

RUGBY EUROPE INTERNATIONAL CHAMPIONSHIPS MEN & WOMEN 2019-2020 MANUAL



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Foreword

Dear Rugby Europe Championship (REIC) Participating Unions,

We are now forwarding you the operational manual with all the instructions and the protocols that need to be applied during the REIC for the season 2019/20.

This document explains the requirements that all participating Unions have to fulfil so that our competition will be known and valued by international bodies, but also from a commercial and media point of view.

These useful arrangements have been approved by the Rugby Europe Board of Directors and the members of the different RUGBY EUROPE committees.

To achieve great success on a sport, media and financial level, each participating Union will, as much as possible, cooperate and provide help in the organisation of the matches applying the following instructions as rigorously as possible.

This way, our rugby will become more and more credible, responsible and professional.

The REIC 2019-20 is the last season of the 2016-2020 cycle. A new cycle will start in 2020-2021 that will include the next RWC 2023 Qualification process. New cycle details will be communicated in due time after the Rugby Europe General Assembly 2019.

I rely on your collaboration and involvement for the success of our actions and would like to thank you very much.

I wish you all a great competition and hope that you have a lot of fun. Let's go to the RWC 2023 !



Octavian Morariu

RUGBY EUROPE President
IOC Member



1. Introduction

1.1 Terms of Participation

Participation to REIC is subject to Unions' signature of a Participation Agreement.

RUGBY EUROPE would like to remind all Unions that its competitions are regulated by the World Rugby Laws of the Game and World Rugby Regulations. As a reminder, please find below the Regulation 20, Code of Conduct

World Rugby REGULATION 20. CODE OF CONDUCT

- 1 All Unions, Associations, Rugby Bodies, Clubs and Persons:
 - 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 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 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 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.

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

1.2 Definitions & Interpretations

Definitions and Interpretations of all terms used in these Manual are set out below.

1.2.1 Definitions

The following terms where used have the following meanings:

Additional Match	Any play-off and / or repechage Matches forming part of the Qualification Process but which are not part of the REIC.
Appeal Committee	The Committee that will adjudicate on appeals arising from the decisions of the Disputes Committee and such other matters as may from time to time be referred to them by RUGBY EUROPE.
Citing Commissioner	Person appointed by RUGBY EUROPE to act (on the venue or remotely) as a citing commissioner on the REIC Matches.
Competition Anti-Doping Programme	The Anti-Doping programme promulgated by World Rugby and/or RUGBY EUROPE for the Competition and set out in these Terms of Participation in Section 10 and which sets out the anti-doping regulations which apply to the Competition and any Additional Match(es).
Competition Regulations	The regulations of the Competition as set out in Section 5 of these Manual.
Commercial Rights	The commercial rights in the REIC Competition as defined in Section 9.2 of these Terms of Participation.
Commercial Rules	The commercial rules of the REIC Competition as set out in Section 9 of these Terms of Participation.
Disputes Committee	The Committee responsible for adjudicating on disputes and/or matters referred to it by RUGBY EUROPE.



Doping Control	All steps and processes from test distribution planning through to ultimate disposition of any appeal, including all steps and processes in between such as provision of whereabouts information, Sample collection and handling, laboratory analysis, therapeutic use exemptions, results management and hearings.
REIC Disciplinary Programme	The disciplinary programme and procedures to be applied in respect of Foul Play and Misconduct involving Players, Team Members, Teams, Participating Unions, and other Tournament personnel, officials or entities, as set out in these Terms of Participation in Section 11
RUGBY EUROPE	Association Européenne de Rugby, the Rgional association, member of World Rugby, for Europe.
Force Majeure	Any circumstance not reasonably foreseeable at the date of this Agreement arising from or attributable to acts, events, omissions or accidents which are beyond the reasonable control of the affected party including without limitation, any strike or lock-out or industrial action of whatever nature (which is not due to any party to this Agreement including Team Members or any associates, agents, representatives or employees of such party), accidental fire, storm or tempest, act of God, explosion, sabotage, flood, earthquakes, subsidence, epidemic or other natural physical disaster, structural damage, failure of power supplies, riot, crowd disorder, act of terrorism, war, threat of terrorism, civil commotion or any legislation, regulation, ruling or omissions (including failure to grant any necessary permissions) of any relevant government, court or any competent national or international authority.
Host Union	A Union which hosts a Match
Illness	Medical disability arising during the Competition or a Match.
Image Rights	The name, nickname, image, likeness, photograph identifying characteristic and/or signature of a Team Member.
Injury	Physical disability arising during the REIC or a Match.
International Transportation	All transportation means used by the visiting Union to travel to the Host Union by crossing borders to reach the location of the Match
Local Transportation	All transportation means used by the Host Union to bring the Visiting Union delegation from and to the nearest international airport to the location of the Match, Hotel, and or others training facilities or Media meeting. This includes all transfers between sites related to the competition during the stay of the visiting Union
Local Rights	Those commercial rights in the REIC game granted by RUGBY EUROPE for exploitation by the Host Union.



Match	Match(es) to be played as part of the REIC, as further identified in the Match Schedule at Section 2.3 and any Additional Match.
Match Commissioner	The person in charge of the conduct of the Match and the representative of RE at each Venue. Participating Team Delegations are under its control from their arrival to their departure from the competition sites (Hotel, Match Venue, Training Venue). His/Her duties are described in Section 5.6 of this Manual
Match Venue	The stadium, ground or place at which any Match is to be played for the purpose of the Matches and all areas required by RUGBY EUROPE.
Other Events	Shall mean the Team Managers' Meeting and such other events agreed between RUGBY EUROPE and the Host Union as official events or functions comprising part of the Competition.
Participating Union	Each of the national Rugby Unions of the nations who have qualified and/or been selected to participate in the REIC and/or any Additional Match and who have executed the Participation Agreement by the time requested by RUGBY EUROPE.
Team Kit	Each Team's playing kit, bandages and strapping and any uniform to be worn on any Match occasion or Other Event.
Team Liaison Officer	<p>A representative of the Host Union for the purposes of ensuring that the legitimate requirements of visiting Team,</p> <p>For the avoidance of doubt in relation to Teams, this shall include, without limitation, accompanying the Team prior to and during the stay, looking after the general interests and welfare of the Team, assisting in arrangements for the attendance of the Team at functions and events, making all arrangements necessary to meet the training requirements of the Team on arrival at the Training Venue and Match Venues and otherwise. He is also called Single Point Of Contact (SPOC). Section 4.1.2.</p>
Team Member	Any member of a Team including all Players and Team Officials.
Team Officials	Any of the Team Members who are not Players.
Terms of Participation	Shall mean this manual produced by RUGBY EUROPE in respect of the Competition containing the information required by Participating Unions, including but not limited to the Competition Rules.
Tournament Term	The period for each Participating Union between the start of the outward journey and the end of the homeward journey as notified by RUGBY EUROPE.
Union Consent Form	The Union Consent Form certifies that each participating Union have examined the Manual and declare that they agree with all the rules and the terms of the participation to the REIC, as defined in the Participation Agreement (Section 12)



2. Competition format and Match Scheduling

The REIC is a Men's and Women's XV 15 a side annual Rugby competition gathering the best European Rugby Nations outside of the Unions participating in the 6 Nations Tournament.

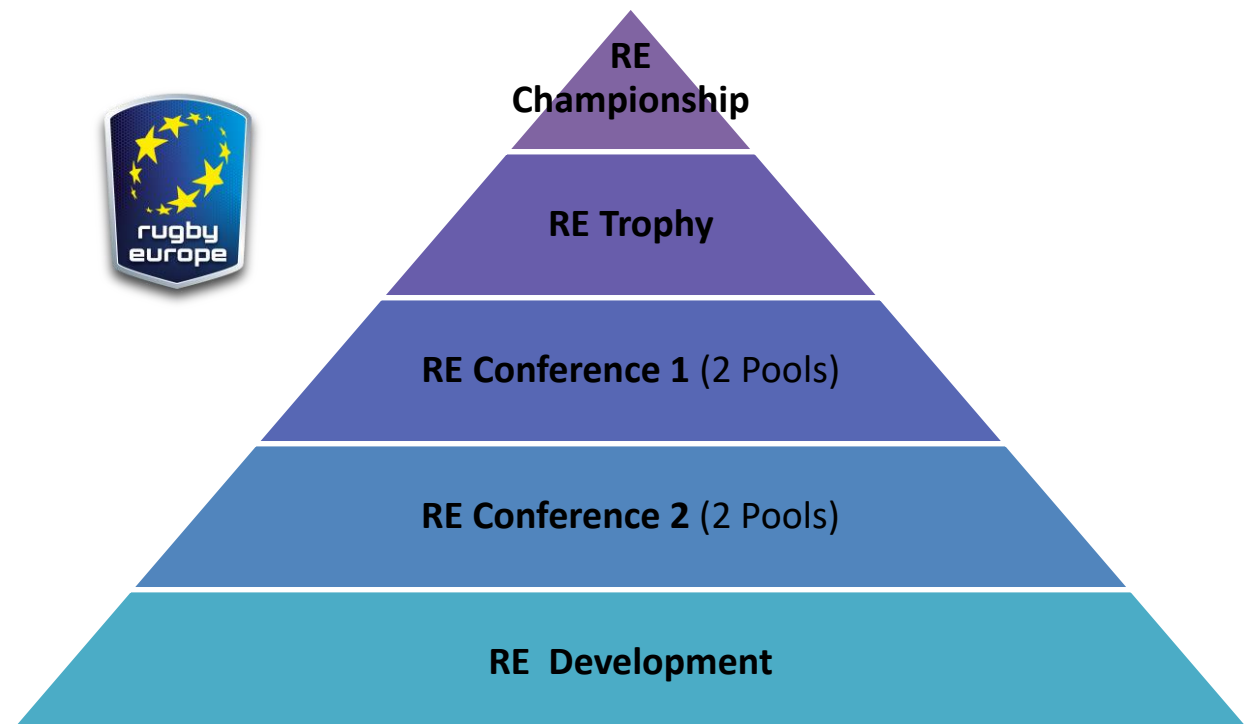
The REIC is a seasonal competition, this season being the 2019-2020 edition, starting in September 2019 and finishing in May 2020. Participating teams compete in a round-robin system, with a single home-or-away games format . In order to maintain a levelled playing field across all participants, Fixtures played at home the preceding season (2018-2019) will be played away this season (eg. 2018-2019 GEO hosted SPA, this season SPA hosts GEO)

The REIC is comprised of five (5) different levels of competition for Men and two (2) for Women. These divisions reflect the level of performance of each Union, guarantee balanced match-ups and ensure that players are not engaged on the playing field against opponents that would not match their physical and technical abilities.

A pathway exists to either move up or move down from one division to another one, to accompany the evolution of teams' performances, details on this process being determined by Rugby Europe General Assembly on a yearly basis according to the needs of the competition and the number of participating teams.

At the completion of the Competition, the Winners of the Championship Division will be declared Rugby Europe **European Champion**.

The five levels of competition for Men are split as follows:





COMPOSITION OF THE MEN'S DIVISIONS BASED ON THE RANKING FROM THE 2018-19 COMPETITION

RUGBY EUROPE CHAMPIONSHIP	
1	GEORGIA
2	RUSSIA
3	PORTUGAL
4	BELGIUM
5	SPAIN
6	ROMANIA

RUGBY EUROPE TROPHY	
1	GERMANY
2	NETHERLANDS
3	UKRAINE
4	SWITZERLAND
5	POLAND
6	LITHUANIA

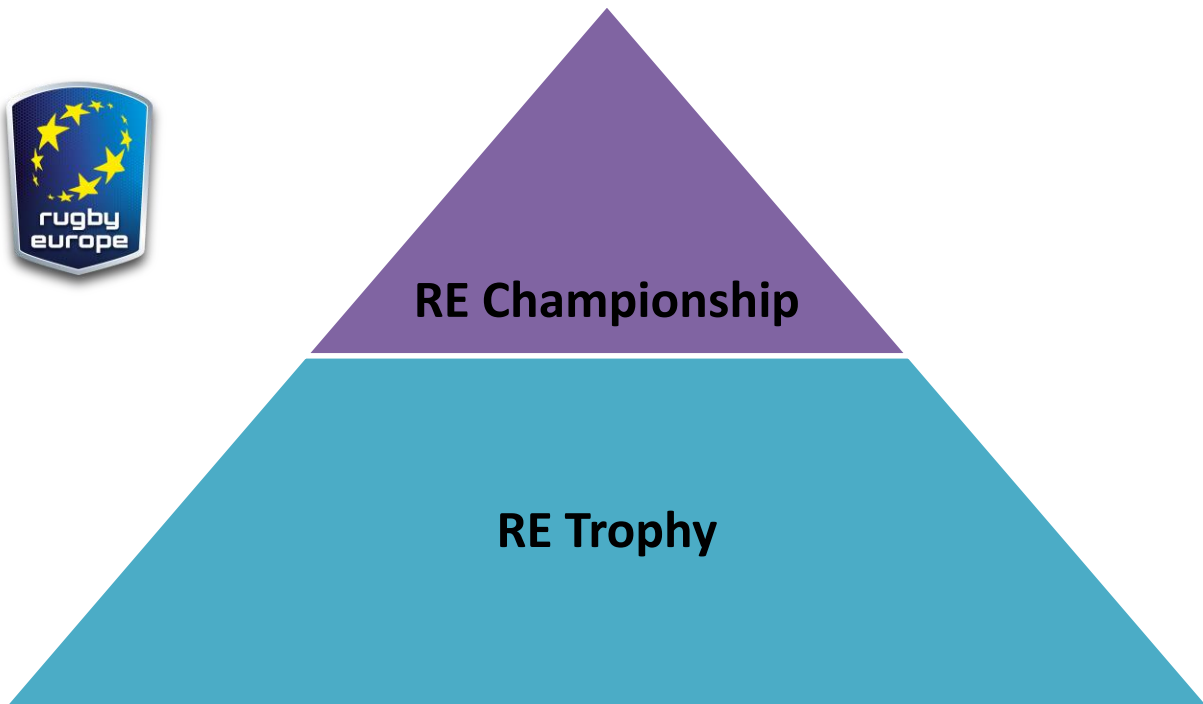
RUGBY EUROPE CONFERENCE 1			
NORTH		SOUTH	
1	LATVIA	1	MALTA
2	CZECH REPUBLIC	2	CROATIA
3	SWEDEN	3	ISRAEL
4	HUNGARY	4	SLOVENIA
5	LUXEMBOURG	5	CYPRUS

RUGBY EUROPE CONFERENCE 2			
NORTH		SOUTH	
1	MOLDOVA	1	ANDORRA
2	DENMARK	2	SERBIA
3	AUSTRIA	3	SLOVENIA
4	FINLAND	4	TURKEY
5	NORWAY	5	BULGARIA

RUGBY EUROPE DEVELOPMENT	
1	SLOVAKIA
2	ESTONIA
3	MONTENEGRO
4	BELARUS



The two levels of competition for Women are split as follows:



COMPOSITION OF THE WOMEN'S DIVISIONS BASED ON THE RANKING FROM THE 2018-19 COMPETITION

RUGBY EUROPE WOMEN'S CHAMPIONSHIP	
1	SPAIN
2	NETHERLANDS
3	RUSSIA
4	GERMANY

RUGBY EUROPE WOMEN'S TROPHY	
1	CZECH REPUBLIC
2	SWITZERLAND
3	FINLAND
4	SWEDEN



2.1 Timeline of key dates and Deadlines

DEADLINES	PRE-MATCH
End of July	Final return from Unions to organise the matches venues
Mid of August	First batch Referees and Commissioners' appointments
December	Second batch of Referees and Commissioners' appointments for Matches played from February to May 2020
One month before the match	On demand of visitor team: <ul style="list-style-type: none"> - Deadline to inform the visitor team about the balls used during the match. - Deadline to fix the last details of transport and accommodation. - Deadline to fix the number of tickets for the Visiting Union
48 hrs Prior to the game	Players list in Excel format to be sent to REIC@rugbyeurope.eu ; RWCQ@worldrugby.org ; tournament.media@worldrugby.org
D-1 (as early as possible during the day)	Deadline for arrival of Teams, referees and Match Commissioners Team Managers meeting conducted by the Match Commissioner
D-1 before the match	Team Delegation Consent Form signed, handed to Commissioner and sent by email to REIC@rugbyeurope.eu
During the manager meeting or at least one hour Prior to Match Kick Off	Official Player List in hard copy and electronic version to be delivered to the RUGBY EUROPE match commissioner, Citing commissioner (if any), Anti-doping Liaison officer (if any), Host Broadcaster and media and REIC@rugbyeurope.eu
One hour Prior to Match Kick Off	Anti-doping draw (if any)
DURING THE MATCH	
	Sample Match Day Run Sheet
END OF THE MATCH	
As soon as the score is validated	Communication of the results to RE staff : REIC@rugbyeurope.eu (+ text message, whatsapp, phone call)
AFTER THE MATCH	
+ 1 to 2 hours	Disciplinary Meeting (if any) Managed by Match Commissioner
	Official banquet
+5hrs max	Commissioner sends the Game sheet (Excel file including the two players lists to REIC@rugbyeurope.eu RWCQ@worldrugby.org ; tournament.media@worldrugby.org
+24hrs max	Commissioner, Referees send the report to reic@rugbyeurope.eu
J+1	Teams, referees and commissioners Departure



2.2 Competition Schedule

Participating Unions and Team Members shall play REIC Matches strictly in accordance with the Match Schedule officially agreed at and subsequent to the exchanges of emails from June 15th to August 31st 2019. You will find below the approved schedule for all competitions as of 19/09/19.

