

2019 MAJOR COMPETITIONS OPERATIONS MANUAL



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1. ADMISSION PRICES

- 1.1. Each club shall be responsible for assigning ticket prices for their home matches. Such fees shall be subject to a maximum fee for general admission.
 - Intrust Super Cup matches a maximum fee of \$10.00
 - Auswide Bank Mal Meninga Cup / Hastings Deering Colts stand-alone matches a maximum fee of \$5.00
- 1.1.1. Where an Auswide Bank Mal Meninga Cup and/or Hastings Deering Colts match is held in conjunction with an Intrust Super Cup match entry fees shall be subject to a maximum fee of \$10.00 for general admission tickets.
- 1.2. Aged, invalid and service pensions (concessions) shall be recognised by all clubs. Such fees shall be subject to a maximum fee for a general admission ticket for those persons eligible for an aged, invalid or service pension.
 - Intrust Super Cup matches a maximum fee of \$5.00
 - Auswide Bank Mal Meninga Cup / Hastings Deering Colts stand-alone matches a maximum fee of \$2.00
- 1.2.1. Where an Auswide Bank Mal Meninga Cup and/or Hastings Deering Colts match is held in conjunction with an Intrust Super Cup match entry fees for concessions shall be subject to a maximum fee of \$10.00 for general admission tickets.
- 1.3. Children under the age of 15 years shall be permitted entry into general admission areas for all matches free of charge.
- 1.4. QRL season passes shall be recognised by all clubs during premiership rounds and finals series matches (excluding Grand Finals). Entry shall be subject to the terms and conditions printed on the passes.

2. ASADA

- 2.1. The competition and its participants are bound by the Anti-Doping Policy of the Australian Rugby League Commission Ltd, as per details below.
 - Anti-Doping Policy of the Australian Rugby League Commission Limited, National Rugby League Limited, the NSWRL, the QRL, the CRL and our member and sub-member organisations, adopted by the Queensland Rugby League.
 - [Anti-Doping Policy](#)
 - The above document, in its most current form, is available for download from the Queensland Rugby League website – About – Documents and Policies <http://www.qrl.com.au/about/documents-and-policies.html>.
- 2.2. All players shall be required to attend the ASADA / NRL illicit substance education seminar prior to the commencement of the competition.
- 2.3. All clubs must notify ASADA of their training schedules in the pre-season and during the season. If training varies in any way from this schedule ASADA must be notified (national.testing@asada.gov.au).

- 2.4. Failure to notify ASADA of any changes to the clubs training schedule that results in a fine for a "Failed Mission" will be the responsibility of the club.

PLAYERS WHEREABOUTS

- 2.5. Clubs must provide the following Whereabouts Information, or any other information as requested, to the QRL and relevant Drug Testing Authorities:
- 2.5.1. By the first day of every month, each club must provide a current Squad lists of Player contact and primary residential address details, including:
 - First and Last Name
 - Residential Address
 - Mobile Phone
 - Email address
 - 2.5.2. Clubs must provide a schedule providing time and location details of a week's training, club coordinated activities, competition, travel and accommodation (Team Schedule) by 9am AEST on the preceding Friday.
 - 2.5.3. Clubs may provide Team Schedules which cover several weeks in advance, provided always that the details for a particular week are received no later by 9am AEST on the preceding Friday.
 - 2.5.4. Any change to a scheduled activity must be communicated to the Drug Testing Authorities at least one (1) hour before that scheduled activity was due to begin. If the rescheduled activity begins before the original scheduled activity, the updated time must be communicated at least one (1) hour before the rescheduled activity commences.
 - 2.5.5. At least one (1) hour before a scheduled training or club coordinated activity, clubs must provide a list of Players who will be absent from that Training or Club coordinated activity; and,
 - 2.5.6. Player Temporary Address details six (6) days prior to the date the player will be residing at the Temporary Address.
- 2.6. Without limitation, a failure to provide Whereabouts information in the form and within the timeframe specified by the QRL will constitute a breach of the NRL/QRL Rules.

3. BALL PERSONS

- 3.1. Ball persons must be a minimum of 10 years of age and be registered via the National Registration database as a volunteer to be covered under the club's insurance.
- 3.2. A maximum of four (4) ball persons may be used during each match. Each club shall be entitled to appoint two (2) each.
- 3.3. The visiting club may request the home team to make available a maximum of two (2) persons to act for the visiting club in the role of ball persons.
- 3.4. Ball persons must place and leave the ball on the touchline at the point where the ball crossed the line and next to the touch judge. Ball persons **MUST NOT** under any circumstances, throw the ball into the field of play or to a Player close to the touch line.

- 3.5. Ball persons who enter the field of play to deliver kicking tees may only do so at a stoppage of play and must leave the field of play immediately after its delivery. After the kick has been taken a trainer must remove it from the field.
- 3.6. Trainers, rather than ball persons, must retrieve the kicking tee after any kick off to restart play.
- 3.7. Minimum clothing requirements for ball persons are considered to be two (2) set of shorts, socks and shirts / jerseys in colours that do not clash with either team's playing attire. In wet weather, clear plastic coats should be provided by the home team.
- 3.8. The club's sponsor's logos may be displayed on the shirt / jersey with the exception of alcohol product logos.

USE OF MOTORISED VEHICLES

- 3.9. Upon written application, the Competitions Manager (or his nominee) may approve the use of motor bikes or similar motorised vehicles for the purpose of conveying kicking tees and/or sand onto the field of play.

The following provisions for the use of these vehicles must be strictly adhered to at all times:

- 3.10. The vehicles may only be taken onto the field when the ball is out of play for an attempt at conversion following a try, a penalty kick at goal, and starts of play from the 50-metre line but must immediately return to outside the field of play.
- 3.11. The vehicles may not enter the field of play in any other circumstances (e.g. a penalty place kick for touch, or a 20-metre restart).
- 3.12. The vehicles may only deliver the kicking tee to the kicker. They must immediately leave the field and return to the approved position where these vehicles must be parked when not in use, as outlined in [3.18](#).
- 3.13. Under no circumstances are the vehicles to stay on the field until the kick has been taken (i.e. a trainer must retrieve the tee after the kick).
- 3.14. The riders or drivers must be mature and competent enough to operate the vehicles safely at all times.
- 3.15. The operation of the vehicle is to be under the constant management and supervision of a club official.
- 3.16. The vehicles are not to be used in any manner that could potentially pose a risk of injury to players or on-field officials.
- 3.17. The vehicles must at all times be operated responsibly and take the most direct route on and off the field.
- 3.18. When not on the field, the vehicles must be kept at a safe distance from the touch line and not impede the access or movement of other officials (e.g. touch judges, trainers, media etc.)
- 3.19. The vehicles must be well maintained and not cause any excessive noise or visual pollution when in use.
- 3.20. The QRL reserves the right to withdraw approval for the use of such vehicles, without cause, at any time.

4. BLEEDING PLAYERS & HYGIENE

BLEEDING PLAYER PROCEDURE

- 4.1. The following procedure will apply in all cases where a player is bleeding or his person, clothing or equipment has been contaminated by blood.
 - 4.1.1. If the referee notices a bleeding or blood contaminated player he / she will immediately stop play and call 'time-out' and signal to the team trainer to attend to the player.
 - 4.1.2. The team trainer will immediately enter the field of play to assess whether the player can be quickly treated on the field or whether he will require treatment off the field.
 - 4.1.3. If the trainer advises that the player can be treated on the field, the referee will instruct the player to drop out behind play for that purpose and the match will immediately recommence.
 - 4.1.4. If the trainer advises the referee that he / she will have to treat the player off the field, the match will not restart until the player has left the field. The player may be interchanged, or alternatively the team can elect to temporarily play with 12 players. (Note: other than for the initial assessment, the match will not be held up while the bleeding player receives treatment or is interchanged).
 - 4.1.5. If the referee stops play twice for the same player and the same wound, the player must be taken from the field for treatment and either interchanged or the team may elect to play on with 12 players until the bleeding player returns.
 - 4.1.6. The referee will hold the game up to replace a bleeding player, but a trainer must first advise the referee that an interchange is going to take place.
 - 4.1.7. If a bleeding player has left the field for treatment and is not interchanged, he may return to the field of play at any time provided he does so from an on-side position. If the bleeding player has been interchanged, he may only return to the field through the interchange official as a normal interchange player.
 - 4.1.8. A bleeding player returning to the field of play who has not been interchanged, is not to be regarded as a replacement / interchange player and therefore may take a kick for goal. Conversely, a bleeding player returning to the field of play who has been interchanged may not take a kick for goal at that time.

STITCHING / STAPLING

- 4.2. Any player who is bleeding and requires treatment by way of either stitches, stapling or otherwise, must be taken to the team dressing room or shared medical facility so this procedure can be conducted out of the view of the general public.
- 4.3. After the treatment, the wound must be bandaged or covered to protect the injury, to eliminate the risk of further bleeding and to prevent the potential risk of transmission of blood-borne infectious diseases.

CONTAMINATED CLOTHING

- 4.4. In any case where a player's person, clothing or equipment has been contaminated by blood, whether through a wound to himself or through contact with a wounded player, the referee shall

direct the team trainer to enter the field of play to attend to that player by taking immediate steps to ensure that the player is free of any blood contamination before that player shall be permitted by the referee to re-join play. Until those steps have been taken, the player shall, at the minimum, drop out behind play.

- 4.5. Minor occasions of contaminated clothing and/or equipment should be treated with a solution of 15mls of household detergent and 17mls of household bleach.
- 4.6. All but minor occasions of contaminated clothing or equipment will require the replacement of such clothing or equipment prior to the player re-entering the field of play.

HYGIENE

- 4.7. Players should be made aware of the potential danger of transferring infectious diseases, e.g. Hepatitis A, B and C and HIV.
- 4.8. Spitting is not permitted, except in specified controlled areas.
- 4.9. Contaminated and blood-stained articles and dressings are to be placed in appropriate 'contaminated waste' disposal bags.
- 4.10. Dressing room floors should be cleaned and swept prior to the team leaving the room after every match.
- 4.11. Players must not share drink containers. Each player should have his own drink container. Shared drink containers may transmit disease.

5. CANCELLATION, POSTPONEMENT, ABANDONMENT, FORFEIT

- 5.1. ISC / HDC / MMC matches may only be cancelled, delayed, postponed or abandoned with the prior approval of the Competitions Manager.
- 5.2. If the referee suspends play and the match is cancelled or abandoned there shall be no replay.
- 5.3. If more than half of the match has been completed, the score at the time of the suspension of play in the match will be the final result for the purpose of determining the Competition Points Table.
- 5.4. If less than half of the match has been completed, the match shall be declared drawn and one (1) point awarded to each of the teams. For Competition Points Table purposes, the score for the match will be recorded as 0-0.
- 5.5. If any team is unable to play a scheduled match, due to extenuating prior circumstances and it cannot be replayed, and with prior approval from the Competitions Manager, then that match will be declared drawn and one (1) point awarded to each of the teams. For Competition Points Table purposes, the score for the match will be recorded as 0-0.
- 5.6. Preliminary matches such as Auswide Bank Mal Meninga Cup and Hastings Deering Colts which, due to serious injury or other delay, encroach on the next scheduled game may be abandoned after receiving authorisation from the Competitions Manager or his nominee. The result of such match shall be determined by applying the procedures outlined in sections [5.3](#), [5.4](#) and [5.5](#).
- 5.7. Where preliminary matches are played under the jurisdiction of a Local League or other governing body the abandonment and procedures of such abandonment will be the responsibility of the Local League or other relevant governing body.

- 5.8. Emergency circumstances include:
- 5.8.1. A natural disaster such as an earthquake, flood or fire.
 - 5.8.2. A situation where the safety of players or match officials is potentially or actually at risk such as lightning, or extreme heat.
 - 5.8.3. Where scheduled transport for one of the teams for the playing of the match is delayed or cancelled.
 - 5.8.4. Such other circumstances deemed to be an emergency by the Competitions Manager or his nominee/s.
- 5.9. If any such occurrence arises, the procedure shall be as follows:
- 5.9.1. The Competitions Manager or his nominee, in conjunction with the referee and both team's management will make any decision on the postponing or cancelling of any scheduled game;
 - 5.9.2. After the commencement of a competition match, a referee may temporarily suspend play if, in his / her view, continuation of play would place the safety of Players and/or the Match Officials at risk.
 - 5.9.3. If a game is to be delayed due to severe weather conditions, a decision will be made on the length of delay.
 - 5.9.4. Where a game is in progress and is stopped due to an emergency, the following steps must be taken:
 - 5.9.4.1. As the emergency is a 'time out', a direction will be given by the referee regarding field position, possession and the number of the tackle, at the time of cessation of play;
 - 5.9.4.2. If the game re-commences within a reasonable time, play will continue as with any 'time out' – with the same field position, possession and the next tackle count.
 - 5.9.4.3. If the game cannot be continued, the circumstances shall be reported to the Competitions Manager or his nominee.

6. COGNITIVE TESTING

- 6.1. Each player in the Auswide Bank Mal Meninga Cup, Hastings Deering Colts and Intrust Super Cup is to undergo Baseline Cognitive and CSX Elite Concussion Testings as instructed by the QRL.
- 6.2. This baseline testing is to take place prior to the player taking the field in any trials or competition matches.
- 6.3. Refer to [Appendix 5 \(Flow chart and process\)](#) for additional information and procedures.

7. COIN TOSS AND TEAM RUN-ON

- 7.1. Captains of each team, or their nominated player representative, are required to take part in the coin toss in the presence of the match referee before each team's warm up.



- 7.2. The toss may be televised (at the discretion of the host broadcaster), and captains are required to comply with any reasonable requests from the host broadcaster for a brief interview immediately after the toss has been completed.
- 7.3. In all cases the visiting team will take the field first when directed by the Ground Manager or Match Officials, followed by the home team also when directed by the Ground Manager or Match Officials.
- 7.4. Team Officials must adhere to requests of Game Day Operations Team members including but not limited to the below;
- 7.4.1. Entry or return to the field of play to meet scheduled game times
 - 7.4.2. Return to coaches' box or behind red line
 - 7.4.3. Inappropriate language
 - 7.4.4. Interaction with any match officials

8. COMPETITION FORMAT

- 8.1. The Intrust Super Cup is an open aged competition for players attaining a minimum age of 18 years in the year of competition.
- 8.2. The Hastings Deering Colts is a restricted age competition for players attaining the age of 17 years in the years in the year of the competition but have not attained the age of 20 years as at midnight on December 31st of the year prior to the competition commencing.
- 8.3. The Auswide Bank Mal Meninga Cup is a restricted age competition for players who will turn 17 or 18 years' in the year of the competition (i.e. players born in 2001 and 2002).
- 8.4. Players eligible for Auswide Bank Mal Meninga Cup must play in that competition and their teams' participation in that competition completed prior to them being eligible for selection in either the Hastings Deering Colts or the Intrust Super Cup in conjunction with the age limits above. Clubs can apply for an exemption to this rule through written submission to the Competitions Manager with the consent of both the ISC Head Coach and CEO.
- 8.5. Competitions shall be conducted over the following timeframes:
- ISC Max. of 25 premierships rounds of competition with a 4-week finals series.
 - HDC Max. of 20 premierships rounds of competition with a 4-week finals series.
 - MMC Max. of 7 premierships rounds of competition with a 2-week finals series.
- 8.6. Competition points shall be allocated during the season in the following manner:
- A win shall be allocated two (2) points.
 - A draw shall be allocated one (1) point.
 - A loss shall be allocated zero (0) points.
 - A bye shall be allocated two (2) points.
 - A team receiving a forfeit shall be allocated two (2) points.
 - The forfeiting team shall be allocated zero (0) points.
- 8.7. In the event of a forfeit, for Competition Points Table purposes, a score of 40-0 shall be awarded to the non-forfeiting team.
- 8.8. At the conclusion of the premierships rounds all teams shall be ranked in descending order according to the number of competition points accrued during the season.

9. CURTAIN RAISER

- 9.1. For any matches being played as curtain raiser to the NRL, the usual QRL expectations still apply.
- 9.2. The following needs must be addressed by the 'home' team:
- 9.2.1. Intrust Super Cup match
- 4 x Intrust Super Goal Post Pads, 4 x XXXX corner posts pads, 3 x Intrust Super Bolsters
 - 4 x Intrust Super footballs
 - 3 x iPads, 2 x Interchange Cards sets, 1 x Interchange Official vest, 2 x stopwatches
- 9.2.2. Hastings Deering Colts match
- 2 x Hastings Deering Colts bolsters
 - 4 x Hastings Deering Colts footballs
 - 3 x iPads, 2 x Interchange Cards sets, 1 x Interchange Official vest, 2 x stopwatches
- 9.3. Confirm with the NRL club the following details:
- No conflicting sponsors to Intrust Super, XXXX, Hastings Deering or Auswide Bank to be advertised during the matches
 - Will they provide ball persons, NRL Game Day Operations Staff and NRL Game Day Doctor?
 - Number of tickets they will be providing for both home, away and match officials
 - Location for entry for Teams/Match Officials/QRL Game Day Operations Staff
 - Provide post-match meals for teams and match officials.

10. DISMISSED PLAYERS

TEMPORARY SUSPENSION

- 10.1. A player receiving a period of temporary suspension by the referee shall leave the field of play and enter the sin bin area allocated by the home team and remain in that area until the end of the temporary suspension period.
- 10.2. The time of temporary suspension shall be ten (10) minutes and is for playing time only and shall commence after the referee signals time-on and/or when play recommences.
- 10.3. The temporary suspension shall be suspended if the referee signals time-off during the suspension period and shall recommence when the referee recommences play.
- 10.4. Suspended time does not include the half-time break and shall cease at the end of the first period and resume upon the commencement of the second period. If play continues after the siren has sounded, this time is included towards the players suspension until the referee blows time on the half.
- 10.5. If more than one player receives temporary suspension from the one incident, the players' temporary suspension shall be equal, and they shall be entitled to return to the field of play together after the completion of their suspension.
- 10.6. Players re-entering the field of play shall do so from an onside position after reporting to the Touch Judge.

PERMANENTLY DISMISSED PLAYERS

- 10.7. Any player permanently dismissed from the field (i.e. sent-off), must immediately retire to his team's dressing room until he has changed out of his playing uniform.
- 10.8. Under no circumstances can a dismissed player return to the players' bench unless it is outside the area bounded by the fence surrounding the playing area.
- 10.9. Immediately after the completion of the match the referee shall lodge with the nominated Ground Manager the Referees On Field Incident Report of the dismissed player.

SUSPENDED PLAYERS

- 10.10. Any Player who is suspended or disqualified from playing rugby league by the QRL Judiciary Panel or any other disciplinary bodies with authority to make such determinations shall not participate as a Player in any match until that suspension has been served or that disqualification has expired, as the case may be, and must not enter the playing field or area inside the fence prior to, during or after a match.
- 10.11. No Pre-Season Trial Match is to be taken into account when determining the period of suspension.
- 10.12. Without derogating from clause [10.11](#), in any case where a player is serving a period of suspension as the sole consequence of a conviction for either a Grade 1 Offence or a Grade 2 Offence, he may participate as a Player in a Pre-Season Trial Match during the period of suspension, but he shall not otherwise participate as a Player in any other match (whether that be an Ordinary Match, a carnival, a Final Series Match, a Representative Match or a Touring Team Match).
- 10.13. To remove doubt, where a Player is entitled to participate as a Player in a Pre-Season Match during his period of suspension pursuant to [10.12](#), and does so participate, that participation will not reduce his allocated or accumulated demerit points.

