elected members shall be elected at the first Council Meeting after the Annual General Meeting of the Association.
- 17.19.2 The Junior Section Management shall organise additional members of the Junior Section to form sub-committees needed to assist the Junior Section Management to operate the Junior Section.
- 17.19.3 The Junior Section Management shall be responsible for:-
  - 17.19.3.1 written report of the Junior Section events to the Junior Liaison Officer for forwarding to the Board of Management Meetings.

17.19.3.2 the compilation of the Junior Local Rules under which the Junior Fixture Competition shall be conducted.

17.19.3.2.1 These rules shall be approved by the Board of Management before implementation and Clubs notified before each playing season.

17.19.3.3 the running of an Intermediate Grade competition for High School age players (age between 13 years and 18 years) playing in a school team (playing in GPS or other school competition) and shall be aligned to an BWAHA Affiliated Club.

17.19.3.3.1 This competition to be played at 12.30pm time slot each week at a venue to be selected by the Junior Section Management.

17.19.3.4 the establishment of a Junior Umpire Panel of badged umpires whose duties will include the education of, assistance to Junior umpires and allocation of umpires for Junior Fixture Competition.

17.19.3.5 the establishment of a Minkey/Modified sub-committee to be responsible for conducting all forms of Minkey and Modified hockey.

17.19.3.6 the establishment of Junior Selection sub-committees to select each under age Brisbane representative team/s.

17.19.3.7 the establishment of additional sub-committees deemed necessary for the running of Junior hockey as required from time to time.

17.19.3.8 the preparation of an annual budget to be presented to the Board of Management before their first meeting each calendar year.

17.19.3.9 the holding of regular meetings of the Junior Section Management to regulate its functions.

17.19.4 The Junior Section Management shall organize regular meetings of Junior Clubs and School Teams competing in the Junior Fixture Competition.

- 17.19.4.1 at each meeting each Junior Club and School Team shall provide two (2) delegates to attend.
- 17.19.4.2 all voting shall be one (1) vote per club or school.
- 17.19.4.3 meetings shall be conducted generally as per Association meetings.
- 17.19.5 The Junior Treasurer shall be responsible for the funds of the Junior Section but shall be fully accountable to the Association Treasurer at all times.
- 17.19.6 Unless otherwise stated in by-law b17.19 by-laws as written shall apply to Juniors as if mentioned. Generally Secretary or Association Secretary shall read Junior Section Secretary and Board of Management shall read Junior Section Management where applicable to Juniors.

**b17.20. Marketing Committee.**

The Marketing Committee shall be responsible for the publication of Association business, match results and other material relevant to the Association.

- 17.20.1 The Committee shall also be responsible for publicity, media releases and obtaining sponsorship deals for the Association as approved by the Board of Management.
- 17.20.2 The Marketing Committee shall forward a report to the Secretary before each Board of Management Meeting.

**b17.21. Selection Committee.**

There shall be one Selection Committee for each of the Divisions/Tournaments/Championships in which Brisbane Representative teams compete.

- 17.21.1 Each Committee shall consist of three (3) members and a fourth person to act as proxy. Each Committee shall be responsible for the selection of their respective Brisbane Representative Team/s.
- 17.21.2 Each Committee shall liaise with the committee from higher or lower division to keep the lines of communication between each division open so a good flow of information on talented players is maintained.
- 17.21.3 The list of recommended selections from each Selection Committee shall be forwarded to the Association Secretary for ratification by the Board of Management before publication and notification.

**b17.22 Time Stewards.**

The Time Stewards shall be responsible for the timing of all fixture matches at Association fixture venues.

17.22.1 The Time Steward shall note when teams are late starting and umpires fail to turn up or are late.

17.22.2 The Time Steward shall report any infringements as soon as possible to the Board Member responsible for Competitions/Recording and Reporting for action required.

b17.23 **Umpires and Technical Committee.**

17.23.1 The Umpires and Technical Committee shall consist of an Umpires Chairperson and four (4) elected Committee Members who are active umpires or technical officers.

17.23.1.1 The Umpires Chairperson and at least two (2) of the elected Committee Members shall be Ordinary Members of the Association and all members shall be elected at the first Council Meeting after the Annual General Meeting.

