



FEDERATION
OF INTERNATIONAL
TOUCH

**THE 2015 FEDERATION OF INTERNATIONAL TOUCH
(FIT)
WORLD CUP (2015 TWC)**

RULES AND REGULATIONS

**C.ex COFFS INTERNATIONAL STADIUM
COFFS HARBOUR**

29 APRIL – 3 MAY, 2015 (WEDNESDAY– SUNDAY)



Important Dates Reminder

Date	Item	Potential Sanction
30 September, 2014 (Tuesday)	<ul style="list-style-type: none"> Team Nomination Forms due 	
30 September, 2014 (Tuesday)	<ul style="list-style-type: none"> Host Nation Team Fees Deposit Due (50%) FIT Team Fees Deposit Due (50%) 	<ul style="list-style-type: none"> \$100 late payment fee may apply
29 December, 2014 (Monday)	<ul style="list-style-type: none"> Member Nation Selection Policy Due Player Clearance / Second Representation Application Forms Due 	<ul style="list-style-type: none"> Individuals may not be able to compete if forms are not lodged prior
31 December, 2014 (Wednesday)	<ul style="list-style-type: none"> Host Nation Team Fees Deposit Due (50%) FIT Remaining Team Fees Due (50%) 	<ul style="list-style-type: none"> \$100 late payment fee may apply
31 December, 2014 (Wednesday)	<ul style="list-style-type: none"> Additional Participants To Be Notified 	
29 January, 2014 (Monday)	<ul style="list-style-type: none"> Eligibility Exemption Application Forms Due Uniform Compliance Test 	<ul style="list-style-type: none"> Individuals may not be able to compete if forms are not lodged prior
31 January, 2015 (Saturday)	<ul style="list-style-type: none"> Host Nation Individual Fees Due FIT Individual Fees Due 	<ul style="list-style-type: none"> Late payment fees may apply
31 March, 2015 (Tuesday)	<ul style="list-style-type: none"> Online Registration Information Due 	
28 April, 2015 (Tuesday)	<ul style="list-style-type: none"> Tournament Briefing 	
29 April – 3 May, 2015 (Wednesday – Sunday)	<ul style="list-style-type: none"> 2015 FIT Touch World Cup conducted 	



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A ADMINISTRATIONAL REQUIREMENTS	
Item 1	Tournament Venue and Dates
	<p>The dates and venue of the 2015 Federation of International Touch (FIT) World Cup (TWC) will be as follows:</p> <p>29 April – 3 May, 2015 (Wednesday – Sunday)</p> <p>C.ex Coffs International Stadium Stadium Drive Coffs Harbour NSW 2450</p>
Item 2	Team Eligibility
	<p>Entry to 2015 TWC is open to national teams representing FIT Member Nations and acceptance of entries is dependent on meeting all entry criteria.</p> <p>Invitation to participate outside the affiliated FIT membership may be extended at the discretion of the FIT Board.</p> <p>In addition to meeting the specific financial requirements of the 2015 TWC, each Member Nation participating in 2015 TWC need to have paid all affiliation fees due and free of any other encumbrance related to FIT.</p> <p>Only one team per division from any single FIT Member Nation will be allowed.</p>
Item 3	Player Eligibility
	<p>First and foremost, a player must comply with the respective Member Nation Selection Policy which must be lodged to FIT by 5pm AEDST – 29 December, 2014 (Monday).</p> <p>Player Eligibility will be in accordance with FIT Policy. This document is available from the 2015 TWC website – FIT Operations Policy No 3: Player Eligibility</p> <p>In order to clarify dates relevant to the 2015 TWC. Player Clearance / Second Representation Application Forms are due by 5pm AEDST – 29 December, 2014 (Monday) and Eligibility Exemption Application Forms are due by 5pm, AEDST – 29 January, 2015 (Thursday).</p> <p>Player Eligibility for the 2015 TWC will be determined by an FIT Eligibility committee comprising of:</p> <ul style="list-style-type: none"> • Bill Ker – FIT Secretary General; • Tom Bedowski – European Federation of Touch, Tournament Director; and • Matthew Boesen – European Federation of Touch, President.
Item 4	Coach Eligibility
	<p>All coaches must be certified with a relevant and recognised coaching accreditation.</p>
Item 5	Divisions
	<p>FIT has used the following terminology for age divisions – in all age divisions, players must have obtained that age prior to or on 31 December, 2014 (Wednesday) to be eligible to participate in the 2015 TWC.</p> <p>Below are some examples of eligibility:</p>



	Division	Date of Birth
	Men's Open (Open Division)	No restriction
	Women's Open (Open Division)	No restriction
	Mixed Open (Open Division)	No restriction
	Women's 27's (Senior Division)	Born in or before 1987
	Men's 30's (Senior Division)	Born in or before 1984
	Senior Mixed (Senior Division)	Born in or before 1984
	Men's 40's (Senior Division)	Born in or before 1974
	Men's 50's (Senior Division)	Born in or before 1964
	<p>Acceptable proof of age documentation includes birth certificate, current passport or current photo driver license.</p> <p>Female players can only be nominated for female divisions, and vice-versa.</p> <p>Players and team officials can only participate in one division unless approved by Tournament Management.</p> <p>NOTE: A division must have a minimum of four teams participating to be staged.</p> <p>If sufficient numbers nominate for the division to go ahead at the close of nominations but teams pull out after this time (meaning less than four teams are scheduled to participate) the division will continue in a modified version or will be combined, as determined by FIT.</p>	
Item 6	Team Nomination Process	
	<p>Member Nations must submit their Team Nomination Form to mark.spear@autouch.com.au by 5pm AEDST – 30 September, 2014 (Tuesday).</p> <p>The form must contain the contact details for the Member Nation Contact (Tour Manager) including:</p> <ul style="list-style-type: none"> • Contact Name • Mobile Number • Email • Address • Suburb, State and Postcode. <p>Tour Managers are to notify Tournament Management of Australian Mobile Numbers when obtained.</p> <p>Tour Managers have the implied delegated authority of their representing Member Nation.</p> <p>Tour Managers may also list the details of Team Contacts and other individuals. Information may be passed onto these individuals as required to assist in the flow of information to participants.</p> <p>The Team Nomination Form is available from the 2015 TWC website – www.touchworldcup.com</p> <p>If any of the above mentioned documentation, registration or nomination deadlines are not met, or payment is not received by the due dates, teams will only be accepted to enter the tournament as determined by Tournament Management and will incur a late payment fee as indicated.</p>	
Item 7	Medical Assistance	
	<p>Teams are required to supply their own medical staff. It is the Member Nation's responsibility to ensure that their medical staff possesses adequate qualifications and insurances.</p>	