2.2.1 Men's Competition

1. REIC Championship 2019/20

ROUND	Competition	Home	Visitor	Date
M1 A1vA6	Championship	GEORGIA	ROMANIA	01/02/2020
M1 A2vA5	Championship	RUSSIA	SPAIN	01/02/2020
M1 A3vA4	Championship	PORTUGAL	BELGIUM	01/02/2020
M2 A4vA2	Championship	BELGIUM	RUSSIA	08/02/2020
M2 A3vA6	Championship	PORTUGAL	ROMANIA	08/02/2020
M2 A5vA1	Championship	SPAIN	GEORGIA	09/02/2020
M3 A6vA5	Championship	ROMANIA	SPAIN	22/02/2020
M3 A1vA4	Championship	GEORGIA	BELGIUM	22/02/2020
M3 A2vA3	Championship	RUSSIA	PORTUGAL	22/02/2020
M4 A4vA5	Championship	BELGIUM	SPAIN	07/03/2020
M4 A2vA6	Championship	RUSSIA	ROMANIA	07/03/2020
M4 A3vA1	Championship	PORTUGAL	GEORGIA	07/03/2020
M5 A6vA4	Championship	ROMANIA	BELGIUM	14/03/2020
M5 A1vA2	Championship	GEORGIA	RUSSIA	14/03/2020



M5 A5vA3	Championship	SPAIN	PORTUGAL	15/03/2020
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2. REIC Trophy 2019/20

ROUND	Competition	Home	Visitor	Date
M6 3v6	Trophy	UKRAINE	LITHUANIA	26/10/2019
M4 5v1	Trophy	POLAND	GERMANY	02/11/2019
M8 2v3	Trophy	NETHERLANDS	UKRAINE	09/11/2019
M15 6v4	Trophy	LITHUANIA	SWITZERLAND	16/11/2019
M11 4v5	Trophy	SWITZERLAND	POLAND	23/11/2019
M13 1v2	Trophy	GERMANY	NETHERLANDS	23/11/2019
M7 1v4	Trophy	GERMANY	SWITZERLAND	29/02/2020
M1 1v6	Trophy	NETHERLANDS	LITHUANIA	07/03/2020
M5 4v2	Trophy	SWITZERLAND	NETHERLANDS	14/03/2020
M12 2v6	Trophy	GERMANY	LITHUANIA	21/03/2020
M2 2v5	Trophy	NETHERLANDS	POLAND	29/02/2020
M9 6v5	Trophy	LITHUANIA	POLAND	18/04/2020
M14 5v3	Trophy	POLAND	UKRAINE	25/04/2020
M3 3v4	Trophy	UKRAINE	SWITZERLAND	02/05/2020
M10 3v1	Trophy	UKRAINE	GERMANY	17/05/2020



3. REIC Conference 1 2019/20

ROUND	Competition	Home	Visitor	Date
M2 2v4	Conference 1 North	CZECHIA	HUNGARY	21/09/2019
M6 3v2	Conference 1 South	CROATIA	ISRAEL	12/10/2019
M1 4v1	Conference 1 North	HUNGARY	LATVIA	12/10/2019
M3 5v2	Conference 1 South	CYPRUS	CROATIA	19/10/2019
M8 4v3	Conference 1 South	SLOVENIA	ISRAEL	19/10/2019
M3 5v2	Conference 1 North	LUXEMBOURG	CZECHIA	19/10/2019
M4 1v3	Conference 1 North	LATVIA	SWEDEN	26/10/2019
M5 3v5	Conference 1 North	SWEDEN	LUXEMBOURG	02/11/2019
M1 4v1	Conference 1 South	SLOVENIA	MALTA	09/11/2019
M9 1v5	Conference 1 South	MALTA	CYPRUS	23/11/2019
M4 1v3	Conference 1 South	MALTA	ISRAEL	21/03/2020
M2 2v4	Conference 1 South	CROATIA	SLOVENIA	28/03/2020
M5 3v5	Conference 1 South	ISRAEL	CYPRUS	28/03/2020
M10 2v1	Conference 1 South	CROATIA	MALTA	04/04/2020
M10 2v1	Conference 1 North	CZECHIA	LATVIA	18/04/2020
M7 5v4	Conference 1 South	CYPRUS	SLOVENIA	25/04/2020
M9 1v5	Conference 1 North	LATVIA	LUXEMBOURG	02/05/2020



M6 3v2	Conference 1 North	SWEDEN	CZECHIA	09/05/2020
M7 5v4	Conference 1 North	LUXEMBOURG	HUNGARY	09/05/2020
M8 4v3	Conference 1 North	HUNGARY	SWEDEN	16/05/2020

4. REIC Conference 2 2019/20

ROUND	Competition	Home	Visitor	Date
M1 4v1	Conference 2 South	TURKEY	ANDORRA	12/10/2019
M3 5v2	Conference 2 South	BULGARIA	SERBIA	12/10/2019
M1 4v1	Conference 2 North	FINLAND	MOLDOVA	12/10/2019
M3 5v2	Conference 2 North	NORWAY	DENMARK	12/10/2019
M2 2v4	Conference 2 South	SERBIA	TURKEY	19/10/2019
M5 3v5	Conference 2 South	BOSNIA & HERZEGOVINA	BULGARIA	26/10/2019
M2 2v4	Conference 2 North	DENMARK	FINLAND	26/10/2019
M5 3v5	Conference 2 North	AUSTRIA	NORWAY	02/11/2019
M4 1v3	Conference 2 South	ANDORRA	BOSNIA & HERZEGOVINA	09/11/2019
M4 1v3	Conference 2 North	MOLDOVA	AUSTRIA	16/11/2019
M6 3v2	Conference 2 South	BOSNIA & HERZEGOVINA	BULGARIA	11/04/2020
M8 4v3	Conference 2 South	TURKEY	BOSNIA & HERZEGOVINA	18/04/2020
M9 1v5	Conference 2 North	MOLDOVA	NORWAY	11/04/2020



M7 5v4	Conference 2 South	BULGARIA	TURKEY	02/05/2020
M10 2v1	Conference 2 South	SERBIA	ANDORRA	09/05/2020
M10 2v1	Conference 2 North	DENMARK	MOLDOVA	09/05/2020
M9 1v5	Conference 2 South	ANDORRA	BULGARIA	16/05/2020
M7 5v4	Conference 2 North	NORWAY	FINLAND	16/05/2020
M6 3v2	Conference 2 North	AUSTRIA	DENMARK	23/05/2020
M8 4v3	Conference 2 North	FINLAND	AUSTRIA	30/05/2020

5. REIC Development 2019/20

2019/20				Date
M1	MNE	BLR	3v4	
M2	SKV	EST	1v2	
M3	SKV	BLR	1v4	
M4	MNE	SKV	3v1	
M5	BLR	EST	4v2	
M6	EST	MNE	2v3	

In Development, 4 countries will compete from March to May 2020. Dates of games will be known by end of September.

The REIC most updated and full Match Schedule For the Men's Competition can be found at:
- : <https://www.rugbyeurope.eu/competitions/2019-20-reic-men-xv>



2.2.2 Women's Competition

1. REIC Championship 2019/20

ROUND	Competition	Home	Visitor	Date
M1 4v1	Women Championship	GERMANY	SPAIN	07/03/2020
M4 4v2	Women Championship	NETHERLANDS	GERMANY	21/03/2020
M3 1v3	Women Championship	SPAIN	RUSSIA	05/04/2020
M5 1v2	Women Championship	SPAIN	NETHERLANDS	12/04/2020
M6 3v4	Women Championship	RUSSIA	GERMANY	TBC
M2 2v3	Women Championship	NETHERLANDS	RUSSIA	TBC

1. REIC Trophy 2019/20

ROUND	Competition	Home	Visitor	Date
M1	Women Trophy	FINLAND	CZECHIA	12/10/2019
M6	Women Trophy	SWEDEN	FINLAND	02/11/2019
M3	Women Trophy	CZECHIA	SWITZERLAND	09/11/2019
M4	Women Trophy	CZECHIA	SWEDEN	16/11/2019
M2	Women Trophy	SWITZERLAND	FINLAND	23/11/2019
M5	Women Trophy	SWEDEN	SWITZERLAND	09/05/2020

The REIC most updated and full Match Schedule For the Women's Competition can be found at:

- : <https://www.rugbyeurope.eu/competitions/2019-20-reic-women-trophy>



2.2.3 Qualification to the Women's Rugby World Cup 2021

The Board of Directors of Rugby Europe has approved the following qualification pathway based on the recommendation of the Women's Commission:

Participating teams: Scotland, Ireland, Italy and the Winner of the RE Championships 2020

Dates: September 2020

Competition Formula:

The qualifier will be played on a home and away basis.

- Team 1 V Team 4 (Away) on or around September 5th week end
- Team 2 V Team 3 (Away) on or around September 5th week-end
- Team 1 V Team 4 (Home) on or around September 12th week-end
- Team 2 V Team 3 (Home) on or around September 12th week-end

The winners will then play in a playoff game with the winner qualifying directly for WRWC 21. This game will be held in the country of the highest ranked team. This should be held on or around the weekend of 26th September 2020. The loser of this game will move forward to the WR repechage in Nov 2020 for the chance to qualify for WRWC.

Ranking and Seeding system:

The winners will be decided on an aggregate score over the two legs for the home and away matches

Seedings will be based on WR rankings as of July 1st 2020 .

2.3 Match Points and Determination of Standings

1. Classification points earned for each game played

- Win: 4 points
- Draw: 2 points
- Loss: 0 point
- Bonus: 1 point
 - A bonus point will be awarded for scoring 3 tries more than the opposition **OR** for a loss by 7 points or less
- Grand Slam: 1 point (added at the end of the competition)

2. In the event of a tie:

2.1 REIC

2.1.1 If two teams have same number of points the best ranked will be:

- The Union having more number of match points in the games played between the tied Unions
- The Union having scored more tries in the games played between the tied Unions
- The Union having best difference between points for and points against in all pool games.
- The Union having scored more tries in all pool games



- The Union having scored more points in all pool games

2.1.2. If three or more teams have same number of points

The best ranked will be:

- The Union having best difference between points for and points against in all pool games.
- The Union having scored more tries in all pool games
- The Union having scored more points in all pool games

3. Special rules for Knock-out games (play-off)

See section 5 in this manual



3. RUGBY EUROPE Contacts

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4. Team Information

For all information provided to Rugby Europe, RE applies the new applicable legislation in force since 25 May 2018 related to General Data Protection (GDPR). For more information on European Data Protection Regulation, please visit the European Portal <https://eugdpr.org> or the text of the Regulation <https://gdpr-info.eu>

4.1 Composition of the Team Delegation

4.1.1 Team Delegation Size

The official team delegation composition for REIC is 23 players and 4 staff members.

Teams who intend to bring more than 4 management staff may do so; however any costs associated with additional management will be at the cost of the Participating Union. The Team Manager must sign the Union Consent Form (Section 12). In addition, a maximum of four (4) additional staff will be accommodated with the Team and receive accreditation with no access to the field of play on match days.

RUGBY EUROPE will cover a percentage (%) of the travel expenses up to 27 persons. The financial support given by Rugby Europe has been summarized in a document sent to each Union with their Participation Agreement on September 13th, 2019. All the costs inherent in additional participants will be payable by the Union.

4.1.2 Single point of Contact (SPOC) – Team Liaison Officer

Each Participating Union will be provided with a Single point of contact which will act as Team Liaison Officer. The SPOC has to be available at least four weeks in advance to start the preparations to host the Visiting Union and liaise with their Team Manager.

Each SPOC will be fluent in the visitor language or/and in English. The SPOC will be responsible for ensuring that the legitimate requirements of the Team are met during the stay, looking after the general interests and welfare of the Visitor Team delegation and making all necessary arrangements for Match day operations in accordance with these Terms of Participation.

The SPOC is also in charge of the delivery of the accreditations to the visiting union team's delegation.

4.2 Match Player List

Subsequent to the World Rugby Law Amendment of 23.05.2012, Rugby Europe as Tournament Organiser requests that Team Delegations consist of 23 players and 4 management staff. Teams must familiarize themselves and adhere to all elements of World Rugby Law 3.5 (<http://laws.worldrugby.org/index.php?law=3>) and in particular Law 3.5 (g) which states :

If a Union or match organiser decides to have 23 players nominated for a team there must be sufficient front row players to play at hooker, tight head prop and loose-head prop who are suitably trained and experienced to ensure that on the first occasion that a replacement is required in each front row position, the team can continue to play safely with contested



scrums. If a team is only able to nominate two suitably trained front row players, then only 22 players may be nominated for the match.

When 19, 20, 21 or 22 players are nominated in a team there must be five players who can play in the front row to ensure that on the first occasion that a replacement hooker is required and, on the first occasion that a replacement prop forward is required and, the team can continue to play safely with contested scrums. The Law 3.5 will be applied.

If a team has less than 22 players, we will apply World Rugby regulation 3.5 (Suitably trained and experienced players in the front row):

- 15 or less: Three players who can play in the front row
- 16, 17, or 18: Four players who can play in the front row
- 19, 20, 21 or 22: Five players who can play in the front row

A front row player who has been substituted may replace a front row player when injured.

A substituted player may replace a player with an open or bleeding wound.

It is not the responsibility of the referee, RUGBY EUROPE and Host union to determine the suitability of trained front and second row replacements (and players) or their availability, as this is a team responsibility (managerial staff responsibility).

The game sheet announcement shall be made no later than one hour prior to the kick-off time of the Match.

Each union has to provide to RUGBY EUROPE Commissioner an electronic form of the Players List the day prior the game during Manager Dinner.

It can be downloaded at

https://www.rugbyeurope.eu/sites/default/files/document/190919_bj_2019-20_reic_competition_kit_rev5.xls



4.3 Age Guidelines

Rugby Europe strongly recommends that Players under the age of eighteen (18) do not participate in Adult Rugby. In the event that Unions select a player against World Rugby and Rugby Europe advice and guidelines, then it is imperative that Unions follow all steps in the World Rugby directive which can be found below



WORLD RUGBY *Putting players first* Age Guideline - Under 18s Playing Adult Rugby

Introduction

This guideline aims to protect the safety and welfare of Age Grade Rugby Players wishing to play Adult Rugby at both Elite and Participation/Community levels by trying to ensure that participants with broadly compatible physical development and skill levels play with and against each other.

World Rugby recognizes the inherent differences across Unions world-wide and seeks to provide direction in the management of this issue for Member Unions. Member Unions will be responsible for the development of their Union specific Policy.

This Guideline differentiates between Elite Adult Rugby and Community/Participation Rugby because of:

- The intensity of Elite Rugby;
- The physicality and fitness associated with Elite Rugby;
- The ability to monitor regulations and protocols specific to Elite Rugby;
- The expert professional advice and support normally available to Elite Rugby Players; and
- The disparity between Community Rugby played in different Unions making the setting of common guidelines inappropriate.

Application

This guideline applies to all Under 18 Rugby Players who are eligible to play at a lower age grade and who wish to play Adult Rugby.

Guideline for Elite Adult Rugby

Best practise is for Under 18 Age grade Rugby Players not to play Elite Adult Rugby.

Acceptable practise is for players who are eligible to play at Under 18 level, and who are not eligible to play at any lower Age Grade, to play Elite Adult Rugby at any position other than the front row (excluding Rugby Sevens). In such circumstances, the following should be considered for inclusion within a Union's Policy:

- a. Written agreement from the Under 18 player to play Elite Adult Rugby and acceptance of the associated risk with playing with Adults who may be stronger and more physically developed than them;
- b. Parental or legal guardian's consent in writing;



WORLD RUGBY *Putting players first*

Age Guideline - Under 18s Playing Adult Rugby

- c. Written confirmation from a medical practitioner with an understanding of the demands of Elite Rugby to whom the player is known that the player is in a physical condition to play Elite Adult Rugby and that this view is supported by a musculo-skeletal evaluation and/or other appropriate assessments;
- d. Written agreement from a medical officer with an understanding of the demands of Elite Rugby employed or retained by the player's home union that the player is in a physical condition to play Elite Adult Rugby and that this view is supported by musculo-skeletal evaluation and/or other appropriate assessments;
- e. Written confirmation from a coach with an appropriate understanding of the physical attributes required and of the risks to players in Elite Adult Rugby and to whom the player is known that the player has the requisite skills and experience to play Elite Adult Rugby; and
- f. Such other consents, agreements or confirmations (if any) as may be required by the player's home Union or to comply with the local jurisdiction.

Acceptable practice is for Under 19 players but not Under 18 players to play Elite Adult Rugby in any position including the front row. In such circumstances, the following should be considered for inclusion within a Union's Policy:

- a. Written agreement from the player in writing to play Elite Adult Rugby in the front row and acceptance of any associated risk of playing with Adults who may be stronger and more physically developed than them.
- b. Written confirmation from a medical practitioner with an understanding of the demands of Elite Rugby to whom the player is known that the player is in a physical condition to play Elite Adult Rugby in the front row and that this view is supported by a musculo-skeletal evaluation and/or other appropriate assessments;
- c. Written agreement from a medical officer with an understanding of the demands of Elite Rugby employed or retained by the player's home union that the player is in a physical condition to play Elite Adult Rugby in the front row and that this view is supported by musculo-skeletal evaluation and/or other appropriate assessments;
- d. Written confirmation from a coach with an appropriate understanding of the physical attributes required and of the risks to players in Elite Adult Rugby and to whom the player is known that the player has the requisite skills and experience to play Elite Adult Rugby in the front row; and
- e. It is recognized that the front row (prop and hooker) in Rugby potentially carries an increased risk of injury with respect to the scrum. It is therefore recommended that a more rigid process and criteria for these positions be applied in this situation. It is possible that Unions may introduce some form of strength assessment and or investigation into physical capacity of players in this situation.
- f. Such other consents, agreements or confirmations (if any) as may be required by the player's home Union or to comply with the local jurisdiction.

A player should not, under any circumstances, play Elite Adult Rugby in the front row if they are eligible to play Under 18 Age Grade Rugby.



WORLD RUGBY *Putting players first*

Age Guideline - Under 18s Playing Adult Rugby

Best practice in the event that an Under 18 player has been cleared to play Elite Adult Rugby (and also in the case of an Under 19 being cleared to play in the front row) is for the following to be kept:

- a. A full permanent record of the process undertaken and the consents, confirmations and agreements sought and obtained in relation to each player; and
- b. If so reasonably required by World Rugby (or if required by the organiser of a competition in which the player is to take part) to provide certification or evidence of the process that has been undertaken and the consents agreements and confirmations obtained in accordance with the recommendations set down in the acceptable practice above.