11. ELIGIBILITY – FIXTURES & FINALS

- 11.1. There are four eligibility categories for Final Series qualifications: -

- | | | |
|---------------|--|------------------------|
| • Level One | NRL Telstra Premiership | <i>(Highest Level)</i> |
| • Level Two | Intrust Super Cup | |
| • Level Three | Local League Open Age Competitions
(exclusive to A Grade or Division 1) | |
| • Level Four | Under Age Competitions – i.e. Hastings Deering Colts / Auswide Bank
Mal Meninga Cup | <i>(Lowest Level)</i> |

- 11.2. Qualification shall commence at the start of each premiership competition and cease upon the completion of each competition's premiership rounds.
- 11.3. A player shall be deemed eligible for the Final Series of the competition in which he played the majority of games throughout the premiership season.
- 11.4. If a player has participated in an equal amount of premiership competition matches in multiple levels of competitions, the player shall be deemed qualified for the lower level.
- 11.5. However, if a player has participated in five (5) games or more in any open aged competitions (Level 1, 2 or 3) or one (1) game or more in any under aged competitions (Level 4 - HDC or MMC) throughout the season, such player will be deemed eligible to compete in that competitions' Finals



Series (or a higher Level), regardless of whether the player has played a majority of games in that competition.

- 11.6. A player who has qualified for a lower level competition finals series shall still be eligible to participate in the final series of a higher-level competition.
- 11.7. If they have not satisfied the criteria in [11.3](#) or [11.5](#), a higher-level qualified player shall not be eligible to participate in a lower level final series unless he has failed to gain selection in the higher-level team playing on the same weekend.
 - 11.7.1. However, if the higher-level team is still competing but has a bye in their relevant final series then players are eligible to play for the lower level team provided, they have played at least one match for the lower level team during the regular season.
- 11.8. A higher-level qualified player who has failed to gain selection in that team is to be deemed eligible to play in a lower level finals series provided they have played at least one (1) regular season match at the lower level. A player whose team is eliminated from a higher level competition must have played a minimum of one (1) finals series match to be deemed eligible to continue in lower level finals series, therefore eliminating any of the previous eligibility rules.
- 11.9. A player will not be eligible to play in two levels of a Final Series scheduled on the same weekend except where the lower level team has played earlier than the higher-level team on that weekend, provided they have qualified for the lower level using the criteria above.
- 11.10. Each Club with a team engaged in any Final Series shall lodge a list of players whom they consider to be eligible to play in each level by no later than 5.00pm on the second business day following the conclusion of the last premierships competition match.
- 11.11. A player shall be deemed to have participated in a match if that player was nominated on the match sheet.
- 11.12. A player who participates in an Auswide Bank Mal Meninga Cup or Hastings Deering Colts match on any given weekend shall not be eligible to participate in any other QRL match on the same weekend without the approval of the Competitions Manager or his nominee.
 - 11.12.1. Any player who plays ten (10) minutes or less in any fixture of any level may seek approval from the Competitions Manager or his nominee to play in a lower level match on the same weekend.

12. EQUIPMENT

PLAYER EQUIPMENT

Please refer to Brand Guidelines for requirements in regards to Player Apparel.

- 12.1. Jerseys must be manufactured in accordance with the QRL Brand Guidelines relevant to the year of competition and submitted for approval prior to production to apparel@qrl.com.au.
- 12.2. A Player must not wear any item that might prove dangerous to other players. If in doubt a player is required to have any such item approved by the match officials prior to the commencement of the match.
- 12.3. A player may wear compression garments but may only do so as follows;



- 12.3.1. The length of the garment must not extend below the elbow or knee of the player, outside the neck / collar of the jersey, or the length of the playing sock.
- 12.3.2. The colour of the garment may only be black or an approved colour which shall be the colour of the playing socks.
- 12.3.3. The wearing of full-length compression garments is not permitted unless approved by the Competitions Manager or receipt of medical clearance/advice.
- 12.4. Protective equipment may be worn provided it contains nothing of a rigid nature. Protective clothing refers to shoulder pads, arm bands, rib covering, head gear, hip pads and must not be of a rigid nature. The match officials will make a final decision in areas of doubt relating to what is considered as rigid.
- 12.5. Studs on boots or shoes must be no less than 8mm diameter at the apex and, if made of metal, must have rounded edges.
- 12.6. The playing jersey should be tucked inside the top of the shorts and remain tucked in throughout the match. This means that extra short jerseys or those cut above the waist are prohibited.

DANGEROUS & PROHIBITED EQUIPMENT

- 12.7. The use of gloves or mittens is prohibited.
- 12.8. All visible body jewellery shall be removed, and non-visible jewellery must be taped prior to the commencement of the match.
- 12.9. Players with beads in their hair must remove them or must wear head gear which covers them.
- 12.10. Players are permitted to wear power bands / wristbands on the field during matches, however they must be covered by tape so that no part of the band is visible.
- 12.11. The practice of 'knotting' (pulling together and tying a knot in the jersey) or 'bundling' (pulling together in a bundle or tail and taping) as a method for tightening the fit of a Rugby League jersey is prohibited.
- 12.12. Any items of non-standard or modified equipment must first be approved for use by the Competitions Manager or his nominee before that item may be used by a player in a match.
- 12.13. The referee may order a player to remove any item or any part of his equipment which might be considered dangerous and shall not allow the player to take any further part in the match until the item or equipment is removed.
- 12.14. Such a player must retire from the playing field to remove the offending item if the start or re-start of the match would otherwise be delayed.
- 12.15. The match officials must check all equipment prior to the commencement of each match.
- 12.16. Under no circumstances are fireworks to be placed on the field of play at any time before the game without the prior approval of the Competitions Manager or his nominee. Additionally, no fireworks are to be placed anywhere near the player's tunnels as the players enter the field.

FIELD EQUIPMENT

Please refer to Brand Guidelines for requirements in regards to on field equipment.



- 12.17. Corner posts shall be placed at the intersection of each touch line and goal line. The posts shall be of non-rigid material and shall be not less than 1.25m high.
- 12.18. For the avoidance of doubt, spring loaded corner posts and/or those with metal spikes are not permitted for use.
- 12.19. Corner post pads may be no wider than the width of the touch line and shall comply with the QRL Brand Guidelines relevant to the year of competition.
- 12.20. If a ball carrier makes contact with the corner post he will not be deemed to be out of play unless any part of his body has made contact with either the touch line or touch-in-goal line, or the ground beyond the touch line or touch-in-goal line.
- 12.21. Goal post pads shall be a maximum width and depth of 50cm and shall comply with the QRL Brand Guidelines relevant to the year of competition.
- 12.22. A kicking tee may be used provided it is a product that is licenced and displays the logo of the QRL, NSWRL or NRL. Such tees may be used for kicks at goal and starts or restarts of play from the 50m line.

CLUB EQUIPMENT

- 12.23. Clubs to maintain allocated club kit which includes the following information;
- Interchange cards Home (1)
 - Interchange cards Away (1)
 - QRL Major Competitions Operations Manual relevant to the year of competition
 - Interchange Vest (1) & Photographers Vest (1)
 - HIA Vest (1)
 - Stopwatches (2)
 - QRL iPads (3)
 - Otterbox iPad cases (3)
 - iPad chargers (3)

These items must be kept in a secure place. Any lost or damaged gear needs to be registered for replacement with the QRL refer to [Appendix 8 – Best Practice Policy– Club Game Day Operations Support](#) for equipment allocation on Game Day.

13. FACILITIES

VENUES

- 13.1. The club shall ensure that the venue nominated to host a competition match is presented in an appropriate manner and has adequate ground officials / security engaged in the interest of the comfort of the public and the welfare of match officials and participants.
- 13.2. Each venue is to use the **NRL Preferred Facilities Guidelines – State Level** (refer to QRL website) as a point of reference and preferred standard for State-wide Competition Clubs.
- 13.3. Each venue shall be required to provide as a minimum standard the following amenities and services;

- 13.3.1. Lockable separate home and away team dressing room. These dressing rooms shall have toilet and shower facilities that meet Australian Health Standards which shall be made available for access at least 40 minutes prior to the kick-off of Auswide Bank Mal Meninga Cup and Hastings Deering Colts matches and at least 90 minutes prior to the kick-off of Intrust Super Cup matches;
- 13.3.2. Lockable Match Officials' dressing room. These dressing rooms shall have a toilet and shower facilities that meet acceptable Australian Health Standards;
- 13.3.3. Medical Officers room;
- 13.3.4. Drug Testing room;
- 13.3.5. Designated media area;
- 13.3.6. Provision of an elevated and powered area located on or near the halfway line for videography of matches;
- 13.3.7. Men's, Women's and Disabled amenities available for public use;
- 13.3.8. Separate canteen and bar facilities;
- 13.3.9. Public address system;
- 13.3.10. Scoreboard;
- 13.3.11. Digital time piece with match time display (preferably count down timer) and;
- 13.3.12. Ambulance access to the area immediately adjacent to the playing field.
- 13.4. The host club shall provide reasonable quantities of ice, water and lockable storage.
- 13.5. The host club shall provide a sufficient meal and refreshments after the completion of each match of Intrust Super Cup, Hastings Deering Colts and Auswide Bank Mal Meninga Cup. A sufficient meal is defined as per Clause [33.23](#).

LIGHTING STANDARDS

- 13.6. The following lighting standards shall be required for training and competition matches:
 - Ball and physical training 50 Lux
 - Match practice 100 Lux
 - Competition Matches 200 Lux

The above information has been extracted from Australian Standard AS 2560 Part 2.3 and the NRL Preferred Facilities Standards – State Level.

COACHES FACILITIES

- 13.7. During a game coaches are permitted to view the game from their teams' bench, behind the goal posts at the end of the field, or if applicable, in a coach's box. At all times the coach/es must stay an adequate distance from the field of play which is often defined by the red line that runs parallel and 3 meters from the side line.

- 13.8. Team Officials must adhere to requests of Game Day Operations Team members including but not limited to the below;
- 13.8.1. Entry or return to the field of play to meet game times
 - 13.8.2. Return to coaches' box or behind red line
 - 13.8.3. Inappropriate language
 - 13.8.4. Interaction with any match officials
- 13.9. When situated in close proximity to the general public, coaches are required to respect the Code of Conduct at all times.

MEDICAL FACILITIES

- 13.10. Each venue shall;
- 13.10.1. Contain a table for observing, assessing and treating players with injuries such as minor head injuries, concussion, fractures, lacerations etc;
 - 13.10.2. Provide facilities for adequate disposal of used materials such as syringes, needles, contaminated waste disposal kit etc;
 - 13.10.3. Have unobstructed access for any player taken by stretcher from the field.
 - 13.10.4. Have access to medical supplies and equipment as advised by QRL Chief Medical Officer (CMO) from time to time.

14. FINALS SERIES

FORMAT

- 14.1. The eight (8) highest ranked teams shall compete in a finals series for the **Intrust Super Cup** and the **Hastings Deering Colts**. The top eight (8) finals series of matches shall be:

Week	Game	Match Name	Home Team	Away Team
1	1	1st Qualifying Final	Team 1	Team 4
1	2	2nd Qualifying Final	Team 2	Team 3
1	3	Elimination Final 1	Team 5	Team 8
1	4	Elimination Final 2	Team 6	Team 7
2	5	1st Semi Final	Loser of Game 1	Winner of Game 3
2	6	2nd Semi Final	Loser of Game 2	Winner of Game 4
2	-	BYE	Winner of Game 1 & Winner of Game 2	
3	7	1st Preliminary Final	Winner of Game 1	Winner of Game 6
3	8	2nd Preliminary Final	Winner of Game 2	Winner of Game 5
4	9	Grand Final	Winner of Game 7	Winner of Game 8

- 14.2. The four (4) highest ranked teams shall compete in a finals series for the **Auswide Bank Mal Meninga Cup**. The top four (4) finals series of matches shall be:

Week	Game	Match Name	Home Team	Away Team
1	1	1st Qualifying Final	Team 1	Team 4
1	2	2nd Qualifying Final	Team 2	Team 3
2	3	Grand Final	Winner of Game 1	Winner of Game 2

- 14.3. At the conclusion of the premiership rounds, if two (2) or more teams are equal on competition points, the final series rankings will be determined according to the following criteria.

14.3.1. The greater positive difference between points scored for and against, then if equal

14.3.2. The greater percentage of points scored for and against, being determined by:

$$\frac{\text{Points scored for} \times 100}{\text{Points scored against} \times 1}$$

then if equal,

14.3.3. The most tries scored, then if equal

14.3.4. The most goals kicked, then if equal,

14.3.5. The most drop goals kicked, then if equal,

14.3.6. By the toss of a coin.

14.4. The venues for **Intrust Super Cup** finals series matches will be determined as follows;

Week	Game	Match Name	Host Rights
1	1	1st Qualifying Final	Team 1
1	2	2nd Qualifying Final	Team 2
1	3	Elimination Final 1	Team 5
1	4	Elimination Final 2	Team 6
2	5	1st Semi Final	Highest ranked loser Week 1
2	6	2nd Semi Final	Highest ranked loser Week 1
3	7	1st Preliminary Final	Highest ranked winner from Week 1
3	8	2nd Preliminary Final	Highest ranked winner from Week 1
4	9	Grand Final	QRL

14.5. Hastings Deering Colts finals series matches will generally be allocated to Intrust Super Cup finals series venues regardless of team rankings or at the complete discretion of the Competitions Manager.

14.6. Auswide Bank Mal Meninga Cup finals series match venues will be at the complete discretion of the Competitions Manager.

14.7. Host venues shall receive four (4) new Match Footballs for each competition hosted during the final series.

EXTRA TIME

14.8. If scores are equal at the conclusion of normal time in any Finals Series match, then in such matches a period of extra time shall follow.

14.9. The commencement of the period of extra time shall be determined by the toss of a coin as described under the Laws of the Game.

14.10. If no point or points have been scored after a further period of five (5) minutes, the referee shall cease play and teams shall immediately change ends. The team that did not kick-off to commence the initial period of extra time, will kick-off to recommence the second period.

14.11. Play shall then continue on an unlimited time basis until the first point or points have been scored to determine the winner of the match.

- 14.12. In such extra time, the first scorer of any point or points (e.g. field goal, penalty goal or try) will immediately be declared the winner.
- 14.13. If a try is scored in extra time the conversion kick will not be permitted.
- 14.14. For matches that go into extra time, the Interchange Official must hand back the interchange cards numbered 1 & 2 to each club so that these cards can be used for the additional interchanges permitted during extra time. Any unused cards from regular time must be used first before the 1 & 2 numbers are utilised.
- 14.15. HIA Free Interchanges do not apply in extra time as they are considered a normal interchange.

15. GAME DAY OPERATIONS TEAMS

QRL Game Day Operations team roles and requirements included in the [Appendix 8 Best Practice Policy](#).

- 15.1. The Game Day Operations team consists of the following personnel appointed by the QRL unless otherwise stated:
- QRL Ground Manager
 - QRL Interchange Official
 - QRL HIA Official
 - QRL Doctor
 - Timekeeper (appointed by the Host Club)
 - Public Announcer (appointed by the Host Club)
 - Sin Bin Operator (appointed by the Host Club)
 - Game Day Operations support (appointed by the Host Club)
- 15.2. The role of the Game Day Operations team is to coordinate all Major Competitions Operations Manual requirements and enforce compliance on game day.
- The QRL Ground Manager will lead the game day operations team and work alongside the Club Game Day Operations support.
- 15.3. The function of a Ground Manager employed by the QRL is to;
- 15.3.1. Ensure that all relevant Rules of the QRL are enforced whilst offering assistance to the competing clubs and match officials as necessary.
- 15.3.2. Enter and ensure all team list and scoring data is recorded correctly for each appointed match.
- 15.3.3. Ensure that the QRL Game Day Operations team have entered and facilitated all Interchanges, HIA's, Sin Bin's and Send Offs correctly.
- 15.4. QRL Ground Manager must arrive 90 minutes prior to the first kick off.
- 15.5. All other Game Day Operations team members must arrive at the ground at least 30 minutes prior to the start of the first appointed match.
- 15.6. All QRL Major Competitions clubs will be provided Club Equipment by the QRL for use by the QRL Game Day Operations Team appointed to their venue. This equipment will be utilised by the QRL

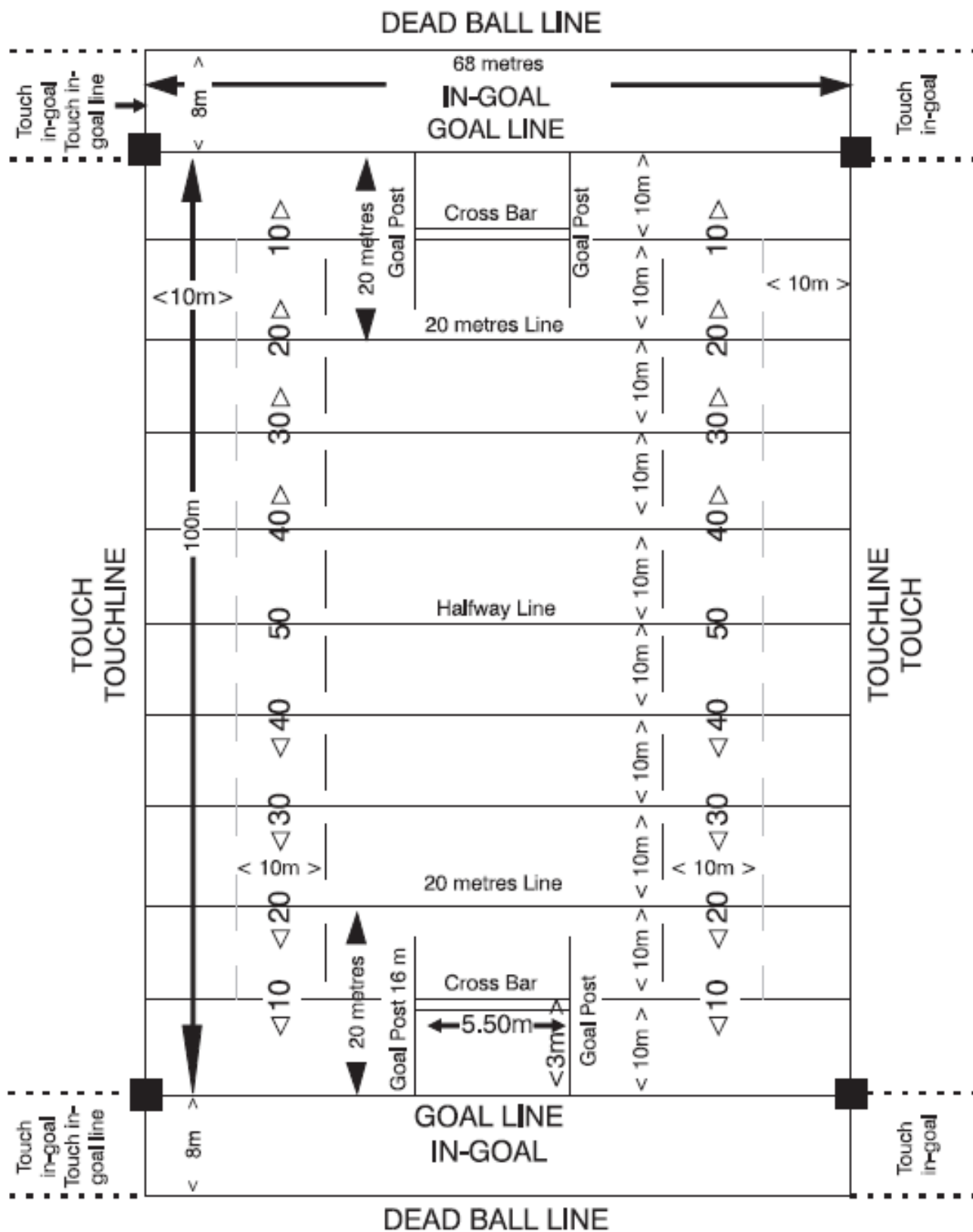
Game Day Operations Team to record team lists, on-field incident reports, pre-and post-game inspection reports, HIA's and match results. These iPads remain the property of the QRL.

