



Netball Hong Kong, China Limited

LADIES' LEAGUE BY-LAWS

2023/2024



**SUBVENTED BY THE LEISURE AND CULTURAL
SERVICES DEPARTMENT**



Netball Hong Kong, China Limited

LCSD Netball Hong Kong, China Limited Ladies' Netball League

BY-LAWS 2023-24

To the extent that any rules are not covered by these By-Laws, the World Netball Rules and Regulations will apply to the Netball Hong Kong, China Limited Ladies' Netball League:

<https://drive.google.com/file/d/14E9H2xr69LZA7W0pmYPq48sb5qzhTHqk/view>

In the event of any inconsistency between these By-Laws and the World Netball Rules and Regulations, these By-Laws will prevail.

1. TEAM REGISTRATION

All teams wishing to participate in the Netball Hong Kong, China Limited (NHKC) Ladies' Netball League must submit the required registration forms by the due date. Late registrations may be accepted at the sole discretion of the NHKC Executive Council.

- (a) Teams will register with the NHKC through their clubs on Form A.
Team and player fees are as stated on the set forms. A deposit of HK\$600 per team should be enclosed with the registration form. This is refundable, at the end of the season, if all obligations are met (including attendance by two team members at the Annual General Meeting and the payment of all fines) and all By-Laws adhered to. Payment for team registration must be completed on or before the due date.
- (b) Subject to 1(d) below, a team must register a minimum of seven players and a maximum of 15 players where there is more than one team submitted by a club. If the team is an independent team, a minimum of seven players and a maximum of 18 players may be registered (**guest players are included in team registration numbers**).
- (c) Any club submitting two or more teams must register each team individually in rank order (the strongest team being in the higher division etc). Should a club not give a ranking, the NHKC will rank club teams.
- (d) The lowest ranked team of any club must register a minimum of seven players and a maximum of 18 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 Form B. Team and player fees are not refundable. Fees are also not transferable to other players after the second game of the league season.
- (b) All players must register using the NHKC designated method before playing their first match. The procedure of registration will be communicated to the Club Convenors and Team Captains and information submitted will be used by the League Convenor to check players and correct membership throughout the season.

From 2023-2024, all members, including guests, must register with NHKC before playing their first match. Players who fail to do so, will be deemed a defaulting player and the

offending team will be fined HK\$100 and incur a 4 point penalty. A match played by a defaulting player will not be taken into consideration for the purposes of determining whether that player qualifies for the Final Series in accordance with Section 12(g) below

- (c) If a player changes their name (e.g., through marriage), the Team Captain must notify the League Convenor in writing.
- (d) No player under the age of 14 years may play for a team. An adult must supervise all players under the age of 18 years. The NHKC takes no responsibility for these players.

(e) **Ordinary Members**

Each player wishing to participate in the NHKC Netball League will be required to affiliate with the NHKC as an Ordinary Individual Member (aged 22 years and over) or as an Ordinary Junior Member (aged 21 years and under). The respective annual fees are to accompany the team and player registration forms.

(f) **New Players**

New players arriving after initial registration must be approved by the League Convenor to join a team and should complete the Membership Application online as a new player. This must be completed and the NHKC office must be informed by email on or before 12 noon on the new player's first date of play. 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 submit a Membership Application online for that player to NHKC. League Convenor approval is not needed for players guesting up within their clubs; however this must be **clearly indicated on the score sheet**.

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 offending team (i.e. the team playing the defaulting player) will be fined HK\$100 and incur a 4 point penalty.

(g) **Guest Players/Temporary Players**

Guest Players are defined as players not registered with the NHKC as Ordinary Members. **Registered players who are playing up for a team are NOT counted as guest players, but will be referred to as temporary players.**

All guest players must register as a "Guest Player" with the NHKC using the Membership Application online. This must be completed and an email sent to the NHKC office at or before 12 noon on the date the guest player first plays for the team. The League Convenor must approve all guest players prior to the player taking the court. Guest players not approved by the League Convenor will be considered a defaulting player and the offending team (i.e. the team playing the defaulting player) will be fined HK\$100 and incur a 4 point penalty.

Guest **and** temporary players may only guest in a team that is of their standard or higher and not lower unless with the prior approval of the 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. After playing for an independent team/club, a guest player may not play for another independent team/club within the same league season.

Please refer to Section 11 below with respect to guest players playing across/up divisions for single independent teams and club teams in Divisions 5 to 7.

