**NWMCA**

**BY-LAWS**

**20****23-24**

Contents

[SECTION 1 ADMINISTRATION 6](#_Toc142417103)

[1.1 COMPETITION SECTIONS and TIME SLOTS 6](#_Toc142417104)

[1.2 MEETINGS 9](#_Toc142417105)

[1.2.1 CLUB REPRESENTATIVES 9](#_Toc142417106)

[1.2.2 PROCEEDINGS AT CLUB REPRESENTATIVE MEETINGS 9](#_Toc142417107)

[1.2.3 PROCEEDINGS AT BOARD MEETINGS 11](#_Toc142417108)

[1.3 APPOINTED POSITIONS 12](#_Toc142417109)

[1.3.1 PRESIDENT 12](#_Toc142417110)

[1.3.2 ADMINISTRATION MANAGER 13](#_Toc142417111)

[1.3.3 OPERATIONS MANAGER 13](#_Toc142417112)

[1.3.4 FINANCE MANAGER 13](#_Toc142417113)

[1.3.5 VICE PRESIDENT IN CHARGE OF SENIOR CRICKET 14](#_Toc142417114)

[1.3.6 VICE PRESIDENT IN CHARGE OF JUNIOR CRICKET 14](#_Toc142417115)

[1.3.7 VICE PRESIDENT IN CHARGE OF FEMALE CRICKET 14](#_Toc142417116)

[1.3.8 UMPIRING DIRECTOR 14](#_Toc142417117)

[1.3.9 MATCH RESULTS CO-ORDINATOR 14](#_Toc142417118)

[1.3.10 SENIOR COMMITTEE 14](#_Toc142417119)

[1.3.11 JUNIOR COMMITTEE 15](#_Toc142417120)

[1.3.12 FEMALE CRICKET COMMITTEE 16](#_Toc142417121)

[1.3.13 UMPIRES 16](#_Toc142417122)

[1.4 MATCH ARRANGEMENTS 17](#_Toc142417123)

[1.5 GROUND MANAGEMENT ISSUES 18](#_Toc142417124)

[SECTION 2 FINANCE 20](#_Toc142417125)

[2.1 CLUB AND TEAM ENTRIES 20](#_Toc142417126)

[2.2 ENTRY FEES 21](#_Toc142417127)

[2.3. FINES and PENALTIES 22](#_Toc142417128)

[2.4 CLUB STATEMENTS 24](#_Toc142417129)

[2.5 NON-PAYMENT OF FINES AND OTHER ACCOUNTS 24](#_Toc142417130)

[2.6 ADMINISTRATION COSTS 25](#_Toc142417131)

[2.7 AWARDS AND PRESENTATIONS 26](#_Toc142417132)

[2.8 INDIVIDUAL TROPHIES 27](#_Toc142417133)

[2.8.1 GENERAL ELIGIBILITY 27](#_Toc142417134)

[2.8.1.1 INDIVIDUAL PERFORMANCES 27](#_Toc142417135)

[2.8.2 BATTING AVERAGES or AGGREGATES 27](#_Toc142417136)

[2.8.3 BOWLING AVERAGES or AGGREGATES 28](#_Toc142417137)

[2.8.4 WICKET KEEPING 29](#_Toc142417138)

[2.8.5 VOTED AWARDS 30](#_Toc142417139)

[2.8.6 GRAND FINAL MEDALLIONS 32](#_Toc142417140)

[2.8.7 VMCU REPRESENTATIVE CARNIVAL AWARDS 32](#_Toc142417141)

[2.9 SPONSORSHIP AND GRANTS 32](#_Toc142417142)

[SECTION 3 PLAYER REGISTRATION 33](#_Toc142417143)

[3.1 REGISTRATION 33](#_Toc142417144)

[3.1.1 INCORRECTLY REGISTERED PLAYERS 34](#_Toc142417145)

[3.1.2 RESTRICTED PLAYERS 34](#_Toc142417146)

[3.1.3 INELIGIBLE PLAYERS 34](#_Toc142417147)

[3.2 TRANSFERS 35](#_Toc142417148)

[3.2.1 TRANSFER REFUSED 36](#_Toc142417149)

[3.3 RECORDING AND EFFECT OF PLAYER REGISTRATIONS 36](#_Toc142417150)

[3.3.1 SEPARATE REGISTRATION FOR DIFFERENT TIME SLOTS 36](#_Toc142417151)

[3.3.2 SUSPENDED PLAYERS 37](#_Toc142417152)

[3.3.3 PLAYERS FROM PREMIER AND SUB DISTRICT CLUBS 38](#_Toc142417153)

[3.3.4 DEEMED REGISTRATION (HIGHER GRADE) PLAYERS IN TWO ASSOCIATIONS 38](#_Toc142417154)

[3.4 PERMITS 39](#_Toc142417155)

[3.5 REQUIREMENTS FOR PLAYERS UNDER 18 YEARS OF AGE 40](#_Toc142417156)

[3.5.1 ELIGIBILITY BY AGE 40](#_Toc142417157)

[3.5.2 PERMISSION TO PLAY IN A HIGHER AGE GROUP 41](#_Toc142417158)

[3.5.3 PROOF OF AGE or IDENTITY 42](#_Toc142417159)

[3.5.4 ASSOCIATION CHECK OF DOCUMENTS 43](#_Toc142417160)

[3.6 PRIVACY POLICY 43](#_Toc142417161)

[SECTION 4 COMPETITION REPORTING 44](#_Toc142417162)

[4.1 TEAM SHEETS 44](#_Toc142417163)

[4.2 SCORES ENTRY PROCEDURES 46](#_Toc142417164)

[4.3 RISK MANAGEMENT 47](#_Toc142417165)

[4.4 UMPIRES’ REPORTS & NOTICE OF FINES INCURRED AT MATCHES 48](#_Toc142417166)

[4.5 CAPTAINS’ REPORT ON UMPIRE 48](#_Toc142417167)

[SECTION 5 GRADES AND SECTIONS 48](#_Toc142417168)

[5.1 FORMATION OF GRADES AND SECTIONS 48](#_Toc142417169)

[5.2 EQUIVALENT SECTIONS OF OTHER COMPETITIONS 49](#_Toc142417170)

[5.3 ALTERNATE PLAYING DAYS 49](#_Toc142417171)

[5.4 NAMED GRADES 49](#_Toc142417172)

[5.5 SENIOR PROMOTION AND RELEGATION 51](#_Toc142417173)

[5.6 CONFIRMATION OF GRADINGS 51](#_Toc142417174)

[5.7 UNDER 12, UNDER 14 AND UNDER 16 GRADING ROUNDS 52](#_Toc142417175)

[5.8 RESCHEDULING CANCELLED ROUNDS 53](#_Toc142417176)

# SECTION 1 ADMINISTRATION

### 1.1 COMPETITION SECTIONS and TIME SLOTS

1. The Association offers a number of competition sections to provide opportunities for participation and competition to suit players of various ages and aspirations.
2. Activities of the Association are generally organised within these sections with appropriate co‑ordination between sections.
3. The sections are:

**Open age two-day** competition played Saturday afternoons with finals for the top four sides in each grade. The fixture for the Open age two-day competition will include one-day games

**Open Age One Day** competition played Saturday afternoons with all teams in each grade playing in finals (A final eight system applies with eight team grades as far as possible);

**Open Age One Day** competition played Sunday afternoons with all teams in each grade playing in finals (A final eight system applies with eight team grades as far as possible);

