



CAMPBELLTOWN CITY WOMEN'S HOCKEY ASSOCIATION INC.

**RULES FOR THE CONDUCT OF THE PRINCIPAL ACTIVITIES OF
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NOTE: DEFINITIONS

1. Where the word Rules appears in this document it shall mean the "Rules for the Conduct of the Principal Activities of Campbelltown City Women's Hockey Association Inc."
2. C.C.W.H.A. Inc. means Campbelltown City Women's Hockey Association Incorporated, where such appears in this document.
3. "Office Bearers" are the office bearers of C.C.W.H.A. Inc.

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1. POWERS OF THE COUNCIL

The Council shall have the power:

- 1.1 To promote, hold, manage and control hockey games or competition subject to these Rules.
- 1.2 To determine all fees to be paid by affiliated members, subject to a budget presented to the Council by the Honorary Treasurer prior to the start of each season. Such fees to be additional to all other fees determined by C.C.W.H.A. Inc.
- 1.3 To impose levies on affiliated Clubs as deemed necessary.
- 1.4 To appoint from time to time such Committees as the Council deems necessary with such powers as the Council may delegate them.
- 1.5 To select and manage Representative Teams.
- 1.6 To consider and determine all disputes, differences and complaints arising between or concerning any of the Clubs affiliated with the Council.
- 1.7 To carry out all matters as the Council shall from time to time deem fit, necessary and proper and conducive to the attainment of the principal activities and the advancement of hockey for women in the district.
- 1.8 To decide any questions arising which are not provided for in these Rules.

2. COUNCIL

The principal activities of C.C.W.H.A. Inc. as set out in these Rules shall be administered by the Council who are eligible voters at all meetings (other than at the Annual General Meeting).

The Council shall consist of:-

- 2.1 Office Bearers - President, Senior Vice President, Junior Vice President, Honorary Secretary, Assistant Honorary Secretary, Honorary Treasurer.
- 2.2 Delegates of Affiliated Clubs - two members per club
- 2.3 Delegates of Affiliated Junior Clubs (ie Clubs not playing Senior hockey) – one senior delegate.
- 2.4 Convenors of Standing Committees
- 2.5 NSW Delegate
- 2.6 Life Members

3. MEETINGS

- 3.1 The order of business at the ANNUAL GENERAL MEETING (A.G.M.) shall be held to coincide with the Annual General Meeting of the Incorporated Committee of C.C.W.H.A Inc.

The business shall be:

- (a) Apologies;
- (b) To accept the minutes of the previous A.G.M
- (c) The receiving of the Annual Report and audited Honorary Treasurer's Report
- (d) The receiving of the Annual Reports of the Convenors of Committees (including delegates' reports)
- (e) The election of all other designated positions other than Office Bearers.
- (f) Motions for which due notice has been given.
- (g) The election of any member nominated for Life Membership

- 3..2 The order of business at COUNCIL MEETINGS will be:

- (a) Apologies
- (b) Minutes
- (c) Business arising from minutes
- (d) Correspondence
- (e) Honorary Treasurer's Report
- (f) Committees' Reports
- (g) Notices of Motions
- (h) General Business

- 3.3 The order of business at SPECIAL COUNCIL MEETINGS will be:
- (a) Reading of the Notice convening the meeting.
 - (b) Special business for which the meeting was summoned.
- 3.4 At all meetings of the Council the chair shall be taken by the President or, in his/her absence by the Senior Vice-President.
- 3.5 The Chairperson shall have a deliberate vote as well as a casting vote.
- 3.6 All questions shall be decided by a single majority, except in such cases as shall be specified in the Rules as requiring a two - third majority.
- 3.7 No motion shall be discussed unless it is seconded and when seconded shall not be withdrawn without the consent of the seconder.
- 3.8 All motions and amendments, except formal motions such as adjournments, must be handed to the Chairperson, if he/she so desires, in writing prior to the mover speaking thereon.
- 3.9 When a motion shall have been moved and seconded, any member may move an amendment thereon. The amendment shall not be discussed until it has been seconded.
- 3.10 No second amendment shall be taken into consideration until the previous amendment shall have disposed of, but any member may give notice of a further amendment.
- 3.11 If any amendment, either upon the original motion or upon an amended motion, shall be negated, then a further amendment may be moved upon the original motion, and so on, provided that not more than one motion and one proposed amendment thereon shall be before the meeting at the one time.
- 3.12 No member may speak twice on the same motion unless in explanation and then only with the permission of the Chairperson, provided always that any member having previously spoken on the original motion shall be entitled to speak on each amendment, and that the mover of the original motion shall have the right of final reply. No further discussion shall be allowed or questions asked after the mover of the original motion has replied.
- 3.13 The mover of a motion shall not speak thereon for a period longer than 3 minutes without the consent of the meeting. No member other than the mover of a motion shall speak on any motion or amendment for a period longer than 2 minutes without the consent of the meeting.
- 3.14 Any member at any stage of the discussion may move "That the motion be now put". Such motion shall forthwith be put without further discussion and, if carried, the original motion shall then be voted on.
- 3.15 The voting at meetings, except where specified in the Rules or on matters of a personal nature, shall be by show of hands which shall be conclusive on the declaration of the Chairperson, unless a vote by ballot be immediately called for.
- 3.16 No motion to rescind any resolution of a meeting shall be entertained except at a subsequent meeting after due notice.
- 3.17 No member, when speaking, shall be interrupted, unless a point of order is raised, when he/she shall sit down and the member raising the point shall first state his/her point of order and the Chairperson may then either hear that member on the point, hear further discussion, or decide at that stage, but such points shall be decided before the debate proceeds.
- 3.18 The Chairperson may, at his/her discretion, accept at any time a motion to vary the order of business; such motion to be carried shall have the support of at least two – thirds of those voting.
- 3.19 Motions or notices of motion lost cannot be represented for a minimum period of twelve months and must be recorded in the minutes of all meetings held.
- 3.20 Council Meetings shall commence at 7:30 pm and conclude no later than 10:30 pm. The meeting may be extended by up to 15 minutes by decision of a simple majority of those present at the meeting.
- 3.21 Any member of the Council who disobeys a Standing Order, or in any way disregards instructions from the Chair, shall, after being warned, be named by the Chairperson. If after being named, any member persists in such conduct, the Chairperson shall ask that an Office Bearer MOVE for the suspension of such member. The member concerned shall have the right to speak to the motion, but otherwise it shall be put without discussion. Should the motion be carried the offending member shall be suspended from all meetings for the remainder of the year or until an apology is made in writing.