Guideline for Participation/Community Adult Rugby

The Union having jurisdiction over the Community Game in its territory shall decide having regard to safety, player welfare and local conditions and circumstances on the policy, regulations and/or guidelines applicable if Under 18 players are to be permitted to play Participation/Community Adult Rugby.

Rugby Europe Position on Under 18 players playing Adult Rugby

"Any Under 18 player proposed by a Member Union in accordance with the requirements stated in the above guideline **MUST** be a minimum of 17 years old. Players under the age of 17 will not be permitted to participate under any circumstances".

4.4 Eligibility

A Player is allowed to play for a Participating Union in the REIC if he is eligible to play for that Union in accordance with World Rugby Regulation 8 (as specified below). **It is the responsibility of each Participating Union to ensure its players are eligible in accordance with this Regulation.**

The following text is an extract from World Rugby Regulation 8: Eligibility to play for National Representative Teams. Please note that Explanatory Guidelines on the Implementation of this Regulation are contained in the World Rugby Regulations Relating to the Game. The full Regulation and Guidelines may be found on the World Rugby website <http://www.worldrugby.org/>

The player must provide all relevant documents concerning his personal eligibility (Birth certificate of the parents if necessary). Section 13 Appendix 5 & 6



Extract: Regulation 8

8.1 Subject to Regulation 8.2, a Player may only play for the senior fifteen-a-side National Representative Team, the next senior fifteen-a-side National Representative Team and the senior National Representative Sevens Team of the Union of the country with which the Player has a genuine, close, credible and established national link in which:

(a) he was born; or

(b) one parent or grandparent was born; or

(c) he has completed sixty¹ consecutive months of Residence immediately preceding the time of playing; or

(d) he has completed ten years of cumulative Residence preceding the time of playing.

(1) The sixty-month residency requirement comes into effect after the cut-off date of December 31, 2020. The residency requirement up to and including December 31, 2020 is "thirty-six consecutive months of Residence immediately preceding the time of playing".

8.2 A Player who (subject to Regulation 8.6 to 8.12) has played for:

(a) the senior fifteen-a-side National Representative Team of a Union; or

(b) the next senior fifteen-a-side National Representative Team of a Union; or

(c) either of (i) the senior National Representative Sevens Team of a Union where the Player has reached the age of twenty on or before the date of participation; or (ii) the National Representative Sevens Team of a Union in the Olympic Games or the Rugby World Cup Sevens, having reached the age of majority on or before the date of participation in such tournament,

is not eligible to play for the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of another Union².

(2) Save where the Union the Player represented was a recognised regional development union.

8.3 For the purposes of this Regulation, a Player is deemed to have played for the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team of a Union if:

(a) He is selected for such team to play in an International Match against the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team of another Union (or in a fifteen-a-side international Match against another Union's senior or next senior Touring Squad during a World Rugby approved International Tour) and is present at the Match played by that team either as a replacement, substitute or a playing member of that team and has, at the time of the Match, reached the age of majority; or

(b) He is selected to represent a Union's senior Touring Squad on an International Tour which includes an International Match or Matches approved by World Rugby and is present at any fifteen-a-side Match played on that International Tour either as a replacement, substitute or a playing member of a team selected from the Union's senior Touring Squad and has, at the time of the Match, reached the age of majority; or

(c) He is selected to represent a Union's next senior Touring Squad on a World Rugby approved International Tour and during that International Tour he is present at a Match against the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team of another Union either as a replacement, substitute or playing member of a team selected from the Union's next senior Touring Squad and has, at the time of the Match reached the age of majority.



(d) Before January 1, 2018, he is selected to represent the Under 20s National Representative Team of a Union which has been pre-designated as that Union's next senior fifteen-a-side National Representative Team and the Player is part of the team which participates in an International Match as part of the World Rugby Junior World Championships, World Rugby Junior World Rugby Trophy or the Six Nations U20 Championship and is present at the Match played by that Team either as a replacement, substitute or playing member of that Team and has, at the time of the Match, reached the age of majority³.

(3) With effect from January 1, 2018, Unions will no longer be permitted to name its Under 20s National Representative Team as that Union's next senior fifteen-a-side National Representative Team.

8.4 For the purposes of this Regulation, a Player is deemed to have played for the senior National Representative Sevens Team of a Union if he is;

(a) selected to represent a Union's senior National Representative Sevens Team in an International Match against the senior National Representative Sevens Team of another Union and is present at the Match played by that Team either as a replacement, substitute or playing member of that Team the Player has, on or before the date of the Match, reached the age of twenty; or

(b) selected to represent a Union's National Representative Sevens Team in the Olympic Games or the Rugby World Cup Sevens and is present at such tournament either as a replacement, substitute or playing member of that Team having reached the age of majority on or before the date of participation in such tournament.

8.5 Responsibility, breach and penalties for a breach of Regulation 8

8.5.1 Unions

Regulation 8 is a strict liability offence and shall be construed in accordance with the principles of strict liability under English law. It is not, therefore, necessary that fault or intent on the part of a Union be shown in order for a breach of Regulation 8 to be established. Nor is lack of fault or intent on the part of a Union a defence to a breach of Regulation 8. For the avoidance of any doubt (and without limiting a Union's other obligations and responsibilities for the conduct, acts or omissions of its members and Persons under its jurisdiction pursuant to any other Regulation) Unions are responsible and accountable for the conduct of their Players and all Persons under its jurisdiction in relation to compliance with the provisions of Regulation 8 and any breach of Regulation 8 by such Player(s) or Person(s) shall be deemed to be a breach of Regulation 8 by the Union concerned. Each breach of Regulation 8 by a Union, howsoever arising, will result in a minimum fixed fine being imposed on the Union concerned. The minimum fixed fines for each breach of Regulation 8 are as follows:

(a) For a Union that is represented on the Council £100,000 sterling;

(b) For all other World Rugby Member Unions £25,000 sterling.

Based on the facts and circumstances of any breach of Regulation 8 the applicable minimum fixed fine as set out above may be increased. In addition, other penalties as set out in Regulation 18.6 may also be imposed on the Union concerned.

8.5.2 In exceptional circumstances, a Union in breach of Regulation 8 may make submissions to the relevant disciplinary body appointed under Regulation 18 to adjudicate on the case as to why the Union should not be subject to the applicable minimum fixed fine. For the avoidance of any doubt, however, the relevant disciplinary body shall only be entitled to reduce the applicable minimum fixed fine set out in this Regulation where the Union is able to provide clear and indisputable evidence that truly exceptional circumstances exist and that the Union concerned had taken all necessary steps to comply with Regulation 8.

Players

8.5.3 Notwithstanding Regulations 8.5.1 and 8.5.2 above and without prejudice to any sanction imposed on a Union, Players may also be subject to sanction in accordance with Regulation 18 where they breach Regulation 8 in circumstances where they knew or ought reasonably to have known they were not eligible to play for the relevant Union at the time of participation.



5. Competition Regulations

5.1 World Rugby Laws of the Game

The REIC games shall be played according to the current *World Rugby Laws of the Game 2019* 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: <http://www.worldrugby.org/>

Ref: <http://www.worldrugby.org/lawregulations/laws/>

5.2 Procedures for Replacements and substitutions

They can take place when the team management:

Wish to make a substitution,

or, is forced to make a temporary substitution because of a blood injury,

or, because of the temporary suspension of a Front Row player,

or, has to replace an injured player

That team management must complete the substitution document attached and give it to the Fourth Official.

The Fourth Official will be in radio contact with the Referee. At the next stoppage in play the Fourth Official will contact the Referee and inform him the number of the player who will leave the playing area. The Fourth Official will complete the Summary Sheet and provide it to the Match Commissioner.

5.3 Definitions of Replacements and Substitutions

1) Definitions

Substitution = **temporary** replacement of a Player who has left the field for bleeding or when a front row Player is temporarily suspended.

Replacement = **permanent** replacement of a Player for tactical reasons or for injury. A Player who has been replaced for injury may not return to the field for the remainder of the Match.

One Player may be substituted several times for bleeding, whether due to the same injury or a different injury.

Similarly, a front row Player may be substituted by another front row Player.

A maximum of eight permanent replacements may be made with the eight substitutes indicated on the Match sheet.

2) 15 Minutes Rule

World Rugby Law: 3.25 Temporary Replacement

(a) When a Player leaves the field to have bleeding controlled and/or an open wound covered, that Player may be temporarily replaced. If the player who has been temporarily replaced does not return



to the field within 15 minutes (actual time) of leaving the playing area, the replacement become permanent and the replaced player must not return to the field of play. He may return to the Match within 15 minutes of leaving the field, with the referee's permission. These 15 minutes correspond to the actual time elapsed including stoppages for whatever reason and half-time.

Actual time = Elapsed time including time lost for any reason and half-time.

The 4th / 5th official (Match Officials) will inform the injured Player of the amount of time left before he has to return to the field.

(b) If the temporary replacement is injured, that player may also be replaced.

(c) If the temporary replacement is sent off for foul play, the replaced player may not return to the field of play.

(d) If the temporary replacement is cautioned and temporarily suspended, the replaced player may not return to the field of play until after the period of suspension.

5.4 In the event of a tie (specific for Promotion & Relegation)

If the teams arrived at a tied game at the end of the full-time, the winner shall be determined through the following sequential criteria:

- Extra time, following an interval of 5 minutes, of 10 minutes each way (with an interval of 5 minutes) shall be played,
- If, after extra time, no winner can be declared, the winner shall be determined by the following method,
 - o The team which scores the most tries in that particular match is declared winner. If no winner can be declared then,
 - o The team which scores the most converted tries in that particular match is declared winner. If no winner can be declared then,
 - o Penalty shoot-out between the two teams, that penalty shoot-out shall take place as follows:

- (1) All players and Match Officials will remain on the playing enclosure. The referee will call the captains of the two Teams to the centre of the pitch and will conduct a coin toss. The winner of the coin toss then may either choose which Team kicks first (in which case the loser chooses the end at which all kicks will be taken) or choose the end at which all kicks will be taken (in which case the loser chooses which Team kicks first).
- (2) Each team captain must nominate 5 players to participate in the kicking competition. Only the 5 players nominated by the Captains and present on the playing enclosure at the time of the completion of the extra time may take part in the kicking competition. No injured, substituted or dismissed player may take part at any time. The order in which the players kick does not have to be predetermined.
- (3) The Match Officials and Team Members will assemble on the halfway line. Team Members must remain behind the halfway line in the side of the playing area not used for the kicking competition. No one except the referee, two touch judges and two ball boys/girls is allowed in the part of the playing area being used for the competition.
- (4) The five players from each Team will place kick from three different points, all on the 22-meter line, as follows
 - First point: directly in front of the posts
 - Second point: on the 15-meter line on the left-hand side facing the posts
 - Third point: on the 15-meter line on the right-hand side facing the posts

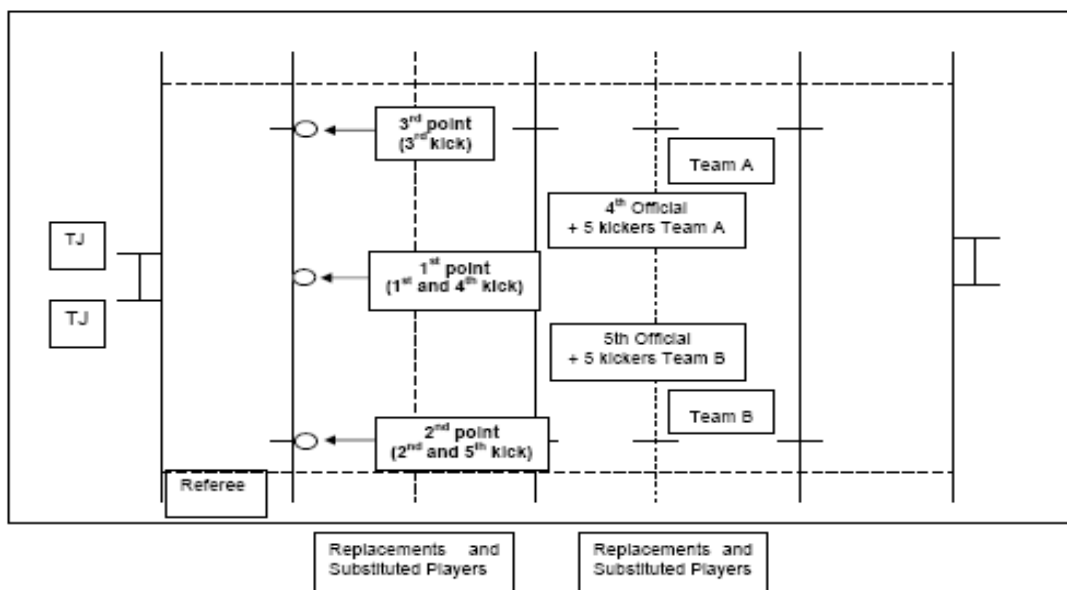
- (5) The referee will start the competition by calling the first player selected from the Team kicking first to the first kicking point. Once the player has taken the kick, the referee calls a player from the opposing Team to kick from the same point.
- (6) The next two players (one from each Team) will kick from the second point in turn. This will continue until all five players from each Team have kicked (the next players kicking respectively from the third point, first area and finally the second point), or until one Team is unable to equal the score of the other Team within the remaining number of kicks.
- (7) If there are an equal number of successful kicks once each Team has completed its five kicks, the competition continues on a “sudden death” basis, following the same order of kickers used in the first five kicks.
- (8) The competition will continue two kicks at a time (one from each side), going progressively through the three kicking areas stated above (and repeating the process if necessary) until one player succeeds with a kick and the player from the other side taking the same kick misses it. Once this occurs, the Team of the player who succeeded with the kick will be declared the winner. Each of these additional kicks shall be taken by the same 5 players in rotation.

Throughout the kicking competition:

- a) Once a player has been handed the ball by the referee on the kicking point, he must take the kick within one minute. Should he take longer, the referee shall declare the kick void and therefore a miss.
- b) After each kick, the referee records the number of the player and whether or not the attempt was successful. The Match Commissioner will record the same details on the official Match Report.
- c) Whether or not a goal is scored from each attempt is the sole decision of the referee, who may at his sole discretion rely on the assistance of his touch judges. The referee’s decision shall be final and binding.
- d) Once a player has completed their kick, they shall return to stand with their Team behind the halfway line in the side of the playing area not used.

Please refer to the diagram above which demonstrates the operation of the Kicking competition

ORGANISATION OF PENALTY KICK COMPETITION





5.5 Balls

The Tournament shall be played with Rhino VORTEX ELITE balls size 5, official ball of the Tournament. Only official Tournament balls must be used at Match Venues. All matches will be played with official match balls.

A minimum of six (6) similar balls will be used during a match.

For the warm-up session, the Visitor team needs to be provided with three (3) balls that have to be given back to the Host Union after they have been used.

Balls will be delivered to the host Unions once in the season, before the first home game, as an endowment from Rugby Europe.

Teams can order additional balls – directly via Rhino Rugby contacts. Rhino and Rugby Europe cannot 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
regclark@rhinorugby.com
Rhino-Powa Holdings Ltd
114 Power Road, London W4 5PY
Tel: 0208 995 5965
www.rhinorugby.com

5.6 Captain's run

Each Team is permitted to conduct a one-hour familiarization visit the day before the match. The time for this visit is subject to Host Union approval but every effort must be made to accommodate the visiting team with their preferred time.

Players may have a 20min light run-through in boots, provided there is no scrummaging, line-out practice or repetitive activities which may cause damage to the playing surface. Any pitch access restrictions imposed by the stadium manager (or person with equivalent responsibility) will apply to both Unions, whether such restrictions are attributable to adverse ground or weather conditions or otherwise.

Other than pitch branding, the pitch should reflect match-day conditions, including pitch configuration/sizing, floodlighting.

Visit should cover access points, dressing room, medical room, route to pitch, seats during match, Doping Control Station, Press Conference Room, function suite etc. as required. Complete privacy cannot be guaranteed at some stadiums due to match preparation. Press (unless prior agreement between Unions) and public kept away.

5.7 Delayed, Postponed, Abandoned and Cancelled Matches



In the interests of the Teams, the commencement of Matches at the scheduled time shall be the first priority in all instances. However, in circumstances deemed necessary by RUGBY EUROPE, Matches may need to be delayed, postponed, abandoned, or cancelled. All decisions in this regard shall be communicated to Teams / Referee by the Match Commissioner.

If a Team refuses to play or abandons a Match in progress without the prior consent of the referee, the match commissioner will write to report to RUGBY EUROPE. The Executive Committee will take a decision.

Postponement of an International Match

After full consultation with the visiting Union, the Host Union shall have the sole right and discretion to determine whether or not an International Match shall be postponed on account of adverse weather conditions or the state of the ground. The host Union must provide to RUGBY EUROPE a letter of the local authority (Impracticable ground).

RUGBY EUROPE could send an observatory to verify the exact conditions of the pitch.

Before the match, the referee must decide if teams can or cannot play, in respect of the pitch conditions. Travelling and hotel expenses incurred by the visiting Union in connection with any such futile visit shall be paid by the visited Union.

5.8 Match Stopped

In the event of a match being stopped, due to specific conditions, facilities (including but not limited to lighting problems, power cut, etc...) or inappropriate weather conditions (the decision can only be taken by the match referee World Rugby rule 5.10 (d), cannot be discussed and has to be applied by the concerned Unions), RUGBY EUROPE Board of Directors will decide whether the match will be rescheduled or whether the recorded result is the score at the time of the match being stopped.

5.9 Match Commissioners

The Match Commissioner is the RUGBY EUROPE representative at each of the REIC Match Venue and is responsible for matters related to the playing enclosure, the conduct of the REIC Match and the elements related to Teams in the organization of each REIC Match. Such responsibilities shall include decisions related to the delay of REIC Matches, the implementation of these Terms of Participation and also the disciplinary decisions.

Before, during and after the match, all players, members, directors, officials, officers, members of staff, employees, contractors, agents and representatives of the Host and Visiting Union must comply with the reasonable instructions of RUGBY EUROPE Match Commissioner if necessary. This includes, but is not limited to, instructions relating to the teams' departure from the dressing rooms.

RUGBY EUROPE reserves the right to appoint a Citing Commissioner for any match of the REIC.