**Veterans’** competition played Saturday afternoons or by negotiation between competing clubs with top eight teams playing in finals (A final eight system applies with eight team grades as far as possible);

**Open age 20/20 limited over competition** usually played Tuesday evenings or by negotiation between competing clubs;

**Open Age Women’s 20/20 limited over competition** played Sunday afternoons, with finals for the top four sides in each grade

**Under 16 two day** competition played Friday evenings with finals for the top four sides in each grade. This competition may include some one day games and/or T20 games within the fixture;

**Under 16 two day** competition played Saturday mornings with finals for the top four sides in each grade. This competition may include some one day games and/or T20 games within the fixture;

**Under 14 two day** competition played Friday evenings with finals for the top four sides in each grade. This competition may include some one day games and/or T20 games within the fixture;

**Under 14 two day** competition played Saturday mornings with finals for the top four sides in each grade. This competition may include some one day games and/or T20 games within the fixture;

**Under 12 one day** competition played Thursday evenings with all teams in each grade playing in finals. This competition may include some two day games within the fixture. A final eight system applies with eight team grades as far as possible;

**Under 12 one day** competition played Friday evenings with all teams in each grade playing in finals. This competition may include some two day games within the fixture. A final eight system applies with eight team grades as far as possible;

**Under 12 one day** competition played Saturday mornings with all teams in each grade playing in finals. This competition may include some two day games within the fixture. A final eight system applies with eight team grades as far as possible;

**Under 10 one day** competition - usually played Friday evenings with no finals.

**Under 10 All girls one day** competition – usually played Monday evenings with no finals

**Under 12 All girls one day** competition - usually played Wednesday evenings with all teams playing in finals. A final eight system applies with eight team grades as far as possible;

**Under 14 All girls one day** competition - usually played Monday evenings with all teams playing in finals. A final eight system applies with eight team grades as far as possible;

**Under 16 All girls one day** competition - usually played Wednesday evenings with all teams playing in finals (A final eight system applies with eight team grades as far as possible);

### 1.2 MEETINGS

### 1.2.1 CLUB REPRESENTATIVES

1. **The Annual General Meeting** will be held generally during July in accordance with the Constitution Clause 9.1. All Clubs are encouraged to hold their own Annual General Meetings before this date.
2. **Section Meetings** may be held for:

* Open Age Sections,
* Under 16 & Under 14,
* Under 12 and Under 10.
* Female Cricket

1. **Special General Meetings,** required under the Constitution Clause 10.3, attendance at which is compulsory, will be held:
2. On the Monday following the fourth Saturday in October; and
3. On the first Monday in March. This meeting is primarily to discuss quarter and semi‑final match arrangements and fixtures. Eligibility of teams to proceed into the finals series of matches will be determined at this meeting.
4. **Special General Meetings**, attendance at which is compulsory, may be convened at other times in accordance with Clauses 10 & 11 of the Constitution.

### 1.2.2 PROCEEDINGS AT CLUB REPRESENTATIVE MEETINGS

1. All meetings with Club representatives will commence at 7.30 pm and shall terminate not later than 10.00 pm unless a resolution granting an extension of time is supported by at least two-thirds of those members present.
2. At all Annual General Meetings, Special General Meetings and Section Meetings debate shall be conducted in accordance with the following rules:
3. All motions shall be formally moved and seconded in the course of which the mover and seconder may speak for the motion.
4. Except that the mover shall have the right of reply, no person shall speak twice on the one motion.
5. When a motion has been seconded debate may ensue but, apart from the mover and seconder, no two persons may speak in succession on the same side of the question. If the mover and seconder have spoken, and no speaker rises to take the opposite view, the question shall be put to the members to vote upon.
6. Section (c) above shall apply also to amendments.
7. A delegate from each Club must attend each meeting that is called in accordance with these rules and the Constitution. A fine will be levied on any Club that is not represented by a delegate at such a meeting.
8. The President or, in whose absence one of the Vice-Presidents, or some other suitably acceptable person, shall preside as Chairman at each meeting of the Association.
9. Upon any question arising at a meeting of the Association, one delegate from each Club and each member of the Board have voting rights as defined in the Constitution.
10. The Chairman of the meeting, in the case of equality of voting, shall exercise a second or casting vote.

### 1.2.3 PROCEEDINGS AT BOARD MEETINGS

1. Meetings of the Board of Management will normally be held each month on the third Monday in the month. Other special meetings of the Board of Management may be convened at any other time and date, as business shall demand.
2. All meetings of the Board of Management shall normally be held at NWMCA Headquarters and will commence at 7.00 pm and shall terminate not later than 10.00 pm unless a resolution granting an extension of time is supported by at least two-thirds of those members present. Such extension of time shall not exceed 30 minutes and shall only be used to finalise the matter under the discussion.
3. The President, or in his absence one of the Vice-Presidents, or some other suitably acceptable person, shall preside as Chairman at each meeting of the Board of Management
4. Any five members of the Board of Management shall constitute a quorum for the transaction of business of a meeting of the Board of Management. (Constitution clause 21.4).
5. Voting shall normally be on a show of hands or, if demanded by a member, a poll taken in such a manner as the presiding officer shall determine. Each person present shall be entitled to one vote and the Chairman of the meeting, in the case of equality of voting, shall exercise a second or casting vote.
6. Proceedings shall be conducted in accordance with By-law 1.2.2 paragraphs (a)-(d) as above.
7. The order of the meeting shall be as follows:

* Apologies
* Ratification of previous meeting’s minutes
* Business arising from minutes
* Correspondence
* Reports (to be submitted in writing, if possible, prior to the meeting)

1. President
2. Operations Manager
3. Administration Manager
4. Finance Manager
5. Vice President-Senior Cricket
6. Vice President-Female Cricket

(g) Vice President-Junior Cricket

(h) Other Reports

(i) VMCU

* General Business

### 1.3 APPOINTED POSITIONS

1. In accordance with **Constitution Clause 22 and Clause 23** the Board will appoint suitable persons to undertake the duties specified under this Rule.
2. The Board may allow the various duties nominated under this Rule to be combined in different ways and the titles of the positions to be varied to suit available personnel and changing needs. The Board, as amendments to this Rule, must then formally adopt these revised duties and titles.

### 1.3.1 PRESIDENT

1. The President will chair all meetings of the Association, its Board and other committees as required.
2. As soon as practicable after the Annual General Meeting, advise all Board members of their duties, responsibilities and legal implications. Ensure that all Board members and appointed officers are issued a copy of the applicable Duty Statement and NWMCA Code of Behaviour. Issue a copy of the latest NWMCA Constitution to any new appointees and newly elected members;
3. Ensure that, through the Operations Manager and the Administration Manager, all duties of appointed office bearers are known, understood and carried out in accordance with the Duty Statements applicable to each;
4. Represent the Association at Functions considered to warrant senior representation from the Association;

### 1.3.2 ADMINISTRATION MANAGER

The Administration Manager will have responsibility for the day to day administrative matters of the Association.

### 1.3.3 OPERATIONS MANAGER

The Operations Manager will have responsibility to the Board for the executive functions in development of policies and procedures.

### 1.3.4 FINANCE MANAGER

The Finance Manager will have responsibility for all financial matters including the receipt and disbursement of all funds.

### 1.3.5 VICE PRESIDENT IN CHARGE OF SENIOR CRICKET

Responsible for the conduct and arrangement of all NWMCA Senior Cricket including representative matches.

### 1.3.6 VICE PRESIDENT IN CHARGE OF JUNIOR CRICKET

Responsible for the conduct and arrangement of all NWMCA Junior Cricket including representative matches.