	<p>Tournament Management will ensure suitably trained medical staff are available for the diagnoses of all serious injuries occurring at the event.</p> <p>Contact details of the Nominated Medical Delegate are to be lodged on the Officials Team Sheet and Tournament Management will contact this individual during the event for medical issues involving the respective Member Nation.</p>
<p>Item 8</p>	<p>Referee Nomination Process</p>
	<p>In order to conduct an international event, a suitable number of referees with appropriate qualifications are required. The FIT Referee Panel in conjunction with Member Nations and other bodies will seek relevant referees from across the world to officiate at the 2015 TWC. All referees will need to be endorsed by their respective Member Nation. The FIT Referee Panel will determine the nomination process and have the final say on selection of approved referees.</p>
<p>Item 9</p>	<p>Tournament Fees</p>
	<p>Details on the Team Fees and Individual Levies are listed briefly below:</p> <p>The total levy is \$525 AUD per team and \$260 AUD per individual inclusive of local taxation requirements.</p> <p>All fees listed herein are Australian Dollars (AUD) as per the FIT Policy.</p> <p>As per the FIT process this payment must be made in stages and segmented to both the Host Nation and FIT. More details on this process will be communicated into the future with assistance from the relevant parties including invoicing once nominations are provided.</p> <p>NOTE: All nations must ensure transaction fee costs are covered. Any short payment due to banking requirements will not result in the nation being financial with respect to participation.</p> <ul style="list-style-type: none"> • Teams Fee Breakdown: <ul style="list-style-type: none"> ○ <u>Host Nation Component – Is set at \$425 (GST inclusive) per team</u> ○ <u>FIT Component – Is set at \$100 (GST exclusive) per team</u> ○ <u>50% is due by 30 November, 2014 (Sunday)</u> ○ <u>Remaining 50% is due by 31 December, 2014 (Wednesday)</u> ○ Team fees are non-refundable. ○ External circumstances may result in a refund such as 2015 TWC division is cancelled due to lack of team nominations. ○ Team nominations will only be accepted if Member Nations are financial with FIT. ○ Separate invoicing will be distributed by both parties upon entry. ○ Alternate arrangements will only be considered in exceptional circumstances. • Individual Fee Breakdown: <ul style="list-style-type: none"> ○ <u>Host Nation Component – Is set at \$180 (GST inclusive) per individual</u> ○ <u>FIT Component – Is set at \$80 (GST exclusive) per individual</u>



- All teams will be invoiced for a minimum of 15 participants per division (on the basis of an approximate rate of 14 players and one coach per team)
- If teams anticipate that they will have more than this number, they are to indicate this so it can be included in the invoicing process
- Teams will be invoiced by the Host Nation in **January 2015** for \$2,700 (GST inclusive) per team (for 15 participants) or additional if previously indicated with individual fees due **31 January, 2015 (Saturday)**
- Teams will be invoiced by FIT in **January 2015** for \$1,200 (GST exclusive) per team (for 15 participants) or additional if previously indicated with individual fees due **31 January, 2015 (Saturday)**
- The Online Registration process will conclude on **31 March, 2015 (Tuesday)** and all participants will need to be registered at this stage. Team lists will be audited and teams invoiced for any participant that has not been accounted for with payments due prior to the Tournament Briefing.
- There may be the opportunity to register participants after this time but will incur a late payment fee and must be paid at the Tournament Briefing.

Below is a summary schedule of the above fee/payments information:

Item	Cost	Due Date
Host Nation Team Fees Deposit Due (50%)	\$210 (GST inclusive) per team	30 November, 2014
FIT Team Fees Deposit Due (50%)	\$50 (GST exclusive) per team	30 November, 2014
Host Nation Remaining Team Fees Due (50%)	\$215 (GST inclusive) per team	31 December, 2014
FIT Remaining Team Fees Due (50%)	\$50 (GST exclusive) per team	31 December, 2014
Additional Participants To Be Notified		31 December, 2014
Host Nation Individual Fees Due	\$180 (GST inclusive) per individual	31 January, 2015
FIT Individual Fees Due	\$80 (GST exclusive) per individual	31 January, 2015
Online Registration Information Due		31 March, 2015
Final Individual Fees Due		28 April, 2015 (At Tournament Briefing)

Levies that are late will be treated as a 'late entry' and may incur a late payment fee as indicated in Item 11 below.

Item 10 Insurance

All risks associated with participation in the 2015 TWC lie with the member Nation. The Member Nation shall be responsible for undertaking its own risk analysis and ensuring that it, and/or its players/officials/personnel, secures appropriate insurance to cover relevant risks (including those associated with event cancellation) which may include but are not limited to travel insurance, medical/health/accident/death insurance, third party insurance, etc.

Public Liability cover and all compulsory elements required by the Host Nation and FIT will be in place.



<p>Item 11</p>	<p>Late Entries</p> <p>Team Nomination Forms received after the relevant closing date will only be accepted at the convenience of the competition. (i.e. to replace a bye or another withdrawal) and will incur a late payment of \$100 (GST exclusive).</p>
<p>Item 12</p>	<p>Refunds</p> <p>Refunds will be at the sole discretion of Tournament Management for any team or participant that withdraws after the close of nominations.</p> <p>A full refund will apply to teams that are not able to play due to insufficient number of teams nominating to stage a division. This will be determined two weeks after the close of nominations.</p>
<p>Item 13</p>	<p>Registration Process</p> <p>It is the responsibility of each Member Nation being represented to ensure that all of their players and officials meet the eligibility criteria of the tournament.</p> <p>Players can upload their details via Touch Football Online. Upon receipt of the Team Nomination Form, codes and instructions on how to comply with this method will be distributed.</p> <p>Player Registration Process</p> <p>Players can upload their details via Touch Football Online. Upon receipt of the Team Nomination Form, codes and instructions on how to comply with this method will be distributed.</p> <p>This method requires submission of minimum information including:</p> <p>Legal first name</p> <ul style="list-style-type: none"> • Family name • Date of Birth • Gender • Address Line 1 • Suburb • Country • Postal Code • Mobile • Email • Playing Number <p>Teams may register a maximum of sixteen players.</p> <p>Officials Registration Process</p> <p>Officials can upload their details via Touch Football Online using a similar method.</p> <p>This method requires submission of minimum information including:</p> <ul style="list-style-type: none"> • Legal first name • Family name • Date of Birth • Gender • Address Line 1 • Suburb • Country • Postal Code



- Mobile
- Email
- Position i.e. Coach, Manager, Tour Manager
- Team i.e. Mixed Open

Coaching staff only need to list their coaching qualifications. Other officials such as medical and managers just need to list their team and position i.e. Sports Trainer or XO Manager.

Each team competing in the Open Divisions of 2015 TWC must be accompanied by at least one non-playing coach and one manager.

Member Nations with more than one team competing in 2015 TWC must also provide a Tour Manager, who must have no subsidiary roles with coaching or managing any specific team. Head Coaches are welcomed but cannot also fulfil a Member Nation Tour Manager role.

Initial Lists

Team details must be uploaded (for both players and officials) by **5pm AEDST – 31 March 2015 (Tuesday)**. After this date, information can only be modified manually at the Tournament Briefing.

A report on the registered players (Final Team Sheet) of each team and registered officials (Final Officials Sheet) will be emailed to the Tour Manager with a copy available at the Tournament Briefing. This will contain only details of participants uploaded online until **31 March 2015 (Tuesday)** (as above).

Paperwork Submission

This is the opportunity to make any final changes to all documents. These changes are to be hand-written legibly on the Final Team Sheet and Final Officials Sheet. Once the Tour Manager is happy with all documents, they are to sign-off on its accuracy and confirmation.

Participants that do not upload their details online will be required to fill out a '*Membership and Participant Application and Declaration*' available from the 2015 TWC website. These participants will also be required to have their details collated into an Additional Players List or Additional Officials List and submitted with their respective Final Team Sheet or Final Officials Sheet.

No deletions, additions or replacements to the Final Team Sheet or Final Officials Sheet will be permitted after **8pm AEST – 28 April 2015 (Tuesday)**.

Failure to submit team details by **8pm AEST – 28 April 2015 (Tuesday)** may result in teams being issued with a fine of \$100 (GST exclusive) per team.

Required/Additional Paperwork

It is the responsibility of the respective Member Nation that all their participants have submitted all relevant documentation before taking part in the tournament in any capacity.

If Tournament Management finds issues with the information contained in the paperwork, it may result in fines or further action, as determined by Tournament Management.

