

**Northern Tasmanian
Football Association Inc.**



**BY-LAWS
2020**

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INTRODUCTION

The following by-laws have been made by the NTFA Council under the authority of the NTFA Inc. constitution, and are binding on all clubs, players, officials and any other person registered or included under these by-laws.

The NTFA adopts the laws of Australian football subject to its right to vary those laws from time to time.

These by-laws take effect from 19 February 2019

1. DEFINITIONS

In these regulations & by-laws, unless the context requires otherwise, the following terms shall have the following meaning:

The "NTFA" means the Northern Tasmanian Football Association Inc.

"Home Team" means the team named first on the NTFA's published roster of home and away matches.

"Licence" means a licence admitting a team to participate in the NTFA Football Association Inc.

"Club" means any of the clubs affiliated by licence in the Northern Tasmanian Football Association Inc.

"Official" includes any person involved in the administration of a club

"NTFA Board" means the Board of Management of the NTFA

"Council" means the NTFA Council which is made up of the Board of Management and one representative from each club.

"Footy Web" means the electronic AFL Player Registration and results facility.

1.1. INTERPRETATION

In the interpretation of these by-laws, unless the context requires otherwise:

- (a) words importing the singular shall be deemed to include the plural and vice versa;
- (b) words importing any gender shall be deemed to include any gender;
- (c) headings are included for convenience only and shall not affect the interpretation of these by-laws;
- (d) "including" and similar words are not words of limitation;
- (e) Any words, terms or phrases defined in the remainder of these by-laws shall have the meaning prescribed within the regulations; and words, terms or phrases not otherwise defined in these by-laws shall be given their ordinary meaning.

1.2 INCORPORATION & CONSTITUTION OF CLUBS

1.21 All clubs shall be incorporated associations under the provisions of either the *Associations Incorporation Act 1964* (Tasmania) or registered companies under the provisions of the *Corporations Law*.

1.22 Each club shall deposit with the NTFA its constitution within one month of its adoption, and any alterations or additions to the constitution.

1.23 A club shall not alter its constitution in such a way that it conflicts with the provisions of the constitution and by-laws and resolutions of the NTFA.

1.24 Licence Requirements

1.24 In order to participate in an NTFA Competition a Club must hold a Licence for that specified competition that has been granted by the NTFA under an extant Agreement executed between the NTFA and the Club (the Licence Agreement).

1.25 A Club must adhere to all its obligations set out in the Licence Agreement.

1.26 The NTFA Board shall set the criteria that a club must satisfy to be granted or continue to hold a Licence for each NTFA competition.

1.27 The NTFA Board shall review each Club's eligibility to either be granted, or continue to hold a Licence for relevant NTFA Competitions for the next season.

1.28 The NTFA Board shall advise a Club of its decisions relating to the review of the Club's Licence by 30 August.

1.3 COMMITTEES AND PORTFOLIOS

1.31 The Board may appoint the following committees and tribunal.

- (A) Appeal Committee (members of this committee may not be on (B), (C) or (F))
- (B) Independent Tribunal
- (C) Registration and permit Committee
- (D) Grounds Committee
- (E) Functions/Events Committee
- (F) Conduct Committee

1.33 If a Chairman nominated or appointed in accordance with these by-laws is absent from a meeting of a committee, the members present shall appoint a chairman from among their number for that occasion.

1.34 A quorum for all committees shall be 50% of the members except as otherwise provided in these by-laws.

1.35 *Grounds Committee*

1.35.1 It shall be the responsibility of the Grounds Committee to inspect all club's facilities at least once annually

1.35.2 The Grounds Committee will report to the Board any club which in their opinion have facilities that they feel are not up to its requirements.

1.35.3 The Board after having requested a club to upgrade facilities, may after a reasonable period transfer that club's home games to alternative facilities until the improvements have been completed.

1.4 MATTERS NOT PROVIDED FOR

The NTFA Board shall have the power to decide any matters not provided for in these by-laws

1.5 CLUBS

1.51 Premier Division Clubs must field Seniors, Reserves and Under 18's or which other under age team the Council agrees to.

1.51.1 Notwithstanding by law 1.51, the NTFA Board may exempt a Premier Division club from the requirement to field an Under 18s team for a season, provided the club continues to implement its approved junior player development plan during that season.

Note: This would make Board approval necessary for each season and conditional on the club still implementing its junior player development plan as approved by the NTFA.

1.52 Division One Clubs must field Seniors and Reserves

1.53 Clubs that have been granted a licence for a team in the NTFA Women's Competition must field a senior women's team in that competition.

1.54 Prior to each season each club shall supply to the General Manager:
The postal and email addresses, business, mobile and home telephone numbers and fax number where applicable of administrators, including secretary, board or committee members, coaches of each team plus an audited balance sheet and annual report.

1.55 One week prior to the first home and away round Clubs shall supply team lists for all grades to be included in the weekly program. This list shall be reviewed and updated on the 1st of each calendar month throughout the season.

1.56 A club shall ensure that all volunteers and staff members have the appropriate qualifications and clearances to undertake their roles and responsibilities.

1.57 A club that has a licence for a team in the Women's Competition shall ensure that its women's team has the same rights of access to facilities, fixturing time on the oval and other places as male teams:

- (a) Including female players have equal access to club facilities and equipment and are not allocated late evening time slots; and
- (b) Club gym equipment is suitable for use by females.

2. Registrations

Players to Register

2.1 Each player shall, prior to taking the field with a club with which he or she intends to play, be registered as a player with the NTFA on "Footyweb" for that season.

2.1.1 The active player list of a Club licensed to compete in the NTFA Women's Competition shall not include:

- (a) more than 3 players, each of whom was registered as a player of a club participating in the Tasmanian State League women's competition in the previous or current season; and
- (b) more than 3 players, each of whom was registered as a player of another club participating in the NTFA Women's Competition in the previous or current season,

and who played more than 3 games with that club in the previous season.

2.2 National AFL Player Transfer Regulations

All transfer of players, both under age and seniors are governed under the *AFL National Player Transfer Regulations*. The primary facility to be used to process transfers is "Footyweb" where applicable.

Time for Registration of New Players

2.3 Each new (or archived) player's registration must be entered into the "Footyweb" system by the club no later than 12 noon on the Friday before the day on which the player intends to play his first match. A player is not deemed to be registered until the application has been processed and Footyweb permits that player to be included on the relevant team sheet.

Once a player has been registered with a club that player shall remain a registered player with that club upon re-registering for the coming season.

Available to Play

2.4 Each Club must satisfy itself that any player taking the field in a match is registered and listed on "Footyweb" before permitting that player to take the field. At all times the players availability shall be subject to 2.3

Current Player Not Registered

2.5 At the beginning of each season, Clubs will be required to evaluate their active registered players list and omit from the list for the coming season players who have left the club and/or have stopped playing. Such players shall be transferred to the "inactive player list" on the "Footyweb" system. To return to the "active player list" a player must register for that season.

Age Calculation

2.6 A player must be under the age of 18 years on 1 January in the year of competition in order to be eligible to play in the Under 18s competition.

