



香港投球總會

Hong Kong Netball Association

MIXED LEAGUE BY-LAWS

2016



SUBVENTED BY THE LEISURE AND CULTURAL
SERVICES DEPARTMENT



Hong Kong Netball Association

LCSD Hong Kong Netball League

BY-LAWS 2016

Rules not covered by these By-Laws will be as shown in the Rules Book in accordance with International Netball Federation Rules.

11. TEAM REGISTRATION

All teams wishing to participate in the Hong Kong Netball Association (“HKNA”) Netball League must submit the required registration forms by the due date. Late registrations may be accepted at the sole discretion of the HKNA Executive Council.

- (a) Teams will register with the HKNA through their clubs on Form B. Team and player fees are as stated on the set forms. A deposit of HK\$300 per team should also be enclosed with the registration form. This is refundable, at the end of the season, if all obligations are met (including payment of fines) and all By-Laws adhered to. Payment for team registration must be completed on or before the due date.
- (b) A team must register a minimum of seven players and a maximum of fifteen players, (**Guest players are included in team registration numbers**).

2. PLAYER AFFILIATION

- a. All teams must submit the Playing History Form (Form B) listing all of their team players by the due date. Fees should be submitted with Forms B. No refund will be issued.
- b. If a player changes name, e.g. through marriage, the Captain must notify the League Convenor in writing.
- c. No player under the age of 14 years may play for a team. All players under 18 years must be supervised by an adult. HKNA takes no responsibility for these players.
- d. **New Players**
New players arriving after initial registration must have HKNA approval to join a team and should complete the Online Membership Application Form as a new player. A email notifying HKNA must reach HKNA office at or before 12pm on the date the new player first plays for the team. New or guest players must be clearly indicated on the score sheet for that evening.

The League Convenor must approve all unregistered new players, prior to them taking the court. Teams seeking approval for a guest player, should either submit provide relevant information to HKNA via email such as player name, date of birth, identity card number, contact details and previous playing history. After approval members must create an account on the HKNA My Netball system.

New players not approved by the League Convenor will be considered a defaulting player. New players must pay the appropriate Ordinary Member fee before playing their third game.

The penalty for the team playing a defaulting player is a 4 point loss and a HK\$100 fine.

e. **Guest Players/Visiting Members**

Guest Players are defined as players not registered with HKNA as Ordinary Members. All guest players must register as a 'Guest Player' via email and must reach the HKNA office at or before 12pm on the date the guest player first plays for the team. The League Convenor must approve all guest players prior to them taking the court. Guest players not approved by the League Convenor will be considered a defaulting player and penalties will be applied as described in 2(e) above.

Guest players may only guest in a team that is of their standard or higher and not lower unless with the prior approval of the HKNA League Convenor. A player may play a maximum of two games before being registered as an Ordinary Member and required to pay the associated fee. A guest player after playing for an independent team/club may not play for another independent team/club.

Individual teams may enter a maximum of 15 players., which includes guest players. If registrations exceed 15 then a player/players need to be deregistered, or the guest player will be deemed as a default player with corresponding penalties applied. **Players may not be re-registered after deregistration.**

3. TRANSFERS

Any person wishing to transfer from an independent team during the season must obtain written approval from the HKNA and written agreement from the original team. Any team playing a transferred player without HKNA approval will be considered to have played a default player. The penalty for the team playing a defaulting player is a 4 point loss and a HK\$100 fine.

4. WITHDRAWALS

Any team wishing to withdraw from the League must give 2 weeks notice to the HKNA. NO REFUND will be given once the league has commenced or the draw has been finalised (whichever is earlier).

5. GRADING

- (a) For the first 3 rounds teams will be randomly allocated to a Pool of 4 teams
- (b) After first 3 weeks, the teams will be graded
 - a. Points
 - b. If Points are equal on Goals For / Goals Against
- (c) 5 Divisions will be formed with 2 Pools of 4
- (d) The Point system for Win, Draw or Loss is as follows
 - 4 for a win / forfeit
 - 3 for a draw
 - 2 for losing but scoring more than half your opponents score
 - 1 for a loss

6. CONDUCT OF MATCHES

Coaches and players are reminded that they should conduct themselves consistently with the spirit of the game, whether they are playing, form part of the team bench or spectating. Any action displayed, which is contrary to the spirit of the game is not permitted, and is sanctioned by HKNA and INF rules and penalties.

