



2017

CLUB
HANDBOOK



OTAGO
HOCKEY

The General Manager publishes this Competition Handbook and the rules and regulations contained within it under the authority of By-law 3(c) of the By-laws of Otago Hockey Association (1990) Inc.

This Handbook aims to be a guide for Club Players and Officials, however it is not a comprehensive list of all rules and regulations. This Handbook should be read in combination with the Rules and By-laws of Otago Hockey Association (1990) Inc, the Otago Hockey Association Code of Conduct 2015 and the FIH Rules of Hockey 2015.

Please read this Handbook fully, as it has changed substantially from previous versions

By taking the field in any Otago Hockey Association (1990) Inc Club Competition match, players, whether registered or not, agree to be bound by these rules and regulations.

Failure to comply with these rules and regulations may lead to your Club being penalised, as authorised by By-law 7(a) of the By-laws of Otago Hockey Association (1990) Inc.

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A. Competitions 2017

1) Season Dates and Calendar

- Team entries close at Wednesday 15th March 2017.
- The club competition will begin on the weekend of the 25th March 2017
- The club competition will be 16 rounds long, plus Finals Week.
- The club competition will end with Finals on the weekends of the 12th and 19th of August 2017 (provisional on no weekend being lost due to cancellation).

A full season calendar can be downloaded from the OHA website (www.oha.org.nz)

2) Competition Management

The Club Competition will be managed by the Competitions Officer, who will manage all registrations, transfers and draws for the Competition, and Match Committee, which shall be a democratic body to make decisions regarding the Competition delegated to them by the By-laws and this Handbook.

The Competitions Officer shall chair Match Committee. If the Competitions Officer is unavailable, the General Manager shall have his or her duties and powers.

Every club must nominate one delegate to serve on Match Committee at the time of team entries. These nominations shall then be approved or declined by the Appointments Committee.

A member of Match Committee shall not take part in any decision regarding their Club.

Any club who fail to provide a Match Committee representative will be ineligible to have a voice or a vote at Club Delegates and Club Debrief.

The Judicial Committee will adjudicate on any cases of player punishments and will consist of two OHA board members, the umpire's chairperson and an independent member. Any member reaching 12 penalty points will be required to have a hearing with the Judicial Committee.

3) Club Delegates and Season Debrief Meetings

Club Delegates Meetings will be held several times throughout the year to allow feedback on the Club Competition.

Meetings are scheduled for:

- Monday 13th March 2017 at 6pm
- Wednesday 31st May 2017 at 6pm (optional to be confirmed)
- Wednesday 9th August 2017 at 6pm – Finals Day Rundown

It is strongly advised that each Club have a delegate attend the meetings as minutes may not be available and situations may arise in which suggestions and recommendations are put to a vote. Also participation will count towards the Club of the Year Award (see below)

The Club Competition Season Debrief will be held at the conclusion of Club Competition – Wednesday 16th August 2017 at 6pm. This is assuming a snow week is not required.

There will also be a umpire/club meeting at the start of the season

4) Club of the Year

This year we are introducing an award for club of the year which has nothing to do with performance on the field but everything to do with performance off it. There is a points system (below) in which clubs (not rep and invitational teams) can gain and lose points depending on their performance in areas such as administration, finance, development, structure and management. The time frame to collect points will be from the first day of the season to finals week.

Prizes:

The prize for best club will be announced at our end of year prize-giving ceremony and will include a perpetual trophy, a bar tab and most coveted of all, 1st choice of training times for the following year!

Points System:

Governance/OHA	
Meeting attendance as required by OHA	+ 1 per meeting attended -1 per meeting missed
Punctual Payments	+1 per on time payment 0 points 2 week amnesty -1 point every week after amnesty
Yearly plan	+2
Succession plan	+2
Late player Registration	-1 per player (after 2 weeks)
Increasing Membership	+1/10 new members
Coaching	
Number of coaches	+5 100% teams have a coach +3 60% teams have a coach 0 <60% have a coach
Qualified Coaches	+5 100% coaches qualified +3 60% coaches qualified 0 <60% coaches qualified
Coaching Courses	+2 per coach completing course
Game Day Management	
Club duties	+1 per duty -1 per missed duty
Defaulting	-2 per game

5) The Draw

A **confirmed** club draw will be created in advance and issued to clubs via **email** to club contacts by 5:00pm Monday for the coming weekend. The draws will also be available on the **OHA website** at www.oha.org.nz and published in **Thursday's Otago Daily Times** the week of the competition.

We ask you to consider the online draw as the definitively correct version as the Otago Daily Times has had misprints in the past.

Teams to play each other in the Round One draw of the 2017 Club Competition will be selected at random

OHA reserves the right to make changes to any published draw if necessary.

6) TOAST Cup

TOAST cup is scheduled for the 18-19th March and will be strictly for club teams and will not feature any rep teams. The format of TOAST cup will depend on the number of teams entered and team entries close on the 11th March 2017.

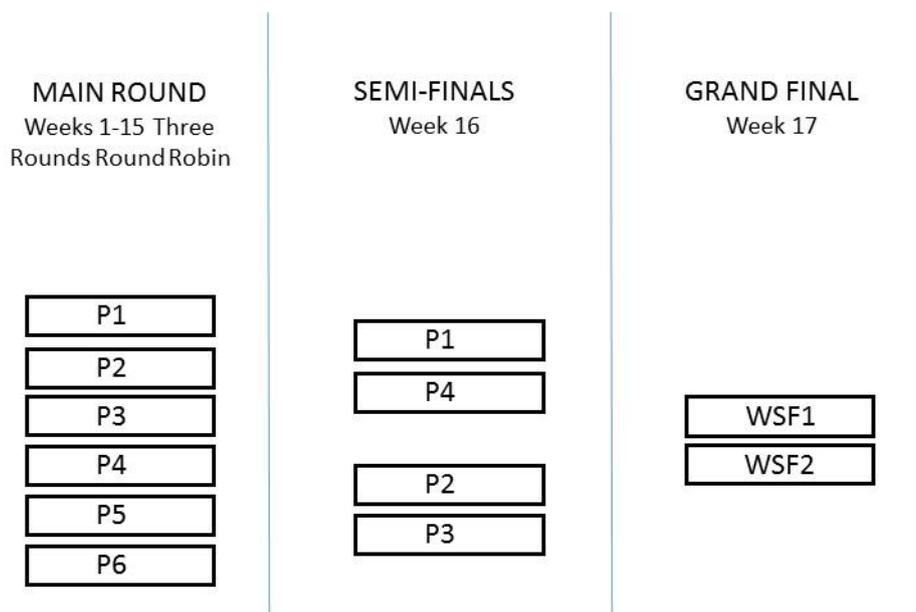
Players do not need to be properly registered or transferred to play in TOAST Cup and goals scored do not count towards trophies. However, penalty points accrued during TOAST Cup are counted towards the remainder of the season and match suspensions may not be served during a TOAST Cup match.

