

WESTERN PROVINCE RUGBY FOOTBALL

REFEREE SOCIETY

BYE-LAWS

1 APPLICATION FOR MEMBERSHIP

- 1.1 An application for membership as a referee or non-active member is made on the prescribed application form, which, after completion thereof, is handed to the Manager together with the first subscription.
- 1.2 The Manager must table the application at the next meeting of the Committee which may decide about the application. The Committee is not obliged to give any reason for its decision.
- 1.3 The Manager must advise the candidate of the Committee's decision as soon as possible.
- 1.4 When doing so, the Manager must forward a membership card and a copy of the constitution and bye-laws to the candidate if the candidate is elected, or repay the first subscription if the candidate is not elected.

2 APPOINTMENTS

- 2.1 It is the responsibility of each referee, who has not received an appointment for a Saturday by the preceding Thursday, to get in touch with the match secretary to ascertain his/her appointment. It is not a defence by a referee who fails to officiate in a match that he/she did not receive an appointment for the particular date.

3 ATTENDANCE REGISTER

- 3.1 The Manager must provide and keep an attendance register in respect of all general meetings of the Society, in which the names of members of the Society must be listed in order as close to alphabetical order as reasonably possible. The register must be made available at each general meeting. It is the responsibility of each member so attending to ensure that his/her presence at the meeting is recorded in the register, by placing his/her signature opposite his/her name.

4 CLUB OFFICIALS

- 4.1 A referee must inform the Committee when he becomes a coach at any rugby club registered with the Union and must inform the Committee of his/her position when called upon to do so at any time thereafter. (#Ref Const 10.3.4)

- 4.2 A general committee member or coach of a club may not officiate in a match involving that club unless no other referee is available.

5 CLUBHOUSE

- 5.1 The Committee may require a member wishing to make use of the clubhouse to submit proof of his/her membership by showing his/her membership card. The Committee may also restrict entrance to the clubhouse to members only or to members and a limited number of guests.

- 5.2 Persons under the age of 18 years are not permitted in the clubhouse.

6 COLOURS

- 6.1 The Society's colours may be worn only by members of the Society.

- 6.2 The Society's rugby jerseys may be worn only with other official attire of the Society. No referee may wear with either rugby jersey, shorts or socks of a colour different from the Society's official colours.

- 6.3 The alternative rugby jersey may be worn only by a referee currently graded in Grades 1 to 4B, who is currently an active referee in club matches, and who has been a member of the Society for two full seasons. As soon as the referee ceases to be active in club matches whether by transfer to the Schools grade or by retirement or by being re-classified as non-active, he/she may no longer wear the jersey.

- 6.4 The badge may be worn only by a member of the Society elsewhere than on his/her rugby jersey, prescribed tracksuit or windbreaker if:

- 6.4.1. he/she has been a referee of the Society for one full rugby season and has officiated as referee or touch judge at the least six times in matches for which he/she was officially appointed, or

- 6.4.2 the Committee has granted him/her the right to wear the Society's badge.

- 6.5 The merit tie may be worn only by a member of the Society to whom it has been awarded in terms of paragraph 25.2.14 of the constitution.

- 6.6. When officiating in a match for which he/she has been officially appointed by the Society, a referee must wear the Society's colours unless the colours of the Society's rugby jersey clash with the colours of one of the teams participating in the match, in which event the referee may wear a different rugby jersey, but may not wear the Society's badge on such jersey.

- 6.7 Except in competitions arranged by the South African Rugby Union, a member of the Society may not wear the colours of the Society in a match which takes place outside the

area of jurisdiction of the Union, unless he has obtained the Chairman's prior consent. The purpose of this provision is to ensure that members of the Society do not accept appointments to matches for which they are not qualified.

- 6.8 No member of the Society may wear on or in conjunction with the Society's sporting attire, any advertising or sponsor's material other than;
 - 6.8.1. bona fide trade marks and/or trade names of articles of clothing being worn; and
 - 6.8.2 advertising or sponsor's material approved by the Committee as a result of a sponsorship agreement entered into by the Society.
- 6.9 A member may not wear the Society's colours when officiating in a schools match unless he was officially appointed by the Society.

7 CROWD CONTROL

- 7.1 A referee *may* not commence or continue a match for which he/she was officially appointed by the Society, if he/she considers that a spectator or spectators will endanger or are endangering his/her own safety or the safety of either of the touch judges or of the players, or will encroach or are encroaching on the field of play.
- 7.2 If the match has already commenced, the referee must suspend play until he/she is satisfied that the spectator or spectators have been brought under control so that the danger has been removed and/or the encroachment has ceased.
- 7.3 If the referee is unable, by suspending play for short periods, to obtain the co-operation of the spectators, and if he/she is satisfied that further play would endanger himself or either touch judge or any player, he/she must abandon the match.

