

2019



# CLUB COMPETITION HANDBOOK

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 2019.

**Please read this Handbook fully, there are changes from year to year.**

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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EDITORS

OHA

Otago Hockey Association

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# ADMINISTRATION SECTION

# General Information

## Contacts

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Otago Hockey Association (OHA)

Postal address

Physical Location

Otago Hockey

McMillan Hockey Turf

P.O. Box

65 Harbour Terrace

Dunedin

North Dunedin

Phone- 03 474 9201

Email- [competitions@oha.org.nz](mailto:competitions@oha.org.nz)

Web- [www.oha.org.nz](http://www.oha.org.nz)

## Staff:

General Manager- Andy McLean

Pathways Manager- Hymie Gill

Administration Manager- Carolyn Parker

Competitions Manager- Bonnie Gradwell

Development Officer- Julia Boothroyd

## Board of Trustees

President- John Daniel

Secretary- Carolyn Parker

Treasurer- Anika Brown

Andrew Booth

Shirley Gillett

Warren Leonard

Kate Wilson

## Club Team Contacts:

### **Albany Hockey Club**

Secretary - Joshua Smith

E: [albanyhockey@gmail.com](mailto:albanyhockey@gmail.com)

### **City Highlanders Hockey Club**

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### **KETOB Evergreens Women**

Secretary: Michelle McConnell

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Contact: Jens Moller

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### **Kings United**

Secretary: Karyn Becconsall

Brittany Calder 0220445481

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### **Momona**

President: April Beck

Secretary: Jessica Ford

E: [momonahockeyclub@gmail.com](mailto:momonahockeyclub@gmail.com)

### **Otago University**

President: Lachlan Caudwell

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### **Taieri**

Secretary: Matthew West

E: [taierihockeyclub@gmail.com](mailto:taierihockeyclub@gmail.com)

### **West Taieri Ladies**

Secretary: Kerry Lockhart

E: [westtaieriladies@gmail.com](mailto:westtaieriladies@gmail.com)

## Season Dates and Calendar

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Otago Hockey Open day	Saturday 23 <sup>rd</sup> February 2019
Club Trials	Trial 1      2 <sup>nd</sup> /3 <sup>rd</sup> March 2019
	Trial 2      9 <sup>th</sup> /10 <sup>th</sup> March 2019
	Trial 3      16 <sup>th</sup> /17 <sup>th</sup> March 2019
Club team entries due:	19 <sup>th</sup> March 2019
Player registrations due	27 <sup>th</sup> March 2019
TOAST Cup	22 <sup>nd</sup> /23 <sup>rd</sup> /24 <sup>th</sup> March 2019
TOAST Entries due	10 <sup>th</sup> March 2019
OHA AGM	27 <sup>th</sup> March 2019 at 7pm
Club Delegates meetings	18 <sup>th</sup> February 2019 at 6pm

Competition will run for 16 weeks plus a finals weekend as follows:

Week 1	30 <sup>th</sup> /31 <sup>st</sup> March	Week 9	8 <sup>th</sup> /9 <sup>th</sup> June
Week 2	6 <sup>th</sup> /7 <sup>th</sup> April	Week 10	15 <sup>th</sup> /16 <sup>th</sup> June
Week 3	13 <sup>th</sup> /14 <sup>th</sup> April	Semester 1 Ends	
U21's/ Semester 1 break		Week 11	6 <sup>th</sup> /7 <sup>th</sup> July
Week 4	27 <sup>th</sup> /28 <sup>th</sup> April	Week 12	13 <sup>th</sup> /14 <sup>th</sup> July
Week 5	4 <sup>th</sup> /5 <sup>th</sup> May	Week 13	20 <sup>th</sup> /21 <sup>st</sup> July
Week 6	11 <sup>th</sup> /12 <sup>th</sup> May	Week 14	27 <sup>th</sup> /28 <sup>th</sup> July
Week 7	18 <sup>th</sup> /19 <sup>th</sup> May	Week 15	3 <sup>rd</sup> /4 <sup>th</sup> August
Week 8	25 <sup>th</sup> /26 <sup>th</sup> May	Week 16-	Semi finals
Queen's Birthday (No Hockey)			10 <sup>th</sup> /11 <sup>th</sup> August
		FINALS	17 <sup>th</sup> /18 <sup>th</sup> August
OHA Prizegiving		TBC	

The calendar of upcoming dates can be found on the OHA website ([www.oha.org.nz](http://www.oha.org.nz))



## Venues

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Most games will be played at the Alexander McMillan Turf in Dunedin except for a fortnightly game for the Premier Men's division which will be played at the Gore Multisport Complex located in Robertson St, Gore.