- 15.7. The appointed QRL Ground Managers on behalf of the QRL Game Day Operations Team must complete a full report including a Facilities and Safety Check, Club Equipment and Field Equipment check, compliance check and note all discrepancies in the QRL Forms app provided by the QRL Major Competitions Department.
- 15.8. QRL Game Day Operations team will be issued with distinctive clothing which must be worn when on duty.

16. GROUND MARKINGS & DIMENSIONS

- 16.1. The host club is responsible for having its field lines marked and painted in strict accordance with this manual.
- 16.2. Each venue's playing surface shall include the following grid line markings:
- 10m;
 - 20m;
 - 30m;
 - 40m (Red Line);
 - 50m;
 - Goal line;
 - Dead ball line; and
 - Touch line.
- 16.3. The grid line marking shall be unbroken lines, white in colour and 10cm in width except 40m line (red).
- 16.4. Where possible, an unbroken red line must be marked 3m and parallel to the touchline closest to where team benches are located. All coaches and their staff must remain behind this line.
- 16.5. Each venue's playing surface may include distance markings. Where the home team elects to include distance markers they shall be placed at the following lines, are to be white in colour and 2.0m in height:
- 10m;
 - 20m;
 - 30m; and
 - 40m.
- 16.6. Each venue's playing surface shall also include 10m and 20m lines. Such lines will be marked both 10m and 20m in from the touchline, are to be 10cm in width, white in colour and to a length of five (5) metres (2.5m either side of the cross line for free kicks and 5m between the cross lines for scrum marks).
- 16.7. The broken lines in the diagram shall consist of marks or dots on the ground not more than 2 metres apart.
- 16.8. All transverse lines must be marked across the full width of the field.

- 16.9. Sponsors logos for grass signage shall be positioned in accordance with the QRL Brand Guidelines relevant to the year of competition.
- 16.10. These provisions set out the official markings and dimensions of the playing surface for all competition matches as per diagram below.



17. HEAT POLICY

- 17.1. For any match during any of the Competitions, if the prevailing weather conditions necessitate some relief from the normal playing conditions, the following concessions may apply for that particular match;
- 17.1.1. All matches shall have a compulsory drinks break as described in [17.1.2](#);
 - 17.1.2. Referees will call 1-minute “time-out” approximately halfway into each half to allow players to take a fluid break. Players will remain on the field and may only be tended to by the three (3) trainers listed. No coaching staff shall be permitted on the field;
 - 17.1.3. The NRL Sports Trainers’ National Accreditation Scheme On Field Policy will be relaxed so that all three (3) trainers may carry water;
 - 17.1.4. The half-time interval may be extended and shall be done so after consultation of both the match and team officials.
- 17.2. If in the event of severe heat conditions, and with the approval of the Competitions Manager, the commencement of a match may be delayed.
- 17.3. The implementation of the Heat Policy shall be at the sole discretion of the Competitions Manager or his nominee.
- 17.4. Trial matches played before the end of February and **kicking off before 4.00pm** will also be subject to the following mandatory conditions:
- 17.4.1. Maximum of 60-minute matches played in 15-minute quarters
 - 17.4.2. Three (3) Sports Trainers allowed to run water as per above

18. INSURANCE

- 18.1. The Club shall hold at least the minimum cover of insurance for each team that participates in the competitions as outlined in the QRL Insurance Handbook.
- 18.2. The Club shall hold a valid certificate of currency for public liability insurance to the value of not less than \$20 million.
- 18.3. Players must complete an online Trial Registration form via National Registration Database if they are not currently registered with the club they are trialling for.

AUSWIDE BANK MAL MENINGA CUP ONLY

- 18.4. Players and team officials, provided they hold a position and are registered with their Primary Club shall be covered by Insurance to the level effected by that Primary Club.
- 18.5. Where a team official does not hold any such position, the Club / Local League must ensure that the minimum QRL Insurance Cover is provided and the Official is informed accordingly.
- 18.6. The Club shall ensure that all venues nominated to host matches has, at a minimum, \$20 million Public Liability Insurance cover for such venues.



19. INJURY REPORTING / WORK PLACE HEALTH AND SAFETY

- 19.1. In the event of a serious injury to a player, spectator, or any other persons attending a game of rugby league it may be necessary to report the incident to Workplace Health and Safety (refer to Part 3 Incident Notification of the [Work Health and Safety Act 2011](#)). This act applies to persons conducting business and provides specific requirements in respect of notifiable incidents that occur in the conduct of that business.
- 19.2. In most cases the act will have no application however, there are severe penalties for people who fail to comply with health and safety duties. Thus, all incidents of serious injury should be recorded and a summary referred to the Competitions Manager as soon as practicable after the event.
- 19.3. Refer to “[Appendix 6 – Incident Reporting](#)” regarding incidents that are required to be reported.
- 19.4. All clubs are encouraged to record all player’s injury in the QRL supplied Athlete Management System (AMS). This has the aim to establish patterns, level of cover and potential insurance premium reductions.

20. MATCH FOOTBALLS

- 20.1. Only official QRL Intrust Super competition footballs are to be used during Intrust Super Cup fixtures and trials. They are to be in a clean state and with no additional markings on them.
- 20.2. Only official QRL Hastings Deering competition footballs are to be used during Hastings Deering Colts fixtures and trials. They are to be in a clean state and with no additional markings on them.
- 20.3. Only official QRL FOGS competition footballs are to be used during Auswide Bank Mal Meninga Cup fixtures and trials. They are to be in a clean state and with no additional markings on them.
- 20.4. Twenty-five (25) Intrust Super competition footballs are provided free of charge by the QRL to each Club competing in the Intrust Super Cup.
- 20.5. Twenty (20) Hastings Deering competition footballs are provided free of charge by the QRL to each club competing in the Hastings Deering Colts competition.
- 20.6. Ten (10) FOGS competition footballs are provided free of charge by the QRL to each club competing in the Auswide Bank Mal Meninga Cup competition.
- 20.7. Three (3) new footballs must be introduced after every second round of home matches i.e. 1st, 3rd, 5th, 7th, 9th and 11th home matches.
- 20.8. Home team nominees are to ensure they have ready access to footballs on match day.
- 20.9. The requirement for football pressure is 8-10 pounds per square inch (psi) or 5.5-6.5 kpi. The upper (10psi) and lower (8psi) guides are given to ensure correct pressure depending on the match day’s prevailing weather conditions.
- 20.10. At the end of each half and each match, match officials will return footballs to the match official’s room and ball persons will collect the footballs prior to the commencement of the second half or the next match.
- 20.11. Match balls must be clean with clear logos visible at all times.

- 20.12. The Ground Manager and the Match Officials must check the condition of the match balls prior to the commencement of the match.

21. MATCH OFFICIALS

- 21.1. The Match Officials for each competition will be appointed by the QRL who will also be responsible for the payment of those officials.
- 21.2. The Home Team shall be responsible for providing adequate security for the Match Official's dressing room, their entry to and exit from the playing field and venue.
- 21.3. Under no circumstances are Match Officials to be approached, questioned, or harassed in any way by club officials, coaches, players or spectators either before, during, or after a match.
- 21.4. Under no circumstances on match day are Match Officials to be approached by a coach or a member of a clubs coaching staff prior to the game to discuss any matter relating to an upcoming match.
- 21.5. The Standby Referee will act as the HIA Official at all appointed matches. In lieu of a Standby Referee the Interchange Official and/or Ground Manager will act as the HIA Official.
- 21.6. All issues regarding the performance of the Match Officials shall be lodged in writing to the QRL Referees Academy Manager prior to 9am on the second business day following the match, accompanied by specific timings of such complaints.

22. MATCH REPORTS

- 22.1. The Ground Manager shall be responsible for the completion of the match report after consultation with all Game Day Operations Staff and the recording of match results through the game day management system (NRL Sideline app, NRL Scoring app and QRL Forms app).
- 22.2. All QRL major competitions clubs will utilise the three (3) iPads provided by the QRL for use by the QRL Game Day Operations Staff assigned to their venue to record team lists, on-field incident reports, pre-and post-game inspection reports, HIA's and match results. These iPads remain the property of the QRL.
- 22.3. Each club's final team listing shall be completed, through the NRL Sideline app, one hour prior to the advertised kick-off time and provided to the Ground Manager.
- 22.4. The Ground Manager in conjunction with section [15](#) shall;
- 22.4.1. Complete and have both teams and referee verify via QRL Match Report;
- 22.4.2. Lodge, via the game day management system apps, the half time and full time scores, the individual match scorers, any dismissed and/or reported players, player of the year points and the Ground Managers report.
- 22.4.3. Any technical difficulties that prevent lodgement through the game day management system need to be addressed and resolved immediately. Contact game day management system weekend support or the Competition Manager.

23. MATCH REVIEW / JUDICIARY

The following procedure is to be followed for all match day incidents;

- 23.1. All Match Officials must submit On-Field Incident Reports to the QRL (via QRL Forms app) immediately upon completion of the relevant match.
- 23.2. The QRL Match Review Committee will meet at 4.30pm on the first business day after the match (generally Monday).
- 23.3. Clubs must submit all incidents that they wish to be reviewed by the Match Review Committee to the QRL via email no later than 2.00pm on the first business day following the match.
- 23.4. All charges by the Match Review Committee will be issued in writing via email to the CEO of the Club of the offending player by no later than 12.00 noon on the second business day following the match (generally Tuesday).
- 23.5. Players / Clubs have until 5.00pm on the second business day following the match to lodge their election to the relevant charge (generally Tuesday).
- 23.6. If the QRL has not received notification from the Player / Club within the required timeframe, it is deemed that the Player / Club has elected to accept the decision of the Match Review Committee and taken the Early Guilty Plea.
- 23.7. Any charges that may be contested or referred directly to the Judiciary will generally be held on Wednesday evening.
- 23.8. For further information, please refer to the **NRL Judiciary Code of Procedure – QLD Edition** on the QRL website.

24. MATCH TIMES

- 24.1. Match days and times will be determined and published by the QRL.
- 24.2. Once set, requests for changes to match days and times may be made up to twenty-one (21) days prior to the scheduled match.
 - 24.2.1. Any match alterations inside of twenty-one (21) days shall require the approval of the opposition club and QRL, which shall not be unreasonably withheld.
 - 24.2.2. Any additional cost incurred due to granting an alteration in accordance with [24.2.1](#) shall be the responsibility of the home team.
- 24.3. Curtain raiser fixtures, or similar, must be scheduled to finish at least fifteen (15) minutes before advertised kick-off times.
- 24.4. Each Intrust Super Cup match shall be played in two (2) equal periods of forty (40) minutes with a ten (10) minute interval between those periods for half time.
- 24.5. Each Auswide Bank Mal Meninga Cup and Hastings Deering Colts match shall be played in two (2) equal periods of thirty-five (35) minutes with a ten (10) minute interval between those periods for half time.
- 24.6. Time off, as indicated by the match official, during those periods shall be permitted.



24.7. Suggested minimum time allocations between matches and example kick off times are as per below – this allows for time off, Ground Managers to ensure correct team line ups, videographers time to change over etc:

- Auswide Bank Mal Meninga Cup – Hastings Deering Colts 90 minutes
- Hastings Deering Colts – Intrust Super Cup 100 minutes
- Intrust Super Cup – following match 120 minutes

Example Kick Off Times – Minimum break between matches

- Auswide Bank Mal Meninga Cup 11.50am
- Hastings Deering Colts 1.20pm
- Intrust Super Cup 3.00pm
- Post ISC match 5.00pm

25. ON-FIELD POLICY - PERFORMANCE LEVEL

All Major Competitions operate under the “Elite” or “Performance” Level of the Game’s On-Field Policy.

THE GAME’S ON-FIELD POLICY can be viewed in full at [Appendix 7](#).

LEAGUESAFE

A LEAGUESAFE qualification is **no longer sufficient accreditation** to access the field of play in any QRL Major Competition.

LEVEL 1 & LEVEL 2 SPORTS TRAINERS

For all QRL Major Competition matches it is a requirement that all trainers are registered on the National Registration Database and a minimum NRL Level 1 or Level 2 Sports Trainer accreditation is attained to enter the field of play. Refer to [Appendix 7](#).

GENERAL NOTES

- 25.1. No person other than a NRL Accredited Level 1 Sports Trainer or Level 2 Sports Trainer, or those with pre-determined NRL acceptance, shall administer first aid or offer advice to an injured / ill player. Personnel with other qualifications must be ratified by the Sport Trainer Education Coordinator and equate with the NRL Sports Trainer Scheme, to receive a Statement of Attainment and an NRL ID Number;
- 25.2. All injuries / illnesses assessed by the qualified Sports Trainer must be recorded in the NRL Injury Report Booklet; and entered into the relevant QRL supplied Athlete Management System.
- 25.3. Each player shall complete the NRL Medical Advice Card before his / her first training or playing commitment. This will be the responsibility of the designated Accredited NRL Sports Trainer to ensure all cards are completed and kept up to date. As part of the Club’s duty of care, this process should be fully supported by Club Officials. All Privacy Laws must be adhered to;
- 25.4. The Accredited NRL Sports Trainer shall, at all times (whilst a game is in progress) be in position to respond quickly should an injury / illness occur;

- 25.5. The Accredited NRL Sports Trainer shall have the final say on whether a player should continue in the game and, subsequently, when to resume playing in the game. If a doctor is on duty at the venue, he / she shall make this decision. Serious injuries requiring a Medical Clearance prior to the resumption of training / playing must be presented to the Club's Accredited NRL Sports Trainer;
- 25.6. If an Accredited NRL Level 1 or Level 2 Sports Trainer is not in attendance, the game(s) shall not commence under any circumstances until such (qualified) person is available;
- 25.7. Anyone entering the field of play must wear appropriate, enclosed footwear at all times.
- 25.8. In the event of a clash of coloured shirts with team jerseys, on-field personnel may wear another colour (ONLY if there is a significant clash), HOWEVER the coloured shirt must not equate to a level above the persons level of accreditation. Liaison with the Match Referee will determine the issue if there is a significant colour clash.
- 25.9. In the event of an altercation on and/or off the field of play, accredited NRL SPORTS TRAINERS / HEAD TRAINERS must not interfere in any way. They must move clear and totally distance themselves from the incident. The control of on / off field behaviour is the duty of the Match Officials.
- 25.10. The only exception to the above would be when an injured / ill player needs shielding from possible further harm.
- 25.11. On-field personnel must not, at any time, enter the line of sight of a player when they are attempting a kick for goal, or do anything which may in any way interfere with, or distract, an opposition player whilst they are participating in the match or constitute some disadvantage to the opposing team.
- 25.12. The Level 2 Sports Trainer / Head Trainer is the only person of the on-field personnel who may approach a Referee or Touch Judge in relation to player welfare-related concerns; they **cannot** instruct an official on how to referee a game but **only** express concerns directly related to player welfare. This is to be done in a respectful manner and only occur during technical stoppages of play (for example, when a try has been scored or at half-time).
- 25.13. If any on-field personnel abuse their roles or behave in a manner contrary to the NRL ON-FIELD POLICY or NATIONAL or QRL CODE OF CONDUCT, or bring the game of Rugby League into disrepute and/or their team / club into disrepute, they may be subject to sanctions and/or disciplinary action, up to and including removal from the NRL National Database.
- 25.14. Great care and diligence must be exhibited when assessing an injured / ill player and removing an injured / ill player from the field of play. Liaison with the match referee in a respectful manner will be of great assistance in such cases.
- 25.15. As a guide, each team may engage and use a maximum of three (3) trainers in the playing area during a game; a maximum of two (2) on the field of play during general play at any one time (unless otherwise sanctioned by the referee).
- 25.16. These three (3) on-field personnel shall be the only on-field personnel permitted inside the playing area.
- 25.17. In all cases, when accredited NRL Sports Trainers enter the field of play to attend an injured / ill player, administer water, or deliver messages, they **must immediately leave the field** once their assigned task has been completed and return to the player's bench.

25.18. At all times, accredited NRL Sports Trainers must enter and leave the field of play as quickly as possible (i.e. running). Linger on the field of play will not be tolerated by Ground Managers / Interchange Officials and Match Officials.

ON-FIELD IDENTIFICATION - PERFORMANCE LEVEL COMPETITIONS

25.19. The NRL/SMA Accredited Sports Trainers are the only On-Field personnel who are to assist and manage an injured or ill player and are identified with the following coloured shirts on match day.

25.20. Following consultation with State Leagues - which operate under the NRL's Whole of Game On-Field Policy, and with changes to competition frameworks from 2018, there is a need to differentiate between the "Community" levels and "Performance" levels of the game.

25.21. The difference which currently exists between the "Community" NRL On-field Policy and the "Elite" or "Performance" level (which includes all QRL Major Competitions) is that the NRL has determined that Paramedics, Nurses, Doctors and Physiotherapists may act in the capacity of Sports Trainer in elite competitions provided that:

25.21.1. Their Paramedic/Nurse/Doctor/Physiotherapy qualifications are current, they are registered with their appropriate professional accreditation body, and they have appropriate medical indemnity insurance; and

25.21.2. They undertake mandatory annual training in NRL approved Emergency Care for Suspected Spinal Injury, Advanced Resuscitation, CPR and NRL online Concussion Module.

25.22. **It is mandatory that a Medical Practitioner (Doctor) be in attendance at each of the Performance level matches for this On-field policy to apply. This is in addition to any doctor who may choose to be a Head trainer/Orange shirt.**

25.23. All trainers in the "Elite" or "Performance" levels of the game are expected to undertake training on an annual basis depending on their exact role; this includes NRL/SMA Level 1 and Level 2 Sports Trainers acting in these roles. This additional training is outlined in the matrix below.

25.24. Clubs must ensure that all Head Trainers below have appropriate Rugby League-specific skills when undertaking this role (e.g. taping, wound management) as not all medical professionals are necessarily well equipped for these specific on-field roles; these are currently included as part of the NRL/SMA Level 2 Sports Trainer Course.