8 DISCIPLINE

- 8.1 The Disciplinary Committee may, by notice by the Chairman, summon any member of the Society to appear before it for the purpose of giving evidence in connection with any matter under the investigation by it, and must summon such member if so requested by a member whose conduct is under investigation; provided that the Disciplinary Committee may require the member making such request first to satisfy such Committee that such other member's evidence will assist such Committee in reaching its decision.
- 8.2 If a referee fails to officiate either as referee or touch judge in a match for which he/she was officially appointed by the Society, the Chairman may request the referee to furnish written reasons for his/her failure.
- 8.3 Until such reasons have been furnished, the Appointments Subcommittee may decline to appoint the referee for matches under its jurisdiction and the Committee may withhold any match fees owing to the referee.

- 8.4 Upon receipt of such reasons, the Chairman may:
- 8.4.1 accept the reasons; or
 - 8.4.2 request the referee for further explanation; or
 - 8.4.3 refer the matter to the Committee.
- 8.5 If the Chairman acts in terms of 8.4.2. or 8.4.3, the provisions of 8.3 shall continue to apply until the matter has been fully disposed of.

9 GRADING

- 9.1 The Performance Review Subcommittee must convene from time to time to make recommendations to the Committee, provided that the Subcommittee must convene each season at least once during or before June and once during September in order so to make recommendations.
- 9.2 Referees who fail to run the required fitness test (bleep), or who do not meet the fitness test level required for a particular grading, and who, as a result are DOWNGRADED by the Performance Review Subcommittee and/or the Executive Committee; *will have two (2) months from the date of the downgrading to rerun and pass the required fitness test.* Referees who reach the level of the test required of the initial grading will immediately be UPGRADED back to their original grade. Referees who fail to run, or fail to meet the required fitness level of the initial grade, within the two (2) months provided for must accept the lower grade as their new grading.
- 9.3 During the period between the official end of a season and the official start of the next season, the Committee must send to every member who was a referee during the previous season, a list of the grades of all referees at the beginning of the next season.
- 9.4 Subject to the provisions of paragraph 27 of the constitution, any referee may at any time request the Committee to arrange for him to be reviewed. No such request may be entertained unless it is in writing.

10 LATE START AND POSTPONEMENT OF MATCHES

- 10.1 If a team fails to take the field within 15 minutes after the scheduled start time of the match, the referee may abandon the match. A touch judge must not leave in these circumstances until the referee abandons the match. If he decides to referee the match, he must report to the Union by what period the match started late and specify the team at fault.
- 10.2 When the Union has arranged for a match to take place on a particular date and at a particular time, the referee must require the match to be played, unless he considers that

it would be dangerous for the match to be played or that there is inadequate crowd control or that the ground is unfit for play. He must not agree to a postponement at the request of either or both of the teams. If either or both teams refuse to play, the referee must report this to the Union.

11 MATCH REPORTS

- 11.1 Within 72 hours after completion of a club match in which he has refereed, a member must post/fax or e-mail to the Union a properly completed match report in the form prescribed from time to time by the Society together with such team lists as may have been handed to him at the match.
- 11.2 In addition to the above, each member who referees a match involving club first teams in the Super Leagues must telephone the Manager or other person appointed to receive the result by 19h00 of the same day.

12 MEDIA

- 12.1 No member except the Chairman may criticise in the media the handling of a rugby match by referee/s or touch judge/s or a decision during a match. No member other than the Chairman may issue a press statement purporting to be a statement by the Society.

13 PLAYERS CARDS AND TEAM LISTS

- 13.1 Before every club match for which he was officially appointed, the referee must request each team to furnish him with:
 - 13.1.1 a list of the initials and surnames of the players who will represent that team in the match; and
 - 13.1.2 a player's registration card issued by the Union for each player on the list.
- 13.2 If the team fails to furnish the referee with a team list or with a player's registration card for each team member, the referee must report the fact to the Union on his match report.
- 13.3 If the referee sends a player off the field during the match, he must retain that player's registration card at the end of the match and fax or post it to the Union with his/her match report and his/her Disciplinary Committee.