7) Club Competition Format 2017 - **NEW**

General League structure 2017

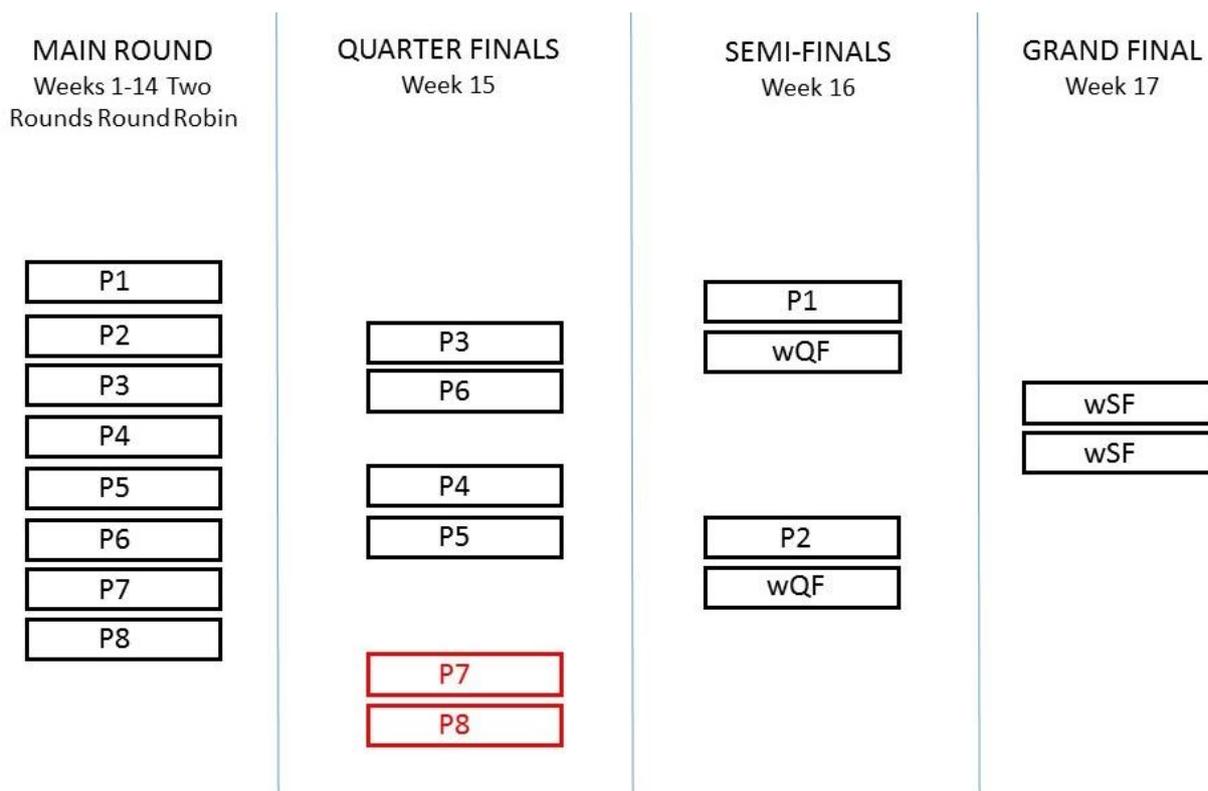
6-team league

The competition format for a division with six teams will consist of three rounds of round robin play (15 matches) followed by semi-finals (1st vs 4th and 2nd vs 3rd) and a final. The final will be between the winners of the semi-final matches. The highest ranked semi-final loser (from the round robin phase) is awarded 3rd place in the competition and the lowest ranked loser is awarded 4th. The teams placed in 5th and 6th from the round robin stage will be subject to the relegation/promotion regulations if applicable.



8-team league

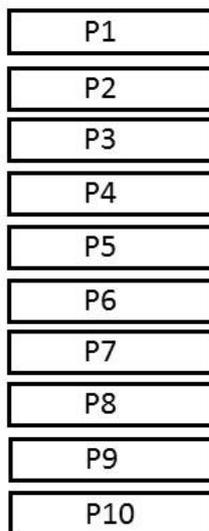
The club competition for a division with eight teams will consist of two rounds of round robin play (14 matches). The top 6 teams from the round robin phase will progress to the finals phase while the bottom two teams (P7 and P8) will play-off for positions will play-off for 7th and 8th places and will be subject to the relegation/promotion system if applicable. The finals phase will see the top 2 teams from the round robin phase (P1 and P2) proceed directly into the semi-finals. Teams placed 3rd to 6th (P3-P6) will play-off in the quarter finals (3rd vs 6th and 4th vs 5th) the winners of which will proceed to the semi-finals while the losers will play-off for 5th and 6th position. In the semi-finals P1 will play the lowest rank QF winner while P2 will play the higher ranked QF winner with the winners of those semi-final matches proceeding to the final. The highest ranked semi-final loser (from the round robin phase) is awarded 3rd place in the competition and the lowest ranked loser is awarded 4th.