17.23.2 Umpires and Technical Committee shall be responsible for the following sub-committees:-

17.23.2.1 Umpires and Technical Club.

17.23.2.2 additional sub-committees as deemed necessary from time to time.

17.23.3 The Umpires and Technical Committee shall be responsible for the following duties:-

17.23.3.1 the promotion and conducting of umpire education and accreditation programs.

17.23.3.2 the setting and marking of umpire examination test papers.

17.23.3.3 the preparation of an annual budget for submission to the first Board of Management in the calendar year.

17.23.3.4 the recommendation to the Board of Management of a annual subscription fee for membership of the Umpires and Technical Club.

17.23.3.5 after receipt of nominations from the Association Secretary the recommendation to the Board of Management of suitable qualified umpires and/or technical officers for attendance at Championships for upgrading, testing duties as required.

- 17.23.3.6 the calling of at least five (5) meetings of the Umpire and Technical Committee and forwarding of minutes of meeting to the Board of Management.
  - 17.23.3.7 the forwarding of a report monthly of the detailing the past and future events of the Committee.
  - 17.23.3.8 the collection and receipt of monies collected and forwarding same to the Treasurer within time frames as set by the Board of Management.
  - 17.23.3.9 liaison shall be maintained with the Umpires Steward in recommending of umpire allocation when required for testing and grading of umpires.
  - 17.23.3.10 the dissemination of information from Queensland, Australia and/or higher sources regarding umpiring and technical matters.
  - 17.23.3.11 for the holding of seminars for umpiring and technical matters.
  - 17.23.3.12 the discussion of new rules and interpretations with Umpires, Technical Officers, Coaches and Players.
  - 17.23.3.13 the presentation by guest umpires and others for forums of matters of interest to umpires and technical persons and discussions of ideas on improvement, application and other information as applicable.
  - 17.23.3.14 the passing on of administration policies from management in particular of regard to problems or actions taken of concern by umpires.
  - 17.23.3.15 the promotion of some social interaction between umpires and technical persons.
- 17.23.4 Membership of the Umpires and Technical Club shall consist of the Umpires and Technical Chairperson and the Committee Members and any financial member of the Association who on payment of a subscription fee annually as approved by the Board of Management.
- 17.23.4.1 Meetings of the Umpires and Technical Club shall be arranged by the Umpires and Technical Committee regularly, for the passing on of information, discussions, presentations and other material of benefit to umpires and technical officers to improve their knowledge of the game and officiating.

17.23.4.2 Umpires holding “Australian” or “State A” badges are entitled to be members but shall not be required to pay a subscription fee as per b17.23.4.

17.23.4.3 Voting required at meetings shall be one (1) vote per financial person attending and entitled to vote and any motion receiving equal vote shall be decided in the negative.

**b17.24 Uniforms Officer.**

The Uniforms Officer shall be responsible for the maintenance and allocation of all Association uniforms and hockey playing equipment and shall forward a report to the Board of Management regularly on the condition of uniforms and equipment.

**b17.25 Veterans/Masters Grading Committee.**

The Veterans/Masters Grading Committee shall be appointed by the Board of Management to grade annually all Veteran/Masters players to the lowest grade that they may play in the Open Fixture Competition, and shall notify the Board of Management of such gradings.

17.25.1 The Association Secretary shall notify all Clubs of such grading in writing as soon as possible after the receipt of the gradings.

**b18. Service Awards.**

b18.1 Service Awards are for voluntary service only and time spent in any position for which remuneration has been received may not be taken into account when determining eligibility for any Service Award except that monies reimbursed for expenses incurred on behalf of BWHA and/or honoraria received shall not be deemed remuneration for these purposes.

18.1.1 The Association Secretary shall through the Archives Committee check the records for details of service to the Association of any person eligible and/or nominated for Service Awards and shall provide the Association President with such details in writing prior to an award being either approved or rejected by the Board of Management.

**b18.2 Long Service Award.**

A Long Service Award may be presented to any member of the Association who has voluntarily served the Senior body of the Association in any capacity, either elected or appointed for a period of not less than ten (10) years.