14 RECORDS

- 14.1 The Manager must keep proper up to date records of the Society, including the following documents:

- 14.1.1 A list of names, addresses, and telephone numbers of each member.
- 14.1.2 A grading list.
- 14.1.3 Performance Review reports submitted during the previous two seasons and the current season.
- 14.1.4 An attendance register of monthly meetings and the A.G.M.
- 14.2 The Manager must retain the following documents permanently:
 - 14.2.1 Copies of all Chairman's reports and the annexures thereto.
 - 14.2.2 Financial statements as approved by members in general meeting.
 - 14.2.3 Minutes of every Annual General Meeting or Special General Meeting (which must be submitted for approval to the next Annual General Meeting).
 - 14.2.4 Minutes of every general meeting (which must be submitted for approval to the next general meeting).
 - 14.2.5 Minutes of every committee meeting (which must be submitted for approval to the next committee meeting).
- 14.3 Except for a member whose subscription is in arrear, any member shall be entitled, on reasonable notice, to inspect the documents referred to in 14.1.1, 14.1.2, 14.1.4, 14.2.1, 14.2.2, 14.2.3 and 14.2.4, and to make copies thereof. A copy of the latest grading list must be sent from time to time to every member of the Performance review Subcommittee and the Performance Review Panel.

15 REFEREES MERIT AWARD

- 15.1. At the end of each season a Referees Merit Award must be made to the referee in each grade who obtains the highest number of points scored in the merit points award system. In addition, an overall merit award must be made to the referee who obtains the highest number of points in the Society. In the event of a tie, the award must be made by the Committee to one of the referees involved in the tie. In considering its decision, the Committee must take into account:
 - 15.1.1 whether the referee has won the award before, it being the intention that the award should be made to as many different referees as possible; and
 - 15.1.2 the marks obtained by the referee in the preceding examination; and
 - 15.1.3 whether the referee was promoted or demoted during the preceding twelve months and, if so, the grades from which and to which he/she was promoted/demoted; and

15.1.4 any other factor which the Committee deems fit.

15.2 All members of the Society are eligible for the award except the following:

15.2.1 Members of the Executive Committee who have held office during that year; and

15.2.2 Members found guilty by the Disciplinary Committee of the Society or the Union during that year, or suspended pending appearance before the Disciplinary Committee.

15.3 The merit points shall be awarded as follows:

15.3.1 Attendance at A.G.M.

15.3.2 Subscription paid by A.G.M.

15.3.3 Attendance at general (monthly) meeting,
meeting, per meeting

15.3.4 Attendance at referee course

15.3.5 Attendance at examination

15.3.6 Appointments

15.3.7 Failure to officiate

15.3.8 Withdrawals in excess of 2

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RULINGS

16.1 If a difference of opinion arises between members at any general meeting as to the interpretation of a law and if it appears that the South African Rugby Union has not yet interpreted that aspect of the law, the chairman of the meeting may give a ruling as to the interpretation of the law and all members shall be bound by such interpretation; provided that the Manager must advise the Union as soon as possible of such an interpretation and must request the Union to obtain an interpretation by the South African Rugby Union. On receipt of such interpretation, it must be advised to members either verbally or by way of circular and such interpretation replaces or confirms the chairman's ruling.

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SCHOOLS CATEGORY

17.1 A referee does not have a right to be placed in the schools' category. His acceptance into the category is entirely within the Committee's discretion and the Committee is not required to give reasons for a decision not to accept a referee. A referee may be

required by the Committee to furnish reasons why he/she cannot or does not wish to referee club matches.

- 17.2. To qualify for entry to the schools' category, a referee must have been graded as a first league referee during his/her refereeing career.
- 17.3 Each school's category referee must write the examinations regularly, unless the Committee exempts him/her.
- 17.4 A schools' category referee must maintain a standard of fitness sufficient to enable him/her to referee properly. Schools' category referees may be required to undergo the same fitness test as other referees at the start of each season for admission to the schools' category.
- 17.5 The fact that a referee is in the schools' category does not absolve him/her from complying with the other obligations applicable to active referees, such as attending meetings.
- 17.6 In the appointment of referees for schools' matches, preference must always be given to fully active referees. Schools category referees must only be used in the supplementary role.
- 17.7 A non-active member may accept an invitation from a school to referee a match but he/she may not referee in the Society's colours.

18 SPORTSMANSHIP SHIELD

- 18.1 The Sportsmanship Shield will be awarded according to the Unions points system.
- 18.2 There will be two awards. A trophy will be awarded for the Super League and a trophy will be awarded for the Divisions.
- 18.3 The award must be presented to the club which attains the highest factor in the ballot. The factor must be determined by dividing the total number of votes polled by the club by the number of teams from the club which participated in league competitions organized by the Union during that season. For the purposes of this paragraph, teams which participate in unofficial competitions such as old crocks, seven a side, and the like are not included.
- 18.4 All clubs are eligible for the award except a club one of whose teams has been suspended during the preceding season.

19 SPONSORS

- 19.1 No member may communicate with any of the Society's sponsors in order to obtain for himself/herself or any person or corporate body whom he/she represents any advantage whether monetary or otherwise, if in such communication he/she relies on his/her membership of the Society.