All Member Nations competing must supply a Member Nation Declaration stating that all of their players and officials qualify for the division they have nominated for and that all relevant policies and Rules and Regulations have been officially communicated to the relevant people. This is to be given to Tournament Management at the Tournament Briefing.



	<p>Relevant Protocol Details</p> <p>The following must be submitted at the Tournament Briefing:</p> <ul style="list-style-type: none"> • A digital copy of the respective country national anthem, a version of not more than 80 seconds duration; • A maximum 100-word description / profile / history on the respective country flag bearer(s) for the Opening Ceremony; and • Evidence of ability to supply a 2 meter x 1 meter (approximate) respective country national flag (with eyelets) for use during the Opening Ceremony and throughout the 2015 TWC.
Item 14	<p>Tents and Associated Equipment</p> <p>Tents will be provided by the Host Nation. Each Member Nation will be allocated nine square metres per team. If any Member Nation wishes to have additional space, they are to make contact with the Host Nation and will be charged for the additional tent coverage.</p> <p>It is the responsibility of the Member Nation to book any other equipment such as tables and chairs. These items can be hired through All-ways Party Hire, contact details below:</p> <p>Phone – +61 2 6652 3933 Email – alwayspartyhire@bigpond.com Website – www.alwayspartyhire.com.au</p> <p>The Host Nation will allocate the position of tents which will be placed around the main field. While preferences will be considered, it is not guaranteed.</p> <p>All associated equipment is the sole property of the Member Nation hiring the equipment and any unauthorised use or abuse of this equipment will not be tolerated. Member Nations will be responsible for ensuring the safety and protection of all equipment they bring into the venue. Any large infrastructure such as a cool room being brought into the venue needs prior permission from the Host Nation.</p> <p>The Host Nation cannot guarantee that water or power can be accessed at every Member Nations' tent. Entities are encouraged to sort out any arrangements such as water or power access by 4pm AEST – 28 April 2015 (Tuesday).</p>
Item 15	<p>Uniforms</p> <p>Player Eligibility will be in accordance with FIT Policy. This document is available from the 2015 TWC website – FIT Operation Policy No 4: Player and Referee Uniforms</p> <p>In order to clarify dates relevant to the 2015 TWC. All current uniform designs are to be forwarded to the FIT Secretary General by 5pm AEDST – 29 January, 2015 (Thursday) to ensure compliance with the FIT Policy and all uniform details are lodged on record.</p> <p>Any player who is not playing in the official uniform will not be allowed to take the field of play until correctly attired. Referees will endeavour to enforce this rule. However, if a breach is proven to have occurred it will result in a caution and/or fine as deemed appropriate by Tournament Management.</p>
Item 16	<p>Tournament Briefing</p> <p>The Tournament Briefing will be held at 4:30pm AEDST – 28 April 2015 (Tuesday).</p> <p>The venue will be:</p> <p>Novotel Pacific Bay Resort</p>



	<p>Corner of Pacific Highway and Bay Drive Coffs Harbour NSW 2450</p> <p>It is compulsory for the Tour Manager from each Member Nation and a registered official from all teams to attend this meeting.</p> <p>The following documentation is required to be lodged after the conclusion of the Tournament Briefing:</p> <table border="1" data-bbox="421 539 1347 1003"> <tr><td>• Member Nation Declaration for the Member Nation</td></tr> <tr><td>• Final Team Lists for each team</td></tr> <tr><td>• Additional Players List if applicable</td></tr> <tr><td>• Final Officials List</td></tr> <tr><td>• Additional Officials List if applicable</td></tr> <tr><td>• Membership and Participant Application and Declaration for each participant (players and officials) who did not complete the online registration process</td></tr> <tr><td>• Prohibited Employment Declaration Form for each official that will come into contact with underage participants</td></tr> <tr><td>• Play By The Rules certification</td></tr> <tr><td>• Digital copy of National Anthem</td></tr> <tr><td>• Information on Flag Bearer(s)</td></tr> <tr><td>• National Flag</td></tr> </table>	• Member Nation Declaration for the Member Nation	• Final Team Lists for each team	• Additional Players List if applicable	• Final Officials List	• Additional Officials List if applicable	• Membership and Participant Application and Declaration for each participant (players and officials) who did not complete the online registration process	• Prohibited Employment Declaration Form for each official that will come into contact with underage participants	• Play By The Rules certification	• Digital copy of National Anthem	• Information on Flag Bearer(s)	• National Flag
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• Play By The Rules certification												
• Digital copy of National Anthem												
• Information on Flag Bearer(s)												
• National Flag												
Item 18	Photography											
	<p>The official photographers of the 2015 TWC are Energy Images – their contact details follows:</p> <p>Contact: Dale Watson Phone – +61 403 521 190 Email – info@energyimages.com.au Website – www.energyimages.com.au</p> <p>Team photos are not included in the Tournament Fees and will need to be purchased directly through Energy Images.</p> <p>Team photos must occur by 5pm AEDST – 29 April 2015 (Wednesday) unless otherwise arranged with Energy Images.</p> <p>Energy Images’ photographers have exclusive access to the inner field and boundaries to all fields, along with external media and/or hosting councils. Therefore, no other Member Nation’s ‘official’ photographer can access this area.</p> <p>Special consideration for Member Nation based photographers and media will be determined on a case by case basis. The applications need to be submitted to FIT although commercial photographers and media will not be considered.</p>											



B EVENT SPECIFIC INFORMATION	
Item 1	Rules
	The 4 th edition of the FIT Playing Rules will apply.
Item 2	Tournament Management
	<p>Tournament Management will be in charge of and responsible for, all matters relating to the 2015 TWC and will enforce all Rules and Regulations, including the Tournament Director who will manage the event and event staff team who are the first point of contact for tournament inquiries.</p> <p>The 2015 TWC Tournament Director will be Bill Ker – FIT Secretary General.</p> <p>Tournament Management will determine and/or interpret matters not covered or specified by the Rules and Regulations. Tournament Management has the right to amend any tournament rule if required.</p> <p>Tournament Management has available at its disposal and discretion, a number of recognised, best practice processes, to support the overall management and conduct of the event. These processes may include informal and formal interpretation of issues etc. It is at the discretion of Tournament Management which avenues/processes are used to resolve/eliminate issues or caution participants, as required.</p> <p>Tournament Staff at the event formally records incidents and issues, as required. These records are maintained and can be drawn on when required with a current related issue or problem. All participants need to be aware of this process and understand that information can be carried over and applied if necessary/as required.</p> <p>Furthermore, during an event there is often limited time available to complete written administrative tasks relative to above. Therefore items such as recording devices and templates are used to be time and resource effective, to seek an outcome/resolve an issue in a reasonable manner and timeframe.</p>
Item 3	Training
	<p>Any training that occurs in Australia prior to the 2015 TWC must be advised in writing to Tournament Management. This is so Tournament Management is aware of intentions for a variety of reasons including insurance. All training fields need to be booked through the various process outlined by the owners of the fields and there also may be requirement for payment and additional insurance requirements.</p> <p>We understand that some teams will train in Coffs Harbour prior to the event. In order to have the venue in the best possible condition for the conduct of an international event, Tournament Management will not allow training to occur at any of the fields at the C.ex Coffs International Stadium or surrounding precincts.</p> <p>As an alternative, Coffs Harbour City Council will allow training to occur at a number of other Council owned fields.</p>
Item 4	Warm-Up Matches
	In the lead-up to previous FIT Touch World Cups, nations have looked to organise warm-up games in preparation for the actual event. Tournament Management is looking to formalise these matches on 26 April 2015 (Sunday) in Sydney or other quality locations to ensure that these matches adhere to relevant FIT policies.