18.2.1 Members who have served the Senior body and Junior body of the Association together for a period of not less than ten (10) years with the maximum time spent or equal time spent with the Senior body shall also be included within these conditions.

18.2.2 The period of service need not be consecutive.

18.2.3 Ten (10) year, Fifteen (15) year and Twenty (20) year Long Service Awards may be given.

18.2.4 The Archives Committee through the Association Secretary shall annually present a list of eligible persons to the Board of Management Meeting held one (1) month prior to the Annual General Meeting.

**b18.3 Junior Long Service Award.**

A Junior Long Service Award may be presented to any member of the Association who has voluntarily served the Junior body of the Association in any capacity, either elected or appointed for a period of not less than ten (10) years.

18.3.1 Members who have served the Junior body and the Senior body of the Association together for a period of not less than ten (10) years with the maximum time spent with the Junior body shall also be included within these conditions.

18.3.2 The period of service need not be consecutive.

18.3.3 Ten (10) year, Fifteen (15) year and Twenty (20) year Long Service Awards may be given.

18.3.4 The Archives Committee through the Association Secretary shall annually present a list of eligible persons to the Board of Management meeting held one (1) month prior to the Annual General Meeting.

**b18.4 Life Membership.**

18.4.1 Members nominated for Life Membership of the Association shall meet criteria that shall include the length of service to the Association and shall also include service to the Junior and the quality of such service if applicable.

18.4.2 The Board of Management shall not consider nominees who do not meet the criteria.

18.4.3 A member who has given twenty five (25) years of service to the Senior body of the Association shall automatically qualify for Life Membership.

18.4.4 Service to the Association shall be for an extended period with the minimum period being ten (10) full years.

18.4.4.1 Service to the Junior body of the Association may be counted in the minimum qualifying period of ten (10) years providing

that the nominee has served the Senior as the Junior representative on the Board of Management for a period of five (5) full years.

18.4.5 The ten (10) year period of minimum service need not be continuous providing that one continuous period of at least six (6) years has been served.

18.4.6 The type of service shall involve the holding of an official position or positions over a period of not less than eight (8) full years which involve substantial service to the Association for at least the whole period of the hockey season.

18.4.6.1 Exception to the above may only be made if:-

18.4.6.1.1 The nominee has held the position of President of the Association for a continuous period of at least five (5) full years.

18.4.6.2 One of the positions held for the eight (8) years required has not been held for the whole period of the hockey season, but has been of exceptional service over a lesser period in a position of responsibility and/or of great benefit to the Association.

#### **b19. Umpiring Awards.**

b19.1 All Umpiring Awards shall be approved by the Board of Management on the recommendation of the committee responsible for the awarding of umpires' badges within the Association, providing that the Senior section shall recommend Senior awards and the Junior section shall recommend Junior awards.

#### **b19.2 Heather Scraggs Shield.**

19.2.1 The Heather Scraggs Shield shall be awarded annually to the female BWA member who is appointed to umpire the highest level match in a Tournament/Championship in the current year.

19.2.2 The Board of Management through the Association Secretary shall where necessary consult the bodies for the appointment of umpires to Queensland, Australian, and International Tournaments/Championships to ascertain the highest level of umpiring appointment.

19.2.3 A small replica shield shall be presented to be retained by the awardee.

#### **b19.3 Lyn Thomas Shield.**

The Lyn Thomas Shield shall be awarded to the female BWA member who is judged the Most Promising Senior Umpire in the Association Senior Fixture Competition, with the proviso that it may not be awarded in a particular year if in the opinion of the selection committee there is no suitable candidate.

19.3.1 A small replica shield shall be presented to be retained by the awardee.

**b19.4 Most Improved Junior Umpire.**

An award for the Most Improved Junior Umpire shall be presented annually to an Junior umpire officiating in the Junior Fixture Competition.

**b19.5 Final Medal.**

A Final Medal shall be presented to all umpires officiating on a Grand Final of the Associations Fixture Competition.