Some commissioners having capacities of citing commissioner could exercise this faculty when the TV minimum TV broadcasting conditions allows it.

DUTIES OF THE RE MATCH COMMISSIONNER

The day before the match:

- conducts the match preparation meeting with the team managers (time and venue suggested by Host union), and collects team sheets,



- controls the playing kit's colours and conformity to WR Regulations and the presence of RE Emblem of the right shoulder of the jersey
- controls the Nationals Anthems provided by the Host together with the Team Managers
- controls match documents as listed in section 12 and remind Teams regarding the insurance policy
- controls together with the referees that the playing area is regulatory (technical zone, painting, protections...).
- controls that Rhino Match ball are present and that any others ball brand is visible within the stadium and the playing enclosure
- controls that Rugby Europe advertising board, corner flags and others branding elements as per the RE marketing department guidelines are present and correctly implemented
- control the positioning of the main camera and inform the Team managers on how the pre-game protocol will unfold and especially which side of the ground the players must face during the National Anthems
- prepare the game sheet

On Match Day:

- Control the presence of Medical services on ground and the security in the Stadium. This includes the presence of an ambulance before the KO and all medical devices listed in this Manual, including resuscitation devices.
- If necessary; recheck any of the points mentioned above

During the match:

- fills in the game sheet and other working papers requested,
- controls the number and quality of replacements (specific positions), and at
- control that the technical zones are respected together with Referees N°4 and 5 (if any).

Immediately At the end of the match:

- **Communication of the results to RE staff: REIC@rugbyeurope.eu (+ text message, WhatsApp, phone call)**
- fills in the official match report and collect the signatures of the managers and referees, sends the game sheet to RUGBY EUROPE webmaster (electronic file), secretariat, and World Rugby results department as well as all the other documents. Organises, when necessary, the Disciplinary Meeting under RUGBY EUROPE Regulations (see web site and Section 11)

After the match:

The Match Commissioner has also to complete all working papers and send it to RUGBY EUROPE Head office within the next 48 hours.



5.10 Pitches Obligation

All the Unions must respect the World Rugby regulations and in particular the Law 1 concerning the ground.

Concerning the artificial pitches, they must in addition respect the provisions of the World Rugby Regulation 22.

ALL UNIONS MUST PROVIDE A CERTIFICATION OR STADIUM DETAILS TO RUGBY EUROPE – ONE MONTH BEFORE THE GAME – TO CONFIRM THAT THE STADIUM RESPECTS REGULATIONS.

5.11 Team Kit Specifications

Each Team must provide 2 sets of playing kit of clearly different colours.

The host country chooses first the colour of the playing kit used. One month before the game, the host team communicates to the visitor country the colour of its playing kit.

Tournament marks:

Teams are requested to ensure that they display the Rugby Europe logo on the upper **RIGHT** sleeve of each of their home and alternative playing jerseys as a minimum and on their training tops / tracksuits, where possible.

- Example of good display of the RE logo on playing shirt:



RE logo will be sent to Unions on demand at communication@rugbyeurope.eu



5.12 Referees' Communication Kit

In order to allow referees to enhance their communication during matches, Rugby Europe wishes to implement wireless communication devices for all Referees officiating on Rugby Europe fixtures. However, this requirement will be implemented step by step for a better and smoother transition process, following the table below:

	Referees Communication Kit status
Championships	Mandatory
Trophy	Mandatory
Conference	Recommended
Development	Recommended

It is the responsibility of each host Union to provide the wireless communication kit to the referees.



6. Game Arrangements

6.1 Arrangements

6.1.1 Training venue

Visiting Union may request help from Host Union in identifying/arranging training facilities, floodlit if necessary. If so, any venue hire fee is cost of Host Union. Host Union will try to satisfy requests made by Visiting Union. Indoor facilities, if requested, are cost of Visiting Union.

Visiting Union advises Host Union if session is private or open to press/public. When possible, Host Union assists with swimming pool access, if not available at hotel, provided sufficient notice is given. Standard venue equipment i.e. some tackle bags, contact pads, scrummage machine should be available. Visiting Union makes own arrangements for any specialised or specific equipment. Visiting Union brings own training balls. Host Union makes available match balls at venue visit only.

6.1.2. Kicking Practice

A maximum of four appointed kickers should be provided with access to the match pitch for one hour during the Captain's Run, subject to weather conditions. Please refer to Clause 5.3 above relating to the Captain's Run.

The match balls must be marked and made available to both teams for the Captain's Runs and Kicking Practice. They will then be retained by the Local Match Manager for the following day.

6.1.3. Team managers meeting

Time and venue will be suggested by Host Union. RUGBY EUROPE Match Commissioner will conduct the team managers Meeting day prior the match day with the two managers (protocols, List of players and arrangements).

6.1.4. Official Team Photo

Host Union arranges photographer for official team photo. To be taken after arrival on match day. Time must to be confirmed by Visiting Union one week in advance. Photo usually includes subs.

6.1.5. Dressing room

Visiting team's dressing room should be equipped with physio bench.

Bottled still water pre-match.

Sandwiches and fruits for half-time.

Match Programmes.

Other reasonable general requests are possible, but specific or specialised items should be arranged by Visiting Union. Host Union arranges steward to control access (private, unless authorised by Team Manager/Head Coach).

6.1.6. Ice baths

Host Unions should provide facilities for players to have ice baths post-match if requested in advance. Sufficient ice must be provided to this function if required.



6.1.7. Security

Host Union must take measures to ensure players, officials and referees are safe from any interference from the time they go down from their bus to the time they leave the stadium for their hotel. Special attention must be brought to their security and tranquillity before and after the game in their respective changes' rooms. Security is in place for before, during and after the match.

6.2 Match Day Run Sheet

Match Day Run Sheets for each specific Match shall be provided to Team Managers at their Captain's Run.

The Match Day Run Sheets shall reflect the general activities in the following table. Timing is in relation to the Match (negative timing is prior to kick off and positive timing is following the completion of the Match).

Please note that timings are indicative only at this stage. The times will be subject to modification.

A sample Match Day Run Sheet can be found on the next page.

The game sheet must be completed accurately and signed by the team manager and copies provided to the following not less than one hour before kick-off (see Section 13 Appendix 1):

- Host broadcaster/media
- RUGBY EUROPE Commissioner
- Anti-Doping Liaison Officer (if any)
- Citing Commissioner (if any)

Host Union has to arrange a proper secretariat office in order to be able to provide immediately upon signature as many copies as necessary of the of the game sheets

A COPY OF THE RUN-SHEET MUST BE SENT TO RUGBY EUROPE OFFICES 48H BEFORE
KO –

ANY SPECIFIC / EXCEPTIONAL EVENT (Minute of Silence / Tribute / ...) must be mentioned and validated and confirmed with Match Commissioner and Rugby Europe



SAMPLE MATCH DAY RUN SHEET

TIMING (MINUTES)	ACTIVITY	LOCATION
- 120 to - 60	Teams arrive and are escorted to changing rooms. Team Manager signs off Final Team Sheet	Dressing Room Area
- 45	Coin toss in tunnel. Winning Captain must nominate her chosen option: Kick off / Choice of End	In tunnel
- 45 to -40	<ul style="list-style-type: none"> Team clothing /Equipment check by Match Officials Match Officials instruction 	Changing Rooms
- 40	Teams warm up on pitch	Pitch
- 10	Both Teams to return to changing room. Medical Services presents on ground.	Changing Rooms
- 8	1-minute call to each Team	Changing Rooms
- 7	Teams leave the dressing rooms and line up in the tunnel as directed by Match Commissioner. Single file – Captain first	In Tunnel
- 6	Teams take to the field (RUGBY EUROPE Anthem to be played) – RUGBY EUROPE FLAG MUST BE USED Teams line up for anthems	On pitch
- 5.30	Teams positioned for anthems	On pitch
- 5	Anthem Visitor team	On pitch
- 3.30	Anthem Host team	On pitch
Kick off 1st half		
Half Time (10 minutes)	Half Time is 10 minutes whistle to whistle. Teams are called with 1 minute to kick-off	In Dressing Room Area or on the pitch
Kick off 2nd half		
After Final Whistle	Flash interviews on the field or in the Mixed Zone	Field or Mixed Zone
+ 5	Player / Coach interviews – Losing Team	In Dressing Room Area
+ 10	Player / Coach interviews – Winning Team	In Dressing Room Area
+ 15	When applicable, Citing Commissioner liaise with the Team Managers to check if they want to report any incident (2 hours)	In Dressing Room Area
+ 15 to 2h15	The manager can lodge a complaint to RUGBY EUROPE Commissioner of the game after payment of 100€.	In Dressing Room Area
+ 2h	When applicable, RUGBY EUROPE Commissioner organizes a Disciplinary meeting with concerned persons under RUGBY EUROPE Regulation	Meeting Room
+ 48h	Match VIDEO (DVD or other format) sent to RUGBY EUROPE Appeal to the Appeal Committee to be sent to Rugby Europe Headquarters	



6.3 Transportation

6.3.1 International Travel Organisation and Accommodation

Matches must be held within a **maximum of 100Km** from an **International airport**. Venue decided during RUGBY EUROPE GM must be compatible and reasonable with Visiting Country distances. Host Union must help and advice the visiting union to choose a comfortable accommodation. Host Union confirms general arrangements including function times/venues at least **one month** in advance (or as agreed by the Unions involved). Also, the Visiting Union confirms travel/hotel arrangements.

If, inside the one-month period preceding the game, the game venue is change by hosting Unions, all exceeding fees of the visiting Union will be charged to Hosting Union. Additional sanctions from Rugby Europe may apply.

Teams will travel directly from their assembly location within their own country to the Competition, so as to arrive in Host Country by no later than **24 hours before the kick-off of the match**.

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 coming with their own bus.

6.4 Banquet and Trophy

6.4.1 Banquet

The Host Union must organise a banquet and invite the 23 players and the 4 management staff to join. For the avoidance of doubt, the host Union shall bear the cost of this Banquet, within the limits above mentioned.

The Host Union and Rugby Europe can decide to invite other persons from the visiting union if they wish so

6.4.2 Trophy Terms & Conditions

Rugby Europe will present a trophy Shield for the winner of the championships division. Shield at the deciding match. In the event of a tie between two teams until the last matches on different locations, the shield will be presented and given at the Annual General Assembly.

The REIC Trophy is the property of RUGBY EUROPE. Following the conclusion of the Final game, RUGBY EUROPE may decide to entrust the winning Participating Union (the "Winner") with the safekeeping and security of the Trophy for a limited period of time.

The Winner shall be responsible for the safe return of the Trophy (undamaged) to RUGBY EUROPE by appropriate means at the Winner's expenses, by no later than April 15 of the following year, or such earlier time or location as is notified to the Winner by RUGBY EUROPE secretariat.

No sponsorship or branding or any engraving should be placed in or around the Trophy at any time without prior approval of RUGBY EUROPE.



6.5 Accommodation and Meals

Participating Unions will be accommodated according to the following principles:

6.5.1 Standard Accommodation Provision for Team Delegations

The Visiting Union shall bear the cost of accommodation. Host team will propose at the latest three months before three possibilities of full board accommodation facilities to the Visiting team. Visiting Union will respond at least one month prior the KO day the accommodation chosen. Visiting Union will have the possibility to pay to the hotel directly or to the Host Union upon agreement.

NOTE : All Rugby Europe Match Officials (Match Commissioner, Referee and Assistant Referees) must be accommodated in single rooms, in a 3 stars Hotel (European standard) minimum.

6.5.2 Extra Team Members and VIP Officials Accommodation

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

6.5.3 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 stay at the Team Accommodation compound. Any incident will be treated with highest severity and misconduct charges may be decided by RUGBY EUROPE Board of Directors in case of incident.

6.5.4 Visitors

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

6.5.7 Water

On Match day 2 litres of water for each of the 23 playing Players & Staff will be provided and this will be delivered to the Match Venue and at the Hotel The Host Union is due to cover the cost of this service.

6.6 Accreditation

REIC Competition accreditation passes will be supplied by the Host Union to 27 Team Members as nominated on the Player's List submitted to RUGBY EUROPE Commissioner or Representative.

The accreditation passes will be provided to the Team through the SPOC on the Team Managers meeting. Team Managers must ensure that official accreditation is worn by all Team Members when accessing training pitches, Match Venues and other notified areas. All non-playing Team Members not on the playing enclosure must wear their accreditation at all times within Match Venues, otherwise access to secure areas within the Match venue may be denied.



6.7 Ticketing

The Visiting Union will be entitled to receive an allocation of tickets for the match (Normally two tickets per member). This request must be done at least three months prior. Host Union will respond at least one month prior the KO.

RUGBY EUROPE may receive an allocation of tickets for the match if requested in advance.

6.8 Match Operations

6.8.1 Warm-Up

1) Pre-game warm-up

Host Union must advise Visiting Union and Match Commissioner in detail at least 24 hours before captains run of all pre-match activity in the vicinity of the pitch including overhead fly-pasts, pyrotechnics etc which may affect the warm up.

Protocol is decided by Host union and explained to the two team managers on day before the match (meeting with the Match Commissioner).

2) Warm-up

At discretion of the Host Union, bearing in mind timings agreed with the Host Broadcaster.

The Unions recognise the need to ensure that teams are granted time and space for warm ups and on-pitch sessions in the build-up to a match, unimpeded by pre-match entertainment. As a minimum the following access must be provided:

(a) from 60 minutes until 25 minutes prior to kick-off each team has access to the area between the dead-ball line (use of cones is permitted) and the 10-metre line;

(b) from 25 minutes until 15 minutes prior to kick-off, the teams may be restricted by the stadium manager (or person with equivalent responsibility) to the areas between the 22 and 10-metre line, or between the dead-ball line and the 22; and

(c) at 15 minutes prior to the kick-off the teams may be excluded from the field of play by the stadium manager (or person with equivalent responsibility). Teams return to Dressing room to ensure no delay to Teams formal entry

3) 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.

Players must exercise caution if the game is played in the 22-metre zone and avoid obstructing Players in the in-goal.

6.8.2 Coin Toss

The coin toss takes place 45 minutes before kick-off.



The Captains of the two Teams, the referee who organises the toss and the two assistant referees must take part in the coin toss.

The winner of the toss decides whether to choose ground side for the first-half or kick-off.

6.8.3 National Flags and anthems

Teams must line-up on the 15 meters line with RUGBY EUROPE flag and their Union flag in front of the referees. Anthems can be played with a live band or an audio recording

Host Union is responsible to obtain and manage RUGBY EUROPE Flags during the whole season.

Host Union is responsible to obtain and check the national anthems of Visitors' country before the game to prevent from any mistake.

6.8.4 Pre-Match Protocol

The pre-Match protocol will be as follows for all the REIC Matches.

- Kick Off Minus 6.00 - Teams assembled side by side in the mouth of the Tunnel
- Kick Off Minus 5.30 - Rugby Europe Anthem begins. Teams are led out to the pitch
Behind the Rugby Europe Flag Bearers
Teams line up in anthem positions on 15m line facing the main stand
Match Officials in the middle of the 2 Teams
Rugby Europe Flag and Flag Bearers Stand between 15m and 5m line facing the main stand
- Kick Off Minus 5.00 - Anthems Announced and played.
Home Team Anthem played Second
- Kick Off Minus 1.00 - Flag Bearers leave Field of Play during the quickest route
Teams take positions for Kick Off

Kick Off

NOTE: If live bands are proposed to play the National Anthems, they Should be positioned behind the Participating Teams at or close to the very centre of the pitch





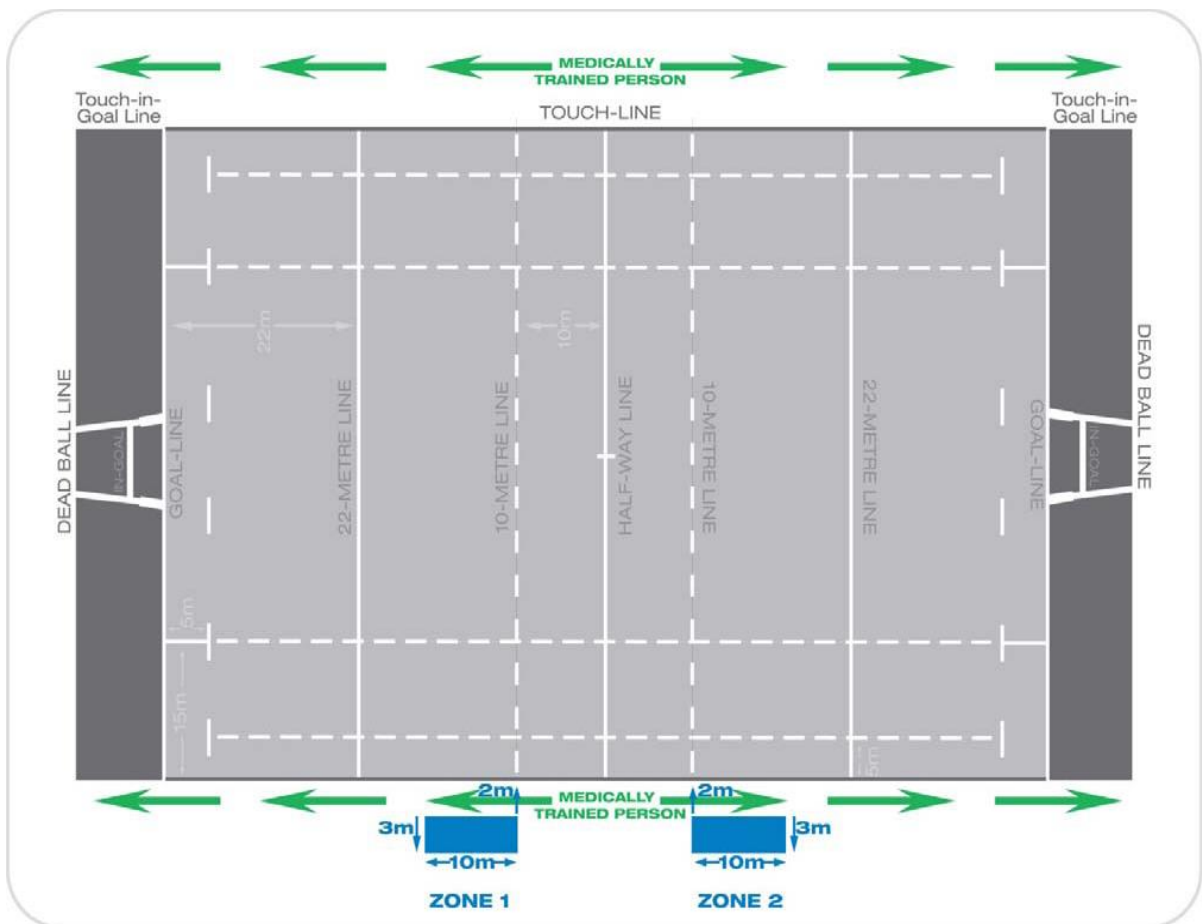
6.8.5 Half-time

10 minutes (whistle to whistle) and teams off. If team (or subs) remain on pitch, there is no disruption to permit half-time entertainment.