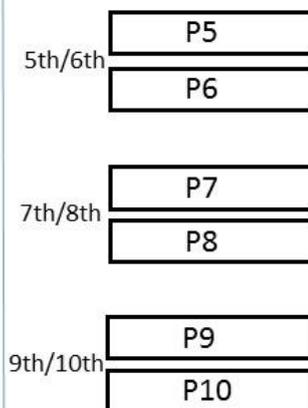
10-team league

The competition format for a division with six teams will consist of 15 weeks of round robin play (15 matches). This will consist of 9 weeks of a complete round robin phase and 6 weeks of round robin play with the selection opposing teams chosen by a random draw made at the start of the year. This will be followed by semi-finals (1st vs 4th and 2nd vs 3rd) and a final. The final will be between the winners of the semi-final matches. The highest ranked semi-final loser (from the round robin phase) is awarded 3rd place in the competition and the lowest ranked loser is awarded 4th. To place teams ranked 5-10, teams placed 5th and 6th will play a single play-off match with the winner placed 5th, 7th and 8th will play-off with the winner placing 7th and those placed 9th and 10th will play-off with the winner placing 9th. The teams finishing 9th and 10th will be subject to the relegation/promotion regulations if applicable.

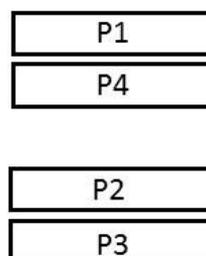
MAIN ROUND
Weeks 1-15 1 Full and
1 Partial Rounds
Round Robin



PLACEMENT FINALS
Week 16



SEMI-FINALS
Week 16



GRAND FINAL
Week 17



The Club Competition will consist of three divisions of both genders and the competitions will follow the appropriate structure outlined above:

- **Premier Division** (Men's 6 teams and Women's 8 teams)
- **Division 2** (Men's 8 teams and Women's 10 teams)
- **Division** (Men's 6 teams and Women's 6 teams)

Points Competition Trophies

Additional **Points Trophies** will still be won by the teams that earn the most points in round robin phase on completion of the final round robin match. All points gained up to the time outlined above count toward this trophy.

Challenge Shield

Teams in Premier Division will compete for a Men's and Women's Challenge Shield throughout regular Club Competition play. Please refer to Appendix 5.

Rules

All Divisions of the Club Competition will be played under the FIH Rules of Hockey 2017. All players and officials should familiarise themselves with the rules.

8) Competition Fixtures

All club competition matches will be allocated a 90-minute time slot. These slots include time for two 35 minute halves, a 5 minute half time, 5 minutes injury time and 10 minutes between matches to allow watering of turf and warm up.

The umpires and their watches control match times - the scoreboard is an indication only and not the official time. Teams must be on the field and ready to start at the time specified on the Match Card. Any warm-up time on the turf will be reliant on the previous matches starting and finishing on time. It is for this reason that all teams and umpires must make an effort to keep matches on time.

An extra 5-10 minutes will be allowed for **Premier 1 Division** matches to allow for Penalty Shoot-outs for deciding draws if required, which may affect the start time subsequent matches.

i) Club Competition Days:

Saturday: Division 2 Women
 Division 2 Men
 Premier Women
 Premier Men

Sunday: Division 3 Men
 Division 3 Women

ii) Match Times:

Saturday		Sunday	
Pavilion	Far	Pavilion	Far
9.15am	9.00am		
10.45am	10.30am		
12.15pm	12.00pm	12.15pm	12.00pm
1.45pm	1.30pm	1.45pm	1.30pm
3.15pm	3.00pm	3.15pm	3.00pm
4.45pm	4.30pm	4.45pm	4.30pm
6.15pm	6.00pm		6.00pm (if required)

			6.15pm (if required)	
		7.00pm (if required)		
7.15pm (if required)				

Note: This table is a guide only. Matches will be allocated to time slots at the discretion of the Competitions Officer. Match times may change from time to time due to changes in division entries or other hockey commitments of the Association.

Matches affected by bad weather shall be dealt with under the OHA Bad Weather Policy.

9) Promotion and Relegation - **NEW**

In order to clarify relegation and promotion issues a new system will be instigated. In this system only the teams finishing 1st and 2nd (final winner and loser) in the second division and the team finishing 2nd last and last in the first division are considered for promotion/relegation. In this system the team finishing last in the first division/prem is considered to be in the 'automatic relegation' place and the team finishing 2nd last in the 'conditional relegation' place. Similarly, the team finishing 1st in Div 2 will be in the 'automatic promotion' place and team finishing 2nd in Div 2 will be in the 'conditional promotion' place. This means that if the team finishing first in Division 2 wishes to be promoted to the Premier Division they will automatically take the place of the last place team and the teams in the conditional promotion/relegation spots will play off during the finals for the right to be in the premier division. However, if the team in the automatic promotion spot does NOT wish to be promoted, the team in the conditional promotion spot will play off against the last placed team in the Premier division for promotion and the team finishing 2nd last will remain in the premier division. If neither team wishes promotion then both relegation candidates remain in the Premier division.

Decisions on promotion/relegation will be made and communicated to the OHA by finals day. Play-off matches, should they be required will take place in the week following finals day.

NOTE:

Invitational teams (in 2017 – Southland Men's and Women's) will NOT be eligible for promotion and/or relegation. In the event of an invitational team finishing in one of the automatic or conditional promotion or relegation positions that position becomes null and void. Practically this means if, for example, Southland finish last in the Premier division and occupy the automatic relegation position, this position becomes null and void and there will be no automatic promotion. In this case, only the 1st placed team in D2 will play-off against the 2nd last placed team for the single remaining relegation/promotion spot. (As an addendum in this case if the 1st placed D2 team does not wish to contest the promotion play-off against the 2nd last placed team in Prem, the 2nd placed team and only the 2nd placed D2 team may). In the case of the rep/invitational team finishing 2nd last in Prem (conditional relegation place) that place is considered null and only one relegation position is available and will follow the rules above. Similarly, if the rep/invitational team finishes 2nd in D2 (conditional promotion place) this place is considered void and cannot be taken by another team.