	<p>Tournament Management will look to organise local Touch Football Affiliates to host Member Nations. Some international teams may go direct to Affiliates via contact details available on websites or through personal contacts. We are happy for this to occur but there needs to be communication to Tournament Management of intentions for a variety of reasons including insurance.</p>
Item 5	Draw Formula
	<p>After the close of nominations, an indicative draw will be distributed.</p> <p>Then the draft draw will only be distributed after team lists have been submitted and all nomination fees have been paid.</p> <p>An updated draw will be distributed to Member Nations with any additional draw changes advised as soon as possible.</p> <p>The final draw will be distributed at the Tournament Briefing.</p>
Item 6	Playing Times
	<p>All games in the tournament will be 20 minutes each way with a half time break not exceeding five minutes.</p> <p>Tournament Management reserves the right to alter duration of games based on any specific requirements and in the best interests of completing the event with maximum participation.</p> <p>All finals games must result in an outright winner. In the event of a drawn match at the end of full-time, a drop-off will determine the match winner.</p> <p>There is no 'time off' during any Preliminary Round or Pool matches. However in instances where there are stand-alone Grand Finals, match referees may allow 'time off' for serious injury or referee discussion resulting from on-field misdemeanours to avoid penalising the losing team at the time.</p>
Item 7	Match Balls
	<p>All teams must use the official Match Ball in all games throughout the tournament. Each team will receive a match ball at the Tournament Briefing. Extra balls can be purchased from the Tournament Information Area at the event.</p>
Item 8	Competition Points
	<p>For all round robin games, competition points will be awarded on the results obtained. The following points will be awarded:</p> <p style="padding-left: 40px;">Win = Three (3) points Draw = Two (2) points Loss = Zero (0) point Forfeit = Minus one (-1) points for the offending team Bye = Zero (0) points – so long as there are equal number of byes allocated within the pool.</p>
Item 9	Invitational Teams
	<p>In the unlikely situation that invitational teams are permitted at the 2015 TWC, invitational teams will be unable to accrue points but teams must defeat them in order to earn maximum points and/or points for a draw (as per above). For example, if an invitational</p>



	<p>team wins, neither team will receive any points for that particular game.</p> <p>All teams where applicable excluding invitational teams will receive two bonus points in the first game they play (win or loss) so that all invitational teams will finish at the bottom of their respective ladders.</p>
Item 10	Forfeits
	<p>Teams must be in attendance at their playing fields at least five minutes before the commencement of their match or advertised time for Grand Finals.</p> <p>It is the responsibility of each captain to report to the referees two minutes before the commencement of the game or advertised time for Grand Finals so that the toss of the coin can be affected without loss of time.</p> <p>If a team is not at the field at the advertised starting time of the toss, the attending team can be awarded the winning of the toss.</p> <p>The offending team will receive a maximum of five minutes from the commencement of the game (siren/whistle) to position the team on the field and be ready to commence play.</p> <p>If the offending team is not in attendance after the five minutes has expired, the game will be deemed a forfeit and the non-offending team will be awarded the win with a 5–0 score. The offending team will receive a 0–5 score and receive negative one point as indicated above. The offending team will be penalised one touchdown after the first minute and one touchdown for every minute thereafter up to five minutes. (e.g. three minutes late equals 0–3 score).</p> <p>Upon conceding a forfeit, the Tour Manager or their appointed representative of an offending team will be required to show cause to Tournament Management by the end of the match in question why their team should not be excluded from participating in any further matches. Tournament Management or an appointed Disciplinary Tribunal will decide upon receipt of the report if the offending teams' action warranted the need to forfeit the match and will incur a monetary fine of \$1,500 (GST exclusive). The team will potentially then be ruled ineligible to participate in the respective final series. This written report must be submitted to Tournament Management before the completion of the timeslot relating to the forfeited match.</p> <p>Forfeits in the Final Series</p> <p>If a team is forced to forfeit in the final series, the team's Tour Manager must submit in writing the reasons for their forfeiture, as per the above process. It must be then approved by Tournament Management, or the following automatic penalties will apply:</p> <ol style="list-style-type: none"> 1. A monetary fine of \$1,500 (GST exclusive) will be imposed upon the forfeiting team, which will be invoiced to the relevant Member Nation, who is subsequently responsible to pay. 2. The forfeiting team's overall standing will be demoted to last place in the pool and seeding may carry over to the following World Cup when the new draw is completed.
Item 11	Determining Positions for Finals/Other
	<p>Finals/Other</p> <p>Positions for the Final Series/Other will be determined as follows:</p> <ol style="list-style-type: none"> 1. Highest on table – if equal 2. Differential (for and against) – if equal 3. Percentages – if equal 4. Result of preliminary game (count back) – if draw



5. Drop off

Forfeit Affected Positions

If two or more teams finish level on competition points and any of those teams were involved in a forfeited match in the preliminary rounds, the forfeit may cause some obvious problems. When a non-offending team has been involved in a forfeit, the 'for and against' from that forfeit will not count in final calculations. Similarly, for the other teams that finish on equal points, they will have the 'for and against' from that forfeited team deducted from their total. For teams involved in competing against teams on two occasions during the tournament, the calculations for the benefit of this rule will be the corresponding game in each round. For example:

Team C forfeits to Team A in game three (first round).

Team A wins 5–0 on forfeit.

Team B defeats Team C, 5–3 in game four (first round).

If after the preliminary rounds, the 'for and against' is:

Team A – 50 for and 10 against (plus 40)

Team B – 60 for and 20 against (plus 40)

The above results would be deducted first, and the result is:

Team A – 45 for and 10 against (plus 35)

Team B – 55 for and 17 against (plus 38)

Therefore Team B would gain the higher position.

1. Differential

The differential is determined by subtracting the total of touchdowns scored 'against' from the amount of touchdowns scored 'for'. The team with the best differential will obtain the higher position. For example:

Team A scores 50 for and 10 against

Team B scores 40 for and 10 against

By subtracting the 'against' from the 'for', Team A would be 'plus 40', whilst Team B would be 'plus 30'. Team A would therefore obtain the higher position.

If teams have the same 'difference' the percentage system would then apply.

2. Percentages

If this system is used, it is easily explained that if the 'difference' is in the 'plus' situation (see above), the team with the least amount of touchdowns scored against them, would obtain the higher position. However, if the 'difference' is in the 'minus' situation, the team that has scored the most touchdowns would obtain the higher position.

The percentage system is calculated by placing touchdowns 'for' over touchdowns 'against' and multiplying by 100 over 1.

Using the above example:

$$\text{Team A} = \frac{50}{10} \times \frac{100}{1} = 500\% \qquad \text{Team B} = \frac{60}{20} \times \frac{100}{1} = 300\%$$

Team A would obtain the higher position.