Inappropriate behaviour and comments may result in a warning, penalty, suspension or ordering off by an umpire. Such behaviour includes but is not limited to, calling to an umpire, disputing decisions, commenting on team or individual actions. The official INF rules 19 and 20 provide further information on disciplinary action for unsporting behaviour.

HKNA members should comply with the IFNA Anti Doping Rules in accordance with the World Anti Doping Code and international standards (a copy can be provided to all clubs upon request).

a. **Rules**

The rules

of play shall be those of INF (2015 Rules). Rule books can be purchased from the HKNA.

b. **Timing**

All matches will be timed by a central clock and will start strictly on the hour at 7pm, 8pm and 9pm. Games will start and finish on the umpires' whistles. There will be a 1-minute warning before the start of each match. Matches will consist of 4 x 12 minute quarters. If one match starts at a later time due to late arrivals the timing from the central clock must be adhered to. There will be a 2-minute quarter and three-quarter time break and a 4-minute half-time break (leaving a 4 minute period before the start of the next game). Umpires will stop the game for injury time in accordance with the Rule Book but will not add this time to the end of the quarter.

c. **Jewelry and Fingernails**

No items of jewelry, except a wedding band or medical alert bracelet shall be worn. If these are worn then they must be taped. Fingernails must be short and smooth. The taping of nails is not permitted and NO gloves may be worn. Players not abiding by these rules will not be allowed to play. Games will not be delayed for the cutting of nails. An offending player will not take up a position on court until an umpire has checked the fingernails again and permitted the player to go on court. If the game has started the offending player must wait until an interval before taking the court.

d. **Injuries**

Any player who is bleeding from an injury will not be allowed to continue playing until the injury has been satisfactorily covered and the bleeding has stopped.

e. **Pregnancy**

If a player chooses to play when she pregnant she plays at her own risk and HKNA will not be held responsible under any circumstances. No refund will be made for players withdrawing from the league because of pregnancy.

f. **Match Balls**

Clearly marked match balls will be provided by the HKNA. The desk duty supervisor will hand the match ball to the first named umpire. The umpire is responsible for returning the match ball to the desk duty supervisor.

g. **Forfeiting of games by teams**

- i. The League Convenor must be notified of all forfeits by the forfeiting team.
- ii. At least 48 hours notice (by both telephone and email) must be given to the opposing team captain and club convenor, the captains of the designated umpiring teams and the League Convenor if a team is unable to play. A HK\$200 fine will be incurred. This team will be considered to have forfeited the match and 4 points will be awarded to the non-offending team and 0 points to the offending team.
- iii. If the game is forfeited within 48 hours of the game the offending team will be fined HK\$400 and will also incur a 2 point penalty.
- iv. If there is a no show or forfeit notifications after 5pm on the day of the match, the

offending team will be fine \$600 and will also incur a 4 point penalty.

- v. Teams withdrawing from friendly games organised by HKNA will be fined HK\$200.
- vi. Umpiring commitments of both teams must still be fulfilled. A fine of HK\$400 will be incurred and one point deducted from the offending team for each umpire not provided.
- vii. If a team forfeits 2 games in the competition and does not provide a satisfactory explanation in writing to the HKNA League Convenor, that team may be asked to withdraw from the league. No refund will be given.
- viii. League matches maybe rescheduled **only** if the opposing team agrees and it is organised by the Sunday before the scheduled League match. The League Convenor must be notified by email and telephone of all details by 8:00pm on the Sunday before the scheduled League match. Umpires for the game must also be approved by the HKNA Umpires Convenor prior to the match. Opposing teams have the right to say no and if the requesting team cannot field a team as per the League draw then the game will be considered a forfeit. If a rescheduled game is organised with both teams approval, any team who then cannot fulfil that rearrangement forfeits the game.

h. Late arrivals

- i. Players, substitution/s / late arrivals: Refer to the INF Rule Book.
- ii. Teams: Any team that is more than 5 minutes late for a match will be penalised. After 5 minutes, one goal for each subsequent late minute will be awarded to the other team. Umpires should notify the Desk and a record of time is to be kept by the Desk. The umpires should ensure that the score sheet reflects the goal advantage and that both team captains are in agreement with the decision.
- iii. Should any team fail to have 5 players by the first interval, the match will be forfeited in favour of the team present. On forfeiting the game, the offending team will be penalised 4 points and also incur a fine of HK\$600.

i. Wet weather

If an HKNA Executive Committee decision is made to stop games at, or after half time due to unforeseeable wet weather, the score at the time of stopping will stand.