**b20. Coaching Awards.**

b20.1 All coaching awards shall be approved by the Board of Management on the recommendation of the BWA Coaching Director in association with the committee responsible for the education and accreditation of coaches within the Association, providing that the Senior section shall recommend the Senior awards and the Junior section shall recommend the Junior awards.

**b20.2 Jan Hadfield Shield.**

The Jan Hadfield shall be awarded annually to the female BWA member who coaches the highest representative level representative team in the current year.

20.2.1 The Board of Management through the Association Secretary shall where necessary consult the bodies responsible for the appointment of coaches for representative teams to Queensland, Australian and International Tournament/Championships to ascertain the highest level of coaching appointment.

20.2.2 A small replica shield shall be presented to be retained by the awardee.

**b21. Individual Player Awards.**

b21.1 Secondary Dual Registered Players are ineligible for all individual player awards with the exception of the Players Player Award.

**b21.2 Pam Glossop Shield.**

The Pam Glossop Shield shall be awarded annually to the Brisbane Representative Player gaining the highest representative playing honours in the current year.

21.2.1 The Board of Management through the Association Secretary shall where necessary consult the bodies responsible for the selection of players for Queensland and Australian teams to ascertain the highest level player representation.

21.2.2 A small replica shall be presented to be retained by the awardee.

**b21.3 President's Medal.**

21.3.1 The President's Medal shall be awarded annually to the "Best and Fairest Player" in the highest division of the Association Fixture Competition, and shall be awarded to the player gaining the most points allocated by the umpires on fixtures throughout the season in that division.

21.3.2 Points shall be awarded to the best and fairest player of each match, and no player shall be awarded more than three (3) points per game.

21.3.3 Umpires shall allocate a total of six (6) points per game to players in each and every fixture played in the division.

21.3.4 The player accumulating the most points at the end of the fixture rounds excluding the semi-finals and final shall be the winner, providing in the event of a tie, a count back shall be held, and the player with the most three (3) points games shall be the winner.

21.3.4.1 In the event of a tie after a count back, joint winners shall be declared.

21.3.5 The Match Secretary shall be responsible for collection, tallying and recording the points, and shall keep such records confidential.

21.3.6 Points are not transferable between divisions.

**b21.4 Best and Fairest Award.**

21.4.1 The Best and Fairest Award shall be awarded annually to the "Best and Fairest Player" in the second, third and fourth highest divisions of the Association's Fixture Competition, and shall be awarded to the player gaining the most points allocated by the umpires on fixtures throughout the season in that division.

21.4.1.1 Points shall be awarded to the best and fairest player of each match, and no player shall be awarded more than three (3) points per game.

21.4.1.2 Umpires shall allocate a total of six (6) points per game to players in each and every fixture played in the division.

21.4.1.3 The player accumulating the most points at the end of the fixture rounds excluding the semi-finals and final shall be the winner, providing that in the event of a tie, a count back shall be held, and the player with the most three (3) point games shall be the winner.

21.4.1.3.1 In the event of a tie after a count back, joint winners shall be declared.

21.4.1.4 The Match Secretary shall be responsible for collection, tallying and recording the points, and shall keep such records confidential.

21.4.1.5 Points are not transferable between divisions.

#### b21.4.2

Best and Fairest awards shall be awarded annually to the “Best and Fairest Player” in all other divisions, including Masters and/or Veterans and shall be awarded to the player gaining the most points allocated by the opposition team on fixtures throughout the season in that division.

21.4.2.1 Each team playing shall at the end of each fixture game nominate a player of the opposing team as the best and fairest player in that team.

21.4.2.2 The name of the player nominated shall be recorded, by the opposition Captain, on the back of the Captain’s team card at the end of the match.

21.4.2.3 The completed team match card shall be handed in to the Competitions Office and checked by the person in charge that the card has been marked accordingly.

21.4.2.4 The Match Secretary shall be responsible for the collecting, tallying and recording the votes and shall keep the records confidential.

21.4.2.5 Points are not transferable between divisions.

21.4.2.6 The player accumulating the greatest number of votes at the end of the season shall be declared the winner of that division’s “Best and Fairest”.