### 1.3.7 VICE PRESIDENT IN CHARGE OF FEMALE CRICKET

Responsible for the conduct and arrangement of all NWMCA Female Cricket, both senior and junior, including representative matches.

### 1.3.8 UMPIRING DIRECTOR

Initiating and conducting a programme of training to ensure that umpiring standards and knowledge are maintained at a high level.

### 1.3.9 MATCH RESULTS CO-ORDINATOR

Ensure that Clubs have correctly entered all scores data in the relevant competition management system by the required time.

Follow up with any club whose score details are missing.

### 1.3.10 SENIOR COMMITTEE

Required to manage and oversee the activities of the Senior competition under the overall management of the NWMCA Board.

Membership of the sub-committee, (which must be approved by the Board) may include Club Representatives, the elected Senior Vice-President, Operations Manager, Administration Manager, Director of Umpiring, Fixturing and Match Arrangements, a Minute Secretary and other interested parties.

The Vice–President will be empowered to co-opt other persons to become committee members as the need may arise.

It will be a mandatory requirement for each sub-committee member to pass a WWC check to protect the interests of the Association.

### 1.3.11 JUNIOR COMMITTEE

Required to manage and oversee the activities of the junior boys/mixed teams’ competition under the overall management of the NWMCA Board.

The sub-committee has the most important responsibility to guide the under-age players in the most appropriate directions in their early and formative stages of participating in competition Cricket.

Membership of the sub-committee, (which also must be approved by the Board) will include the elected Vice-President, preferably one other Board member, interested club representatives and other persons.

The Vice–President will be empowered to co-opt persons to become committee members as the need may arise.

### 1.3.12 FEMALE CRICKET COMMITTEE

Required to manage and oversee the activities of all senior and junior female cricket competitions under the overall management of the NWMCA Board.

The sub-committee has the most important responsibility to guide the under-age players in the most appropriate directions in their early and formative stages of participating in competition Cricket.

Membership of the sub-committee, (which also must be approved by the Board) will include the elected Board member, preferably one other Board member, interested club representatives and other persons.

The Board member responsible for Female Cricket will be empowered to co-opt persons to become committee members as the need may arise.

It will be a mandatory requirement for each sub-committee member to pass a WWC check to protect the interests of the Association.

### 1.3.13 UMPIRES

1. Any person who meets such standards as are set down from time to time by the Association and who makes himself available to the Association to officiate at its matches as it sees fit, is an Independent Umpire.
2. Any person who is engaged in umpiring in a match organised by the Association is an Umpire.

3. The recruitment of professional Umpires shall be the responsibility of the Director of Umpiring and other persons appointed by them.

* 1. Senior and Junior Match appointments are to be made by the Director of Umpiring taking particular note of any special NWMCA Board requirements that may be given from time to time.
  2. All Senior and Junior Umpires shall have in their possession, at each match, a copy of the latest issue of the Laws of Cricket (2017 Edition) and a current copy of the NWMCA Rules
  3. Junior Umpires must be attired in a long sleeve white jumper (if required), the approved NWMCA shirt, black trousers or NWMCA black shorts, black socks, the approved cap and white shoes or boots.
  4. Umpire Qualification-Under-Age Grade Umpires. Umpires appointed to Under Age matches must have completed the ACB Level 1 Umpires’ Programme
  5. Umpire Qualification Open-Age Grade umpires. Umpires seeking appointment to Open-Age matches must undertake to obtain an approved umpiring qualification. The minimum qualification shall be the ACB Level 1 Umpires’ Programme. An umpire without the minimum qualification shall normally be appointed to umpire matches in lower grades.
  6. All umpires over the age of 18 must have completed a working with children check.

### 1.4 MATCH ARRANGEMENTS

1. All matches including elimination finals, quarter finals, semi-finals, preliminary finals and grand finals shall be under the management and control of the Senior or Junior Committees.
2. The composition of these Committees may vary from time to time dependent on the availability of personnel and the prevailing circumstances.
3. The Senior or Junior Committees shall arrange all fixtures for the Senior, Junior and All Girls Grades, being aware of ground allocations provided by the Local Councils and school authorities, and paying particular attention to the requirements of grading and confirmation matches.
4. They shall also prepare all elimination finals, quarter final, semi-final, preliminary final and grand final fixtures with the necessary ground allocations after discussions with the Administration Manager.

### 1.5 GROUND MANAGEMENT ISSUES

1. It is the sole responsibility of all Clubs to obtain all their necessary ground allocations from their appropriate Local Council and / or school authorities.
2. The Association, through the Senior or Junior Committees, may assist with an alternative ground on a temporary basis should it become necessary during the Season.
3. Clubs must make every endeavour to attend any pre-season ground allocation meetings that may be held by their Local Council. Such meetings are useful forums in which to establish valuable contacts.
4. Clubs usually enter into a seasonal arrangement with Councils regarding the use of grounds on a partnership basis with Council maintaining facilities to a reasonable standard. Clubs and their officials still have the ultimate and final responsibility as to the use of facilities. **Clubs must try to ensure that all ground allocation arrangements extend to cover the possibility of use of the ground/s for the finals series of matches.**
5. During the finals series if Councils levy additional charges on the Association for the use of grounds, then it will be the responsibility of the relevant nominated home club to reimburse the Association for these costs.
6. Those Clubs utilising school facilities must establish the correct procedures with the School Council or other responsible body to ensure that grounds are mowed on a regular basis, and that the playing surface is protected from damage and that if possible, toilet facilities are available.

# SECTION 2 FINANCE

### 2.1 CLUB AND TEAM ENTRIES

1. Any incorporated club may apply to the Administration Manager in writing to become a member Club.
2. A member Club must apply **annually** to have its membership renewed by completing and returning the ***Club Entry Form*** to NWMCA by the due dates set by the Board
3. A member club must apply **annually** to ***enter teams*** in relevant competitions via the relevant competition management system, and pay the required entry deposit prior to the commencement of that season.
4. The Board of Management has the right to reject applications for membership from any Club if it believes that such rejection is in the best interests of the Association.
5. The Association will endeavour to meet all Club’s requirements in relation to team entries each season. Additional teams will be accepted up to and after the commencement of the season. No further teams have to be accepted after Under age grading matches have been completed (first 4 weeks for Under 12s and first 5 weeks for Under 14s and 16s). No further open age teams have to be accepted into any section after 31st October each season.
6. Clubs must update contacts for the NWMCA each season when requested by the NWCMA, listing President, Secretary, Treasurer, Junior Co-Ordinator, Female Co-Ordinator as soon as possible after the club’s AGM and before teams are entered into the relevant competitions management system.

### 2.2 ENTRY FEES

1. The Board, at the commencement of each Financial Year, will determine the team entry fee for each team, and any affiliation fee for each club.
2. Club’s will be invoiced for a deposit for each team entered into the relevant competition management system This will be $100 per team, except for U12, U14 and U16 all girls teams, where the deposit shall be $50 per team. No deposit is required for Under 10s teams or Open Age T20 teams.
3. The first instalment of the Team Entry Fee must be paid by way of an entry deposit before the commencement of the season and the balance no later than 30th November each year.
4. At the discretion of the Board, the full team entry fee shall be paid should any club withdraw any of their teams once final team nominations have been accepted by the Association.