	<p>3. Result of Preliminary Game (Count Back)</p> <p>If all is equal than the result of the preliminary game between the two shall determine the higher position.</p> <p>4. Drop-Off</p> <p>If the result of the preliminary game was a draw, a drop-off will occur with details to be communicated by Tournament Management.</p>
<p>Item 12</p>	<p>Complaints and Protests</p>
	<p>Tournament Management recognise that all parties wish to have the opportunity, should a situation arise, to have their position heard and/or considered.</p> <p>A 'complaint' may be dealt with informally or formally through the lodgement of an Official Protest.</p> <p>Tournament Management aims to provide a simple dispute resolution process for complaints based on the principles of procedural fairness. Any person (a complainant) may report a complaint about a person/s, and/or organisation.</p> <p>Tournament Management will ensure a fair hearing/consideration occurs at various levels in a fair and reasonable manner. However, Tournament Management also requires that as the primary purpose is to seek an outcome/resolve an issue, all in attendance at a judiciary is to work on that basis and the primary purpose of all in attendance is to work within the framework stipulated. The aim to deal with the complaint or incident at the lowest level at which a matter can be dealt with shall always be preferred.</p> <p>Tournament Management reminds all parties that the following issues will not be open to protest and therefore formally advises all teams that they must be aware of, and comply with this requirements, prior to the commencement of games:</p> <ul style="list-style-type: none"> • Rule 18.2 – The Referee – The Referee is the sole judge on matters of fact during play and is required to adjudicate on the Rules of the game. The Referee may impose any sanction necessary to control the match and in particular, award Touchdowns and record the progressive score, maintain a count of Touches during each Possession, and award Penalties for Infringements against the rules. • Rule 18.4 – Authority of Referee – Players, coaches and officials of both teams are under the control of the officiating Referees. <p>Any protest put to Tournament Management on the above issues (Rule 18.2 and 18.4) will be dismissed without the right of appeal.</p> <p>Tournament Management does request that any matter associated with Rule 18.2 or 18.4 may be brought to the attention of Tournament Management so that direct discussions can occur with the FIT Referee Panel and subsequently the referee, as required.</p> <p>All other complaints will be dealt with promptly, seriously, sensitively and confidentially, as per the outline above.</p> <p>If you wish to remain 'Anonymous' in the lodgement of any complaint or issue, Tournament Management may have difficulty assisting you to resolve your complaint. Procedural fairness means that Tournament Management is required to provide the person/people you have complained about with full disclosure of details pertinent to the complaint and the complainant, so they have a fair opportunity to respond.</p>



<p>Item 13</p>	<p>Informal Complaint Process</p> <p>Step 1: Talk with the other person (where this is reasonable, safe and appropriate)</p> <p>In the first instance, you (the Complainant) should try to sort out and resolve the problem with the person or people involved (respondent), if you feel able to do so.</p> <p>Step 2: Ask Tournament Management to become involved</p> <p>The Tournament Management will:</p> <ul style="list-style-type: none"> • take confidential notes about your complaint; • try to establish the facts of the problem; • ask what outcome/how you want the problem resolved and if you need support; • provide possible options for you to resolve the problem; • refer you to an appropriate person to help you resolve the problem, if necessary; • inform the relevant government authorities and/or police if required by law to do so; <p>Step 3: Outcomes from initial contact with Tournament Management</p> <p>After talking with Tournament Management, you may decide:</p> <ul style="list-style-type: none"> • there is no problem; • the problem is minor and you do not wish to progress the matter; • to try and work out your own resolution; or • to seek a mediated resolution with the help of a third person (such as a mediator); or • to seek a formal process. <p>Due to the nature of being an event, there will be only one level of appeals process at the 2015 TWC.</p>
<p>Item 14</p>	<p>Formal Protest Process</p> <p>Step 1: Making a Formal complaint through lodging a Protest</p> <p>If your complaint is not resolved or informal approaches are not appropriate or possible, you may:</p> <ul style="list-style-type: none"> • lodge a formal protest; • to ensure protests are seriously lodged a \$100 bond must be provided; • protests are to be lodged (by Tour Manager) within 30 minutes of the conclusion of game or an appropriate Tournament Management determination. <p>Upon receiving a formal complaint via the protest form, or if a potential breach of the Playing Rules or Rules and Regulations of the event has occurred Tournament Management will decide whether:</p> <ul style="list-style-type: none"> • they are the most appropriate person to receive and handle the protest or breach; • to investigate the matter and resolve if possible using the existing parameters such as the Rules and Regulations of the event or precedent; • undertake avenues to mediate a desirable outcome; • the nature and seriousness of the complaint warrants a formal member protection procedure; • to refer the complaint to a disciplinary regulations process and hearings tribunal; • to refer the matter to the police or other appropriate authority; <p>In making the decision(s) outlined above, Tournament Management will take into account:</p> <ul style="list-style-type: none"> • whether they have had any personal involvement in the circumstances which means that someone else should handle the protest or breach; • whether the facts of the protest or breach are in dispute; and • the urgency of the protest or breach, including the possibility considerable



	<p>disadvantage while the investigation and resolution process is underway.</p> <p>If Tournament Management is the appropriate person to handle the protest or breach they will, to the extent that these steps are necessary:</p> <ul style="list-style-type: none"> • put the information they have received from you to the person/people you are protesting about and ask them to provide their side of the story; • decide if there is established information on the balance of probabilities to determine whether the matter alleged in your protest or breach did or did not happen; and/or • determine what, if any, further action to take to reach a resolution or outcome. <p>Step 2: Investigation of the Protest or Breach/Score Sheet Dispute</p> <ul style="list-style-type: none"> • a person appointed by Tournament Management will conduct an investigation to determine what further action to take; • if the protest is referred to mediation, to resolve; • if the protest or breach is referred to a hearings tribunal, the hearing will be conducted in accordance with the agreed process; <p>Step 3: Resolution</p> <p>Tournament Management will document the complaint or protest, the process and the outcome. The Tour Manager or their nominated representative will be notified of the decision. Any notice to be served on any person to attend a hearing will be served on the Tour Manager or their nominated representative. Any such service is deemed to be served on all parties or persons within that Member Nation.</p> <p>The documents will be stored in an event based folder that will allow for future reference if required. If the protest is upheld then the bond will be returned. If the protest is dismissed, the bond may not be returned and would be retained by the event.</p>
<p>Item 15</p>	<p>Suspensions</p> <p>In the event of a player being sent from the field for the remainder of the game, an automatic two match suspension will apply unless Tournament Management considers further action is warranted.</p> <p>Any player who receives three separate periods of time will be required to appear before Tournament Management to show cause why he/she should not be given an automatic two match suspension (or more if the Judiciary Panel considers further action is warranted).</p> <p>The suspension applies to the next two matches the team participates in the event or future events. It does not include byes, or if the player belongs to a team that forfeits in a match. Games forfeited to the suspended player's team will count.</p> <p>Any player who receives a third period of time during the finals series will automatically receive a two game suspension at the following FIT event they participate in.</p>
<p>Item 16</p>	<p>Eligibility Issues</p> <p>In the event of a protest being lodged regarding a players eligibility, (should the FIT Eligibility Committee feel the protest has foundation), the Member Nation will be required to provide proof of eligibility.</p> <p>Documentation of an individual required to prove eligibility would include:</p> <ul style="list-style-type: none"> • Statutory Declaration that they have meet eligibility criteria • Copy of individual(s) registration form • Copy of typed sign-on sheets of which the individual participated in to be eligible.