6.8.6 Technical Zone Protocol

1. Dimensions of the Technical Zone

- a. For International Matches two technical zones shall be provided within the playing enclosure on the same side of the pitch, each one on either side of the half-way line and outside the field-of-play.
- b. These technical zones must be marked on the ground.
- c. The line nearest the touch line must be parallel to the touch line.
- d. The technical zones commence a minimum of five metres from the halfway line. The technical zones must not exceed ten metres in length and three metres in width and must not be less than two metres from the touch line (see attached schematic) when it's possible.
- e. Wherever practically possible the zones should be behind advertising hoardings with easy access to the field of play.





2. Personnel permitted in the Technical Zone

- a. No more than two medically trained persons (certified doctors or physiotherapists only) and two water carriers (who may not be coaching personnel) and an assistant coach per team are permitted to operate from the technical zones.
- b. No other person (including team officials or players) is permitted in the technical zones.
- c. One of the medically trained personnel permitted to operate from the technical zone, as listed in (a) above, may be positioned on the far side of the playing area on the touch line opposite the technical zone.
- d. The second medically trained personnel permitted to operate from the technical zone as listed in (a) above may be positioned on the near side of the playing area on the touch line. The two medically trained personnel may not be together on one touch line.
- e. 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. Medical personnel must notably not stand in front of a camera. If the medical personnel must stay there for medical reasons, the medical personnel must bend the knee to be below the camera line.
- f. 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.

3 Roles of personnel in the Technical Zone

- a. Water may only be taken on the field during stoppages in play for injuries in the playing area and when a try has been scored.
- b. The two water carriers are not permitted in the playing area during penalty kicks at goal.
- c. The water carriers must remain in the technical zone at all times unless they enter the playing area to provide water or when ONE enters to provide a kicking tee to a kicker at a penalty kick.
- 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 Management of the Technical Zone

- a. All personnel permitted in the technical zones must have some distinguishing mark e.g. arm bands/vests/bibs.
- b. The fourth and fifth officials will manage the technical zones. If there is a transgression of the protocol, the matter will be reported to the match referee.
- c. 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.
- d. 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 WR Regulation 17.21 against the Union(s) and/or person(s) concerned.
- e. 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 WR Regulation 17.21 against the Union(s) and/or person(s) concerned.

5 Personnel outside of the Technical Zone

- a. The replacement bench and the location of the coaches should, wherever possible, be outside the playing enclosure.
- b. If replacements require to warm-up and there is not an area outside the playing enclosure, they may warm-up in the opposite in-goal area but must not use balls or any other rugby equipment during their warm-up. Balls, and hit shields may be used where there is a designated warm-up area away from the in-goal area. All other equipment for the purposes of warmup must only be used outside



the playing enclosure or another designated area away from the playing enclosure. The playing enclosure is defined as per the Definitions Section of Law 1 (The Ground).

6 Players temporary suspended

- a. When a player has been temporary 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 with the exemption of 6.c.
- b. The player may be given water and the provision of warm clothing. If halftime occurs during the sin bin period, the player may go to his team's changing room but must return DIRECTLY to the sin bin for the remaining time of his suspension when the second half resumes.
- c. A one-minute warm-up period is permitted prior to the temporary suspended player returning to the field of play.

7 Management of Protocol

The management of this Protocol will be the responsibility of the Number 4 and 5 officials or by the appointed Match Commissioner.



7. Medical Arrangements

IMPORTANT NOTICE:

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

7.1 Match Venue Medical Facilities

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

7.1.1 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, including no staircase or steps

Medical room must be available from 90 minutes before Kick Off.

The game 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.

7.1.2 Dressing Rooms

A dressing room for each Team participating in the Match which will include reasonable access to a Physiotherapist table and adequate disposal facilities for the disposal of used needles, syringes and contaminated dressings.

The Host Union must provide ample ice-supply for during match and post-match with buckets for provision to dressing room.



7.2 Medical History

Each Participating Union shall:

1. Ensure that its Players are suitably fit to participate in the REIC and that its Players comply in all respects with the medical requirements set out in the Union Consent Form (section 12).
2. Be required to report any injuries sustained during the REIC to RUGBY EUROPE Medical Committee.
3. Provide medical case notes relating to previous injuries / surgery.
4. Team Managers must check the game sheets to be sure all injuries are dully reported.

7.3 Medical Fees and Costs

As from 1st of July 2018, Rugby Europe does no longer cover for accidental bodily injury to players engaging in RE competitions, including:

“body injury occurring during rugby practice at training for and/or attending official RE competitions”

“body injury occurring during journey to attend official RE competitions or trainings to RE competitions”

7.4 Medical Insurance

In respect of World Rugby Regulation, article 23:

"23.2.1 Unions are responsible for and shall have in place appropriate financial arrangements or insurance to cover each Player (and/or his Primary Employer as applicable) in respect of losses and expenses incurred as a result of injury sustained when such Player is on International Duty. Such financial arrangements and/or insurance cover should include Medical Expenses, loss of Emoluments, Temporary Total Disablement, Career-Ending Injury and Catastrophic Injury incurred as a result of injury sustained at the time that the Player is on International Duty."

It is the responsibility of each Union to contract the appropriate Medical Insurance for its players and abide by the Terms and Conditions set out by this Manual and the participating agreement.

7.5 Team Doctor and Medical personnel

All Team Doctors and Physiotherapist must be fully registered as such within their national regulatory authority. For the avoidance of doubt, no intern, assistant or trainee will be allowed as Team Delegation member with a medical function.

Team Doctors and/or Physiotherapists must be aware of any Players who require specialist medical care, egg. 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 scrum 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.

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.

7.6 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 re-join 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.

7.7 Medical Protocol - Match Day Signals

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

- Call for the RESUSCITATION TEAM or for assistance with any suspected **SPINAL INJURY**





- Call for assistance with **AIRWAY complications**:



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



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





8. Media Rules

In order to promote the competition to achieve favourable coverage in local, national and international media, 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 (communication@rugbyeurope.eu) in advance for approval.

As a reminder, all video content of the competition (full game and highlights) are the ownership of Rugby Europe and cannot be given or used without Rugby Europe 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 (e.g. Facebook, Twitter, Instagram)

8.1 Communication Department

Rugby Europe Communication Department is responsible for all media and communications related to the competition activities, including media operations and services, media management and relations, issues management, public relations and editorial Services.

Rugby Europe Communication Department will provide Unions with communications tools (Press kits, press releases, logos, social media details...) to be used during the Competition.

To achieve a wide and favourable coverage of the competition, Unions are asked to provide Rugby Europe Communication Department with all requested information and materials:

- Team's photo and players list
- Union's communication elements (official logo, twitter accounts, communication/media contacts).

Unions are asked to collaborate with Rugby Europe Communication Department for the promotion of the competition through their own media and communications platforms.

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

8.2 Media Host

The media host must ensure the promotion and media coverage of the competition by delivering optimal services around each game of the competition:

- Before the game : Promotional communication and media information (Press release, promotional materials, Press-conference, practical information, media database)
- During the game : Welcome desk at the stadium, accreditation, media-dedicated area, useful information Players and coach interviews, Pictures of the game for all media (on-site and abroad), coordination with all targets (media, photographer, digital managers, Tv-producers and broadcasters)
- After the game : Pictures of the game, press release, useful information for media reports



A dedicated skilled person must be in charge of all these missions – Good language skills (local and English) are essential to be able to help media from different countries

For Rugby Europe Championship division, specific requirements will be specified in Technical Operating Manual 2020.

The host union is responsible to manage the media accreditation passes and could reserve the right to approve or deny any Media accreditation request. In this case, the host union must inform the RUGBY EUROPE communication Department and motivate the decision.

The List of accredited media can be sent to Rugby Europe if requested for any purpose.

The RUGBY EUROPE logo must appear on the first side of the accreditation.

8.3 Media Centre / Area

It is recommended that Unions must provide for REIC game a Media Centre, which functions as a media working area with desks, chairs, fast internet connection and an area where catering is provided (when possible).

The Media Centre should provide easy access to and from other media-related facilities such as the media and the press conference room and adequate toilet facilities. The Media Centre shall be open at least 3 hours before the game and closing 1,5 hours after the end of the game.

The accredited journalists should be provided with all information necessary for their mission :

- Press Kit presenting the competition, calendar , results and ranking and linked to rugbyeurope.eu website
- a Team Sheet for each Participating Team as soon as possible once the Teams have been confirmed and well in advance of the start of the match.
- Some pictures of teams / games – Free of Charge
- Accreditation to circulate in the authorized areas

If it's impossible to have an independent room for the Media Centre, the press conference room could be an alternative.

8.4 Media Tribune

Each REIC game venue shall have a Media Tribune or a dedicated Area in a central position in the main grandstand that offers working conditions for accredited journalists.

This area must be organized and identified to host different media

- The Written media have reserved seats with desks including electricity (and dedicated internet access/network if possible).
- Radio commentators
- TV-broadcaster / Commentator
- Media observers

Host Union is to define the seating order in the media tribune in accordance with the earlier defined accreditation priority and the planned presence of the journalists. Host Union further has responsibility to ensure that unauthorised persons may enter the press.



The media tribune must be marked, well-lit and must provide easy access to the media working area and the press conference room.

8.5 Mixed Zone and interviews Areas

Each REIC game venue shall have a mixed zone OUT of THE PLAYING GROUND between the pitch and the dressing rooms where accredited media can interview the players and staff after the 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 after the game for post-match interviews for media. If it's not possible to find place for mixed zone, the Press Conference room could be used.

The mixed zone area must include a backdrop interview in accordance with the marketing and commercial agreements. Rugby Europe provides with guidelines for the space layout.

8.6 Pre Game & Post-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.

Host unions are invited to inform Rugby Europe of any Media and Communication events to be able to promote and emphasize on its website and social media and relay to its media database.

The Press-Conference room must include a backdrop interview including Rugby Europe logo and in accordance with the marketing and commercial agreements. Rugby Europe provides with guidelines for the space layout.

Press-Conferences must be included in the detailed running-order of each game and circulated to teams and officials

8.7 Post-Match Interviews

The Captains, Coaches or any significant Players identified by the Communication Department or TV-broadcasters may be required to attend a television/media 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.

Post-match interviews must be conducted in front of a backdrop interview including Rugby Europe logo and in accordance with the marketing and commercial agreements. Rugby Europe provides with guidelines for the space layout.



8.8 Photographers

Photographers shall be considered as a media and treated in the same process for accreditation and facilities access.

The photographers shall have the possibility to take match photos from different sides of the stadium during the match, giving them easy accessibility around the pitch however, they must be restricted from crossing the Technical Areas and have no access to Team specific areas of the ground. The photographers shall also have the possibility to take pictures during the post-game press conferences and in the mixed zone. The photographers' working area may combined with the Media Centre

Specific Bibs should be provided to photographers as well as a brief as to the areas they are permitted to work in.

The host union of a game is asked to have a or several official photographer(s) for each home-game of the competition. These people will be missioned by the union to cover the different part of the game (press-conference, teams arrivals, warm-up sessions, coin-toss, games, post-match interviews and conference).

For each game, the host-union is kindly asked to provide to Rugby Europe and possible identified media a minimum of 10 pictures in High-resolution of the game – free of charge – for promotion and report of the game.

These pictures must be sent to communication@rugbyeurope.eu at different moments of the event :

- Pictures – after Kickoff of the game including Teams line-ups
- Pictures at the half-time sent during the half time
- Pictures at the end of the game sent after the final whistle

All pictures of the game must be sent 30 minutes after the end of the game at the latest – including the credit to be added with pictures

8.9 Digital and Social Media Communication

RUGBY EUROPE digital and social media platforms are the official channels of the competitions.

Rugby Europe will provide with the official hashtags and communications elements for each competition and games :

- #RugbyEurope for all communication about Rugby Europe activities
- #REIC2020 for the whole competition
- #REC2020 for Rugby Europe Championship division
- #RETrophy for Rugby Europe Trophy Division
- #REConference for Rugby Europe Conference 1 & 2 Divisions
- #REDevelopment for Rugby Europe Development Division

Host unions and competing teams are asked to provide Rugby Europe with content (photos, images, articles) before, during and after the games to highlight the competition.

Host unions are asked to use the official content and relay on their digital platforms.

All elements must be sent to: communication@rugbyeurope.eu



8.10 Video-Production

For Sport's and Commercial reasons, Rugby Europe request as a mandatory element of its marketing strategy that all games of the Competition will be video-produced.

Host-union of each game is invited to appoint a video-company that will be able to produce the coverage of the game in accordance with Rugby Europe guidelines (number of cameras, graphics, commentaries, satellite signal, highlights ...). **If not, Rugby Europe may ensure the TV-production or designate video-producers.**

Division	Number of Cameras (mini)	Connection	Quality
Championship	6	Satellite	Full HD (1080p)
Trophy	3	Internet	HD (720p)
Conference 1 & 2	1	Internet	HD (720p)
Development	1	Internet	HD (720p)

The participating organizations undertake that no operator will be allowed to film any images of the competition without the prior express approval of Rugby Europe.

Host-union must provide the contacts' details of the video-company to Rugby Europe 15 days at the latest before the game to set up the video-production elements (guidelines, connection protocol, running-order, technical aspects..).

In case of TV-broadcast production (for Championship), specific requirements will be communicated in the Technical Operating Manual

It is advisable to coordinate the planning of the TV production with the Internet TV and match video production responsible, to coordinate cameras positioning and distribution of the produced signal.

Teams wishing to film their matches and those involving other teams must seek permission from RE in advance of said match. The local video-company will advise Team Analysts of an appropriate place from which to film.

At the end of the game, the Host-union must provide copy of the game in electronic format (MP4 – 720p minimum) to the following person :

- 1 for the referee
- 1 for the match-commissioner or RE representative
- 1 for the Citing commissioner (if present on-site)
- 1 for each team manager or video-analyst

Copies of the game must be provided no later than one hour after their match.

Please note that the use of Drones over the Playing enclosure to record Video footage (or for any other use), is strictly forbidden.

Camera Plan



- Match Venues with two or more Stand/Tribunes of significant importance

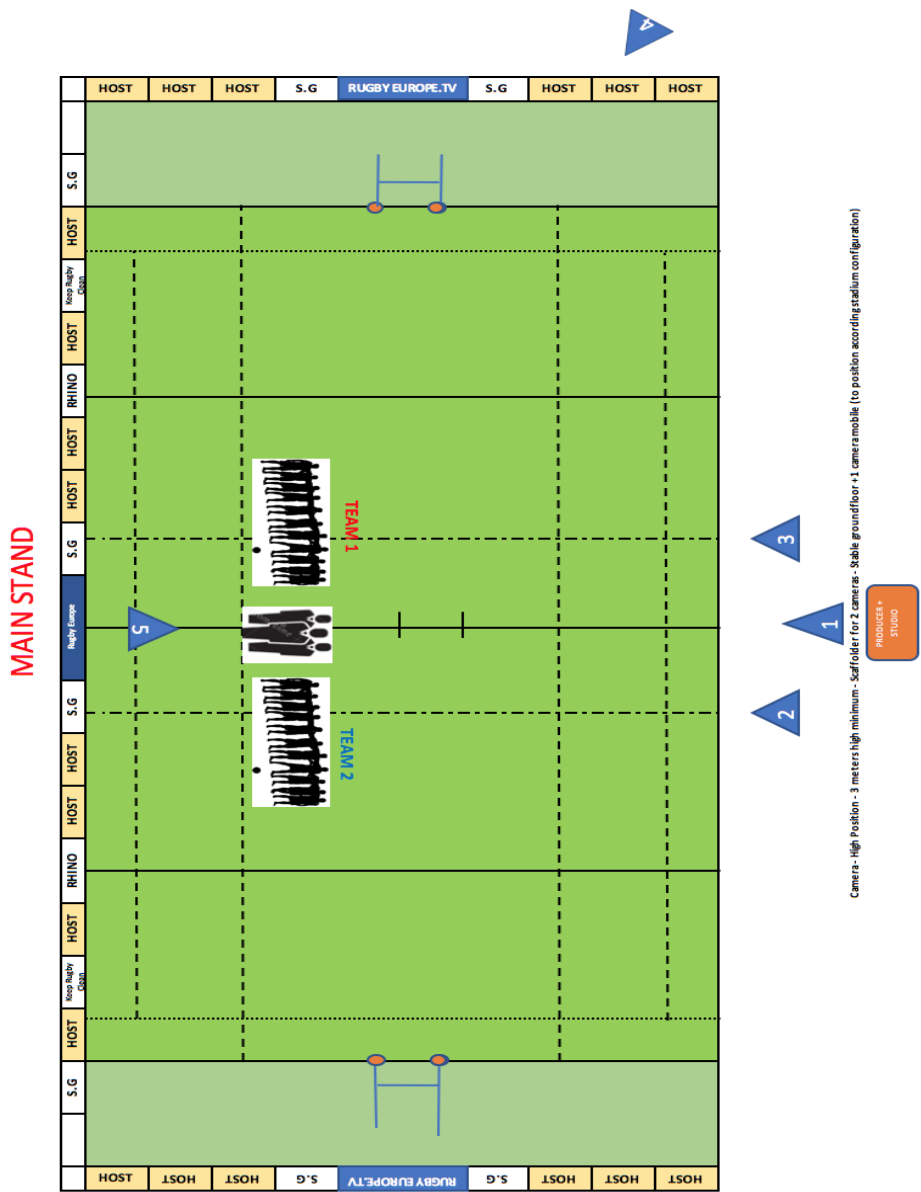
The main camera to be placed on the main Stand/Tribune.