## Competition Management

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The Club Competition will be managed by the OHA and where necessary, in consultation with a Match Committee (comprising of club delegates). The OHA and Match Committee will make decisions regarding the Competition delegated to them to the By- laws and this Handbook.

The OHA shall chair the Match Committee.

Every club must nominate one club delegate to serve on the Match Committee at the time of team entries.

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

Any club who fails to provide a Match Committee representative will be ineligible to have a voice or a vote at the Club Delegate meetings.

A Judicial committee consisting of 2 OHA board members, the umpires chair and an independent member will adjudicate on any cases of player punishments. Any player reaching 12 points will be required to have a hearing with the judicial committee.

## Club Delegates

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Each club must submit up to 2x club delegates (1 of whom will be part of the Match Committee as above) who will represent and vote on behalf of their club at meetings.

The OHA will NOT accept any complaints from individual members, all complaints must come through the appointed club delegates.

Club Delegate Meetings

Meetings are scheduled for:

Monday 18<sup>th</sup> Feb 2018 at 6pm

Monday 20<sup>th</sup> Mar 2018 at 6pm

Please note:

Club delegates must attend the meetings as minutes may not be available and situations may arise in which suggestions and recommendations are put to a vote.

The Club Competition Season Debrief will be held at the conclusion of Club Competition –  
Wednesday 28<sup>th</sup> August 2018 at 6pm.

## Club Open Day

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This will be held on the 23<sup>rd</sup> of February 2019 and is an opportunity for clubs to recruit and register players for the new season. OHA will run a hockey 5's competition which will be promoted via our website and other social media avenues.

## Toast Cup

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This will be held on Otago Anniversary weekend which is the 22<sup>nd</sup>, 23<sup>rd</sup>, and 24<sup>th</sup> of March 2019.

Friendly, pre- season weekend, open to all club teams and master's teams, the format will be determined by the number of entries consisting of 11 aside club teams and 7 aside master's teams.

Entries close: 10<sup>th</sup> March 2019

Cost: \$100 per team

## Challenge Shield

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Teams in Premier Division will compete for a Men's and Women's Challenge Shield throughout regular Club Competition play. Please refer to Appendix 1 for rules.

## Club Competition Days

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Saturday:

Division 2 Women

Division 2 Men

Premier Women

Premier Men

Sunday:

Division 3 Men

Division 3 Women

SATURDAY		SUNDAY	
PAVILION	FAR	PAVILION	FAR
8.45am	9.00am		
10.15am	10.30am		
11.45am	12.00pm	12.00pm	12.15pm
1.15pm	1.30pm	1.30pm	1.45pm
2.45pm	3.00pm	3.00pm	3.15pm
4.15pm	4.30pm	4.30pm	
5.45pm	6.00pm		
7.15pm			
Premier Hockey	Division 2	Division 3	

\*NOTE: This table is a guide only. Matches will be allocated to time slots at the discretion of the OHA. Match times may change from time to time due to changes in division entries or other hockey commitments of the Association. The 7.15pm timeslot will only be used every fortnight.

## Draws and Results

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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](http://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 2019 Club Competition will be selected at random

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

## Requests to re- schedule

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Official representative hockey fixtures will be approved by Otago Hockey Association at the start of each of the 2019 representative programmes.

With so little extra turf time available games are very difficult to reschedule, and requests may not necessarily be granted.

## Deferrals

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The OHA will consider deferral applications through a transparent process. Any team applying for a deferral must have a minimum of 5 of its registered players (not coaches or managers) unavailable due to other hockey commitments or extraordinary circumstances.

A club wishing to defer a match must apply by email using the Match Reschedule Request Form (Appendix 3) to the OHA (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. The teams shall rank these in their order of preference and then the OHA will notify both teams of the new match date and time.