Representative teams such as Southern U18 are not eligible for automatic promotion but may take part in the promotion/relegation playoffs. For example if the invitational team finishes first in D2 they will not be automatically promoted but will compete against the lowest placed Prem team in a playoff. (The 2nd placed team in D2 will still play-off against the 2nd lowest ranked team in prem.) The results

of these playoffs will not be confirmed until a review of the performance and future status of rep teams is assessed and any future participation and grading of these teams will be at the discretion of the competitions officer. If a rep/invitational team is removed from a grade the issue of their replacement will again be at the discretion of the competitions officer.

10) Win/Loss format

All matches in Premier 1 Division must have a result. Matches ending in a draw shall be decided by a three-person shoot-out.

Round robin matches ending in a draw in all other divisions shall stay as a draw.

Quarter-finals and semi-finals in all divisions shall be decided with a three-person penalty shoot-out if the score is drawn at fulltime.

If the score is drawn at fulltime in a final, the following regulations shall apply:

- Division 3:** A five-person Penalty Shoot-out shall decide the winner.
- Division 2:** A five-person Penalty Shoot-out shall decide the winner.
- Premier 2:** A five-person Penalty Shoot-out shall decide the winner.
- Premier 1:** Five minutes of golden-goal overtime, with teams reduced to 9-a-side, no goalkeeper;
Five minutes of golden-goal overtime, with teams reduced to 7-a-side, no goalkeeper;
If still no result, a five-person Penalty Shoot-out shall decide the winner.

Competition points shall be awarded as follows:

Premier 1 Division

Outright win	4 points
Win of penalty shoot-out	2 points
Loss of penalty shoot-out	1 point
Outright Loss	0 points
Default	- refer to section R.

All other Divisions

Win	3 points
Draw	1 point
Loss	0 points
Default	0 points

The shoot-out regulations can be found in Appendix 4 of this Handbook.

B. Players and Teams

11) Team Entries

OHA will use the SportsTG database (previously known as IMG EventDesq system) for Clubs to register teams for the 2017 season. Clubs will be required to enter team names, which division they

are entered in, a contact person, the details of the Club's Executive and a Match Committee nominee. All teams must be graded as "A", "B", "C" etc.

Teams entering the Club Competition agree to pay the fees and levies set out in Appendix 1.

12) Player Registrations

All Club players shall be registered via the SportsTG system.

All players **MUST** be registered via the SportsTG system before taking the field in a Club Competition Match. There is a computer available for this purpose in the Pavilion. It is a short, simple process, and there is no excuse for not following it.

If a Club, without reasonable excuse, fields a player who has not registered via the SportsTG system, the Competitions Officer *may* fine that Club up to \$50.00 per offending player and/or deem the offending team to have defaulted the match 5-0.

A Club becomes liable to pay OHA the Hockey NZ Affiliation Fee when a player has taken the field 3 times for that Club.

13) Player Transfers

A player shall not play for more than one Club at one time. Players may play in both a school and a club competition.

A player who has previously been registered to a hockey club ("the Old Club"), and wishes to register with a "New Club", must be transferred from the Old Club to the New Club, in the following format, before taking the field for the New Club:

- Between two Otago Clubs, the transfer is via the SportsTG System
- Between clubs in different Associations, the transfer is via the SportsTG System

When a player has already played for the Old Club in the current season, the player may not take the field in a match for a period of 14 days *from the date the transfer request is lodged*.

A Club is entitled to refuse a request only if a player is unfinancial with them. Old Clubs should not unreasonably delay responding to a transfer request; they should either approve it or inform the New Club that the player is unfinancial, so that the Unfinancial Player process can take effect.

If a Club, without reasonable excuse, fields a player who has not properly transferred via the SportsTG system, the Competitions Officer *may* fine that Club up to \$50.00 per offending player and/or deem the offending team to have defaulted the match 5-0.

14) Unfinancial Player Process

A club, school or Association declares a player unfinancial if they have failed to pay fees/return equipment or have caused damage to equipment. Players cannot take part in any hockey activity (including playing, umpiring or coaching) in New Zealand until the unfinancial status is withdrawn. It should be respected as one of the only effective ways of ensuring players pay their debts.

Please strictly follow the unfinancial Player Process found in **By-laws 9(f) – 9(j)**, beginning with informing the General Manager. OHA will not intervene in a dispute, but will attempt to assist those involved come to an amicable solution.

If a Club, knowingly and without reasonable excuse, fields a player who has been declared unfinancial by any other organisation, the Competitions Officer *may* fine that Club up to \$50.00 per offending player and/or deem the offending team to have defaulted the match 5-0.

15) Team Members

When a player registers through the SportsTG System, a Club Official needs to assign the player to a team.

If the Club fails to assign the player to a team, the Competitions Officer will assign the player to the team they first played for in the current season (unless otherwise advised by the Club).

Each team in the Club Competition must have a minimum of 13 players assigned to it.

Each team in the Club Competition may have a maximum of 18 players assigned to it. The lowest graded team of each gender in each club has no maximum number of players.

If a Club, without reasonable excuse, causes less than 13 or more than 18 players to be assigned to a team, the Competitions Officer *may* fine that Club up to \$100.00 per match the team takes part in with too many or too few players, and/or deem the offending team to have defaulted each of those matches 5-0.

Only 16 players may take the field for a team in any match. If a team contains 18 players, all 18 will be on the scorecard and the two non-playing players must be crossed out. No player may be added to the scorecard after the match has begun.

If an umpire finds that a team has fielded more than 16 players in a match, the Competitions Officer **shall** deem the offending team to have defaulted the match 5-0 and *may also* fine that Club up to \$100.00.

All teams must have a nominated captain as part of the playing team designated by an armband at every match. Umpires must police and enforce this regulation. It is also strongly suggested that all teams (especially premier division) have a non-playing manager to deal with in-game administration etc. It is envisioned that it will be compulsory for at least all premier teams to have a non-playing manager by the 2019 season.

16) Player Grading, Regrading & Deregistrations

When a Club Official assigns a player to a team, that player is deemed to be graded to that team.

E.g. Jenny is assigned to the Leith Valley Llamas, Leith Valley's B Women's team in the Division 3 Women's competition. Jenny is a 'B' graded player for Leith Valley.