*Closing Date for Registrations – as per the National Player Transfer Regulations.
Exceptional circumstances as per the National Player Transfer Regulations.*

Duplication not permitted

2.7 No player shall be registered with clubs affiliated with any other senior league or association at the same time.

Assumed Name

2.8 No person shall be registered or re-registered under an assumed name.

Proof of Date of Birth

2.9 In the case of underage players, proof of age in the form of a Birth Certificate, Photo Licence, Passport, immunisation booklet or student identification may be called for by the NTFA at any time.

Incorrect Information

2.10 The intentional omission of any information or incorrect information as determined by the NTFA may result in a four (4) week suspension or deregistration for the player concerned and he may be deemed ineligible for any games in which he has taken part. Any club official or club that is party to a breach of this by-law shall be dealt with by the NTFA Board as it deems fit.

Coach to be Registered and Accredited

2.11 The Coach of each team must be registered on “Footyweb” as a Coach. It is compulsory for every coach to be accredited and registered on Footyweb as a coach. This includes bench coaches.

Unregistered and Ineligible Players/Officials

2.12 Any player not registered, or any player registered with incorrect information on the shall be deemed to be an ineligible player. Any club playing an ineligible player shall lose all match points and / or be fined for each match in which such player has played.

2.13 Ineligible player(s) and/or official(s) and/or club(s) responsible as per clause (2.12) shall be liable for suspension or deregistration in addition to loss of match points and fine(s). The offending side will also have their score cancelled, however goals kicked by players shall be credited to individual tallies in the normal manner

2.14 When an allegation has been made against any club for playing an unregistered or ineligible player the club shall be responsible for the appearance of the player at any investigation conducted by the NTFA and the failure of such player to appear (without reasonable excuse) may be dealt with in their absence.

Suspended Players/Officials

2.15 Any suspended or deregistered player and/or official will be deemed to be an ineligible person and will not be allowed to act in any way as a trainer, runner, water-carrier or any official "on field" capacity in any home and away or finals match for the duration of his/her suspension or whilst deregistered.

Suspended Coaches

2.16 Any coach suspended in his/her capacity as a coach will not be permitted to enter the field of play at any stage of a match that is sanctioned by the NTFA.

2.17 Should a player be the registered coach and he is suspended because of on-field play, he may continue as coach only, which includes being permitted to enter the field of play to address his team in a home and away or finals match at quarter-time, half-time and three-quarter time.

Revocation of Permit to Play/Coach

2.19 The NTFA may revoke a player's permit to play or a coach's permit to coach at any time.

Registration / Permit Committee

3.0 The Board shall appoint a Registration /Permit Committee annually comprising three people, of whom one shall be appointed Chairman by the Board.

3.1 The quorum is two.

3.2 Except where otherwise provided in these by-laws, the Committee has authority to exercise powers of the NTFA in relation to registration/permits and clearances of players.

3.3 A player or destination club has the right of appeal to the Appeal Committee against any decision of the Registration / Permit Committee under these by-laws and the decision of the Appeal Committee is final.

3.4 The Appeals Committee shall report to the NTFA Board any circumstances of which it may become aware which tend to suggest that false or misleading information has been provided to the Appeals Committee at or in connection with the hearing of any appeal.

Refused Intrastate / Interstate Transfer

3.5 Refused Transfers for players wishing to transfer between NTFA Clubs and AFL affiliated clubs or interstate transfers will be dealt with in accordance with the AFL National Player Transfer Regulations.

4. Deregistration

4.1 Should the Registration Committee decide at any time that a player of any NTFA club should not be permitted to play with that club, the club, on receiving notice from the General Manager shall discontinue to play such player after receiving such notice, any club that plays such player shall be dealt with by the way of a fine or as the Board may think fit.

4.2 The NTFA adopts the AFL Player and Official Deregistration Policy. The policy aims to deregister a player or official who is found guilty of reportable offence(s) where such offence(s) are deemed to fall beyond an acceptable level for Australian Football.

4.3 A person who has been suspended or registration cancelled is not allowed to hold any position in connection with any NTFA club without permission of the Board.

4.4 After 12 months deregistration the player may apply to the President of the NTFA for permission to again play in the NTFA. They must obtain accreditation by completing both coaching and umpiring accreditation courses.

5. Competition Arrangements

Fixture

5.1 Following receipt and acceptance of club licence applications, the NTFA shall prepare a schedule of matches (fixture draw) for each grade of competition and distribute same to clubs prior to the season. Other than in exceptional circumstances as approved by the NTFA, these fixture draws will not be varied once the season has commenced.

5.2 Each competition fixture draw shall consist of a series of home and away premiership matches followed by a finals series.

Match Times

5.3 Starting time of all matches will be advised when the fixture draw is released. The starting times may be varied at the discretion of the NTFA Board.

5.4 Matches must start and finish on time. If a start is late, or there is a lengthy delay during the match, the Match Manager and Field Umpires will decide on the duration of the breaks at quarter, half and three-quarter time and if necessary will also reduce the length of quarters to ensure that the following match can commence on time. For a senior match when there is a delay of 30 minutes or the match is unable to proceed refer to the Laws of Australian Football.

5.5 If for any reason a team is not ready to commence play fifteen (15) minutes after the appointed time, the opposing club may claim the match as a forfeit. If, however the start of a match is delayed due to unforeseen circumstances and by mutual agreement between the competing clubs the match is still played, the clubs must agree on a shortened time of play to ensure that any following matches will not be delayed.

5.6 If for any reason a club should not finish a match, the Field Umpire must report the matter to the NTFA Board for investigation.

Match Duration

5.7 The duration of quarters for all Home and Away matches will be as follows:

U18's twenty (20) minutes no time on
Reserves twenty-three (23) minutes no time on
Seniors twenty-eight (28) minutes no time on
Women's Competition fifteen (15) minutes no time on

The duration of quarters for all Finals matches will be as follows:

U18's twenty (20) minutes no time on
Reserves twenty-five (25) minutes no time on
Seniors twenty (20) minutes plus time on (as per The Laws of Australian Football)
Women's Competition fifteen (15) minutes no time on

5.7.1 The length of breaks between quarters are as follows:

Seniors & Reserves	U18's	Women's Competition
¼ time five (5) minutes	three (3) minutes	five (5) minutes
½ time fifteen (15) minutes	twelve (12) minutes	ten (10) minutes
¾ time five (5) minutes	five (5) minutes	five (5) minutes

5.8 For matches where time on is not applicable the following will apply:

The clock is only to be stopped for the blood rule or when a player is replaced using the stretcher with the procedure as follows:

5.8.1 In the event of a player being replaced under the blood rule, timekeepers are to stop the clock from the time that the blood rule signal is given by the umpire until the umpire signals time back on or the ball is clearly in play.

5.8.2 In case of a player being replaced using a stretcher, the field umpire shall signal time off and on as detailed above.

Warning Sirens

5.9 Timekeepers are to sound the siren as an indicator to players and officials as follows:

5.9.1 As umpires enter the playing field prior to the start of the game and after half-time - Once

5.9.2 Five minutes prior to scheduled starting time of the match and start of the third Quarter – Three times

5.9.3 Two minutes prior to scheduled starting time of all quarters - Twice

5.9.4 One minute prior to scheduled starting time of all quarters - Once

5.9.5 Scheduled starting time of all quarters – Once

Ladder

5.10 A premiership ladder shall be maintained for the duration of the home and away matches as follows and as determined by the NTFA Board:

The teams will be positioned in accordance with total of premiership points accrued (four (4) points will be allocated for a win, two (2) points for a draw and nil (0) for a loss or bye). Where more than one club has the same "number of premierships points accrued" those clubs will be positioned on the premiership ladder in order of percentages calculated from the points scored for and against, by such clubs.