PERFORMANCE LEVEL COMPETITIONS:

National Rugby League
NRL On-Field Policy
(1st December 2018)



ROLE	QUALIFICATIONS REQUIRED	ANNUAL TRAINING REQUIRED
HEAD TRAINER Identified by an Orange Shirt	<ul style="list-style-type: none"> NRL Level 2 Sports Trainer or Physiotherapists Paramedics Doctors Nurses <p>Note: Current annual registration with respective professional bodies is required for these professions. They are also required to be currently practicing with full sports insurance coverage.</p> <p>* Clubs must ensure that all Head Trainers have appropriate Rugby League-specific skills when undertaking this role (e.g. taping, wound management etc.) as not all medical professionals are necessarily equipped for these specific on-field roles; these are currently included as part of the NRL/SMA Level 2 Sports Trainer Course.</p>	<ul style="list-style-type: none"> Provide Emergency Care for a Suspected Spinal Injury (PUAEME004A) Provide Advanced Resuscitation (HLTAID007) CPR (HLTAID001) NRL Elite Head Injury and Concussion Protocols eLearning Module (provided by the NRL)
ASSISTANT MEDICAL Identified by a Yellow Shirt	NRL level 1 Sports Trainer	<ul style="list-style-type: none"> Provide Emergency Care for a Suspected Spinal Injury (PUAEME004A) CPR (HLTAID001) NRL Elite Head Injury and Concussion Protocols eLearning Module (provided by the NRL)
MESSAGE AND WATER RUNNER Identified by a Blue Shirt	NRL Level 1 Sports Trainer	<ul style="list-style-type: none"> CPR Training (HLTAID001)



26. PUBLIC ANNOUNCEMENTS

- 26.1. No public announcements are permitted whilst a player is preparing, or in the process of, kicking for goal.
- 26.2. No public announcements are permitted in relation to decisions or the performance of the match officials.
- 26.3. No public announcements are permitted which may be considered derogatory to any club, player, official, spectator and/or to the game.

27. REGISTRATIONS

INTRUST SUPER CUP & HASTINGS DEERING COLTS

- 27.1. All Intrust Super Cup (ISC) and Hastings Deering Colts (HDC) players must sign a QRL Standard Player Agreement. A scanned digital copy must then be lodged with the QRL within ten (10) days of signing via contracts@qrl.com.au and prior to the player taking the field in any capacity.
- 27.2. All Intrust Super Cup and Hastings Deering Colts players must **also** be registered via the National Registration database prior to the player participating in any match.
- 27.3. These players can then be granted a Portability Permit back to their affiliate clubs.

AUSWIDE BANK MAL MENINGA CUP

- 27.4. All Auswide Bank Mal Meninga Cup (MMC) players must be registered with a QRL affiliated club (Primary Club) prior to participating in any competition match.
- 27.5. A Portability Permit is then requested by the Major Competition Club from the players Primary Club via the National Registration Database. Expiry date of a portability permit to be no later than 31st October in the year of competition.
- 27.6. If players aged 23 and under are selected from outside the club's catchment areas listed in [Appendix 1](#), a Development Fee may be payable prior to that players registration being finalised with his new club, unless an agreement is reached between the two clubs involved.
- 27.7. In conjunction with Clause [27.6](#), QRL Rule 4.1.6 (Transfer of Junior Registration) shall take effect. A Club shall not register more than six (6) players in any one age group who were registered outside of the catchment areas in [Appendix 1](#) in the previous year. Of these six (6) players, no more than three (3) shall be from any one (1) Junior Rugby League Football Club. A Club may seek exemption from this rule from the relevant Regional Manager where it considers there are Special Circumstances as defined in the QRL Rules.
- 27.8. A squad list of 30 players shall be listed on the club's Team Nomination Form. The Team Nomination Form shall be lodged with the QRL no later than **COB Tuesday 12th February 2019**.
- 27.9. Each player must complete the State of Origin Eligibility component of their registration via the National Registration database.
- 27.10. Any additional players required by the club must be listed on the Team Nominations Form and lodged with the QRL before the COB on the Friday prior to each competition round.
- 27.11. A player is only deemed to be correctly registered when they are visible in the QRL's current Game Day Management System.

27.12. The procedure for registering players to the club is noted at the end of this section.

COACH, TRAINER & VOLUNTEER REGISTRATION

27.13. The club shall be required to register all coaches, trainers and volunteers (Managers etc) on the National Registration database prior to the commencement of the competition.

27.14. All coaches and trainers shall be listed on the club's Team Nomination Form. The Team Nomination Form shall be lodged with the QRL no later than **COB Tuesday 12th February 2019.**

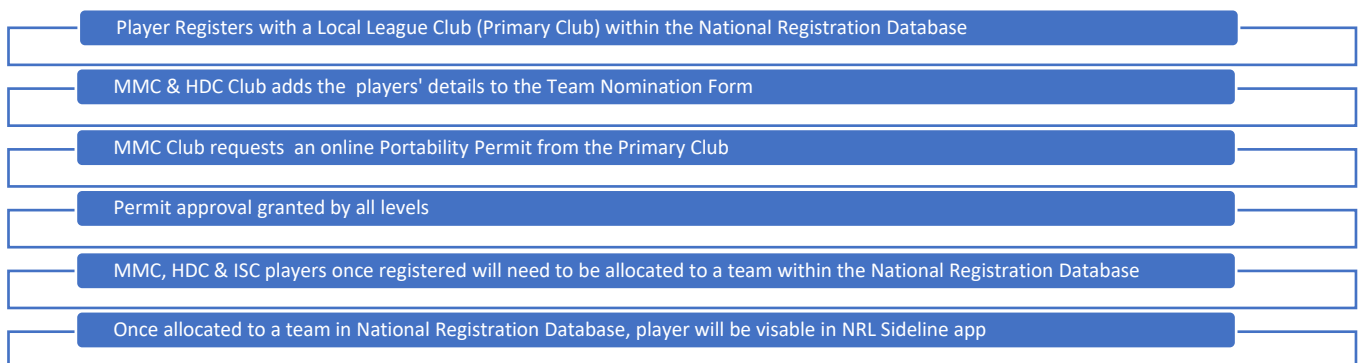
27.15. All Head coaches shall be required to have attained a minimum Senior Club Coach accreditation for all QRL Major Competitions and are required to be correctly accredited in accordance with the NRL Coach Accreditation Scheme.

27.16. All assistant coaches shall be required to have attained a minimum Club Coach or International Games Coach accreditation for all QRL Major Competitions and are required to be correctly accredited in accordance with the NRL Coach Accreditation Scheme.

27.17. All trainers shall be required to be correctly accredited in accordance with the NRL Sports Trainers National Accreditation Scheme.

27.18. If coaches and trainers are found to be not correctly accredited, their registration may not be accepted, and they will be unable to coach or perform the role of a Coach or Sports Trainer until suitably accredited.

AUSWIDE BANK MAL MENINGA CUP REGISTRATION PROCEDURE



28. REPLACEMENTS (INTERCHANGE)

28.1. Refer to [Appendix 8 – Best Practice Policy – QRL Interchange Official.](#)

28.2. An interchange is the replacement of one (1) player in a team for another during the match.

28.3. Only thirteen (13) players from each team may be on the field of play at any one time.

28.4. All teams are required to list four (4) players as interchange players on their official team list.

28.5. A limited interchange system is used in all competitions (ISC, HDC & MMC). Each team may use up to a maximum of eight (8) interchanges in ordinary time during a match.

28.6. At the start of the season each team will be provided with a set of official interchange cards numbered 1-8 (plus free interchange).

- 28.7. It will be the responsibility of each team to have these cards available for use during all matches.
- 28.8. In matches that go into extra time, the Interchange Official must hand back the interchange cards numbered 1 & 2 to each club so that these cards can be used for the additional interchanges permitted during extra time. Any unused cards from regular time must be used first before the 1 & 2 numbers are utilised.
- 28.9. A replaced player must have left the field of play prior to the interchange player taking his place on the field.
- 28.10. If a team elects to interchange a bleeding Player who leaves the field this interchange will be included for the purposes of calculating the number of interchanges pursuant to [28.5](#).
- 28.11. If a Player is fouled by an opponent who is in consequence dismissed from the field, sin binned, or placed on report and the fouled Player is caused to leave the field as a direct result of an injury sustained in that incident, this interchange will not be included for the purposes of calculating the number of interchanges pursuant to [28.5](#) provided that it is made without delay and, in any case, by the time the referee has acted on the incident.
- 28.12. If the fouled Player or another Player subsequently returns to the field later in the match, that interchange will not be included for the purposes of calculating the number of interchanges pursuant to [28.5](#).
- 28.13. An Interchange Official will be appointed by the QRL to manage the interchange process for each team, however, he or she will not be responsible for ensuring that clubs comply with these provisions. In proceedings with respect to any breach by a club of these provisions, it will not be a defence to that breach to assert or maintain that the Interchange Official gave a particular direction or that they erred in some way.
- 28.14. The function of an Interchange Official employed by the QRL is to;
- 28.14.1. Ensure that all relevant Rules of the QRL are enforced whilst offering assistance to the Ground Manager, competing clubs and match officials as necessary.
 - 28.14.2. Enter and ensure all interchange, HIA and incident data is recorded correctly for each appointed match.
- 28.15. Should an Interchange Official become aware of a breach of these Replacement / Interchange Provisions, he / she will address any non-compliance firstly with the Team Manager and Ground Manager, secondly with the Player and thirdly, submit a written report to the Competitions Manager or his nominee by 10.00am on the first (1st) business day following the match.
- 28.16. Each team will be responsible for ensuring compliance with these Replacement / Interchange Provisions at all times.

INTERCHANGE PROCESS

- 28.17. Immediately before the commencement of the match an official from each club should remove the interchange cards from the folder and retain the cards on the bench for use during the match. The empty folder must be handed to the Interchange Official so the cards can be replaced in the folder as each interchange is affected and returned to the club at the completion of the match.
- 28.18. As each interchange is to be made, the interchange player must report to the Interchange Official with an interchange card in sequential ascending numerical order (i.e. 1st interchange will hand over No. 1, 2nd interchange will hand over No. 2, etc. The last interchange player will hand over

No. 8) for presentation to the Interchange Official. If a 'free' interchange is permitted under Rule [28.11](#) the interchange player must present the free interchange card to the Interchange Official. In all cases, it is the interchange player who must personally present the card to the Interchange Official (i.e. Trainers are not permitted to carry or present the card on behalf of a player).

- 28.19. The interchange player must retain possession of the card until the Interchange Official approves his entry onto the field of play by taking the card from him after the replaced player has left the field of play. The acceptance by the Interchange Official of the card provides the only valid authorisation for the player to take the field. Unless and until the Interchange Official accepts the card, the interchange player will not have approval to enter the field of play and must not attempt to do so. Interchange players must not under any circumstances pressure the Interchange Official to take the card, irrespective of whether the replaced player has already left the field of play. An interchange for the purposes of these Rules will be taken to have occurred (and counted for the purposes of calculating the teams total interchanges) once the card is accepted by the Interchange Official, even if the interchange player's Team then decides not to proceed with the interchange with the consequence that the interchange player does not take the field of play.
- 28.20. If a player reports to the Interchange Official without a card, he will be sent back to the bench to obtain a card before the interchange will be allowed to proceed.
- 28.21. The Interchange Official will retain all cards until the end of the match to indicate the number of interchanges used by each team. Cards will then be returned to each club.
- 28.22. Only official interchange cards issued by the QRL may be used for the purposes of interchange. If a team loses or damages their cards, the Competitions Manager or his nominee must be contacted with a request to issue replacement cards.
- 28.23. An interchange Player must enter the field in an on-side position after reporting to the Interchange Official and after receiving the approval of the Interchange Official to enter the field of play and after the replaced player has left the field of play.
- 28.24. A maximum of two (2) interchange players can report to the Interchange Official at any one time. Other players must remain on the bench until the two interchanges being managed by the Interchange Official have been affected.
- 28.25. Except for scrums (which are dealt with in [28.26](#) below), Interchanges may occur during general play (i.e. whilst the ball is in motion), after any scoring has been completed or if play has been temporarily suspended by the referee (e.g. injury or caution). below), Interchanges may occur during general play (i.e. whilst the ball is in motion), after any scoring has been completed or if play has been temporarily suspended by the referee (e.g. injury or caution).
- 28.26. In the case of scrums:
- 28.26.1. Interchanges will only be permitted at scrums resulting from a touch line stoppage (i.e. a kick finds touch, or a player is tackled into touch), provided that the interchange player is already with the interchange official waiting to go on when the ball or the player crosses the touch line. Trainers will still be responsible for getting the player being replaced off the field before the interchange player can go on. The referee will not call a time-out or delay the recommencement to allow the interchange to take place.
- 28.26.2. Otherwise, Interchanges must not be made after the referee has ordered a scrum until after the scrum has been completed. This applies regardless of whether the referee calls time out for an injury or not. The Player leaving the field may do so at any time, but a player cannot enter the field until the ball emerges from the scrum.

HEAD INJURY ASSESSMENT (HIA)

HIA Official Refer to [Appendix 8 – Best Practice Policy - HIA Official](#)

DOCTOR Refer to [Appendix 8 – Best Practice Policy - Doctor](#)

- 28.27. HIA will take place during all Auswide Bank Mal Meninga Cup, Hastings Deering Colts and Intrust Super Cup Games. Refer to [Appendix 5 – Concussion Management Policy & Procedure](#).
- 28.28. The Standby Referee will act as the HIA Official at all appointed matches. In lieu of a Standby Referee the Interchange Official and or Ground Manager will act as the HIA Official.
- 28.29. In the event of any one or more of the following being observed by the Club Head Trainer, Game Day Doctor, or Game Day Operations Staff during a match, the player must be taken from the field immediately to be assessed by the Game Day Doctor:
- i) clinical features including abnormal neurological signs of a serious or structural head and/or neck injury requiring emergency management and hospital transfer;
 - ii) loss of consciousness or suspected loss of consciousness;
 - iii) no protective action in fall to ground (tonic or floppy; or cervical hypotonia);
 - iv) impact seizure or possible impact seizure, e.g. tonic clonic movements or tonic posturing;
 - v) confusion or disorientation;
 - vi) memory impairment (e.g. failed the Maddocks questions – [Appendix 5](#));
 - vii) motor incoordination (e.g. balance disturbance or possible balance disturbance, clumsiness with upper limbs or in getting up);
 - viii) Player reports significant, new or progressive concussion symptoms;
 - ix) dazed, blank / vacant stare or not their normal self (e.g. no facial expression, no apparent emotion in response to the environment, reduced conscious state (GCS<15), not responding appropriately to those around him including other Players, referees or trainers / medical staff);
 - x) behavioural change atypical of the Player;
 - xi) slow to stand following a possible head injury (1st priority is to ensure that there is no neck injury present);
 - xii) loss of responsiveness (Player lying motionless for 2-3 seconds or until support staff arrives); or
 - xiii) suspected facial fracture.

NOTE: 'Balance disturbance' is defined as when a Player is unable to stand steadily unassisted or walk normally and steadily without support in the context of a possible head injury.

In addition, if the Game Day Doctor or Head Sports Trainer (following a sideline discussion with the Game Day Doctor) forms a clinical impression that the Player appears to display other signs that a head injury may have occurred following trauma / impact, the Player must immediately be taken from the field in a medically appropriate way to be assessed by the Game Day Doctor.

- 28.30. If a player is required to leave the field of play as a consequence of the identification of one or more of these features to complete a Head Injury Assessment (HIA) this interchange will not be included for the purposes of calculating the number of interchanges pursuant to [28.5](#).
- 28.31. The period of time in which the HIA is to take place is to be **no longer and no less** than a period of 15 minutes. To clarify, a HIA cannot return to the field before 15 minutes has elapsed. The time period is to begin from the time at which the player is in the care of the Game Day Doctor. If the player has been cleared by the Game Day Doctor during the HIA, the player must report immediately to the Interchange Official prior to or at the completion of the 15 minutes HIA to return to the field of play.
- 28.32. A HIA assessed player who is cleared must be the one to return to the field at the end of the 15 minutes **mandatory** period before interchange.
- 28.33. The mandatory 15 minutes time period will not be assessed against the official match time or clock. The timing of the HIA period will be monitored by the HIA Official (Standby Referee or Interchange Official).
- 28.34. If a player is required to be assessed for a period longer than the specified HIA period, that player would then be adjudicated as an Interchange for the purposes of calculating the number of interchanges pursuant to [28.5](#). The Club will be required to hand over their next interchange card available in sequential order immediately to the Interchange Official.
- 28.35. Any player who is required to leave the field of play for any further HIA in the same match will not be allowed to return to play in that match.
- 28.36. In the event of an on-field incident which has required two players to be taken from the field of play for a HIA, the Game Day Doctor may request from the HIA Interchange Official an additional 5-minute period for one (1) of the HIA players to complete the necessary assessment.
- 28.37. If the player has suffered a concussive injury in an incident that was a consequence of foul play which resulted in the incident being placed On Report, Send Off or Sin Binned, this interchange will take place in accordance with the process pursuant to [28.11](#). The time limit associated with the HIA will not apply.
- 28.38. In the event that a HIA takes place in the 15 to 5 minute period prior to half time, the HIA period will be deemed to have been completed at the end of the half time period. The team must indicate to the HIA or Interchange Official immediately at the completion of half time whether the player is to return to the field of play.
- 28.39. In the event that a HIA takes place in the 5-minute period prior to half time, the HIA period will be determined by the Game Day Doctor and the Interchange Official. The player must return to the field before the 5th minute of the second half or it will be counted as an interchange as per [28.5](#).
- 28.40. In the event that a Club has used all of its allocated interchanges whilst a player is completing a HIA, and if that player is unable to return to the field of play at the completion of the HIA, the Club must immediately remove a player from the field of play and complete the match with 12 players.
- 28.41. At the completion of the match, the Ground Manager is required to complete as part of his / her report to the QRL, details of any player who has completed a HIA during a match. Additionally, the

Interchange Official will record the timing of each HIA on the interchange summary (NRL Sideline app).

- 28.42. The Game Day Doctor is to complete a HIA via the relevant QRL Concussion Assessment tool on any player who is suspected of suffering from a potential concussive episode. The Game Day Doctor is to add the outcomes and any HIA's to the Ground Managers report.
- 28.43. Clubs must only use HIA for the reasons set out in [28.29](#).
- 28.44. Any Club which is proven to have used a HIA for any reason other than that detailed in [28.29](#) will be deemed to have gained an unfair tactical advantage in the match and be subject to penalty.
- 28.45. All Clubs and persons bound by these Rules must comply in all respects with the provisions of the following policy statement. A breach of any of the provisions of this Policy may be enforced by the imposition of a penalty or penalties such as fines, suspensions and/or loss of competition points if a contravention of any of these provisions is found to have occurred.
- 28.46. Game Day Doctor directions take precedence over all others in regards to player welfare.

29. SALARY CAP / CONTRACTING MODEL

All QRL Major Competitions are required to follow the guidelines with regards to player payments as contained in [Appendix 4](#).

30. SIDELINE AREA AND BENCH LOCATIONS

- 30.1. Both the home and visiting team benches must be on the same side of the field.
- 30.2. Where team benches are located within the playing area (i.e. inside the fence) the following provisions must be adhered to:
 - 30.2.1. Adequate seating shall be provided for each team and placed parallel to the touch line. This seating should be of a resilient nature and located as near to the 50m line as possible.
 - 30.2.2. Personnel on the bench may comprise only those people directly related to the conduct of the match itself (i.e. coaches, interchange players, trainers, team manager, medical officers).
 - 30.2.3. There can be no more than twelve (12) persons on the bench from each team.
- 30.3. Under no circumstances will “barracking” or “abuse” from the bench be permitted. This not only refers to abuse, but also to what might be described as offering advice or assistance to the match officials in relation to their performance or how they should be carrying out their duties.
- 30.4. The Host club is asked to provide 4 x chairs placed between the team benches for use by the Ground Manager, Interchange Official, Game Day Doctor and Standby Referee/HIA Official.
- 30.5. The Ground Manager, Interchange Official and Match Officials may request any person on the bench to leave the bench area and may name that person in his / her Match Report.
- 30.6. Players and officials on the bench must at all times remain at the bench allocated to their team (except for player warm-ups). Any player(s) warming up must remain at least 1 metre from the field of play.