### 2.3. FINES and PENALTIES

The Board has determined that the following fines shall apply for breaches to Rules & By-Laws

1. Playing unregistered player(s) per match.

**Loss of maximum points for round plus** **fine of** $100 per player

1. Playing ineligible player(s per match (Refer Rules 3.1.4 & 3.3.6)

**Loss of maximum points for round plus** **fine of** $100 per player

1. Entering scores, match result, teams and player statistics into relevant competition management system.

Clubs have 72 hours after any match starts to enter scores, match results, teams and player statistics into PlayHQ. For a two day match 72 hours after the start of day 2.

After that time clubs access to enter details will be locked out.

Club administrators will need to seek permission from the Association administrators for a specific match to make amendments.

Clubs will be required to pay a $50 administration fee per match to have access unlocked.

1. Non-attendance at Annual General Meeting $50
2. Non-attendance at President & Secretaries Special / Section / Delegates / Finals Meetings $25
3. Non-attendance at Captains & Umpires & Coaches Meetings

**Fine per team** $25

1. Walkover / Forfeit of match. (Club at fault is also liable for full umpiring fee if applicable)

**1st offence** $25

**2nd offence** $50 **And 1 premiership point penalty**

**3rd offence** $100 **and withdrawal of team for Season**

1. Non-accredited junior Coach (per age group) $125
2. Other fines as imposed by the NWMCA Board

***The following fines are also applicable based on information and reports from the match umpire/s and Board inspections.***

1. Non-payment of Umpiring Fees by prescribed time $25

**(both teams are still responsible for the umpiring fee)**

1. Late start per 30 minutes or part, Club in default $20
2. Scoreboard not provided George Luscombe, Vic Kyte, Keith Stringer Athol Attwater & Graham Muir Shield matches $20
3. Scoreboard not updated every two overs in George Luscombe, Vic Kyte, Keith Stringer, Athol Attwater & Graham Muir Shield matches **(Fine per day)**  $20
4. Inadequate pitch cleaning and/or cleaning equipment

Rule5.3.1.7 **(Fine per day)** $10

1. Inadequate filling in stump slots **(Fine per day)** $10
2. Poor quality stumps **(Fine per day)** $10
3. Inadequate or no boundary markings **Rule 5.4.9 (Fine per day)** $15
4. Popping Creases not painted white **Rule 5.3.1.10** $10
5. Restricted area (juniors) not marked  $10
6. Any item of incorrect attire, per player  $5
7. Non-use of specified junior safety equipment item per player $10
8. Incorrect attire whilst square leg umpiring  $10
9. Non-use of NWMCA ball.  $50
10. Slow over rate (matches finishing after scheduled finish time) $50

### 2.4 CLUB STATEMENTS

1. Where possible, a statement of account will be forwarded electronically to clubs on a monthly basis.
2. In addition to the above an ***Invoice for fines*** will be sent either electronically or posted to the Clubs during the season, as necessary, and will detail the infringement, date of infringement, grade of team incurring infringement and the amount of the fine.
3. Fines must be paid within 28 days of the date of the offence. See also Rule 2.5 2 below.

### 2.5 NON-PAYMENT OF FINES AND OTHER ACCOUNTS

1. Any fine levied under these procedures or for the breach of any Association rule must be paid to the Association within thirty days of the date of the invoice to the member Club. Accounts and fines not paid by the due date will result in the Club being declared unfinancial.
2. Unfinancial Clubs (i.e. those whose account is more than 30 days overdue) will not be permitted to vote at Association meetings or nominate or second any person for Board positions. Further the Club, at the Board’s discretion, may not be eligible to receive any premiership points in any grade matches or to play in any finals matches in any grade until the all the outstanding account has been paid in full.
3. The Board has the power to make special arrangements regarding payment of Club accounts should there be any extenuating circumstances. Applications for consideration must be submitted in writing to the Administration Manager.
4. A Club may make a once only appeal against the content of any account/fine by notifying the **Administration Manager** in writing within 14 days of the penalty. **However, payment of the account must be made in full before any appeal is heard** and normal penalties for late payment will still apply. Should the appeal be found in favour of the Club then the amount paid will be held and offset against any outstanding liabilities, otherwise the amount will be refunded. The Board’s decision shall be final and binding in these matters.

### 2.6 ADMINISTRATION COSTS

1. In accordance with Constitution clause 19.4 the Board will determine if an honorarium is applicable to any of the appointed positions
2. The Board shall pay all out of pocket expenses as necessary to ensure the satisfactory performance of all the required duties.
3. The Board will deal with any exceptions on a case-by-case basis. Payment of honorariums will generally be paid in two portions, the first to be in December and the second in April.
4. The Board of Management must approve all expenditure incurred by the Association.

### 2.7 AWARDS AND PRESENTATIONS

1. The Association will provide, at no additional cost to the Clubs, individual trophies for batting, bowling and wicket keeping as outlined in By-law 2.8.
2. The Board, at its absolute discretion, may vary the qualification standards for individual awards.
3. The awarding of these trophies will initially be made at the Senior and Junior Presentation Nights and thereafter at the Annual General Meeting.
4. The Presentation Night for all open age teams will be at a time and place to be notified by the Board but generally as close as possible to the end of the season. Whilst attendance is not mandatory it is expected that all Clubs with open age teams make strenuous efforts to attend.
5. Each Club with Senior open age teams will be allocated two (2x) tickets per open age team for which a charge is levied. Clubs will be required to pay for allocated tickets, even if the tickets are not utilised. Clubs are encouraged to purchase more than the minimum number of tickets.
6. The Presentation of Junior awards and trophies will also be held as close as possible to the end of the season. Whilst attendance is not mandatory it is requested that all Clubs with junior teams are in attendance. There is no cost to the Clubs for the junior presentation night.

### 2.8 INDIVIDUAL TROPHIES

### 2.8.1 GENERAL ELIGIBILITY

1. To be eligible to win an individual trophy in any grade or section a player must have played in ***at least half the matches played for the grade***, including confirmation and grading rounds. Finals matches are not included when determining individual trophy winners.
2. Trophies will not be awarded to any player whose complete statistics are not fully entered on PlayHQ for every match in which the player has competed.

### 2.8.1.1 INDIVIDUAL PERFORMANCES

1. The Association shall determine the winners of the various trophies based on the information entered by the clubs on to the ***PlayHQ*** scores recording system. All such information must be entered by 10 pm on the Sunday before the semi-finals.

### 2.8.2 BATTING AVERAGES or AGGREGATES

1. One trophy to be awarded in each grade**, plus a runner up in the top grade of each age group,** provided that the batter scores at least the prescribed number of runs for the grade:

Open Age 300 runs;

Under Age 200 runs.

1. In Under age sections, if no player qualifies, then the award will be given to the player with the highest **aggregate**
2. Compulsory retirement in One Day Grades, Under 14 and Under 12 and voluntary retirement in **all under age grades count** **as ‘not out’** for the purpose of calculating averages.
3. In open age sections, if no player qualifies, the Board will determine if the trophy will be awarded and how the winner will be determined each season.
4. In All Girls Under age grades, the batting award will be given to the player with the highest aggregate (most runs). A runner-up award will be presented in each All Girls Under age grade. There is no qualification limit in All Girls Under age grades.

### 2.8.3 BOWLING AVERAGES or AGGREGATES

1. One trophy to be awarded in each grade, **plus a runner up in the top grade of each age group**, provided that the bowler meets the eligibility criterion for that grade:

Open-Age Two-Day 25 wickets;

Open-Age One-Day Grades 15 wickets;

Under-Age 15 wickets;

1. In Under age sections, if no player qualifies, then the award will be given to the player with the best average provided they have taken a minimum of 10 wickets.
2. In open age sections, if no player qualifies, the Board will determine if the trophy will be awarded and how the winner will be determined each season.
3. In All Girls Under age grades, the bowling award will be given to the player with the highest aggregate (most wickets). A runner-up award will be presented in each All Girls Under age grade. There is no qualification limit in All Girls Under age grades.