Communication between parties is encouraged.

## Cancellations

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The OHA rarely cancels games; however, this may occur due to equipment failure, weather conditions or other unforeseen circumstances.

Cancellations due to equipment failure may include the failure of lights, watering equipment, playing surface or goal defects that may cause health and safety issues for players

Cancellations due to weather conditions may include flooding, ice, hail or severe windchill.

The Umpires will make the final decision, after consultation with the affected team captains, if the decision to cancel was not made earlier in the day by OHA. This decision is to be made no earlier than 15 minutes before the game and is on a game by game basis.

In the event of a game cancellation, Otago Hockey will reschedule the matches where practical. Where this is not practical (i.e. time restraints due to lack of turf time, semi-finals or similar) then the cancelled match will be deemed a draw (2-2).

If the game is a semi-final and is cancelled and rescheduling of the match is not possible, the 'winner' of the game shall be the higher placed team from the round robin competition.

If the cancelled game is a final, then this game will be played the following weekend (the 24<sup>th</sup> /25<sup>th</sup> August for which teams must be prepared to play).

Where practicable, cancellations will be advised to team contacts and the club delegate as provided on the Team Registration Form and on our website and Facebook page.

If a team chooses not to play when conditions have been deemed suitable for play, the other team will be declared the winner by default and normal default rules apply.

## Club Competition and NZ Hockey Affiliation Fees

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**Registration Fees:** The team entry fee is \$ 950.00 including GST per team.

A NZ Affiliation fee of \$57.89 including GST is charged to players who play three or more matches in one season for a club.

The registration fee will be invoiced to clubs once team entries have been confirmed. The initial HNZ Affiliation fee invoice will be for 14 players per team and 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 \$101.25 per team per match for the 2019 season. This can be broken down as 14 players @ \$7.23 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<sup>th</sup> April 20%

Due 31<sup>st</sup> May 20%

Due 30<sup>th</sup> June 20%

Due 31<sup>st</sup> July 20%

Due 31<sup>st</sup> August Final 20% plus or minus adjustments.

**Turf Replacement Levy:** This levy is \$10.00 including GST and is charged to players who play three or more matches in one season for a club.

This levy will be invoiced alongside the registration fee at the beginning of the season for 14 players at a total of \$140 per team with final numbers. 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.

**Community Hockey Levy:** This levy is \$6.00 incl. GST per player and is charged to players who play three or more matches in one season for a club.

This levy will be invoiced alongside the registration fee at the beginning of the season for 14 players at a total of \$84 per team with final numbers. Once final playing numbers are confirmed, teams will be invoiced for extra players above the initial 14.

**Community Hockey levy will be used to assist in the development of players, coaches and umpires through the programmes administered by the OHA. This levy replaces the Southern Levy and acknowledges the change in structure which now sees increased human resource cost for these programmes sitting with Otago Hockey.**

**2019 Turf Hire Charges:**

	<b>Water Turf Full Turf</b>	<b>Water Turf Half Turf</b>
<b>Weekday Training only 7:00am- 3:00pm</b>	\$70.00	\$35.00
<b>Weekdays 7:00am to 5:00pm</b>	\$97.00	\$62.00
<b>Weekends 7:00am to 5:00pm</b>	\$122.00	\$77.00
<b>Nights 5:00pm to 10:00pm</b>	\$137.00	\$87.00

**Effective 1<sup>st</sup> of January 2019- 31<sup>st</sup> December 2019**

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 March 2019. The OHA will allocate turf time with reference to previous year's allocations. All booking requests should be made to [competitions@oha.org.nz](mailto:competitions@oha.org.nz)

Clubs must cancel any unwanted turf bookings at least 48 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 team's responsibility to vacate the turf promptly at this time.

## Failure to pay

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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.

## Registrations

### Team Entries

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The OHA will use the Sports TG database for clubs to register teams for the 2019 season.

Teams must be entered by 5.00pm on Tuesday the 19th of March 2019.

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 club delegate nominee. All teams must be graded as "A", "B", "C" etc as determined by the results of the previous season.

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

Teams entering the Club Competition, agree to pay the fees and levies set out.