- 30.7. Whilst team officials are not expected to sit during the entire match, they must not leave this immediate area or approach the field of play under any circumstances. Where possible team officials must remain at least 5 metres from the sideline.
- 30.8. No player or players may temporarily leave the field of play and subsequently re-enter the field of play without the permission of the referee or touch judge.
- 30.9. Under no circumstances is a suspended Player permitted on the sideline or bench area.
- 30.10. No members of the general public or any other unauthorised persons are permitted within the playing area (i.e. inside the fence surrounding the field of play).

31. TEAM LIST SUBMISSION

- 31.1. All Clubs must submit a mid-week team list for each of their teams competing in the Intrust Super Cup, Hastings Deering Colts and Auswide Bank Mal Meninga Cup via Game Day Management System by **1.00pm on the Tuesday** prior to the scheduled fixture. This must be regularly updated by 1.00pm on Tuesday each week.
 - 31.1.1. Mid-week team list to include 13 on-field players, 4 interchange players and any additional players are named as reserves.
 - 31.1.2. Captains must also be nominated
- 31.2. The release of teams to media outlets or on any form of media platform by either QRL or the Clubs shall not be permitted prior to 5.50pm on the Tuesday prior to the scheduled fixture.
- 31.3. Each player shall take the field in the jersey number that appears in the mid-week team list regardless of what position he takes on the field.
- 31.4. On game day, all teams are required to submit a one hour before kick-off team list with the inclusion of three trainers. This submission will be facilitated by the Ground Manager but is the responsibility of each club to ensure is correctly inputted in the Game Day Management System.
 - 31.4.1. One hour before kick-off team list to include 13 on-field players, 4 interchange players and no reserve players.
 - 31.4.2. 2 – 3 Sports Trainers must be nominated
 - 31.4.3. Captains must also be nominated
- 31.5. If a player listed in the initial team list is subsequently not selected for that match, the replacement player may wear that player's jersey provided the replacement player is not already listed in the initial team list. It is preferable to use another number not already listed in the initial team list e.g. numbers 18-23.
- 31.6. Ensure suspended or concussion restricted players are not named in the initial line-up. Players unable to play must not be featured in their team's line-up on game day.

32. TIMEKEEPING

Refer to [Appendix 8, Best Practice Policy – Club Timekeeper](#).



OFFICIAL MATCH TIME

- 32.1. It should be noted that the match clock on display at the venue does not necessarily accurately represent the official match time.
- 32.2. It is the responsibility of the home team to provide a Timekeeper/s.
- 32.3. The home team, in conjunction with the visiting team if they so wish, shall be responsible for the keeping of match time. If a visiting team does not nominate anyone for this purpose they must accept the timing of the home team.
- 32.4. All decisions of the official timekeeper(s) shall be final and not open to review or appeal unless the Competitions Manager, at this absolute discretion, so determines.

MATCH CLOCKS

- 32.5. Match clocks should be in good working order and showing second hand if analogue or indicating seconds if digital.
- 32.6. All clubs match clocks should be a countdown clock (i.e. 40 minutes to zero)
- 32.7. A back up system should also be available at all venues.

SIN BIN OPERATORS

- 32.8. Visiting clubs must nominate their personnel for timing of “temporary suspensions” and make themselves known to the Ground Manager prior to the start of the match.
- 32.9. If a visiting club does not nominate anyone for this purpose they must accept the timing of the home team sin bin operator.
- 32.10. Operators must be provided with time pieces displaying minutes and seconds by their clubs.

TIMEKEEPING IN RELATION TO REFEREES

- 32.11. When a referee starts play, they will blow their whistle and indicate with one arm above their head and order the ball to be kicked off.
- 32.12. If, for any reason (e.g. an injury or caution), the referee orders time off by indicating with both arms above their head, vertical to their body, timekeepers must immediately stop their watches and time clocks.
- 32.13. When play is to recommence, the referee will indicate by waving one arm over their head. Timekeepers must recommence match clocks immediately. This procedure is to be carried out throughout the match.
- 32.14. Timekeepers shall have at least one additional time piece when keeping time for use in the event of the match clock malfunctioning.

SIRENS

- 32.15. At the completion of each half, the timekeeper must continue to sound the siren until such time as the match referee signals that they have heard it by raising their arm above their head. The referee will indicate a cessation (after the hooter is blown) by blowing their whistle and waving both their arms across their body.

- 32.16. If the venue siren fails to operate, the timekeeper must use the standby air horn issued to them. If, for any reason, the referee cannot hear the siren, the timekeeper must immediately alert the Ground Manager and Home Team who shall advise the match officials.

END OF PLAY

- 32.17. In all cases the referee will be the sole judge of when play shall cease after the half or full-time siren has sounded.
- 32.18. The referee may extend the match to award a penalty or to complete the play currently underway at their discretion.

33. TRAVEL LOGISTICS

- 33.1. The QRL shall be responsible for the management and cost of transport, accommodation and meal allowances for teams travelling to all premiership competition and finals series matches as outlined in the Travel Schedule in [Appendix 2](#), (PNG Hunters excluded).
- 33.2. Any expenses incurred outside of the items allocated in the Travel Schedule including the cost of team assembly shall be the responsibility of the club.
- 33.3. The QRL will cover the costs of approved travel for a party of:
- 24 for Intrust Super Cup teams
 - 23 for Hastings Deering Colts teams
 - 23 for Auswide Bank Mal Meninga Cup teams
- 33.4. Any club travelling with more than the allocated members shall be responsible for all travel arrangements and associated expenses for those travel arrangements.
- 33.5. Travel for matches during Country Week will be allocated at the discretion of the Competitions Manager or his nominee.
- 33.6. Any club that schedules a match at any venue other than its nominated home venue will be responsible for the cost of all additional travel above the allocated budget at the discretion of the Competitions Manager.
- 33.7. The club shall advise the QRL on the Travel Request form all travel detail requirements (Bus / Accommodation / Meals) for the travelling party. Such form shall be lodged prior to **1pm on the Tuesday preceding the match**.

AIR TRAVEL

The following rules apply to air travel for the Travelling Party.

- 33.8. The QRL shall be responsible for the cost of providing the Travelling Party economy class air tickets including all airport departure and arrival taxes.
- 33.9. The club shall be responsible for the cost of all excess baggage. The QRL will notify the club of the airline's baggage allowances prior to each flight.
- 33.10. The club shall advise the QRL on the Travel Request Form persons of the travelling party. Such form shall be lodged prior to;

- Virgin / Jetstar flights – **1pm on the Tuesday preceding the match**
- Qantas flights – **4pm on the Friday in the week prior to the match (e.g. eight days prior to travel)**

33.11. The club may alter the Travelling Party nominated on the Travel Request Form up to twenty-four (24) hours prior to the scheduled flight. If changes are required inside of twenty-four (24) hours and those changes incur a fee the additional expenses will be the responsibility of the club.

33.12. Individual travellers will be entitled to retain, for their own use, any frequent flyer points accrued.

33.13. Upgrades from the economy class air tickets provided by the QRL will be at the expense of the club.

BUS TRAVEL

The following rules apply to bus travel for the Travelling Party.

33.14. In accordance with the Travel Schedule, the QRL shall be responsible for the cost of providing for the Travelling Party on a coach / bus for the travel from a single nominated venue to the match and return in the following quantities;

- 24 for Intrust Super Cup teams (48 seater)
- 23 for Hastings Deering Colts teams (24 seater)
- 23 for Auswide Bank Mal Meninga Cup teams (24 seater)

33.15. Any additional stops charged by the supplier will be at the expense of the club, unless prior approval has been granted by the Competitions Manager or his nominee.

33.16. Any excess seats on the coach / bus may be allocated to additional players, staff or supporters.

33.17. The QRL shall be responsible for the cost of providing nominated airport transfers between airport / venue / hotel.

ACCOMMODATION

The following rules apply to accommodation travel for the Travelling Party.

33.18. In accordance with the Travel Schedule, the QRL shall be responsible for the cost of providing accommodation for each member of the Travelling Party for the number of nights indicated in the Schedule.

33.19. Individual travellers will be entitled to retain, for their own use, any loyalty points accrued.

33.20. Upgrades in accommodation will be at the expense of the club.

33.21. The accommodation shall include provisions for breakfast. Where breakfast is not provided, an allowance shall be provided in accordance with section [33.27](#).

33.22. Clubs must notify the QRL of any female support staff requirements (e.g. single room), when team travel request forms are submitted.

MEAL ALLOWANCES

- 33.23. The home club shall be responsible for providing a substantial post-match meal for each member of the Travelling Party, Match Officials and Game Day Operations Staff. A substantial meal is defined as per below:
- 33.23.1. For teams/officials that are required to travel via air or bus trip longer than 1 hour, a substantial meal consists of either a sit-down meal or similar containerised for takeaway purposes (e.g. Pasta etc.) plus a drink (water, soft drink etc.) per person.
- 33.23.2. For teams/officials that are considered local (e.g. Travel less than 1 hour) a sufficient meal is defined as a substantial sandwich/roll and drink per person.
- 33.24. In accordance with the Travel Schedule ([Appendix 2](#)), the QRL shall be responsible for the cost of meals for each member of the Travelling Party.
- 33.25. Where required, an allowance for lunch for the Travelling Party of \$25.00 per person will be provided.
- 33.26. Where required, an allowance for dinner for the Travelling Party of \$35.00 per person will be provided.
- 33.27. In accordance with section [33.21](#), an allowance for breakfast for the Travelling Party of \$20.00 per person will be provided.
- 33.28. Where an allowance is incurred, the club shall be required to provide the Major Competitions department with a tax invoice (**with receipts attached**) for the provision of the allocated allowances within fourteen (14) days of incurring the expense.

34. TRIALS

- 34.1. All requests for trial matches shall be lodged on the Pre-Season Trial and Match Official Request form with the QRL Major Competitions department no less than fourteen (14) days prior to matches being scheduled.
- 34.2. For preseason and post season trials, other than intra club trials which may be approved upon application to the Competitions Manager, clubs shall refrain from playing games from the 3rd weekend of October to the 2nd weekend in January, inclusive.
- 34.3. Trials being played between the 2nd weekend in January and the end of February that kick off prior to 4pm are also subject to the following conditions:
- 34.3.1. Games are to be no longer than 60 minutes played in 15-minute quarters.
- 34.3.2. 3 x Sports Trainers can be utilised to run water.
- 34.3.3. Half time can be extended if deemed necessary.
- 34.4. All trial matches shall require the completion and subsequent lodgement of a Match Report. This shall be in written format utilising standard QRL Match Report sheets.
- 34.5. All trials for all grades (ISC, HDC & MMC) must be videoed for assessment and judiciary purposes and the responsibility for organisation and cost rests with the host club.

- 34.6. All trials for all grades (ISC, HDC & MMC) must have a doctor in attendance and the responsibility for organisation and cost rests with the host club.
- 34.7. Players must complete an online Trial Registration form via National Registration Database if they are not currently registered with the club they are trialling for.

35. VIDEOGRAPHY

- 35.1. The QRL has an exclusive agreement with Red Corner Productions for the videography of competition matches.
- 35.2. Red Corner Productions will record all competition matches, with the exception of those broadcast on commercial TV and shall supply one (1) copy to each club, referee and to the QRL. A link to download vision of all matches will be provided to all teams and Match Officials via Hudl.
- 35.3. The QRL will be responsible for the payment of the services provided by Red Corner Productions for all competition matches.
- 35.4. The cost to video trial matches shall be the responsibility of the Host Club and is mandatory for assessment and Judiciary purposes.
- 35.5. The Host Club must provide a suitable powered and elevated platform as close to the half way line as possible.
- 35.6. The QRL shall maintain exclusive rights to the intellectual property captured by Red Corner Productions and shall be entitled to use such property in any manner it deems appropriate for the promotion and enhancement of the competition.

36. WARM UP AREA

- 36.1. The home team shall ensure a safe, secure and suitable area is provided for warm up.
- 36.2. Both teams must return to the dressing room at least five (5) minutes prior to the scheduled kick off time.
- 36.3. Where a warm up area is not available and teams are required to use the playing field, allow thirty (30) minutes from the end of the preceding match.

37. WELLBEING AND EDUCATION

- 37.1. A player shall be required to attend the social welfare education seminar presented by the NRL prior to the commencement of the competition.
- 37.2. All players In the Intrust Super Cup and Hastings Deering Colts must attend the relevant QRL/NRL Semi Pro Day held during the pre-season.

APPENDIX 1 - CATCHMENT AREAS

The following catchment areas will act as a boundary for clubs for the purpose of the registration of players for the competition and the determination of Development Fees.

A club may contract a player from outside of their area to compete with their club in the competitions. If the player is eligible for the application of a Development Fee (aged 23 and under) it shall be paid under the terms of the Development Fee policy ([Appendix 3](#)).

If a club chooses to maintain a relationship with a club outside of its catchment area it shall be entitled to do so, subject to QRL approval, however it shall remain bound by these areas for the purpose of player registration and any subsequent Development Fees.

Burleigh Bears	Gold Coast Rugby League Clubs (QLD based) – shared with Tweed Heads
CQ Capras	Bundaberg Rugby League Clubs - shared with Easts
	Central Highlands Clubs
	Central West Clubs
	Gladstone Rugby League Clubs
	Rockhampton Rugby League Clubs
Eastern Suburbs Tigers	Bundaberg Rugby League Clubs - shared with Capras
	Brothers St Brendan's
	Carina
	Easts Juniors
	Easts Mt Gravatt
	Easts Springwood
	Graceville
	Normanby
	North/Central Burnett Clubs
	Rochedale
	Yarrabilba
Ipswich Jets	Ipswich Rugby League Clubs
Mackay Cutters	Mackay District Rugby League Clubs
Northern Pride	Cairns District Rugby League Clubs
	Cape & Torres Strait Clubs
	Eacham Junior Rugby League Clubs
	Innisfail Junior Rugby League Clubs
Norths Devils	Aspley Devils
	Banyo Devils
	Brighton
	Brothers Juniors
	Norths Juniors
	Norths St Josephs
	Pine Central Holy Spirit
	Pine River Bears
	Samford Stags
	Valleys Diehards
	West Arana Hills
	West Mitchelton
	West Panthers
PNG Hunters	PNG Rugby League Clubs

Redcliffe Dolphins	Albany Creek Crushers
	Beachmere – shared with SC Falcons
	Bribie Island – shared with SC Falcons
	Burpengary
	Caboolture – shared with SC Falcons
	Dayboro
	Deception Bay
	Narangba
	North Lakes
	Redcliffe
Souths Logan Magpies	Browns Plains
	Centenary
	Flagstone
	Forest Lake
	Greenbank
	Logan Brothers
	Mustangs
	Souths Acacia Juniors
	Souths Sunnybank
	Waterford
Sunshine Coast Falcons	Wests Inala
	Sunshine Coast / Gympie Rugby League Clubs
	Except Caboolture, Beachmere and Bribie Island – shared with Redcliffe
Townsville Blackhawks	South Burnett Clubs – shared with Western Mustangs
	Gulf Clubs
	Mid-West Rugby League Clubs
	Mt Isa Rugby League Clubs
Tweed Heads Seagulls	Townsville Rugby League Clubs
	Gold Coast Rugby League Clubs – except Burleigh
Western Mustangs	Northern NSW to Lismore
	Toowoomba Rugby League Clubs
	Border Rugby League Clubs
	Roma & District Rugby League Clubs
	South Burnett Clubs – shared with SC Falcons
Wynnum Manly Seagulls	South West Rugby League Clubs
	Beenleigh
	Capalaba
	Eagleby
	Edens Landing
	Fraser Coast Clubs
	North Stradbroke Island Sharks
	Redlands
	Russell Island
	Slacks Creek
	Wynnum Manly

APPENDIX 2 - TRAVEL SCHEDULE

INTRUST SUPER CUP

The following shall be provided for each member of the Travelling Party.

Host Region	Visiting Region	Transport	Accommodation	Meals
PNG*	All	Air / Bus	2 nights max	5
Cairns	Townsville	Bus	1 night	3
	Mackay	Air / Bus	1 night unless Charter	3 unless Charter, then as required
	Rockhampton	Air / Bus	1 night unless Charter	3 unless Charter, then as required
	South East QLD^	Air / Bus	1 night	3
Townsville	Cairns	Bus	1 night	3
	Mackay	Bus	1 night	3
	Rockhampton	Air / Bus	1 night unless Charter	3 unless Charter, then as required
	South East QLD^	Air / Bus	1 night	3
Mackay	Cairns	Air / Bus	1 night unless Charter	3 unless Charter, then as required
	Townsville	Bus	1 night	3
	Rockhampton	Bus	1 night	3
	South East QLD^	Air / Bus	1 night	3
Rockhampton	Cairns	Air / Bus	1 night unless Charter	3 unless Charter, then as required
	Townsville	Air / Bus	1 night unless Charter	3 unless Charter, then as required
	Mackay	Bus	1 night	3
	South East QLD^	Air / Bus	1 night	3
South East QLD	Cairns	Air / Bus	1 night	3
	Townsville	Air / Bus	1 night	3
	Mackay	Air / Bus	1 night	3
	Rockhampton	Air / Bus	1 night	3
	South East QLD	Bus~	Nil	Nil

*Note: PNG covers travel for all clubs.

^Note: Airport Transfers will only be provided for the following clubs to & from Brisbane Airport – Sunshine Coast Falcons, Ipswich Jets, Burleigh Bears and Tweed Heads Seagulls.

~Note: Further South East QLD bus breakdown below

Host Region	Visiting Region	Transport	Accommodation	Meals
South East QLD	South East QLD	Nil	Nil	Nil
	Burleigh	Bus	Nil	Nil
	Tweed Heads	Bus	Nil	Nil
	Sunshine Coast	Bus	Nil	Nil

Burleigh / Tweed Heads	South East QLD	Bus	Nil	Nil
	Sunshine Coast	Bus	Nil	Nil
	Burleigh / Tweed Heads	Nil	Nil	Nil
Sunshine Coast	South East QLD	Bus	Nil	Nil

HASTINGS DEERING COLTS AND AUSWIDE BANK MAL MENINGA CUP

The following shall be provided for each member of the Travelling Party.

Host Region	Visiting Region	Transport	Accommodation	Meals
Cairns	Townsville	Bus	Nil	2
	Mackay	Air / Bus	Nil	1
	Rockhampton	Air / Bus	Nil	1
	South East QLD^	Air / Bus	Nil	1
Townsville	Cairns	Bus	Nil	2
	Mackay	Bus	Nil	2
	Rockhampton	Air / Bus	Nil	1
	South East QLD^	Air / Bus	Nil	1
Mackay	Cairns	Air / Bus	Nil	1
	Townsville	Bus	Nil	2
	Rockhampton	Bus	Nil	2
	South East QLD^	Air / Bus	Nil	1
Rockhampton	Cairns	Air / Bus	Nil	1
	Townsville	Air / Bus	Nil	1
	Mackay	Bus	Nil	2
	South East QLD^	Air / Bus	Nil	1
South East QLD	Cairns	Air / Bus	Nil	1
	Townsville	Air / Bus	Nil	1
	Mackay	Air / Bus	Nil	1
	Rockhampton	Air / Bus	Nil	1
South East QLD	South East QLD	Bus~	Nil	Nil
Toowoomba	All teams	Air / Bus	Nil	1

^Note: Airport Transfers will only be provided for the following clubs to & from Brisbane Airport – Sunshine Coast Falcons, Ipswich Jets, Western Mustangs, Burleigh Bears and Tweed Heads Seagulls.