7. FINALS SERIES

- a. All teams will play the quarter finals based on the following placing's

1 v 8 2 v 7 3 v 6 4 v 5

- b. The winning teams in each division will play in the Semi-Final Series. If at the end of the competition rounds, two or more teams finish on equal points or if teams have had forfeits or wet weather cancellations that have not been played then positions for the Finals Series shall be decided on goal averages.

1 v 4 2 v 3

- c. The goal average for each team shall be decided as follows:

Total number of goals scored by the team, divided by the total number of goals scored against the team, multiplied by 100 and divided by the actual number of matches played by the team.

i.e. $\frac{\text{goals scored}}{\text{goals scored against}} \times \frac{100}{\text{matches played}}$

The number of matches actually played includes a match the team has forfeited, **but does NOT include a match where the team has received a forfeit.**

- d. Final Series will be played by the winners of the Semi Finals

- e. Teams must be declared to the HKNA League Convenor by 8pm on the 2 days prior to each game in the Finals Series.
- f. New transfers are not permitted for games in the Finals Series unless prior approval from HKNA Executive.
- g. Players need to have played a 3 games on different nights before playing in the Finals Series. The League Convenor and Executive Committee reserve the right to override this rule.
- h. If at full time the score is even, the Umpires must notify the Duty Desk. A situation of sudden death will occur – meaning the ball shall return to the Centre for the next Centre pass and the team that scores the first goal shall be deemed the winner.
- i. Umpires for the Finals Series will be appointed and approved by the HKNA Umpiring Convenor and must be badged and have umpired at least 3 games during the current League season.

8. SCORERS AND SCORE SHEET

- a. There will be one score sheet per game. The score sheet is to be collected prior to the commencement of the game.
- b. Each team is responsible for providing a scorer for their own game.
- c. The scorers must sit together on the sideline at the centre of the court and ensure the accuracy of the score.
- d. The scorers must keep a record of the goals scored together with a record of the centre passes. (Team A = first centre pass team.)
- e. At the end of each quarter the umpire must mark the quarter time score and mark the last centre pass.
- f. Any discrepancy in the score must be resolved before the score sheet is submitted to the Duty Desk.
- g. The captain is responsible for ensuring that the scorers fully understand their duty in respect of keeping the score.
- h. Captains must ensure that the names of their team members, both first and surname, appear clearly on the score sheet and that players sign the score sheet against their name prior to taking the court. A maximum of 12 registered players on the score sheet per team per match. (If found to be incorrect 1 point will be deducted from the offending team).
- i. Substitutes should only be listed on the score sheet if they have played. Any substitute's name listed with a corresponding signature on the score sheet will be deemed to have played in that game. (If found to be incorrect 1 point will be deducted from the offending team.)
- j. Captains must ensure that the names and details of any guest players are also clearly written on the score sheet and signed accordingly. (If found to be incorrect 1 point will be deducted from the offending team.)
- k. Guest players must adhere to the playing up rule and cannot play down a division.
- l. Guest players must be clearly indicated on the score sheet, together with their registered team name, where appropriate.
- m. At the conclusion of the match the score sheet is to be signed by the team captains, the two scorers and the two umpires. Umpires should write their team name under their name.
- n. Failure to complete the score sheet completely and clearly, including all names and signatures after an initial warning will result in a penalty of one point being deducted from the offending team.
- o. If a team cannot provide a scorer, the captain of the opposing team may agree to take sole responsibility for providing a scorer. There will be no disputes over the scores at the end of the game.