- Match Venues with one main Tribune only

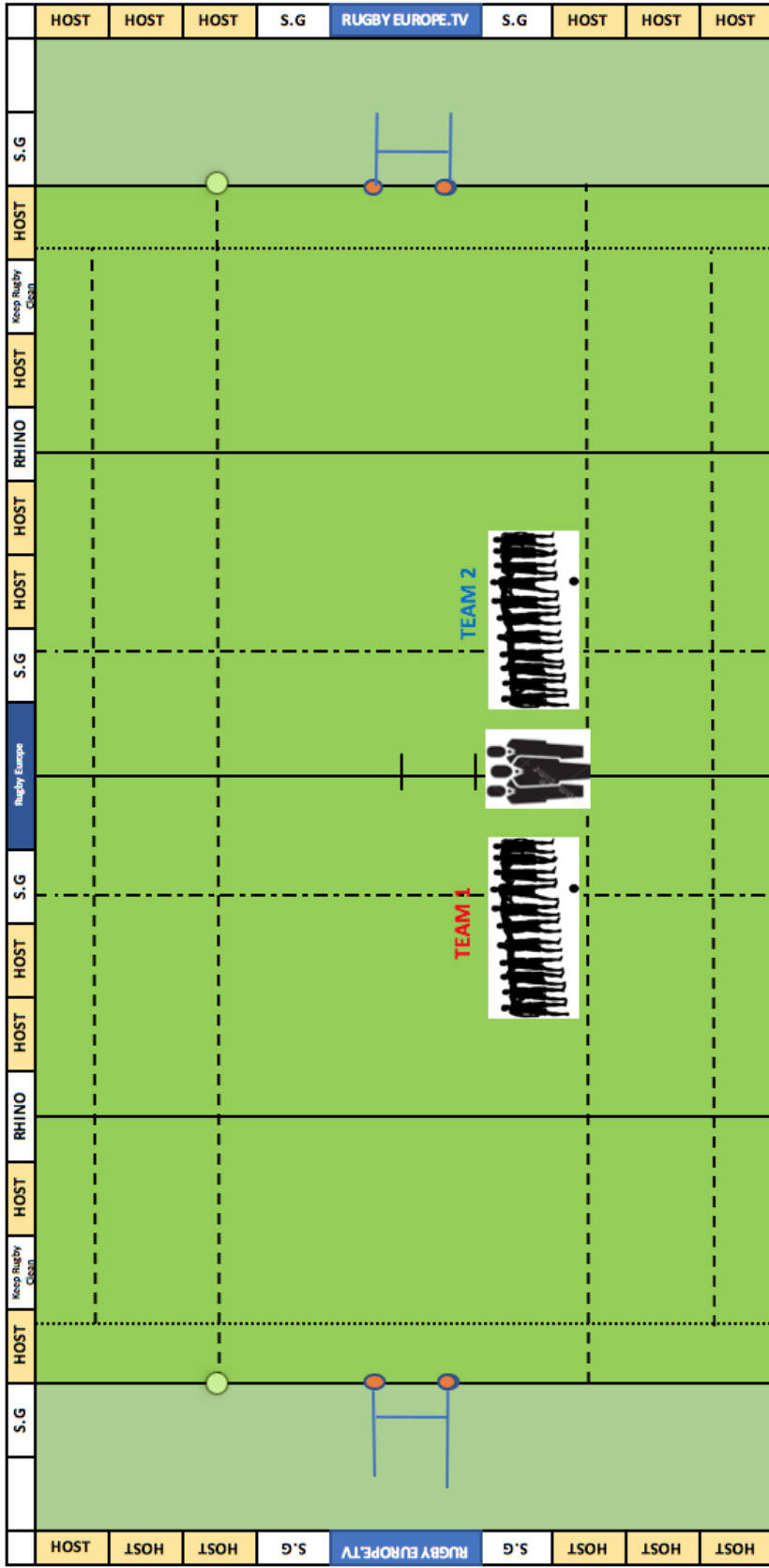
To ensure proper standards of video production, Rugby Europe suggest that the main camera should be positioned in front of the main stand to provide a background full of spectators for the online streaming feed or the TV broadcasting.

This is the preferred camera plan of Rugby Europe; unless the venue set up does not allow it.

Please find below two examples:



MAIN STAND



Camera - High Position - 3 meters high minimum - Scaffold for 2 cameras - Stable ground/floor + 1 camera mobile (to position according stadium configuration)



8.11 Broadcast and streaming of Matches

To promote the competition, Rugby Europe has developed its own online TV-platform – www.rugbyeurope.tv

All games of the competition that are video-produced will be LIVE-streamed on this video-platform.

Host-unions are not authorized to live-streamed the video of the game on Facebook Live or other social media platforms.

As described in the Article 9.2, Media rights related to the competition can be sold by Rugby Europe to TV and OTT platforms.

Host Broadcast

The Host Broadcaster shall either be a subscription sports channel or a free to air broadcaster with both demonstrating experience and knowledge of broadcasting the sport of Rugby.

The Host-Union shall inform Rugby Europe of the deals signed with local/domestic TV-broadcaster and OTT platforms for technical consideration and communication matters.

The provisions in relation to broadcasting shall apply on a platform-neutral basis. Each party shall use its best endeavours to geo-block or otherwise prevent broadcast into the territories retained by the other party, subject always to usual overspill.

The Host Union shall:

- cover production costs for broadcasting;
- ensure that the appointed Production Company / Host Broadcaster, provides Rugby Europe with the feed from all available cameras at no cost.
- have the sole right to sell and retain revenue from domestic broadcast rights.
- be granted by Rugby Europe, the non-exclusive right to sell and retain revenue from domestic streaming rights for the competition, subject to the prior written approval of Rugby Europe;

Overseas Broadcast

The Host Union shall provide at its cost, a clean feed and or signal to Rugby Europe and its international broadcasters to the nearest international gateway, to ensure unencumbered access to international broadcasters.

Rugby Europe shall have the exclusive right to sell and retain revenue from international streaming rights of the Competition, with the Parties acknowledging that both the Host Union and Rugby Europe streaming partners be granted rights to stream within the Territory.

Rugby Europe will provide details of broadcast arrangements one week before the game at the latest. Considering possible exclusivity, certain Geographical broadcasting rights may be retained by broadcasters.



9. Commercial Rules

9.1 Respect of the RUGBY EUROPE Commercial Rights

This part of the REIC Manual is to give guidelines to Unions in order to respect the Commercial Rights of RUGBY EUROPE.

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

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 (Playing and Training Kit) and on its communication materials in respect of commercial rules defined below. Each Participating Team undertakes to respect these rules during the competitions.

For information, do not hesitate to contact Rugby Europe at marketing@rugbyeurope.eu

9.2 Commercial Rights

- “REIC”** means all Divisions of Rugby Europe International Championships – Each level has a specific name (Championship, Trophy, Conference 1, Conference 2, Development)
- "REIC Commercial Rights"** means all commercial rights pertaining to the REIC or a match, official training session or other official activity thereof
- “RUGBY EUROPE Commercial Rights”** means together the Commercial Rights and, as the case may be, the REIC Commercial Rights which are the property of RUGBY EUROPE & RUGBY EUROPE Company;
- "International Feed"** means with respect to a match, training session or other activity, the international feed television signal originated by the host broadcaster, which signal produces a clean, true and accurate picture of that match, training session or other activity (or part thereof) free of captions, tunes, words, logos, and any other graphic material save for the material authorised by the Parties;
- "Media Rights"** means the exclusive right to exploit world-wide and in all languages, all sound and moving picture rights (including, but not limited to, the International Feed) of any kind whatsoever whether now known or in the future created (including, but not limited to film, video, television, internet and mobile) in, of and pertaining to RUGBY EUROPE Events or a match, official training session or other official activity thereof, whether live or on delay or on demand;



Exploitation of commercial rights in and to the competition:

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

- Sponsorship Rights:
 - o 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.
 - o Host union has the right to sell and retain revenue from Local commercial rights:
 - **Playing and Training Kits Sponsors (except Competition's Marks – Article 9.3)**
 - **Ticketing**
 - **Hospitality**
 - **Concessions Vending rights**
 - **Merchandising**
 - **Advertising and Sponsorship rights :**
 - o 50% of TV arc perimeter advertising;
 - o 50% of secondary in-bowl Venue TV arc advertising sites;
 - o 75% of Non-TV arc perimeter advertising and related secondary in-bowl Venue non-TV advertising sites
 - o 50% of interview backdrop;
 - o the remaining proportions of advertising spaces not allocated to Rugby Europe by 30 December of the season

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.

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

Sponsor	Category	Status	Visibility
RHINO	Match-Ball	Official Supplier	Logo on Match ball only
ERREA	Apparel Manufacturer	Official Supplier	2 fixed Rugby Europe / Errea co-branded 3m X 1m boards in the Television Arc or 5% of LED time Logo on communication's material (interview backdrop, podium, poster)



Artworks of material will be provided by Rugby Europe to the unions for production and installation. Unions will be responsible for installation, storage and maintenance of the supports during the whole season. Costs will be assumed by Rugby Europe upon presentation of the invoice.

For information, please contact Rugby Europe at marketing@rugbyeurope.eu



**Official Balls Supplier
of RUGBY EUROPE**



**Official Apparel Supplier
of RUGBY EUROPE**

9.3 Competition Marks

The logo of Rugby Europe and of the competition is the ownership of Rugby Europe. The unions cannot transfer the use of this Mark to anyone, especially to commercial companies/partners.

The use of Rugby Europe logo is submitted to Rugby Europe approval for any project. Unions are invited to ask the original file/artwork to be used and to submit project for approval before production. No merchandising or commercial activities can include Rugby Europe logo.

Participating Teams are allowed to use it for the promotion of the competition. Rugby Europe logo must be included in promotion material developed (posters, interviews backdrop, match-programme, tickets, website...) in respect of following guidelines.

POSTERS :

Rugby Europe logo must be positioned on the Top left Corner of the artwork.
The size of the logo must be sufficient so that the content can be lisible.

The Name of the Competition (Rugby Europe International Championship) and/Or the Division (Trophy, Conference) can be associated in English or Local language

Rugby Europe logo must not be associated to Unions commercial partners.



PRESS CONFERENCE & FLASH-INTERVIEWS BACKDROP :

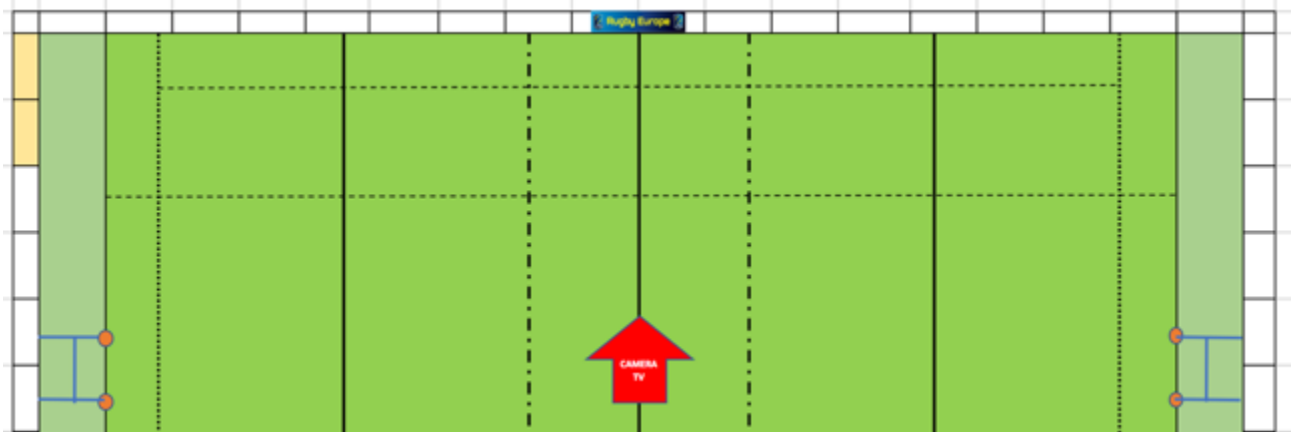
Rugby Europe logo must be present in the material developed for all Media activities (press conference, interviews).

It can be inserted among the local partners

Name of the competition can be added to the material.



Host union must display a Rugby Europe board in a central position in the front-camera axis along the center line of the pitch – including the logo of Rugby Europe (as below). Original artwork must be asked to communication@rugbyeurope.eu for production.



At the end of the competitions, winners boards will be designed by Rugby Europe and produced by the host union in charge of the organization of the game involved for the “trophy ceremony” in coordination with Rugby Europe Communication Department.



10. Anti-Doping Programme

10.1 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: <https://www.wada-ama.org/en/content/what-is-prohibited>

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.

10.2 Team Member Consent Form

Each Player nominated in the Participating Union’s squad travelling to the Tournament and/or competing in any of the Matches in the Tournament and/or any Additional Matches is required to read the Team Member Consent Form and sign the Team Member Consent Form Signature Page included in these Terms of Participation (Section 12)

Any new Player that replaces another within your squad during the Tournament must also complete and return the Team Member Consent Form Signature Page by the manager meeting the day before the match.

Capitalised terms used in this Anti-Doping Section not otherwise defined in these Terms of Participation have the meanings given to them in 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

10.3 Therapeutic Use of 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.



10.3.1 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 KO of the Game** 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.

6.1.8. 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.

6.1.9. Mutual recognition of TUEs

Any Player who has been granted a TUE approval by another Anti-Doping Organisation's TUE Committee (e.g. 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.

10.4 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.keeprugbyclean.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.keeprugbyclean.worldrugby.org

10.5 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 e.g. 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.

10.6 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.

10.7 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.



10.8 Player Representative and interpreters

Any Player selected for Doping Control during the Qualification Process is entitled to have a representative present with him during the Doping Control process in the Doping Control station. All Participating Unions are urged to provide a representative to sit through the process (except the Sample provision) with their Players.

If the Player does not speak the same language as the Doping Control staff, then his 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.

10.9 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.



10.10 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.

10.11 Further Information / Questions

If any Participating Union requires any further information or has any questions on the Anti-Doping Programme, please contact Jose GORROTXATEGI, Rugby Services Manager Rugby Europe , at jose.gorrotxategi@rugbyeurope.eu or +34 638 45 99 009209



11. Competition Disciplinary Regulations

World Rugby Regulation 17, as updated from time to time, sets out the applicable REIC Disciplinary Regulations for Foul Play in relation to the Tournament and any Additional Matches, subject to any permitted modifications set out below. World Rugby Regulation 17 is available on <http://www.worldrugby.org/lawregulations/regulations/index.html> <https://www.world.rugby/handbook/regulations>

References to the Host Union and/or Designated Disciplinary Official in World Rugby Regulation 17 shall refer to the person nominated by RUGBY EUROPE to fulfil such role in relation to the Match(es) (which may be, without limitation, RUGBY EUROPE Commissioner).

Temporary Suspensions

The procedures with respect to Temporary Suspensions set out in World Rugby Regulation 17.25 shall apply to the Tournament and any Additional Matches.

Citing

The applicable citing period for the Matches is 12 hours from the conclusion of the Match and IRB Regulation 17.15.1 shall be read accordingly. The applicable Union referral period is 6 hours from the conclusion of the Match and World Rugby Regulation 17.10.1 shall be read accordingly.

Appeals

In addition to the appeal procedures set out in World Rugby Regulation 17.22, in accordance with World Rugby Regulation 17.22.5 each notice of appeal shall be accompanied by a deposit in the sum of €100 which shall be payable to RUGBY EUROPE.

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 and any Additional Match(es) in an official capacity with the Participating Union and must ensure that their conduct is of the highest standard in accordance with the World Rugby Code of Conduct attached hereto and that Matches including any Additional Match(es) are played in accordance with disciplined and sporting behaviour. World Rugby Regulation 20 sets out the applicable Tournament Disciplinary Regulations for Misconduct in relation to the Tournament and any Additional Matches. World Rugby Regulation 20 is available on <https://www.world.rugby/handbook/regulations>

Each Participating Union and Team Member agrees to be bound by and comply with the provisions and requirements of the REIC 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 REIC and any Additional Match(es) in an official capacity with the Union.

See Flowcharts of this Section, summarise the procedures 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 ENC Disciplinary Regulations and World Rugby Regulation 17, should not be considered in isolation and, in the event of any inconsistency, the World Rugby Disciplinary Regulations and World Rugby Regulation 17 shall prevail.

All Participating Unions are required to provide certification in writing to the RUGBY EUROPE Commissioner at least 24 hours prior to the commencement of the Match, 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 and any Additional Match(s):

- (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 RUGBY EUROPE Commissioner of the reason for this, and RUGBY EUROPE Commissioner shall take action as appropriate.



11.1 Summary of Process when a Player is Ordered Off

Referee and where applicable, assistant referee, prepare a written report of the incident. Such reports shall ordinarily be provided to a Designated Disciplinary Officer within 2 hours of the conclusion of the Match.

The Player Ordered Off will be provided with a copy of the applicable report(s) and other relevant information and notified of the date, place and time of the Judicial Officer hearing.

The Judicial Officer hearing will take place as soon as reasonably practicable following the Match. The Player and witnesses will attend the hearing to give evidence.

The Judicial Officer shall consider the evidence. 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 RUGBY EUROPE or the designated Disciplinary Officer within 24 hours of notification of the Judicial Officer's written decision. RUGBY EUROPE 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 ordinarily 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 anytime 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.



11.2 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 12 hours 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 World Rugby 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 as soon as possible after 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 World Rugby'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 RUGBY EUROPE or the Designated Disciplinary Officer within 24 hours of notification of the Judicial Officer's written decision. RUGBY EUROPE 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.



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.



11.3 Recommended Sanctions for Offences within the Playing Enclosure

In the table below the tariff should be considered as the usual sanction which can, depending on the circumstances, be reduced if there are mitigating factors and increased if there are aggravating factors. Please check that this table matches the new table on the World Rugby website (see Reg 17).