4. COUNCIL MEETINGS

- 4.1 Annual General Meeting (Refer to Section 3 MEETINGS Part 3.1)
- 4.2 Council Meetings
The Council shall meet as early as possible each year and thereafter shall meet once a month. All members of the Council shall be entitled to attend these meetings and may speak on any subject before the meeting. Prior to the beginning of the meeting voting members shall record their names in the register for that purpose.
- 4.3 Special Council Meetings
Can be called by:
- 4.3.1 a resolution of the Council or of Office Bearers of the C.C.W.H.A. Inc.
- 4.3.2 a request in writing from any one affiliated club. To call such meetings the Honorary Secretary shall give no less than ten days notice in writing to members of the Council, Life Members and the Honorary Secretary of each affiliated club. No business shall be brought before such meetings other than that for which the meeting was called.
- 4.3.3 The meeting must be held within 21 days of the date of the resolution or receipt of the written request.
- 4.4 Quorums
- 4.4.1 for A.G.M.'s, the Quorum shall be 11 voting members.
- 4.4.2 for Council Meetings and Special Council Meetings, the Quorum shall be 9 voting members.
- 4.5 Voting Rights
- 4.5.1 At A.G.M's – each club is entitled to three (3) votes.
- 4.5.2 At Council Meetings and Special Council Meetings – voting will be in accordance with Section 2 COUNCIL
- 4.5.3 At all Meetings of the Council there will be no voting by proxy.
- 4.6 Voting at Council meetings shall be by a show of hands which shall be conclusive on the declaration of the Chairperson unless a vote by ballot be immediately demanded. All questions shall be decided by a simple majority excepting such cases as shall be specified as requiring a two – thirds majority.
- 4.7 The Chairperson shall have the right to vote on any question and where voting is equal shall, in addition to his/her ordinary vote, have a casting vote which must be exercised.

5. AFFILIATION

Clubs wishing to affiliate with, or reaffiliate with the Council shall make written application to the Honorary Secretary of the Council and shall be furnished with a copy of these Rules, upon acceptance by the Association. Affiliation is deemed to be from the beginning of one season to the beginning of the next season as approved by Council.

6. LIFE MEMBERS

The council shall have power to elect Life Members. Such membership shall be awarded to those who have rendered special service to C.C.W.H.A. Inc. for a period of not less than 10 years. Such membership shall be conferred upon those who have been recommended by the Council to an Annual General Meeting and have received a majority of two – thirds of eligible votes.

7. ALTERATIONS TO THESE RULES

- 7.1 No clause in these Rules can be altered, added to or rescinded except upon a resolution carried by a majority of two – thirds of the members present at any Meeting. Notice must be given to each member of the Council, Life Members and Honorary Secretary of each affiliated Club, specifying the proposed alterations, additions and rescissions.
- 7.2 Notice of motions for all alterations, additions and rescissions to these Rules must be sent to the Honorary Secretary not less than 28 days prior to the date of the proposed meeting and the Honorary Secretary shall send notice thereof to all Office – Bearers, Life Members, Conveners and Honorary Secretaries of all affiliated Clubs at least 14 days before the proposed meeting.
- 7.3 Any alterations, additions or rescissions to these Rules shall become effective as from the end of the meeting.

8. FINANCE

- 8.1 The Council shall, within the terms of these Rules have the power to control, dispose of, expand or invest the assets of funds of C.C.W.H.A. Inc., subject always to the provisions of Rule 16 of the C.C.W.H.A. Inc.
- 8.2 The President, Senior Vice President, Junior Vice President, Honorary Secretary, Honorary Treasurer and Honorary Assistant Secretary shall act as trustees for the Council. No member of the Council shall be deemed to have any individual right to the property of C.C.W.H.A. Inc.
- 8.3 Clubs shall pay to the Honorary Treasurer all affiliation and insurance levies, fines and other charges that Council shall from time to time determine.
- 8.4 All monies received shall be placed to the credit of C.C.W.H.A. Inc. Banking accounts shall be placed at a Bank nominated by the Council and all payments shall be paid by cheque, signed by any two of the following: Honorary Treasurer, President, Honorary Secretary, Senior Vice President, Junior Vice President and Honorary Assistant Secretary.
- 8.5 The Honorary Treasurer shall present to all meetings of the Council a monthly Treasurer's Report.
- 8.6 No disbursements will take place without the authority of the resolution of the Council, excepting matters of urgent necessity when disbursement may be made subject to ratification of the Council.
- 8.7 The books shall be audited annually by a qualified Auditor in time for the books to be presented to the A.G.M.
- 8.8 A Budget for each season shall be presented to the Council by the Honorary Treasurer at the first Council Meeting following the A.G.M. and confirmed at the next Council Meeting.
- 8.9 Fundraising shall be deemed separate to general fees and levies. Targets and purposes for fundraising shall be stated at the beginning of the playing season by the appropriate committee.
- 8.10 The Fundraising/Awards Committee should present an approximate budget to the Honorary Treasurer as guidelines to the Honorary Treasurer's budget at the beginning of the season.

9. STANDING COMMITTEES / CONVENORS

- 9.1 The following Standing Committees shall be elected at the A.G.M.:
 - 9.1.1 Office Bearers – President, Senior Vice President, Junior Vice President, Honorary Secretary, Assistant Honorary Secretary, Honorary Treasurer. (Refer to C.C.W.H.A. Inc. Incorporated Rules)
 - 9.1.2 Junior Convener – shall be the Junior Vice President
 - 9.1.3 Umpires Board – shall consist of a Convener, plus up to 4 members, all of whom shall be badged umpires (Hockey NSW Limited accredited).
 - 9.1.4 Fixtures Committee – shall consist of a Convener, plus 2 members, if so needed.
 - 9.1.5 Disputes Committee – at the start of every season, each Club shall nominate a member for the Disputes Committee. The Convener of the Committee shall be the President of the Association. The Quorum shall be 5. The Committee shall resolve any issues of dispute.
 - 9.1.6 Registrar – shall be responsible for maintaining a list of all registered players and the pointscore of C.C.W.H.A. Inc. competitions.
 - 9.1.7 Publicity Officer – shall be responsible for all publicity that pertains to the Association. This includes liaison/contact with the local media, as well as organising publicity within the Association itself.
 - 9.1.8 Grounds Committee – shall consist of a Convener who shall act as a liaison and public relations officer with all groups concerned with the grounds. The Convener shall ensure fields are marked and maintained throughout the season. One member from each affiliated club shall be co-opted to form the Grounds Committee. The Convener must organise a roster for regular field marking duties
 - 9.1.9 Fund Raising and Awards Committee - shall consist of a convener who shall act as a liaison and public relations officer with all groups concerned with fundraising and awards. At least one member from each be on call when needed. Nominated members should remain the same as much as possible. The Committee shall, too, be responsible for the organisation of the Association's Annual Presentation, as well as any other Presentation that may be applicable.
 - 9.1.10 Hockey NSW Limited Delegate – one member (with an alternate)
 - 9.1.11 Canteen Convener – with power to co-opt on rostered Club basis.
 - 9.1.12 Coaching Convener – shall be responsible for all aspects of coaching within the Association (both for players and coaches)

- 9.1.13 Indoor Convener – shall be responsible for all areas related to Indoor Hockey with the Association.
- 9.1.14 Selection Committee/Convener – convener to be an appointed member of the Executive. Each Club shall submit one suitably experienced person to the Committee to assist in the selection of all Representative Squads/Teams. Each Representative Coach shall be co-opted to the Committee when his/her team is being selected ('A' and 'B' team coaches)
- 9.1.16 Uniform & Equipment Officer – shall be responsible for purchasing & selling all items of Association uniform as well as equipment of the Association.
- 9.1.17 Veteran's Convener – shall be responsible for all aspects relating to Veteran players within the Association.