5.10.1 In the Reserves & U18's grades of each Division, if a player is reported and subsequently accepts a set penalty or found guilty by the Tribunal then his team shall lose one premiership point. If a player is suspended in the final series the premiership points penalty will apply to the following season.

Premier Team

5.11 The Premier Team for the season shall be the team which wins the Grand Final in each respective competition.

Forfeits

5.12 Any club unable to play a match for which it is drawn is to advise the opposing club and the NTFA no later than the 12 noon on the Friday prior to the match concerned. The match will then be treated as a forfeit and provided a satisfactory explanation is furnished to the NTFA, no penalty other than those specified in this by-law will be imposed.

5.13 Should a club forfeit a match without the required notice, a fine may be imposed at the discretion of the NTFA Board.

5.14 A team shall forfeit a match if it is unable or fails, refuses or neglects to complete a match already commenced.

5.15 Where a forfeit occurs the result will be determined in accordance with the NTFA requirements.

5.15.1 The team receiving the forfeit shall submit a team sheet for player eligibility for finals

Adverse Weather

5.16 From time to time the NTFA may vary the playing conditions due to adverse weather.

5.17 In the case where there is lightning during a match the umpire has the authority to delay the match where they believe the conditions have become unsafe.

Wet Weather Procedures

5.18 Where wet or adverse weather conditions prevail, clubs are to advise the NTFA as early as possible of the likelihood of ground closures to enable alternative arrangements for the playing of scheduled matches to be considered.

5.19 Where a ground to which a match has been scheduled is unfit for play or has been closed, the NTFA will, in liaison with the clubs concerned, provisionally reschedule the match to be played on the away club's ground if available.

5.20 Where neither ground is available, the NTFA will make every effort to move the fixture to an alternative venue. Clubs whose grounds are vacant and playable will be expected to cooperate with the NTFA by making their ground available to minimise the likelihood of cancellations. In this situation, the home team responsibilities will be assumed by the home team as nominated in the fixture.

5.21 If a match is not played because neither ground nor an alternative venue is available, the NTFA Board will decide whether the match is to be rescheduled to another date or cancelled.

5.22 Should it appear likely that more than one match in a round may not be played, the NTFA Board may postpone or cancel all matches for that round in that division.

5.23 In the event that any match is cancelled, the premiership points shall be shared, and such match shall count towards player eligibility for finals provided the effected clubs submit a team sheet.

5.24 Each club is required to have procedures in place, which will enable them to contact their players, and officials to notify them at short notice of any changes to scheduled matches.

Other Matches

5.25 No Club shall arrange or play in any match other than the official fixture schedule without the approval of the NTFA Board (pre-season practice matches are excluded).

6. Finals

Finals Structure

6.1 The NTFA Board will use specified guidelines as determined by the NTFA to determine the length of any finals series upon release of the Competition Season Fixture prior to the first home and away match.

Venue Selection

6.2 The NTFA Board shall determine the venues for finals series matches on an annual basis

Match Duration

6.3 Finals Match Duration shall be as determined by the NTFA. (By Law 5.7)

Match Conditions

6.4 Except as per 6.3 and 6.5 all other match conditions applicable for the home and away season will apply to the finals.

Drawn Finals

6.5 In the event of a drawn game in a Grand-Final the match shall be replayed in the following week.

6.5.1 In the event of a drawn game in any other final the Umpires shall advise the Captains that after a five-minute break, during which ends will be changed, extra time of two five-minute periods shall be played.

6.5.2 During that five-minute break, Coaches and Officials may go to their teams as if it were a $\frac{3}{4}$ time break.

6.5.3 After the first five-minute period the teams will change ends immediately, Coaches and Officials not being allowed on the ground.

6.5.4 In the event of a further tie at the end of the two periods, a further two five-minute periods will be played, with no breaks other than time to change ends, and so on until a result is reached.

Player Eligibility

6.6 A player is not permitted to play in a finals match for a club unless that player meets the requirements set out in by-laws 6.7 to 6.8.4 inclusive that are applicable to that finals match.

6.7 In order to be eligible to play in a finals match for a club the player must:

- (a) be registered with that club prior to June 30 of the current season; and
- (b) have played a least:
 - (i) in the case of a men's competition - 5 rostered home and away matches for that club in the current season; or
 - (ii) in the case of the women's competition - 5 rostered home and way matches for that club in the current season.

Reserves

6.8.1 In addition to the requirements set out in by-law 6.7, in order to play in a Reserves finals match, a player must:

- (a) have played at least 5 rostered home and away Reserves or Under 18s matches for that club during the current season; and
- (b) not have played more than 50% of the rostered home and away matches at a higher grade during the current season.

6.8.2 Where a club has Seniors and Reserves teams playing in the same finals match in both grades during the same weekend a player who meets the requirements of by-law 6.7 is eligible to play in the reserves finals match despite not meeting the requirements of by-law 6.8.1.

(Example: a club has both Seniors and Reserves teams playing the 1st semi- final match in both grades on the same weekend.)

Under 18s

6.9.1 In addition to the requirements set out in by-law 6.7, in order to play in an Under 18s finals match, a player must:

- (a) have played at least 5 rostered home and away Under 18s matches for that club during the current season; and
- (b) not have played more than 50% of the rostered home and away matches at a higher grade or grades during the current season.

6.9.2 Where an Under 18 player is required to play in a rostered home and away Reserves match immediately after having played in a rostered home and away Under 18s match, and the club's Reserves Team Sheet clearly identifies that player as having played the earlier Under 18s match, the Reserves match will not be counted in determining if the player meets the requirement in paragraph 6.9.1(b).

Catering Rights

6.10 Catering rights for finals matches will be determined by the NTFA Board

7.Teams

Number of players – Senior Competitions

7.1 The maximum number of on field and interchange players that can be listed on the team sheet / list is twenty-two (22).

Number of players – Reserves & U18's Competitions

7.2 Subject to by law 7.3 the number of on field and interchange players for each competition shall be as below or as determined by the NTFA Board.

7.2.1 Maximum number of players that can be listed on the team sheet / list is twenty-four (24).

Number of players – Women's Competition

7.2.2 The maximum number of on field and interchange players that can be listed on the team sheet / list for the Women's Competition is twenty-two (22).

7.2.3 The maximum number of players permitted on the field during play in the Women's Competition is sixteen (16).

Minimum Number of Players

7.3 The minimum number of on field players required for a team to commence a competition match shall be fourteen (14).

Minimum Age of Players

7.4 The minimum age for players to participate in competitions is as follows:

7.4.1 Senior and Reserve Grade Competitions - fifteen (15) years of age as of:
(a) the date of the match which is played up to and including 30 June; and
(b) 30 June for any match that is to be played after 30 June.

7.4.2 Under 18's Competitions – fifteen (15) years of age as of:
(a) the date of the match which is played up to and including 30 June; and
(b) 30 June for any match that is to be played after 30 June.