9. DESK DUTY

- a. Teams will perform Desk Duty and will be rostered to evenings throughout the season on a proportional basis. It is the responsibility of the Team Convenor that teams are aware of their

duty night and to ensure that the duty is performed satisfactorily. If a team does not provide any representation for Desk Duty or perform it satisfactorily the team will be fined HK\$200 per game and will also incur a 1 point penalty. Playing is not an excuse for non-performance of Desk Duty and the fine and penalty will apply.

- b. Teams will be asked to sign in for Desk Duty and the Desk Duty supervisor must remain at the Duty Desk for the entire time of their duty.
- c. The Desk Duty supervisor will report/log any gaming issues. Only team captains and umpires may approach the Duty Desk regarding current games. If the Desk Duty supervisor is a team representative they cannot be called upon to deal with controversial situations.
- d. A HKNA representative can be contacted by phone or in person throughout the evening if the Desk Duty supervisor needs to query any issue arising. The HKNA representative is not responsible for doing the Desk Duty.

10. UMPIRES

a. Umpiring Divisions

Only qualified umpires are allowed to umpire in the league, a list of those umpires will be circulated to all convenors at the beginning of each season after all the teams have registered their players. In general, these will be persons who have completed the HKNA run umpires courses and have passed the theory paper test. If anyone is in doubt, please contact the league convenor for clarification:

HKNA D Badge or higher, or the person has attended an approved umpires' course and has permission from the Umpires' Convener to umpire.

No person under the age of 14 years may umpire. All umpires under 18 years must be supervised by a responsible adult from their playing team/ club. HKNA accepts no responsibility for these players.

b. Reporting

Umpires should report at least 15 minutes before the start time, unless umpiring or playing beforehand, sign in at the Duty Desk before the start of the game and must clearly print their names and sign the Umpires' sign-in sheet. This sheet will be used by HKNA for umpires' points and fines.

c. Number of umpires

Matches will not commence until 2 umpires take the court.

d. Late, non arrival of an umpire and unqualified umpires

If the designated umpire for a game has not arrived 5 minutes or more after the start of the first quarter, the playing teams may try to find a replacement umpire. If the playing teams are unable to find a replacement umpire, then each team shall provide one player to umpire. If one umpire has not shown, the 2 substitute umpires will umpire a half game each and may only swap at half time. If two umpires have not shown, the 2 substitute umpires will umpire a whole game each.

If the designated umpire arrives 5 minutes or more after the start of the first quarter as designated by the bell but before half time, the team that the umpire represents will incur a 1 point penalty and a \$400 fine. If the umpire arrives late and the game has commenced with other umpires then the substitute umpires must continue to umpire the game until half time and the arriving umpire may not participate until after half time.

If the designated umpire does not arrive before half time for a scheduled game, the team that

the umpire represents will incur a 2 point penalty and a HK \$400 fine. If the umpire arrives after half time and the game has commenced with other umpires then the substitute umpires must continue to umpire the game until the end of the game and the late umpire may not participate.

e. **Umpires' Decisions**

- (i) The umpires' decision shall be final and no appeal can be made during a match.
- (ii) The umpires may be approached by a captain, only during an interval, for clarification of the rules.
- (iii) Any dispute with the umpires will be penalised with whatever action is considered appropriate by the umpire, under the rules of the game. See IFNA Rules Book for more details.

f. **Scoring**

Umpires will not score. The umpires should check the score sheet at each quarter and mark the quarter time score. If there is a discrepancy it should be rectified before play continues, and if the discrepancy occurs in the final quarter, before the score sheet is handed in to the Duty Desk.

g. **Whistles**

Umpires are reminded to bring their own whistle.

11. UMPIRE PAYMENT GUIDELINES

If a team wishes to pay an umpire on their behalf, the HKNA recommends the following rates of payment per game: \$200

12. PROTESTS

A team wishing to protest must:

- a. Lodge the protest IN WRITING to the League Convenor of the HKNA, to be received at the HKNA office no later than 12:00pm on the Thursday after the match. It must be accompanied by a fee of HK\$100, which is not refundable.
- b. The HKNA League convenor will notify the team, player or umpire against which the protest is made of the protest. The team, player or umpire against whom the protest is made may submit a written defence within 48 hours of notification.
- c. The League Convenor will investigate the protest and where possible resolve the issue according to the By-Laws or refer the matter to HKNA Executive Council.
- d. The League Convenor may recommend action to HKNA Executive Council.
- e. All involved parties will be informed of the decision made and no further protest will be permitted.