10. JUDICIARY

- 10.1 A judiciary shall be constituted to hear all cases of misconduct reported by the umpire/s or the Council's Ground Manager (Senior Vice President) made in accordance with the Rules of Hockey and the C.C.W.H.A. Inc. rules and these rules.
 - 10.1.1 At the start of every season, each participating Club shall nominate a member for the judiciary. The Convener of the Judiciary will be the President of C.C.W.H.A. Inc.
 - 10.1.2 The Judiciary shall consist of one member from each Club with a minimum of 5 people. The Judiciary must always consist of an odd number of people.
 - 10.1.3 The members of the appointed Judiciary Panel shall between them appoint a Chairperson. The Chairperson must be a member of the Umpires Board.
 - 10.1.4 An Umpire's (or Ground Manager's) report of a player or spectator must be conveyed in writing to the Convener of the Judiciary within 24 hours. All yellow and red cards issued by umpires must be initially written on the back of both scorecards and be signed by both officiating Umpires and both Captains (Team Managers in Juniors). All charges brought before the Judiciary shall be deemed red card offences.
 - 10.1.5 One scorecard (if the report is made by umpire) is to be retained by the Umpire for presentation to the Judiciary meeting.
 - 10.1.6 The Convener will arrange for the Judiciary to meet at 7.30pm on Monday evening (unless otherwise advised) following the report at a venue determined by the Convener. That officer will also direct the Honorary Secretary of the Club of the player or spectator to be present and advise the "Charge" laid.
 - 10.1.7 The Umpire/Ground Manager and player/spectator may present witnesses and an advocate to speak on their behalf.
 - 10.1.8 Either party may request an adjournment if key witnesses are not available due to extenuating circumstances, for a maximum of 5 days.
 - 10.1.9 Any player or spectator who fails to appear before the Judiciary will be deemed guilty as charged.
- 10.2 Rules and Procedures for Hearing of Reports
 - 10.2.1 Rules
 - (a) All persons will be addressed with respect.
 - (b) All statements must be directed to the Chairperson.
 - (c) There must be no interjections.
 - (d) Any witness found guilty of a false statement will, if a player, spectator or Club Official, be suspended.
 - (e) After the Judiciary has announced it's decisions all parties will leave the premises quietly. If not, the offending parties will be recalled and a further penalty may be imposed.
 - (f) Witnesses must not be in the room during Items 10.2.2 (a) to (c) inclusive (see procedures below).
 - 10.2.2 Procedures
(Note Each person is entitled to be assisted by an Advocate if required).
 - (a) Charge read.
 - (b) Pleas taken.
 - (c) Umpire/Ground Manager refers charges.
 - (d) Umpire/Ground Manager's witness/es give evidence/reports.
 - (e) Umpire/Ground Manager and witness/es questioned by player/spectator.
 - (f) Umpire/Ground manager's witness/es questioned by Umpire/Ground Manager.

- (g) Player's/spectator's evidence given.
- (h) Player/spectator questioned by Umpire/Ground Manager
- (i) Player/spectator witness/es give evidence/report.
- (j) Player/spectator witness/es questioned by Umpire/Ground Manager.
- (k) Player/spectator witness/es questioned by Player/spectator.
- (l) Judiciary to question either party.
- (m) Address by Umpire/Ground Manager.
- (n) Address by Player/spectator.
- (o) All parties will retire pending Judiciary's decision.
- (p) Judiciary will recall all parties and announce its decision and will close the hearing immediately.
- (q) Players/spectators found NOT GUILTY will be discharged without comment.
- (r) Players/spectators found GUILTY will be penalised, in accordance with Section 10.3
- (s) The Judiciary will treat as synonymous "deliberately committing an offence" and "deliberately attempting to commit an offence".
- (t) The Chairperson of the Judiciary will report in writing to the Council the findings of all hearings. A record book will be maintained by the Honorary Secretary.
- (u) The Council will respect the findings of its appointed Judiciary. The outcome of all hearings will be announced at the next Council Meeting of the Association without comment.

10.3 Penalties

The minimum penalties for players or spectators found GUILTY shall be as follows,-

- (a) Disputing an Umpires decision – 1 week suspension.
- (b) Abuse of an Umpire – 4 weeks suspension.
- (c) Persistent and deliberate breach of the Rules of Hockey – 2 weeks suspension.
- (d) Act/s detrimental to C.C.W.H.A. Inc. – 4 weeks suspension.
- (e) Deliberately striking another player with a hockey stick – 2 years suspension.
- (f) Striking at another player with a hockey stick – 2 years suspension.
- (g) Striking at or striking another player with other than a hockey stick – 8 weeks suspension.
- (h) Abusive conduct while a spectator – 4 weeks suspension.
- (i) Assault of an Umpire – Life suspension.
- (j) Fighting – 8 weeks suspension.

10.4 Any offence not covered in this section will be dealt with accordingly.

10.5 Should a player be suspended from playing, the suspension shall apply in terms of games played by the team they were playing in at the time of the infringement. Whilst under suspension the player shall not be eligible /permitted to play in any other grades.

10.6 Any person suspended will be barred from coming within the fifty (50) metres of the playing field. If contravened, the team the person is involved with may forfeit the match immediately

10.7 Any person suspended will be barred from participating in the nominated or normal activities until the duration of the suspension is served;

10.8 Any member suspended shall forfeit all privileges and rights as a member of any kind he/she has in the C.C.W.H.A. Inc., and cease to be a member or official for the time being.

10.9 Appeals

10.9.1 The only grounds of appeal is against the severity of the penalty imposed by the Judiciary.

10.9.2 Appeals shall be in writing to the Honorary Secretary of the C.C.W.H.A. Inc., within 7 days of the Judiciary meeting, accompanied by a fifty (\$50) dollar Club cheque as an appeal bond.

10.9.3 On receipt of appeal, the Office Bearers of C.C.W.H.A. Inc., shall decide if the appeal conforms to 10.9.1. If so, it shall arrange an Independent Appeals Committee. The Chairperson will remain the same.

10.9.4 The bond is refunded if an appeal is upheld, or forfeited to C.C.W.H.A. Inc. if lost.

11. DUTIES OF OFFICE BEARERS, COMMITTEES, CONVENERS, DELEGATES AND CLUBS

All standing committees shall make their own arrangements regarding meetings unless otherwise stipulated and shall notify the Honorary Secretary in advance of such meetings. Convemor/Delegate of each committee shall submit a written report of it's meetings and transactions to each Council Meeting and shall furnish a written annual report to the A.G.M.