### 2.8.4 WICKET KEEPING

1. Trophies will be awarded as follows:

**Open Age Two-Day Grades** All grades X1

**Open Age One-Day Grades Saturday** (includes Veterans)

All grades X1

**Open Age One-Day Grades Sunday** All grades X1

**Under 16** **Saturday** All grades X1

**Under 16 Friday** All grades X1

**Under 14** **Saturday** All grades X1

**Under 14 Friday** All grades X1

**Under 12** **Saturday** All grades X1

**Under 12 Friday** All grades X1

**Under 12 Thursday** All grades X1

**All Girls Under 12** All grades X1

**All Girls Under 14** All grades X1

**All Girls Under 16** All Grades X1

1. In every case, it is required that a wicket keeper takes at least the prescribed total number of catches and stumpings for the section or grade:

**Open Age – 15 dismissals.**

**Under Age – 10 dismissals.**

1. In Under Age sections, if no player qualifies, then the award will become **the fielding award** and be awarded to the player, either a wicketkeeper or a general fielder with the greatest number of catches.
2. The award for the Open Age Two-Day George Luscombe Shield Grade in wicket keeping shall be named in perpetuity the ***“John (Doc) Thomas Shield”***.
3. In All Girls Under age grades, this award will be given to the player, either a wicketkeeper or a general fielder with the greatest number of catches. A runner-up award will be presented in each All Girls Under age grade. There is no qualification limit in All Girls Under age grades.

### 2.8.5 VOTED AWARDS

1. In the George Luscombe, Vic Kyte, Keith Stringer, Athol Attwater, Don McCabe, EBKCA and Rob Kurle Shields, the officiating Independent umpires will allocate (on the Umpire’s Match Report see By-Law 4.4) 3, 2 and 1 votes respectively to the players whom, in their opinion makes the most valuable contributions to the game.
2. Those votes will be tallied at the end of the season to choose a “Best Player” in each of those grades**.** If a player is suspended at any time during the season, then that player is not eligible to receive the voted award
3. The award in the George Luscombe Shield shall be named in perpetuity the ***“Vince McCambridge Medal”***.
4. The award in the Vic Kyte Shield shall be named in perpetuity the ***“Matt Cervetto Medal”***.
5. The award in the Keith Stringer Shield shall be named in perpetuity the ***“Don Hudson Medal”***.
6. The award in the Athol Attwater Shield shall be named in perpetuity the ***“Brett Pallini Medal”***.
7. The award in the Under 16 Don McCabe Shield shall be named in perpetuity the ***“Marlene Tate Medal”***.
8. The award in the Under 14 EBKCA Shield shall be named in perpetuity the ***“Bob Byron Medal”***.
9. The award in the Under 12 Rob Kurle Shield shall be named in perpetuity the ***“Jack Davies Medal”***.
10. At the George Luscombe Shield, Vic Kyte Shield, Keith Stringer Shield, Athol Attwater Shield, Graham Muir Shield, Noel Seipolt Shield and the Clint McKay Shield Grand Finals the umpires shall determine whom, in their opinion, made the most valuable contributions to the game.
11. The award in the George Luscombe Shield Grand Final shall be named in perpetuity the ***“Ian McCann Medal”***,
12. the award in the Vic Kyte Shield Grand Final shall be named the ***“Ross Symons Medal”***
13. the award in the Keith Stringer Shield Grand Final shall be named the ***“President’s Medal”***
14. the award in the Athol Attwater Shield Grand Final shall be named the ***“Paul Steward Medal.”***
15. the award in the Graham Muir Shield Grand Final shall be named the ***“Ray Finn Medal”***
16. the award in the Noel Seipolt Shield Grand Final shall be named the ***“Gerard Laffan Medal”***
17. the award in the Clint McKay Shield Grand Final shall be named the ***“Paul McCann Medal”***
18. the award in the Brian Moss Shield Grand Final shall be named the ***“Brian Fielding Medal”***
19. The best Junior Umpire shall receive an award based on the ***Captain’s Report on Umpire*** form and other determined criteria. This award shall be named in perpetuity the ***“Terry Scott Medal”***.

### 2.8.6 GRAND FINAL MEDALLIONS

1. All winning Grand Final participants to a maximum of 13 players will receive a medallion from the Association.
2. The awarding of these medallions will be awarded at the ground on the day of the Grand Final wherever possible.

### 2.8.7 VMCU REPRESENTATIVE CARNIVAL AWARDS

For each team entered in the VMCU Representative Carnival, the following trophies will be awarded at Junior presentation at the end of the season:

**Batting award** – player who scored the most runs over the carnival

**Bowling award** – player who took the most wickets over the carnival

**Fielding award** - player who made the most dismissals, including catches, assisted run outs, unassisted run outs

### 2.9 SPONSORSHIP AND GRANTS

1. The Board has the authority to take whatever steps they deem necessary to seek sponsorship and apply for grants to fund the cost of administering the Association and for providing new programmes.
2. The Board whilst seeking sponsorship will make every effort to avoid prejudicing individual clubs own fund raising efforts.

# SECTION 3 PLAYER REGISTRATION

### 3.1 REGISTRATION

* + - 1. A Player registers to a single “HOME” club (primary affiliated club) for each season
      2. All players must be registered in PlayHQ **before** being eligible to play in a match. This includes a one-off “fill-in” registration.
      3. For the 2023-24 summer season, players who have not previously registered in PlayHQ should register with the club, in the competition, where it is anticipated they will primarily play.
      4. Players may then seek a permit to play in other competitions and at other clubs, within the rules and by-laws of the NWMCA.
      5. Each club is responsible to ensure that all their players are correctly registered and for keeping an up-to-date record of all their registered players in ***PlayHQ***
      6. The entering of player registration details on ***PlayHQ*** automatically confirms that the player concerned agrees to abide by NWMCA‘s Rules & By-Laws.
      7. The registration of an eligible player with a club of the Association becomes effective for the current season when the player’s name is first listed on a ***Team List*** (or equivalent thereof) for a team of that club, **provided** that the player is registered in accordance with By-Laws 3.3.3, 3.3.4 and 3.3.5.

### 3.1.1 INCORRECTLY REGISTERED PLAYERS

1. The Association will randomly check match results as entered on PlayHQ to ensure that all players are correctly registered. Failure to comply will result in a $50 fine and loss of maximum match points for the round. (Match Rule 3.1.3)
2. Only registered players can play in matches arranged under the auspices of the Association. Any Club, which fails to register any player in accordance with NWMCA rules and by-laws, and allows that player to play in an NWMCA match will cause the result of the match to be subject to Match Rule 3.1.3 and the Club will therefore be fined and lose maximum match points for the round.
3. For the purposes of this By-Law play shall mean active participation in the game by batting, bowling or fielding (substitutes excepted).

### 3.1.2 RESTRICTED PLAYERS

1. The Association may, at its absolute discretion, rule that a person will not be accepted as a registered player in the Association or of a nominated club in the Association. Any such rulings will be notified in writing to the player and any club concerned.

### 3.1.3 INELIGIBLE PLAYERS

1. Only eligible players can play in matches arranged under the auspices of the Association. If any person who is ineligible, participates in an Association match, the result of the match will be subject to Match Rule 3.1.3 and the club will be fined.
2. For the purposes of this By-Law play shall mean active participation in the game by batting, bowling or fielding (substitutes excepted).
3. The player may also be called to appear before the Tribunal.