The OHA may refuse to accept or may place on a waiting list any team entries that arrive after the due date.

### Player Registrations

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All Club players MUST be registered via the SportsTG system by 6.00pm Thursday the 28<sup>th</sup> of March.

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

When a player registers through the SportsTG system, a Club Official needs to assign the player to one team. If the Club fails to assign the player to a team, the OHA will assign the player to the team they first played for (unless otherwise advised by the Club).

Additional registrations (one off) may be entered; by emailing the competitions manager and advising of the new player and their details. They must be completed prior to the player taking the field of play. These players then need to be entered online.

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

## Player transfers

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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, and wishes to register with a “New club”, must be transferred from the original club to the New club, in the following format before taking the field for the New club:

Between two Otago clubs or two clubs in different associations, the transfer is via the SportsTG system

When a player is transferring clubs within 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.

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 OHA may fine that Club up to \$50.00 per offending player and/or deem the offending team to have defaulted the match 5-0.

## Player regrading and de-registrations

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

A Club delegate may request to regrade a player at any time by writing to the OHA, providing that the regrade does not cause either team to have too many or too few players assigned to it.

Regrades down will be approved by the Competitions Manager under valid circumstances only.

A Club delegate may deregister a player from a club entirely with written permission from the Competitions Manager. 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.



## Goalkeeper Rule

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A goalkeeper may be registered in a lower graded team as a field player or a field player may be registered in a lower graded team as a goalkeeper and may NOT play in the field at any time.

Club delegates must inform the OHA if this 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 when necessary.

The OHA has the right to disallow a player from continuing to play in the lower graded team if there is suspected abuse of this rule.

## Unfinancial player process

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A club, school or Association declares a player unfinancial if they have failed to pay fees or return equipment. Player's 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 OHA may fine that Club up to \$50.00 per offending player and/or deem the offending team to have defaulted the match 5-0

## Turf and Facilities

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All participants must comply with the OHA rules set down for turf use. These include but may not be limited to:

Spectators are to keep off the turfs at all times –outside the fence.

Enter and exit turf by gates only. Do not climb the fence.

Change into clean footwear before stepping onto the turf.

Do not leave gear on the sidelines.

Dug-outs are for players and team officials only.

No warm-ups on turf while games are in progress.

No hitting balls against the hoarding fence or around buildings.

Teams shall leave the artificial surface through gateways, promptly, at the conclusion of their match or practice.

It is the responsibility of the team coaches and managers to ensure that all care is taken to stem the flow of blood from any injury onto the turf or other players. Use blood bins provided in technical dugouts. Injured players must not be removed from the playing area until bleeding has been stopped and/or covered.

Approved playing gear only to be worn: Clean rubber soled shoes to be used.

Sticks to have no sharp protrusions.

Goal keeping pads to be clean. Goal keeping buckles to be taped at all times.

No sharp objects to be carried or worn on the turf.

Balls hit over the fence during match play are not to be retrieved by players. An outside runner should retrieve the ball.

No chewing gum or food inside the hoarding fence.

Please use rubbish bins supplied.

No Alcohol is to be brought into McMillan Hockey Centre.

No spitting or nose blowing onto the turf.

Do not move goals incorrectly.

Do not interfere with turf watering system.

This venue is Smoke free.

## Lights and water

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Umpires and OHA staff will monitor these requirements and facilitate these services as required.

# COMPETITION SECTION

## Fair play

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Participants, officials and spectators are bound by the OHA code of conduct and shall always conduct themselves fairly and in a proper manner, including maintaining a high standard of conduct so as not to prejudice the interests of hockey or bring themselves, the game or the association into disrepute. (refer to the OHA code of conduct section 5-standards of conduct).

Any breaches by players, officials and supporters will be dealt with by the OHA and/or the Judicial committee who may fine the club in question up to \$100, require a written apology and/or deduct up to 3 competition points from the team.

## Umpire abuse

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Only one player per team may approach the umpires before, during or after matches. 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.

## Rules of hockey

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All Divisions of the Club Competition will be played under the FIH Rules of Hockey 2019.

The OHA and Umpires committee may decide on appropriate local rules, but these will be notified before the season begins.