- 11.1 The President of the C.C.W.H.A. Inc., shall preside at all meetings of the C.C.W.H.A. Inc. and the Council.
- 11.2 The Senior Vice President shall:
- 11.2.1 Preside at meetings of the C.C.W.H.A. Inc., in the absence of the President and at meetings of the Council.
- 11.2.2 Act as the C.C.W.H.A.Inc. Ground Manager.
- 11.2.3 Organise and conduct the annual SENIOR CARNIVAL.
- 11.3 The Junior Vice President shall:
- 11.3.1 Act as the Junior Convener and organise the annual JUNIOR CARNIVAL.
- 11.3.2 Act as the Ground Manager in the absence of Senior Vice President
- 11.4 The Honorary Secretary of the C.C.W.H.A. Inc. shall:
- 11.4.1 Summon meetings as required by these rules.
- 11.4.2 Keep records of the business and be responsible for the custody of all papers belonging to the Council other than those provided for in these rules.
- 11.4.3 Conduct correspondence and act in such matters as may be delegated by C.C.W.H.A. Inc.
- 11.4.4 Prepare, in conjunction with the President, the Annual Report of the C.C.W.H.A. Inc., to which shall be appended the reports of all committees.
- 11.4.5 At the council Meeting prior to the A.G.M., call for nominations of Office Bearers and Committee Members.
- 11.5 The Assistant Honorary Secretary of the C.C.W.H.A. Inc. shall:
- 11.5.1 Perform such duties as shall be delegated by the Honorary Secretary of the C.C.W.H.A. Inc.
- 11.5.2 Be responsible for administration of Hockey NSW Limited Stats files for both Field & Indoor hockey
- 11.5.3 Act as liaison officer for all representative team managers including conducting a training program in relation to their roles.
- 11.6 The Honorary Treasurer of the C.C.W.H.A. Inc., shall:
- 11.6.1 Keep all books and papers relating to the finances of the C.C.W.H.A. Inc.
- 11.6.2 Keep a journal of income and expenditure to be balanced monthly.
- 11.6.3 Make all payments by cheque and issue receipts for all monies received.
- 11.6.4 Be responsible for collecting monies due to the C.C.W.H.A. Inc., and the payment of authorised accounts.
- 11.6.5 Present the Annual Treasurers Report, duly audited, to the A.G.M. each year.
- 11.6.6 Present a budget at the first Council Meeting following the A.G.M. of each season.
- 11.6.7 Pay any account not exceeding \$250.00, except in cases specified In Section 8.6
- 11.7 The Fixtures Committee shall:
- 11.7.1 Consist of a Convener, plus 2 members, if so needed.
- 11.7.2 Organise and conduct the Competitions of the Association.
- 11.7.3 Report all business to monthly Council Meetings.
- 11.7.4 Liaise with organisations outside the C.C.W.H.A. Inc. regarding allocation of fields during the competition.
- 11.7.5 Prepare and distribute the Annual Fixtures Booklet.
- 11.7.6 Notify all teams of the times and places of all semi finals, finals and grand finals
- 11.7.7 Conduct a grading day/s, if required.
- 11.7.8 Organise the grading of teams for all competitions.
- 11.8 The Umpires Board shall:
- 11.8.1 Consist of a convener plus at least 4 members, all of whom must be badged umpires (Hockey NSW Limited accredited).
- 11.8.2 Allocate umpiring duties for all fixtured competition games (or special matches,).
- 11.8.3 Arrange and control the annual Hockey NSW Limited Theory Umpires Examinations.

- 11.8.4 Arrange and control umpiring lectures as deemed necessary.
- 11.8.5 Arrange for testing of umpires throughout the season.
- 11.8.6 Act in an advisory capacity regarding the interpretation of the rules of the game of hockey.
- 11.8.7 Impose a game levy on all teams as per fee determined at the commencement of the season by the Council. Each team must pay the game levy to one of the Umpires allocated to the game. Payment should be made prior to the commencement of the game.
- 11.8.8 Require that every team submit the name of at least one competent umpire to be used for umpiring throughout the season.
A competent umpire will be determined as:-
- (a) a person currently badged with Hockey NSW Limited or
 - (b) a person who has successfully passed levels A,B, or C of the Hockey NSW Limited Umpires' Theory Examination or
 - (c) a person who will be attempting the Hockey NSW Limited Umpires' Theory examination in that year.
- 11.8.9
- (a) Appoint all umpires to attend State, Half State and Regional Championships ; such umpires to receive a one hundred dollar (\$100) honorarium for their services.
 - (b) Appoint all umpires to attend Sydney Women's Hockey League Competition games; such umpires to receive a thirty dollar (\$30) honorarium for their services.
 - (c) Assist in the selection of umpires to attend carnivals.
- 11.8.10 Impose fines in accordance with the following conditions:
- (a) Any team that fails to pay an umpire will forfeit the match it is playing.
 - (b) Any team that fails to fulfil its allocated umpiring duty will be fined twenty five dollars (\$25) for each offence. The offending team will not be permitted to participate in any further matches until the fine is paid.
 - (c) Any team that fulfils an allocated umpiring duty with a person not suitably accredited will be fined twenty five dollars (\$25) for each offence. The offending team will not be permitted to participate in any further matches until the fine is paid.
- 11.8.11 Supply a C.C.W.H.A. Inc. Umpires Shirt .
- 11.8.12 Supply a Hockey NSW Limited umpiring top to those suitably accredited and in need of such a top.
- 11.8.13 Teams must supply umpires for their allocated duties in accordance with the following criteria:-
- (a) Premier League "B" & "J1" Grade – must be Hockey NSW Limited badged (or in the process of attaining such accreditation);
 - (b) All other Grades – must be in accordance with Rule 11.8.8
 - (c) Variations must be approved by the Umpires Convenor – but only in special circumstances.
- 11.9 The Registrar shall:
- 11.9.1 Distribute and collect all registration forms.
 - 11.9.2 Compile a register of all players for the current season.
 - 11.9.3 Keep the score record of the C.C.W.H.A. Inc. competitions
- 11.10 The Publicity Officer shall:
- 11.10.1 Control all publicity within the C.C.W.H.A. Inc.
 - 11.10.2 Control all C.C.W.H.A. Inc. publicity in the local media.
- 11.11 The Grounds Committee shall:
- 11.11.1 Consist of a Convener, plus at least one (1) member per club.
 - 11.11.2 Liaise with all groups/persons concerned with grounds and development.
 - 11.11.3 Organise all ground duties, which must be adhered to by all Clubs (Roster system).
 - 11.11.4 Maintain grounds and marking of fields.
- 11.12 The Uniform & Equipment Officer shall be responsible for:
- 11.12.1 Storing, purchasing & selling all items of Association uniform.
 - 11.12.2 Storage, maintenance & upgrade of equipment of Association.
 - 11.12.3 Maintaining records of stock, uniforms & equipment for audit purposes.
- 11.13 The Fundraising and Awards Committee shall:
- 11.13.1 Consist of a Convener, plus at least one member per Club, to be on call when needed.