A Club Official may regrade a player UP a team at any time by a note in writing to the Competitions Officer, providing that the regrade does not cause either team to have too many or too few players assigned to it.

E.g. Jenny's club regrades her to the A Women's team in the Division 2 Competition because they need an extra striker. Jenny is now an 'A' graded player for Leith Valley.

A Club Official may only regrade a player DOWN a team with written permission from Competitions Officer/Match Committee, providing that the regrade is for a valid reason and does not cause either team to have too many or too few players assigned to it.

E.g. Leith Valley requests that Match Committee regrade Jenny to the B Women's team in Division 3, as Jenny now works on Saturdays.

A Club Official may only deregister a player from a club entirely with written permission from Competitions Officer. The player must have a season-ending injury, be moving away, have failed to pay Club fees, or have some other change of circumstances meaning the player can or should no longer take part in hockey in Otago.

E.g. Leith Valley requests that Match Committee deregister Jenny from the Leith Llamas, as she is moving to Auckland for a new job.

17) Floating Players

Floating players (referred to as "floaters") are players who 'float up' from their regular team to fill a gap in a higher graded team when required.

A player may now play for a higher graded team as many times as they wish without being regraded to that team *provided that* the team captain writes the player's name on the card with an "(F)" next to it, to show that the player is floating up.

Each team may only use floaters a set number of times, related to how many players are assigned to their team.

Teams with up to 17 players	-	may use floaters 30 times
18 players	-	may NOT use floaters
19 or more players	-	(lowest teams only, no need for floaters)

Each time a lower graded player takes the field for a higher team, without having requested a regrade UP, it counts as one use of a floater for the higher graded team.

Team management need to keep track of how many floaters they have used. Clubs shall not be entitled to ask for the Competition Manager's calculations at short notice.

The Competitions Officer shall also note the number of floaters each team has used. A team **shall** be deemed to have defaulted any match in which they use floaters more times than they are entitled to, and the Competitions Officer *may* fine the Club up to \$100.00.

E.g. The Leith Valley Llamas are a 'B' team with 16 assigned players. They use players from their 'C' and 'D' teams throughout the season to make up numbers. After Week 14 of the competition they have used floaters 28 times. In Week 15 they use 3 'C' team players in their team. This means that the Leith Valley Llamas have used floaters 31 times, putting them over their limit of 30 floating games. The Leith Valley Llamas default Week 15's match.

When a Club regrades a player into a team, that team is then only entitled to use floaters the number of times that the *new number* of players entitles them. If the team has already used floaters more times than this, the regrade cannot be allowed.

E.g. The Leith Valley 'A' Men's team has 17 players.. Merv wants to be regraded UP from the Leith Valley 'B' team. The 'A' team would now NOT be entitled to use floating players because The Leith Valley 'A' Men's team now has 18 players.

Honest mistakes, by not writing an extra player's name on the Match Card or not placing an “(F)” next to their name *may* be dealt with by the Competitions Officer as a Match Card Infringement, however, if the Competitions Officer believes that by their conduct the Club has attempted to deliberately mislead OHA, the Competitions Officer *may* fine the Club up to \$100.00.

A player may not play for a lower graded team without a regrade or in accordance with the Goalkeeper Rule below.

If a Club fields a player for a **lower** graded team without a regrade, the Competitions Officer **shall** deem the offending team to have defaulted the match 5-0 and *may* fine that Club up to \$50.00 per offending player.

18) Goalkeeper Rule

A player who usually plays as a specialist goalkeeper may play in a lower graded team in their Club as a field player, as if they were a separate person. A player who usually plays as a field player may play in a lower graded team as a goalkeeper, as if they were a separate person.

The Club must make it clear to the Competitions Officer that this is what is happening. The player is counted as a member of both teams for the purposes of team numbers.

This rule does not prevent a usual field player from playing as a goalkeeper for his or her own team occasionally when necessary.

Use of this rule is a privilege, not a right, and if the Competitions Officer suspects this rule is being abused, he or she may disallow the player from continuing to play in the lower graded team.

19) Eligibility for Finals

Failure of a Club to pay any fees, levies, penalties or fines by the due date may lead to the General Manager declaring that the Club's teams are ineligible for finals.

A player is only eligible to play for a team in a Club Competition final if that player has taken the field for that specific team at least 5 times before in the Club Competition. Applications to Match Committee to waive this regulation will only be granted in extraordinary circumstances.

C. Match Day Regulations

20) Uniforms

All clubs are required to submit uniforms to the Competitions Officer for approval. This should be done BEFORE Clubs order a new uniform. Taking the field in an unapproved uniform may cause the Competitions Officer to deem a match to be defaulted 5-0 and/or fine a Club up to \$100.00.

All players in a team are required to wear a clearly numbered uniform (including socks) of the same colour. A player in a different colour shall not take the field without the opposition captain and both umpires' approval.

A player without a number (other than goalkeepers) may not take the field. If necessary, players should tape a number on their back. Goals scored by an unnumbered player still count, but should not be awarded to any specific player. Umpires must require an unnumbered player to leave the field to be numbered as soon as they notice they are on the field.

Failure of teams to have clearly numbered uniforms of the same colour may be noted by the umpires on the Match Card. Repeated failures may cause the Competitions Officer to fine a Club up to \$50.00 per infringing player.

All captains are required to wear a captain's band on their arm or sock. This should be passed to a different player any time the captain leaves the field.

21) Match Balls – NEW

All teams must provide the OHA with a Kookaburra Elite match ball before the start of the season. From these balls the OHA will supply match balls to the umpire before the start of every match. The Competitions Officer may fine any club up to \$50 per match for failure to provide OHA with a match ball.

22) Match Cards, Results and Protests

OHA will prepare Match Cards with the match details and player names and shirt numbers printed. On occasion OHA may be unable to prepare Match Cards or may make a mistake.

Before the match team captains or management should check that:

- All players are in correct coloured and numbered uniforms.
- That the players' names and numbers are recorded correctly on the Match Card.
- That no more than 16 players are on the Match Card (and extra players are crossed off).
- The match card at start of the game is *final* and NO further additions are permitted.