~Note: Further South East QLD bus breakdown below

Host Region	Visiting Region	Transport	Accommodation	Meals
Burleigh / Tweed Heads	South East QLD	Bus	Nil	Nil
	Sunshine Coast	Bus	Nil	Nil
	Toowoomba	Bus	Nil	Nil



	Burleigh / Tweed Heads	Nil	Nil	Nil
South East QLD	Burleigh / Tweed Heads	Bus	Nil	Nil
	South East QLD	Nil	Nil	Nil
	Sunshine Coast	Bus	Nil	Nil
	Toowoomba	Bus	Nil	Nil
Sunshine Coast	All teams	Bus	Nil	Nil
Toowoomba	All teams	Bus	Nil	Nil

APPENDIX 3 - DEVELOPMENT FEE POLICY

1. Objects

The Policy and accompanying Schedule of Fees have the following objectives:

Fair compensation for the development investment of a Player and to encourage the continuance of that investment

Discourage recruitment Clubs from 'cherry-picking' and the development Clubs from 'stockpiling'

Consider the needs of NRL Clubs who have suffered due to changing demographics and need to recruit more vigorously

Ensure the Schedule of Fees reflects the special needs of the NZRL ('player drain')

2. Definitions

The following definitions apply to this Policy (including the Table to this Policy):

"Club" – means a Club who fields a team in the junior representative competitions at U16 or U18 in the NSWRL, QRL, CRL or NZRL and a Club who fields a team in the State Under 20s competition or the State Rugby League competition.

"Development Area" – means an area which has been allocated to a Club who is a participant in the competitions under the auspices of either the NRL or a Governing League.

"Development Fees" – means a fee(s) payable under this Policy by a SRL Club or NRL Club for the development of a player of the Game;

"Disputes Adjudicator" – means a person appointed by a Governing League to resolve development fee disputes;

"Emerging Nations" – means Southern Hemisphere countries that do not currently have an NRL Club based within their territorial limits;

"Emerging States" – means the States and Territories of Australia that do not currently have an NRL Club based within their territorial limits plus Victoria;

"Governing League" – means, with respect to a player, the League that is responsible for the administration of the competition in relation to which the player's junior rugby league club was or is a participant;

"JRA" – means Junior Representative Agreement in the standard format attached for Junior Players contracting to a Junior Representative team/club.

"Junior Players" – means players who have not attained the age of 18 years before 1 January of each year;



“Junior Representative Team” – means those Teams playing in the Harold Matthews Cup, SG Ball Cup, Cyril Connell Cup, Mal Meninga Cup, CRL U18s, CRL U16s, NZRL U18s and NZRL U16s and representing a League;

“Leagues” – the New Zealand Rugby League (NZRL), the Queensland Rugby League (QRL), the New South Wales Rugby League (NSWRL), the Country Rugby League (CRL) and the Emerging States;

“NRL” – means the administrative body responsible for National Rugby League competition;

“NRL Club” – means one of the sixteen clubs competing in the National Rugby League competition;

“Playing Contract” – means a playing contract which has been lodged for registration and / or clearance with the Governing League responsible for the SRL competitions or the NRL Competition.

“Senior Players” – means players who have attained the age of 18 years before 1 January of each year;

“SRL Club” – means a Club who participates in the state-based competitions including competitions at U20s and/or the most Senior Open Age competition.

“Team” – means a Team entered into the Junior Representative Competitions or the State Under 20s competition or the State Rugby League competition as representing a League.

“Truly Developed” – means players who have continued playing with a local League, SRL Club or NRL Club (within the applicable Development Area) and have maintained that registration for a minimum of two consecutive years.

“Upper age limit” – means, for those players who have not attained the age of 23 years (and turning the age in the applicable year January – December.).

3. Policy

Calculation of Development Fees

- 3.1 Development Fees will be calculated and paid in accordance with the attached Schedule of Fees.
- 3.2 Development Fees will be charged at the applicable level referencing the Fees Schedule, to the recruiting NRL or SRL Club/Team where a player signs a JRA or a Playing Contract with a NRL or SRL Club/Team from outside the player’s current Development Area unless the player has;
 - 3.2.1 reached the upper-age limit.
 - 3.2.2 not been ‘truly developed’ by the Club/Team claiming the Development Fee.
- 3.3 If a player does not meet the Truly Developed definition as they have not maintained two consecutive years registration due to an international, interstate or regional clearance from one Governing League to another, and that player subsequently signs a JRA or Playing Contract within two years from the date of the clearance, a Development Fee will be payable to the Governing League that the player relocated from.
- 3.4 Where a Player registers a Development List Contract with an NRL Club and then subsequently registers an upgraded NRL Contract within twelve months of registering the Player’s first Development List Contract, an additional Fee will be charged by the applicable Governing League who charged the original Development Fee on Development List Contract. This additional Fee will be the difference between the Development Fee on NRL Contract and the Development Fee on Development List Contract.
- 3.5 Once a Development Fee in a particular category is invoiced, no further Development Fee will be applicable for that player in that particular category.

Registration of Contracts

- 3.6 Clubs/Teams who sign a player to a JRA or Playing Contract must register the agreement with the Governing League or the NRL within 10 business days of the player signing the JRA or Playing Contract.
- 3.7 All Clubs/Leagues should assume there is a fee payable unless notified otherwise by the Governing League or NRL upon registration of the JRA or Playing Contract.
- 3.8 The Governing League of a Club/Team that signs a player to a JRA or Playing Contract that requires an international clearance from New Zealand, will advise NZRL as part of the international clearance process that the player has had a JRA or Playing Contract registered with the Governing League.

Notification of Development Fees

- 3.9 Clubs or Teams who sign a player with a Development Fee applicable will be notified by the Governing League who registers the agreement that a Development Fee is applicable within ten business days of the Club/Team lodging the JRA or SRL Contract for registration.
- 3.10 NRL Clubs who sign a player with a Development Fee applicable will be notified by the NRL that a Development Fee is applicable within ten business days of the NRL Club lodging the NRL Playing Contract or NRL Development List Contract for registration.
- 3.11 The Governing Leagues are required to advise the NRL weekly of any newly contracted players at each level and the NRL will advise all Leagues of any newly contracted players in the NRL and NRL Development List.
- 3.12 Notifications will be made by the Governing Leagues to NRL via LeagueNet and notifications from NRL to Governing Leagues will be to LeagueNet from the NRL Gateway platform.

Payment of Development Fees

- 3.13 The invoice shall be raised by the applicable Governing League or NRL and the Governing League or NRL is required to document the break-up of the payment with respect to the various recipients and their portion of the payment to allow clubs to provide development acknowledgement if so desired.
- 3.14 Arrangements made by NRL Clubs, SRL Clubs and their local Leagues associated with the Club (Development Area) to waive development fees, for the use of Players during the course of a season, is a matter for negotiation between the NRL Club / SRL Club and the local League.
- 3.15 Players seeking a Clearance will have a Clearance provided pending any Development Fees being paid in accordance with the provided invoice/s. In other words, the fact that a Development Fee has not been paid will not stand in the way of the issuing of a Clearance; an unpaid Development Fee is a debt, not a blockade.

Disputes Resolution – SRL Club / League

- 3.16 Any disputes as to the liability to pay a Development Fee or the quantum of a Development Fee for a player registered in one of the Governing Leagues must be promptly referred to the Disputes Adjudicator, or his nominee, for determination in his absolute discretion.
- 3.17 The Disputes Adjudicator or his nominee may determine that some or all or none of the Development Fee is payable. That determination will be final and not be appealable.
- 3.18 Where a Development Fee is determined by the Disputes Adjudicator or his nominee to be payable by a club/team, the amount of that fee shall be remitted as directed by the Disputes Adjudicator or his nominee within 14 days of the date of the determination. However, should a club/team fail to remit a Development Fee – or any part of a Development Fee – within that time period, the

Development Fee shall be deducted from the minimum standards Grant (payable by the SRL to the club/team) and remitted by the Disputes Adjudicator on behalf of the club/team.

Disputes Resolution – NRL Clubs

- 3.19 Any disputes as to the liability to pay a Development Fee or the quantum of a Development Fee for a player registered in the NRL competition must be promptly referred to the NRL Salary Cap Auditor, or his nominee, for determination in his absolute discretion.
- 3.20 The Salary Cap Auditor or his nominee may determine that some or all or none of the Development Fee is payable. That determination will be final and not be appealable.
- 3.21 Where a Development Fee is determined by the Salary Cap Auditor or his nominee to be payable by an NRL Club, the amount of that fee shall be remitted as directed by the Salary Cap Auditor or his nominee within 14 days of the date of the determination. However, should an NRL Club fail to remit a Development Fee – or any part of a Development Fee – within that time period, the development fee shall be deducted from the Grant (payable by the NRL to the NRL Club) and remitted by the Salary Cap Auditor on behalf of the NRL Club.

QRL Allocation, Distribution & Mediation

Overview

At State Rugby League level, Development Fees are intended to achieve the following objectives:

- Assist Development Clubs through financial compensation for the loss of players
- Encourage Development Clubs to continue their development programs
- Discourage Recruitment Clubs from “Cherry picking”
- Discourage Development Clubs from “Stockpiling”
- Restrict external parties from recruiting too many of Queensland’s best players in order to create internal competitions of the highest quality.

Policy

If the same (within 15%) Salary Cap is adopted in both NSW and QLD then the QRL will adopt the Development Fee Policy as per currently documented within the Major Competitions Operations Manual and as listed below.

Category	Development Fee	Amount
One	Development Fee on Junior Representative Agreement (JRA)	\$5,000
Two	Development Fee on State Cup Contract – Regional, Interstate and International Transfers Only	\$7,500
Three	Development Fee on Development List Contract	\$12,500
Four	Development Fee on NRL Contract	20% of playing fee to a maximum of \$50,000

Development Fee Application, Distribution & Mediation

A QRL Development Fee Administration Panel has been established to facilitate the above. The Panel is to consist of the following:

- QRL Chief Operating Officer,
- Regional General Manager and
- Major Competitions Manager.

The role of the panel is to adjudicate any disputes and to distribute Development Fees to the relevant party.

The following criteria are to be followed in order to facilitate the effective distribution of Development Fees.

1. Development Fees are to be payable upon clearance application and centrally invoiced by the QRL Financial Department upon notification.
2. Development Fees are to be distributed using the following formula:
 - a. Players' last 5 years playing history is utilized to determine distribution.
 - b. Highest level of representative honours achieved in each of those 5 years will provide a guide as to a pro rata Development Fee distribution. Examples below:
 - i. A player who is 18 is signed by a club intrastate but outside their current catchment area
 - ii. Playing history previous 2 years with ISC club – 1 year in Mal Meninga Cup and 1 year in Hastings Deering Cup = $2/5 * \$7,500 = \$3,000$
 - iii. 1 year as Divisional U16 representative = \$1,500
 - iv. 2 years with local club = \$3,000
 - c. It is envisaged that the ISC clubs will receive their allocation and then the Regional Managers will receive the balance to distribute as per their current policy/criteria.
 - d. As above, all fees to be invoiced and distributed by the central QRL Financial department.

The QRL Development Fee Administration Panel would also adjudicate any disputes between relevant parties with their decision being final and non-appealable. The following criteria may be considered in order to determine whether a Development Fee is exempt:

1. Relocation due to undertake a tertiary education. Enrolment documentation to be provided.
2. Relocation due to family move. Evidence to be produced including utility bills.
3. Relocation to undertake an apprenticeship. Induction documentation to be produced.

Summary

This policy requires the support and assistance of each of the Regional Managers and the Operations Managers under their control. Notification through SportsTG is vital to effectively administer the proposed Development Fee policy and the process also needs to be clearly defined and easy to administer in order to achieve its intended objectives.

APPENDIX 4 - SALARY CAP / CONTRACTING MODEL

Part 1 – Introduction

1. Purpose of Document

1. The purpose of this document is to provide clubs with guidelines to allow management of the QRL Open Age (Intrust Super Cup) and Under 20's (Hastings Deering Colts) Salary Cap.

2. Commencement

1. The provisions of these rules shall commence in operation from midnight on 31 October 2018. This will coincide with the commencement of the QRL 2019 financial year.

Part 2 - The Salary Cap

3. Salary Cap Values

1. The salary cap for each club will be as follows:
 - a. \$500,000 for the **2019 playing season onward**.
 - b. The salary cap will be calculated at the beginning of the season based on the contracted amount and using the number of matches detailed in section 8.

4. Minimum Salary Cap Value

1. Clubs are not expected to meet a minimum salary cap value.

5. Maximum Wages

1. Maximum Wage for an Intrust Super Cup player is \$40,000.
2. Maximum Wage for a Hastings Deering Colts U20s player is \$5,000.

6. Sustainability Grants

1. A club is not bound by the salary cap values, however if a club's salary cap value breaches the salary cap of \$500,000, the Club will not be eligible to apply for sustainability grant funding.
2. The \$500,000 salary cap will be re-calculated at the end of the season based on actual payments made to players for the purposes of assessing eligibility for the sustainability grant.
3. A sustainability fund will be established (subject to additional pathways funding from the ARLC) and will commence from the conclusion of the 2018 season. For clarity, this is from 1 November 2018 onwards.
4. The sustainability fund will be managed by the QRL with input from Club CEO's (see point 8).
5. Clubs will make application to the sustainability committee for additional direct funding of projects, facilities or people which enhance the Clubs prospects of remaining sustainable.
6. Funding will not be made available to Clubs for player payments.
7. Each application must be considered on its merit and endorsed by the Club CEO's group before it is submitted to the sustainability committee.
8. The sustainability committee will be comprised of the following positions;
 - a. QRL Intrust Super Cup Board Director
 - b. QRL Chief Financial Officer
 - c. QRL Major Competitions Manager
 - d. Any other position deemed beneficial
9. The sustainability committee will assess the merits of the application and make recommendation to the QRL board for approval.
10. Final approval for additional funding will be subject to approval from the QRL Board.

7. Foreign Currency

1. The salary cap value for contracts written in foreign currency will be converted to Australian Dollars (AUD).
2. The value will be converted using an average of the daily exchange rates published by the Reserve Bank of Australia for 3 years ending on 31 October of the season preceding the upcoming QRL season.



Part 3 – Salary Cap Components / Remuneration

8. Salary Cap Inclusions

1. The QRL salary cap is calculated as the value of all benefits provided to players, unless specifically listed under “exemptions” below (see point 9).
2. All benefits must be assigned a dollar value in a player’s QRL playing contract.
3. All remuneration stated in a player’s QRL playing contract must be stated inclusive of PAYG and superannuation.

Remuneration / Benefit Provided	Assessed Value
Sign on fee	Total sign on fee.
Match/Appearence Fees	Value based on 20 matches for the 17 highest paid players.
Win Bonuses	Value based on 15 wins for the 17 highest paid players.
Education/employment grants & payments	Total education payment/grant as stated in contract.
Housing allowance	Housing allowance as stated in contract.
Travel	Travel as stated in contract.
Relocation payments	Payment as stated in contract.
Other benefits	As stated in contract.
Bonuses	Unearned bonus (e.g. number of games played, rep bonus) that cannot be assessed prior to the season commencing will be re-assessed at seasons end and included in the current year’s salary cap to determine eligibility for sustainability funding grants.

9. Salary Cap Exemptions

Private Health Insurance	<ul style="list-style-type: none">• Private health insurance is compulsory for all QRL contracted players (that is all players contracted to play in QRL Major Competitions). It is not compulsory for Clubs to pay for medical insurance but, payment of a private health insurance policy by a club will be excluded from the capped value.
Marquee Player Exemption	<ul style="list-style-type: none">• Clubs can sign one marquee player whose total contract value is not limited to the maximum \$40,000. However, the total amount of the contract will be included in the salary cap calculation.• To qualify as a Marquee Player players must be over the age of 25 and have played 50 or more NRL and/or Super League games to be considered for exclusion.• Designation as the Marquee Player under this exemption is to be approved on application to the QRL.
Employment	The amount paid to players employed by the Club or a sponsor of the Club will be excluded where the player is paid at a commercial “arms-length” rate of pay commensurate with the duties the player is performing. Review of what constitutes an “arms-length” commercial rate will be undertaken during the Pre- and Post-Season Salary Cap Assessment.

Part 4 – Player List & Registrations

10. Players Included in Salary Cap

1. The QRL Salary Cap covers all players registered under a QRL standard player agreement.
2. Players who participate in QRL Major Competitions and are in the NRL “Top 30” or “Development List” are not included in the salary cap.
3. The number of players included under the salary is not capped. Clubs can nominate as many players as they like but Clubs exceeding the \$500k limit (as assessed at seasons end and based on actual payments) will not be eligible for sustainability grant funding.

11. Other Competitions

1. Clubs may sign a large number of players on QRL contracts to allow player movement between the Intrust Super Cup and other competitions.



2. From 2019, clubs must nominate which of their players are Intrust Super Cup players.
3. Only those players nominated by the club can be selected at Hastings Deering Colts U20s or Intrust Super Cup level.
4. Clubs can nominate as many players as they like but Clubs exceeding the \$500k limit based on actuals at the end of the season will not be eligible for sustainability grant funding.

Part 5 – Salary Cap Assessment

12. Record Keeping Obligations

1. Each club must maintain and make available for inspection a database of player contracts, contract values & payments in a format provided by the QRL.

13. Pre-Season Salary Cap Assessment

1. Prior to 1 February of the QRL playing season each club and the QRL shall agree the pre-season salary cap contract value.
2. Where applicable the “marquee player” will be nominated at this time.
3. This is reliant on clubs having contracts registered prior to this date.
4. Each club must make available their listing of players and contract values.

14. Post-Season Salary Cap Assessment

1. Prior to 31 October each year, or as soon as practicable after the end of the QRL playing season, each club and the QRL shall come together to agree the final salary cap contract value based on actual player payments for that year.
2. Each club must make available their listing of players and contract values.
3. After a review is conducted, a final salary cap value will be agreed and the Club’s ability to make application for sustainability grant funding will be determined.