- 11.13.2 Carry out fundraising activities as determined by Council.
- 11.13.3 Purchase appropriate awards as budgeted for and determined by Council.
- 11.13.4 Be responsible for the organisation of the Associations Annual Presentation, as well as any other Presentation/s that may be applicable
- 11.14 The Canteen Convener shall:
- 11.14.1 Organise the Canteen Roster for the Association.
- 11.14.2 Keep all books, papers and records relating to the finance of the canteen, as directed by the Honorary Treasurer.
- 11.14.3 Be responsible for the management of the canteen, as directed by the Honorary Treasurer.
- 11.14.4 Present to Council a monthly statement of receipts and expenditure and place a statement on the table, as directed by the Honorary Treasurer.
- 11.14.5 Present to the A.G.M. each year the Annual Statement of Accounts for the canteen, as directed by the Honorary Treasurer.
- 11.14.6 Receive an honorarium of thirty per cent (30%) nett for services provided.
- 11.14.6 Receive an honorarium amount or percentage of nett profit to be determined at first Council meeting following A.G.M. when proposed budget is presented by Honorary Treasurer.
- 11.15 The Coaching Convener shall:
- 11.15.1 Organise coaching development with the Association.
- 11.15.2 Liaise with team and representative coaches re: coaching programs.
- 11.15.3 Ensure all relevant coaching literature is duly distributed.
- 11.15.4 Select any player/s to attend any coaching camps as organised by Hockey NSW Limited.
- 11.16 The Indoor Convener shall:
- 11.16.1 Control all aspects of indoor hockey within the Association, including the management and control of any representative team/s.
- 11.16.2 Be elected annually at the April Council meeting, in accordance with the rules applicable to election at the A.G.M.
- 11.17 Clubs affiliated with the Association shall:
- 11.17.1 Complete relevant and related information sheets as distributed by Honorary Secretary.
- 11.17.2 Be represented at all meetings.
- 11.17.3 Fulfil umpiring duties as stated by Umpires Board.
- 11.17.4 Be represented on Grounds Committee and allocated corresponding duties.
- 11.17.5 Be represented on Fundraising Committee and allocated corresponding duties.
- 11.17.6 Fulfil rostered duty on canteen
- 11.17.7 Attend council meetings monthly. Attendance is compulsory by at least one delegate. Failure to attend a Council Meeting will result in a \$20.00 fine and deem the Club unfinancial until the fine is paid.
- 11.18 The Representative Selection Committee shall:
- 11.18.1 Select all representative teams and squads of the Association in consultation with each individual representative team coach.
- 11.18.1 Select all representative teams and squads of the Association.
All teams selected will have four shadow players named – should players be required to be added to any team, they must be from the four shadow players named by the selectors.
- 11.18.2 Consist of a convener, who shall be appointed from the Association's office bearers committee.
- 11.18.3 Consist of one (1) nominated representative from each club
- 11.18.4 Each representative team coach will be co-opted onto the committee for the selection of his/her team or squad.
- 11.19 The Veteran's Convener shall
- 11.19.1 Be responsible for administration of Hockey NSW Limited Vets Stats file for Field Hockey
- 11.19.2 Be responsible for ordering Gold/Green Jumpers for Veteran players at the relevant age.
- 11.19.3 Act as Liaison Officer between the Registrar and Veteran players to follow up Photo ID for registration and in creation of ID Cards for State Tournaments.
- 11.19.4 Organise and conduct the Annual Veterans Carnival.

12. REGISTRATION AND PLAY

- 12.1 Clubs wishing to affiliate with the Association must apply annually for registration.
- 12.2 Clubs must complete the CLUB REGISTRATION FORM and present it to the FEBRUARY Council Meeting each year.
- 12.3 Acceptance of Registration shall be resolved at the FEBRUARY meeting. In extreme cases, it may have to wait resolution at the ensuing MARCH Council Meeting.
- 12.4 Club/Team colours must be declared along with Registration. Acceptance of same will be at the resolution of Council.
- 12.5 All players shall be registered in accordance with conditions set out by Hockey NSW Limited.
- 12.6 Every team must submit its TEAM REGISTRATION SHEET fourteen (14) days prior to the first competition round. New registrations must be written on the back of the match card on the day the new player plays his/her first game.
- 12.7 Every Premier League and JUNIOR 1ST GRADE team must ensure that at least one (1) player sits for the Hockey NSW Limited Theory Examination, held annually.
- 12.8 Every TEAM must submit the name/s of a person/s willing to umpire each week. Such person/s must have passed the Hockey NSW Limited Theory Examination or be in the process of preparing to sit for the Examination in that year.
- 12.9 A Player shall be deemed registered once their name appears on the TEAM REGISTRATION SHEET or on the back of the match card (first game).
- 12.10 A team playing a player who has not been registered in accordance with the Rules, shall forfeit that match and competition points thereof, and the opposing team shall be awarded a WIN by three (3) goals to nil (0), and the forfeiting team shall LOSE by three (3) goals to nil (0) and have two (2) competition points deducted.
- 12.11 No player may play DOWN in any round. If this is contravened, Rule 12.10 shall take effect.
- 12.12 Any individual player cannot cross play in another club team in the same grade more than twice in any one season. If contravened the Rule 12.10 will take effect.
- 12.13 To be eligible to play in the Senior Competition a player must turn 10 on or before December 31st prior to the start of the season. Individual cases can be submitted by their club to the Association Executive to assess their suitability to play in the Senior Competition.

13. CONDITIONS OF PLAY

- 13.1 All games shall be conducted in accordance with the official book of Rules of Hockey.
- 13.2 No player may play in more than two (2) competition matches in either SENIOR or JUNIOR divisions/grades in the same round.
- 13.3
 - 13.3.1 A player playing in two (2) divisions/grades of the Association shall be credited with having played in the HIGHER GRADE ONLY
 - 13.3.2 Players in lower grades may play a maximum of 5 games per season in a higher grade. Players who play more than 5 games must re-register in the higher team. Players who are playing in a higher grade to replace a player on Representative duty shall not have the game in the higher grade credited to them.
 - 13.3.3 There are no restrictions to the number of players who play Premier League each game, subject to the provisions of Rule 13.7.
 - 13.3.4 In D Grade, all players must be over the age of 16 years (That is, cannot be 16 years and under).
 - 13.3.5 Premier League teams must register a minimum of 11 players at the commencement of the season. Registered players must have taken the field by Round 4 of the competition. If players have not taken the field prior to Round 4 of the competition, a new player must be registered to ensure 11 players are registered.
- 13.4 If a Club has more than one (1) team in any one (1) division/grade, the player will be credited with playing in her REGISTERED TEAM ONLY