21.4.2.7 In the event of a tie equal winners shall be declared.

#### b21.5 **Club Best and Fairest Award.**

Awards for the Club Best and Fairest players shall be presented annually to the players of Clubs participating in the highest division (and other divisions the Board of Management decides) of the Association’s Fixture Competition

who gained the most points for their respective Club from the points allocated by the umpires for the “Best and Fairest Player”.

**b21.6 Rookie of the Year Award.**

A Rookie Award shall be made annually to the Rookie of the Year, gaining the most points, from the points allocated by the umpires for the Presidents’ Medal, using the rules as per by-law b21.3.

21.6.1 A Rookie for the purpose of this award shall be under the age of twenty one (21) as of 1<sup>st</sup> January of the current year.

21.6.2 A Rookie for the purpose of this award is a player, who in their first year as a registered member of their Club team, playing in the highest division of the Associations Fixture Competition.

21.6.2.1 A Rookie shall have not represented Queensland in Under 21 or Open level.

21.6.2.2 A Rookie shall have not represented another State in Under 21 or Open level.

21.6.2.3 A Rookie shall have not represented Australia in an Under 18 or above level.

21.6.2.4 A Rookie if picked in any representative team, after the start of the current season shall still be eligible for the award, providing that by-laws b21.6.1 and b21.6.2 conditions are met.

**b21.7 Players Player Award.**

21.7.1 A Players Player award shall be made annually to a player in the highest division of the Associations Fixture Competition from points allocated by the participating players in that division.

21.7.2 On every fixture played in the division each team shall give one (1) point to a player in their team and one (1) point to a player in the opposing team.

21.7.3 The player accumulating the most points in the season is the Players Player.

21.7.4 In the event of a tie, a count back shall be held and the award shall go to the player awarded the most points by an opposition team.

21.7.5 In the event of a tie after a count back joint winners shall be declared.

21.7.6 The Match Secretary shall be responsible for the collecting, tallying and recording the points, and shall keep such records confidential.

**b21.8 Player of the Final Award.**

- 21.8.1 A Player of the Final for at least each of the four (4) highest divisions of the Associations Fixture Competition Grand Finals shall be chosen annually by independent selectors appointed by the Board of Management for that purpose.
- 21.8.2 The Win McMullin Shield shall be awarded annually to the Player of the Final in the highest division Fixture Competition.
- 21.8.3 The Elaine Green Memorial Shield shall be awarded annually to the player in the second highest division Fixture Competition.
- 21.8.4 The Jenny Heron Shield shall be awarded annually to the player in the third highest division Fixture Competition.
- 21.8.5 The Mary Cockings Shield shall be awarded annually to the player in the fourth highest division Fixture Competition.
- 21.8.6 A small replica shield shall be presented to be retained by the awardees as per by-laws b21.8.2, b21.8.3, b21.8.4 and 21.8.5.

**b21.9 Presidents' XI.**

- 21.9.1 A Presidents' XI (eleven) shall be chosen annually from the Presidents' Cup Finals, providing that when there are nine (9) divisions or less in the Associations Fixture Competition in any particular year the Presidents' XI shall not be chosen.
- 21.9.2 In the event of the Presidents' Cup Final not being held in a particular year the Presidents' XI shall be chosen from the Associations Fixture Competition Grand Final.
- 21.9.3 The Board of Management shall appoint selectors to choose the Best and Fairest player in each of the divisions participating in the Presidents' Cup Final, or where necessary the Associations Fixture Competition Grand Final, and the players named as Best and Fairest in each of the divisions from the highest to the eleventh division shall be known as the Presidents' XI.
- 21.9.4 Should there be more than eleven (11) divisions participating in the Presidents' Cup Final, or where necessary the Associations Fixture Competition Grand Final, players from the open divisions shall take precedence over players from Veterans/Masters and other age divisions for inclusion in the Presidents' XI.
- 21.9.5 Should there be more than eleven (11) open divisions participating in the Presidents Cup Finals the Best and Fairest players from the highest eleven (11) divisions shall be named as the Presidents' XI.

21.9.6 Should there be only ten (10) divisions in the Associations Fixture Competition in a particular year, the current President of the Association shall be included and named in the Presidents' XI.