### 3.2 TRANSFERS

1. A transfer is required when the when the players “home” club is to be changed.
2. A transfer is required if a player has participated with their former club in the past 12 months.
3. Where a player has been registered in PlayHQ for the 2023 Winter season, the transfer application MUST be made via PlayHQ.
4. Where a player has NOT previously been registered in PlayHQ, the transfer application MUST be made via the NWMCA Transfer Form.
5. A Junior or Senior player who has played less than 3 matches with a Premier or Sub District Club and is NOT selected in a team for that Premier or Sub District Club may play for their most recent NWMCA club without a transfer in the current season. A match day permit must, however, be obtained from the Association.
6. If the player’s previous club does not respond to a ***Transfer Application*** within 5 days of the date it was sent to them, that club shall be deemed to have granted the transfer to the player. The transfer will be auto approved in PlayHQ.
7. Players/Clubs may not make application for clearances after 31st December of each season.
8. Clubs may seek permission to apply for a clearance after 31 December in a season. That permit request, via PlayHQ, must outline exceptional circumstances for the clearance application. As an example, a player has moved to Melbourne from interstate and wants to play cricket in Melbourne.

### TRANSFER REFUSED

1. Transfers may only be refused due to:
   * 1. Player owes money to the “old” club
     2. Player owes gear or equipment to the “old” club
     3. A valid, active and signed playing contract is in place which ties the player to the “old” club.
2. A player who has been refused a clearance by an NWMCA club may appeal in writing, with a $50 fee, to NWMCA who will hear the appeal at the earliest opportunity. Where possible 48 hours notice of the hearing date will be given to the club and the player. NWMCA may either grant or refuse the clearance as it sees fit.
3. Should the player dispute the NWMCA decision, the player shall have the right of an appeal to the Victorian Metropolitan Cricket Union (VMCU). One member from the NWMCA who was on the original appeals panel, the player and one member from the club from which the player wishes to leave will be required to attend the VMCU hearing. Such decision will be deemed final.

### 3.3 RECORDING AND EFFECT OF PLAYER REGISTRATIONS

### 3.3.1 SEPARATE REGISTRATION FOR DIFFERENT TIME SLOTS

1. A person may be registered with different clubs with respect to different time slots.
2. Players cannot be registered to play either junior competitions or senior competitions with different clubs in the same time slots in two Associations in the same season without first receiving a permit.
3. The time slots recognised by the Association are:

Saturday afternoon (Open Age Two Day, One-Day and Veterans grades),

Sunday afternoon (Open age One Day, Women’s T20)

Saturday morning (Under 12, 14 and 16),

Thursday evening (Under 12)

Friday evening (Under 12, 14 and 16),

Friday evening (Under 10),

Monday evenings (All Girls Under 10 and Under 14)

Wednesday evenings (All Girls Under 12 and Under 16)

These time slots may be varied by the NWMCA Board.

1. For the purposes of registration and eligibility, matches played at times other than the normal times for a specific grade will count as though they were played at the normal time for that grade.

### 3.3.2 SUSPENDED PLAYERS

1. Should a person be currently suspended by Cricket Victoria (VCA), the Victorian Sub-District Association (VSDA), the Victorian Metropolitan Cricket Union (VMCU), the Victorian Country Cricket League, (VCCL), this Association or a club of this Association then that person is **NOT** eligible to play until the period of that suspension is served.
2. The Association will notify all clubs of any suspensions from the above as well as suspensions of NWMCA players including acceptance of standard penalties. These will be advised by email and /or by posting of details on the NWMCA website.

### 3.3.3 PLAYERS FROM PREMIER AND SUB DISTRICT CLUBS

1. Any person who has played with a Victorian Premier Cricket Club 1st, 2nd or 3rd team or a Victorian Sub-District Cricket Association 1st or 2nd team may not subsequently play in any Open Age team in this Association ***at a different club*** **in the same season** without first obtaining a Permit.
2. Any person who has played at any other level in the VDCA or VSDCA may not subsequently play in an Open Age team in this Association **in the same season** without prior permission from Senior Match Arrangements Committee. **Permission is NOT required if the player is remaining at the same club.**

### 3.3.4 DEEMED REGISTRATION (HIGHER GRADE) PLAYERS IN TWO ASSOCIATIONS

1. This clause applies to Clubs, who field Saturday afternoon teams in NWMCA and in other Associations.
2. A person whose name is listed on a ***Team Sheet*** (or equivalent thereof) for a team of that club playing in a Saturday afternoon competition of the other Association, will also be deemed to be a registered player of that club in this Association for the current season for the Saturday afternoon time spot, provided that he is not otherwise ineligible to play in that match.
3. Any such player **must** be registered in PlayHQ and must comply with all NWMCA by-Laws

### 3.4 PERMITS

Players must obtain a permit where the rules or by-laws of the NWMCA or any other relevant association require a permit be obtained.

The following table sets out the type of permit to be applied for, in the relevant circumstances, and the process to be used applying for a permit.

The list is not exhaustive – there may be other situations or reasons for a permit application.

|  |  |  |  |
| --- | --- | --- | --- |
| Permit reason | Type | Permit entered into PlayHQ | NWMCA Permit form required |
| Player registered as junior player in NWMCA – request to play senior competition at same club | Season permit | Yes | No |
| Player registered as a senior player in NWMCA – request to play senior competition at another club in different time slot | Season permit | Yes | Yes |
| Player registered as junior player – request to play senior competition at different club | Season permit | Yes | Yes |
| Player registered as junior player – request to play juniors in different time slot at different club. | Season permit | Yes | Yes |
| Junior player wanting to play in younger age group than which qualifies for. | Season permit | Yes | Yes |
| Registered junior girl or person who identifies as non-binary wanting to play in junior mixed age group **TWO (2) years** out of their age group | Season permit | Yes | Yes |
| Person who identifies as non-binary wanting to play in All Girls competition | Season permit | Yes | Yes |
| Registered junior player wanting to play in a Junior mixed competition two age groups above their eligible age group | Season permit | Yes | Yes |
| Registered player who wants to play at another club for a one off special event | Game permit | Yes | Yes |
| Junior player under 13 years of age wanting to play senior cricket | Season permit | Yes | Yes |
| A Junior or Senior player who has played less than 3 matches with a Premier or Sub District Club and is NOT selected in a team for that Premier or Sub District Club | Game permit | Yes | Yes |
| Registered person who has played with a Victorian Premier Cricket Club 1st, 2nd or 3rd team or a Victorian Sub-District Cricket Association 1st or 2nd team wanting to play in any Open Age team in this Association ***at a different club*** **in the same season** | Game permit | Yes | Yes |
| Player wanting to play in a merged team that is managed by another club | Season permit | Yes | Yes |
| Request for a transfer after 31st December in a season | Season permit | Yes | Yes |

### 3.5 REQUIREMENTS FOR PLAYERS UNDER 18 YEARS OF AGE

### 3.5.1 ELIGIBILITY BY AGE

* 1. For a person to be eligible to play in a grade which is nominated as ‘Under’ a certain age, they must not turn that age prior to the first day of September in the current season.
  2. Junior players are **not** allowed to play or substitute in a Junior mixed competition two age groups above their eligible age group. Clubs may apply for a Permit from the Association for individual players. These permit applications will be considered on a case by case basis.
  3. Junior players must be 13 years of age at 1st September in order to compete in any grade of senior cricket. Failure to comply will result in a $20 fine and loss of 6 points. Exemptions to this rule may be granted in exceptional circumstances and will be dealt with, upon application to the Board, on a case by case basis.
  4. A person with intellectual and/or physical disability may play in an age-limited competition for which they are not eligible by age **provided that their Club first obtain written permission from the NWMCA Junior Committee.**
  5. Any such permission granted by the NWMCA Junior Committee is only valid for the specified period and may be revoked at any time.
  6. Girls may play **TWO (2) years** out of their age group other than in the Junior All Girls competition. For example a girl of aged 14 as at 1st September is eligible to play in the Under 12 competition. A permit is required.
  7. If a person plays in any match for which they are not eligible by age so as to gain unfair advantage for themself or the team, then the result of the match will be subject to Match Rule 3.1.3 and the club will be fined.