- 13.5 No team may take the field with more than three (3) borrowed players (ie players not included in the registered team).
- 13.6 No team shall take part in any official match with less than seven (7) players. (Under 9 teams - five (5) players).
- 13.7 No more than sixteen (16) players may take part in any match. (Under 9 teams – ten (10) players).
- 13.8 Umpires must ensure that all players are recorded on the scorecard once taking the field. Similarly players’ names must be crossed off the card if they do not participate in the game.
- 13.9 Team Managers must write the FULL NAME of each player involved in the match in BLOCK LETTERS on the scorecard prior to the commencement of each game (alphabetical order preferred).
- 13.10 Players playing UP (U) or ACROSS (A) shall be recorded on the scorecard prior to the commencement of each game.
- 13.11 Teams must play in registered UNIFORMS. Umpires shall have the power to order players to retire if they contravene this Rule. Teams have until Round 4 to uphold this Rule.
- 13.11.1 When competition is sponsored, all players participating in the sponsored grade must wear a sponsors badge on the left arm of their playing shirt. Umpires shall have the power to order players to leave the field if they contravene this rule.
- 13.12 13.12.1 In all official matches, POINTS shall be allocated as follows:-
- | | | | |
|--------------|------------|------|----------|
| WIN | 3 points | LOSS | 0 points |
| BYE | 0 points | DRAW | 1 point |
| FORFEIT LOSS | - 2 points | | |
- 13.12.2 Where games are abandoned due to wet weather, points will be allocated as follows:-
- | | | | |
|-----|----------|-----------------|---------|
| BYE | 0 points | All other teams | 1 point |
|-----|----------|-----------------|---------|
- 13.13 A FORFEIT shall count as a WIN by three (3) goals to nil (0) to the receiving team and a LOSS by three (3) goals to nil (0) by the forfeiting team and two (2) competition points shall be deducted.
- 13.14 The duration of matches shall be:-
- | | |
|---------|----------------------|
| Seniors | 30 minutes each way |
| Juniors | 25 minutes each way. |
- These times may be varied by the FIXTURES COMMITTEE if deemed necessary/appropriate.
- 13.15 Teams failing to appear on the field within ten (10) minutes of the advertised time of play shall forfeit that match.
- 13.16 Wet weather matches shall be played at a time determined by the Fixtures Committee where possible. If not possible the round will be abandoned.
- 13.17 Disputes must be submitted to the DISPUTES COMMITTEE within 24 hours by the appealing team. DISPUTES are to be accompanied by a fifty dollar (\$50) Club cheque which shall be refunded if the dispute is upheld; otherwise defaulted to the Association's funds.
- 13.18 Competition matches must be played on the appointed days at the appointed time, except for exceptional reasons. Teams wishing to apply for a deferment, must do so, in writing, to the FIXTURES COMMITTEE. The request must be made NO LESS THAN fourteen (14) days prior to the advertised playing date. If approved, alternate arrangements would be made, with the Committee’s decision being final. FINALS’ Series games shall not be altered, unless due to wet weather.
- 13.19.1 Players must be accredited with playing five (5) games in a team to be eligible for FINALS’ Series matches (or equivalent to a minimum 33% of games played).
- 13.19.2 Players who are representing NSW at National Championships & training shall be accredited with having played in their Registered Team. Players in this position must play a minimum of three (3) games in their Registered Team to be eligible for FINALS’ Series matches.
- 13.19.3 Any player who qualifies for the “B” Grade final series is automatically qualified to play in the Premier League final series.
- 13.20 A player may play in a HIGHER grade, or ACROSS in a grade in a FINALS’ Series match providing she has played the majority of games in a lower grade and she has played in accordance with Rule 13.19.
- 13.21 In cases of Wet Weather, one (1) CLUB representative must ring the Grounds Committee Convenor for a decision re play. TEAM Representatives may attain the information from the Club Representative. Players must ring their TEAM Representative for decision.

- 13.22 Placings on the competition ladder will be determined as follows:-
 COMPETITION POINTS;
 If Competition Points are equal - GOAL DIFFERENCE;
 If still equal – GOALS FOR take preference;
 If still equal – Teams involved will play a game ~ If still equal: penalty strokes will take place.
- 13.23 The Junior Competition shall be restricted to players not older than 18 years of age (ie. Players must not turn 19 in the year of competition).
- 13.24.1 Boys shall be permitted to play in the Under 9 Competition, provided they DO NOT turn 9 years of age during the year of competition. Proof of age is required. No more than two (2) boys per team are permitted on the playing field at any one time.
- 13.24.2 Boys shall be permitted to play in the Under 7/ Minkey Competition. Proof of age is required.
- 13.25 Age competitions, if so organised, will be predetermined by Hockey NSW Limited guidelines (ie. U/12 means 12 years of age and under).
- 13.26 CLUBS failing to fulfil allocated duties shall be penalised/fined in accordance with guidelines established at the beginning of each season.
- 13.27 C.C.W.H.A. Inc. strongly recommends players DO NOT PLAY whilst pregnant.
- 13.28 At outdoor competitions run by the Association, play is to be suspended for a minimum of 1 hour if lightning is in the area.
- 13.29 Shin pads and mouth guards are compulsory for all players during training, games and at all State Championship – Field and Indoor Hockey
- 13.30 Players registered by clubs must have taken the field by Round 4 or they will be deemed de-registered from that team listing. If this leads to team having less than eleven (11) registered players, a player from lower grade team must be registered up.
- 13.31 Byes do not count as a game played in any grade for eligibility for Finals' Series games
- 13.32 Wet weather games count for player eligibility for Finals' Series games for the players registered team only.

14. FINALS' SERIES

- 14.1 The FINALS' SERIES includes all SEMI FINALS, FINALS and GRAND FINALS.
- 14.2 14.2.1 There shall be NO FINALS' SERIES for the U/9 Competition. A "first past the post" system shall operate.
 14.2.2 No points shall be allocated for Under 7 games. THERE WILL BE NO FINALS' SERIES games. Participation is the aim of this competition.
- 14.3 SEMI FINALS are structured as follow
 1st v 2nd – MAJOR Semi-final;
 3rd v 4th – MINOR Semi-final.
- 14.4 FINALS are structured as follows:
 WINNER 'MINOR' Semi-final plays LOSER 'MAJOR' Semi-final
- 14.5 GRAND FINALS are structured as follows:
 WINNER 'FINAL' plays WINNER ' MAJOR' Semi-final
- 14.6 In all SEMI FINALS AND FINALS if the score is even at full time, "GOLDEN GOAL" (ie. the first goal scorer WINS) extra time will be played:
 JUNIORS 5 minutes each way;
 SENIORS 10 minutes each way.
 If the score is still even, the team higher on the Final Point score will be declared WINNERS
- 14.7 In all GRAND FINALS if the score is even at full time, "GOLDEN GOAL" (ie. the first goal scorer WINS) extra time will be played:
 JUNIORS 7 ½ minutes each way;
 SENIORS 10 minutes each way.
 If the score is still even, a Penalty Stroke Competition will be played to determine the WINNER, thus the PREMIERS.

- 14.8 In Premier League, if the score is still even after extra time in any Elimination Finals' Series game, a Player Elimination Competition will take place. The Player Elimination competition will be defined at the commencement of each season. If scores are still even after the Player Elimination competition, a Penalty Stroke Competition will be played to determine the WINNER, thus the PREMIERS.
- 14.9 Penalty Stroke Competition
- 14.9.1 The umpire shall choose the goal to be used and toss with the Captains to decide which team shall appoint one of it's players to take the first penalty.
- 14.9.2 The Captains/Coach shall choose five (5) players from their own team and shall determine the order in which their own players shall each take a penalty stroke alternately against one and the same goalkeeper of the other side (unless incapacitated).
- 14.9.3 The team awarded the highest number of goals shall be the winner
- 14.9.4 If scores are equal after the first series of strokes a 'sudden death' procedure will operate as follows:
- a) A second series of penalty strokes by the same group of players shall begin.
 - b) The first team awarded more goals than their opponents after an equal number of strokes shall be the winner.
- Note: The team of which one of it's players has taken the first penalty stroke of a series shall not take the first penalty stroke of the following series.