Note: Any act of foul play which results in contact with the head and/or neck shall result in at least a mid-range sanction

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

Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks
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9.12 A player must not physically abuse anyone. Physical abuse includes, but is not limited to:

Biting	Low-end: 12 weeks	Mid-range: 18 weeks	Top-end: 24+ weeks	Max: 208 weeks
Intentional Contact with Eye(s) (5)	Low-end: 12 weeks	Mid-range: 18 weeks	Top-end: 24+ weeks	Max: 208 weeks
Reckless Contact with Eye(s) (6)	Low-end: 6 weeks	Mid-range: 12 weeks	Top-end: 18+ weeks	Max: 208 weeks
Contact with Eye Area (7)	Low-end: 4 weeks	Mid-range: 8 weeks	Top-end: 12+ weeks	Max: 52 weeks
Punching or striking with hand or arm (including stiff-arm tackle)	Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks
Striking with the elbow	Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks
Striking with shoulder	Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks
Striking with head	Low-end: 6 weeks	Mid-range: 10 weeks	Top-end: 16+ weeks	Max: 104 weeks
Striking with knee	Low-end: 4 weeks	Mid-range: 8 weeks	Top-end: 12+ weeks	Max: 52 weeks
Stamping or Trampling	Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 12+ weeks	Max: 52 weeks
Tripping	Low-end: 2 weeks	Mid-range: 4 weeks	Top-end: 8+ weeks	Max: 52 weeks
Kicking	Low-end: 4 weeks	Mid-range: 8 weeks	Top-end: 12+ weeks	Max: 52 weeks

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.



Low-end: 6 weeks	Mid-range: 12 weeks	Top-end: 18+ weeks	Max: 52 weeks
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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.

Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks
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9.14 A player must not tackle an opponent who is not in possession of the ball.

Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks
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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.

Low-end: 2 weeks	Mid-range: 4 weeks	Top-end: 6+ weeks	Max: 52 weeks
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9.16 A player must not charge or knock down an opponent carrying the ball without attempting to grasp that player.

Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks
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9.17 A player must not tackle, charge, pull, push or grasp an opponent whose feet are off the ground.

Low-end: 4 weeks	Mid-range: 8 weeks	Top-end: 12+ weeks	Max: 52 weeks
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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.

Low-end: 6 weeks	Mid-range: 10 weeks	Top-end: 14+ weeks	Max: 52 weeks
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9.19 Dangerous play in a scrum.

- a. The front row of a scrum must not form at a distance from its opponents and rush against them.
- b. A front-row player must not pull an opponent.
- c. A front-row player must not intentionally lift an opponent off their feet or force the opponent upwards out of the scrum.
- d. A front-row player must not intentionally collapse a scrum.

Low-end: 2 weeks	Mid-range: 4 weeks	Top-end: 8+ weeks	Max: 52 weeks
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9.20 Dangerous play in a ruck or maul.

- a. 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.

Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks
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- b. A player must not make contact with an opponent above the line of the shoulders.
- c. A player must not intentionally collapse a ruck or a maul.

Low-end: 2 weeks	Mid-range: 4 weeks	Top-end: 8+ weeks	Max: 52 weeks
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9.25 A player must not intentionally charge or obstruct an opponent who has just kicked the ball.

Low-end: 2 weeks	Mid-range: 6 weeks	Top-end: 10+ weeks	Max: 52 weeks
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9.27 A player must not do anything that is against the spirit of good sportsmanship including but not limited to:

Hair pulling or grabbing	Low-end: 2 weeks	Mid-range: 4 weeks	Top-end: 6+ weeks	Max: 52 weeks
Spitting at anyone	Low-end: 4 weeks	Mid-range: 8 weeks	Top-end: 12+ weeks	Max: 52 weeks
Grabbing, twisting or squeezing the genitals (and/or breasts in the case of female players)	Low-end: 12 weeks	Mid-range: 18 weeks	Top-end: 24+ weeks	Max: 208 weeks
Other	Low-end: 4 weeks	Mid-range: 8 weeks	Top-end: 12+ weeks	Max: 52 weeks

9.28 A player must not disrespect the authority of a Match Official.

Low-end: 2 weeks	Mid-range: 4 weeks	Top-end: 6+ weeks	Max: 52 weeks
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9.28 A player must not verbally abuse a Match Official. Verbal abuse includes, but is not limited to, abuse based on: religion, colour, national or ethnic origin, sexual orientation.

Low-end: 6 weeks	Mid-range: 12 weeks	Top-end: 18+ weeks	Max: 52 weeks
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9.28 A player must not make physical contact with Match Officials.

Low-end: 6 weeks	Mid-range: 12 weeks	Top-end: 18+ weeks	Max: 52 weeks
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9.28 A player must not use threatening actions or words towards Match Officials.

Low-end: 12 weeks	Mid-range: 24 weeks	Top-end: 48+ weeks	Max: 260 weeks
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9.28 A player must not physically abuse Match Officials.

Low-end: 24 weeks	Mid-range: 48 weeks	Top-end: 96+ weeks	Max: Life
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In respect of offences not referred to in Appendix 1 above, appropriate sanctions may be imposed at the discretion of the relevant Judicial Officer, Disciplinary Committee, Appeal Officer and/or Appeal Committee (as the case may be).

Notwithstanding the Sanctions in Appendix 1 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 and/or Disciplinary Committees may impose any period of suspension including a suspension for life.

[5] [6] & [7] *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.*



11.4 Financial Sanctions

Without in any way limiting the discretion of the Disputes Committee and/or Rugby Europe Legal Committee to take such action and impose such sanction(s) as it considers appropriate, 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:

11.2.1 General

- a) Withdraw to a single game / Competition
- b) Non-attendance to the Team Manager Meeting
- c) Missed deadlines for Squad Announcement;

11.2.2 Training Venue and Training Sessions

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

11.2.3 Match Venues

- a) Use of non-compliant clothing and equipment in Match Venues (sanction applied per item);
- b) Damage to equipment / facilities;
- c) Non-compliance with Match Day Run Sheet;
- d) Non-compliance with Competition balls or others Rugby Europe Commercial Partners
- e) Jersey colour conflict non-solvable

11.2.4 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 (48 hours prior the KO); and/or
- c) Changes to confirmed Match Teams (without valid reason);
- d) For championship and other competitions games under Rugby Europe streaming program: non-compliance with Rugbyeurope.tv streaming or media rules

11.2.5 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);

11.2.6 Accommodation

- a) Damage to equipment / facilities;
- b) Misconduct during final days

11.2.7 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;



11.2.8 Ticketing

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

11.2.9 Team and Manager behaviour during game

- a) Technical zone
 b) Non-respect of Tournament officials, referees
 c) Any other(s) act(s) which are contrary to good sportsmanship

Table for Financial Sanctions

Maximum fee claim

Reference	Category	Description	Fees
Reimbursement of damages must be added to the fees in case of material broken			
11.2.1	General	Missed deadlines for squad announcement	1000,00
		Non-attendance to the team Manager meeting	1000,00 €
11.2.2	Training Venue and sessions	Training at non-official Training Venue without prior approval	500,00 €
		Damage to equipment / facilities	2000,00 €
11.2.3	Match venues	Use of non-compliant clothing and equipment in match venues (per item)	500,00 €
		Damage to equipment / facilities	2000,00 €
		Non-compliance with Match Day run sheet	1000,00 €
		Non-compliance with Rugby Europe Contracts or competition Partners	2000,00 €
		Jersey colour conflict non-solvable prior to the game	1000,00
11.2.4	Media	Non-attendance of specific team members at post-match interview and press conference (per team member)	200,00 €
		Streaming not provided by the Union as agreed in the participation agreement	2000,00 €
11.2.5	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	2000,00 €
		Non-compliant use of Player images	1000,00 €
		Unapproved use of Marks by participating Union and/or its commercial partner(s)	2 000,00 €
		Misconduct of team member during	1000,00 €
11.2.6	Accommodation	Damage to equipment / facilities	2000,00 €
11.2.7	Accreditation	Use of team member accreditation by non-accredited individuals	500,00 €
		Access into areas outside access entitlements	400,00 €
		Non-wearing of accreditation in restricted access areas	200,00 €
11.2.8	Ticketing	Use of ticket in non-compliance with the ticketing terms and conditions	100,00 €
11.2.9	Team and Manager behaviour during game	Problem linked with technical zone	1000,00 €
		Non-respect of officials, referees ... (per team member)	2000,00 €
		Any other acts which are contrary to good sportsmanship	2000,00 €



11.5 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.



12. Forms / Paperwork to be Submitted

The following pages contain all the appendices that have been mentioned in these Terms of Participation. It includes a summary of all the forms which must be submitted to RUGBY EUROPE before and during ENC.

Appendix n°	Document	Who	When	What
1	Union Consent Form & Participation Agreement	President & General Secretary	Provided for the 28 th September 2019 to REIC@rugbyeurope.eu	signed by the President & the General Secretary
2	Team Delegation Consent Information & Consent Form	Players and Team Manager	All Sections must be Fully Completed and Returned to the match commissioner and REIC 24 hours prior to the match to be Eligible to Participate	Signed by the players and the management including all Team Officials
3	Players List (Tournament kit) and Game info Excel Document to be sent in due time by RE	Team Manager	Send to RUGBY EUROPE and World Rugby 48hrs prior to the game to REIC@rugbyeurope.eu ;	List of players and staff representing the Union on the Match. Hard copy signed by Manager and an electronic version provided to the Commissioner during the manager meeting
4	- Therapeutic Use Exemption Form	Players	send to secretariat@rugbyeurope.eu & tue@worldrugby.org before the match & copy for Commissioner	List of medicine exemption by player
5	Declaration of Player's Eligibility	Players and Team Manager	Kept by Manager during the whole tournament	Prove of eligibility of non-national players
6	Declaration of Union	Team Manager and Union	Kept by Manager during the whole tournament	Confirmation of the eligibility of the player

NB: Documents related to Referees and Matches' Commissioners will be sent to Matches Officials separately



**APPENDIX 1
UNION CONSENT FORM TO
PARTICIPATE IN THE
RUGBY EUROPE INTERNATIONAL
CHAMPIONSHIPS
2019 / 2020**

I hereby certify that I have acknowledged the REIC Manual and the Participation Agreement and declare that I agree to comply with the regulations, terms and conditions set out in both documents.

Participating Union of:

PRESIDENT Name:

PRESIDENT Signature:

GENERAL SECRETARY Name :

GENERAL SECRETARY Signature:

Date:



APPENDIX 2 TEAM DELEGATION CONSENT FORM RUGBY EUROPE INTERNATIONAL CHAMPIONSHIPS 2019 / 2020

Tournament:	REIC	Team:		Date:		
Player Number	Player Name As on Passport	World Rugby Anti-Doping E-Learning completed (See https://www.keeprugbyclean.worldrugby.org/?module=1)	World Rugby Anti-Corruption & Betting Education completed (See: https://integrity.worldrugby.org/)	Acknowledgement of the Appendix 2 Team Consent Information	Agree to the use of GPS devices	Player Signature
PLEASE PRINT IN CAPITALS		Please tick ✓ the boxes			Signature	
1						
2						
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TEAM DELEGATION CONSENT FORM

APPENDIX 2

RUGBY EUROPE INTERNATIONAL CHAMPIONSHIPS

2019 / 2020

Tournament		Team:		Date	
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	Team Management Name As on Passport	Position	World Rugby Anti-Doping E-Learning completed (See https://www.keeperbyclean.worldrugby.org/?module=1)	World Rugby Anti-Corruption & Betting Education completed (See: https://integrity.worldrugby.org/)	Acknowledgement of the Appendix 2 Team Consent Information	Team Management Signature
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PLEASE PRINT IN CAPITALS	Please tick ✓ the boxes	Signature
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1		Team Manager				
2		Team Coach				
3		Team Physio				
4						
5						
6						
7						
8						
9						
10						

The above signatures have been witnessed by the following person:

Name of Witness: BLOCK CAPITALS: _____
 Signed (Witness): _____

All sections must be fully completed and returned to the match Commissioner and REIC 24 hours prior to the match to be eligible to participate



Appendix 2 - Team Delegation Consent Form - Instructions

Players

Please insert your full name as on your passport in column 1.

You must tick the next column (column 2) to confirm that you have visited www.keeperugbyclean.com or received other anti-doping education. If you have not visited www.keeperugbyclean.com or received other anti-doping education, ensure that you do prior to signing the form.

You must tick column 3 to confirm that you have read or had the opportunity to read the full Team Member Consent Form which sets out the contractual terms governing your participation in the Tournament. If you have not been given a copy and wish to read the document, please speak with your Team Manager to obtain a copy. The Team Member Consent Form must be entered into without amendment in order to participate in the Tournament.

Please then sign in column 4. A witness will sign below to confirm your signature.

Your Team doctor must sign at the bottom of the Team Member Consent Form to confirm that he/she has examined you and that you are fit to play.

Team Officials

Please insert your full name as on your passport in column 1.

You must tick the next column (column 2) to confirm that you have visited www.keeperugbyclean.com or received other anti-doping education. If you have not visited www.keeperugbyclean.com or received other anti-doping education, ensure that you do prior to signing the form. Players may ask you for advice and it is important that you are able to direct them to www.keeperugbyclean.com and assist them with any translation or other issues they have in understanding the content.

You must tick column 3 to confirm that you have read or had the opportunity to read the full Team Member Consent Form which sets out the contractual terms governing your participation in the Tournament. If you have not been given a copy and wish to read the document, please speak with the Team Manager or your Union to obtain a copy. The Team Member Consent Form must be entered into without amendment in order to participate in the Tournament.

Please then sign in column 4. A witness will sign below to confirm your signature.

Note to Team Managers:

Please ensure you can provide access to www.keeperugbyclean.com to Players/Team Management on your laptop or a hotel computer. You can print out copies of the IRB Anti-Doping Handbook from www.keeperugbyclean.com in various languages to distribute before departure if internet access will not be available at your hotel/training venue.



APPENDIX 2

TEAM DELEGATION CONSENT INFORMATION

Team delegation members agrees to the following provisions:

1. GENERAL ACCEPTANCE AND AGREEMENT

- 1.1 accept the invitation to take part in **RUGBY EUROPE INTERNATIONAL CHAMPIONSHIPS (REIC)**, and any Additional Matches in accordance with these Terms of Participation and RUGBY EUROPE Participation Agreement, a copy of which has been provided to the Participating Union for which I shall be playing and which I have had an opportunity to read, and have read and understood;
- 1.2 agree to observe and abide by in every respect provisions of the World Rugby Regulations Relating to the Game, these Terms of Participation, RUGBY EUROPE Participation Agreement and any rule, direction or decision of the Commissioner, the RUGBY EUROPE (or its designee), RUGBY EUROPE with respect to the Qualification Process and any matter relating to RUGBY EUROPE Participation Agreement, the Commissioner or of any officer or body appointed or established by RUGBY EUROPE and/or World Rugby pursuant to the Disciplinary Procedures and Anti-Doping Programme set out in these Terms of Participation or otherwise in accordance with this Agreement and, save where the contrary is expressly stated, any such rules, directions or decisions shall be binding on me and I acknowledge that I shall not have the power to revoke or alter any such decisions;
- 1.3 agree not to be involved in any other rugby Match while I am involved with the Tournament, any Match in the Tournament and/or any Additional Match, in accordance with Clause 5.5(b) of this Agreement;

2. ANTI-DOPING

- 2.1 consent and agree to comply with and be bound by all of the provisions of the Tournament Anti-Doping Programme and World Rugby Regulation 21 (available on <http://www.worldrugby.org/>) from time to time in force and all International Standards incorporated in the World Rugby Anti-Doping Regulations;
- 2.2 acknowledge and agree that RUGBY EUROPE and/or World Rugby has jurisdiction to impose sanctions as provided for in the Tournament Anti-Doping Programme. I also acknowledge and agree that any dispute arising out of a decision made pursuant to the Tournament Anti-Doping Programme, after exhaustion of the process expressly provided for therein, may be appealed exclusively as provided in World Rugby Regulation 21.27 to an appellate body for final and binding arbitration, which in the case of International Level Players is the Court of Arbitration for Sport ("**CAS**");
- 2.3 acknowledge and agree that the governing law of the appeal heard by CAS shall be English law and that the decisions of the arbitral appellate body referenced above shall be final and enforceable;
- 2.4 agree that I will submit a Therapeutic Use Exemption form if I am required to do so under the Tournament Anti-Doping Programme or otherwise;
- 2.5 agree that my personal anti-doping data relating to the Doping Control process (including test distribution planning, sample collection and handling, laboratory analysis, result management, hearings and appeals) can be processed (for example transmitted, disclosed, used and stored) by and amongst RUGBY EUROPE, World Rugby, Member Unions of World Rugby, the World Anti Doping Agency ("**WADA**"), National Anti Doping Agencies and/or other Anti Doping



Organisations (as applicable) in electronic form including but not limited to as part of the ADAMS¹ database system;

- 2.6 agree that I have read and understood the "Athlete's Information Notice – Doping Control-Related Data" which is set out in clause 9 of this Team Member Consent Form (and in Schedule 5 of IRB Regulation 21, available on <http://www.worldrugby.org/>)
- 2.7 confirm that I have had access to anti-doping educational resources and information either in hard copy and/or via World Rugby anti-doping website at www.keeprugbyclean.com and/or via my Union or national anti-doping organisation and that it is my responsibility to ensure that I have read and understood such resources and information.