2019 Contract Submission Guidelines

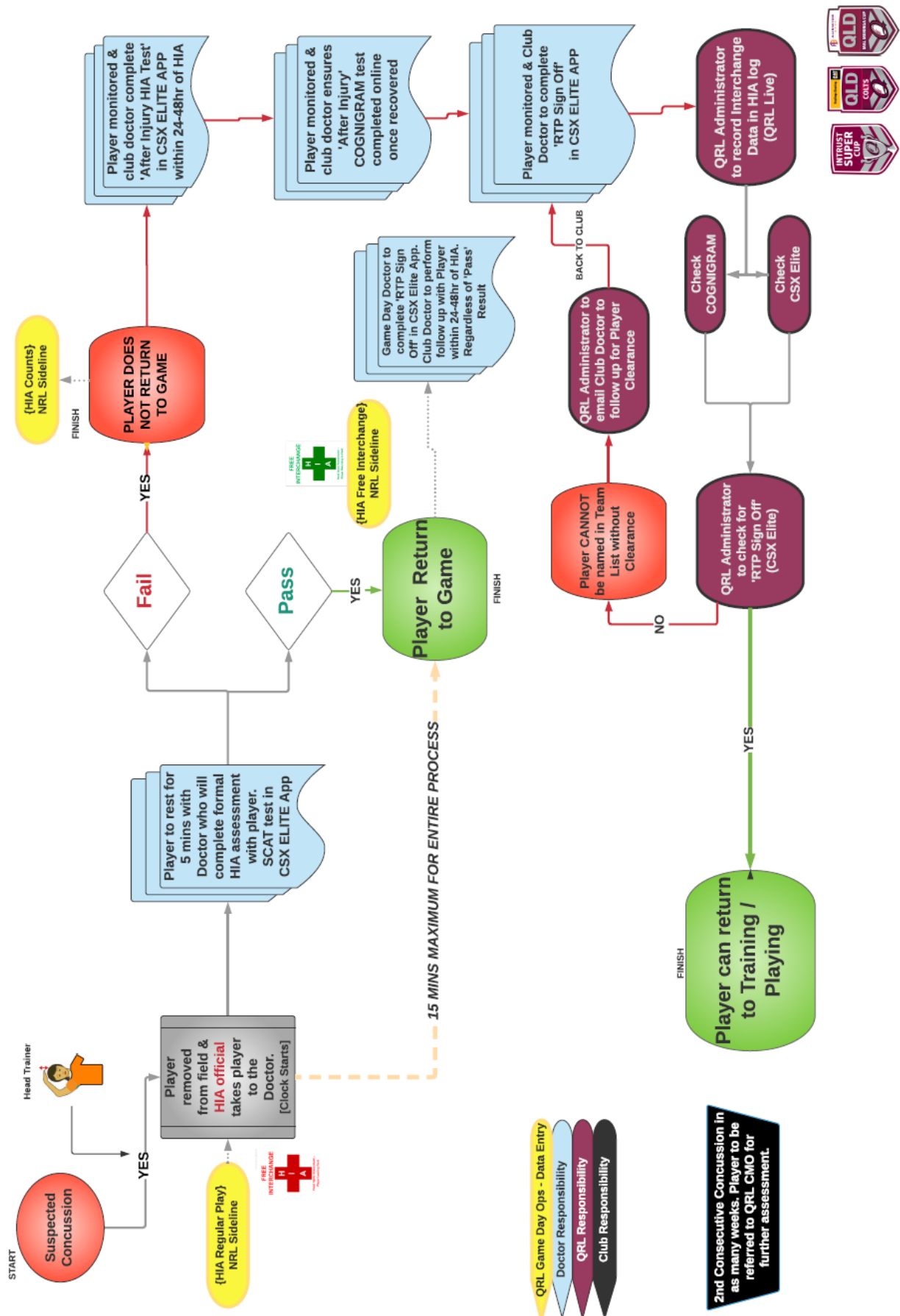
Player Agreements will need to be signed for all players over the age of 18 (Hastings Deering Colts & Intrust Super Cup) and Junior Rep Agreements (JRA) will need to be signed for all Auswide Bank Mal Meninga Cup players.

A player’s contract is only successfully lodged and registered when all of the following criteria are met:

1. He is visible and registered as an “Active” participant in your club on SportsTG (Leaguenet).
 - a. He has been added to your team list in SportsTG.
2. His contract is correct as per below:
 - a. All pages sent as a PDF
 - b. PDF contract file named “**SURNAME_Firstname_Seasons_Competition**” (eg SMITHJohn_2019-2020_ISC)
 - c. Each contract is submitted individually to contracts@qrl.com.au
 - d. The above file name is also used in the Subject line of the email
 - e. All pages initialled by player
 - f. Under 18 players have witness signatures and printed name
 - g. All “Date” sections have been filled in
 - h. All “Signature” sections have been signed by the appropriate people
 - i. Schedule 1 has been completed
 - j. Additional information must/can be added to Schedule 1 on Page 25 if space not available.
 - k. Schedule 2 has been completed in its entirety including Country & Origin eligibility
 - l. Your club receives an email confirming successful lodgement of the contract.

APPENDIX 5 - CONCUSSION MANAGEMENT POLICY AND PROCEDURE

HEAD INJURY ASSESSMENT (HIA) PROCESS



Background

All Clubs and persons bound by these Rules must comply in all respects with the provisions of the following policy statement. A breach of any of the provisions of this Policy may be enforced by the imposition of a penalty or penalties if a contravention of any of these provisions is found to have occurred.

1. What is a concussion?

A concussion is a disturbance in brain function caused by a direct or indirect force to the head. An incorrect common assumption is that an athlete must be knocked out to sustain a concussion. Concussion may be caused by either a direct blow to the head, face, neck or elsewhere on the body with an impulsive force that is transmitted to the head. Any change in mental status or function associated with head injury qualifies as a concussion. Unconsciousness is clearly an indicator of a severe concussion. Loss of memory following head trauma is also a sign of a severe concussion.

2. Recognition of a Concussion;

Symptoms of concussion may include confusion, dizziness, nausea, vomiting, headache, blurred or double vision, vacant stare, ringing in the ears, poor coordination, loss of balance, sensitivity to light, noise and flashing lights, emotional instability (anger, crying and anxiety), feeling sluggish, slurred speech and loss of memory.

3. Concussion and Return-To-Play Decisions;

Recent research on athletes has shown that even when they say they are normal after showing signs of an initial concussion, brain functions and reflexes may not return to normal for many weeks in some athletes.

Any player with a suspected concussion should immediately be removed from the field of play by the HIA process and should not be permitted to return to play the same day unless the Doctor attending to the player allows him to continue in the match.

It is recommended that the SCAT 5 tool (Sport Concussion Assessment Tool 5) be used by the ` in the clinical assessment of concussion on game day via the relevant QRL provided Concussion management system (CSX Elite).

Return to play after a concussion should only take place after a thorough evaluation process. This should confirm that the player is free of all signs and symptoms of a concussion.

The diagnosis of concussion remains a clinical decision based on a number of factors including symptoms, signs, cognitive impairment and behavioural changes.

If a player is diagnosed as having a concussion, he must not be allowed to return to play or training on that day until cleared by the Club doctor.

Guidelines

The following is to be the protocol of management of concussion in **Auswide Bank Mal Meninga Cup, Hastings Deering Colts and Intrust Super Cup**:

Step 1 Baseline Cognitive Testing

1. For each Player, establish a preseason baseline for normal psychometric state via the use of Cognigram. Each club is to appoint administrator/s to conduct the testing and notify the QRL of these administrators. On the rare occasion, that a baseline cannot be achieved, either obtain formal neuropsychometric testing or accept the “invalid” test as that Player’s baseline. Cognigram testing

should be done annually on all players registered with the club, any Player who had an invalid baseline in the previous season, and post injury until recovered, as necessary.

2. Each Player must also undertake a CSX Headguard elite cognitive baseline test in order for game day SCAT5 comparison tests to be performed.

Conduct preseason education of players, coaching and training staff to emphasise that concussion is not a trivial injury and repeat concussions can lead to long-term consequences which can be prevented if concussion is managed appropriately.

Step 2 On-field Assessment – Sports Trainers

Identifying a concussion as early as possible is paramount and Trainers should be competent in this very important aspect of their duties. The assessment by the Trainer should include the use of Maddocks Score modified questions.

Maddocks Score:

“I am going to ask you a few questions, please listen carefully and give me your best answer;

- What ground are we at today?
- Which half is it now?
- Who scored last in this game?
- What team did you play last week?
- Did your team win the last game?

Incorrect response indicates that the player should be removed from the field.

In addition, the player should be immediately removed from the field of play if any of the following signs are present after a direct or indirect blow to the head:

- a) loss of consciousness (LOC)
- b) player lying motionless on the ground or slow to get up
- c) player exhibits balance or motor coordination problems (player stumbles, has slow / laboured movements or unsteady gate)
- d) player is disoriented or confused (inability to respond appropriately to questions; not aware of plays or scores)
- e) player exhibits a loss of memory
- f) player has dazed, blank or vacant look on face
- g) player has visible facial injury in combination with any of the other signs.

WHEN IN DOUBT THE DOCTOR IS IN CHARGE.

Note: If the Player is unconscious or has neck pain, he should be immobilised and treated as a spinal injury.

Smelling salts (ammonium carbonate) or similar substances must never be used following a head injury.

Step 3 Dressing room assessment by the Game Day Doctor:

- i) The Player should be allowed to rest for 5 minutes. This is included in the total 15-minute period.
- ii) The Medical Officer ascertains any concussive symptoms, performs a cervical and neurological examination and performs an online SCAT 5 via CSX Elite.
- iii) The Game Day Doctor may add an exercise challenge.
- iv) If the clinical diagnosis of concussion is made the Player will not return the field of play on the same day.
- v) Please note: HIA's are to be conducted over a **mandatory** 15-minute period.

While the Player is being assessed for a concussion the team will have a free interchange.

If the Player is deemed to not have a concussion, he may be allowed to return to the field of play but must be regularly re-evaluated by the Head Sports Trainer.

Step 4 Post-concussion assessment to be conducted by the Club doctor:

- a) Post-Match:
 - i) Medical review regarding ongoing symptoms;
 - ii) Assign the Player to the care of a responsible adult i.e. family member, sports trainer or club official and it should be noted that the injured player should not be alone for at least the next 24hrs. If the situation arises the medical officer may need to determine if or when the player can take a scheduled flight home;
 - iii) Give the caregiver a head injury sheet (e.g. SCAT, UPMS) and advise them to monitor the Player particularly over the next four hours;
 - iv) Advise the carer of the warning signs and symptoms of deterioration;
 - v) Advise the Player to avoid alcohol and non-steroidal anti-inflammatory medication the day after injury;
 - vi) Following a concussive episode, the Player should not be allowed to drive that day.
- b) The next day and the following week:
 - vii) Evaluation is conducted by the club doctor. Analysis is performed to enquire about ongoing symptoms.
 - viii) It should be noted that return to sport is only after the 'Return to Play Sign Off' medical clearance (via QRL provided concussion management system – CSX Elite) by the club doctor after thorough assessment including SCAT and not limited by a further Cognigram test returning to baseline.
 - ix) The above 'Return to Play Sign Off' medical clearance must be downloaded as a pdf. and submitted to the QRL via concussion@qrl.com.au before the player can return to training and playing.
 - x) All players must complete an online Cognigram After Injury Cognitive test to an acceptable level before returning to training and playing.
 - xi) The evaluation to return to play may include a post injury cognitive test as well as other neurological and physical tests.
 - xii) If Cognigram cognitive tests have not returned to normal within 10 days of the incident consideration must be given to referring the patient to specialist services.
 - xiii) In the recovery period, it is important to emphasise to the player that he requires physical and cognitive rest.
 - xiv) Only the club doctor can clear a player to return to training and play after a concussion. If other medical opinions and clearances are sought the club doctor must give the final clearance.
 - xv) Numerous failed HIA's may result in the QRL CMO requesting further analysis.

APPENDIX 6 - INCIDENT REPORTING

Link to the online form which will display the following information
<https://ols.workcoverqld.com.au/ols/public/incident/registration.wc>

Incident category

- ☐ The death of a person other than by electricity
- ☐ An injury or illness requiring a person to have immediate treatment as an in-patient in a hospital
- ☐ A serious injury or illness requiring a person to have any of the following ...
 - ☐ immediate treatment for the amputation of any part of his or her body
 - ☐ immediate treatment for a serious head injury
 - ☐ immediate treatment for a serious eye injury
 - ☐ immediate treatment for a serious burn
 - ☐ immediate treatment for the separation of skin from an underlying tissue
 - ☐ immediate treatment for a spinal injury
 - ☐ immediate treatment for the loss of a bodily function
 - ☐ immediate treatment for a serious laceration
 - ☐ medical treatment within 48hrs of exposure to a substance
- ☐ An infection to which the carrying out of work was a significant contributing factor
 - ☐ An infection reliably attributable to carrying out work ...
 - ☐ with micro-organisms
 - ☐ that involved providing treatment to a person
 - ☐ that involved contact with human blood or body substances
 - ☐ that involved handling or contact with animals, animal hides, skins, wool or hair, animal carcasses or animal waste products
 - ☐ contraction of the following zoonoses in the course of work involving handling or contact with animals, animal hides, skins, wool or hair, animal carcasses or animal waste products: ...
 - ☐ Q fever
 - ☐ Anthrax
 - ☐ Leptospirosis
 - ☐ Brucellosis
 - ☐ Hendra virus
 - ☐ Avian Influenza
 - ☐ Psittacosis
- ☐ A dangerous incident that exposed a worker or any other person to a serious risk to a person's health or safety emanating from an immediate or imminent exposure to ...
 - ☐ an uncontrolled escape, spillage or leakage of a substance
 - ☐ an uncontrolled implosion, explosion or fire
 - ☐ an uncontrolled escape of gas or steam
 - ☐ an uncontrolled escape of a pressurised substance
 - ☐ an electric shock that is not a serious electrical incident or a dangerous electrical event
 - ☐ the fall or release from a height of any plant, substance or thing
 - ☐ the collapse, overturning, failure or malfunction of, or damage to, any plant that is required to be authorised for use in accordance with the regulations
 - ☐ the collapse or partial collapse of a structure
 - ☐ the collapse or failure of an excavation or of any shoring supporting an excavation
 - ☐ the inrush of water, mud or gas in workings, in an underground excavation or tunnel
 - ☐ the interruption of the main system of ventilation in an underground excavation or tunnel
- ☐ A serious electrical incident involving electrical equipment where ...
 - ☐ a person was killed by electricity
 - ☐ a person received a shock or injury from electricity, and was treated for the shock or injury by or under the supervision of a doctor
 - ☐ a person received a shock or injury from electricity at high voltage, whether or not the person was treated for the shock or injury by or under the supervision of a doctor (high voltage means a voltage above 1000 V AC or 1500 V ripple-free DC)
- ☐ A dangerous electrical event involving ...
 - ☐ the coming into existence of circumstances in which a person was not electrically safe, if the circumstances involve high voltage electrical equipment; and despite the coming into existence of the circumstances, the person does not receive a shock or injury (high voltage means a voltage above 1000 V AC or 1500 V ripple-free DC)
 - ☐ the coming into existence of both of the following circumstances (1) if a person had been at a particular place at a particular time, the person would not have been electrically safe and (2) the person would not have been electrically safe because of circumstances involving high voltage electrical equipment (high voltage means a voltage above 1000 V AC or 1500 V ripple-free DC)
 - ☐ electrical equipment and in which significant property damage was caused directly by electricity or originating from electricity
 - ☐ the performance of electrical work by a person not authorised under an electrical work licence to perform the work
 - ☐ the performance of electrical work by a person if, as a result of the performance of the work, a person or property was not electrically safe
 - ☐ the discovery by a licensed electrical worker of electrical equipment that has not been marked as required under the Electrical Safety Act 2002

If the incident does not fall within one of the above categories, you can still make a claim with WorkCover Queensland using the [online claim form](#).

APPENDIX 7 - ON-FIELD POLICY 2019

National Rugby League NRL On-Field Policy (1st December 2018)



Type of Policy	Participation
Effective Date	1 st December 2018
Last Revised	October 2018
Next Review	October 2019
Policy Owner	Australian Rugby League Commission
Policy Contact	NRL Participation & Game Development Operations Manager

A. Reason for Policy

The intent of this policy is for all Community and Performance on-field safety personnel to possess the theoretical and practical knowledge required to complete their role in the keeping of players safe in the game of Rugby League.

B. Policy Statement

This policy is designed to ensure that all Community and Performance on-field safety personnel have appropriate training to provide first aid for the matches in which they are involved.

C. Scope

This policy is applicable to all persons fulfilling any on-field safety role for Rugby League and LeagueTag matches within an affiliated club/competition.

1





D. Definitions

Accreditation	Description
Community Level	All Rugby League competitions not defined as Performance Level by relevant State Leagues
Performance Level	State level senior competitions and competitions nominated by State Leagues as Performance Level competitions
LeagueSafe Trainer	Person responsible for providing water and assisting with the interchange process during a match.
First Responder	Person responsible for administering first aid and/or offer advice to an injured or ill player during a match.
LeagueSafe Course	The minimum qualification to perform role of LeagueSafe Trainer during a match.
League First Aid	The minimum accreditation to perform role of First Responder during a match.
Level 1 Sports Trainer	The minimum accreditation to perform role of First Responder during a match for the U16's age group and above.
Level 2 Sports Trainer	The highest accreditation allowed to perform role of First Responder during a match.

E. Policy History

Revision Date	Author	Description
1 st November 2018	National Participation and Policy Committee	NRL Community & Performance On Field Policy





1.0 National Community On-Field Policy

1.1 Introduction

NRL encourages all stakeholders in the game to provide safe and enjoyable environments on match day. This policy is designed to ensure the appropriate attention to injuries and illness in Rugby League and League Tag matches is available in a timely manner by qualified personnel.

This policy sets out the on-field safety roles required for each match to proceed, the accreditation required by personnel and guidance on how the personnel can operate safely and in the best interest of the players. This policy has a specific focus on providing first aid to injured or ill players during a match.

1.2 Minimum Requirements

No match shall commence under any circumstances until the required on-field safety personnel are available. The minimum accreditation requirements for each age group are summarised below:

Age	Minimum Personnel Required	Minimum Accreditation Required
U6-7	One (1) x First Responder for up to four (4) matches being played on an International Field.	<ul style="list-style-type: none"> » League First Aid; or » NRL Level 1 Sports Trainer; or » NRL Level 2 Sports Trainer
U8-9	One (1) x First Responder for up to three (3) matches being played on an International Field.	
U10-12	One (1) x First Responder per match	
U13-15	One (1) x First Responder per team for each match.	
U16+	One (1) x First Responder per team for each match.	<ul style="list-style-type: none"> » NRL Level 1 Sports Trainer; or » NRL Level 2 Sports Trainer.





1.3 Match Day Roles

There are two clearly defined match day roles for on-field safety: LeagueSafe Trainer and First Responder. Each role has the primary objective of keeping participants safe.

1.2.1 LeagueSafe Trainer

The role of the LeagueSafe trainer during a match is to provide water to players and to assist with the interchange process as required. LeagueSafe Trainers must be at least 14 years of age and have completed the NRL LeagueSafe course.

LeagueSafe Trainers must at all times during a match:

- wear a yellow shirt, vest or jumper with the words 'LeagueSafe' clearly labelled on the back; and
- wear appropriate enclosed footwear.

Field of play access for LeagueSafe Trainers during a match varies depending upon the age group:

- U6-12s: maximum of one (1) LeagueSafe Trainer is permitted to access the field of play at the following times only:
 - after a try has been scored;
 - during a timeout called by the referee; and
 - in the event of an injury, a LeagueSafe trainer can attend to the injured player until the First Responder arrives.
- U13s and above: maximum of two (2) LeagueSafe Trainers are permitted to access the field of play at the following times only:
 - after a try has been scored;
 - during a timeout called by the referee; and
 - in the event of an injury, a LeagueSafe trainer can attend to the injured player until the First Responder arrives.
 - when their team is in possession of the football to conduct interchange and to provide water only.

LeagueSafe Trainers must access the field from an onside position and return immediately to their team's bench area as soon as possible after fulfilling their duties.