### 3.5.2 PERMISSION TO PLAY IN A HIGHER AGE GROUP

1. For each player who does not turn 16 years of age before the first day of September in the current season and who wishes to play in an older age group (including Open Age) than the youngest age group that they are eligible to play in, the ***Club Higher Age Group Form*** must be completed prior to them playing in any such match.
2. The form requires the player’s parent or guardian to sign certifying agreement to the player playing in the higher age group and **this form is only applicable for the duration of the season in which they are signed.**
3. The responsibility is with the player’s club to ensure that such a form has been signed before the player first competes in a match in a higher age group. ***The Club Higher Age Group Form*** is to be retained by the club concerned for possible subsequent examination by the Association.

### 3.5.3 PROOF OF AGE or IDENTITY

1. For every player who plays in any underage team of a club, the Club must ensure that it has sighted documentary proof of the player’s age. The following are acceptable documents for this purpose:

* Original of birth certificate
* An original Extract of Birth Certificate
* Relevant section of passport
* Original statutory declaration by parent or guardian.
* Original statement from school.

1. Subsequent to the sighting of such a document, the onus of the player being eligible by age will still rest with the player and his Club if the document is altered in any way or is misleading or is known to be incorrect.
2. The responsibility is with the player’s Club to ensure that such proof of age has been sighted before the player first plays in any underage match.
3. Proof of Identity – only a document that contains a photograph of the person is acceptable as proof of identity. The following are acceptable documents for this purpose:
   * Drivers Licence
   * Passport
   * Student Card with photo
   * Proof of age card with photo

### 3.5.4 ASSOCIATION CHECK OF DOCUMENTS

1. At any time, an Association official may require any player to submit their proof of age document. The Club will, where possible, be given 7 days notice and must submit the required documents at the notified time and place.
2. If any of the documents are not presented or out of order, the club may be given up to 14 days to rectify them. Failure to then produce the correct documents required will incur a fine per player concerned and may result in such players being ruled ineligible to play in some age group(s).
3. At any time, an Association official may require any player to submit their proof of identity to the NWMCA.

### 3.6 PRIVACY POLICY

1. The Association undertakes not to disclose player or Club information to any outside body or sponsor without the express permission of the individual or Club.
2. The Association undertakes to store the player/Club information in a secure and correct manner
3. The Association shall collect only names, addresses, age and Date of Birth (where applicable), telephone numbers and Club details of its players,
4. Clubs must take care that the player information is accurate, correct and up to date at all times.
5. The Association reserves the right to advise player details to the appropriate parties in the process of assisting the player’s development. These parties include but are not limited to Cricket Victoria, for the purposes of “Path-Way” or equivalent approved development programme.
6. Individuals have the right to access their personal details held by the Association by arrangement with the Administration Manager.

# SECTION 4 COMPETITION REPORTING

### 4.1 TEAM SHEETS

1. In ALL matches, with the exception of Under 10s, including all finals, the names of the **participating** players of the respective teams are to be entered into the competition management system.
2. Each Team Sheetmust be certified as correct by the respective Captain or Team Manager by signing the bottom of the form.
3. The following methods of completing a Team Sheet are acceptable in the NWMCA:
   1. Paper team sheet in the back of the team scorebook. The team sheet is completed, with the duplicate copy remaining in the scorebook.
   2. Team selected in PlayHQ and Team Sheet then printed by the club.Handwritten changes may be made to the list if required, and initialled by the team Captain, as long as the changes are made before the team sheet is handed to the umpire or the opposition Captain (see para 8 of this by-law)
4. Junior players participating in a Higher Age Group match, no matter whether that match is an open age grade or under age grade, must have their age shown alongside their name on the Team Sheet
5. The Team Sheet is to only include players who participate in the match. Participation is defined in Match rule 2.1.10 as follows: Participation in a match is defined as the act of batting, bowling, fielding or wicket keeping by the nominated players.
6. No player can be listed on two different team sheets in the same time slot on the same day. Refer to By-Law 3.3.1.3 for defined time slots. This by-law applies to players listed on team sheets in any other competition in the same time slot.
7. Teams must have at least seven (7) registered players present for the commencement of each day's play. The Team Sheetmust have at least seven (7) players' names and their respective registration numbers. Players' names may be added until the end of the tea adjournment on the first day of a match (for juniors the end of the first day’s play); however, no players' names may be removed at any time after the toss of the coin. Failure to have seven (7) players listed on a team sheet at the toss of the coin will result in a walkover or forfeit by that team. Any player taking part in a match, but not named on the Team Sheet, shall be deemed ineligible and the appropriate penalty will apply. Refer Match Rule 3.1.3
8. **In all Senior matches** the ***original copy of the*** Team Sheetshall be handed to the umpire at the toss of the coin for validation and then given to the opposition scorers. Where no independent umpire is present, the Team Sheets shall be exchanged between Team Captains.

**In Junior matches** the Team Sheet must be exchanged with the opposition Captain or Team Manager no later than the first drinks break on the first day.

Team Sheetsare then to be retained by the opposition Club for the duration of the current season

1. Any player who was selected to play in a match which is abandoned or where the opposition team gives a walkover, may play in another team for their Club in the same time slot in any grade for which that player is qualified.
2. Where a team is involved in a matchbeing abandoned (washout or ground unfit for play for example) or a forfeit by the opposition in any other competition any player selected for the team in question, may play in another team for their Club in the same time slot a in any grade for which that player is qualified.

### 4.2 SCORES ENTRY PROCEDURES

* 1. It is the responsibility of both teams competing in the match to enter the scores, result, team sheets and full scorecard (player statistics) into PlayHQ.
  2. All details must be entered into the competition management system within 72 hours of the start of a match. This does not apply to Under 10s mixed or Under 10s All girls matches.

Clubs have 72 hours after any match starts to enter scores, match results, teams and player statistics into PlayHQ. For a two day match 72 hours after the start of day 2.

After that time clubs access to enter details will be locked out.

Club administrators will need to seek permission from the Association administrators for a specific match to make amendments.