7.4.3 Women's Competition – seventeen (17) years of age as on the day of the match being played.

7.4.4 Notwithstanding by-law 7.4.3, the NTFA may consent to a player aged 16 years to play in the NTFA women's competition where:

- a. The coach of the player's team at the junior club with whom the player is currently registered has certified in writing that it is in the best interests of the player's football development that they play in the NTFA women's competition; and
- b. The player's parent or guardian has consented in writing to the player playing in the NTFA women's competition; and
- c. A written application is made to the NTFA by the club with whom the player proposes to play in the NTFA women's competition.

Team Sheet / List

7.5 Team selections must be entered on Footyweb by 8.15pm on each Thursday (or Friday if the club is playing on Sunday or Monday) during the season, showing eighteen (18) players, interchange players and up to three emergencies.

7.6 For each roster match, three (3) copies of an official team list containing player's names and jumper numbers and the names of team officials is to be prepared by each competing team. One copy is to be handed to the Field Umpires fifteen (15) minutes prior to the commencement of the game as designated by the NTFA. The second copy is to be exchanged with the opposition club. The third copy is to be retained by your club.

7.6.1 For each finals match an additional copy of the official team list must be provided to the NTFA Match Manager fifteen (15) minutes prior to the commencement of the game.

7.7 Once the team sheet has been handed to the Field Umpire no alteration can be made to the team, except in the case of a replacement for a torn or bloodied jumper which is approved by the umpire.

7.8 Clubs providing incorrect Team Lists may be liable to lose the match concerned.

7.9 A player who is named on a team sheet lodged prior to a match is deemed to have played or participated regardless of whether he took the field or not, provided that the player is in the team's playing strip and on the interchange bench or the playing surface by the commencement of the third quarter.

7.10 Team selections in senior matches are governed by the regulations set out in the Player Points System Policy (attachment G).

7.11 Only one marque player per team is permitted to play in each roster match. The total number per club per season is capped at two.

Note: A marque player is an ex AFL player who has played AFL in the past 5 years.

8.0 Match Day Requirements

The club named first on the official fixture draw shall be the home club. Home clubs are responsible for ensuring that the following provisions for matches are made.

Match-Day Safety Check

8.0.1 A representative of all competing clubs is required to conduct a match day health and safety check prior to the commencement of the first game and at any other time during the day if conditions change. The representatives must complete the electronic checklist as provided by the AFL preferred insurance provider JLT Insurance as evidence that this check has been done. In unforeseen circumstances the paper form may be used.

Ground Marking

8.1 The following lines must be clearly marked.

8.1.1 Goal-squares, boundary lines, centre square

8.1.2 Arc at each end of the ground, 3 metre centre circle (with intersecting line), 10 metre centre circle (with intersecting line)

8.1.3 Interchange area:

(a) The interchange area comprising two short lines across the boundary line 15 metres apart should be marked on one wing and adequate seating provided for players and team officials of each club; and

(b) A line one metre outside the boundary line running parallel to the boundary line for the full 15 metres of the interchange area. No player is to cross this line unless in the process of entering the playing surface.

8.1.4 A 1 metre line that is 10 metres in front of the centre of the front line of the goal square running parallel to that line.

8.2 The boundary line must be marked at least three (3) metres inside the fence line.

8.3 A coach's line should be marked comprising 5-10 metres in length and no more than 2 metres in from the fence / fence line, maintaining a minimum of 1 metre from the boundary line. It should be marked in front of the coach's box/area. No official or bench player can stand in front of this line during play.

Goal Post Pads

8.4 Padding must be provided on all goal and behind posts to a height of at least 2.5 metres from the ground, have a minimum thickness of 35mm, be covered in canvas and securely attached.

Scoreboard

8.5 A suitable scoreboard with numbers and team names clearly visible to players and spectators must be in operation for all matches.

Change rooms

8.6 Separate and adequate changing facilities and showers must be provided for each club and the umpires. These rooms must be presented in a clean and tidy condition at the commencement of each match and be suitable for use by either men or women.

Women's Change rooms

8.6.1 Each club must ensure that no male person enters or remains in a change room whilst any female is showering, naked, partially clothed or changing their clothes.

Note: Any failure by a club in ensuring by-law 8.6.1 is enforced will be considered by the NTFA Board pursuant to its powers under by-law 17 including, where appropriate, the imposition of a penalty.

Timekeeping Facilities

8.7 A table and seating with an unobstructed view of the playing area must be provided for club timekeepers together with a suitable time clock and a sounding device which can be clearly heard at any position on the ground.

Footballs

8.8 Three footballs of a suitable standard must be provided for use in each match. Standards and requirements for all grades of competition will be determined by the NTFA Board.

Note: The NTFA Board has determined that for the Women's Competition matches Yellow size 4 TW Sherrin footballs must be used.

Emergency Medical Arrangements

8.9 It is the home club's responsibility to ensure that appropriate medical procedures are in place on match days and that visiting club's Match Managers are aware of local arrangements. The telephone numbers and addresses of the nearest medical services - ambulance, medical centres, hospitals etc must be available for use in an emergency.

8.10 Both clubs are required to provide a stretcher in good condition that must be in a quickly accessible location for the duration of the days play. An NTFA approved neck collar must also be attached to the stretcher. The home club is also to ensure that it can promptly facilitate ambulance access to the field of play if necessary

8.11 The host club must have a defibrillator in a public access area of the club room and it must be in good, working order.

9. Club Officials and Duties

Match Manager

9.1 The home club must appoint a Match Manager (or designate the following tasks to a nominated person (s) who will be responsible for the match day requirements and match paperwork for the day). The Match Manager should introduce him/herself to the umpires and officials of the visiting club on arrival and acquaint them with the ground facilities. Should the Match Manager be replaced during the day, the newly appointed person should inform both the umpires and visiting club of the change.

9.2 The Match Manager also has the additional responsibility of overseeing the NTFA's Codes of Conduct and related procedures at a venue as specified in Attachments "A" and "B" of these by-laws.

9.3 Prior to the commencement of play, the Match Manager should distribute the following paperwork, which has been provided by the NTFA.

For each match

Scorecards	To Goal Umpires
Interchange Sheets	To the Interchange Steward
Timekeepers Cards	To the Timekeeper
Best & Fairest Vote Slips	To Field Umpires

9.4 Each Match Manager must hand the team sheet to the umpires (no later than 15 minutes prior to the scheduled start time). The Match Managers should also arrange for the team sheets to be exchanged with the opposition club at this stage.

9.5 At the completion of each match, the Match Manager should collect the following;

From Umpires	From Others
Sealed voting envelope & team sheets	Visiting teams match report info
Umpire Player Report Forms (if any)	Interchange sheets
Goal Umpire scorecards	Timekeepers Cards

9.6 The Match Manager should ensure that each club has supplied their best players and goal kickers and other information for the match report. The tally of goals entered must equal the number of goals scored by the respective teams.

9.7 The visiting Match Manager is to ensure that at the end of the match, the goal kickers and best players for their respective teams are noted on the official team sheet, which is then handed to the team host club Match Manager.

9.8 At the end of the day the Match Manager should collate all paperwork and arrange to have it returned in a sealed envelope, to reach the NTFA Office by no later than the Tuesday morning following the match or by prior arrangement.