LeagueSafe Trainers acting in an official capacity are bound by the NRL's On-Field policy and Code of Conduct.





1.2.2 First Responder

The role of the First Responder during a match is to administer first aid and/or offer advice to an injured or ill player. All injuries and illness assessed by the First Responder must be recorded in accordance with the NRL injury reporting guidelines. First Responders must be at least 18 years of age and hold a current relevant NRL accreditation.

The minimum accreditation to perform role of a First Responder on match day is:

- U6-15s: League First Aid; and
- U16s and above: NRL Level 1 Sports Trainer.

First Responders must at all times during a match:

- wear the designated coloured shirt, vest or jumper with the words 'League First Aid' or 'Level 1 Sports Trainer' or 'Level 2 Sports Trainer' clearly labelled on the back; and
- wear appropriate enclosed footwear.

First Responders must at all times during a match be in a position to respond quickly and access the field of play:

- to attend an injured or ill player;
- after a try has been scored; and
- during a timeout called by the referee.

First Responders shall determine (in their absolute discretion) whether a player should continue in a match and, if so, when it is appropriate to resume playing.

First Responders acting in an official capacity are bound by the NRL's On-Field policy and Code of Conduct.

Summary of Shirt Colours for LeagueSafe Trainers and First Responders:

Accreditation	Shirt, Vest or Jumper colour designation
LeagueSafe Trainer	Yellow with 'League Safe Trainer' clearly labelled on the back
League First Aid	Green with 'League First Aid' clearly labelled on the back
Level 1 Sports Trainer	Blue with 'Level 1 Sports Trainer' clearly labelled on the back
Level 2 Sports Trainer	Orange with 'Level 2 Sports Trainer' clearly labelled on the back

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2.0 National Performance On-Field Policy

There is a need to differentiate between the "community levels" and "performance/elite levels" of Rugby League.

The current distinction between the "community level" and the "performance/elite level" on-field policies is that the NRL has determined that Paramedics, Nurses, Doctors and Physiotherapists may perform the role of Head Trainer at the "performance/elite level" provided:

- » their Paramedic/Nurse/Doctor/Physiotherapy qualifications are current, they are registered with their appropriate professional accreditation body and they have appropriate medical indemnity insurance; and
- » they undertake mandatory annual training in NRL approved Spinal Injury Management, Concussion, Advanced Resuscitation and CPR.

A Medical Practitioner (Doctor) must be in attendance at each of the "performance/elite level" matches for this policy to apply. This is in addition to any Medical Practitioner (Doctor) performing role of a Head Trainer.

All trainers at the "performance/elite level", which include Head Trainers, Assistant Medical and Water Runners, are expected to undertake annual training depending on their role, including NRL/SMA Level 1 and Level 2 Sports Trainers acting in these roles. This additional training is outlined in the table below.

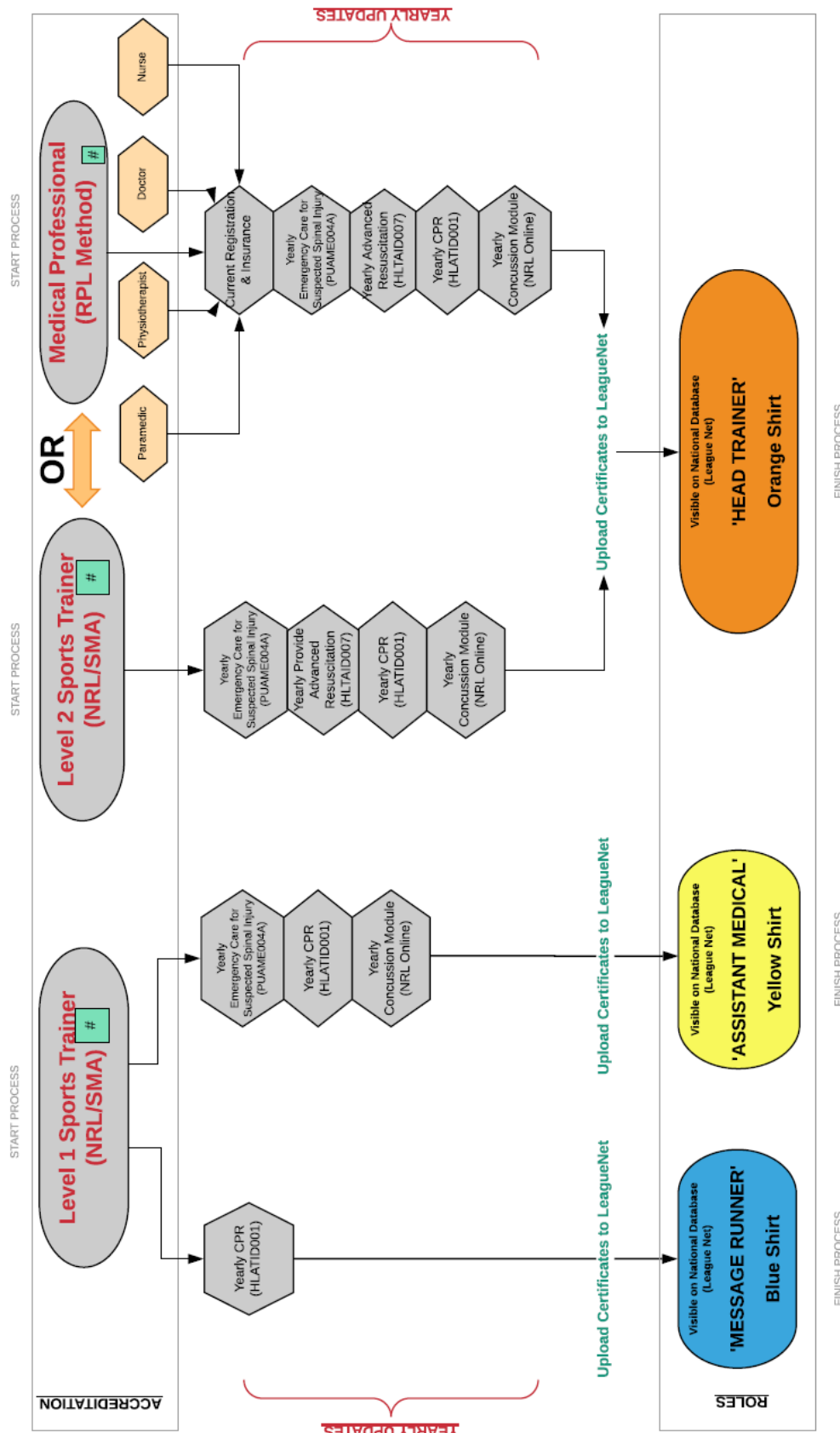
The NRL Elite Competition must adhere to the Performance On-Field Policy, however State Leagues will determine which of their elite competitions they wish to apply to the performance on-field policy to. Any competition that does not operate under the performance on-field policy must operate under the community on-field policy.





ROLE	QUALIFICATIONS REQUIRED	ANNUAL TRAINING REQUIRED
HEAD TRAINER Identified by an Orange Shirt	<ul style="list-style-type: none"> NRL Level 2 Sports Trainer or <ul style="list-style-type: none"> Physiotherapists Paramedics Doctors Nurses <p>Note: Current annual registration with respective professional bodies is required for these professions. They are also required to be currently practicing with full sports insurance coverage.</p> <p>* Clubs must ensure that all Head Trainers have appropriate Rugby League-specific skills when undertaking this role (e.g. taping, wound management etc.) as not all medical professionals are necessarily equipped for these specific on-field roles; these are currently included as part of the NRL/SMA Level 2 Sports Trainer Course.</p>	<ul style="list-style-type: none"> Provide Emergency Care for a Suspected Spinal Injury (PUAEME004A) Provide Advanced Resuscitation (HLTAID007) CPR (HLTAID001) NRL Elite Head Injury and Concussion Protocols eLearning Module (provided by the NRL)
ASSISTANT MEDICAL Identified by a Yellow Shirt	NRL level 1 Sports Trainer	<ul style="list-style-type: none"> Provide Emergency Care for a Suspected Spinal Injury (PUAEME004A) CPR (HLTAID001) NRL Elite Head Injury and Concussion Protocols eLearning Module (provided by the NRL)
MESSAGE AND WATER RUNNER Identified by a Blue Shirt	NRL Level 1 Sports Trainer	<ul style="list-style-type: none"> CPR Training (HLTAID001)





SUBMIT A REQUEST

NRL Helpdesk

SUBMIT A REQUEST



APPENDIX 8 - BEST PRACTICE POLICIES

1. QRL Ground Manager - TBA
2. QRL Interchange Official - TBA
3. QRL HIA Official - TBA
4. QRL Doctor
5. Club Time Keeper - TBA
6. Club PA - TBA
7. Club Sin Bin Operator - TBA
8. Club Game Day Operations Support - TBA

4. Club Doctor Best Practice

2019 QRL Major Competitions Team



Administration

Requirements to be completed prior / during season:

- Sign on package (Volunteer policy, payment information)
- Registered as Volunteer on National Database (LeagueNet)
- Thorough understanding of the HIA rulings outlined in the QRL Major Competitions Operations Manual (Appendix 5 – Concussion Management Policy and Procedure)
- Sign Up to NRL Learning Centre - <https://learn.playnrl.com/pages/signup.jsf>
- Complete Online Module - [Concussion Management Community & Participants](#)
- QRL Major Competitions Club Game Day Doctor Seminar – **19.01.2019**
 - CSX Elite Training – **19.01.2019**
 - Baseline, Game Day Testing & Follow Up & Player ‘Return to Play’ (RTP)
 - Registration & App Set Up (Please contact Cassie Davis to register)
 - Cognigram Training – **15.12.2019**
 - Baseline & After Injury Testing
 - Access Login & Set Up (Please contact Cassie Davis to for Access)
- QRL Game Day Support (on call game day, record weekly issues & review)
- Football Operations Report (emailed each round)
- Feedback Forum (WebEx on line)

Please note the following processes are broken down into 2 roles:

Club Game Day Doctor - Performed by Club Game Day Doctor present at game

Club Doctor - Performed by Club Doctor representative after Game Day (24-48hr follow up)

4. Club Doctor Best Practice

2019 QRL Major Competitions Team



Game Day Operations Requirements

Club Game Day Doctor

1. Game Day Equipment

Please bring/prepare the following items:

• Appropriate clothing & enclosed footwear	• Watch
• Mobile Phone (contact accessible for QRL Game Day Support, Hotspot Network & stopwatch capabilities)	• Medical Equipment
• Access to QRL Major Competitions Manual & CSx Elite (CSx can be used 'offline')	• Back pack (including Water Bottle, Sunscreen, Snacks, Umbrella, Notebook & Pen)
• Spare SCAT-5 & HIA Assessment Forms (use <u>only</u> if electronic equipment becomes unavailable)	• CSX Login Details

2. Pre-Game

Arrive at venue 30 minutes prior to first appointed match

Introduce yourself to Game Day Operations Team:

- QRL Ground Manager
- QRL Interchange Official
- QRL HIA Official
- Home & Away Sports Trainer/s
- Home & Away Team Manager/s

Venue Run-Through:

- Runsheet (Ground Manager to confirm)
- Medical Officers room
 - Table for observation, assessing or treating
 - Stretcher / Spinal board
 - Waste disposal kit
- Drug Testing room
- Ambulance access to field of play

Club Game Day Doctor preparation

15 minutes prior to kick off

- Meet with HIA Official
- Exchange contact information along with during game location points
- Review / Refresh HIA process & requirements

4. Club Doctor Best Practice

2019 QRL Major Competitions Team



- HIA Official hands over iPad which includes CSX Elite App
- Club Game Day Doctor to use phone hotspot for data access & login to CSx Elite using allocated log in details.

Check equipment:

- CSX Elite Login & set up (refer to CSX user guide)
Note: CSx Elite can be used 'Offline'. Updates will be uploaded once device has connectivity to Wifi / Data.
- Hardcopy SCAT-5 Test sheets available as back up (should connectivity with electronic devices fail)
- Hardcopy of HIA Assessment sheets available as back up (should connectivity with electronic devices fail)
- Confirm Stopwatches available
Note: HIA Official must wear one stopwatch in preparation for kick off & Ground Manager will have the second stop watch

PLEASE NOTE: THE FOLLOWING STEPS MUST BE REPEATED FOR EACH APPOINTED MATCH.

3. During-Game

During Game - Standard

- Once home & away teams enter field of play, assume agreed during game location point
- Communication from Orange Shirt Sports Trainers will indicate on-field any HIA
Regular play interchanges:
 - via a hand signal (patting head in an up and down motion).
 - the red interchange card 'HIA – Player leaving the field' is shown by the Interchange Official

Note/s:

- Orange Shirt Sports Trainer will exit field of play with HIA Player
- While Player is being assessed for a concussion the team will have a 'Free Interchange' under the HIA process
- HIA Official to retrieve HIA Player immediately from the Orange Shirt Sports Trainer, along with a Team Rep and connect them with the Club Game Day Doctor.
 - HIA Official to begin **Stopwatch** (advise Team Rep start time, along with 10 minute interval as notification, as some clubs like to run their own stopwatch)
 - Allow the player 5 mins to rest before test begins (this is included in the 15 minute HIA period)

4. Club Doctor Best Practice

2019 QRL Major Competitions Team



- Club Game Day Doctor to open CSX Elite App, load player profile and begin SCAT test with player.
 - Club Game Day Doctor to complete SCAT test (test cannot be completed in under 10mins)
 - Club Game Day Doctor to advise HIA Official confirmation of concussion diagnosis.

Reminder: HIA official will not stop the Stopwatch until the HIA Player has returned to field of play via the interchange process

Note/s:

- HIA Official / Interchange Official will not accept the word of a clearance from anyone other than the Club Game Day Doctor
- Club Game Day Doctor to administer HIA Player diagnosis via the RTP Sign Off in CSX Elite App

Concussion Diagnosis

Concussion **NOT** Diagnosed – Player **CLEARED to return** to game IF:-

- Time is still less than >15minutes – **The Interchange does not count**
- Time is more than <15mins – **The Interchange counts**
- Player has passed assessment on CSX Elite App
- Club Game Day Doctor has completing the 'RTP Sign Off' process in CSX Elite App
- Club Game Day Doctor has confirmed the concussion clearance diagnosis with HIA Official & Team Staff

Concussion **IS** Diagnosed – Player **NOT CLEARED to return** to game IF:-

- Player has not passed assessment on CSX Elite App
- Club Game Day Doctor has not completed the 'RTP Sign Off' process in CSX App
- Club Game Day Doctor has confirmed the concussion diagnosis with HIA Official & Team Staff

Note: The Interchange counts

Reminder – Verbal clearance must be advised by Club Game Day Doctor **ONLY*

During Game – Variable

- If Technical issues arise with the Ipad or CSX Elite App during a match:-

4. Club Doctor Best Practice

2019 QRL Major Competitions Team



- Club Game Day Doctor to inform and advise of all Ipad, Technical or Application issues with Ground Manager to add to the 'Game Day Operations Team' report.
- Recommendation – Disconnect from Wifi / Data connectivity, and run the CSx Elite app 'Offline'. All data will save automatically, and uploaded to the system once the device is reconnected back into Wifi / Data.
- In extreme circumstances Only - It is the responsibility of the Club Game Day Doctor to complete HIA testing via hardcopy documents (SCAT 5 and HIA Assessment forms), and then must be entered into CSX Elite App as soon as practical.
- If a 2nd HIA Player presents while Doctor is assessing HIA Player #1. HIA Player #2 is to stay with HIA Official and monitored by Orange Shirt Sports Trainer, until Club Game Day Doctor has finalised assessment with HIA Player #1.
 - Club Game Day Doctor can request HIA Player #2 to be allocated an extra 5 minutes prior to Stopwatch starting, by confirming with the HIA Official
- Halftime HIA process
 - In the event that a HIA takes place in the **15 to 5-minute** period prior to half time, the HIA period will be deemed to have been completed at the end of the half time period. The team must indicate to the HIA or Interchange Official immediately at the completion of half time whether the player is to return to the field of play.

***Example 1** Intrust Super Cup - if a Player goes off for HIA between the 25th & 35th minute of the first half, and the Player is cleared of concussion by the Club Game Day Doctor that Player must return to field at the beginning of the second half (team run on 40:00).*

***Example 2** Hastings Deering Cup & Auswide Bank Mal Meninga Cup - if a Player goes off for HIA between the 20th to 30th minute of the first half and the Player is cleared of concussion by the Club Game Day Doctor that Player must return to field at the beginning of the second half (team run on 35:00).*
 - In the event that a HIA takes place in the **5-minute** period prior to half time, the HIA period will be determined by the Club Game Day Doctor and the HIA Official. The player must return to the field before the 5th minute of the second half or it will be counted as an interchange.

4. Club Doctor Best Practice

2019 QRL Major Competitions Team

***Example 1** Intrust Super Cup - if a Player goes off for HIA between the 35th & 40th minute of the first half, and the Player is cleared of concussion by the Club Game Day Doctor, that Player must return to field prior to the 5th minute of the second half (45:00).*

***Example 2** Hastings Deering Cup & Auswide Bank Mal Meninga Cup - if a Player goes off for HIA between the 30th & 35th minute of the first half, and the Player is cleared of concussion by the Club Game Day Doctor, that Player must return to field prior to the 5th minute of the second half (40:00).*

- Fulltime HIA process
 - In the event that a HIA takes place within the **15-minute** period prior to **full time**, the HIA process will be undertaken as per standard practice (5 minute rest period + 10 minute assessment with Club Game Day Doctor). However, this means the HIA result will not be recorded in the NRL Sideline App due to the match concluding. The result will be recorded in the CSX Elite App and noted in the QRL Game Day Operations Team Report.

3. End of Game

Prior to leaving Venue

Communication

- Club Game Day Doctor to open CSX Elite App, confirm player testing/s & RTP Sign Off's completed
 - Club Game Day Doctor to finalise any RTP Sign Off's that were unable to be completed during game within 30 minutes after the last game of the day
- Ensure non-cleared players and their families have been given the correct after care directions & are aware of the 24-48 hour follow up testing & cognitive requirements that will follow with Club Doctor, prior to being cleared to return to training or games.
- If applicable, communicate with QRL Ground Manager to report:-
 - process discrepancies
 - HIA diagnosis that occurred after fulltime

4. Club Doctor Best Practice

2019 QRL Major Competitions Team



Venue Pack Down

- Ipad shutdown
 - Important to Log out of CSX Elite App
 - Confirm with HIA Official all reports in CSX Elite App are completed and return iPad

Post Game Day Operation Requirements

Club Doctor

4. Post-Game Follow Up

Wellbeing & Return to Play

24-48hr Follow up process (via CSX Elite App) with ALL players that were removed from weekend games for HIA's.

- Players who failed HIA on game day – RTP Process
 1. Perform cognitive testing via Cognigram to assist with establishing a clear diagnosis of concussion, prior to completing the 'RTP Sign off' in CSX Elite App
 2. If Player is still suffering from concussion, do NOT complete the RTP Sign Off in CSX Elite App and advise Player & Team Staff that player is unable to return to training, Club Doctor to continue to monitor Player until clearance achieved
 3. If Player is now cleared from concussion, ensure the RTP Sign Off in CSX Elite App has been completed
- Players who passed HIA on game day
- Perform follow up via the CSX Elite App, to ensure they have not suffered delayed concussion.

Any questions or concerns please contact the Competitions Support Coordinator.

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