## Competition Fixtures

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All club competition matches will be allocated a 90- minute time slot. This will be broken down as follows:

First 17minute quarter on the clock, followed by a 2minute break timed by the umpire

Second 17minute quarter on the clock, followed by a 5minute half time break timed by the umpire

Third 17minute quarter on the clock, followed by a 2minute break timed by the umpire

Fourth 17minute quarter on the clock.

There is 10minutes between matches to allow watering of turf and warm up and a 3minute injury time allowance.

The umpires and their watches control match times. Teams must be on the field and ready to start at the time specified on the Match Card. Please note with the new quarters format, teams must be ready to go on the umpire's whistle.

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 try to keep matches on time.

An extra 5-10 minutes will be allowed for Premier Division matches to allow for Penalty Shoot- outs for deciding draws.

## Competition format

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## Competition Points for match results

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Competition points shall be awarded as follows:

Premier-	All other Divisions-
Win 4 points	Win 3 points
Penalty shoot-out Win 2 points	Score draw 2 points
Penalty shoot-out loss 1 point	Scoreless draw 1 point
Outright Loss 0 points	Loss 0 points
Default-refer to section	Default 0 points

## Determining Ranking after pool play/ round robin

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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. Once the pool play/ round robins have been completed this process will follow:

- a) In each grade, teams will be ranked according to the number of points each has accumulated in the competition.
- b) If at the end of the competition two or more teams have the same number of points for any place, these teams will be ranked according to their respective number of matches won
- c) Should there still remain equality between two or more teams, then these teams will be ranked according to their respective goal difference (which means 'goals for' less 'goals against').
- d) If there still remains equality between two or more teams, then these teams will be ranked according to their respective number of 'goals for'.
- e) If there still remains equality between two or more teams then the result(s) of the match(es) played between (only) those teams involved will be taken into consideration to determine the ranking of the tied teams. If more than two teams are involved, then a ranking based upon the results of the matches between (only) them shall determine their respective position.
- f) Should there still remain equality between two teams, then the matter will be settled by a penalty stroke competition between those teams
- g) If more than two teams are involved, then each team will play a penalty stroke competition against the other teams.

## Post Pool Play offs (Quarter finals, semi-finals and finals)

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

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 1: A five-person Penalty Shoot-out shall decide the winner

## Penalty Shoot Out Competition Procedure

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Procedure is explained in Appendix 2

## Promotion/relegation

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The system used is 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.

## Club Umpiring duties

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Umpires will be appointed by the Umpires committee to all matches. Clubs will be required to fulfil umpiring duties which will be noted on the draw when it is confirmed and released.

Clubs failing to fulfil umpiring duties shall:

- i) Be fined \$50.00 per umpire for the first failure and
- ii) Be fined \$100.00 for each subsequent failure

## Defaults

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Teams must advise the OHA by email through their club delegate, 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 play will be fined the sum of \$150.00. A defaulting team shall be deemed to have lost the match by 5-0. If a team defaults without notification- the fine increases to \$300.

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, including a goal keeper (or field player with GK privileges) within 10 minutes of the advertised start time, without reasonable explanation acceptable to the Competitions Manager will be considered to have defaulted the match. This late default will be subject to the above stated late default penalties.

Where two teams in the same club in the same division are scheduled to play each other and a default occurs, neither team will be awarded any points. The club will pay the turf fees.

## Match Cards, Results and Protests

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Game day match cards will be placed upstairs in the pavilion.

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, clearly and their full name on the Match Card.
- That no more than 16 players are on the Match Card- If an umpire finds that a team has fielded more than 16 players in a match, the OHA shall deem the offending team to have defaulted the match 5-0 and may also fine that Club up to \$100.00.
  - That floating players are clearly marked with a (F) beside their name.

No player or substitute player may take the field unless that player's name appears on the match card. For the sake of clarity "take the field" means participate for all or any part of the match in field play, as a player or a goal keeper or player with goal keeping privileges.

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 OHA.



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 follow the breach of competition rules section in this handbook.