9.9 It shall be the Match Manager's responsibility to wait on the umpires at the end of each match to ascertain whether or not any reports of players or officials have arisen from the match or to receive the "all clear".

9.10 Finally, it shall be the Match Manager's responsibility to ensure that a representative of the home club: enters all the final scores, goal kickers and best players on "Footyweb" no later than the following times; Seniors 5.15pm, Reserves 2.30pm, U/18's 12 noon, unless special game times apply. Senior match progressive scores are to be entered on "footyweb" at half time.

Team Runner

9.11 Each club team may use a maximum of two (2) Team Runners during a football match and that club is to ensure that its Team Runners comply with By Laws 9.11.1 to 9.14.2 inclusive.

9.11.1 Each Team Runner must be identifiable as determined by the NTFA and any breach of this law will incur a fine.

9.11.2 A Suspended or deregistered player or official is not permitted to act as a Team Runner.

9.12 A Team Runner is under the authority of the Umpires and may be reported for misconduct or causing delay or an interference with play.

9.13.1 Where a club uses two (2) Team Runners during a football match:

- (a) only one (1) Team Runner may be on the playing surface at any one time; and
- (b) that club's Team Runners must enter and leave the playing surface via the interchange area.

9.13.2 Where a club uses one (1) Team Runner during a football match that Team Runner must enter the ground either crossing the boundary line directly in front of the team bench or via the interchange area.

9.14 **In discharging their sole duty to deliver messages from club coaches to their players a Team Runner:**

- (a) must not carry any written material in any format or water bottles onto the playing surface; and**
- (b) may deliver messages to a maximum of 3 players during each entry onto the playing surface; and**
- (c) must leave the playing surface immediately following delivery of the last message.**

9.14.1 For the purposes of by law 9.14 an entry commences when the Team Runner crosses the boundary line either directly from their team bench or via the interchange area and finishes when that Team Runner leaves the playing surface at the place where they entered.

9.14.2 Where a Team Runner breaches by law 9.14 the following penalties will apply:

- (a) for the first breach – a fine will be incurred;
- (b) for a second breach – that person will not be permitted to act in any capacity on the playing surface during a football match for the remainder of the current season.

Trainers, Other Medical Support Staff and Water Carriers

9.15.1 Clubs are permitted to utilise a maximum of eight (8) trainers, other medical support staff and water carriers per team.

9.15.2 All trainers, other medical support staff and water carriers must be listed on the team sheet, including their name and the identification number on their uniform.

9.16 These personnel are only permitted onto the field during play to attend to injured players or to provide players with water. They must not be used to deliver messages to players.

9.16.1 Apart from exceptional circumstances, all trainers are to remain behind the boundary line while the game is underway and only enter the playing surface when there is a clear break in play away from the player requiring treatment.

9.17 Trainers, other medical support staff and water carriers for each team must be dressed as approved by the NTFA.

9.17.1 Each team must have a minimum of one (1) Trainer on match day who must be accredited to a minimum of level one (1)

9.17.2 At least one other female must be present when a male trainer is either with or attending to a female player.

9.18 Umpires will ask any Trainer/Medical/Water carrier to leave the ground if they do not have a compliant uniform and they should not return unless they have changed into the compliant uniform.

9.19 Water Carriers shall not be younger than 12 years of age as of January 1.

9.19.1 Water Carriers are not permitted in the area behind the goal and behind posts and the interchange area at any time during play.

9.19.2 Water Carriers must enter the playing surface from one of the points where the boundary line and the 50 metre arc intersect, and are only permitted on the playing surface while a set shot for goal is being taken at the opposite end of the ground, or immediately after a goal has been scored.

9.20 Other club officials registered on the Team Sheet are not permitted to enter the playing surface while play is underway.

Umpires' Escorts

9.21 For each match, the home club must appoint a suitable person to ensure the safety of umpires (ideally the Match Manager or appointee). The Umpires Escort is to escort the umpires (including club umpires) to and from the grounds as designated by the NTFA:

9.21.1 In addition, the Umpires Escort is to stand with the umpires during the quarter and three-quarter time intervals and arrange for water to be provided to the umpires, if required.

9.22 The Umpires Escort is to be identifiable as required by the NTFA.

9.23 Any Umpire Escort provided is expected to assist in providing and/or obtaining details of any alleged breach of the Code of Conduct immediately after completing his/her duties in liaison with/at the request of the Umpires or Match Manager as per the guidelines in 14.2 of these By-Laws.

Timekeepers

9.24 Each club is to appoint a Timekeeper where possible. Home clubs must provide a Timekeeper whilst away clubs are encouraged to supply one. The Timekeepers are to perform the duties as set out in the AFL Laws of the Game, these By-Laws and as otherwise specified by the NTFA Board from time to time.

9.25 In the event of a dispute or disagreement between the two timekeepers, such dispute shall be reported to the field umpire, at half time if the dispute occurs during the first half or at the conclusion of the match if it occurs during the second half. The field umpire(s) shall report the matter to the NTFA Board for attention.

9.26 In addition to performing timekeeping duties, timekeepers will be required to record the scores of each game in which they officiate.

Officials on the Bench

9.27 In addition to the maximum number of trainers, other medical staff and water carriers, interchange players and team runner/s there will be a maximum of four (4) other officials, who must be registered on the Official Team Sheet, allowed on the team bench area inside the ground during play.

Club Umpires

9.28 Where the NTFUA has not appointed official field umpires or accredited club umpires, it shall be each club's responsibility to arrange for a suitable person or persons to umpire the match. Club field umpires are to be attired as approved by the NTFA.

9.29 Club Field Umpires are required to complete all the necessary Paperwork (i.e. Best & Fairest Votes).

9.30 Each competing club is responsible for the payment of their own club umpires, or in the case of one club providing both club umpires, the payment of one of the club umpires.

9.31 Where official goal and boundary umpires have not been appointed by the NTFA, each competing club must be prepared to provide a suitable goal and boundary umpire to officiate. Club goal umpires must be equipped with two white flags and attired in a uniform as approved by the NTFA and club boundary umpires must be attired as approved and equipped with a suitable whistle.

9.32 Official field umpires shall have the power to overrule decisions by club goal and/or boundary umpires and remove them should they consider that such club umpires are not competent to carry out the required duties.

9.33 Payment of club goal and boundary umpires (if any) shall be the responsibility of the providing clubs or as determined by the NTFA Board.

10. Uniforms and Logo Regulations

Uniform Design

10.1 New clubs shall be required to submit complete details of the proposed colour and design of its uniform to the NTFA Board for approval. Once approved, such club shall have exclusive rights to its uniform design.

10.2 Existing clubs must submit details of any proposed variation of their uniform design for approval by the NTFA Board before use.

10.2.1 Shorts - The away team is to wear white shorts unless otherwise sanctioned by the Board.

10.2.2 Bike shorts and visible guards must be flesh coloured or matching to approved club coloured shorts.

Jumper Numbers

10.3 Players of each team must play in their club uniform as registered with the NTFA and wear numbers on the front and back of their jumpers corresponding to the numbers shown on the Team List. All numbers must be whole numbers between 1 and 99 inclusive. No two players or more from the same team are permitted to wear the same number. Where a player takes to the field without a number or wears a number that is in breach of this by-law that players club is guilty of an offence and shall be fined.

Sponsor's Logos

10.4 Jumpers worn by Clubs must have the NTFA logo on them and any other NTFA sponsors as designated by the Board.

10.5 Club sponsor's logo as approved by the NTFA may be worn either on the front or back of player's jumpers.

10.6 Sponsor's logo as approved by the NTFA may be worn on shorts.

10.7 The NTFA Board will consider any other proposals for the display of club or sponsors logos on player's uniforms.

Club Names and Club Logos

10.8 New clubs shall be required to submit complete details of the proposed club name and club nickname and design of its club logo to the NTFA Board for approval. Once approved, such club shall have exclusive rights to its club name, club nickname and club logo.

10.9 Existing clubs must submit details of any proposed variation of their club name, club nickname and club logo design for approval by the NTFA Board before use, such approval to be granted or withheld at the sole discretion of the NTFA Board.

11. Umpires

Appointments

11.1 The NTFUA or designate will appoint official umpires to matches as available.

Field Umpire Numbers

11.2 As a minimum, two field umpires are required prior to a match commencing unless determined otherwise by the NTFA. These can be accredited umpires, club field umpires or a combination of both.

11.3 Where two field umpires commence a match and for some reason one field umpire is unable to complete a match, the remaining field umpire may continue to control the match as a single umpire if another suitable umpire is not available to take the place of the unfit umpire.

Umpires Fees

11.4 The umpires' fees for the ensuing season shall be decided by the NTFA Board and be included in club home game fees.

Payment of Umpires

11.5 Umpires appointed by the NTFUA will be paid by the NTFA, club boundary and goal umpires will be paid as per by-law 9.33.

11.6 In the event of a match being cancelled, other than because of forfeit as provided for in by-law 5.14 no payment shall be due to the affected umpires.

Reporting of Players and Officials

11.7 Umpires may report to the NTFA any player or official who, during the progress of a match or within the immediate proximity of the ground on the day of the match, commits a reportable offence. The procedure for making and lodging such a report shall be as specified by the Laws of the Game and by the NTFA Tribunal Rules. (Attachment "C")

11.8 Club field umpires are permitted to report players and club boundary and goal umpires are permitted to do so.

Umpires Change rooms / Privacy

11.9 Umpire's change rooms are out of bounds to anyone other than the umpires, their trainers, match managers, members of the umpire appointment board / coaching panel and escorts

11.10 A club captain is the only person permitted to speak to umpires during the intervals.

11.10.1 The club captain is the only person permitted to enter the centre square during the intervals of a match other than the umpire escort or match manager.

12. Order Off Rule

Green & Yellow Card

12.1 A player who is reported by a field umpire or field umpires for a breach of the laws of the game shall be ordered from the field for a period of fifteen (15) minutes. In this instance an umpire will hold up a yellow card.

12.2 At the discretion of the field umpire, a player may be ordered from the field for a period of fifteen minutes and not be reported. In this instance an umpire will hold up a green card.

12.3 A player ordered off with a green or yellow card is required to leave the playing area immediately through the interchange area. The offending players club is responsible for obtaining the all clear from the Interchange Steward for such player to resume playing.

12.4 For the purposes of this rule, a green or yellow card will result in the player concerned remaining off the field for a flat period of fifteen (15) minutes, excluding breaks between quarters. E.g. a player sent off five minutes before half time would be permitted to resume playing ten (10) minutes after the third quarter commenced.

12.5 Unless determined otherwise by the NTFA Board all players who are ordered from the field with a green or yellow card can be replaced immediately.

Red Card

12.6 A player who is reported by a field umpire or field umpires for a breach of the laws of the game twice in the same match for separate incidents, or who is reported for a serious breach (as listed below), shall be ordered from the field for the remainder of the match. In this instance an umpire will hold up a red card.

12.7 Serious breaches are defined as where a player or official;

12.7.1 Intentionally, recklessly or negligently makes contact with or strikes an umpire.

12.7.2 Attempts to make contact with or strike an umpire.

12.7.3 Behaves in an abusive, insulting, threatening or obscene manner towards or in relation to an umpire

12.7.4 Intentionally, recklessly or negligently kicks another person

12.7.5 Commits an act of misconduct - if the umpire is of the opinion that the act constituting misconduct is serious in nature.

12.8 A player ordered off with a red card is required to leave the playing area immediately through the interchange area. The offending player is not permitted to sit on the bench or enter the playing arena at any time (including breaks) for the remainder of the match.

12.9 Unless otherwise determined by the NTFA Board all players who are ordered from the field with a red card can be replaced after a period of fifteen (15) minutes has elapsed. The offending players club is responsible for obtaining the all clear from the Interchange Steward for the replacement player to resume playing.

12.10 For the purposes of this rule, a red card will result in the player concerned being unable to be replaced for a flat period of fifteen (15) minutes, excluding breaks between quarters. E.g. a player sent off five minutes before half time would be permitted to be replaced until ten (10) minutes after the third quarter commenced.

Recording of Send Offs

12.11 When a player is sent off the umpire will show the appropriate green, yellow or red card to the Interchange Steward.

12.12 Interchange Stewards are required to record the time that players, who are ordered off by the field umpires, leave the field and shall be the sole judges as to when such players may resume playing, or be replaced (whichever is applicable). It is the offending players club's responsibility to obtain the all clear from the Interchange Steward for such players to resume playing.

13. Laws & Policies

Laws of the Game

13.1 Except where otherwise noted in these By-Laws, NTFA Competition matches shall be played under the Laws of Australian Football as laid down by the Australian Football League.

13.1.1 In the Women's Competition, where the ball goes out of play in either central boundary area between the lines of the 50 metre arcs a free kick will be awarded against the team that last touched or had possession of the ball immediately prior to it going out of play.

13.2 *Melees*

13.2.1 If an incident involving six or more players occurs:

- (i) Prior to,
- (ii) During (including the quarter time, half time and three-quarter time interval), or
- (iii) Following the completion of, an NTFA match, and if in the opinion of the NTFA Board such incident is likely to:

- (a) Prejudice the interests or reputation of the NTFA
- (b) Bring the game of Australian Football into disrepute,

The club(s) involved in such incident shall be sanctioned by the NTFA by way of fine.

These incidents may not necessarily be referred to the Tribunal

Any amount payable by a club, under this rule, shall be paid by the club to the NTFA within fourteen (14) days.

Individual players may still be reported under the Laws of Australian Football.

Loss of Points

13.3 Where a team loses a match through violation of the rules or these by-laws, the competition points or "win" for the match concerned shall be credited to the opposing team. Points scored for and against each team and goals kicked by players shall be credited in the normal manner.

Infectious Diseases Policy

13.4 All NTFA Competition Clubs are to comply with the Laws of Australian Football in the Code of Practice for infectious diseases (H.I.V. and Hepatitis B).

Racial & Religious Vilification Policy

13.5 The NTFA adheres to the AFL Racial and Religious Vilification Policy.

Concussion Policy

13.6 Where a player is injured and there are reasonable grounds to believe that he may not be responsible for his actions, it is the responsibility of the club, through one of its coaching bench officials, to have the player examined by a medical practitioner or accredited trainer, and unless that person certifies that the player is cognisant of and responsible for his actions, the player is not permitted to continue to play in that match.

Working with Children

13.7 The NTFA adheres to the AFL's "*National Child Protection Policy, as at March 2015*". This policy requires all Administrators, Coaches, Officials and Umpires who volunteer or work with children to adhere to all relevant state child protection laws, including being registered under the ***Registration to Work with Vulnerable People Act 2013 (Tas)***.

14. Disciplinary Procedures

Code of Conduct

14.2 Clubs are required to adhere to the Code of Conduct as per Attachment "A" and the Code of Conduct Guidelines and Disciplinary Procedures as per Attachment "B" to these By-Laws. Clubs are required to ensure that all club members receive a copy of the Code of Conduct. The Code relates to regulating the conduct and behavior of players, officials, club administrators, parents and spectators (supporters).

Power to Investigate

14.3 The NTFA Board may investigate or nominate a person to investigate any matter which he considers relevant to whether or not a person may have committed a Reportable Offence or a Code of Conduct Breach.

14.4 Without limiting the powers and discretions conferred upon the NTFA Board by-law 14.3, a nominee may investigate any matter:

14.4.1 of his own motion; or

14.4.2 on the basis of video evidence; or

14.4.3 upon the written request of an Authorised Officer of a Club as per by-law 14.9 (Citing) or;

14.4.4 upon the written request of either an Authorised Officer of a Club or a non-aligned individual as per 14.2 (Code of Conduct).

Co-operation

14.5 For the purpose of conducting an investigation under this Rule, a person shall upon request by the NTFA Board-

14.5.1 fully co-operate;

14.5.2 truthfully answer any questions asked; and

14.5.3 provide any document in that person's possession or control requested by the investigating person

Failure to Co-operate

14.6 A person who fails to observe and comply with Rule 14.5 or who provides any information or has acted in a manner which is in any respect false or misleading or likely to mislead, shall be deemed to have been involved in conduct which is unbecoming or prejudicial to the interests of the NTFA and shall be liable to either a sanction or referral to the tribunal as determined by the NTFA in its absolute discretion.

Interpretation

14.7 For the purposes of this clause a reference to the NTFA designate shall be read as a reference to the NTFA and/or any person nominated by the NTFA to conduct an investigation video evidence or otherwise. The NTFA designate may report such person and refer the matter to the Tribunal for hearing and determination by the Tribunal. The person who has been reported will be notified in writing of the charge laid against him and the date and time for the hearing and determination of the charge by the Tribunal.

Power to Report

14.8 If the NTFA designate is of the opinion that a person may have committed a Reportable Offence, whether on the basis of an investigation, video evidence or otherwise, the NTFA Designate should refer his findings and recommendations to the Board who will determine the next course of action.

Citing by Clubs

14.9 Where a club wishes to lodge a complaint against a player or official for an "on field" offence (a citing), such complaint must be noted on the appropriate NTFA Incident Referral form (see Attachment D) and must be lodged in writing with the NTFA no later than midday on the second business day after the incident out of which the complaint arises. An intermediate advice, on the incident form may be initially emailed with the written lodgment to follow as required.

14.10 The NTFA Board shall decide whether or not the matter should be referred to the Independent Tribunal for consideration under Tribunal Rule 1.2.2.

14.11 The person against whom such a complaint is lodged will be notified in writing of his rights (may be via Club Secretary) and the procedures to be followed for the investigation. Each of the clubs concerned will receive a copy of such correspondence.

The spirit of this by-law is to provide a means for the investigation of serious incidents which occur behind the play or which go unnoticed by the umpires.

Appointment and Role of Tribunal

14.12 A panel of independent tribunal members shall be appointed annually by the NTFA. The Independent Tribunal shall investigate the following in accordance with NTFA Tribunal Rules (refer to NTFA Regulations & By-Laws Attachment "C").

14.12.1 reports by umpires against players or officials participating in NTFA competition, pre-season or practice matches.

14.12.2 such other matters (including citing by clubs) as may be referred to it by the NTFA

14.12.3 referrals pursuant to by-law 14.9

Tribunal Hearings

14.13 A reporting umpire, the reported person and a representative of the reported person's club shall attend a hearing at a time and place specified by the NTFA Board.

14.14 The procedures to be followed should a reported person be unable to attend the hearing are set out in the NTFA Tribunal Rules and must be adhered to.

14.15 Should the reporting umpire be unable to attend, the NTFA Board may defer the hearing in which case the reported player or official may continue to play or act until such time as the hearing is held.

14.16 Should any of the above persons be unable to attend a hearing the NTFA Board may allow appropriate communication devices such as telephones, video links etc to be utilised to proceed with the tribunal hearing.

15. Representative Football

Participation

15.1 Competition representative teams shall participate in inter-league matches as directed by the NTFA from time to time.

15.2 The NTFA shall have first call on the services of all players for its representative matches and representative training sessions. In accordance with NTFA Regulations, any player who does not make himself available or declines selection for such training sessions and matches, without the consent of the NTFA Board, may automatically be suspended for two (2) club competition matches subsequent to the representative match concerned.

15.3 Any player who declares himself unavailable because of injury or illness must be prepared to undergo a medical examination by a medical practitioner of the NTFA's choice.

15.4 Any player who fails to attend a scheduled representative training session of which he has been properly notified must tender an explanation to the NTFA Board. If in the opinion of the NTFA Board the player's explanation is unacceptable, such player may be dealt with as NTFA thinks fit.

Venue Selection

15.5 Where the NTFA schedules a representative match to be played, the NTFA Board shall select a venue taking into consideration the standard of playing surface and facilities, ground hire costs and the ability to charge admission.

15.6 The NTFA may allocate catering rights to the host club or any other club which is prepared to undertake all ground management duties for the fixture. Any gate takings will be used by the NTFA to offset staging costs.

16. Awards

16.1 Each season, the NTFA Board shall arrange for the presentation of designated awards.

16.2 Each year the NTFA shall provide an award for the best and fairest player in each grade during each season.

16.3 The field umpires shall after each home and away match, write their choice of the three fairest and best players in the match umpired by them in order of preference, their first choice to receive three (3) votes, their second choice to receive two (2) votes, and their third choice to receive one (1) vote, the paper being enclosed in a sealed envelope and handed to the match manager of the home team for passing on to the general manager.

16.4 At the end of the home and away matches for the season, the envelopes will be opened by the general manager or under his direction and the votes counted, the player receiving the largest number of votes to be awarded the trophy.

16.5 A player is ineligible to win the award if he has been found guilty by the independent tribunal of an offence against the laws of Australian football during the season, other than an offence related to time wasting, his uniform or his equipment.

16.6 In the event of two (2) or more players securing an equal number of votes, an award shall be presented to each player.

17. Administration and Finance

NTFA Board

17.1 The NTFA Board shall control the day-to-day operation of the NTFA competition.

17.1.1 The Board has, and may exercise, all the disciplinary powers and functions vested in the NTFA by the constitution, these by-laws, and the laws of Australian football.