Clubs will be required to pay a $50 administration fee per match to have access unlocked. (see also By-Law 2.3 Fines and Penalties, paragraph 3)

* 1. Either club enters the scores and result, each club enters their own player statistics
  2. Refer also to Match rule 1.14 which relates to scoring and scorebooks.
  3. If the scorebooks did not balance, the adjusted score as notated in the scorebook by the team Captains is to be entered into PlayHQ.
  4. If the team first entering the result into PlayHQ has made an error, contact that club, by email, with a copy to the Association, asking for the error to be corrected. Provide full details of the correct information that should be entered or changed. DO NOT DISPUTE THE RESULT.
  5. If the match result has been entered incorrectly, or there is some dispute over the result, the dispute must be notified to the Association, within 48 hours of the result. This includes where you believe the opposition played an ineligible player. Provide full details when disputing a result, including copies of scorebooks and team sheets.
  6. The Association may decide to NOT review any disputed results if scorebooks have not been completed and signed by Captains. Nor will the association review any disputed result where a valid team sheet cannot be provided. (Refer to By-Law 4.1)

### 4.3 RISK MANAGEMENT

Prior to the commencement of play in all Senior & Junior matches on each match day, the Captains or Team Managers of the competing teams shall inspect the ground and certify on the approved ***“Insurance Fitness of Ground Form”*** the fitness of the ground and the playing surface for play. The home team is responsible for supplying this form and it shall also be the responsibility of the home club to ensure that these forms are securely stored for a period of 7 years as required by the Insurer.

### **4.4** **UMPIRES’ REPORTS & NOTICE OF FINES INCURRED AT** MATCHES

1. For each match in which he or she officiates, an independent umpire will complete the ***Umpire’s Match Report form***.
2. Each independent umpire is to advise the Captain/Team Manager concerned if he has noted an inadequately marked ground, late start, incorrectly attired player or any other similar inadequacies and for which a club is liable to be fined. This Captain/Team Manager is to be advised as soon as possible after the match has been completed, and before the independent umpire leaves the ground.
3. The ***Umpire’s Match Report form*** is to be posted on ***PlayHQ*****no later than** 8.00pm on the Tuesday following completion of the match.

### 4.5 CAPTAINS’ REPORT ON UMPIRE

1. Whenever an Independent Umpire officiates, **BOTH CAPTAINS** must complete the ***Captains’ Report on Umpire form* in PlayHQ**.
2. The ***Captains’ Report on Umpire form*** is to be completed not later than **8pm on the Tuesday following completion of the match**
3. The Captains and / or Team Managers are to attend any Independent Umpire who was officiating to check whether any ***Charge Sheets*** (refer Match Rule 4.1) are required to be signed and collected.

# SECTION 5 GRADES AND SECTIONS

### 5.1 FORMATION OF GRADES AND SECTIONS

1. Within each Section the Association will divide the teams entered into grades at its discretion depending on the ranking of the team within its club, anticipated performance and ground location, provided that wherever possible, and except in Under 10 and All Girls grades, no club is to be compelled to have more than one team in any one grade.
2. If the Association cannot form a complete grade, matches may be arranged between teams in comparable grades, but each will revert to its nominal grade for any finals.

### 5.2 EQUIVALENT SECTIONS OF OTHER COMPETITIONS

1. Where NWMCA clubs have teams playing in the Victorian Turf Cricket Association, those teams are deemed to play in the equivalent of the Open Age Two-day section for the purposes of By-Law 5.1.

### 5.3 ALTERNATE PLAYING DAYS

1. At the discretion of the Board matches may also be played on Sundays and or on public holidays.
2. Clubs **must apply in writing** to The Administration Manager to change their fixtured matches at least seven (7x) days prior to that match being scheduled.

### 5.4 NAMED GRADES

1. The first Open Age Two-day grade is known as the **George Luscombe Shield**.
2. The second Open Age Two-day grade is known as the **Vic Kyte Shield**.
3. The third Open Age Two-day grade is known as the **Keith Stringer Shield**.
4. The fourth Open Age Two-day grade is known as the **Athol Attwater Shield**.
5. The fifth Open Age Two-day grade is known as the **Graham Muir Shield**.
6. The sixth Open Age Two-day grade is known as the **Seipolt Shield**.
7. The Seventh Open Age Two Day grade is known as the **Ralph Barron Shield**
8. The eighth Open Age Two Day grade is known as the **Barrie Clissold Shield**
9. The first Open Age One-day grade is known as the **Clint McKay Shield**.
10. The second Open Age One-day grade is known as the **Brian Moss Shield**.
11. The third Open Age One-day grade is known the **Andrew Knight Shield**.
12. The fourth Open Age One-day grade is known as the **Ern Girolami Shield**.
13. The fifth Open Age One-day grade is known as the **NWMCA Shield**
14. The sixth Open Age One-day grade is known as the **Russell Allen Shield**
15. The seventh Open Age One-day grade is known as the **Cathy Moloney Shield**
16. The Open Age Veterans grade is known as the **Aub Giddings Shield**.
17. The Open Age Sunday One Day grade is known as the **Ray Musgrove Shield**
18. The first Under 16 Saturday grade is known in perpetuity as the **Don McCabe Shield**.
19. The first Under 14 Saturday grade is known in perpetuity as the **EBKCA Shield**.
20. The first Under 12 Saturday grade is known in perpetuity as the **Rob Kurle Shield**.
21. The first Under 13 All Girls grade is known in perpetuity as the **David Woodgate Shield.**

### 5.5 SENIOR PROMOTION AND RELEGATION

1. The Board will determine entry to George Luscombe, Vic Kyte, Keith Stringer, Athol Attwater, Graham Muir, and Seipolt Shields competitions. Generally, the winners of Grand Finals in the Vic Kyte Shield, Keith Stringer Shield, Athol Attwater, and Graham Muir Shield will be promoted to the next highest grade and the team finishing last in the George Luscombe Shield, Vic Kyte, Keith Stringer Shield, Athol Attwater Shield and Graham Muir Shield will be relegated to the next lowest grade at the discretion of the Board.

### 5.6 CONFIRMATION OF GRADINGS

1. At the start of the season in those sections where there is significant uncertainty with respect to grading, matches may initially be drawn on a week-by-week basis.
2. Even when fixtures for the season have been completed and entered on ***PlayHQ***, the responsibility will still rest with the Match Arrangements Committee/s to correct any anomalies and issue new fixtures accordingly.
3. However, the Match Arrangements Committee/s will endeavour to make the minimum number of changes and make them early.
4. Whenever a team is moved to another grade after the start of the season, it will retain all results and individual performances achieved in the other grade.

### 5.7 UNDER 12, UNDER 14 AND UNDER 16 GRADING ROUNDS

1. In Under 12 grades (Friday evening and Saturday morning), the first four or five rounds will be considered grading rounds. In Under 14 and Under 16 grades (Friday evening and Saturday morning) the first five days of the season will be considered grading matches.
2. In the event of any of those rounds being cancelled by the Association or discounted because there were not results in enough games, such rounds will be rescheduled until sufficient reasonably complete rounds have been played.
3. Based on an analysis of the results of those matches, teams will be re-graded if necessary for the remainder of the season so as to achieve reasonably even competition.
4. Performance in grading matches will be counted to determine ladders and individual trophies.

### 5.8 RESCHEDULING CANCELLED ROUNDS

1. When a round of Open Age Two-day competition is cancelled by the Association or is eligible to have its points cancelled under Match Rule 3.1.2, if it is practical to do so, the Association will reschedule a later two-day round to be played as two one day games, these being the originally scheduled round and the cancelled round.
2. Should any fixtured match not take place on the scheduled dates at least 14 days notice will be given to the competing clubs of the later date for those matches to be played and the following conditions shall apply for **ALL** rescheduled matches: -
3. Any player who competed in another team on the originally scheduled date shall be ineligible to participate in the rescheduled match
4. Any player not registered on the originally scheduled match shall be ineligible to participate in the rescheduled match
5. Player eligibility will be taken as if the rescheduled match had taken place on the original date
6. If the Association reschedules a complete round or grade because of inclement weather then the 14 days notice will not apply.

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