13. DISCIPLINE

(a) **Breaking of the Rules or By-Laws**

The breaking of the Rules or the By-Laws and any conduct contrary to the spirit of the game is not permitted.

(b) **Misconduct**

- (i) Misconduct reports against a team or player must be filed in writing by the umpires or Desk Duty supervisor with HKNA, within 48 hours of the match being played.
- (ii) League and/or Umpire Convenor will notify players or teams of the misconduct report and investigate accordingly and decide if the case needs to be referred to the Disciplinary Committee.
- (iii) The Disciplinary Committee shall consist of the President, League Convenor (Chair) and another HKNA Committee member not associated with the offending

club/team. If the President or League Convenor are associated with the offending club/team, another member of the HKNA Executive Committee will replace them on the Disciplinary Committee.

- (iv) Any player found guilty of disputing an umpire's decision during a match or other misconduct, may be fined or disqualified from taking part in any match under the control of the HKNA for such time as may be decided upon by the HKNA Disciplinary Committee.

14. FIRST AID

The HKNA will provide a basic First Aid Kit at each of the League Venues, which will be available from the Duty Desk. Trained medical officers will NOT be on duty. Teams/players should have their own First Aid Kits.

15. PENALTIES & FEES SUMMARY

Penalty Infringement	Fine Amount	Point Penalty
Incomplete scorecard (team list/signatures)	HK\$200	-
Incorrect substitute/guest player details	-	1
Default Player	HK\$100	4
Umpire fails to show (before half time)	HK\$400	1
Umpire fails to show (after half time)	HK\$400	2
Unqualified umpire fielded	HK\$200	1
Game forfeit with at least 48 hrs notice given.	HK\$200	0
Failure to notify game forfeit within 48hrs of game time	HK\$400	2
No show or game forfeit after 5pm on game day	HK\$600	4
Improper desk duty representation	HK\$200	1

Fees	Amount
Team Registration per team	HK\$500
Team deposit for registration (refundable)	HK\$300
Mixed League Individual Member	HK\$120
Protest fee	HK\$100

16. CANCELLATION OF GAMES

- a. If a Typhoon 8 or higher signal or a black rainstorm warning remains hoisted at 3:00pm, the League games will be cancelled for that evening.
- b. **Outdoor Venue**
Games at the outdoor venue will be cancelled if a Typhoon 3 or higher signal or a red or black rainstorm warning or severe pollution level (API >200) remains hoisted at 3:00pm. If no weather warning is hoisted, HKNA will decide in the case of adverse outdoor conditions at 5:00pm if play shall take place. Captains and Convenors only should telephone the HKNA answer line on 2504 8208 after 5:30pm on the day of play, where a recorded message will be played. This message will also if possible be made available on the website: www.netball.org.hk and HK Netball Facebook Page: www.facebook.com/hknetball
- c. If after the 5:00pm cancellation time there is rain, a decision of cancellation will be made at the courts at 6.30pm or after by a Committee member/League Convenor in consultation with any 2 team captains that are scheduled to play.
- d. In the event of such cancellations, games will be made up when possible or played at the end of the competition on the designated wet weather game nights or each team shall be awarded 3 points. Teams are expected to be available on the designated wet weather nights.
- e. If an HKNA Executive Committee decision is made to stop games at, or after half time due to

unforeseeable wet weather, the score at the time of stopping will stand.

17. DISCLAIMER

Players are reminded that their participation in any netball game organised by the HKNA is at their own risk and that the HKNA will not be responsible for any personal injury or other accident sustained during any such netball game. In particular, players should note that the HKNA does not provide medical insurance for any participant in any netball game organised by the HKNA.

18. GENERAL

The League Convenor and HKNA Committee shall have full discretionary powers in all matters not covered by the By-Laws. Once a decision has been made no further correspondence will be entered into.

Changes to the HKNA By-laws may occur at the beginning of each season or as necessary with the approval of the HKNA Executive Committee, provided that all changes will apply prospectively and conveners and teams captains will be given at least 2 weeks notice before the changes take effect.