It is **always** the responsibility of the team captain to ensure all details on the Match Card are correct before signing it at the end of the match. A signed Match Card constitutes the correct and final score and an acceptance of the accuracy of all details on the Match Card.

After the match team captains should always check that:

- Goals are allocated to the correct players.
- Personal penalty cards/points are allocated to the correct players.
- The final score is recorded correctly.

Failing to ensure team details are correct may lead to Clubs being **fined** up to \$50.00 per infringement by the Competitions Officer.

If a captain disagrees with the details on a Match Card, the captain should write "UNDER PROTEST" in the area for signature, initial it, then complete the **Protests** procedures found in the **Code of Conduct** (which requires written notice of the Protest to the Competitions Officer within 24 hours).

The umpires should ensure both team captains have a chance to review and sign the Match Card, and must return the Match Card to the Turf Bar. Once the Match Card has been returned to the turf bar, it shall be placed in a locked box and cannot be retrieved or viewed by any persons other than OHA staff.

Results sheets for each division will be available from the OHA website. If you consider any results to be incorrect please notify the Competitions Officer by email so we can review the Match Card.

23) Club Umpiring Duties

All clubs with Premier Division teams are required to fulfil their share of umpiring duties. These duties will be noted on the draw when it is confirmed and released, giving teams plenty of time to make arrangements. Club duties are primarily on Sundays, however some clubs may be required to supply umpires for other competitions from time to time.

Clubs failing to fulfil umpiring duties shall:

- i)** Have 2 competition points deducted from the team appointed to the umpiring duty, and
- ii)** Be fined \$25.00 per umpire for the first failure and
- iii)** Be fined \$100.00 for each subsequent failure.

24) Conduct of players, bench and supporters

Participants, officials AND spectators are bound by the OHA Code of Conduct and shall, at all times, conduct themselves fairly and in a proper manner, including maintaining a high standard of personal conduct, so as not to prejudice the interests of hockey or bring themselves, the game of hockey, or Association, into disrepute. For more detailed description of what this entails please refer to the OHA Code of Conduct Section 5 – Standards of Conduct. Any breaches by players, officials and/or supporters will be dealt with by the Competitions Officer and/or Judicial Committee who may, fine the club in question up to \$100.00, require a written apology, and/or deduct up to 3 competition points from the team

25) Umpire Abuse

Only one player per team may approach umpires before, during and after matches. Punishments for breaking this rule are at the discretion of the umpire. Abuse of our volunteer umpires is unacceptable. Umpires awarding a card for abusive conduct or dissent, or whom experiences abusive conduct or dissent upon awarding a card for another offence may indicate on the Match Card that abuse occurred or communicate it to the General Manager.

A player or team cited for abuse may be called to appear in front of the General Manager to explain him or herself.

Failure to correct their conduct may lead to further consequences including referring a player to the Judicial Committee, or in the case of a team, the General Manager may fine a Club up to \$100.00, require a written apology, and/or deduct up to 3 competition points from the team.

26) Deferrals

The Competitions Officer will consider deferrals applications through a transparent process. Any team applying for a deferral must have a **minimum of 6** of its registered players unavailable due to other hockey commitments or extraordinary circumstances.

A club wishing to defer a match must apply by email to the Competitions Officer (competitions@oha.org.nz) as early as possible, but no later than **14 days prior** to the proposed original match date.

If successful, the teams shall be presented with three alternative match dates and time where possible. The teams shall rank these in their order of preference and then the Competitions Officer will notify both teams of the new match date and time.

Communication between parties is encouraged.

27) Defaults

Teams must advise the Competitions Officer by email **at least 48 hours prior** to the match's advertised start time of both their intention to default, and their reasons for the default. Teams failing to do so will be fined the sum of \$100.00. A defaulting team shall be deemed to have lost the match by 5-0.

Defaults are unacceptable in Premier Division matches. A Premier team that defaults will lose the ability to accumulate points in that division for the remainder of the season.

Any team forfeiting two matches in succession, or three during a season, will be deemed to have withdrawn from the competition.

Teams that do not take the field, or cannot field **at least 7 registered players within 10 minutes** of the advertised start time, without reasonable explanation acceptable to Match Committee will be considered to have defaulted the match. This late default will be subject to the above stated late default penalties.

28) First Aid and Injury Policy

All teams competing must make themselves aware of the first aid policies of the OHA and sign the appropriate disclaimer.

All major incidents **must** be reported to an OHA representative immediately, or if none are on-site or contactable, in writing as soon as possible. Incident report forms are available from OHA offices.

On-field management of injuries, including time stoppages, is at the umpires discretion in accordance with the rules.

Head injuries and concussion are to be dealt with according to the ACC guidelines for concussion handbook and on a 'better safe than sorry' policy. Following a head injury, the player will be stood down until they can present a medical clearance certificate to the OHA.

All teams competing in any tournament must carry a basic first aid kit for every match. Basic first aid supplies will be available in the 'blood bucket' at the side of the pitch but this is as a back-up NOT the primary source of first aid supplies. It is strongly suggested that all teams make themselves familiar with the location and the correct usage procedures for the defibrillator located downstairs in the OHA offices.

29) Disciplinary actions

All players must abide by the Code of Conduct at all times. Any on-field punishments are at the discretion of the umpires and subsequent disciplinary will be dealt with on a cumulative points based on the awarding of coloured cards or, for more serious issues, a case-by-case basis. Depending on the card, and the number of points accumulated, an automatic penalty may be imposed, or a further penalty or suspension may result depending on the decision of the Judicial Committee. The issuing of a card carries points, which can be awarded by umpires to any Participant associated with the team during a match (which is defined as the period 30 minutes prior to the start of a match until 30 minutes after the match has ended). If an umpire does not have access to the appropriate coloured card, then verbally stating the nature of the card will equally suffice as a valid mode of delivery of the card.