15. UMPIRING

- 15.1 Each competition match will be controlled by two (2) umpires appointed by the Umpires' Board.
- 15.2 Inexperienced umpires should be supervised by a badged umpire, duly appointed by the Umpires' Board.
- 15.3 Failure to fulfil an Umpiring duty will incur a penalty, refer 11.8.10.
- 15.4 Clubs/Teams will pay fees to one of the allocated Umpires prior to the commencement of the games. Amount paid is to be as determined at the commencement of the season by the Council
- 15.5 Persons seeking Practical Assessment for a State Badge must apply, in writing, to the Association's Umpires, Convener by 1st May of each playing season.
- 15.6 The Association's Umpires' Convener is responsible for organising ALL testing. Any person found contravening this Rule will be fined fifty dollars (\$50)
- 15.7 All test cards will be issued by the Association's Umpires' Convener. All candidates for assessment, must, in turn, return the test card to the Convener after each test.
- 15.8 The Association's Umpires Convener will forward all successful test cards to the Hockey NSW Limited Umpires Convener for consideration.
- 15.9 Any match inconvenienced by an umpire not being in attendance at the scheduled time of play will have an umpire re-allocated by the Association's Umpires' Convener, or his/her nominee, at the earliest possible time.
- 15.10 Serious injuries to players should be recorded on the back of each scorecard and signed by both umpires. Such documentation may be necessary for Insurance purposes.

16. TRANSFERS

- 16.1 No CLUB may refuse CLEARANCE of a member to another CLUB if the player has met all financial obligations to the original Club.
- 16.2 No player may play a competition match with another Club without a written clearance from the previous Club's Secretary.
- 16.3 CLEARANCES must accompany the score card of the first game played in the new Club.
- 16.4 CLEARANCES are required whenever a player transfers – be it during a season, or from season to season (local clubs)
- 16.5 Any dispute arising from a transfer, must be made, in writing, to the Association's Honorary Secretary for resolution.

17. PLAYER CONDUCT

- 17.1 All player's conduct will be of the highest standard at all times.
- 17.2 Umpires must report all incidents of player misconduct.
- 17.3 YELLOW CARD offences must be written clearly on the back of each scorecard and signed by the issuing umpire. The Association's Umpires' Convener must keep a record of all Yellow Card incidents.
- 17.4 A player receiving three (3) YELLOW CARDS in any one season shall be required to appear before the Association Judiciary for explanation/action.
- 17.5 RED CARD offences must be written clearly on the back of each scorecard and signed by the issuing umpire.
- 17.6 Any player receiving a RED CARD shall be required to appear before the Association Judiciary.
- 17.7 Any player suspended by the Association Judiciary will not be permitted to come within fifty (50) metres of the playing field. If this is contravened, the team the offending player is associated with, may FORFEIT the match it is involved with.

18. SPECTATOR CONDUCT

- 18.1 All persons not involved in the playing or umpiring of matches will be deemed "SPECTATORS". Such persons include coaches, managers, parents, etc.
- 18.2 Spectator Conduct will be of the highest standard at all times.
- 18.3 All forms of Spectators MISCONDUCT must be reported to the Association Ground Manager immediately. The Ground Manager will then decide if the misconduct is sufficiently serious to lay charges. Alternately, the Ground Manager may issue a warning if he/she feels it necessary and duly enter the person's name in the Misconduct Book. (kept by the Association's Ground Manager).
- 18.4 Any person appearing in the MISCONDUCT BOOK in any one playing season on three (3) occasions, will be charged by the Ground Manager.
- 18.5 Any person charged will be required to appear before the Association's Judiciary.
- 18.6 Umpires must report any person who continually harasses or questions the integrity/competence of themselves. The report must be directed to the Association's Ground Manager, who in turn, will decide what action is appropriate.
- 18.7 Any SPECTATOR suspended by the Association Judiciary will not be permitted to come within fifty (50) metres of the playing field. If this is contravened, the team the offending Spectator is associated with, may FORFEIT the match it is involved with. This includes parents, relations, friends, coaches and managers.

19. GUIDELINES FOR REPRESENTATIVE HOCKEY

19.1 PLAYERS

- 19.1.1 All players will be deemed eligible for selection in representative teams, unless otherwise advised.
- 19.1.2 Players are only eligible for their correct age group, except in OPENS (1) and UNDER 18 Teams, where the best available team must be selected. Where the opportunity arises for a second team to play at Open State Championships, this team shall be selected from those players who have attained the age, of 16 as at 1st January of that year. Goalkeepers are eligible for selection in OPENS, UNDER 18 and UNDER 17 Teams irrespective of age.
- 19.1.3 Players who drop out of selected representative teams for reasons unsatisfactory, will be deemed ineligible for selection in this Association for a period of twelve (12) months.
- 19.1.4 Players who try out for another Association representative team, without this Association's knowledge (having first been selected in a representative team from C.C.W.H.A. Inc.) will be deemed ineligible for selection in this Association for a period of two (2) years
- 19.1.5 Players who miss more than two (2) training sessions without notification, or for reasons deemed unsatisfactory, will be excluded from the team and be ineligible for selection in this Association for a period of twelve (12) months
- 19.1.6 Any player reported for MISCONDUCT, during any period of representation, will be required to appear before the Association's Judiciary Committee.
- 19.1.7 Players selected in any representative team are NOT guaranteed how much playing time they will receive, in any match.

- 19.1.8 Players must stay with the team at its point of accommodation at all Championship events. (This does not include carnivals).
- 19.1.9 New players to the Association may be added to teams, providing there is MAJORITY agreement between selectors.
- 19.1.10 All Junior Representative players (Under 11 – Under 18) must be registered and play the majority of their hockey with C.C.W.H.A. Inc., except in Opens (1) where players must have played at least 2 years of representative hockey with C.C.W.H.A. Inc.
- 19.1.11 Players who do not fulfil their playing obligation with C.C.W.H.A. Inc. will be deemed ineligible for further representative selection in this association for a period of twelve (12) months.
- 19.1.12 Players who are selected in one, or more, NSW Hockey Limited selected teams to attend National Championships teams will receive a one hundred dollar (\$100) honorarium per annum – All payments shall be made at the conclusion of the season at the Associations Annual Presentation

19.2 COACHES

- 19.2.1 Coaches are solely responsible for the coaching of their respective teams.
- 19.2.2 Coaches failing to attend more than two (2) nominated training sessions , etc, without a satisfactory reason will be dropped.
- 19.2.3 Coaches may select appropriate Carnivals to attend.
- 19.2.4 Once the selectors have named the team, the Coach shall become the Sole Selector for all matches.
- 19.2.5 The Coach MUST submit a Representative Team Coach's Report to the Association, within fourteen (14) days of the conclusion of the Championship/Carnival.