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

NOTE: Match cards are the sole official record of the match. As it is the requirement of BOTH Teams Managers or Coaches to check & confirm details, it is therefore the only official document for independent review of who played, all OHA incidents, injuries, personal penalty cards and points scored during the game. Therefore, it is essential that cards are correctly completed. In the event of a complaint, incorrectly completed cards shall result (in many cases) with the complaint being thrown out for lack of information.

## Floating Players

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Floating players (referred to as “floaters”) may ‘float up’ from their regular team to fill a gap in a higher graded team when required.

Team captains must record an “(F)” next to the floating players name on the scorecard to show that the player is floating up.

Only teams with 17 or less players registered to their teams may use floating players. Teams with 18 registered players are NOT permitted to use floating players.

Each team that qualifies to use floating players may only use floaters a maximum of 30 times per season.

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.

It is the Club delegates/team managements responsibility to keep track of the number of floaters used. Clubs shall not be entitled to ask OHA for calculations at short notice. OHA may impose a fine of up to \$100.00 and default any match if teams abuse the use of floaters rules.

If a Club regrades a player into a team and that takes the total team number up to 18 players, then they no longer qualify to be able to use floating players. If the team applying for a regrade has already used 30 floaters for the season, then regrade cannot be allowed.

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 OHA as a Match Card Infringement, however, if the OHA believes that by their conduct the Club has attempted to deliberately mislead OHA, the OHA 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 OHA shall deem the offending team to have defaulted the match 5-0 and may fine that Club up to \$50.00 per offending player.

## RULES SPECIFIC TO SOUTHLAND/ DISPENSATIONS

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Southland will play every second game and finals in Dunedin. As they are travelling, they will get the OHA 2.45pm/ 3pm time slot every week they play in Dunedin to allow for safer travel conditions. Games in Gore will be played at 3pm also (TBC).

If Southland requires floating players which they cannot source themselves, these will be managed at the discretion the OHA.

## Player eligibility for finals

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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 the Competition Manager to waive this regulation will only be granted in extraordinary circumstances such as players returning from severe injury. This will be assessed on a case by case basis and a match committee will be formed if it is a complex situation.

## Uniforms and Equipment

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Uniforms:

All clubs are required to submit uniforms to the OHA for approval. This should be done BEFORE Clubs order a new uniform. Taking the field in an unapproved uniform may cause the OHA 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 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.

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 OHA 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. Umpires must police and enforce this regulation.

Match Balls:

All teams must supply the umpires with a Kookaburra EliteMk2 match ball before the start of a Premier match. Standard Kookaburra dimple balls will be accepted for lower grade games, however Kookaburra Elite Mk2 balls are the preferred option. The OHA may fine clubs up to \$50.00 for repeatedly failing to provide a suitable ball.

## Injury/ Blood Bin Rules

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All major incidents must be reported to an OHA representative or if none are on site or contactable, in writing as soon as possible. Incident report forms are available from the OHA bar. On field management of injuries, including time stoppages is at the discretion of the umpire and in accordance with the rules.

If a player is bleeding or has an open wound, then that player must stem the blood flow first and then leave the field immediately. They shall not re-enter the turf until the bleeding has ceased and/or the wound is adequately covered. Blood stained clothing must be replaced.

If blood staining should occur on the turf, immediate cleaning must take place by applying the alcohol solution which is available from the middle dugouts.

## Head Injury Rules

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Hockey NZ has a Head Injury Rule and OHA abides with that rule which is as below:

At all Hockey New Zealand competitions and tournaments, Hockey New Zealand insists that a player that has received a head injury with suspected concussion may only commence playing again when a medical certificate clearing the player of concussion has been supplied to the Tournament Director. Hockey New Zealand strongly recommends that Associations and clubs follow the same procedure for their own competitions. Hockey New Zealand endorse the Sports Medicine New Zealand Inc "Head Injury in Sport" Policy Statement and strongly recommend that all hockey Associations and clubs in New Zealand adopt this document.

## Breach of Competition Rules in the 2019 Otago Hockey Club Competition Handbook

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Any breach of competition rules may result in a three-point (equivalent of a win) deduction for the team by the OHA (or in the event of the game being a quarter final, semi-final or final, loss of the game).

Complaints shall be sent to the Competitions Manager for consideration. These need to be sent by the Club delegate only. Complaints from other parties will not be considered.