Each card will carry penalty points as follows:

Green	1 Point
Yellow	3 to 6 Points as determined by the umpires at the end of the match or in consultation with the Competitions Officer or Judiciary.
Red	12 points and automatic suspension until a Judicial Committee Hearing is convened

Participants accumulating 12 points (through receiving green and/or yellow cards) during the tournament will automatically be suspended for one match. Further action may be taken at the discretion of the Tournament Director or Judicial Committee. Following the suspension, six points will remain credited to the Participant, and shall remain on the record of the Participant for the remainder of the tournament.

Where a red card has been awarded to a Participant, the offender is required to attend a hearing with the Judicial Committee. The Tournament Director or Judicial Committee may impose whatever penalty or suspension they consider appropriate, in addition to the automatic suspension. Following the suspension, a minimum of six points will remain credited to the Participant, and shall remain on the record of the Participant, for the duration of 12 months. If the Participant had accumulated more than six points before the issuing of the red card, then this balance of points will remain on record.

In the case of a card being awarded to the wrong player, or any other situation where the Judicial Committee concludes that a gross error or an injustice has occurred, the Judicial Committee may in its discretion, retract the card and make the appropriate adjustments to the documentation and accumulated points total.

Appendix 1

Fees and Levies

Registration Fees (Subscription):

The team entry fee is **\$ 950.00 incl GST per team** plus an additional **\$55.00 incl GST per player** Hockey New Zealand Affiliation fee. An affiliated player is one who has played **three matches** in one season for a club.

The team entry fee will be invoiced to clubs once team entries have been confirmed.

The **initial** HNZ Affiliation fee invoice for **14 players per team** will be sent to Clubs at the beginning of the season. Once final playing numbers are confirmed, **teams will be invoiced for extra players above the initial 14.**

Match Fees:

This fee will be \$ 99.75 per team per match for the 2017 season. This can be broken down as 14 players @ \$ 7.13 per player.

The payments of the match fees are required as per schedule below. A 10% penalty will be incurred if not paid by due dates.

Match Fees Payment Schedule: - individual invoices will be sent to clubs.

Due 30 th April	20%
Due 31 st May	20%
Due 30 th June	20%
Due 31 st July	20%
Due 31 st August	Final 20% plus or minus adjustments.

Turf Replacement Levy:

This levy will be invoiced out at **\$10.00 incl. GST per player** registered to all affiliated clubs with the registration fee. This will be payable only for players who have played in excess of 3 matches that season. The **initial** fee invoice for **14 players per team** will be sent to Clubs at the beginning of the season. Once final playing numbers are confirmed, **teams will be invoiced for extra players above the initial 14.**

Upon payment, OHA will separate out the levy from the other fees and hold it in a separate bank account with the sole purpose of replacing and upgrading facilities at the McMillan Hockey Centre.

Southern Levy:

This levy will be invoiced out at **\$6.50 incl. GST per player** registered to all affiliated clubs with the registration fee. This will be payable only for player who have played in excess of 3 matches that season. The **initial** fee invoice for **14 players per team** will be sent to Clubs at the beginning of the season. Once final playing numbers are confirmed, **teams will be invoiced for extra players above the initial 14.**

Upon payment, OHA will separate out the levy from the other fees and transfer the money to Southern Hockey Inc with the sole purpose funding Regional Hockey programs.

Failure to pay

Failure of a Club to pay any fees, levies, penalties or fines by the due date may lead to the General Manager 'Financially Suspending' the Club, in accordance with the By-laws. The consequences of Financial Suspension can include: being ineligible to accumulate competition points, being ineligible for finals, being withdrawn from the competition, and/or being ineligible to vote or speak at any meeting. In addition to this, individual players from that club may be made unfinancial and ineligible to play hockey within New Zealand.

2017 Turf Hire Charges:

	Full Turf	Half Turf
Weekdays 7:00am to 5:00pm	\$93.00	\$58.00

Weekends 7:00am to 5:00pm	\$118.00	\$73.00
Nights 5:00pm to 10:00pm	\$133.00	\$83.00

All prices include GST

Effective: 1st January 2017 - 31st December 2017

Charges for turf hire (e.g. practices) will be invoiced to clubs monthly with payment due 20th of the month following invoice date.

The training schedule will be released in February 2017. Training time allocations are done on a rotational basis and the Competitions Officer will allocate turf time with reference to previous year's allocations.

All clubs are issued with their own unique login for the turf booking system and are expected to manage their own turf booking after the initial allocation. Clubs must inform the OHA (Competitions Officer) by email of any further training hours so as to allow allocation of an OHA representative to lock/unlock the facility.

Clubs must cancel any unwanted turf bookings at least 24 hours in advance, or they may be liable for the full cost of turf hire.

Please note, as per our Dunedin City Council Resource Consent, turf lights will be switched off at 10pm. It is the teams responsibility to vacate the turf promptly at this time.

Appendix 2

Ranking Teams with Equal Points

If at the end of a round robin two or more teams have an equal number of points for any place these teams will be ranked according to the following criteria:

- a) Their respective number of matches won outright at the end of regulation time
- b) Their respective number of matches won by penalty shoot-out
- c) Respective goal difference (which means 'goals for' less 'goals against')
- d) Number of goals for
- e) If there is still equality between the remaining teams then a 5-player penalty shoot-out competition will take place to determine final rankings.

Appendix 3

Penalty Shoot-out Competition Procedure

For Premier 1 Division round robin matches, quarter-finals and semi-finals, each team takes three shoot-outs. For Finals, and determining placing under Appendix 3, each team takes five shoot-outs.