	<p>Should a Member Nation be unable to prove eligibility of a player, they will be unable to participate in the tournament.</p> <p>A team found playing an unregistered or ineligible player may be disqualified.</p> <p>First Round Review</p> <p>After the Initial Team Lists are sent to Tournament Management, player names will be made available. If there are any issues with the eligibility of individuals, they are to lodge a protest with the FIT Eligibility Committee with accompanying evidence.</p> <p>No protests can be lodged about listed individuals after 5pm AEDST – 14 March, 2015 (Tuesday).</p> <p>Issues sometimes can be raised without lodging an official protest in the first round review.</p> <p>The FIT Eligibility Committee may seek advice, evidence and relevant documentation, which will have an individualised timeframe for response. In the case of no response, determinations may be made on the available information.</p> <p>Second Round Review</p> <p>After the Final Team Lists are lodged at the Tournament Briefing, player names will be available online. If there are any issues with the eligibility of individuals, they are to lodge a protest with the FIT Eligibility Committee with accompanying evidence.</p> <p>No protests can be lodged about listed individuals after 5pm AEDST – 30 April, 2015 (Thursday).</p>
<p>Item 17</p>	<p>Score Sheets</p>
	<p>It is the responsibility of each team to allocate the appropriate person to sign the Score Sheet at the end of each game. The appropriate person can be seen as the Coach, Captain or Team Manager. In signing the score sheet the nominated person on behalf of their team has acknowledged and accepted the information on the Score Sheet to be true and correct. This information includes:</p> <ul style="list-style-type: none"> • Full time and half time scores • Send Offs or Period of Times' sanctions. <p>Each team is required to complete a Team Sheet and Score Sheet for every game they participate in. The information that is required is player numbers and touchdown scorers for your team only. This information needs to match up with the official Score Sheet i.e. number of touchdown scorers matches final score.</p> <p>Tournament Management encourages all referees, players and officials to communicate throughout the game to make sure that all parties have responsibility in ensuring that the score sheet is correct.</p> <p>If you do not agree with the information on the score sheet, do not sign the Score Sheet and lodge a protest via the Tour Manager as indicated above.</p> <p>If the Score Sheet has not been signed and the time has passed for a protest to be lodged, the information on the Score Sheet will be recorded.</p> <p>If the information on the Score Sheet is unclear, the relevant parties may be contacted to confirm.</p>



Item 18	Score Disputes
	<p>If a team does not agree with the score on the Score Sheet, they are to lodge a protest via the Tour Manager as indicated above.</p> <p>The following information is to be provided with the protest:</p> <ul style="list-style-type: none"> • The team that tapped off first and direction of play • The order the scoring occurred (including player numbers of both teams) • The half time and full time scores. <p>The opposing team will be called to verify the score. If they do not agree or in the event of inconclusive evidence the score will be recorded as the score that the referees have recorded.</p> <p>Alternatively, video evidence or equivalent can be provided (if available) and the evidence will be used only if conclusive.</p>
Item 19	Additional Players
	<p>A team may only play a maximum of 14 players per match. If a team registers more than 14 players for the tournament then the management of the team must correctly indicate on their team and score sheet that will be available at the field, and the players that will be playing in that match by crossing off the player names who will not be playing.</p> <p>Tournament Management will take a common sense approach to teams who do not purposefully break this rule by failing to complete this administrative requirement. A \$20 (GST exclusive) fine per additional player may be issued to the Member Nation if this occurs.</p> <p>If a team believes that the opposition plays an unregistered player or plays more than 14 players, they are able to lodge a protest. For the protest to be upheld, the opposition must agree that they broke this rule or conclusive video evidence must be provided, as proof or otherwise.</p>
Item 20	Interchange Area Rules
	<p>The interchange areas will be positioned at halfway on both sides of the fields, as illustrated in the 4th edition of the FIT Playing Rules.</p> <p>The team winning or awarded the toss has the right to choose the interchange area on behalf of their team.</p> <p>A maximum of 20 registered participants may be present on the playing surface (including interchange area and permitted coaching positions). Each individual must wear closed footwear.</p> <p>Staff will look to enforce this as they have at previous events. In addition to being told to rectify these situations, a \$20 (GST exclusive) fine per offence to a maximum of \$100 (GST exclusive) may be issued for breaches including not wearing shoes.</p> <p>Failure to comply with this will result in individuals being asked to leave the venue for the duration of the game and may result in further action.</p> <p>If a team believes that the opposition had more than 20 registered participants on the playing surface or unregistered participants in their interchange area they may lodge a protest. For the protest to be upheld, the opposition must agree that they broke this rule or conclusive video evidence must be provided.</p> <p>If the protest is upheld, it cannot change the result of the game. However, it may attract</p>



	<p>significant fines.</p> <p>Applications for dispensation to have more than the maximum number of registered participants will be heard on a case by case basis.</p>
Item 21	Incorrect Substitutions
	<p>Substitute players must remain in their interchange area for the duration of the match. All interchanges must occur at or within the team's interchange gate, and only after the substituted player has crossed the boundaries and entered the interchange gate.</p> <p>Substitutions generally only occur with the team in possession, unless a Touchdown has been scored, or an injury/force sub occurs.</p> <p>Event Staff will look to enforce this as they have at previous events. In addition to being told to rectify these situations, a \$20 (GST exclusive) fine per offence to a maximum of \$100 may be issued for breaches such as not remaining in the interchange area as required.</p> <p>All interchanges must be made on the one side of the field and without delay.</p> <p>Physical contact does not have to be made between interchanging players and players leaving or entering the field shall not hinder or obstruct play and must enter from an onside position. Following the scoring of a touchdown, players may interchange at will without having to wait for the substituted player to enter the interchange gate.</p> <p>Referees are to maintain a common sense approach when facing situations in elite games where there are subbing/interchange issues including situations where attacking players are running off for an interchange in front of play, or a roll ball or a tap.</p> <p>Referees are to assess whether there is any disadvantage to the non-offending team. If not, then play on. If there is a disadvantage to the non-offending team then referees are to consider the option of issuing a warning or applying a ruling under the playing rules. Only in exceptional circumstances should a sanction be applied to interchange situations. The control and sideline referees are to maximise communication in dealing with such issues.</p>
Item 22	Coaching Positions
	<p>A coach may position themselves at the end of a field. If they are at the end of the field they must remain at least five metres behind the dead ball line. Where a fence, spectator line or advertising signage prevents this they must remain behind the fence or advertising signage.</p> <p>Any coaching/management staff at the end of a playing field cannot issue any verbal or physical commands directly to the team they are observing and can only communicate to the team or other coaching/management staff in the interchange area by returning to the interchange area or by use of electronic communication equipment.</p> <p>Any person found to be disregarding this tournament rule will be asked to return to the interchange area. Coaches are reminded that they are under the jurisdiction of the Rules and Regulations and the referee regardless of being either in the interchange area or at the end of the field.</p> <p>Failure to comply with this will result in individuals being asked to leave the venue for the duration of the game and may result in further action.</p>



Item 23	Spectators
	<p>The main C.ex Coffs International Stadium arena is only accessible to registered players or officials competing in the relevant time slot. There is no spectator access to the area unless otherwise advised by Tournament Management.</p> <p>All spectators must be behind the designated spectator line. This is for the safety of participants as well to maximise the spectator experience.</p>
Item 24	Tour Manager Meetings and Guidelines
	<p>All Tour Managers meetings must be attended by the registered Tour Manager only, or their nominated replacement, who must also be a registered official with the Member Nation concerned.</p> <p>The Tour Manager is not to enter the field of play before, during or after a match except for an emergency.</p> <p>The Tour Manager may request the opportunity to speak to the Referees Panel through Tournament Management.</p> <p>The Tour Manager is responsible for submitting all reports or protests on behalf of their Member Nation.</p>
Item 25	Communication with Referees
	<p>During a match, only the team captain, or, if injured (or otherwise – i.e. sent for a period of time), a captain's representative, can communicate with a referee.</p> <p>After the conclusion of a match, the team manager or coach can approach the referees to sign the score sheet but are not advised to engage in animated or 'heated' discussion. Similarly, no heated exchanges are to occur with Referee Coaches etc. in the vicinity.</p> <p>A meeting may be established to discuss any issues arising during the game via a request through Tournament Management after a 30 minute 'cooling off' period has passed.</p> <p>Those permitted to attend the meeting include:</p> <ul style="list-style-type: none"> • Coach • Designated Tour Manager • Tournament Management (or designated staff member) • Match referee(s) • FIT Referee Panel Member(s).
Item 26	Presentations
	<p>All trophies and medallions will be presented to the teams and individuals at the designated times. Tournament Management is committed to adequately recognising all finalists and therefore will look to adopt measures that reflect this where time permits.</p> <p>Players of the Finals will be awarded in all divisions. Male and female awards will be presented in both Mixed Open and Senior Mixed.</p> <p>A comprehensive presentation format will be circulated at the Tournament Briefing and available from the 2015 TWC website.</p>
Item 27	World Cup Champion Nation
	<p>The 2015 TWC will be delivered in both Open and Senior Categories. The Open Category</p>



will identify the Open World Champion nation. The Senior Category will identify the Senior World Champion nation.