The Competition Manager will either:

Make a decision as per the rules and communicate back to the complainant.

Form the match committee within the existing delegates to make a decision and communicate back to the complainant

Elevate the complaint to the Judicial committee through the General Manager.

There will be the right to appeal a decision that is made but this will carry a \$100 fee payable to the OHA. Where a decision is overturned through the appeal process the \$100 fee will be reimbursed. The appeal subcommittee will consist of three separate members from the Operations Committee that were not involved in the initial decision.

Complaints need to be submitted by 5pm on the Monday following the game.

## Code of Conduct- Judicial

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The 2019 Otago Hockey Club Competition has adopted the Otago Hockey Code of Conduct 2015 and this covers all participants' behaviors –players, coaches, managers, spectators on field and off the field.

The Otago Hockey Association has adopted a points accumulation system based on the awarding of coloured cards by umpires. 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 30minutes prior to the start of a match until 30minutes after the match has ended).

Note: 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.

During the match an umpire may issue a player with a green, yellow or red card. A green card serves as a warning; any level of yellow means suspension from the game for a minimum of 5minutes and a red card means the recipient will take no further part in the game. The umpires shall record all cards issued during a match on the match card.

Each card will carry penalty points as follows: (As per schedule1/OHA Code of Conduct)

Green	1 point
Yellow	3 to 6 points as determined by the umpires at the end of the match
Red	Automatic suspension of one match. The suspension may be increased if additional sanctions are applied through the outcomes of a judicial process

## Miscellaneous

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The OHA will deal with all other matters not provided for in this handbook.

## Appendix 1

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### Rules for 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 will be competed for every week 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 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
- c) By an Outright Win in regular time
- d) This does not include wins in extra time, penalty strokes 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 OHA has full discretion to decide who holds the Shield or put it up for challenge in any match.

## Appendix 2

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### Penalty Shoot Out (PSO) Competition Procedure

For Premier 1 Division round robin matches, ¼finals and semi-finals, each team takes three shoot outs. For finals and determining placing each team takes five shoot outs.

- A) Respective team captains nominate 3 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 suspended at the time of the shoot out or who has been excluded permanently (red card) during the match may not take part. A player who has been warned (green card) or temporarily suspended (yellow card) may take part even if the period of their suspension has not been completed at the end of the match.
- C) The umpires shall specify the goal to be used in advance.
- D) The umpires will specify in advance the method of timing.
- E) A coin toss will determine which team will defend or take the first shootout.
- F) All players on the match card other than those excluded permanently (red carded) are permitted to enter the field of play outside the 23m area used for the PSO but must be at least 10m from the spot where the ball is placed at the start of the shoot-out.
- G) The Gk/defender of the team taking the shoot-out may stand behind the back-line outside the circle.
- H) A player taking or defending the 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/put on his/her protective equipment.
- J) 3 players from each team take a shoot-out alternating against the Gk/defender making a total of 6 shoot outs.
- K) Taking a shoot-out:
  - i)The GK/defending player starts 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 GK/defender may then move in any direction.
- v) The shoot-out is completed when
  - 8 secs have elapsed since the starting signal
  - A goal is scored
  - The attacker commits an offence
  - The Gk/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 Gk/defending player
  - The Gk/defending player commits an intentional offence inside or outside the circle, in which case a penalty stroke is awarded and taken
  - The ball goes out of play over the back-line or side-line, this includes the GK/defending player intentionally playing the ball over the back-line.
- L) If a penalty stroke (PS) is awarded as specified above, it is taken by the two players involved in the shoot-out 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 shootout.
- O) If during a shoot-out competition (including during any penalty stroke which is awarded) a player (either an attacker or a gk/defender) is suspended.
  - (i) That player takes no further part in that shoot out competition and, unless a gk/defender 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 3 MATCH RESCHEDULE REQUEST FORM



CLUB \_\_\_\_\_

DATE OF MATCH \_\_\_\_\_

REASON FOR RESCHEDULE \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

UNAVAILABLE PLAYERS \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Signed (Club Delegate): \_\_\_\_\_

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

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OHA Office use

Date:

Approved/ Declined

Club advised: