



2018

RUGBY EUROPE
Women and Men Under 18 Sevens
Tournaments

IN ASSOCIATION WITH



TOURNAMENT MANUAL

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On behalf of Rugby Europe, I would like to extend you all a warm welcome to the 2018 Rugby Europe Women's and Men's U18 Sevens Tournaments.

In 2018, the Men and Women U18 Championship will qualify the first ranked country for the Youth Olympic Games in Buenos Aires in Autumn 2018.

With this opportunity comes a collective responsibility to represent our countries, our teams our sport in the best possible way so as to attract supporters, television spectators, future commercial partners and most importantly, the next generation of women and men, girls and boys to be encouraged to play and enjoy our sport and its' unique values.

These tournaments represent a wonderful opportunity for these young to experience the intensity of an international tournament and provides an excellent development pathway towards the senior Women's European Sevens Grand Prix Series, the Women's Sevens World Series and perhaps, ultimately, the Olympic Games.

I would like to place on record my thanks to the 3 host Unions (France, Lithuania and Hungary) for their outstanding preparation for these tournaments and for hosting all of us in the wonderful cities of Vichy, Siaulai and Ezstergom.

This Tournament Manual & Participation Agreement includes a list of contacts for key Tournament staff within Rugby Europe and the Hosts. Also included, are the Tournament Rules, Disciplinary Procedures and Medical and Anti-Doping Regulations. It is imperative that all participants; players, coaches and management digest and understand these rules before your Union formally confirms your acceptance by signing the Participation Agreement.

In addition to this Manual, you will receive a Team Manager's Handbook from the Host Union, which will give more specific details on a number of the logistical arrangements in place for the Tournament.

I hope you will find the Tournament Manual both useful and comprehensive. If you do have any queries regarding the content or any other aspect of the Tournament, please do not hesitate to contact us.

I wish you joy, and hope that your fair participation will give to the competition the credibility it deserves so that we can further develop and promote our sport to all.

With best wishes,

Octavian Morariu

President, Rugby Europe

Member of the International Olympic Committee

In Siaulai (Men Championship)

Tournament Director

Phone

E-mail

Skype

Michel Arpaillange

+33 680 14 18 63

Michel.arpaillange@rugbyeurope.eu

Michel.arpaillange

Referee Manager

Mobile

E-mail

Patrick Robin

+33 6 72 76 08 20

patrick.robin46@orange.fr

Citing Commissioner

Mobile

E-Mail

Richard McGhee

+44 7764 178961

richard.mcghee@sru.org.uk

In Ezstergom (Men Trophy)

Tournament Director

Phone

E-mail

Mario Costa

+351 918 732 011

mariocosta@fpr.pt

Referee Manager

Mobile

E-mail

Domenico Sironi

+39 380 434 19 52

arb.sironidomenico@federugby.it

In Vichy (Women championship)

Tournament Director

Phone

E-mail

Michel Arpaillange

+33 6 80 14 18 63

michel.arpaillange@rugbyeurope.eu

Referee Manager

Mobile

E-mail

Michel Lamoulie

+33 6 08 88 76 32

michel.lamoulie@orange.fr

Citing Commissioner

Mobile

E-mail

Jean-Claude Legendre

+33 6 03 42 86 31

jeanclaudelegendre10@gmail.com

Others

Communications & Media Manager

Phone

Mobile:

E-mail

Sébastien FAYE

+33 1 53 21 15 23

+33 7 86 04 59 47

Marketing@rugbyeurope.eu**Tournament Administrator**

Phone

Mobile

E-mail

Claire O'Jeanson

+33 1 53 211 522

+33 6 23 85 15 26

secretariat@rugbyeurope.eu**IT and Web Communications Manager**

Phone

E-mail

Bernard JARGEAC

+33 6 81 00 73 12

communication@rugbyeurope.eu

1. Introduction

This Tournament Manual is designed to provide all key details and Tournament Rules for U18 Women's & Men's Sevens Trophies and Conferences in 2018

- Rugby Europe Sevens, Championship
 - Men's – 1 Leg
 - Siaulai (Lithuania) – 5/6 May 2018
 - Women's - 1 Leg
 - Vichy (France) – 28/29 April 2018
- Rugby Europe Trophy
 - Men's
 - Ezstergom (Hungary) – 1/2 September 2018

1.1 Terms of Participation

Rugby Europe has been working to provide Terms of Participation that acts as a reference point to all Team Managers and Officials – a single point of reference for all key Tournament Rules and associated World Rugby Laws and Regulations whilst attempting to minimise the number of pages in the document.

In order to minimise the size of this document but ensure that Unions have all of the information required to understand and adhere to all terms, it has been necessary to provide a number of links to key Laws, Regulations and Training Aids as well as providing links to the forms that you will be required to complete in order to confirm that you are eligible and ready to participate.

Team Administration Certification

Along with these Terms of Participation, we will send you a spreadsheet which looks like the old Player List. It will however include a number of additional columns, designed to ensure that you have captured and have all supporting documentation regarding your Players and Management, as required. Whilst incumbent on Team Managers to retain and have available this information at all times for submission on request, it will not be necessary to provide all of this documentation in advance.

You will simply need to submit the signed Participation Agreement and the Team Administration Certification.

In signing the Participation Agreement, you agree to all of the Rules and Terms outlined in this document as well as ensuring that you have referred to the additional documentation provided online and via the 'links' provided within these Terms. Further, you must ensure that you have given your players and management the opportunity to review all documents as required in order that they understand the importance of what they are signing.

For the avoidance of doubt, the Terms of Participation consist of

1. This document in its entirety including any links to external sites
2. The Team Administration Certification (Spreadsheet), sent with these Terms

3. All Rugby Europe Forms provided by link to the Rugby Europe site.
4. Documentation produced by the Host Union including Presentations and Team Managers Handbooks

Team Managers Handbook / Presentation

These Terms of Participation **will not include** details relating to the local Tournament Organisation and Logistics – these will be provided to you by the Host Union. Team Manager’s Handbooks / Presentations will be sent to you in advance of the competition and will include details of:

- Local Organising Committee Contacts
- Liaison Officer Contact Details
- Pre Tournament Meetings
- Match Schedules and Match Venues
- Medical Support, Facilities and Contact Details

If you have any questions relating to Rugby Europe’s funding of accommodation and / or transport costs, please contact the Tournament Director at your convenience.

RUGBY EUROPE would like to remind all Unions that all Rugby Europe competitions are played under **ALL** World Rugby Laws and Regulations with specific amendments / variations made, as appropriate and highlighted in these Terms where necessary.

<http://www.laws.worldrugby.org/index.php?variation=2>

Should you have any questions on the content of these Terms of Participation, please do not hesitate to contact RUGBY EUROPE at secretariat@rugbyeurope.eu

1.2 Variations from the Specifications of these Terms of Participation

Rugby Europe reserves the right, at any time (whether before or during the Tournament) to make or vary rules and give directions as to the conduct of the Tournament, or in respect of matters relating to the Tournament, including the contents of these Terms of Participation, in accordance with the Participation Agreement. All such rules and directions when made and communicated are immediately binding upon each Participating Union and each Team Member, and these rules and directions will be deemed to be included automatically within these Terms of Participation.

1.3 Definitions & Interpretations

Definitions and Interpretations of all terms used in these Manual are set out via the following link:

http://www.rugbyeurope.eu/sites/default/files/document/141014_coj_bound_by_terms.docx

1.4 Post Tournament Report

All Unions are required to complete a Post Tournament Report and submit to secretariat@rugbyeurope.eu no later than 14 days after the completion of the Competition.

Please refer to the following link to download a copy of the Report Template.

http://www.rugbyeurope.eu/sites/default/files/document/170104_coj_re_u18_2015_post_tournament_questionnaire.docx

1.5 Forms for Completion

Teams must complete all forms applicable to your participation in this Competition.

Some forms will require to be submitted in advance and / or at the Team Managers Meeting whilst, others must be retained by the Team Manager in the event that Rugby Europe needs to see them at any time.

Details of what is required will be stated on each of the forms, all of which can be downloaded via the following link:

http://www.rugbyeurope.eu/sites/default/files/document/170925_bj_2018_7s_competition_kit_tac.xls

Please ensure that you respect the deadlines that are provided in the body of the manual and within each form.

List of associated documents (to be downloaded from RE web site):

<http://www.rugbyeurope.eu/rugby-europe/documentation> Section : Rugby Europe

[160116 COJ Declaration of Eligibility](#)

[160116 COJ Parental Consent Form](#)

[141014 COJ Image Consent Form](#)

[141014 COJ Bound by terms](#)

[170104 RE Accident report EN](#)

[170104 RE Declaration accident FR](#)

[170314 RE Staff 2017 Tournament Questionnaire](#)

[170317 NK Antidoping TUE application EN](#)

<http://www.rugbyeurope.eu/rugby-europe/documentation> Section: Manual and kits

http://www.rugbyeurope.eu/sites/default/files/document/170925_bj_2018_7s_competition_kit_tac.xls

2. Competition Format and Match Schedule

Men's Championship

For 2018, there will be one GB team instead of England and Wales.

Men's Trophy

The format of U18 7s tournament 2019, championship and trophy will be reviewed at the end of the 2018 season.

Women's Tournaments

The format of U18 7s tournament 2019, championship and trophy will be reviewed at the end of the 2018 season.

2.1 Seedings

Rugby Europe Men and Women's Under 18 Sevens Championship and Trophy

Siaulai, Men Championship	Ezstergom, Men Trophy	Vichy, Women Championship	
1. Ireland	1. Israel	1. GB Team	
2. France	2. Denmark	2. France	
3. GB Team	3. Hungary	3. Portugal	
4. Portugal	4. Latvia	4. Ireland	
5. Spain	5. Switzerland	5. Netherlands	
6. Georgia	6. Slovenia	6. Spain	
7. Romania	7. Monaco	7. Italy	
8. Italy	8. Moldova	8. Sweden	
9. Russia	9. Slovakia	9. Russia	
10. Germany	10. Bulgaria	10. Germany	
11. Belgium	11. Czech Republic	11. Belgium	
12. Poland	12. Croatia	12. Andorra	
13. Luxembourg	13. Serbia	13. Latvia	
14. Lithuania	14. Turkey	14. Poland	
15. Ukraine	15. Austria	15. Ukraine	
16. Sweden	16. XXXXXX	16. Georgia	

2.2 Pools

Men's U18 Championship

<http://www.rugbyeurope.eu/competitions/2018-men-7s-u18-championship>

Men's U18 Trophy

Women's U18 Championship

<http://www.rugbyeurope.eu/competitions/2018-women-7s-u18-championship-yog-qualification>

2.3 Order of Play

Will be given during the Manager's meeting Friday before the tournament. A possible order of play is given on web site

Men's U18 Championship and Trophy

<http://www.rugbyeurope.eu/competitions/2018-men-7s-u18-championship>

Women's U18 Championship and Trophy

<http://www.rugbyeurope.eu/competitions/2018-women-7s-u18-championship-yog-qualification>

3 Team Information

3.1 Submission of Squad List

The Team Administration Certification will be e-mailed to all Participating Unions and it will also be made available on the Rugby Europe Portal. Please complete **all columns in the Team Administration Certification** in respect of each Player in your squad of 12. Please also include the names and titles of the 3 Team Officials who will be in your party. The Team Administration Certification must be completed, **signed by the President (+ stamp of the Union)** & must be (hard copy) handed to the Rugby Europe Administration Manager at the Team Managers' meeting.

The electronic version must be returned by email to the tournament director and communication@rugbyeurope.eu by **Tuesday before the tournament (18:00) & the day prior the departure to manage any last minute changes.** All players must retain the same shirt number for the whole Tournament.

No later than 30 minutes prior to each Match, the Team Manager must submit his or her Team of 7 players and up to 5 replacements in hard copy using the official Tournament Team Sheet which can be found in a separate tab on the Team Administration Certification.

When completing the Team Administration Certification, please enter the players names in accordance with the numbers that they will wear in the Tournament and this will automatically update the Players List. Team Managers must manually fill in the Team Sheet for each game.

3.2 Tournament Teams

3.2.1 Team Size

Teams must consist of 12 players and 3 Management.

1 Member of the Management must be a qualified doctor or physiotherapist

Teams wishing to bring additional members of Management may do so at their own cost and subject to providing the Host Union with sufficient advanced warning. Costs may be agreed and settled in advance of the Tournament. Please note that additional members of Team Management will be permitted to access the Dressing Rooms and other key operational areas within the venue but not the Field of Play.

All management, whether part of the 3 Team Officials or additional management, must sign the Team Member Consent Form.

3.2.2 Team Liaison Officers

Each Team will be provided with Team Liaison Officer for the duration of the tournament. Where possible, Liaison Officers have been selected to speak the native language of their designated team and / or English and French

3.2 Composition of Teams

3.2.1 Composition of Teams

It is the responsibility of all Participating Unions that the Composition of their Teams is in accordance with the World Rugby Laws and Regulations Relating to the Game.

3.3 Eligibility to Participate

3.3.1 Eligibility to compete for a National Union Representative Team

It is the responsibility of all Unions to ensure that their players meet all eligibility criteria to participate in Rugby Europe competitions.

Please refer to www.laws.worldrugby.org for all Eligibility Rules.

Further, Eligibility forms which can be found at http://www.rugbyeurope.eu/sites/default/files/document/160116_coj_declaration_of_eligibility.docx must be completed in respect of each Player and retained by the Team Manager for inspection on request by Rugby Europe.

3.3.2 Age Criteria

Age of players: born from January 1st, 2000 and December 31st, 2001. Any player born in 1999 or 2002 will not be accepted.

3.4 Key Meetings and Events

3.4.1 Schedule of Appointments and Meetings

Note – All Appointments and Meetings are **Compulsory** for the Applicable Staff.

Captain's Photograph - Friday before the tournament – see Team Managers Handbook for Time and Location

All Captains to be in full first choice playing kit

Team Managers Meeting - Friday before the tournament – See Team Managers Handbook for Time and Location

All teams to bring BOTH sets of playing jerseys to meeting

Post Tournament Banquet – Sunday after the last game and protocol, See Team Managers Handbook for Time and Location

3.5 Travel & Transport, Accommodation and Meals

3.5.1

For all Rugby Europe competitions Participating Unions are required to be accommodated in the hotels proposed by the Host Unions at the prices negotiated by the Host Union.

Host Unions are responsible for ensuring that they secure the best possible rates in the level of accommodation appropriate to the Competition.

Participating Unions may not arrange their own accommodation or attempt to renegotiate the terms agreed between the Host Union and the Hotels.

3.6 Schedule of Cost Responsibilities

3.6.1

PRINCIPLE – HOST UNIONS ARE SOLELY RESPONSIBLE FOR ALL COSTS OF HOSTING TOURNAMENTS LESS WHAT THEY RECEIVE IN THE FORM OF SUBSIDIES FROM PARTICIPATING UNIONS AND RUGBY EUROPE.

Competition	Host Union	Participating Union	Rugby Europe
Age Grade Sevens – Men Championship and Women Championship	<p>Training Pitches and Facilities during agreed dates</p> <p>Internal Transport for Teams and Officials</p> <p>Organisation and booking of all accommodation Costs for all Teams and Officials.</p> <p>Officials Accommodation for 3 days and maximum 14 officials.</p> <p>Tournament Costs including Personnel and Insurances.</p> <p>Post-Match Dinner for all players and officials.</p> <p>Trophies for the Cup and Challenge Cup</p> <p>Medals for Winners, Runners Up and Third Place</p>	<p>International Travel and visa costs.</p> <p>Accommodation for (12 players 3 staff) :</p> <p>€40 per person per day (3 days)</p> <p>Accommodation price paid by the Participating Teams must be minus the Financial support sent by Rugby Europe to the Host Union on behalf of the Participating Unions.</p> <p>All costs associated with additional Union officials inc Team Management (in excess of 12 players + 3 management).</p> <p>Payment of training facilities outside agreed 'Tournament' dates</p>	<p>Approximately 25% of international Travel costs for Teams.</p> <p>€10 per person per day (3 days) for Accommodation for Teams towards Host Union (Squad size 15 pers).</p> <p>Rugby Europe Officials International Travel</p> <p>Rugby Europe Contribution to Officials Accommodation (Maximum €40 for 3 days and 14 officials maximum).</p> <p>Payable on presentation of the detailed bill from the hotel.</p>
Age Grade Sevens – Men Trophy	<p>Training Pitches and Facilities during agreed dates</p> <p>Internal Transport for Teams and Officials</p> <p>Organisation and booking of all accommodation Costs for all Teams and Officials.</p> <p>Officials Accommodation for 3 days and maximum 11 officials.</p> <p>Tournament Costs including Personnel and Insurances.</p> <p>Post-Match Dinner for all players and officials.</p> <p>Trophies for the Cup and Challenge Cup</p>	<p>International Travel and visa costs.</p> <p>Accommodation for (12 players 3 staff) :</p> <p>€40 per person per day (3 days)</p> <p>Accommodation price paid by the Participating Teams must be minus the Financial support sent by Rugby Europe to the Host Union on behalf of the Participating Unions.</p> <p>All costs associated with additional Union officials inc Team Management (in excess of 12 players + 3 management).</p> <p>Payment of training facilities outside agreed 'Tournament' dates</p>	<p>Approximately 25% of international Travel costs for Teams.</p> <p>€10 per person per day (3 days) for Accommodation for Teams towards Host Union (Squad size 15 pers).</p> <p>Rugby Europe Officials International Travel</p> <p>Rugby Europe Contribution to Officials Accommodation (Maximum €40 for 3 days and 11 officials maximum).</p> <p>Payable on presentation of the detailed bill from the hotel.</p>

3.7 Post Match Meal / Post Tournament Banquet

3.7.1 Post Match Meals / Banquets

All Participating Teams in their entirety are required as a Term of Participation to attend the Post Tournament dinner, hosted by the Host Union

This will take place on the evening of the completion of the Tournament. Details will be provided by the Host Union in the Team Managers Handbook.

3.7.2 Trophy

The Cup, Challenge trophy and medals (Gold, Silver and Bronze) provided by the Host Union, will be awarded at the completion of the Tournament and may be retained by the Winners.

3.8 Accreditation

3.8.1 Accreditation

Details to be Provided in the Host Union Team Managers Handbok.

3.9 Ticketing

3.9.1 Tickets

Details to be provided in the Host Union Team Managers' Handbook

3.10 Balls

3.10.1 Tournament Balls

The Tournament shall be played with Rhino VORTEX ELITE balls size 5, official ball of the Tournament.

There will be three balls available for each match. Each Team will be provided with 2 Match balls upon arrival at the Manager meeting at the first tournament only, which will remain in the possession of the Team for all subsequent legs. Only official Tournament balls may be used at Match Venues. All matches will be played with new official match balls.

Teams can order additional balls for training – directly via Rhino Rugby contacts

Rhino and Rugby Europe can not be considered as responsible in case of late or impossible delivery due to a late order.

For further details, feel free to contact:

RHINO RUGBY
Reg Clark, Chief Executive
Rhino-Powa Holdings Ltd
114 Power Road, London W4 5PY
Tel: 0208 995 5965
www.rhinorugby.com

4. Tournament Rules

Tournaments shall be played according to the current *World Laws of the Game* and the *World Rugby Regulations Relating to the Game*, subject to additional specifications contained in these Terms of Participation and subsequent communications of Rugby Europe. These World Rugby Laws of the Game and the World Rugby Regulations Relating to the Game can be found on the World Rugby website: www.worldrugby.org

4.1 World Rugby Laws of the Game

The Tournament shall be played according to the current *Rugby Europe Laws of the Game* and the *World Rugby Regulations Relating to the Game*, subject to additional specifications contained in these Terms of Participation and subsequent communications of Rugby Europe. These World Rugby Laws of the Game and the World Rugby Regulations Relating to the Game can be found on the World Rugby website: www.worldrugby.org

4.2 Tournament Format

a) The RUGBY EUROPE Under U18 European Championship and Trophy Men and Women in association with “Société Générale” consists of a single Tournament.

b) The final ranking is the result of the tournament.

c) Tournament Programme:

Friday before the tournament

Teams Arrive, Check in and acclimatise

Team Managers’ Meeting

Saturday of the tournament

Competition, Day 1

Sunday of the tournament

Competition Day 2

Awards ceremony and Official Dinner.

Monday after the tournament

Departure of Teams

4.3 Tournament format, Determination of Winners and Schedule

4.3.1 Seedings for 2018

For this tournament, final standings from the 2017 tournament will be taken in to account, GB Team will replace England and Wales. USA and Canada will not participate in 2018 to the Women Championship Tournament.

4.3.2 Play on the first day of the tournament will consist of matches between teams in the same pool on a round robin basis. No extra time will be played in pool matches. Points will be awarded for these matches on the following basis:



- If a Team wilfully refuses to play, or wilfully abandons a Match in progress, without the prior consent of the Match Referee, then, subject to confirmation by the Disputes Committees, that Team will be expelled from the Tournament.

- If a Team has been expelled from the Tournament, for whatever reason, then

- That Team shall be deemed to have been awarded no pool competition table points and to have scored no tries or points in the pool Matches; and
- For the purposes of determining standings in the pool competition table, all Match results against such Team shall be deemed null and void. This means that all pool competition table points awarded in Matches against the expelled Team and tries and points scored or conceded in Matches against such Team will not be taken into account in determining standings in the pool competition table.

Determining Pool Table Standings

- Competition points shall determine position in the pool competition table as set out in points above.
- If at the conclusion of the pool stage two Teams are equal on competition points for any position in the pool, such position in the pool competition table will be determined on the result of the Match between the two equal Teams. The Team that won that Match shall be deemed to have finished higher in the pool competition table.
- If the Match between the two Teams equal on competition points at the end of the pool stage was a draw, then the following process shall be used to determine the placings:
 - The margin of points scored for and against a Team in all pool Matches shall be considered. The Team with the highest positive margin of points shall be ranked higher in the pool competition table; if the tie remains unresolved then;
 - The margin of tries scored for and against a Team in all pool Matches shall be considered. The Team with the highest positive margin of tries shall be ranked higher in the pool competition table; if the tie remains unresolved then;
 - The Team that has scored the highest number of points in the pool Matches shall be ranked higher in the pool competition table; if the tie still remains unresolved then;

- d. The Team that has scored the highest number of tries in the pool Matches shall be ranked higher in the pool competition table; if the tie still remains unresolved then;
 - e. The tie will be resolved by the toss of a coin between the Team Managers concerned.
- d) If at the end of the pool stage more than two Teams are tied on points then the following process shall be used to determine the position:
- a. The margin of points scored for and against a Team in all pool Matches will be considered. The Team with the highest positive margin of points shall be ranked highest in the pool competition table: if the tie remains unresolved then;
 - b. The margin of tries scored for and against a Team in all pool Matches will be considered. The Team with the highest positive margin of tries shall be ranked higher in the pool competition table, if the tie remains unresolved then;
 - c. The Teams concerned shall be ranked by reference to the number of points scored in all pool Matches. The Team with the highest number of points scored in the pool Matches shall be ranked higher in the pool competition table: if the tie remains unresolved then;
 - d. The Teams concerned shall be ranked by reference to the number of tries scored in all pool Matches. The Team with the highest number of tries scored in the pool Matches shall be ranked higher in the pool competition table: if the tie remains unresolved then;
 - e. The tie will be resolved by the toss of a coin between the Team Managers concerned.

- If a Team wilfully refuses to play, or wilfully abandons a Match in progress, without the prior consent of the Match Referee, then, subject to confirmation by the Disputes Committees, that Team will be expelled from the Tournament.

- If a Team has been expelled from the Tournament, for whatever reason, then

- That Team shall be deemed to have been awarded no pool competition table points and to have scored no tries or points in the pool Matches; and
- For the purposes of determining standings in the pool competition table, all Match results against such Team shall be deemed null and void. This means that all pool competition table points awarded in Matches against the expelled Team and tries and points scored or conceded in Matches against such Team will not be taken into account in determining standings in the pool competition table.

4.3.3 Following the completion of the pool games, Teams shall be ranked from 1st to 4th in each Pool based on competition points accrued during the pool phase. The Top ranked 8 Teams (The teams finishing top of their pool, second in their pool or as the best placed third placed teams in each pool) will take part in the Cup Quarter Final Matches and Teams ranked 9-12, or 9-16 in case of 16 countries tournament, will participate in the Challenge Trophy Semi or Quarter Finals.

The Winners of the Cup Quarter Finals will play in the Cup Semi Finals with the losers of these matches taking part in ranking games.

The Winners of the Challenge Trophy Quarter (or Semi) Finals will play in the Challenge Trophy Semi Finals or ranking games.

4.3.4 During the Knock-out Competitions

When there is a drawn match and extra time is required, after a break of one minute the extra time is played in periods of five minutes. After each period, the teams change ends without an interval. The principle of sudden death is applied. The first score wins the game.

Extra Time - Toss.

Before extra time starts, the referee organises a toss. One of the captains tosses a coin and the other captain calls to see who wins the toss. The winner of the toss decides whether to kick off or choose an end. If the winner of the toss decides to choose an end, the opponents must kick off and vice versa.

EXTRA TIME – THE WINNER

In extra time, the team that scores points first is immediately declared the winner, without any further play.

4.3.5 The duration of Matches, matches will be 7 (seven) minutes each half with a one-minute half time interval. The duration of the Cup final will be 7 (seven) minutes each half with a one minute half time interval.

4.3.6 Apart from the wilful abandonment of a match and subsequent expulsion under 8.2 in the event of a Match having to be stopped after its commencement under the provisions of the Laws of the Game, then subject to confirmation by the Disputes Committee, the following procedure shall apply:

a) Pool Matches

- a. Where a pool Match has been abandoned either at half-time or at any time in the second half the result and any points and tries scored by each team in the match shall stand.
- b. Where a pool Match has been abandoned during the first half the result shall be declared a draw.
- c. Where a pool Match has been declared a draw then for that Match each Team will be awarded two Match points and any points and tries scored will count towards the total points and tries scored by each Team in all their pool matches

b) Knock Out Matches

- a. Where a Match has been abandoned either at half time or at any time in the second half the result shall stand. If both Teams are tied then the Team having scored the most tournament points shall be declared the winner. If this does not produce a winner then the provision within the concerning clause shall be used to ascertain a winner. However, if one of the Teams participated in a Pool where a Team was expelled, for whatever reason, then the matter will be referred to the Disputes Committee, which shall decide the most appropriate method for determining the winner of the tied knock out Match.
- b. If a Match has been abandoned during the first half the result shall be declared a draw and the provisions within the concerning clause shall be used to ascertain the winner. However, if one of the Teams participated in a Pool where a Team was expelled, for whatever reason, then the matter will be referred to the Disputes Committee, which shall decide the most appropriate method for determining the winner of the tied knock out Match.

4.3.7 A match shall be played by no more than seven players in each team on the playing area. A player may be replaced on account of injury or substituted. A team cannot nominate more than five replacements/substitutes up to five players may be replaced or substituted. Temporary replacement for a blood injury to a player is permitted. A player who has been replaced through injury may not resume play in the same. A player who has been substituted may not resume play in the same match except as a temporary replacement for a player with a blood injury. No replacement or substitution may be made except with the permission of the Referee, and only during a stoppage in play.

4.3.8 Only players, the referee, touch judges and medically trained persons in order to tend to an injured player may enter the playing area. During the interval coaches, water boys and camera crews may enter the playing area but they must leave it before resumption of play and must not do anything to delay the punctual resumption of play.

4.3.9 The Tournament will be played in accordance with World Rugby seven a side variations. Teams are reminded to familiarise themselves with all applicable Laws in advance of the Tournament and are requested to refer to the attached link.

<http://www.laws.worldrugby.org/index.php?variation=2>

4.3.10 A player sent from the field, under Law 10, will not be permitted to play again until the matter has been dealt with, in accordance with the applicable Tournament Disciplinary rules.

4.3.11 Team Jerseys – Colour Clashes

The teams must have 2 sets of jerseys in colours predominantly distinct from one another.

Teams must play all matches in the registered jersey/shorts colours. No variations to these will be permitted except in the case of a pre-determined colour clash.

Where pre-determined colour clashes do occur, the alternate colours must be registered.

The following rule shall be observed by Participating Unions and the Teams:

For all matches where there is a colour clash, the team wearing the alternate kit will be determined by coin toss.

NOTE: Please ensure that both sets of your playing jersey are brought to the Team Managers Meeting on Friday before the tournaments.

4.3.12 Coin Toss

For the first game of each day or following a break in the playing programme, the Coin Toss shall take place 10 minutes before kick off.

In all other cases, the toss to decide who will kick off and to choose ends will take place at half time in the preceding match. The toss shall be conducted by the match referee with a representative of each team in attendance. All coin tosses take place at the Tournament Directors table, pitchside at the half way line.

4.3.13 Submission of Team Sheets for Each Match

The Team Manager must submit the Team Sheet for the next match to the Tournament Directors table, no later than 30 minutes before that team's next match.

The Sheet must be fully completed including the name of the opposition, and the players selected by marking a cross against their name corresponding to the number of the match they are playing in. (Match 1, Match 2, Match 3 etc.)

4.3.14 Squeeze Ball

We have been requested by the Chairman of the Laws Committee to remind Unions of the Councils previously intimated strong recommendation for Unions to adopt Domestic Variations which makes the action, referred to as the squeeze ball, illegal for all age levels from under 18 downwards (2004).

4.4 Match Operations

4.4.1 Warm-Up

Pre-game warm-up

Teams will warm up for their match on a designated warm up pitch as identified in the Team Managers Handbook.

For the first Matches of each Match day as well as after breaks in the schedule, the Teams to play next will be entitled of warm-up on the Match pitch before their Match.

Warm-up after kick-off

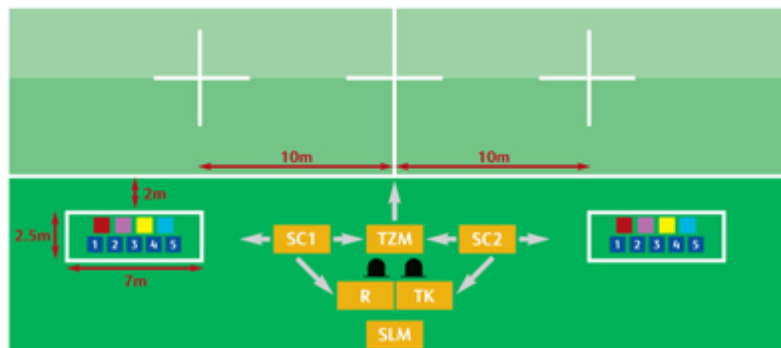
All access to the field is monitored by the Match Officials to limit the number of persons on the field and possible disruptions.

Substitute Players are authorised to warm-up in the opposing Team's in-goal **without balls or tackle bags**. They must wear the bibs provided to the Teams.

4.4.2 Technical Zone

4.4.2.1 Personnel Permitted in the Technical Zone

Maximum of nine persons allowed in the TZ



Key:

	Medic		Water carrier		Substitute		SC	Substitution Controller
	TZM	Technical Zone Manager		R	Recorder		TK	Time Keeper
	SLM	Side Line Manager		Medic / Coach		Team Manager		Coach
	Physio / Trainer / Medic		Temporary Suspension chair					

- Each Team is allowed to have the following personnel in the Technical Zone during their Matches: Coach, Team Manager, Physiotherapist and five reserve Players. One additional person who is a medical member of the Team and whose responsibility has previously been notified to the Tournament Director as per relevant section of this Manual, (and listed on the relevant form) will be permitted in the Technical Zone.

- ii. A maximum of three non-playing personnel are allowed to enter the field of play for the purposes of water carrying (which is only permitted when play is stopped for an injury or when a try has been scored). The Manager and Coach are not permitted to act as water carriers at any time. The water carriers must wear the Technical Zone bibs provided by the tournament organiser at all times.
 - iii. Except as specified in (ii) or as otherwise allowed under the Laws and regulations of the Game, all non-playing personnel must remain inside the Technical Zone, which will be clearly marked
- Where practically possible the medical personnel must stay outside the advertising hoardings. The medical personnel may keep up with play, but must pay due regard to the needs and rights of players, match officials, spectators, broadcasters and commercial partners.
 - The medical personnel may enter the field of play in accordance with Law at any time a player is injured. They must not obstruct, interfere or aim comments at match officials.

4.4.2.2 Roles of personnel in the Technical Zone

- b. The water carriers are not permitted in the playing area during penalty kicks at goal.
- d. Players may come to the touch line adjacent to the technical zone to receive water.
- e. Water bottles must not be thrown on to the field of play.

4.4.2.3 Management of the Technical Zone

- a. The Substitution Controllers will manage the technical zones. If there is a transgression of the protocol, the matter will be reported to the match referee or tournament director.
- b. The match referee may caution any offender or at his discretion expel the person(s) from the playing enclosure for any breach of the protocol.
- c. Any breach of the protocol may be reported to the Designated Disciplinary Official who shall be entitled to undertake investigations and lodge Misconduct Complaints pursuant to World Rugby Regulation 17.21 against the Union(s) and/or person(s) concerned.
- d. Should any person be expelled from the playing enclosure for a breach of the protocol they must be reported by the match referee to the Designated Disciplinary Official, who shall be entitled to undertake investigations and lodge Misconduct Complaints pursuant to World Rugby Regulation 17 against the Union(s) and/or person(s) concerned.

4.4.2.4 Players temporarily suspended

- a. When a player has been temporarily suspended (sin binned) that player is to be situated in the designated sin bin area and must remain there for the duration of the Temporary Suspension. **Playing time for the sin bin (2 minutes) starts once the referee blows time-on after the award of the card.**
- b. The player may be given water and the provision of warm clothing.

4.4.2.5 Replacements and Substitutions

A team may nominate up to five replacements/substitutes.

A Team may substitute or replace up to five players.

They can take place when the team management:

- Wishes to make a substitution,
- or, is forced to make a temporary substitution because of a blood injury,
- or, has to replace an injured player

That team management must complete the substitution document attached and give it to the Substitution Controllers and the Technical Zone Manager will be in radio contact with the Referee (when it's possible). At the next stoppage in play they will contact the Referee and inform him the number of the player who will leave the playing area.

4.5 Use of Global Positioning System devices during Matches

GPS units are made of a rigid material which is contrary to Law 4.4 and Regulation 12. World Rugby Council has provided a dispensation to Unions to use GPS devices subject to stipulated standard terms and conditions including indemnifying the IRB and obtaining the consent of all persons participating in any Match where GPS devices will be used.

Following requests from Participating Unions World Rugby has incorporated these standard terms and conditions for use of GPS devices into the Participation Agreement, the Team Member Consent Form and the dedicated form in Appendix 1 where Players can indicate that they consent to the use of GPS devices in Matches and accept the associated risks.

Participating Unions who wish to use GPS devices during Matches must:

- (a) ensure that they **and their opposing Participating Union** (including **all Players from both Teams**) in each Match have signed the consent form contained Section 15 of the Terms of Participation Agreement confirming that each such person: (a) accepts that GPS is being worn and/or used by a person(s) involved in that Match; and (b) accepts any risks associated with participating in the Match while a person(s) is wearing and/or using GPS; and must provide copies of such consents to World Rugby on request;
- (b) provide written evidence to World Rugby that the wearing of and/or use of GPS by any person in a Match(es) does not affect the insurance cover of the Participating Union's Players;
- (c) report any injuries associated with the wearing and/or use of GPS to the World Rugby Training and Medical Manager; and
- (d) provide a report to the World Rugby on the efficacy of data obtained through the use of GPS.

World Rugby highlights to Participating Unions that acceptance of the use of GPS in Matches is not compulsory and Participating Unions and Players are free not to consent to the use of GPS in which case neither Team may use GPS in such Match. In such case please advise the Tournament Director as soon as possible in order to have the relevant sections of your Team Member Consent Form amended prior to signature.

4.6 Tournament Officials

Tournaments Officials will officiate at the Tournament.

Tournament Officials are representatives appointed by Rugby Europe to be responsible for the conduct of a Tournament according to the World Rugby Laws of the Game, including referees, assistant referees, playing enclosure referees (4th official) and/or as may be otherwise specified in writing Rugby Europe

Women U18 7s Vichy

1 Tournament Director
1 Referee Manager

8 referees

1 Citing Commissioner in Vichy

1 RUGBY EUROPE Appointed Judicial Officer (from the host Union)

Men U18 7s Siaulai and Ezstergom

8 referees

1 Citing Commissioner in Siaulai

For the purposes of these Tournaments, when there is no Citing Commissioner appointed the Referee Manager will act as the Citing Commissioner with assistance from the Tournament Director.

The Organisation Committee must provide 10 or more linemen, 2 time keeper, 2 sin bin controller and two administrative persons

5. Tournament Arrangements

5.1 Travel & Transport

5.1.1 International Travel Organisation

Teams will travel directly from their assembly location within their own country to the Tournament, so as to arrive in Siaulai, Ezstergom and Vichy in time to fulfil commitments to the Captain's Photograph and Team Managers Meeting (Mandatory). The costs of the International Transport are for the account of the participating Unions. Approximately 40% of the costs (12 players + 3 staff) will be covered by Rugby Europe.

Attendance in Team Manager's Meeting is compulsory at the risk of paying a financial sanction.

A coach pick up will be made available to teams to transport them from their arrival airport to their designated accommodation. Except for the teams travelling from their country of origin by bus.

Teams wishing to arrive earlier may do so, however Participating Unions will be responsible for all such organisation and costs including (though not limited to transport), accommodation and meals associated with their early arrival. They are to organise their journey with the Organising Committee in advance.

5.1.2 Internal Travel

A program of transport will be set up by the Organising Committee for the duration of the competition according to their timetable. This will include transfers to and from the designated international airports.

5.2 Accommodation and Meals

Participating Unions will be accommodated according to the following principles, and Participating Unions are not entitled to make their own accommodation arrangements.

5.2.1 Standard Accommodation Provision

All hotels are booked by the Organising Committee.

Each Team will receive 3 nights' accommodation for 12 players and 3 Team Officials. All the Team Members will be accommodated in the same hotel. (6 double rooms and 3 single rooms).

5.2.2 Extra Team Members and VIP Officials Accommodation

Each Team is responsible for arranging accommodation at its own cost for its extra Team Members and VIPs.

5.2.3 Hotel House Rules and Compliance

The Team Officials are responsible for conduct of their Team to ensure all house rules' are complied with at all times for the duration of their stay.

No improper behaviour will be accepted during the Tournament at the Team Accommodation compound and in particular on the last day. Any incident will be treated with highest severity and misconduct charges may be decided by the Tournament Director in case of incident. (see section 13.3)

The Organising Committee will organise an inventory of fixtures both on the arrival day and departure day.

5.2.4 Visitors

Persons requesting to visit Team Members should be referred to the Team Manager or Team Liaison Officer.

5.2.5 Laundry

The Organising Committee will aim to secure the best possible prices for laundry. This service will be paid by the team. Managed by Liaison Officer.

5.2.6 Meals

Meals will be provided for the 15 Team Members. Buffet style breakfast, Rolling Buffet at the stadium and dinner at the Hotel will be provided by the Organising Committee.

5.2.7 Water

Each member of the playing and management staff will be provided with 3 litres of mineral water per day.

6. Medical Arrangements

PRIMARY CARE

TEAMS MEDICAL STAFF ARE PRIMARILY RESPONSIBLE FOR THE CARE OF THEIR PLAYERS AND STAFF.

TEAM MEDICAL STAFF MUST ENSURE THAT THEY MEET THE MATCH DOCTOR THE DAY BEFORE THE MATCH OR AT THE LATEST, IMMEDIATELY UPON ARRIVAL AT THE STADIUM ON MATCH DAY.

CLEAR AGREEMENT MUST BE REACHED ON THE MATCH DAY PROTOCOLS AND MANAGEMENT OF INJURED PLAYERS

MANAGING CONCUSSION

For all Rugby Europe Competitions, the concussion protocol is not applied.

HEAD INJURY ASSESSMENT

The Head Injury Assessment (HIA) **will not be permitted** for in this Competition.

Rugby Europe's Under 18 Championship at all levels (Elite to Division D) is what is recognised by World Rugby as a 'Recognize and Remove' Competition. This means that any player who has lost consciousness for any period of time or who is showing any symptoms of concussion, must be removed immediately from the Field of Play for care and monitoring and MAY NOT return to the Field of Play.

<http://playerwelfare.worldrugby.org/concussion>

Note: The responsibility for the delivery of primary care to players rests with the Medical Practitioners (Team Doctor / Team Physio) from that Team.

The Tournament will provide Medical Resources and Facilities throughout the Competition as detailed in this Competition Manual, in accordance with best practice standards.

Please refer to the following link to World Rugby to understand more about the management of Concussion and the need to 'Recognise and Remove'.

www.playerwelfare.com/concussion

6.1 Match Venue Medical Facilities

The following medical facilities will be available at the Match Venue on Match days:

6.1.1 Players and Match Officials

An ambulance or an appropriate room for the use of Players (from both participating Teams) and Match Officials (including referees and assistant referees) who are injured or ill. Such a facility will include:

1. Resuscitation equipment, IV fluid and essential drugs;

2. Oxygen and suction;
3. Stiff neck collars;
4. Standard stretcher, Jordan Frame, Spinal Board or Scoop stretcher;
5. Readily available telephone with permanent listing of ambulance, rescue helicopter (where available) and local hospital;
6. Adequate lighting including wall light for suturing;
7. Sink and hand washing facilities;
8. Facility for disposal of used needles, syringes and contaminated dressings; and
9. Facility for sterilizing instruments.

Access to all such medical facilities will be such that there is unobstructed access for a stretcher from the field of play and ready access for an ambulance.

The Medical room must be available from 60 minutes before Kick Off.

The Tournament cannot start without ambulance.

All the medical facilities will be checked by the Local Doctor appointed by the host union to make sure that the players', officials' and spectators' safety is optimal.

6.2 Medical History

Each Participating Union shall:

1. Ensure that its Players are suitably fit to participate in the Tournament and that its Players comply in all respects with the medical requirements set out in the Participation Agreement.
2. Be required to report any injuries sustained during the Tournament to the Match Doctor or Tournament Medical Officer.
3. Provide medical case notes relating to previous injuries / surgery.

6.3 Medical Fees and Costs

Costs of medical attention at a Match Venue on Match days and training days will be covered for the Players and the Team Officials participating in the Tournament by RUGBY EUROPE insurance. Any and all medical costs incurred away from the playing grounds and not linked to training and playing activities will be borne by the Participating Union.

The cost of treatment for Illness contracted or Injury sustained (including without limitation any dental treatment) by a Team Member at any time during the Tournament Term shall be paid by the RUGBY EUROPE insurance. Arrangements for medical attention and treatment are to be made only through the Team Liaison Officer. The Team Liaison Officer shall, at the conclusion of the Team's stay in the country of the Host Union, provide the Host Union with details of the Medical treatment provided and costs incurred.

In addition to the costs described above the Participating Union shall be responsible for strappings, bandages, mouth guards and similar items.

The accident reports (ENG and FR) will be available at the Tournament Directors Desk on Match Days

Please note that Teams may be responsible for paying for treatment required at hospitals and clinics first before submitting invoices for such treatment along with Accident Report forms for reimbursement by Rugby Europe at a later date

6.4 Medical Insurance

Medical expenses insurance, including medical repatriation, is taken up by the RUGBY EUROPE insurance for each Team Member

The RUGBY EUROPE insurance coverage starts after the Team Manager's Meeting until the end of the last game played.

A copy of insurance policy shall be provided to the Tournament Medical Officer.

The Participating Union is responsible for ensuring that its medical staff are properly qualified and insured to give medical treatment in the host country.

6.5 Team Doctor

All Team Doctors should be fully registered medical practitioner Completed

Team Doctors and/or Physiotherapists must be aware of any Players who require specialist medical care, eg. Diabetes, and be able to inform Match Doctors as necessary.

Team Doctors must ensure that Players are aware of the high risk associated with the use of recreational drugs such as cocaine, ecstasy and caffeine.

Players must be made aware of their duty of care to other Players in relation to skin conditions, such as Herpes Gladiatorum or scum pox. This is a highly infective condition. A Player with this condition needs medical advice and **must not play** while the rash is present, as he is putting others at risk.

All participating Teams should bring with them a supply of various sizes of (or adjustable) neck collars for use if a Player is injured during training. Any Team requiring other specialized equipment must inform the Tournament Director well in advance.

Cardiac disorders causing sudden death in sport are numerous but one group, cardiomyopathy can be detected by ECG and Echocardiography (ECHO). The incidence of cardiomyopathy is 1 in 500. These investigations are justified.

6.6 Role of Medical Team in Case of Injury

The medical Team will only attend to a Player who has been referred by the referee or the Doctor of either Team. The Player is then under the responsibility of the Match Doctor. This responsibility ends when the Match Doctor considers that the Player is in a fit state to rejoin his Team which he may do either on the pitch or in the dressing rooms, but only once she has informed the Team Doctor of her team.

1. All Players with serious injury, head, neck, back or lower limb injuries should be taken off the field by stretcher. No Player should hobble off the field with the help of a Physiotherapist but should be taken off on a stretcher quickly and efficiently by agreed protocols.
2. Match Doctor will examine the Player off the pitch and will then decide to manage him in the medical room or transfer him to hospital.
3. If transfer to hospital is decided then the Match Doctor will send a medical person if necessary and certainly a member of the Player's Team with the Player to hospital.

- 4. Match Doctor stays in contact with the ambulance and hospital to update the Player's Team Doctor and family

6.7 Medical Protocol - Match Day Signals

The following hand signals are to be used across the whole Tournament by all personnel involved with the management of injuries to all competing Players.

- Call for the **STRETCHER**: - In the event of fractures, dislocations and severe soft tissue injuries (move hands up and down by your side)



Side on view

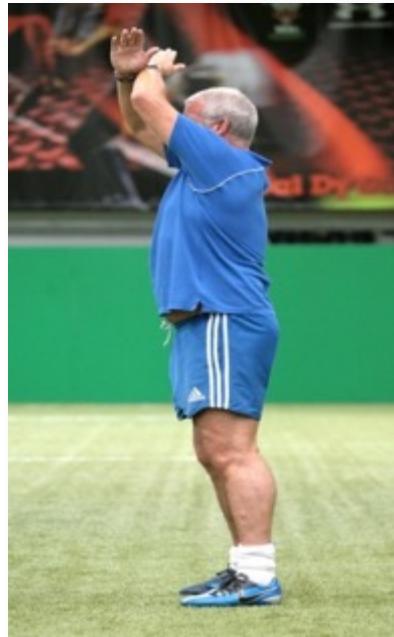


Front on view

- Signal for **BLOOD injury** or management:



Front on view



Side on view

- Signal for **PSCA** temporary 10 minute substitution (referee flexes and extends and abducted straight arm touching head three times)



- Call for Match Day Medical Team including the resuscitation doctor for assistance with any suspected **SPINAL INJURY**



Front on view



Side on view

6.8 Accident Report

The accident reports (ENG and FR) will be given to the teams on the occasion of the Team Manager Meeting.

1. You have to fill in all sheets of the report (front and back)

The image shows three sheets of the Rugby Europe Accident Report form. Sheet A is the front cover, Sheet B is the back cover, and Sheet C is the main report form. Each sheet contains various fields for personal information, medical details, and accident description.

Sheet A

Sheet B

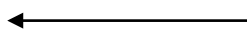

Sheet C

The RUGBY EUROPE accident report is valid exclusively for competitions, which are organised by the RUGBY EUROPE

2. The report must be signed by the injured person in all cases (barring an inability to do so due to the type of accident

3. The report must be certified true by the Union or otherwise by a fully accredited responsible manager.

In order to accelerate the procedure, the heading « Circumstances of the accident » must be filled in as more precisely as possible. Example: do not write only « during a rugby match ».



Circumstances of the accident:
back of the sheet A

4. Before the next step, the Union or the fully accredited responsible manager must fill in the omissions that he may have noticed and must precisely fill out the different sections appearing on the form.

Poorly written or inadequately prepared documents will be returned to sender and will delay registration of the accident accordingly.

5. The Sheet A of the report must be sent to the RUGBY EUROPE secretary immediately, within five days from the date of the accident (day of the accident included).

6. The Sheet B must be sent to the RUGBY EUROPE secretary as soon as possible together with the documents substantiating the disbursements (Such as statements of fees or expenses dated and paid) and / or the payment reductions made by Social Security or any other insurance organization.

7. The Sheet C must be kept by the Union.

8. Generally speaking, the request for payment of the costs still borne must be submitted to the insurer only after healing and within the maximum limit of one year.

Important Recommendations

If the injured person is a member or beneficiary (minor child, student) of a Social Security system and/or of any other insurance organization:

- **The full file must be immediately submitted to the concerned organizations, the coverage of which will be supplemented by the insurer,**
- **The same process must be followed for care requiring a prior request for approval or cost defrayment.**

All mails concerning the Report Accident (sending of the sheet...) must be sent to the following address: RUGBY EUROPE - 45 rue de Liège - 75008 Paris – FRANCE

Should you need any further information, please send your question by email to the following address secretariat@rugbyeurope.eu (For the attention of Ms Claire O'Jeanson).

Accident Report form is available in French and English on the Internet website of the RUGBY EUROPE: http://www.rugbyeurope.eu/sites/default/files/document/170927_accident_report_re_2017_en.pdf

If you wish to receive a form of Accident Report by email, please send an email to secretariat@rugbyeurope.eu and do not forget to specify the language (English or French).

6.9 Hospital

Details of Hospitals and Other Medical Assistance will be provided at the Pre Tournament Medical Meeting

Please note that if a player is required to be removed from the Field of Play and Taken to Hospital, the Team Manager must nominate a member of his / her staff to accompany the player for the duration.

Further, in the event that a player requires hospital treatment which extends beyond the length of the Team's stay in the Host Union, the Team Manager must nominate someone to remain with the player until such time as they can be repatriated.

THIS BEING THE CASE, THE TOURNAMENT DIRECTOR SHOULD BE IMMEDIATELY INFORMED

7. Anti-Doping Programme

7.1 World Rugby Regulation 21

World Rugby Regulation 21 sets out the applicable anti-doping regulations for the Tournament and any Additional Matches. World Rugby Regulation 21 is available on www.keeprugbyclean.worldrugby.org under the Regulations tab.

Please pay particular attention to the WADA Prohibited List (Schedule 2 to World Rugby Regulation 21) which sets out the substances and methods which are prohibited In Competition and Out of Competition. Please note that this list is updated every year on 1 January by the World Anti-Doping Agency ("WADA") and posted at the website link above. All Players, Player Support Personnel and Union representatives should regularly consult the latest WADA Prohibited List via the link above or directly below.

The WADA Prohibited List is also available in a number of other languages on the WADA website at the following link: <http://keeprugbyclean.worldrugby.org/?page=resource&id=49>

World Rugby and/ Rugby Europe are responsible for conducting or arranging drug testing including, but not limited to, sample collection, sample analysis, result management, the conduct of investigations and disciplinary proceedings and the imposition of sanctions for anti-doping rule violations, including cases where there has been no drug test carried out, in respect of the Tournament and at any Additional Matches and otherwise during the Qualification Process.

Each Participating Union and Team Member agrees to be bound and comply with the provisions and requirements of World Rugby Regulation 21 and this Anti-Doping Section and any decisions made thereunder.

7.2 Team Member Acceptance

Each Player nominated in the Participating Union's player list scheduled to participate in Rugby Europe Tournaments is required to read and accept all World Rugby Anti-Doping rules and sign the Team Administration Certification document provided with this Manual.

The Team Administration Certification must be signed and submitted as advised in the Manual and to the Tournament Manager, no later than the Team Manager's meeting held in the host city.

Capitalised terms used in this Section 7 not otherwise defined in this Tournament Manual have the meanings given to them in the World Rugby Regulation 21.

World Rugby Regulation 21 shall be the applicable Anti-Doping regulations for this tournament and can be found at www.keeprugbyclean.worldrugby.org

7.3 Therapeutic Use Exemptions (TUEs)

This is the process whereby a Player can apply to the Board in conjunction with their prescribing physician to take a specific Prohibited Substance which is required to treat a legitimate medical condition the Player has. All Team doctors are urged to consult with every individual Player in a preliminary training squad and discuss what medications they have or are currently taking to ensure that this process is complied with and where necessary the relevant TUE is applied for. An Adverse Analytical Finding for a Prohibited Substance that was used to treat a medical condition which does not have a valid TUE in place is considered an Anti-Doping Rule Violation and is an offence that may result in a sanction.

7.3.1 TUE Application

A TUE application requires supporting medical information to be provided along with the application form. This includes a comprehensive medical history, results of all examinations, laboratory investigations, specialist medical reports and if relevant imagery studies to support the application.

The application will be reviewed by the Board TUE Committee against the WADA International Standard for Therapeutic Use Exemptions to determine if the application receives approval. This process must occur **before** a Player is authorised to take the Prohibited Substance that he has applied for to treat their medical condition unless emergency situations or exceptional circumstances occur preventing this in which case the Player must apply for retroactive TUE approval. A retroactive TUE application must be lodged to the TUE Committee within 48 hours of such circumstances occurring this includes pre- or during the Tournament.

Any TUE application for Players participating in the Tournament must be received by the Board TUE Committee **no later than 14 days prior to the start of the Tournament** to allow the Board TUE Committee time to review the application.

Further information and the TUE application form can be found under Schedules 3(a) & 3(b) of World Rugby Regulation 21 available on www.keeprugbyclean.worldrugby.org under the Regulations tab.

Details for TUE submissions:

All TUE applications may be submitted by email TUE@worldrugby.org If any part of the application is not suitable for transmission via these means then the application and/or accompanying supporting evidence may be posted to Chairman of the TUE Committee, World Rugby, Pembroke House, 8 - 10, Pembroke Street Lower, Dublin 2, Ireland.

7.3.2 Players that currently have a valid TUE from World Rugby

Any Player that has a current and valid TUE issued to them from the Board TUE Committee which is valid is not required to apply for a new TUE specifically for the Tournament provided the current TUE is valid for the duration of the Tournament and the conditions (such as the substance, route of administration and/or dosage etc.) have not changed.

7.3.3 Mutual Recognition of TUEs

Any Player who has been granted a TUE approval by another Anti-Doping Organisation's TUE Committee (i.e a National Anti-Doping Agency) that is current and valid must submit a copy of the application and the certificate of approval to the Chairman of the Board TUE Committee. This must be submitted in accordance with the timeline set out above i.e.

30 days prior to the start of the Tournament. The Board TUE Committee reserves the right to review any TUE application where prior approval has been made by another Anti-Doping Organisation's TUE Committee.

7.4 Nutritional Supplements & Medications

Following a number of recent Adverse Analytical Findings from Players involving nutritional supplements containing Prohibited Substances, all Participating Unions are urged to advise their Players of the dangers and risks of Prohibited Substances appearing as part of a mixture within nutritional supplements and to check the supplements their Players are taking. Participating Unions are reminded of the strict liability principle that applies to the Series Anti-Doping Programme, the effect of which is that Players are responsible for any Prohibited Substances found in their system. All Players and Team management are referred to the World Rugby 's policy on nutritional supplements and a fact sheet on MHA contained within the World Rugby anti-doping educational handbook or on World Rugby's anti-doping website www.keeperugbyclean.worldrugby.org

This also applies to the use of medications and all Players should be consulted by the Team physician prior to taking any medication (whether over the counter or prescribed) to ensure such medication does not contain Prohibited Substances which may result in an Adverse Analytical Finding or that requires a Therapeutic Use Exemption. The WADA Prohibited List can be found under Schedule 2 of World Rugby Regulation 21 or via www.keeperugbyclean.worldrugby.org

7.5 In Competition Testing

In Competition testing takes place immediately after a Match. Testing may occur after any Match during the Tournament. Normal practice is that the World Rugby Anti-Doping department will make the selections including any reserve selections.

The reserve selections may be used in the case of a selected Player being seriously injured and requiring immediate hospitalisation or not being in a fit physical or mental state to complete the process as determined by the Tournament medical officer. For the avoidance of doubt, if a selected Player is injured or is replaced for any reason prior to the start of a Match i.e injured in a previous Match or in the warm up, they shall remain selected for testing unless they require immediate hospitalisation.

The selections will not be made known to the Player's Team management until the end of the Match. The Doping Control Officer or World Rugby Anti-Doping Commissioner is not required to justify why a Player/s have been selected for testing.

7.6 Out of Competition Testing

Any Player that is selected or scheduled to participate at a Tournament may be tested Out of Competition at any time or place during the Tournament. (i.e. prior to 12.00am on the day of the commencement of a Tournament or more than 24 hours after the conclusion of a Tournament).

Those Players who are also part of World Rugby's Registered Testing Pool or Testing Pool for the purpose of Out of Competition Testing remain subject to the whereabouts requirements and consequences as set out in World Rugby Regulation 21.10 during a Tournament. All such Players must keep their Player whereabouts information up to date at all times including while competing at the Rugby Europe Under 18 Championship

All Testing shall be conducted with No Advance Notice by an authorised Doping Control Officer. A Player may be selected for Out of Competition testing by either random or target selection.

7.7 Provision of the Sample

The Player shall be required to provide a minimum urine Sample of 90ml; however, the Player should attempt to provide a greater amount if possible.

Once the Player has provided their Sample, they shall keep control of the Sample at all times until the Sample is sealed. The Doping Control Officer shall keep the collection vessel in sight at all times. Additional assistance may be provided in exceptional circumstances to any Player by the Player's representative or Doping Control Officer during the Sample collection session where authorised by the Player and agreed to by the Doping Control Officer / Anti-Doping Commissioner.

Blood testing may also be conducted in conjunction with urine testing on its own. A qualified blood collection official will be responsible for the collection if the blood testing is conducted. Further information of sample collection can be found in Schedule 1 of the World Rugby Regulation 21 or within the World Rugby Anti-Doping educational handbook.

7.8 Player Representative and interpreters

Any Player selected for Doping Control during the Tournament is entitled to have a representative present with them during the Doping Control process in the Doping Control Station. All Participating Unions are urged to have a representative available to sit through the process (except the sample provision) with their Players.

If the Player does not speak English (or the same language as Doping Control staff), then their Team will be responsible for the provision of a person who can interpret and assist in the communication of the Doping Control process between the Player and the Doping Control staff.

This may be the same person who acts as the Player representative or an additional person to the representative.

7.9 Anti-Doping Education

World Rugby Anti-Doping educational information and resources are available in English, French, Spanish and selected other languages in the resources section of the World Rugby Anti-Doping website www.keeprugbyclean.worldrugby.org It is the responsibility of each Participating Union to ensure that each Player, Team Manager, Team Coach and medical support personnel who participates in the Rugby Europe Women Under 18 7s Championship has either received or been given access to (in hard copy, electronic, or any other means) the World Rugby Anti-Doping educational resources in particular the World Rugby Anti-Doping Handbook.

The Participating Union is responsible for ensuring that any new Players, Team Managers, Team Coaches and/or medical support personnel who join its squad during the Tournament also receive a copy of the handbook.

Further to the World Rugby Anti-Doping Handbook www.keeprugbyclean.worldrugby.org/handbooks, an Anti-Doping e-learning programme is available at www.keeprugbyclean.worldrugby.org/?module=1 It is mandatory that all participating Players complete the E-Learning programme before they depart to the Tournament. World Rugby also encourages Team Managers, Team Coaches and medical support personnel who participate in the Tournament to complete this programme to help strengthen their knowledge of Anti-Doping. Unions must ensure that all of their Team Members access the website, register and complete the programme which should take about half an hour.

The modules consist of the following topics:

1. Keep Rugby Clean
2. World Rugby Anti-Doping
3. Doping Control
4. Player Whereabouts
5. Therapeutic Use Exemptions
6. Checking Medications
7. WADA Prohibited List
8. Dietary Supplements
9. Consequences of Doping
10. Responsibilities

The World Rugby e-learning programme is currently available in 6 languages English, French, Spanish, Italian, Romanian and Russian. Unions are requested to assist Teams which do not speak one of those languages to complete the programme.

Each participating Union is required to tick the relevant box and sign the Team Member Consent Form (Appendix B) and report back to the tournament operators once the World Rugby e-learning programme is completed. By signing the attached form, all Players and Team Managers confirm that they have read the World Rugby Anti-Doping Handbook and have completed World Rugby's e-learning programme.

7.10 Outstanding Anti-Doping Matters

In accordance with Clause 34 of the Programme, it is the responsibility of each Participating Union to ensure that there are no outstanding Sample results, anti-doping rule violation cases and/or ongoing investigations in respect of Players or Persons (relating to possible anti-doping rule violations) who form part of or are intended to form part of the Participating Unions Team in respect of the Tournament.

All Participating Unions shall not select a Player or Players to participate in the Tournament if they are aware of any of the following in relation to the Player or Players:

- (a) The existence of any Samples provided pursuant to drug tests in respect of which analysis results have yet to be provided. Participating Unions should contact their National Anti-Doping Organisation to avoid where possible any outstanding results prior to the departure of a Team to the Tournament. Participating Unions are encouraged to arrange for expedited analysis of any Sample/s collected by a National Anti-Doping Organisation in relation to Players scheduled to participate in the Tournament in the weeks prior to the departure of a Team to the Tournament where possible;
- (b) The existence of any outstanding disciplinary proceedings in respect of any anti-doping matters including but not limited to anti-doping rule violations and/or investigations;
- (c) The existence of any outstanding appeal proceedings in relation to the proceedings referred to in (b) above;
- (d) Any period of suspension from the Game in force during the Tournament Term as a result of any anti-doping rule violations.

If a Participating Union selects a Player or Players and subsequently discovers any of the items listed in (a) – (d) above the Participating Union shall advise the World Rugby Anti-Doping Manager immediately. In circumstances where such advice is not provided or not provided immediately the Board shall be entitled to take such steps as it deems appropriate including but not limited to requiring that the relevant Participating Union(s) and/or the relevant authority expeditiously has the matter dealt with and/or provisionally suspends the Player(s) or other Person(s) from any involvement in the Tournament and/or the Game pending the final determination of the matter. The Board may bring disciplinary action against a Participating Union under this Clause where appropriate.

The Anti-Doping programme and procedures to be applied at the Tournament are set out in World Rugby Regulation 21.

CAUTION !!!! Anti-Doping rules apply to everyone, should it be player, staff member, referee and so on
If someone which even his function is who is aware of or discover any potential infringement of the AD Regulations, should immediately report to RE AD Dept : Claire O'Jeanson Rugby Europe Anti-Doping Manager +33 6 23 85 15 26
claire.ojeanson@rugbyeurope.eu

THERAPEUTIC USE EXEMPTION (TUE)



APPLICATION FORM

Schedule 3b

World Rugby fax: +353 1 2409 289

e-mail: TUE@worldrugby.org

In accordance with Section 4 of the WADA International Standard for Therapeutic Use Exemptions and World Rugby Regulation 21.4, any Player who wishes to apply for the use of a Prohibited Substances or Prohibited Method to treat a legitimate medical condition must apply to the relevant Therapeutic Use Exemption Committee (TUEC) via their national Union.

SECTION A – Player Information - PLEASE PRINT CLEARLY IN CAPITALS

First Name: _____	Surname: _____	Date of Birth: ____ / ____ / ____
Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>	Contact Telephone Number - Mobile: _____	
National Union and level: _____ <small>(i.e. Nat 15's Squad/7's/U21's etc)</small>	Team/Club: _____	

SECTION B – Notifying Medical Practitioner and Medical Information

Name: _____	Medical Specialty: _____	
Business Address: _____		
Telephone Number - Business: _____	Fax Number: _____	Telephone Number - Mobile: _____
Email: _____		
Diagnosis with sufficient medical information (see note 1): _____		
Has the national Unions Chief Medical Officer / Doctor been notified of this application? Yes <input type="checkbox"/> No <input type="checkbox"/>		

SECTION C - Medical Details

Prohibited Substance – Generic Name	Dose of Administration	Route of Administration	Frequency of Administration
1.			
2.			

Intended duration of treatment: Once only Emergency Weeks Months Years

If a permitted medication can be used to treat the medical condition, provide clinical justification for requested use of prohibited medication: _____

SECTION D - Medical Practitioner's Declaration

I, certify that the above mentioned treatment is medically appropriate and that the use of alternative medication not on the Prohibited List would be unsatisfactory for this condition.

Signature of Medical Practitioner: _____ Date: ____ / ____ / ____

SECTION E – Previous or Current TUE Applications

Have you submitted any previous TUE application: Yes <input type="checkbox"/> No <input type="checkbox"/>	What date?: ____ / ____ / ____
If Yes, for what substance/s? _____	
TUE Body who provided TUE Decision: _____	TUE Decision: Attach copy of previous TUE application and Certificate of Approval # for same Prohibited Substance

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THERAPEUTIC USE EXEMPTION (TUE)



APPLICATION FORM

Schedule 3b

World Rugby fax: +353 1 2409 289

e-mail: TUE@worldrugby.org

SECTION F - Player's Declaration

I, certify that the information under Section A & B is accurate and that I am requesting approval to use a Prohibited Substance or Method from the WADA Prohibited List. I authorise the recording (whether electronically or otherwise) and/or storage by release of personal medical information to the Anti Doping Organisation, relevant Tournament Organisers as well as to WADA staff and to the WADA TUEC under the provisions of the Code. I understand that if I ever wish to revoke the right of the relevant TUEC or WADA TUEC to obtain my health information on my behalf, I must notify my medical practitioner in writing of that fact. I also understand that if I withdraw my consent to the release of my personal medical information, I may not receive approval for a TUE or the renewal of an existing TUE, since no TUE can be granted or renewed without the disclosure of comprehensive medical data.

I am aware that an application for a TUE requires the processing (for example transmission, disclosure, use and storage) of all data pertaining to such application through relevant anti-doping administration/data management systems including but not limited to ADAMS* to ensure harmonized, coordinated and effective anti-doping programs for detection, deterrence and prevention of doping. Signing this form will indicate that I have been so informed and that I give my express consent to such processing of data.

I understand and agree that my application for a TUE will only be considered following the submission in ADAMS or otherwise, by myself or by my Anti-Doping Organisation (ADO), of the present completed application form, as well as all relevant documents related to the application.

I understand and agree that my TUE related data will be made accessible through ADAMS and/or any other relevant anti-doping administration/data management system, to the authorized ADO, to WADA and to the Therapeutic Use Exemption Committee. I understand and agree that if a TUE is granted, such TUE and the related information will be stored electronically in ADAMS (and/or in any other relevant anti-doping administration/data management system) for a minimum period of 10 years, the period of 10 years being the period within which an action can be commenced following a violation of an anti-doping rule contained in the WADA Code/World Rugby Regulation 21.

WADA, ADOs and Therapeutic Use Exemption Committees will not disclose any of my TUE related information beyond those persons within their organisation with a need to know for doping control purposes according to the Code.

I understand that if I believe that my personal information is not used in conformity with this consent and the International Standard for the Protection and Privacy and Personal Information I can file a complaint to WADA or CAS.

RELEASE

I hereby release WADA as well as ADOs and TUE Committees from all claims, demands, liabilities, damages, costs and expenses that I may have arising in connection with the processing of my TUE related data through ADAMS and/or any other relevant anti-doping administration/data management system.

WITHDRAWAL OF CONSENT

I understand that I may at any time revoke my consent for the processing of my TUE related data through ADAMS and/or any other relevant anti-doping administration/data management system. I also understand that as a consequence of such withdrawal of consent, I will not receive approval for a TUE or a renewal of an existing TUE.

Player's Signature: _____

Date: ____ / ____ / ____

Parent's/Guardian's Signature: _____

Date: ____ / ____ / ____

(if a Player is a minor a parent or guardian shall sign together with or on behalf of the Player)

(Day/Month/Year)

* ADAMS is the Anti-Doping Administration and Management System, which has been developed to enable athletes and anti-doping organisations to enter and share data related to doping control. ADAMS is an on-line, web-based system, which allows restricted sharing of data only with those organisations with the right to access such data in accordance with the World Anti-Doping Code.

SECTION G - Application Notes

Note 1 *Diagnosis: Evidence confirming the diagnosis must be attached and forwarded with this application. The medical evidence should include a comprehensive medical history and the results of all relevant examinations, laboratory investigations and imaging studies (where applicable). Copies of the original reports or letters should be included where possible. Evidence should be as objective as possible in the clinical circumstances and in the case of non-demonstrable conditions independent supporting medical opinion will assist this application.*

World Rugby TUEC Contact Details

World Rugby, World Rugby House, 8-10 Lower Pembroke Street, Dublin 2, Ireland
Tel: +353 1 2409 212 Fax: +353 1 2409 289 Email: tue@worldrugby.org

INCOMPLETE OR ILLEGIBLE APPLICATIONS WILL BE RETURNED AND WILL NEED TO BE RESUBMITTED.

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8. Anti Corruption and Betting

World Rugby's Anti-Corruption and Betting Regulations (Regulation 6) as in force from time to time apply to the Tournament, all Team Members, Union/Rugby Europe personnel and Match Officials. These Regulations impose a number of restrictions and obligations on Team Members (including Team Management) in relation to betting, inside information and reporting, in particular.

World Rugby Regulation 6 is available at

www.laws.worldrugby.org

The Team Manager shall ensure that all players and team management will be required to confirm by that they understand their obligations in relation to Anti Corruption and Betting by

9. Competition Disciplinary Regulations

World Rugby Regulations 17 (Discipline - Foul Play) and 20 (Misconduct and Code of Conduct), as updated from time to time, set out the applicable Tournament Disciplinary Regulations for the Tournament, subject to any permitted modifications set out below.

World Rugby Regulations 17 and 20 are available at <http://www.worldrugby.org/regulations>. The Code of Conduct is also set out at the conclusion of these Tournament Disciplinary Regulations.

Any changes to Regulations 17 and 20 will be notified to all Unions by World Rugby and the updated and posted on the World Rugby website. In the event that World Rugby Council amends Regulations 17 or 20 or there is any discrepancy between these Tournament Disciplinary Regulations and the Regulations, World Rugby Regulations 17 and 20 as approved by World Rugby Council shall take precedence. The Company may update and/or amend this section of the Terms of Participation from time to time as appropriate and shall advise the Participating Unions accordingly.

The procedures and powers of Judicial Officers, Appeal Officers and Appeal Committees are set out in World Rugby Regulation 18, also available at the above link.

References to the Host Union in World Rugby Regulation 17 may also be read as references to the Company, which shall administer the Tournament Disciplinary Regulations.

References to the Designated Disciplinary Official in World Rugby Regulation 17 shall refer to the person(s) nominated by the Company to fulfil such role in relation to the Tournament and/or particular Matches within the Tournament.

Temporary Suspensions and Citing Commissioner Warnings

The procedures with respect to Temporary Suspensions and Citing Commissioner Warnings set out in Regulation 17.35 shall apply to the Tournament.

Appeals

In addition to the appeal procedures set out in World Rugby Regulation 17.36 each notice of appeal shall be accompanied by a deposit in the sum of **€1,000** which shall be payable to the Company.

General Obligations

Participating Unions are reminded that they are responsible and accountable for the conduct of their Players, Team Members and other persons in attendance at the Tournament in an official capacity with the Participating Union and must ensure that their conduct is of the highest standard and that Matches are played in accordance with disciplined and sporting behaviour.

Each Participating Union and Team Member agrees to be bound by and comply with the provisions and requirements of the Tournament Disciplinary Regulations and any decisions made thereunder. Each Participating Union also acknowledges its responsibility and accountability for the acts and/or omissions of other persons in attendance at the Tournament in an official capacity with the Union.

Flowcharts, set out in Appendix 1 and Appendix 2 of this Section, summarise the procedures in relation to Foul Play in the Tournament Disciplinary Regulations and have been prepared to assist Participating Unions and Team Members. However, the flowcharts do not represent a substitute for the Tournament Disciplinary Regulations and World Rugby Regulation 17, should not be considered in isolation and, in the event of any inconsistency, the Tournament Disciplinary Regulations and World Rugby Regulation 17 shall prevail.

All Participating Unions are required to provide certification in writing to the Tournament Director by **24th April, 2015**, that having undertaken all necessary enquiries, they are not aware of any of the following in relation to the players to participate in the Tournament:

- (i) the existence of any outstanding disciplinary proceedings in respect of Foul Play and/or Misconduct;
- (ii) the existence of any outstanding appeal proceedings in relation to the above;
- (iii) that the Player is not subject to any suspension from the Game as a result of disciplinary proceedings, appeal proceedings or otherwise.

If a Participating Union is unable to provide such certification, then the Participating Union shall inform the Tournament Director of the reason for this, and the Tournament Director shall take action as appropriate.

Foul Play Sanctioning Process

The attention of Participating Unions is drawn in particular to the sanctioning process set out in Regulation 17 and, in particular, the issues the Player will be required to address before the Judicial Officer if found to have committed an act of Foul Play. For Participating Unions' ease of reference the relevant provisions from Regulation 17 are reproduced below:

17.19 Sanctions and Core Sanctioning Process

17.19.1 In any case where a Disciplinary Committee or Judicial Officer considers an incident(s) of Foul Play has occurred, it/he may decide to impose a sanction in accordance with the provisions of this Regulation 17.19. When imposing sanctions, all Disciplinary Committees or Judicial Officers dealing with an Ordering Off and/or citing shall apply the World Rugby's sanctions for Foul Play set out in Appendix 1 and do so in accordance with this Regulation 17.19.

Assessment of seriousness of the Foul Play

17.19.2 Disciplinary Committees or Judicial Officers shall undertake an assessment of the seriousness of the Player's conduct that constitutes the offending and categorise that conduct as being at the lower end, mid range or top end of the scale of seriousness in order to identify the appropriate entry point for consideration of a particular incident(s) of Foul Play where such incident(s) is expressly covered in Appendix 1. The assessment of the seriousness of the Player's conduct shall be determined by reference to the following features:

- (a) whether the offending was intentional or deliberate;*
- (b) whether the offending was reckless, that is the Player knew (or should have known) there was a risk of committing an act of Foul Play;*
- (c) the gravity of the Player's actions in relation to the offending;*
- (d) the nature of the actions, the manner in which the offence was committed including part of body used (for example, fist, elbow, knee or boot);*
- (e) the existence of provocation;*
- (f) whether the Player acted in retaliation and the timing of such;*
- (g) whether the Player acted in self-defence (that is whether he used a reasonable degree of force in defending himself);*
- (h) the effect of the Player's actions on the victim (for example, extent of injury, removal of victim Player from the game);*
- (i) the effect of the Player's actions on the Match;*

- (j) *the vulnerability of the victim Player including part of victim's body involved/affected, position of the victim Player, ability to defend himself;*
- (k) *the level of participation in the offending and level of premeditation;*
- (l) *whether the conduct of the offending Player was completed or amounted to an attempt; and*
- (m) *any other feature of the Player's conduct in relation to or connected with the offending.*

Based on the assessment of the offence(s) under consideration against the above features of offending, the Disciplinary Committee or Judicial Officer shall categorise the act of Foul Play as being at the lower end, mid range or top end of the scale of seriousness of offending and identify the applicable entry point as set out in Appendix 1.

17.19.3 *For offences categorised at the top end of the scale of seriousness of offending, the Disciplinary Committee or Judicial Officer shall identify an entry point between the period shown as the top end for the particular offence and the maximum sanction in Appendix 1.¹*

Aggravating Factors

17.19.4 *Having identified the applicable entry point for consideration of a particular incident, the Disciplinary Committees or Judicial Officers shall identify any relevant off-field aggravating factors and determine what additional period of suspension, if any, above the applicable entry point for the offence should apply to the case in question. Aggravating factors include:*

- (a) *the Player's status generally as an offender of the Laws of the Game;²*
- (b) *the need for a deterrent to combat a pattern of offending in the Game; and*
- (c) *any other off-field aggravating factor(s) that the Disciplinary Committee or Judicial Officer considers relevant and appropriate.*

Mitigating Factors

17.19.5 *Thereafter, the Disciplinary Committee or Judicial Officer shall identify any relevant off-field mitigating factors and determine if there are grounds for reducing the period of suspension and subject to Regulations 17.19.6 and 17.19.7 the extent, if at all, by which the period of suspension should be reduced. Mitigating factors include the following:*

- (a) *the presence and timing of an acknowledgement of culpability/wrong-doing by the offending Player;*
- (b) *the Player's disciplinary record and/or good character;*
- (c) *the youth and inexperience of the Player;*
- (d) *the Player's conduct prior to and at the hearing;*

¹ The plus sign against each top end period suspension denotes this entitlement and flexibility.

² The Player's disciplinary record in all competitions and (as appropriate) in other sports during his playing career from the age of 18 shall be considered by a Disciplinary Committee or Judicial Officer. In any case in which the Disciplinary Committee or Judicial Officer establishes that the Player has previously been found by a Judicial Officer and/or Disciplinary Committee to have committed any act of Foul Play and/or Misconduct then the Disciplinary Committee or Judicial Officer in imposing any sanction on the Player may in fixing that sanction take account of such offending as an aggravating factor.

- (e) the Player having demonstrated remorse for his conduct to the victim Player including the timing of such remorse; and
- (f) any other off-field mitigating factor(s) that the Disciplinary Committee or Judicial Officer considers relevant and appropriate.

17.19.6 Subject to Regulations 17.19.7 and 17.19.8, for acts of Foul Play the Disciplinary Committee or Judicial Officer cannot apply a greater reduction than 50% of the relevant entry point suspension. In assessing the percentage reduction applicable for mitigating factors, the Disciplinary Committee or Judicial Officer shall start at 0% reduction and apply the amount, if any, to be allowed as mitigation up to the maximum 50% reduction.

17.19.7 In cases involving offending that has been classified pursuant to Regulation 17.19.2 as lower end offending, where:

- (a) there are off-field mitigating factors; and
- (b) where the Disciplinary Committee or Judicial Officer considers that the sanction would be wholly disproportionate to the level and type of offending involved;

the Disciplinary Committee or Judicial Officer may apply sanctions less than 50% of the lower end entry sanctions specified in Appendix 1 including in appropriate cases no sanction. In exceptional cases where the Disciplinary Committee or Judicial Officer considers it is warranted it/he may (i) expunge the Ordering Off (Red Card) from the Player's disciplinary record, or (ii) in the case of a Temporary Suspension (Yellow Card) issued by the referee, solely in circumstances attributed to mistaken identity, may expunge the Temporary Suspension from the Player's disciplinary record.

17.19.8 In cases of multiple offending, Disciplinary Committees and Judicial Officers may impose sanctions to run either on a concurrent or a consecutive basis provided that the total sanction is in all the circumstances proportionate to the level of the overall offending.

17.19.9 Disciplinary Committees and Judicial Officers shall ordinarily in their written decisions set out the reasoning for their findings, including the finding on culpability, how they have categorised the seriousness of the offence by reference to the features set out in Regulation 17.19.2, how they identified and applied any aggravating and mitigating factors and conclude with the resultant sanction, if any, imposed.

17.19.10 Decisions on sanctions and suspensions imposed on Players under World Rugby Regulation 17 shall:

- (a) be applied universally by Unions, Associations, Rugby Bodies and their constituent bodies such that the Player may not play the Game (or any form thereof) or be involved in any on-field Match day activities anywhere during the period of suspension;
- (b) not allow Players to avoid the full consequences of their actions by, for example, playing in Matches prior to the commencement of their suspension, or playing in Matches during a break in the suspension and/or serving their suspension during a period of inconsequential pre-season and/or so-called friendly Matches;
- (c) apply and be served when the Player is scheduled to play;
- (d) be imposed until a stated date which should be fixed after taking into consideration all playing consequences of such suspension; and
- (e) be effective immediately (subject to 17.19.11(b)).

17.19.11 *When imposing suspensions on Players under Regulation 17 Disciplinary Committees or Judicial Officers shall comply with the requirements set out in Regulation 17.19.10 above. In doing so Disciplinary Committees or Judicial Officers:*

- (a) must not suspend the effect of any sanction imposed;*
- (b) may defer the commencement of a suspension provided that the Player is not scheduled to play (and will not be permitted to play) prior to the commencement of the suspension;*
- (c) shall, in respect of meaningful off-season application of sanctions, set out the reasons why it or he considers those Matches to be meaningful;*
- (d) may, at its/his discretion in assessing the playing consequences of a sanction apply the suspension to scheduled pre-season and/or so-called friendly Matches, provided such scheduled pre-season and/or so-called friendly Matches have, in the opinion of the Disciplinary Committee or Judicial Officer concerned, a meaningful playing consequence for the Player. In making their assessment Disciplinary Committees and Judicial Officers may, in their discretion, take account of such factors as they consider relevant including, for example, the proximity of the Match to the commencement of the season, the identity and stature of the opponents, likely quality of teams to be selected, and the general Match profile;*
- (e) must, if a Player's suspension has not terminated by the end of the current playing season, continue the suspension until a stated date in the next playing season, unless the Player has been selected for a closed season tour, or he has made plans to play during the close of season in another Union. In this event (and subject to the Disciplinary Committee or Judicial Officer receiving satisfactory verification of such tour or playing arrangements), the period of the tour or the fact that he intends to play in another Union shall be taken into account in determining when the suspension shall come to an end; and*
- (f) may divide the suspension into two separate periods in order to exclude the whole or part of the closed season provided that the Player is not permitted to play during such closed season.*

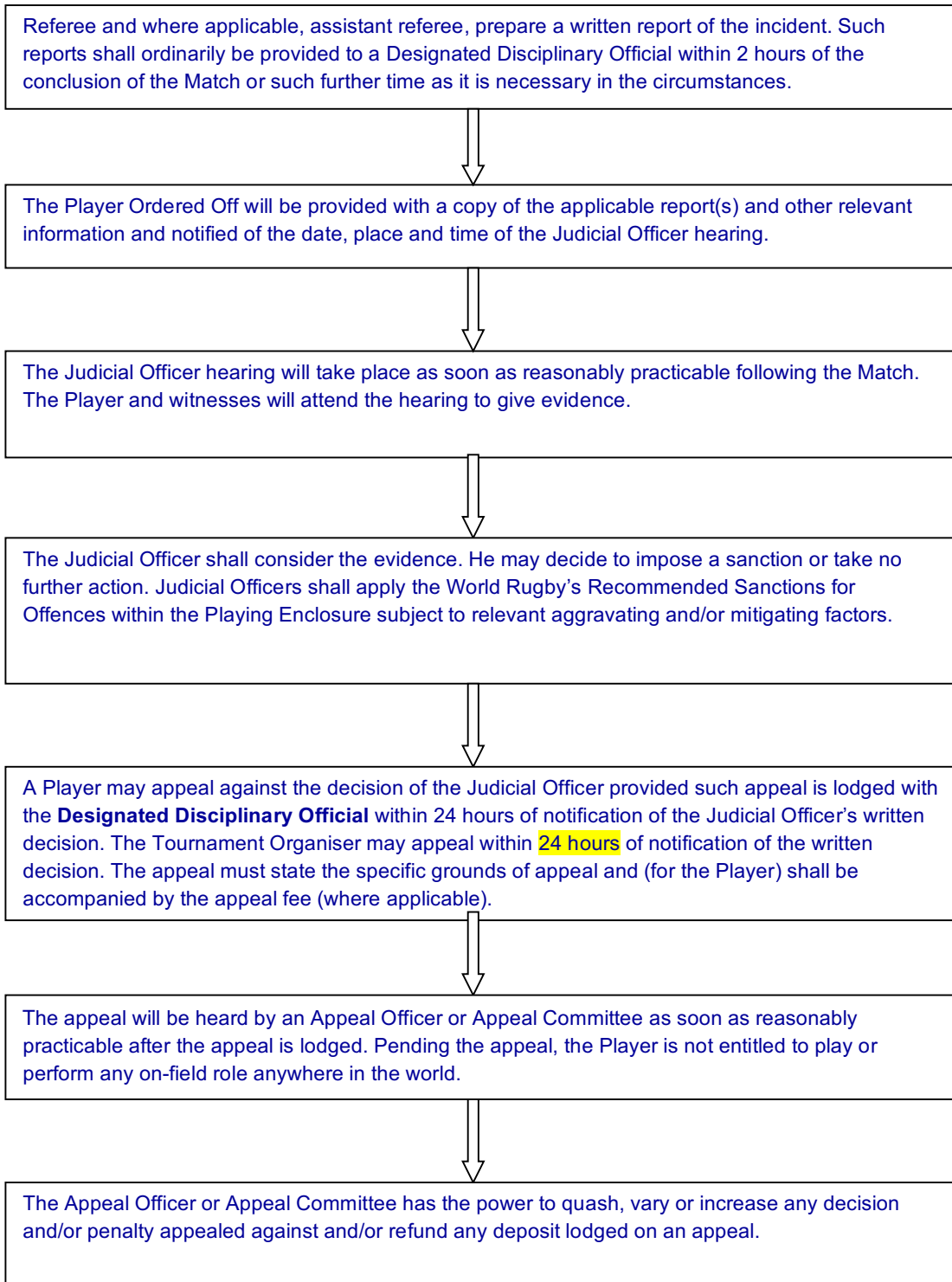
17.19.12 *In respect of offences not referred to in the World Rugby Sanctions in Appendix 1, appropriate sanctions may be imposed at the discretion of the relevant Judicial Officer, Disciplinary Committee, Appeal Officer and/or Appeal Committee.*

17.19.13 *Notwithstanding the World Rugby Sanctions in Appendix 1 and/or the provisions of this Regulation 17.19 in cases where the Player's actions constitute mid range or top end offending for any type of offence which had the potential to result and, in fact, did result in serious/gross consequences to the health of the victim, the Judicial Officer and/or Disciplinary Committee may impose any period of suspension including a suspension for life.*

Forms

The forms which may be used for the purposes of these Tournament Disciplinary Regulations are set out in the Appendices.

Summary of Process when a Player is Ordered Off



Summary of Process when a Player is Cited

Citing Commissioners may cite a Player for Foul Play, which in the opinion of the Citing Commissioner warranted the Player concerned being Ordered Off, notwithstanding that the act of Foul Play may have been detected by the referee and/or assistant referee.



Citing Complaints must be made by the Citing Commissioner to a Designated Disciplinary Official within one hour of the completion of the Match in which the Foul Play is alleged to have occurred.



Participating Unions are not entitled to cite Players (unless Regulation 17.8.3, 17.8.6 and 17.11 apply) but they may refer acts of Foul Play to the Citing Commissioner for consideration, provided such reference is made within 12 hours of the conclusion of the Match. The Citing Commissioner decides whether or not to pursue a citing complaint and his decision is final.



If a citing complaint is initiated by a Citing Commissioner a copy of the complaint and other relevant information is sent to the Player and the matter will be referred to a Judicial Officer.



A Judicial Officer will hear the citing complaint as soon as reasonably practicable and will consider evidence from the Player and other relevant witnesses.



The Judicial Officer shall consider the evidence and determine whether the act(s) of Foul Play have been committed. He may decide to impose a sanction or take no further action. Judicial Officers shall apply the IRB's Recommended Sanctions for Offences within the Playing Enclosure subject to relevant aggravating and/or mitigating factors.



A Player may appeal against the decision of the Judicial Officer provided such appeal is lodged with **the Designated Disciplinary Official** within 24 hours of notification of the Judicial Officer's written decision. The Tournament Organiser may appeal within **24 hours** of notification of the written decision. The appeal must state the specific grounds of appeal and (for the Player) shall be accompanied by the appeal fee (where applicable).



The appeal will be heard by an Appeal Officer or Appeal Committee as soon as reasonably practicable after the appeal is lodged. Pending the appeal the Player is not entitled to play or perform any on-field role anywhere in the world.



The Appeal Officer or Appeal Committee has the power to quash, vary or increase any decision and/or penalty appealed against and/or refund any deposit lodged on an appeal.

Recommended Sanctions for Offences within the Playing Enclosure

WORLD RUGBY SANCTIONS FOR FOUL PLAY (REGULATION 17) ADJUSTED FOR UNDERAGE RUGBY

9.11. Players must not do anything that is reckless or dangerous to others.

Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 4 weeks	Top-end: 8+ weeks	Max: 52 weeks
Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 3+ matches	
U16 to U18 Sanction	Low-end: 2 matches	Mid-range: 3 matches	Top-end: 5+ matches	

9.12. A player must not physically abuse anyone. Physical abuse includes, but is not limited to:

Biting	Adult Sanction (incl. U20s)	Low-end: 12 weeks	Mid-range: 18 weeks	Top-end: 24+ weeks	Max: 208 weeks	
	Up to U15s Sanction	Low-end: 3 matches	Mid-range: 6 matches	Top-end: 12 + matches		
	U16 to U18 Sanction	Low-end: 6 matches	Mid-range: 12 matches	Top-end: 18+ matches		
Punching	Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 4 weeks	Top-end: 8+ weeks	Max: 52 weeks	A punch to the head shall result in at least a mid-range entry point sanction
	Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 3+ matches		
	U16 to U18 Sanction	Low-end: 2 matches	Mid-range: 3 matches	Top-end: 5+ matches		
Contact with Eye(s)³	Adult Sanction (incl. U20s)	Low-end: 12 weeks	Mid-range: 18 weeks	Top-end: 24+ weeks	Max: 208 weeks	
	Up to U15s Sanction	Low-end: 3 matches	Mid-range: 6 matches	Top-end: 12+ matches		
	U16 to U18 Sanction	Low-end: 6 matches	Mid-range: 12 matches	Top-end: 18+ matches		

^{3 & 9} The "eye" involves all tissues including the eye lids within and covering the orbital cavity and the "eye area" is anywhere in close proximity to the eye.

Contact with Eye Area⁴	Adult Sanction (incl. U20s)	Low-end: 4 weeks	Mid-range: 8 weeks	Top-end: 12+ weeks	Max: 52 weeks	
	Up to U15s Sanction	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches		
	U16 to U18 Sanction	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches		
Striking with hand or arm (including stiff-arm tackle)	Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 4 weeks	Top-end: 8+ weeks	Max: 52 weeks	A strike to the head shall result in at least a mid-range entry point sanction
	Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 3+ matches		
	U16 to U18 Sanction	Low-end: 2 matches	Mid-range: 3 matches	Top-end: 5+ matches		
Striking with the elbow	Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks	A strike to the head shall result in at least a mid-range entry point sanction
	Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches		
	U16 to U18 Sanction	Low-end: 2 matches	Mid-range: 5 matches	Top-end: 8+ matches		
Striking with shoulder	Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks	A strike to the head shall result in at least a mid-range entry point sanction
	Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches		
	U16 to U18 Sanction	Low-end: 2 matches	Mid-range: 5 matches	Top-end: 8+ matches		
Striking with head	Adult Sanction (incl. U20s)	Low-end: 4 weeks	Mid-range: 10 weeks	Top-end: 16+ weeks	Max: 104 weeks	
	Up to U15s Sanction	Low-end: 2 matches	Mid-range: 4 matches:	Top-end: 6+ matches		
	U16 to U18 Sanction	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches		
Striking with knee	Adult Sanction (incl. U20s)	Low-end: 4 weeks	Mid-range: 8 weeks	Top-end: 12+ weeks	Max: 52 weeks	A strike to the head shall result in at least a mid-range entry point sanction
	Up to U15s Sanction	Low-end: 2 matches	Mid-range: 3 matches	Top-end: 5+ matches		
	U16 to U18 Sanction	Low-end: 3 matches	Mid-range: 4 matches	Top-end: 8+ matches		

Stamping or Trampling	Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 12+ weeks	Max: 52 weeks	Stamping/trampling on the head shall result in a top-end entry point sanction
	Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 5+ matches		
	U16 to U18 Sanction	Low-end: 2 matches	Mid-range: 5 matches	Top-end: 10+ matches		
Tripping	Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 4 weeks	Top-end: 8+ weeks	Max: 52 weeks	
	Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 3+ matches		
	U16 to U18 Sanction	Low-end: 2 matches	Mid-range: 3 matches	Top-end: 5+ matches		
Kicking	Adult Sanction (incl. U20s)	Low-end: 4 weeks	Mid-range: 8 weeks	Top-end: 12+ weeks	Max: 52 weeks	Kicking the head shall result in a top-end entry point sanction
	Up to U15s Sanction	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches		
	U16 to U18 Sanction	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches		

9.12. A player must not verbally abuse anyone. Verbal abuse includes, but is not limited to, abuse based on: religion, colour, national or ethnic origin, sexual orientation.

Adult Sanction (incl. U20s)	Low-end: 6 weeks	Mid-range: 12 weeks	Top-end: 18+ weeks	Max: 52 weeks
Up to U15s Sanction	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches	
U16 to U18 Sanction	Low-end: 4 matches	Mid-range: 8 matches	Top-end: 12+ matches	

9.13. A player must not tackle an opponent early, late or dangerously. Dangerous tackling includes, but is not limited to, tackling or attempting to tackle an opponent above the line of the shoulders even if the tackle starts below the line of the shoulders.

Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks	A dangerous tackle which results in a strike to the head shall result in at least a mid-range entry point sanction
Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches		
U16 to U18 Sanction	Low-end: 2 matches	Mid-range: 5 matches	Top-end: 8+ matches		

9.14. A player must not tackle an opponent who is not in possession of the ball.

Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks
Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches	
U16 to U18 Sanction	Low-end: 2 matches	Mid-range: 5 matches	Top-end: 8+ matches	

9.15. Except in a scrum, ruck or maul, a player who is not in possession of the ball must not hold, push, charge or obstruct an opponent not in possession of the ball.

Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 4 weeks	Top-end: 6+ weeks	Max: 52 weeks
Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 3+ matches	
U16 to U18 Sanction	Low-end: 2 matches	Mid-range: 3 matches	Top-end: 5+ matches	

9.16. A player must not charge or knock down an opponent carrying the ball without attempting to grasp that player.

Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks
Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches	
U16 to U18 Sanction	Low-end: 2 matches	Mid-range: 5 matches	Top-end: 8+ matches	

9.17. A player must not tackle, charge, pull, push or grasp an opponent whose feet are off the ground.

Adult Sanction (incl. U20s)	Low-end: 4 weeks	Mid-range: 8 weeks	Top-end: 12+ weeks	Max: 52 weeks
Up to U15s Sanction	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches	
U16 to U18 Sanction	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches	

9.18. A player must not lift an opponent off the ground and drop or drive that player so that their head and/or upper body make contact with the ground.

Adult Sanction (incl. U20s)	Low-end: 6 weeks	Mid-range: 10 weeks	Top-end: 14+ weeks	Max: 52 weeks
Up to U15s Sanction	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches	
U16 to U18 Sanction	Low-end: 5 matches	Mid-range: 8 matches	Top-end: 14+ matches	

9.19. Dangerous play in a scrum.

- i. The front row of a scrum must not form at a distance from its opponents and rush against them.
- ii. A front-row player must not pull an opponent.

- iii. A front-row player must not intentionally lift an opponent off their feet or force the opponent upwards out of the scrum.
- iv. A front-row player must not intentionally collapse a scrum.

Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 4 weeks	Top-end: 8+ weeks	Max: 52 weeks
Up to U15s Sanction	Low-end: warning ⁵	Mid-range: 1 match	Top-end: 2+ matches	
U16 to U18 Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 3+ matches	

9.20. Dangerous play in a ruck or maul.

- i. A player must not charge into a ruck or maul. Charging includes any contact made without binding onto another player in the ruck or maul.
- ii. A player must not make contact with an opponent above the line of the shoulders.
- iii. A player must not intentionally collapse a ruck or a maul

Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 4 weeks	Top-end: 8+ weeks	Max: 52 weeks
Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 3+ matches	
U16 to U18 Sanction	Low-end: 2 matches	Mid-range: 3 matches	Top-end: 5+ matches	

9.25. A player must not intentionally charge or obstruct an opponent who has just kicked the ball.

Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks
Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches	
U16 to U18 Sanction	Low-end: 2 matches	Mid-range: 5 matches	Top-end: 8+ matches	

9.26. A player must not do anything that is against the spirit of good sportsmanship including but not limited to:

Hair pulling or grabbing	Adult Sanction (incl. U20s)	Low-end: 2 weeks	Mid-range: 4 weeks	Top-end: 6+ weeks	Max: 52 weeks
	Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 3+ matches	
	U16 to U18 Sanction	Low-end: 2 matches	Mid-range: 3 matches	Top-end: 5+ matches	
Spitting at anyone	Adult Sanction (incl. U20s)	Low-end: 4 weeks	Mid-range: 8 weeks	Top-end: 12+ weeks	Max:52 weeks
	Up to U15s Sanction	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches	
	U16 to U18 Sanction	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches	
Grabbing, twisting or squeezing the genitals (and/or breasts in the case of female players)	Adult Sanction (incl. U20s)	Low-end: 12 weeks	Mid-range: 18 weeks	Top-end: 24+ weeks	Max:208 weeks

⁵ A Warning shall form part of the Players disciplinary record while at Underage level but not extend into their senior disciplinary record.

	Up to U15s Sanction	Low-end: 3 matches	Mid-range: 6 matches	Top-end: 12+ matches	
	U16 to U18 Sanction	Low-end: 6 matches	Mid-range: 12 matches	Top-end: 18+ matches	
Other	Adult Sanction (incl. U20s)	Low-end: 4 weeks	Mid-range: 8 weeks	Top-end: 12+ weeks	Max: 52 weeks
	Up to U15s Sanction	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches	
	U16 to U18 Sanction	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches	

9.27. A player must not physically abuse Match Officials.

Adult Sanction (incl. U20s)	Low-end: 24 weeks	Mid-range: 48 weeks	Top-end: 96+ weeks	Max: Life
Up to U15s Sanction	Low-end: 6 matches	Mid-range: 12 matches	Top-end: 24+ matches	
U16 to U18 Sanction	Low-end: 12 matches	Mid-range: 24 matches	Top-end: 48+ matches	

9.27. A player must not use threatening actions or words towards Match Officials

Adult Sanction (incl. U20s)	Low-end: 12 weeks	Mid-range: 24 weeks	Top-end: 48+ weeks	Max: 260 weeks
Up to U15s Sanction	Low-end: 3 matches	Mid-range: 6 matches	Top-end: 12+ matches	
U16 to U18 Sanction	Low-end: 6 matches	Mid-range: 12 matches	Top-end: 24+ matches	

9.27. A player must not make incidental physical contact with Match Officials.

Adult Sanction (incl. U20s)	Low-end: 6 weeks	Mid-range: 12 weeks	Top-end: 18+ weeks	Max: 52 weeks
Up to U15s Sanction	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches	
U16 to U18 Sanction	Low-end: 3 matches	Mid-range: 6 matches	Top-end: 9+ matches	

In respect of offences not referred to above, appropriate sanctions may be imposed at the discretion of the relevant Judicial Officer, Appeal Officer and/or Appeal Committee (as the case may be).

Notwithstanding the sanctions above and/or the provisions of Regulation 17.19, in cases where the Player's actions constitute mid range or top end offending for any type of offence which had the potential to result and, in fact, did result in serious/gross consequences to the health of the victim, the Judicial Officers may impose any period of suspension including a suspension for life.

In the event that World Rugby Council amends these Recommended Sanctions or there is any discrepancy between this table and the IRB Recommended Sanctions, the World Rugby Recommended Sanctions as approved by World Rugby Council shall apply.

For Sevens competitions, the recommended guideline is that a week suspension in the 15 a side game will equate to a one match suspension in the 7 a side game



2018 Rugby Europe U18 Sevens Championship

Match Official Performance Feedback

Referee /Arbitre : _____

Union/Fédération : _____

Commissioner : _____

Date/Match : _____

General comments/commentaires généraux

Fitness/condition physique :

Control/contrôle :

Communication (signal and voice)/communication (gestuelle et verbale) :

Relation/relationnel:

Assistant referees/assistants arbitres:

Summary: strengths/areas for development / Résumé: point forts/points à améliorer

Proposed pathway/évolution proposée



2018 Rugby Europe Under 18 Sevens Championship

Referee Report on Temporary Suspension

Union :

Full Name of Player :

Ground:

Date of the ordering off:

Playing position of player:

Number/letter:

Match & result: (pts) / (pts)

Nature of offence / Infringement of: (Put a line through the appropriate reference)

Law 3 – 11 (c)

Law 4 – 7 (c)

Law 6 – 6

Law 10 – 2

Law 10 – 3 (a) (c)

Law 10 – 4 (a) (b) (c) (d) (e) (f) (g) (h) (i) (j) (k) (l)(m)

Period of game when incident occurred:

1st half

2nd half

Extra time

Elapsed Time in Period:

Proximity of referee to incident: meters

Score at that time: pts / pts

Had any cautions been issued to: a) individual b) General

Please give detailed report below: PLEASE WRITE CLEARLY

Referee's Name :

Union:

Report:
.....
.....
.....
.....

THIS COMPLETED REPORT MUST BE GIVEN TO THE TOURNAMENT DIRECTOR AFTER THE END OF THE MATCH



2018 Rugby Europe Under 18 Sevens Championship

Assistant Referee Report on Temporary Suspension

Union :

Full Name of Player :

Ground:

Date of the ordering off:

Playing position of player:

Number/letter:

Match & result:

(pts) /

(pts)

Nature of offence / Infringement of:

(Put a line through the appropriate reference)

Law 3 – 11 (c)

Law 4 – 7 (c)

Law 6 – 6

Law 10 – 2

Law 10 – 3 (a) (c)

Law 10 – 4 (a) (b) (c) (d) (e) (f) (g) (h) (i) (j) (k) (l)(m)

Period of game when incident occurred:

1st half

2nd half

Extra time

Elapsed Time in Period:

Proximity of referee to incident: *meters*

Score at that time: pts / pts

Had any cautions been issued to: a) individual

b) General

Please give detailed report below: PLEASE WRITE CLEARLY

Assistant Referee's Name :

Union:

Report:
.....
.....
.....
.....

THIS COMPLETED REPORT MUST BE GIVEN TO THE TOURNAMENT DIRECTOR AFTER THE END OF THE MATCH



2018 Rugby Europe U18 Sevens Championship

Referee Report on Ordering Off

Union :

Full Name of Player :

Ground:

Date of the ordering off:

Playing position of player:

Number/letter:

Match & result: (pts) / (pts)

Nature of offence / Infringement of: (Put a line through the appropriate reference)

Law 3 – 11 (c)

Law 4 – 7 (c)

Law 6 – 6

Law 10 – 2

Law 10 – 3 (a) (c)

Law 10 – 4 (a) (b) (c) (d) (e) (f) (g) (h) (i) (j) (k) (l)(m)

Period of game when incident occurred:

1st half

2nd half

Extra time

Elapsed Time in Period:

Proximity of referee to incident: meters

Score at that time: pts / pts

Had any cautions been issued to: a) individual b) General

Please give detailed report below: PLEASE WRITE CLEARLY

Referee's Name :

Union:

Report:
.....
.....
.....
.....

THIS COMPLETED REPORT MUST BE GIVEN TO THE TOURNAMENT DIRECTOR AFTER THE END OF THE MATCH



2018 Rugby Europe Under 18 Sevens Championship Assistant Referee Report on Ordering Off

Union :

Full Name of Player :

Ground:

Date of the ordering off:

Playing position of player:

Number/letter:

Match & result: (pts) /

(pts)

Nature of offence / Infringement of:

(Put a line through the appropriate reference)

Law 3 – 11 (c)

Law 4 – 7 (c)

Law 6 – 6

Law 10 – 2

Law 10 – 3 (a) (c)

Law 10 – 4 (a) (b) (c) (d) (e) (f) (g) (h) (i) (j) (k) (l)(m)

Period of game when incident occurred:

1st half

2nd half

Extra time

Elapsed Time in Period:

Proximity of referee to incident: meters

Score at that time: pts / pts

Had any cautions been issued to: a) individual

b) General

Please give detailed report below: PLEASE WRITE CLEARLY

Assistant Referee's Name :

Union:

Report:
.....
.....
.....
.....

THIS COMPLETED REPORT MUST BE GIVEN TO THE TOURNAMENT DIRECTOR AFTER THE END OF THE MATCH



2018 Rugby Europe Under 18 Sevens Championship

Hearing Report

AIRMAN**HEARING**

Name:

Place:

Last name:

Date:

Position:

Time:

MATCH / COMPETITION

Date:

Place:

Weather conditions:

Time:

Pitch conditions:

REFEREE**ASSISTANT REFEREE 1****ASSISTANT REFEREE 2**

Name:

Name:

Name:

First name:

First name:

First name:

...

...

...

PLAYER

Name:

First name:

Union:

FOUL AS DESCRIBED IN THE REFEREE REPORT:**MATCH COMMISSIONER'S DECISION:**

Place :

Date :

Name :

Signature :

Appeal: In accordance with the competition disciplinary regulations, the player is entitled to appeal against the Commissioner's decision.

Please complete a detailed report



CITING COMPLAINT FORM
2018 Rugby Europe
Under 18 Sevens Championship

Full Name _____ of
Player: _____

Player's Club: _____

Venue: _____ Date of Match: _____

Playing Position of Player: _____ Number: _____

Match result: _____ (pts) v _____ (pts)

Nature of offence: *(please list applicable Law Number(s) and short description of the Law)*

PERIOD of game when incident occurred: 1st Half () 2nd Half ()

Ground & Weather Conditions:

Elapsed Time in Half:

Proximity of Officials to incident: _____ (Metres)

Score at that time: _____ pts _____ pts

Brief report of discussion with match officials

CITING COMMISSIONER'S NAME:

UNION:

Please give detailed report below: **PLEASE WRITE CLEARLY**

World Rugby Code of Conduct

1. All Participating Unions, Players, other Team Members and other persons in attendance at the Tournament in an official capacity with the Union:
 - 1.1 must ensure that the Game is played and conducted in accordance with disciplined and sporting behaviour and acknowledge that it is not sufficient to rely solely upon the Match Officials to maintain those principles;
 - 1.2 shall co-operate in ensuring that the spirit of the Laws of the Game are upheld and refrain from selecting players guilty of foul play;
 - 1.3 shall not repeatedly breach the Laws of the Game;
 - 1.4 shall accept and observe the authority and decisions of referees, touch judges, Match Officials and all other rugby disciplinary bodies, subject to World Rugby Regulation 17;
 - 1.5 shall not publish or cause to be published criticism of the manner in which a referee or touch judge handled a Match;
 - 1.6 shall not publish or cause to be published criticism of the manner in which Council or any other rugby disciplinary body handled or resolved any dispute or disciplinary matter resulting from a breach of the Bye-Laws, Regulations or Laws of the Game;
 - 1.7 shall not engage in any conduct or any activity on or off the field that may impair public confidence in the honest and orderly conduct of a Match, tour, tournament or Series of Matches (including, but not limited to, the supply of information in relation to the Game, directly or indirectly, to bookmakers or to persons who may use such information to their advantage) or in the integrity and good character of any Person;
 - 1.8 shall not commit a breach of World Rugby Regulation 6 (Wagering);
 - 1.9 shall promote the reputation of the Game and take all possible steps to prevent it from being brought into disrepute;
 - 1.10 shall not commit an anti-doping rule violation as defined in World Rugby Regulation 21;
 - 1.11 shall not abuse, threaten or intimidate a referee, touch judge or other Match Official, whether on or off the field of play;
 - 1.12 shall not use crude or abusive language or gestures towards referees, touch judges or other Match Officials or spectators;
 - 1.13 shall not do anything which is likely to intimidate, offend, insult, humiliate or discriminate against any other Person on the ground of their religion, race, sex, sexual orientation, colour or national or ethnic origin;
 - 1.14 shall not do anything which adversely affects the Game of Rugby Football, the Board, any member Union or Association or any commercial partner of the Game.

- 2 Each Union and Association is under an obligation to comply with and to ensure that each of its members comply with this Code of Conduct and adopt procedures to monitor compliance with and impose sanctions for breaches of the Code of Conduct by Persons under its jurisdiction

10. Disputes Committee

10.1 Tournament Director

The Tournament Director shall deal with minor complaints and disputes relating to the day-to-day administration and management of the Tournament but shall refer all complaints and disputes which are not, in the opinion of the Tournament Director, of such a nature to the Disputes Committee in accordance with clause below.

10.2 Constitution of Disputes Committees and notification of complaints

Subject to clause above, the Rugby Europe shall appoint a Disputes Committee to deal with those disputes relating to the Tournament. The Disputes Committee shall ordinarily comprise two representatives appointed by the Rugby Europe (one of whom shall also act as Chairman) and one representative of the Tournament. The Tournament shall provide and/or arrange such facilities as are necessary for the Disputes Committee such as typing, meeting room, and interpreter.

Subject to the provisions of this Manual and the provisions of the Disciplinary and Anti-Doping Regulations, the Disputes Committee shall conduct all of its activities in accordance with World Rugby Byelaws, Regulations Relating to the Game and/or the Laws of the Game, Rugby Europe Byelaws and Regulations as may be appropriate.

Formal notice of any complaint and/or dispute and all relevant documentation and materials relating thereto should be lodged with the Tournament Director with a copy to the Participating Union, within 2 hours after the complainant becomes aware of the incident/issue giving rise to the dispute.

Subject to clause above, the Tournament Director shall pass copies of all such documentation and materials to the Chairman of the Disputes Committee.

10.3 Powers of Disputes Committee

In relation to disputes handled by the Disputes Committee, the Disputes Committee shall have power to determine all issues of any nature arising in connection with the conduct of the Tournament including but not limited to disputes, disagreements or the interpretation or performance of the rules of the Tournament and matters covered in the Tournament Manual between and among Participating Unions, the Host Union, Rugby Europe Members of the Teams, Referees, the Tournament Director and all other persons, institutions and companies involved in the Tournament.

10.4 Procedures

The Disputes Committee shall have full discretion as to its procedures and as to what evidence it may require. The Disputes Committee will not be bound by judicial rules governing the procedure or the admissibility of evidence provided that the proceedings are conducted in a fair manner with a reasonable opportunity for each party to present its case.

10.5 Sanctions

The following sanctions shall be available to the Disputes Committee:

- a) To expel a Participating Union and its Team from the remainder of the Tournament; and/or
- b) To expel any Member of a Team from the remainder of the Tournament; and/or
- c) To suspend or otherwise discipline a Participating Union and/or its Team and/or any Member of a Team; and/or
- d) To require the payment or repayment of any sum by a Participating Union and/or Team and/or any Member of a Team and to impose fines on the same; and/or
- e) To cancel and/or vary the result of a Match and/or the points awarded in relation thereto; and/or
- f) To caution, reprimand and warn as to future conduct any Participating Union and/or Team and/or any Member of any Team; and/or

g) To impose such other punishment, penalty, restriction or other terms as it considers appropriate sanction.

10.6 Miscellaneous

The Disputes Committee may also carry out the following functions:

- a) Act as an Appeal Committee for decisions made pursuant to the provisions of the Disciplinary Manual and the Anti-Doping Manual; and/or
- b) Exercise such other powers necessary or incidental; and/or
- c) Hear and decide such other matters as Rugby Europe may from time to time refer to the Disputes Committee for adjudication.

The decision of the Disputes Committee shall be final and binding immediately upon notification to the parties.

11. Media Rules

In order to promote the competition to achieve favourable coverage in Local and National, any Team Member, with the approval of his Team Manager of Participating Union, may communicate with media and provide television, radio or newspaper interviews, provided always that his comments do not bring the game of Rugby, Rugby Europe or the competition into disrepute.

In order to ensure consistent media management and a balanced Team approach, any request from media for interview, filming or conference on non-Match days, must be referred to Rugby Europe Communications Department and / or the Tournament Director in advance for approval.

Unions are responsible for reminding their Players and Management of the World Rugby Code of Conduct and all applicable rules regarding any comments made on Social Media (eg. Facebook, Twitter, Instagram)

11.1 Communication Department

The Communication Department is responsible for all media and communications related activities (internal and external), including media operations and services, media management and relations, issues management, public relations and editorial Services.

The Communication Department could be reached by e-mail to communication@rugbyeurope.eu

During competition time, the Communications Department can be reached directly above or via the Tournament Director.

11.2 Mixed Zone or Press Conference Room

Each Competition venue may have a mixed zone between the pitch and the dressing rooms where accredited press can interview the players and staff after a game. Each mixed zone should be easily accessible from the dressing rooms, the media working areas and the media tribune.

Players and coaches shall be available in the mixed zone area.

If it's not possible to find place for mixed zone, the Press Conference room could be used.

11.3 Pre Game Press Conference

The Captains and the coaches of both teams will make themselves available. Another player or staff member could be invited according with his past or his availability to speak the host union language.

11.4 Post-Match Interviews

The Captain, Coach or any significant Player identified by the Communication Department or Commissioner may be required to attend a television interview immediately after the final whistle of each Match. This interview is usually conducted on the pitch or in the tunnel.

The above Team personnel may also be required to attend a post-Match interview, five to ten minutes after the final whistle.

Any interviews given by any Team Members within a Match Venue or the Training Venue shall be given only to a duly accredited media representative or broadcaster.

11.5 Filming of Matches

The Tournament matches will be broadcasted and lived streamed on Rugby Europe TV platform – www.rugbyeurope.eu . Certain Geographical broadcasting rights may be retained by the broadcaster. Rugby Europe will provide details of broadcast arrangements one week before the beginning of the Tournament.

If unions are interested in broadcasting through a specific agreement with domestic broadcasters, please contact Rugby Europe Communication Department – communication@rugbyeurope.eu

Teams wishing to film their matches and those involving other teams must seek permission from the Tournament Director in advance of said match. The Tournament Director will advise Team Analysts of an appropriate place from which to film.

Positional Priority will be given to the analysts from the teams participating in the match.

In some tournaments, Teams could receive a copy of their match in DVD or USB Key after their match.

When a game or competition is broadcast (TV or Internet), Unions and RUGBY EUROPE could receive 1 DVD recording from the Host Union, provided to the Match Commissioner after the game is complete or could watch all games / tournament on <http://www.rugbyeurope.tv>

12. Commercial Rules

12.1 Respect of the Rugby Europe Commercial Rights

Rugby Europe encourages the Host Union to find partners and sponsors. This part of the Manual is to give guidelines to Unions in order to respect the Commercial Rights of Rugby Europe

For information, don't hesitate to contact Rugby Europe at communication@rugbyeurope.eu

12.2 Competition Marks

Teams are required to display the Rugby Europe or the Competition's logo on the upper right sleeve of their playing jerseys (home and alternative).

The logo of Rugby Europe and of the competition is the ownership of Rugby Europe.

Participating Teams are allowed to use it for the promotion of the competition.

12.3 Commercial Rights

Rugby Europe is the exclusive, absolute legal and beneficial owner of the Commercial Rights of the Tournaments. Rugby Europe is exclusively entitled to exploit, retain and distribute all revenues derived from the exploitation of such Commercial Rights.

As defined of the Host Union Agreement, some rights may be beneficially returned to the Host Union.

The commercial rules cover all forms of media, including but not limited to print, advertising media, broadcast media, mobile telephony communications, wireless data services, and any and all internet media.

The commercial rules apply equally to Participating Unions, Teams and Team members.

Each Participating Team is permitted to display its sponsors on their Kit only (Playing and Training Kit). Each Participating Team undertakes to respect Rugby Europe commercial rules during the competitions.

Rugby Europe encourages the Host Union to find partners and sponsors. This part of the Manual is to give guidelines to Unions in order to respect the Commercial Rights of Rugby Europe

Exploitation of commercial rights in and to the competition:

- Media Rights (TV and streaming):
 - o The host union has the sole right to sell and retain revenue from domestic broadcast rights of tournaments.
 - o Rugby Europe has the non-exclusive right to sell and retain revenue from

domestic streaming rights

- Rugby Europe has the sole right to sell and retain revenue from overseas broadcast and streaming rights outside the Host Union

- Sponsorship Rights:

- Rugby Europe has the priority right to exploit commercial rights, sell and retain revenue from sponsorship rights, any such partners appointed by Rugby Europe may have the exclusive right to exploit certain commercial rights in and to the competition and matches. Advertising on players' kit is exempt from this exclusivity.
- Host union has the right to sell and retain revenue from certain sponsorship rights, in accordance with Rugby Europe marketing policy. All projects must be submitted to Rugby Europe for approval.

Up to date, Rugby Europe's sponsors for the tournament are:

- Société Générale – Bank company – Official partner
- RHINO – Match ball provider – Official supplier
- European Flair – Textile Partner

Commercial partners are permitted to undertake activation activities and promotion in and around the tournament – Such activities must be submitted to Rugby Europe for approval and integration in operation details.

The Host union shall provide the detailed activations to Rugby Europe for approval for each of its sponsors requested in terms of visibility, tickets, hospitality and activations.

The Host union shall ensure that it has the appropriate staff in place at all the times of the tournament to regulate the Commercial Rules. Any attempt to instigate ambush marketing should be dealt with immediately by the Host union and should be notified to Rugby Europe as soon as possible.

For information, don't hesitate to contact Rugby Europe at marketing@rugbyeurope.eu

13. Financial Sanctions

13.1 Vicarious Liability

Participating Unions bear full responsibility for the actions of their Team Members.

13.2 Financial Sanctions

Without in any way limiting the discretion of the Disputes Committee and/or the Tournament Director to take such action and impose such sanction(s) as it considers appropriate pursuant to Section 12.3.5, if a Participating Union and/or any of its Team Members commits any of the following breaches of these Terms of Participation, then the Disputes Committee may, in addition to any other sanction that it considers appropriate, impose a financial sanction of between **100 €** and **5 000 €** on the Participating Union in respect of each breach:

13.2.1 General

- a) Withdraw to the Tournament
- b) Non attendance to the Team Manager Meeting
- c) Missed deadlines for Squad Announcement;

13.2.2 Training Venue and Training Sessions

- a) Training at a non-official Training Venue without prior approval;
- b) Damage to equipment / facilities;

13.2.3 Match Venues

- a) Use of non-compliant clothing and equipment in Match Venues (sanction applied per item);
- a) Damage to equipment / facilities;
- b) Non-compliance with Match Day Run Sheet;
- c) Jersey colour conflict non solvable

13.2.4 Media

- a) Non-attendance of specified Team Members at post-Match interviews and press conference (sanction applied per Team Member);
- b) Missed deadline of announcement of Match Teams; and/or
- c) Changes to confirmed Match Teams (without valid reason);

13.2.5 Commercial / hospitality

- a) Non-appearance at official Tournament functions, without valid reason (sanction applied per Team Member);
- b) Replacement of specified Team Members at official Tournament functions without prior approval (sanction applied per Team Member);
- c) Promotion of non-compliant commercial marks;

- d) Non-compliant use of Player images; and/or
- e) Unapproved use of Marks by Participating Union and/or its commercial partner(s);

13.2.6 Accommodation

Damage to equipment / facilities;

Misconduct during final days

13.2.7 Accreditation

- a) Use of Team Member accreditation by non-accredited individuals;
- b) Access into areas outside access entitlements; and/or
- c) Non-wearing of accreditation in restricted access areas;

13.2.8 Ticketing

Use of ticket in non-compliance with the ticketing terms and conditions.

13.2.9 Team and Manager behaviour during game

- a) Technical zone
- b) Non respect of Tournament officials, referees
- c) Any others acts which are contrary to good sportsmanship

13.3 Payment

Any financial sanctions shall become payable immediately by the Participating Union concerned. In cases of non-payment, the fines and financial penalties may be enforced through the withholding of any monies otherwise owed by the Rugby Europe to the Participating Union.

Table for Financial Sanctions

Maximun fee claim

Reimbursement of damages must be added to the fees in case of material broken			
Reference	Category	Description	Fees
13.2.1	General	Missed deadlines for squad announcement	500,00 €
		Non attendance to the team Manager meeting	500,00 €
13.2.2	Training Venue and sessions	Training at non-official Training Venue without prior approval	100,00 €
		Damage to equipment / facilities	100,00 €
13.2.3	Match venues	Use of non-compliant clothing and equipment in match venues (per item)	100,00 €
		Damage to equipment / facilities	100,00 €
		Non-compliance with Match Day run sheet	100,00 €
		Jersey color conflict non solvable prior to the game	1 000,00 €
13.2.4	Media	Non-attendance of specific team members at post-match interview and press conference (per team member)	100,00 €
		Missed deadline of announcement of match teams	500,00 €
		Changes to confirmed Match teams (without valid reason)	100,00 €
13.2.5	Commercial / Hospitality	Non-appearance at official tournament functions, without valid reason (per team member)	500,00 €
		Replacement of specified team member at official tournament functions without prior approval (per team member)	500,00 €
		Promotion of non-compliant commercial marks	500,00 €
		Non-compliant use of Player images	200,00 €
		Unapproved use of Marks by participating Union and/or its commercial partner(s)	1 000,00 €
		Misconduct of team member during Finals day	500,00 €
		13.2.6	Accomodation
13.2.7	Accreditation	Use of team member accreditation by non-accredited individuals	200,00 €
		Access into areas outside access entitlements	200,00 €

		Non-wearing of accreditation in restricted access areas	200,00 €
13.2.8	Ticketing	Use of ticket in non-compliance with the ticketing terms and conditions	100,00 €
13.2.9	Team and Manager behaviour during game	Problem link with technical zone	500,00 €
		Non respect of tournament officials, referees ...	500,00 €
		Any other acts which are contrary to good sportsmanship	1 000,00 €

14. Timeline of Key Dates & Deadlines

DEADLINES	
BEFORE THE TOURNAMENT	
Two days prior to Managers' meeting	Temporary list of players to secretariat@rugbyeurope.eu
DURING THE TOURNAMENT	
Friday before the tournament	
Friday before the tournament	<p>Team Managers Meeting – Compulsory</p> <p>Presentation of Tournament Administration Certification – Hard copy signs by President of the Union and stamped must be given to the Manager's meeting</p> <p>Please Bring Both Full Sets of Playing Kit</p> <p>Captain's Photograph – Full 'Home' Playing Kit - Compulsory</p>
72 Hours Prior to Match Kick Off	TAC Kit (Excel file with Players List and Team sheet completed) to communication@rugbyeurope.eu
Sunday after the last game and protocol	Final banquet, see handbook for details
Monday after the tournament	Teams departure
AFTER THE TOURNAMENT	
Championship's May 20 th Trophy September 30 th	Post-Tournament questionnaire

15.1 Team Administrative Certificate: TAC

Each participating Union will receive an Excel file containing several Worksheets, this Excel file will follow each participating Union during the whole tournament. Only the first worksheet TAC must be totally filled by Union before the competition and send in electronic format to communication@rugbyeurope.eu at least 3 days prior the Manager’s Meeting day. A hard copy of this worksheet signed by President of the Union must be given to the Director of Tournament at the Manager’s meeting,

30 minutes before each game of the tournament, the Team’s Manager must give to the Tournament’s Director the Excel file below including a tick on game number column for the 7 players entering in field. This must be repeated for all 6 or 7 games of the tournament.

RE or the host Union will therefore prepare the substitution cards (given to Union’s Manager prior to the game)

Download at: http://www.rugbyeurope.eu/sites/default/files/document/170925_bj_2018_7s_competition_kit_tac.xls

16. Participation Agreement



PARTICIPATION AGREEMENT

2018 RUGBY EUROPE

UNDER 18 SEVENS CHAMPIONSHIPS

In signing this document, I understand that the Terms of Participation, Manual, the Team Administration Document and all Official Forms and supporting documents provided on the Rugby Europe and / or World Rugby Website, form part of the Terms of Participation.

In particular, I confirm that I have read the Long Form Participation Agreement on behalf of my Union, Players and Management agree to be bound by all Terms included in that document.

Name of Duly Authorised Signatory (PRINT)

Position Held within Participating Union

Signature

OFFICIAL STAMP OF PARTICIPATING UNION

Date



Rugby Europe 7s Tournaments - Team Administration Certification

Category	Country - Pays	In Blue cells, please use the drop-down list given

Please fill out all yellow and blue cells, use the proposed drop-down list when available

D	D	A	A	P	B
o	o	D	C	r	o
f	f	E	B	e	u
E	E	E	E	n	n
U	U	E	E	t	d
d	d	E	E	s	s

Put a X in case(s) when document is available to Rugby Europe at any time during the tournament.

Signatures
(original signature of each player in dedicated row must be applied) To apply signature, please better to print the document in A3

Additional Informations	
D of E	Declaration of Eligibility (Player)
D of U	Declaration of Union (Team Manager Confirmation of Eligibility)
AD Ed	Anti Doping Handbok Received and Completed IRB E-Learning www.irbeprugbyclean.com
ACB Ed	Completed IRB Anti Corruption and Betting Education www.irbintegrity.com
TUE	Therapeutic Use Exemption
Parents	Autorisation Parents for minor
Images	Images consent form
Bound by terms	Confirmation I have read and Understood the Manual and Agree to be Bound
Signature	Manual signature of Players and Managers

- Only Cells in yellow and blue can be filled-up
- Do not change any format in cell, row or column of this file. File was draft for Microsoft Excel Application.
- Eligibility must be completed for all players using drop-down list with "Born", "36 months" or "Parents" in agreement with IRB Regulation 9

Club	N°	Poste/Position	Nom - Family Name	Prénom - First name	Date of Birth Date de naissance	Passport Number	Eligibility rules
	1						
	2						
	3						
	4						
	5						
	6						
	7						
	8						
	9						
	10						
	11						
	12						

Valid email of the Manager during the competition:

Version 2018	Identification Rugby Europe	Captain / Capitaine	Cap		
		Staff	Name - Nom	Prénom - First name	
		Manager	M		
		Head Coach	C1		
		Coach	C2		
		Physio	P		
		Doctor	D		
		Water Carrier 1	WC1		
	Water Carrier 2	WC2			

Please fill electronically this document. Do not change any format, any size, any column, any row, just fill in the necessary information as required. Players and Managers signatures are required on this document as well as President of the Union (or Manager per default). Note that names must be in the document if the request is under 18 years old.

Name & signature President of the Union

only in hard copy

Signatures

Confirmation I have read and Understood the Manual and Agree to be Bound

I _____, certify that I have available all completed documents described above in respect of each member of my squad. I agree to provide this to Rugby Europe immediately on request, should this be required. A copy of the above Participation Agreement, stamped and signed will be provided in hard copy at the Team Managers Meeting

Only Excel file of this document must be returned electronically logos@rugbyeurope.eu or secretariat@rugbyeurope.eu DO NOT SEND pdf FILE.



Regional Association



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