21.9.7 Players selected in the Presidents' XI shall be presented with a medal for their selection.

**b21.10 Premiership Medals.**

A Premiership Medal shall be presented to each Player, Coach and Manager of the winning teams participating in the Associations Grand Final in both Senior and Junior Fixture Competitions.

**b21.11 Runners Up Medals.**

A Runners Up Medal shall be presented to each Player, Coach and Manager of the losing teams participating in the Associations Grand Final in both Senior and Junior Fixture Competition.

**b21.12 Presidents' Cup Medals.**

A Presidents Cup Medal may be presented to each Player, Coach and Manager of the winning teams participating in the Association Presidents' Cup Finals at the discretion of the Board of Management.

**b21.13 Presidents' Cup Runner Up Medal.**

A Runners Up Medal may be presented to each Player, Coach and Manager of the losing teams participating in the Association President' Cup Finals at the discretion of the Board of Management.

**b22. Teams Awards.**

**Senior Teams Awards.**

b22.1 Trophies shall be awarded annually to winning teams in the Association Fixture Competition in sections as listed in order from the highest division downwards, providing that if the number of divisions exceed the number of trophies listed the Board of Management may from time to time approve the naming of additional trophies after suitable persons with a history of service to the Association.

22.1.1 All team trophies, unless otherwise stated, shall remain the property of BWHA and shall be returned annually as requested by the Board of Management.

**b22.2. Premiership Trophy.**

22.2.1 The winning teams of the Associations Open Fixture Competition Grand Final shall be presented with the Premiership Trophy in the following order from the highest division to the lowest division.

Shirley Higgins Memorial Trophy.  
Annette Eve Trophy.  
Olive Perry Trophy.  
Marilyn Chatfield Trophy  
Betty Watson Trophy.  
Pixie Josiffe Trophy.  
Ruby Robinson Trophy.  
Phemie McDougall Trophy.  
Fay Crunkhorn Trophy.  
Lynda Mauchlin Trophy  
Dell Parkyn Trophy

22.2.2 The winning teams of the Associations Veterans/Masters Fixture Competition Grand Final shall be presented with the Premiership Trophy.

Grass Veterans. Isabel Sims Trophy.  
Turf Masters. Ros Julien Trophy.

b22.3 **Minor Premiership Shield.**

22.3.1 The teams winning the Associations Open Fixture Competition Minor Premiership Trophy (team with the highest points before the semi-finals) shall be presented with the Minor Premiership Shield in the following order from the highest division to the lowest division.

Taxation Shield.  
Mary Nairn Shield.  
Dellit Family Shield.  
Thomas Family Shield  
Jenny Tidey Shield.  
Heather Scraggs Shield.  
Taxation Shield.  
Taxation Shield.  
Taxation Shield.  
Hannah Allen Shield.  
June Snarski Shield.

22.3.2 The teams winning the Associations Veterans/Masters Fixture Competition Minor Premiership (team with the highest points in each division before the semi-finals) shall be presented with the Minor Premiership Shield.

Grass Veterans. Faye Wastell Shield.  
Turf Masters. Joyce Proctor Shield.

**b22.4 Presidents' Cup.**

22.4.1 The teams winning the Presidents' Cup in the Associations Open Fixture Competition shall be awarded the Presidents' Cup in the following order from the highest division to the lowest division.

Janne Ellis Trophy.  
Nan Mauchlin Trophy.  
Pixie Josiffe Trophy.  
Ronda Nix Trophy  
Eileen Grealy Trophy.  
Myra King Trophy.  
Jess Clark Trophy.  
Ruby Robinson Trophy.  
Sadie Fowler Trophy.  
Lena Dobbin Trophy.  
Olive Perry Trophy.

22.4.2 The teams winning the Presidents' Cup in the Associations Veterans/Masters Fixture Competition shall be awarded the Presidents' Cup.

Grass Veterans.            Ann Todd Trophy.  
Turf Masters.             Jenny Tidey Trophy.

**Junior Team Awards.**

b22.5 Trophies bearing the name of the age division shall be awarded annually to the winning teams in the Associations Junior Fixture Competition.

22.5.1 providing that the Board of Management may from time to time approve the naming of Junior division trophies, as required, and name them after suitable persons with a history of service to the Junior body.