The Member Nation that wins the most divisions in the respective Open and Senior Categories will be deemed World Cup Champion Nation. If this is equal, the count back method will be a points system based on finishing position in each division with points allocated in proportion to the size of the division. The points method is outlined on the 2015 TWC website.



C	POLICIES
Item 1	<p>FIT Policies</p> <p>It is the responsibility of each Member Nation to ensure that their respective touring parties behave in the manner as detailed in the:</p> <ul style="list-style-type: none"> • FIT Constitution • 2015 TWC Rules and Regulations • 2015 TWC Participant Agreement • FIT Playing Rules, 4th Edition • FIT Code of Conduct • FIT Operational Policy No 3 – Player Eligibility • FIT Operation Policy No 4 – Player and Referee Uniforms • TFA Member Protection Policy <p>All of this documentation is available from the 2015 TWC website</p> <p>In addition to the Membership and Participant Application and Declaration which is to be signed by all players and officials, the following rules of conduct must be followed:</p> <p>Players/Officials will at all times comply with the reasonable and lawful directions, requests and instructions of Tournament Staff, Tour Managers and Team Management.</p> <p>Players/Officials will exhibit exemplary conduct at all times including whilst travelling to and from the tournament.</p> <p>Players/Officials causing wilful damage to property will be required to take responsibility for that damage and make appropriate restitution. Such players may also expect to be suspended or dismissed from participating further in the tournament and any future tournaments or teams.</p> <p>Players/Officials are required to demonstrate respect for fellow players, administrators and officials at all times. Ill-discipline, poor behaviour or lack of respect for other persons or property may result in the suspension and/or dismissal of the player from the tournament and any future tournaments or teams. Further action may also be taken.</p> <p>You are reminded that by law a player under 18 years of age is not permitted under any circumstances to enter a licensed premise or to partake in the consumption of alcohol while at the event, or while travelling to or from the event.</p> <p>Any player/official found to have participated in group dares/scavenger hunt that includes the theft or damage to property may result in that player/s suspension and/or dismissal of the player from the tournament. Further action may also be taken.</p> <p>Any player/official caught participating in a ‘nude/streak’ run during the time the tournament is being conducted will be suspended from all Touch Football for a period of six months from the date of the offence or be fined etc. as determined in a review process.</p> <p>The taking or supplying of any illegal drug will not be tolerated. Any Player/Official found to be breaking the law by using or supplying illegal drugs will be handed over to the Police for due process.</p> <p>Any Player/Official who uses offensive language towards other players, officials or administrators may result in that person receiving a suspension and/or dismissal of the person from the tournament. Further action may also be taken.</p> <p>Any practice that involves any form of victimisation, financial fines, abuse or physical or sexual harassment will not be tolerated.</p>



	<p>Tournament Management will coordinate the investigation of any reports of a breach of these codes and policies. If proven, strong and swift action will be taken by Tournament Management.</p> <p>Actions and incidents will be recorded and may be used in future events or incidents if necessary. Tournament Management in protecting the integrity and framework of the event may record and warn people if necessary to remind people of their obligations under the Rules and Regulations in addition to the disciplinary processes outlined.</p>
Item 2	Member Protection
	<p>The Touch Football Australia (TFA) Member Protection Policy will apply for the 2015 TWC.</p> <p>Member Protection is a significant issue both within the community and within the sports environment. TFA has a moral responsibility to ensure we are remaining valid and current with Member Protection issues related to the members of FIT.</p> <p>One initiative that TFA is currently adopting as an education process on the issue is “Play by the Rules” program available at www.playbytherules.net.au This website has a number of interactive courses that coaches and officials can undertake to learn more about Member Protection. Below is the statement from the home page of the Play by the Rule website.</p> <p><i>Play by the Rules</i> provides information and online learning about how to prevent and deal with discrimination, harassment and child abuse for the sport and recreation industry.</p> <p><i>Play by the Rules</i> is a partnership between the Australian Sports Commission and all State/Territory sport and recreation and anti-discrimination agencies.</p> <p>The information on <i>Play by the Rules</i> is not intended to be, nor should it be relied upon as, a substitute for legal or other professional advice.</p> <p>TFA will encourage each official attending the 2015 TWC to complete the online course and supply to their Member Nation a certificate of completing the course. The course is relatively easy, informative and takes limited time to complete. The printed certificate would be submitted at the Tournament Briefing with the other required documentation.</p> <p>We hope that you find value in this initiative as we all work towards providing an environment that is both positive and safe for all participants.</p>
Item 3	Legal Guardianship Issues
	<p>Legal Guardianship is the responsibility of the Member Nations.</p> <p>In some instances persons under the age of 18 will be in attendance at the event. In understanding our expectations around your role and responsibilities we provide Member Nations some additional information related to legal guardianship.</p> <p>This communication contains general advice only and does not take into account individual objectives, circumstances and or a legal view. The information contained in this communication is only to offer some additional information on this particular area and individual research and advice should be sort for your personal circumstance.</p> <p>Guardians – A guardianship is a legal right given to a person to be responsible for the food, health care, housing, and other necessities of a person deemed fully or partially incapable of providing these necessities for himself or herself.</p> <p>What Are a Guardian's Duties?</p>



	<p>The guardian makes decisions about how the person lives, including their residence, health care, food, and social activity. The guardian is intended to monitor the person, to make sure that the person lives in the most appropriate, least restrictive environment possible, with appropriate food, clothing, social opportunities, and medical care.</p> <p>Communication with the Parents</p> <p>Ensure you are informed of any medical concerns, including food allergies. In addition, you'll need to agree on things like sleeping arrangements, the administration of over-the-counter medications, and procedures for contacting the parents in an emergency. Information provided and acknowledged from the following websites:</p> <p>http://www.expertlaw.com/library/estate_planning/guardianship.html</p> <p>http://singleparents.about.com/od/legalissues/ht/temporary_guard.htm</p>
Item 4	Supervision of Under Age Players
	<p>Member Nations are to be reminded that they are responsible for the direct supervision of any player or official who is under the age of 18 years. All steps should be under taken by a Member Nation to protect these person's from all forms of harassment. This includes ensuring that:</p> <ul style="list-style-type: none"> • These minors must be made fully aware of the FIT Code of Conduct. • All officials comply with the relevant child protection laws. • That when travelling to, during and from the tournament all care is taken to supervise minors.
Item 5	Child Protection
	<p>With the event occurring in NSW, we are bound by NSW legislation.</p> <p>In accordance with the New South Wales Child Protection Act of 1998. It is a requirement of this legislation that all paid and volunteer staff including coaches, assistant coaches, managers, team management and medical staff complete the NSW Prohibited Employment Declaration Form before entering New South Wales.</p> <p>The New South Wales Department for Sport and Recreation can provide 'Guidelines for Sport and Recreation Organisations – Working with Children Check and Child Protection'. The Child Protection Act 1998 defines 'child related employment' as employment that involves direct unsupervised contact with persons under 18 years of age (for example, a coach of an under 18's team). Child related employment does include work as a volunteer.</p> <p>It is the responsibility of the Member Nation to collect these forms from staff or volunteers before they enter New South Wales and to submit these forms at the Tournament Briefing prior to the start of the tournament.</p>
Item 6	Water Safety
	<p>Many Member Nations use ice baths for their athletes and there are also a number of young children that attend the event. Therefore it is vital that proper supervision occurs and that an adult always watches children around water, because drowning can occur in less than a minute, and without you hearing a thing.</p> <p>Even when children can swim, 100% supervision is the key to preventing drowning, which is the number one cause of death for children under five. A young child can drown in as little as five centimetres of water – remove any containers with water in them and make sure children cannot get to any bodies of water on their own.</p>