17.1.2 Without limiting the generality of that paragraph (a), the Board may, by direct action:

(a) Impose specific penalties where those penalties are named in these by-laws;

(b) Impose penalties in its discretion for other breaches to or failure to comply with, the constitution or these by-laws;

(c) Impose a penalty in respect of conduct which, in the opinion of the board, tends to be prejudicial to the interests of the game or tends to bring the game into disrepute.

17.1.3 The penalties available under this rule are a fine, suspension, disqualification, deregistration, or any other penalty which, in the circumstances of the case, the board thinks is appropriate.

17.1.4 In any action under this by law the board shall observe the principles of natural justice.

17.1.5 The Board may amend any fine mentioned in these rules but where there is a fine to be applied it shall be in penalty units as per Attachment (F) The applicable penalty will be the maximum the Board can impose for any first offence but may increase the amount for a second or subsequent offence for a breach of the same rule in the same roster season. The penalty units value will be determined by the Board at the beginning of each season. If there is a penalty to be applied and it is not listed on Attachment (F) by-law 17.1.2 (b) shall apply.

Attendance at Meetings

17.2 Each club will be required to have one representative in attendance at NTFA or Council meetings for which notice has been properly given. The representative must be an elected member of the club committee.

17.2.1 If a club fails to have a representative in attendance the club may be liable to a fine not exceeding 40 penalty units. This will be determined by the Board. Continued non-representation may result in the Club no longer being eligible to compete in the NTFA.

Fees

17.3 Each club shall pay the annual levy fixed each year for membership of the competition and any further fees or levies fixed from time to time by the NTFA.

17.4 Levies and other relevant charges will be invoiced on a home game basis payable within 30 days of invoicing.

Fines

17.5 Where a club, player, official or club umpire has been fined by the NTFA Board or incurs an automatic fine, such fine shall be paid within fourteen (14) days of notification of the penalty except where otherwise specified by the NTFA. Failure to pay such fine by the specified time without a satisfactory explanation may result in the fine being increased by the NTFA Board.

Where a fine has not been paid within three (3) months of the invoice date, the player's, official's or umpire's club shall be responsible to pay the fine to the NTFA.

Outstanding Accounts

17.6 Except as provided for under by-law 17.8, any club which is in arrears to the NTFA for a period in excess of 60 days from the date of the invoice, may be ineligible to receive any competition points which may be accrued by its teams, from that point in time until the overdue amount has been paid. The club maybe deregistered in the event of the club refusing to pay outstanding monies. They may also be fined.

17.7 Subject to a final decision by the Board no club shall participate in any finals match if there are any monies still owed to the NTFA after the last roster match. Monies shall include association fees and other charges including undisputed fines as levied by the Board.

17.8 Where extenuating circumstances exist, the NTFA Board may in its discretion, place a club on financial scheme of arrangements for the repayment of outstanding accounts. Any club operating under such an arrangement shall be considered to be financial with the NTFA provided that it is up to date with all payments specified by the scheme and for the current year.

Insurance

17.9 Each member club is covered by the NTFA's compulsory insurance cover with JLT Sport under the AFL's National Risk Program or an equivalent provider. All registered players and officials of a member club will have minimum cover for public and products liability, association liability, personal accident and non-Medicare medical. Each Club has the option of taking up higher levels of cover directly with JLT Sport. Clubs must also have workers compensation for any employees.

18. General

NTFA Colours

18.1 The official colours of the NTFA shall be as designated. The design of NTFA's representative jumpers shall be the responsibility of the NTFA Board.

Interpretation of the By-Laws

18.2 Where agreement is unable to be reached involving a question of interpretation of these by-laws, the opinion of the NTFA Board shall be taken and acted upon and its decision shall be final.

Matters not provided for

18.3 In the event of any question arising which is not provided for in these by-laws, the opinion of the NTFA Board shall be taken and acted upon and its decision shall be final.

Statements

18.4 Statements on policy or any matter affecting the NTFA may only be made by persons approved by or authorised by the NTFA to make such statements.

18.5 Any person or Club Breaching Rule 18.4 may be referred to the NTFA Board or Conduct Committee for determination as the NTFA thinks fit.

18.6 Any Player, Official, or other person making a statement injurious or prejudicial to the character or interests of any other Player, Official, Umpire, any other person, Club, Administrator or the NTFA shall be subject to the following provisions:

18.6.1 The NTFA Board may investigate any such person for breach of this Rule and refer the matter in accordance with the Tribunal or Code of Conduct process;

18.6.2 Alternatively, the NTFA Board may deal with the matter as it thinks fit.

18.7 A Club whose Official has made a statement contrary to the provisions of Rule 18.4, or in the case of any other person, with the apparent authority, agreement, consent or approval of the Club, may be referred to the NTFA Board or Conduct Committee which may, in the event of a breach, levy a fine and forfeit past or future match points.

Appeals

18.8 Any player, official, umpire or club who feels aggrieved by any decision involving these by-laws may appeal to the NTFA in accordance with the appeal procedures as determined by the NTFA.

Appeals Committee

18.8.1 An Appeals Committee shall be established by the NTFA Board to hear and determine all appeals relating to the refusal of domestic transfers, tribunal procedure or severity of penalty and any other by-law decision as per 18.8

Note: Appeals from Tribunal findings arising out of on-field offences may only be lodged where there is evidence of an error of procedure or the penalty was manifestly unfair or inconsistent with other penalties.

18.8.2 The Appeals Committee shall be appointed each year by the NTFA Board.

18.8.3 At any sitting of the Appeals Committee, a minimum of two members shall constitute a panel.

18.9 Lodgment of Appeals

18.9.1 The request in writing for an appeal against a tribunal matter shall be accompanied by a fee of \$500 which may be retained, refunded in part or full at the discretion of the Appeal Committee.

18.9.2 For all other appeals as per by-law 18.8 the request in writing shall be accompanied by a fee of \$500 which may be retained, refunded in part or full at the discretion of the Appeal Committee.

18.10 Hearing Procedure

18.10.1 The Appeals Committee shall:

- (a) Provide any person whose interest will be directly and adversely affected by its decision a reasonable opportunity to be heard;
- (b) Hear and determine the matter before it in an unbiased manner; and
- (c) Make a decision that a reasonable body could honestly arrive at.

18.10.2 The Appeals Committee may, subject to these regulations, regulate any proceedings before it in such manner as it thinks fit.

18.10.3 The hearing before the Appeals Committee shall be:

- (a) Inquisitorial in nature; and;
- (b) Conducted with as little formality and technicality and with as much expedition as the proper consideration of the matter permits.

18.10.4 The Appeals Committee is not bound by the rules of evidence or by practices and procedures applicable to courts of record but may inform itself as to any matter in any such manner as it thinks fit.

18.10.5 The question on appeal before the Appeals Committee must be decided according to the opinion of a majority of the members constituting the Appeals Committee.

18.10.6 The Appeals Committee is not obliged to give reason for any decision it makes.

18.11 Power of Appeals Committee

18.11.1 Appeals Committee have the power to make any decision which may override that which is appealed against, impose any extra penalty or make any comment they consider necessary.

18.12 Decision Final

The Appeals Committee shall make the formal announcement of the appeal at the conclusion of the hearing or next day and shall inform the appellant in writing of the outcome of the appeal as soon as practicable thereafter. The decision of the Appeals Committee shall be final and binding on all parties.