22.5.2 Junior team trophies, unless otherwise stated, shall remain the property of BWHA and shall be returned annually as requested by the Junior Section Management.

**b22.6 Junior Premiership Trophy.**

22.6.1 The team winning the Associations Junior Fixture Competition Grand Final in each age division shall be presented the Junior Premiership Trophy.

**b22.6 Junior Minor Premiership Trophy.**

22.6.1 The team winning the Associations Junior Fixture Competition Minor Premiership (team with the highest points in each division before the semi-finals) shall be presented with the Junior Minor Premiership Trophy.

**b22.7 Ruby Robinson Shield.**

- 22.7.1 The Ruby Robinson Shield shall be awarded annually for the best team performance in the Junior Fixture Competition.
- 22.7.2 All full field teams participating in the Associations Junior Fixture Competition shall be eligible.
- 22.7.3 Best team performance shall be decided by the highest game-point average per team.
- 22.7.4 Game-point averages shall be calculated by totaling the number of points for the fixture season, excluding any points for byes and dividing by the number of fixture games played and/or won on forfeit
- 22.7.5 In the event of game-points averages being equal the winner shall be the team with the highest goal differences calculated for each team by subtracting the number of goals against from the number of goals for.
- 22.7.6 In the event of game-points averages and goal differences being equal the winner shall be the team with the highest number of goals for.
- 22.7.7 In the event of game-points averages, goal differences and goals for being equal joint winners shall be declared.
- 22.7.9 A small replica trophy shall be presented and be retained by the winning Club.

**Intermediate Grade Awards.**

b22.8 Trophies bearing the name of the division shall be awarded annually to the winning team in the Associations Intermediate Fixture Competition.

- 22.8.1 providing that the Board of Management may from time to time approve the naming of intermediate grade trophies, as required, after suitable persons with a history of service to the Junior body.
- 22.8.2 All trophies, unless otherwise stated, shall remain the property of BWA and shall be returned annually as requested by the Junior Section Management.

**b22.9 Intermediate Premiership Trophy.**

The team winning the Associations Intermediate Grade Fixture Competition Grand Final (in each division if required) shall be presented with the Intermediate Premiership Trophy.

**b22.10 Intermediate Minor Premiership Trophy.**

The team winning the Associations Intermediate Grade Fixture Competition Minor Premiership (team with the highest points before the semi-finals) in each division shall be presented with Intermediate Minor Premiership Trophy.

b23 **Club Awards**

b23.1 **Taxation Shield.**

- 23.1.1 The Taxation Shield shall be presented annually to the Best Junior Club for the best Club performance by teams from Clubs participating in the Associations Junior Fixture Competition in the current season. The Taxation Shield shall remain the property of BWhA and shall returned annually as requested by the Junior Section Management.
- 23.1.2 For Junior Clubs to be eligible for the Taxation Shield, the Club must field three (3) or more teams in the Junior Fixture Competition and complete the fixture competition.
- 23.1.3 The three (3) teams must have at least two (2) teams in the “A” Grade fixture competition. (J1, J2 and 13A are to be “A” Grade)
- 23.1.4 On completion of the Junior Fixture Competition premiership rounds teams shall be allocated points in relation to their position in each grade.
- 23.1.5 Points allocated will be determined by the grade with the largest number of teams within (e.g.: if one grade has ten (10 ) teams and the rest have eight (8) teams the winning team in all grades shall receive ten (10) points with the second receiving nine (9) points and so on.)
- 23.1.6 Points received by Club teams shall be totaled, divided by the number of Club teams fielded to arrive at their percentage.
- 23.1.7 The Taxation Shield shall be presented to the Club receiving the highest percentage of points based on the number of teams fielded.
- 23.1.8 In the event of Clubs being equal on percentage points the Taxation Shield shall go to the Club fielding the greatest number of teams excluding any Minkey or Modified teams.
- 23.1.9 In the event of Club being equal on percentage points and number of teams fielded they shall be deemed to be joint winners of the Taxation Shield.
- 23.1.10 A small replica shall be presented and be retained by the winning Club.