19.3 MANAGERS

- 19.3.1 Managers must attend all training sessions, Carnivals and Championships, arranging all as guided by the Coach.
- 19.3.2 Managers should endeavour to attend as many Council Meetings as possible.
- 19.3.3 Managers must distribute and collect all relevant notes.
- 19.3.4 Managers are solely responsible for collecting and receipting all monies and ensuring that the team receipt book/s is/are returned to the Honorary Treasurer by the completion of the season.
- 19.3.5 Managers must organise all travel and accommodation for teams participating at Championships.
- 19.3.6 Managers must attain all relevant forms from the Honorary Treasurer and ensure such forms are sent back to the relevant body/bodies prior to the nominated date.
- 19.3.7 Managers are responsible for preparing a Team Financial Statement which must be forwarded to the Honorary Treasurer prior to the Championship/Event. Cheques must be collected, as necessary, at this time.
- 19.3.10 Managers are responsible for the organisation, distribution and/or collection of all uniform items.
- 19.3.11 Managers must submit a Representative Team Manager's Report to the Association, within fourteen (14) days of the conclusion of the Championship/Carnival.
- 19.3.12 Managers failing to attend more than two (2) nominated training sessions etc. without a satisfactory reason will be dropped.

19.4 UMPIRES

- 19.4.1 Umpires shall be appointed by the Umpires' Board to attend the relevant Championships. The Board shall ensure that those chosen are suitably accredited.
- 19.4.2 Umpires should endeavour to align themselves within any Representative team it travels with.

19.5 GENERAL

- 19.5.1 Coaches, Managers and Umpires shall not pay for any travel or accommodation costs whilst at a Championship. These costs will be paid by the Association.
- 19.5.2 Coaches, Managers and Umpires shall not pay for any travel or accommodation costs whilst at a Carnival (where applicable). Such costs shall be absorbed into Player Levies.

19.6 TEAMS

- 19.6.1 Representative Team officials shall be elected in July each year: Coach & Managers (where possible)

- 19.6.2 Representative Teams will be entered in every Championship that Hockey NSW Limited conducts. 'B' Teams will also be selected and entered into Carnivals/Competitions as so desired.

20. GUIDELINES FOR THE ASSESSMENT OF UMPIRES

20.1 BECOMING A QUALIFIED UMPIRE

- 20.1.1 Learning umpires should attend lectures/seminars as organised by the Umpires' Board.
- 20.1.2 Sit for the Hockey NSW Limited Theory Examination and attain a designated pass mark.
- 20.1.3 Begin umpiring at Junior level and strive to progress.
- 20.1.4 Candidates must satisfy two (2) examiners on Senior Premier League matches to attain a State 'C' Badge. These practical tests must be linked with a satisfactory Theory pass.

20.2 PROGRESSION OF UMPIRES

- 20.2.1 'B' Badges can be attained at the OPENS State Championships or Division 1 (Sydney Women's Hockey League). Candidates must pass at least two (2) practical tests as well as attain the needed Theory pass.
- 20.2.2 'A' badges can be attained as per 20.2.1, but fully satisfy the Hockey NSW Limited Umpires' Committee criteria.
- 20.2.3 International badges – show elite talent as a State 'A' badge holder.

20.3 QUALIFICATIONS FOR THE EXAMINING UMPIRE

- 20.3.1 A holder of an Australian badge (AA) may test for a State 'A', 'B' or 'C' badge.
- 20.3.2 A holder of a State 'A' badge may test for a State 'B' or 'C' badge.
- 20.3.3 A holder of a State 'B' badge may test for a State 'C' badge.

21. INDOOR HOCKEY

- 21.1 Indoor Hockey will be organised by a Committee of 3 persons. The Committee will consist of a Convenor plus 2 other members. One of such members will be appointed from the Executive. These persons will be elected at the April Council meeting each year.
- 21.2 The Association shall enter teams in all relevant Championships conducted by Hockey NSW Limited
- 21.2.1 There will be no limit to the number of teams entered.
- 21.2.2 A Selection Panel will select all Indoor Representative teams. The Panel will consist of:
- 21.2.2.1 the coach of the highest nominated team;
- 21.2.2.2 the Convenor, and
- 21.2.2.3 the Executive member of the Indoor Committee
- 21.2.3 The Opens Division 1 team must be the best selected team and can include players who are not originally registered in the Association. All other teams must be selected from players registered with the Association.
- 21.2.4 Selections must be advertised to all Clubs at the July Council meeting each year. Clubs are responsible for informing their interested members.
- 21.2.5 Players are only eligible for their correct age group. Where there is a shortage of eligible players, players from younger age groups may be bought into the lowest available team.
- 21.2.6 Teams must wear approved Association uniform when representing.
- 21.2.7 Coaches for each Representative Indoor Team shall be elected at the July Council meeting each year. If any vacancies arise after that date, the Indoor Committee will appoint coaches, .
- 21.2.8 The Representative Indoor Team Coaches shall choose managers. Such persons chosen would have an interest in the team itself (eg. parent).
- 21.3 A budget shall be prepared and submitted to the Association Executive by the June Council meeting each year. It must include all planned activities for the upcoming season.
- 21.4 The Representative Player Booklet is to be distributed to all selected players as soon as teams are selected.

22. MAJOR ANNUAL AWARDS

22.1 PRESIDENTS TROPHY

21.1.1 To be selected by the PRESIDENT solely.

21.1.2 To be awarded to the PERSON the PRESIDENT believes has made the greatest contribution to the Association throughout the entire season ~ including representative hockey.

22.2 GOALKEEPER OF THE YEAR

To be awarded to the GOALKEEPER who has made the greatest contribution, or improvement, throughout the entire season ~ including representative hockey.

22.3 UMPIRE OF THE YEAR

To be awarded to the Umpire who has made the greatest contribution, or improvement, throughout the entire season ~ including representative hockey.

22.4 UMPIRE ENCOURAGEMENT AWARD

To be awarded to the Umpire who has shown the most improvement throughout the year.

22.5 REPRESENTATIVE TEAM AWARDS

22.5.1 Three awards are to be given to each representative team at the Association's Annual Presentation. The awards are:

- (a) Best and, Fairest player;
- (b) Most Consistent player, and
- (c) Most Improved player.

The awards are solely selected by the team coach.

22.5.2 One award will be given to each Indoor representative team at the conclusion of each State Championship. The award will be selected by the team coach.

22.6 SPIRIT OF CAMPBELLTOWN AWARD

To be awarded to a person who participates in the Association with a generous spirit and with a view to advancing the Association for the betterment of hockey in the Campbelltown area.

22.7 JOHN ROBINSON REPRESENTATIVE PLAYER OF THE YEAR

To be awarded to the player who has had the most outstanding year as a representative player.

23. ASSOCIATION FORMS

The following Forms are attached:-

- A. Committee Reports
- B. Club Team Nomination
- C. Club Information
- D. Group Receipts and Financial Statement for Team Manager
- E. Representative Team Coach's Report
- F. Representative Team Manager's Report

24. RULES REQUIRED BY HOCKEY NSW

24.1 C.C.W.H.A. Inc. shall at all times be bound by the Constitution , Rules and Regulations of Hockey NSW Limited.

24.2 Where there is any inconsistency between any provision of the Constitution and or Rules and Regulations of C.C.W.H.A. Inc. and those of Hockey NSW Limited, then to the extent of such inconsistency the Constitution Rules and Regulations of Hockey NSW Limited shall prevail;

24.3 C.C.W.H.A. Inc. shall be bound by the lawful decisions of the Board of Hockey NSW Limited and shall do all things reasonably necessary to implement and enforce such decisions.