	Ice Baths can only be used in designated or approved areas.
Item 7	Food Handling
	<p>Many Member Nations and teams arrange lunches or snacks for participants during their touring levies and or pooling groceries and food. It is important to note that handling food for groups can be a major risk factor with food poisoning or spoiling. Tournament Management reminds Member Nations that they need to have processes and policy around the individuals that are responsible for these aspects. Please visit www.foodstandards.gov.au for more information.</p> <p>Member Nations that wish to self-cater must notify Tournament Management prior to the event and must be approved to occur.</p> <p>There is also no bulk food to be produced and consumed in tents in the main playing field.</p>
Item 8	Images and Video Footage
	<p>All persons accept that, by participating in this event, they may be photographed/filmed and that these images may be used by the Host Nation and FIT for promotion of the sport. These parties will not pass any image/s onto a third party unless prior approval is sought, please be aware we are using the venue of the Coffs Harbour City Council and they may take and use photos. If you do not wish these parties to be able to use your image/s or be filmed you must notify the Host Nation in writing.</p>
Item 9	Unaffiliated Rule
	<p>A player, team official or other participant who is known to have participated in any 'unaffiliated' or illegal tournament is not eligible to compete in 2015 TWC.</p>
Item 10	Weather
	<p>The climate in Coffs Harbour is susceptible to fluctuating weather patterns. Tournament Management reserves the right to organise the affected games in whatever format which will assist the games to occur in as equal conditions as possible.</p> <p>Hot Weather</p> <p>In the event that games need to be rescheduled due to hot weather, it will be replayed at a later time on the same night or earlier the next day (as practically applied).</p> <p>Games will not commence if the temperature exceeds 38 degrees, possible games will be postponed until such time that the temperature decreases.</p> <p>If the temperature reaches 35 degrees, any games underway will be completed and any subsequent games will be played as 4 x 10 minute quarters with a two minute break between the first and second, and third and fourth quarters, and a two minute break at half time.</p> <p>Games will return to the regular format, guided by a drop in temperature back below 35 degrees.</p> <p>Wet Weather</p> <p>Rescheduling of rounds washed out by rain or other inclement weather will be moved to the next available timeslots either later into the night or very early the next morning (where practical). Tournament Management reserves the right to organise the affected games in whatever format which will assist the games to occur in as equal conditions as possible.</p>



	<p>Match Reschedule</p> <p>If, due to any other extraordinary circumstances, a game cannot be completed to full time the game may be rescheduled as soon as possible at a time and on a ground arranged by Tournament Management.</p> <p>If the game has commenced, and cannot continue prior to half time the following will apply:</p> <ol style="list-style-type: none"> 1) The game will start from the beginning and must be completed up to the regulation full time. 2) The score will commence at 0–0. <p>If half time has occurred and the game cannot continue, the following will apply:</p> <ol style="list-style-type: none"> 1) The game will start from the beginning of the second half and must be completed up to the regulation full time. 2) The score will commence at the score that was recorded at half time. <p>If a team refuses to complete the game when it has been resumed, that team shall forfeit the game.</p> <p>If, due to time constraints or any other reason, a game cannot be rescheduled the following will occur:</p> <ol style="list-style-type: none"> 1) Games that did not continue prior to half-time will be abandoned and a 0–0 score will result. 2) The result of games that did not continue after and including half time will be the score at that point in time. <p>NOTE: Tournament Management reserves the right to judge and adjust to suit the conditions as required.</p>
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Item 11	Concussion Policy
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	<p>The TFA Concussion in Sport Policy will apply for the 2015 TWC. The TFA approved Concussion in Sport Policy is as follows:</p>			
	Grade	First Concussion	Second Concussion	Third Concussion
	Mild	May return to play if asymptomatic	Return to play in two weeks. If asymptomatic at that time for one week	Terminate season. May return to play next season if asymptomatic
	Moderate	Return to play after asymptomatic for one week	Minimum of one month rest. May return to play then if has been asymptomatic for one week; consider terminating season	Terminate season. May return to play next season if asymptomatic
	Severe	Minimum of one month rest. May return to play if has been asymptomatic for one week	Terminate season. May return to play next season if asymptomatic	N.B. Asymptomatic is defined as having no headaches dizziness, impaired orientation, concentration or memory during rest or exercise.



Item 12	Blood Bin
	<p>Any player with a bleeding cut or abrasion is to leave the field immediately and have the cut or abrasion cleaned and covered. At this time, any blood stained clothing must also be either cleaned or replaced. If the player does not leave the field immediately, the referee will stop the game and ask the player to leave the field (normal substitution rules apply).</p> <p>Once the flow of blood has been stemmed, the cut or abrasion cleaned and covered and any blood stained clothing and equipment cleaned or replaced, the player may return to the field and continue play. If bleeding cannot be controlled and the wound securely covered, the player must not continue in the game.</p>
Item 13	Glass Bottles and Alcohol
	<p>All participants are to refrain from bringing glass containers of any type into the venue.</p> <p>The venue is a licensed area and it is illegal under liquor licensing laws for any person to bring alcohol into the venue, or to consume alcohol other than that purchased from the venue bar.</p>
Item 14	Parking Areas and Traffic Management
	<p>Tournament Management will communicate all traffic management information at the Tournament Briefing. Any individual parking in an incorrect spot will be towed.</p>
Item 15	Injury Clearances
	<p>In instances where a participant is examined by Event Medical and it is indicated that they should not participate for a certain amount of time, the participant will be deemed to be ineligible to do so. Therefore if the participant does participate, the team may be disqualified.</p> <p>In addition, there also may be some insurance issues due to the participant being deemed as ineligible.</p>
Item 16	Anti-Doping
	<p>FIT supports the World Anti-Doping Agency in its fight against drugs in sport. Tournament Management will promote anti-doping policies in order to have a drug-free event.</p>
Item 17	Force Majeure
	<p>A) If Tournament Management is unable to perform, in whole or part in any obligation under these regulations of a Force Majeure Event, Tournament Management is relieved of that obligation under these regulations to the extent, and the period it is unable to perform.</p> <p>B) In addition to C. Policies - Item 13 - A) Tournament Management has no obligation to refund to any individual or team any fees paid if it is unable to perform by reason of a Force Majeure Event.</p> <p>a) FORCE MAJEURE EVENT: for the purposes of these regulations a force majeure event includes but is not limited to any or all of the following:</p> <ul style="list-style-type: none"> • Acts of God including flood, drought, earthquake, storm, cyclone, fire, explosion, epidemic; or • War; or • Terrorism; or • Riot or civil disturbances; or • Permanent injunction of any duly constituted court of competent jurisdiction; or



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| | <ul style="list-style-type: none">• Any fact, circumstance, matter or thing beyond the reasonable control of Tournament Management. |
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