3. ELIGIBILITY

- 3.1 confirm that I have read and understand the criteria for eligibility set out in Section 4.3 and 4.4 of these Terms of Participation and in World Rugby Regulation 8 (available on <http://www.worldrugby.org/>) and hereby declare that I am eligible to play for the Participating Union in the Tournament and the Qualification Process in accordance with Section 4.3, 4.4 and World Rugby Regulation 8 and shall provide evidence in support thereof if so requested;

4. IMAGE RIGHTS

- 4.1 agree and consent hereby to grant a perpetual licence to RUGBY EUROPE and World Rugby to utilise my Image Rights (as defined in Clause 9 of this Agreement) in relation to the Tournament and the Additional Matches for Promotional, Educational and Developmental Purposes (as defined in Clause 9.2 of this Agreement) in relation to the game of Rugby Union as determined by RUGBY EUROPE and / or IRB from time to time. For the avoidance of doubt, RUGBY EUROPE and World Rugby will not associate my Image Rights with any commercial entity as a direct individual endorsement by me of any particular commercial product or commercial service without my prior authorisation;

5. BROADCASTING

- 5.1 agree and consent to my performance or appearance as a sportsman (and/or participant in the Tournament and any Additional Matches as a Team Member) on or off the field for a period from the commencement of the outward journey to the Tournament (or a Match forming part of the Tournament) up to and including 24 hours after the final Match of the Tournament and any Additional Matches, being filmed and recorded and stored in perpetuity in any audio, visual and/or audio-visual or electronic or digital form of coverage or medium and that such audio, visual and/or audio-visual or electronic or digital recording in whole or in part may at the absolute discretion of RUGBY EUROPE or the World Rugby be incorporated (without limitation) at any time in any television programme, film, video recording, broadcast or any other form of media or communication of whatever nature, including satellite TV, interactive functionality, or cable, video, DVD and/or any other electronic storage and playback system (including without limitation laser disc, optical disc, CD-1 and/or CD-Rom and expressly including so called pod-casts), internet (including without limitation any IP-TV and/or broadband streaming), mobile telephony services, or other on-line services or any other media whether now known or hereafter invented, in perpetuity;
- 5.2 assign with full title guarantee in perpetuity to RUGBY EUROPE and the World Rugby (or as it may direct), by way of present assignment of future copyright, all and any rights of any nature whatsoever in any such audio, visual and/or audio-visual or electronic or digital recording and consent to the exploitation of such audio, visual and/or audio-visual or electronic or digital coverage or recording by all and any means and in all and any media and formats now or hereafter invented throughout the world in perpetuity;

¹ 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.



6. COMMERCIAL RULES

- 6.1 agree to comply with the Commercial Rules in relation to the Tournament and any Additional Matches as set out in these Terms of Participation from time to time;
- 6.2 agree not to wear any item of clothing or kit bearing any name, logo or design of any commercial entity, or to have tattooed, branded, shaved, cut, pierced, applied or fixed to, into or onto my body (including but not limited to, onto or into my hair and/or nails or onto my spectacles or contact lenses) any name, logo or design of any commercial or other entity, save as permitted under these Terms of Participation;

7. OTHER TERMS

- 7.1 agree that I shall not have any claim against RUGBY EUROPE, the Commissioner, the Host Union, and/or the IRB and/or any of their associated persons entities and/or any of their employees, servants, agents or officers as a result of any liabilities which I may incur in respect of the period after the end of my Team's participation or the period of my absence from my official Team party if, pursuant to these Terms of Participation, RUGBY EUROPE permits me to prolong my stay in the country where the Tournament or a Match(es) in the Tournament and/or an Additional Match(es) are being held beyond the duration of my Team's participation in the Tournament, Match and/or Additional Match and/or if the RUGBY EUROPE permits me to leave my official Team party for any period during the Tournament, Match in the Tournament and/or Additional Match for whatever reason, either temporarily or permanently;
- 8.2 agree that I will not make any representation to any third party which is likely to induce such third party to believe that RUGBY EUROPE or World Rugby and/or the Host Union and/or any other third party continues to be responsible for me during any such prolonged stay or leave or absence from the Tournament, Match in the Tournament and/or Additional Match whether temporary or permanent;
- 8.3 agree that RUGBY EUROPE, or World Rugby shall be entitled to assign or license the whole or any part of the benefit of this acceptance to any third party;
- 8.4 agree that I shall from time to time (both during the continuance of this Agreement and after its termination) do all such acts and execute all such documents as may be necessary in order to give effect to or perfect the provisions, undertakings, obligations, licenses, consents, waivers and assignments set out in this Agreement;
- 8.5 shall make available a copy of my passport or other photo identification as proof of identity as and when required by RUGBY EUROPE or World Rugby and/or the Host Union of the Tournament and/or any Match(es) in the Tournament and/or any Additional Match(es); and
- 8.6 agree that this Agreement shall be governed by and construed in accordance with French law and I submit to the exclusive jurisdiction of the PARIS courts.

9. PLAYER INFORMATION NOTICE – DATA PRIVACY

Doping Control-related Data

- 9.1. In the context of Doping Control activities, you will be asked to sign a "Player Consent Form" for the processing of Doping Control-related data. This Information Notice explains in more detail how your Doping Control-related data will be used and processed to ensure harmonised, coordinated and effective anti-doping programmes for detection, deterrence and prevention of doping. The Player Consent Form should be read in conjunction with this Information Notice.

Categories of Data

- 9.2. Your Doping Control-related data is any and all data with respect to the Doping Control process related to you (including test distribution planning, Sample collection and handling, laboratory



analysis, results management, hearings and appeals), Therapeutic Use Exemptions and whereabouts.

- 9.3. The laboratory analysis results may include, without limitation: detection of a Prohibited Substance, its metabolites or markers or any evidence of use of a Prohibited Method identified on the Prohibited List; detection of the presence of other substances not included on the Prohibited List as may be directed by WADA pursuant to a monitoring programme described in Article 4.5 of the World Anti-Doping Code; longitudinal profiling of haematological parameters such as haemoglobin and red blood count over a specified period of time as well as testosterone/epitestosterone ratio; and/or results from other tests that may be developed in the future to identify the presence of Prohibited Substances or Prohibited Methods.
- 9.4. Some of your Doping Control-related data may constitute protected personal data under applicable national data protection or privacy laws where you reside.

Responsibility

- 9.5. Your Doping Control-related data will be collected by an Anti-Doping Organisation (including without limitation the World Rugby) acting pursuant to Regulation 21 and/or the Code or equivalent anti-doping regulations (“the Testing Authority”), or through an authorised collection authority and/or results management authority. The Testing Authority will be responsible for protecting your information in accordance with its local laws and regulations, the WADA International Standard on the Protection of Privacy and Personal Information and Regulation 21 and/or the Code or equivalent anti-doping regulations.
- 9.6. The Testing Authority will use a data-management system (which may be in electronic form including but not limited to the ADAMS² system) to process and manage, including disclose to authorised REICipients, your Doping Control-related data.
- 9.7. You will be responsible for ensuring that all information which you provide or that is provided on your behalf by other parties, such as your Union, is accurate and up to date, including with respect to your whereabouts. Please note that failure to provide and/or update accurate whereabouts information is likely to constitute an anti-doping rule violation, whether the failure is intentional or negligent. If you are provided with a password to access the data-management system you will be responsible for keeping this password confidential at all times. Should you inadvertently or otherwise disclose such password you should contact the Testing Authority immediately.

Disclosures

- 9.8. Your Doping Control-related data will, where appropriate, be made available to authorised Anti-Doping Organisations, in accordance with Regulation 21 and/or the Code or equivalent anti-doping regulations, to enable them to administer their anti-doping programmes. These Anti-Doping Organisations may include, without limitation, National Anti-Doping Organisations, international or national sporting federations including without limitation the IRB and Unions Major Event Organisations and National Olympic Committees. Where this occurs, such Anti-Doping Organisations will be responsible for protecting your information in accordance with their local laws and regulations, the WADA International Standard on the Protection of Privacy and Personal Information and Regulation 21 and/or the Code or equivalent anti-doping regulations.
- 9.9. Your Doping Control-related data will also be made available, in part, to WADA, which will need to process certain information in order to fulfil its obligations and responsibilities under the Code. In such case WADA will be responsible for protecting your information in accordance with its

² ADAMS is the Anti-Doping Administration and Management System which has been developed to enable Players and Anti-Doping Organisations to enter and share Doping Control-related data. 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 Regulation 21 and/or the Code or equivalent anti-doping regulations.



local laws and regulations, the WADA International Standard on the Protection of Privacy and Personal Information and the Code.

- 9.10. WADA-accredited laboratories will need to receive your Samples and possibly other data relating to you; however, such laboratories will only be provided with de-identified, key-coded data and Samples that will not enable the laboratories to identify you.
- 9.11. The Anti-Doping Organisations, WADA and WADA-accredited laboratories will process your Doping Control-related data only for the purpose of ensuring harmonised, coordinated and effective anti-doping programmes.
- 9.12. Anti-Doping Organisations, WADA, and WADA-accredited laboratories will not disclose any of your Doping Control-related data other than to those persons within their organisation who require it for Doping Control purposes. Each of the organisations accessing and using any of your Doping Control-related data may only do so in order to fulfil their responsibilities and obligations arising under Regulation 21 and/or the Code or equivalent anti-doping regulations, which primarily involve the establishment and maintenance of anti-doping programmes and ensuring appropriate information sharing as provided for under Regulation 21 and/or the Code or equivalent anti-doping regulations.

International Transfers

- 9.13. Your Doping Control-related data may be made available to persons or parties, including WADA and Anti-Doping Organisations, located outside of the country where you reside. In some other countries, data protection and privacy laws may not be equivalent to those in your own country.

Your Rights

- 9.14. You may have certain rights under applicable laws and/or the WADA International Standard on the Protection of Privacy and Personal Information in relation to your Doping Control-related data, including rights to access and/or correct any inaccurate data, and remedies and rights of redress for any unlawful processing of your Doping Control-related data.
- 9.15. To the extent that you have any concerns about the processing of your Doping Control-related data you may consult with the Testing Authority, WADA (www.wada-ama.org), your Union and/or your National Anti-Doping Organisation, as appropriate.

Security

- 9.16. Your Doping Control-related data may be held in electronic form including but not limited to ADAMS. ADAMS is hosted in data centres located in Canada and maintained by WADA on behalf of Anti-Doping Organisations using ADAMS. Strong technological, organisational and other security measures have been applied to ADAMS to maintain the security of the data it contains. In addition, WADA and Anti-Doping Organisations have put in place internal and contractual provisions to protect the confidentiality of your data.

Data Retention

- 9.17. It may be necessary to retain certain of your Doping Control-related data in ADAMS (or other relevant administration/management system) for a minimum period of eight years. The period of eight years represents the time period within which an action may be commenced for an anti-doping rule violation under the Code, Regulation 21 and/or equivalent anti-doping regulations. Your whereabouts information, however, will be retained for a much shorter period (approximately 18 months).

Right to Object

- 9.18. You understand that you may have rights to object to the processing of your Doping Control-related data, although in that event, and as noted above, it still may be necessary for the Testing Authority and WADA to continue to process (including retain) certain parts of your Doping




Control-related data to fulfil obligations and responsibilities arising under Regulation 21 and/or the Code or equivalent anti-doping regulations and applicable laws.

- 9.19. You understand that objecting to disclose your Doping Control-related data or objecting to the processing of your Doping Control-related data, may make anti-doping testing and procedures in accordance with Regulation 21 and/or the Code or equivalent anti-doping regulations, as applicable, and the International Standards impossible. In such case your objection could be equivalent to an anti-doping rule violation which may exclude you from further participation in the Game and may result in disciplinary or other sanctions being imposed upon you, such as disqualification from competitions in which you are scheduled to participate or the invalidation of results arising from prior competitions.

Release

- 9.20. By signing the Player Consent Form, you release the Testing Authority (and World Rugby, where World Rugby are not the Testing Authority), WADA, and relevant Anti-Doping Organisations, from all claims, demands, liabilities, damages, costs and expenses that you may have arising in connection with the processing of your Doping Control-related data through ADAMS, and/or any other relevant administration/management system.



Rev: 190917		2019/20 Women - Men /REIC - Player List							
Division		Country - Pays							
Please fill out all white and yellow and MANDATORY for blue cells or use the pick-lists available									
INSTRUCTIONS							Opposition		
1. Only Cells in white, yellow and blue can be filled-up							DO NOT MODIFY THE FORMAT OF THE CELLS		
2. Do not change any format, line or column									
3. Nationality must be completed for all players, the codes shown in pick list must be used									
4. Eligibility must be filled out for all players with "Born"/"36 months" or "Parents" in agreement with IRB Regulation 8.1									
N°	Club	Poste/Position	Nat.	Nom - Family Name	Prénom - First name	Date of Birth naissance	Date de	Passport Number	Eligibility rules
1		Loose head prop							
2		Hooker							
3		Tight head prop							
4		Lock							
5		Lock							
6		Back row							
7		Back row							
8		N°8							
9		Scrum Half							
10		Fly half							
11		Winger							
12		Center							
13		Center							
14		Winger							
15		Full Back							
16		Loose head prop*							
17		Hooker*							
18		Player							
19		Player							
20		Player							
21		Player							
22		Player							
23		Tight head prop*							
Captain / Capitaine			Cap			Signature Manager			
Staff			Symb	Name - Nom	Prénom - First name	Only in hard copy			
Manager			M						
Head Coach			C1						
Coach			C2						
Physio			P						
Doctor			D			World Rugby / Rugby Europe advice:			
Water Carrier 1			WC1			Eligibility Rules Following letter from WR (DC dated 23 Nov 2017), Regulation 8 - Eligibility to play for National Representative Teams - Residence Criteria is 36 months till 31 December 2020, see Manual point 4			
Water Carrier 2			WC2						
Autre (fonction):		Other (function):		Name - Nom	Prénom - First name				

* Squad size 23 players is only valid with one full front row substitution number 16, 17 and 23.

Appendix 3 Overview (Excel File to be sent by email and available to download at [RE website](#))

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 21.4.4, 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: <input type="text"/>	
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: <input type="text"/>	Fax Number: <input type="text"/>	Telephone Number - Mobile: <input type="text"/>
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 No **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 if for same Prohibited Substance

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 (including without limitation its TUEC and any external expert consulted by the TUEC), relevant Tournament Organisers as well as to WADA staff and to the WADA TUEC (including without limitation any external expert consulted by the 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 (including without limitation any external expert(s) consulted by such 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 ADO/WADA TUEC(s) (including without limitation any external expert consulted by such TUEC). 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 TUECs (and any external expert consulted by the relevant TUEC) 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 (and to any external expert consulted by the relevant TUEC as appropriate).

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 TUECs and any external expert consulted by a TUEC 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 Evidence confirming the diagnosis shall 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.

WADA maintains a series of guidelines to assist physicians in the preparation of complete and thorough TUE applications. These TUE Physician Guidelines can be accessed by entering the search term "Medical Information" on the WADA website: <https://www.wada-ama.org>. The guidelines address the diagnosis and treatment of a number of medical conditions commonly affecting athletes, and requiring treatment with prohibited substances.

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.

STRICTLY CONFIDENTIAL



APPENDIX 5 DECLARATION OF PLAYER'ELIGIBILITY RUGBY EUROPE INTERNATIONAL CHAMPIONSHIPS 2019 / 2020

DECLARATION OF ELIGIBILITY OF A PLAYER TO PLAY FOR THE SENIOR FIFTEEN-A-SIDE NATIONAL REPRESENTATIVE TEAM, THE NEXT SENIOR FIFTEEN-A-SIDE NATIONAL REPRESENTATIVE TEAM OR THE SENIOR NATIONAL REPRESENTATIVE SEVENS TEAM OF A UNION

DECLARATION OF PLAYER

I _____ (Name) of _____ (Address) confirm that, I have read and understand the criteria for eligibility set out in Regulation 8 of the World Rugby Regulations Relating to the Game (World Rugby Regulations) and I hereby declare that I am eligible to play for _____ Union because:

Tick applicable box(es)

I was born in the country for which fifteen-a-side senior National Representative Team or the next senior fifteen-a-side National Representative Team, or the senior National Representative Sevens Team of the Union for which I intend to play; or

One of my parents or grandparent was born in the country for which senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of the Union for which I intend to play; or

I have completed thirty-six consecutive months of Residence immediately preceding the time of playing in the country for which senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of the Union for which I intend to play.

AND

I have not played for the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of any other Union in accordance with the definition of having played for such team(s) as set out in World Rugby Regulation 8.3 available at <http://www.worldrugby.org/regulations> (1).

I have attached to this declaration relevant documentation (2) to prove my eligibility to play for the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of _____ Union and I understand and accept that if I am found to have played for the senior fifteen-a-side National Representative Team or next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of a Union without satisfying the eligibility criteria set out in Regulation 8 of the IRB Regulations, and/or to have provided inaccurate information in this declaration then I and the Union concerned will be subject to sanctions.

Player's signature: _____

Date: _____

1 If a Player has played for another Union's senior fifteen-a-side National Representative Team or next senior fifteen-a-side National Representative Team or senior National Representative Sevens team, this must be stated on this declaration form. For the avoidance of doubt, Players would only be eligible to play for a second Union if they can demonstrate that they allowed 36 consecutive months to elapse before they played for a second Union and that they played for that second Union before 1 January 2000. Any such Players should submit in writing the circumstances of such participation on a separate sheet.

2 Players ARE expected to provide valid copy birth certificates or other relevant formal documentation in support of their declaration. Players may be requested to provide additional documentation as appropriate in support of their eligibility to play for a senior National Representative Team or the next senior National Representative Team of a Union.



APPENDIX 6 DECLARATION OF UNION

RUGBY EUROPE INTERNATIONAL CHAMPIONSHIPS 2019 / 2020

DECLARATION OF UNION

I _____ (Name) the _____ of _____ (Position and Union) hereby declare that the _____ Union has made all such necessary enquiries in relation to the above Player's eligibility to play for the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior Sevens National Representative Team of the Union. I further declare that the Union is satisfied that the information provided by the Player in his declaration is correct, that the documentation in support of the Player's declaration is valid and that the Player is eligible to play for the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team or the senior National Representative Sevens Team of _____ Union. I understand and accept that if a Player plays for the senior fifteen-a-side National Representative Team or the next senior fifteen-a-side National Representative Team Union or the senior National Representative Sevens Team without satisfying the eligibility criteria set out in Regulation 8 of the World Rugby Regulations and/or the Union has provided inaccurate information in this declaration then the Union will be subject to the fixed penalty sanctions set out in Regulation 8.

Signed: _____

Date: _____

² Players ARE expected to provide valid copy birth certificates or other relevant formal documentation in support of their declaration. Players may be requested to provide additional documentation as appropriate in support of their eligibility to play for a senior National Representative Team or the next senior National Representative Team of a Union.



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