- a) Respective team captains nominate three players to take and one player to defend the shoot-outs from those on the Match Card except as excluded below. A player nominated to defend the shoot-outs can also be nominated to take a shoot-out. No substitutions/replacements are permitted during the shoot-out competition, other than as specified below.
- b) A player who is still suspended by the Competitions Officer at the time the shoot-out competition takes place or has been excluded permanently (red card) during the match that leads to the shoot-out competition cannot take part in that shoot-out competition. A player who has been warned (green card) or temporarily suspended (yellow card) may take part in the shoot-out competition even if the period of their suspension has not been completed at the end of the match.
- c) The umpires will specify in advance the goal to be used.
- d) The Competitions Officer will specify in advance of any possible shoot-out competition the method of timing shoot-outs taking account of the facilities available and the need to control time accurately.
- e) A coin is tossed; the team that wins the toss has the choice to take or defend the first shoot-out.
- f) All players on the Match Card other than any player who has been excluded permanently (red card) during the match which leads to the shoot-out competition are permitted to enter the field of play outside the 23m area used for the shoot-out but must be at least 10 metres from the spot where the ball is placed at the start of the shoot-out.
- g) The goalkeeper/defending player of the team taking a shoot-out may be on the back-line outside the circle.
- h) A player taking or defending a shoot-out may enter the 23m area for that purpose.
- i) If a player taking a shoot-out is also defending the shoot-outs taken by opponents, (s)he is allowed reasonable time to take off his/her protective equipment to take his/her shoot-out and subsequently to put his/her protective equipment on again.
- j) Three players from each team take a shoot-out alternately against the goalkeeper/defending player of the other team making a total of 6 shoot-outs.
- k) Taking a shoot-out:
 - i) the goalkeeper/defending player starts on or behind the goal-line between the goal posts;
 - ii) the ball is placed on the nearest 23m line opposite the centre of the goal;
 - iii) an attacker stands outside the 23m area near the ball;
 - iv) the umpire blows the whistle to signal the start of the shoot-out; the attacker and the goalkeeper/defending player may then move in any direction;

- v) the shoot-out is completed when:
 - (1) 8 seconds has elapsed since the starting signal;
 - (2) a goal is scored;
 - (3) the attacker commits an offence;
 - (4) the goalkeeper/defending player commits an unintentional offence inside or outside the circle in which case the shoot-out is re-taken by the same player against the same goalkeeper/defending player;
 - (5) the goalkeeper/defending player commits an intentional offence inside or outside the circle, in which case a penalty stroke is awarded and taken;
 - (6) the ball goes out of play over the back-line or side-line; this includes the goalkeeper/defending player intentionally playing the ball over the back-line.

- l) If a penalty stroke is awarded as specified above, it is taken by the two players involved in the shootout concerned unless either of them is incapacitated or suspended.

- m) The team scoring the most goals is the winner and the competition ceases once an outright winner is determined.

- n) A player may be suspended by a yellow or red card but not by a green card during the shoot-out competition.

- o) If during a shoot-out competition (including during any penalty stroke which is awarded) a player (either an attacker or a goalkeeper/defending player) is suspended:
 - i) that player takes no further part in that shoot-out competition and, unless a goalkeeper/defending player, cannot be replaced;
 - ii) the replacement for a suspended goalkeeper/defending player can only come from the three players of that team nominated to take part in the shoot-out competition:
 - (1) the replacement goalkeeper/defending player is allowed reasonable time to put on protective equipment similar to that which the goalkeeper/defending player (s)he is replacing was wearing;
 - (2) for taking his/her own shoot-out, this player is allowed reasonable time to take off his/her protective equipment to take his/her shoot-out and subsequently to put it on again;
 - iii) any shoot-out (or penalty stroke) due to be taken by a suspended player counts as no goal; the shoot-outs taken by this player and scored before being suspended count as a goal.

- p) If during a shoot-out competition, a defending goalkeeper/defending player is incapacitated;
 - i) that goalkeeper/defending player may be replaced by another player from among the players listed on the Match Card for that particular match, except as excluded in clause (b) of this Appendix or unless suspended by an umpire during the shoot-out competition;
 - ii) the replacement goalkeeper;
 - (1) is allowed reasonable time to put on protective equipment similar to that which the incapacitated goalkeeper / defending player was wearing;
 - (2) if this replacement is also nominated to take a shoot-out, this player is allowed reasonable time to take off his protective equipment to take his shoot-out and subsequently to put it on again.

- q) If during a shoot-out competition, an attacker is incapacitated, another player from among the players listed on the Match Card for that particular match may replace that attacker, except as excluded above in clause (b) or unless suspended by an umpire during the shoot-out competition.

- r) If an equal number of goals are scored after each team has taken three shoot-outs;
 - i) a second series of three sudden death shoot-outs is taken with the same players, subject to the conditions specified in this Appendix;
 - ii) the sequence in which the attackers take the shoot-outs need not be the same as in the first series;
 - iii) the team whose player took the first penalty shoot-out in a series defends the first penalty shoot-out of the next series;
 - iv) when one team has scored or been awarded one more goal than the opposing team after each team has taken the same number of shoot-outs, not necessarily being all three shoot-outs, that team is the winner.

- s) If an equal number of goals are scored or awarded after a second series of three shoot-outs, additional series of shoot-outs are taken with the same players subject to the conditions specified in this Appendix:
 - i) the sequence in which the attackers take the shoot-outs need not be the same in any subsequent series;
 - ii) the team which starts each shoot-out series alternates for each series.

Appendix 4

Rules for the Challenge Shield

The Challenge Shield competition was established by OHA in 2013 to encourage competition and add excitement to the regular Club Competition. The Men's and Women's shields are competed for on alternate weeks during the competition. A Challenge Shield match will be noted on the draw.

1) The Challenge Shield may only be won by a challenger from its defender:

- a) By a Club entered in the OHA Club Competition;
- b) In a match scheduled for the Pavilion Turf of the McMillan Hockey Centre;
- c) In a match of the regular Club season in the usual allocated time-slot;
 - i) This does not include quarter-finals, semi-finals or finals;
 - ii) This does not include matches deferred by Match Committee or bad weather;
- d) By an **Outright Win** in regular time;
 - i) This does not include wins in extra time or penalty shoot-out.

2) The Challenge Shield shall:

- a) Be presented to the winning team at the completion of the match;
- b) Remain at the McMillan Hockey Centre at all times;
- c) Be presented to the current holders at Club Competition Prize Giving.

3) In the case of the team holding the Shield:

- a) Being withdrawn from the competition or not re-entering the competition;
- b) Removing the Shield from the McMillan Hockey Centre;
- c) Acting in a disreputable manner not deserving of the Shield at any time;

Any other situation not covered by these rules, the Competitions Officer has full discretion to decide who holds the Shield or put it up for challenge in any match.