Independent teams, not attached to a club, and the lowest ranked team of each club may enter a maximum of 18 players. For clubs with more than one team, a maximum of 15 players may be registered in a team (except the lowest ranked team), which includes guest players, but NOT temporary players. If registrations exceed the 18/15 player requirement, then player/players need to be deregistered, or the guest player will be deemed as a defaulting player. The offending team will be fined HK\$100 and incur a 4 point

penalty. **Players may not be re-registered after deregistration.**

All guests and temporary players must be clearly indicated on the score sheet for that game. Any player playing in another team, as a temporary player, MUST indicate on the score sheet their registered team name.

3. TRANSFERS

Any player wishing to transfer from one club to another club, or to or from an independent team during the season must obtain written approval from the NHKC and written agreement from the original club.

When determining whether to approve a transfer from one club (or an independent team) to another club (or independent team), the NHKC may (i) require the requesting player to produce evidence in support of the reason underlying their request to transfer, and (ii) take into account the following factors including, but not limited to:-

- (a) The requesting player's mental health and well-being which shall be the primary consideration when allowing a transfer to another club/independent team.
- (b) The requesting player's safety, for example, if the player is experiencing safety concerns such as harassment or bullying from team mates or coaches at their current team/club.
- (c) The impact of the transfer of the player on the player's current team/club and the netball community as a whole.

Any team playing a transferred player without NHKC approval will be considered to have played a default player. The offending team (i.e. the team playing a defaulting player) will be fined HK\$100 and incur a 4 point penalty.

4. UNIFORMS

- (a) New teams must submit their proposed uniform and colours on Form A to the NHKC for approval at team registration. No club/team may have a uniform similar to the Netball Hong Kong, China Limited National Team, the colour combinations of which are dark navy/white and red/white. Material changes to a club/team's uniform must also be submitted, including the proposed new uniform and colours, on Form A to the NHKC for approval.
- (b) Subject to 4(c) below, playing uniforms may consist of a (i) dress, (ii) skirt and playing shirt/singlet, (iii) or shorts and playing shirt/singlet. All uniforms must be pocketless.
- (c) Clubs may provide uniform options within their registered uniform to their players. If a club provides uniform options for their members, all uniform options should result in players in the same team being easily recognised as being in the same team/club, i.e. if some players choose to wear shorts/top combination and others a dress they should still be easily recognisable as the same team/club with the colours and design.
- (d) If a club has any player/s requesting to wear shorts or other items of clothing that do not form part of their club's approved registered uniform options, the club will need to submit a design and colour to the NHKC for approval. (The apparel will need to match the approved club design and colours to the approved registered uniform).
- (e) Subject to the exceptions at 4(f) below, players may not wear extra items that are not part of the basic playing uniform, e.g., gloves, tracksuit pants. Players should not wear anything that could endanger themselves or other players such as pockets, zippers, hoods or large hair clips. Players should ensure that when fastening items of clothing that the fasteners are not a danger to themselves or others. Umpires will ask players to remove any extra or potentially dangerous items before taking the court.
- (f) Players may wear (i) bikepants (above the knee) under their uniform; (ii) extra clothing items upon presentation of a medical certificate as long as such items do not present an injury risk

to other players; and (iii) long tight-fitting athletic garments under their uniform when playing outside in cold conditions or if required for religious purposes. Bikepants and long tight-fitting athletic garments should either be entirely black or entirely the predominant colour of the team's uniform.

- (g) Subject to these By-Laws, players not in the same registered team uniform will not be able to take the court. Where a team has an alternate uniform registered, all players must wear the same predominant coloured registered uniform to take the court.
- (h) A team has until the fourth round of the league season to ensure all players have the correct uniform. The League Convenor may grant an extension of time to a club/team upon receipt of a written request in advance of the fourth round stating clearly the reason for the extension and a date by which the club/team will be in correct uniform.
- (i) The umpires are responsible for reporting to the League Convenor the failure of a team to comply with the uniform requirements as set out in this Section 4. The Team Captain of the opposing team may raise a potential uniform infringement to one or both of the umpires who are assigned to officiate the match before or immediately following the match. The umpire(s) will then determine whether there has been an infringement and/or whether it should be escalated to the League Convenor for further handling. Alternatively, one or both of the umpires may independently notify the League Convenor of any uniform infringements for further handling. Any complaints or allegations regarding uniforms received outside of this process will not be considered.
- (j) Any team determined to have offended the uniform requirements (i.e. team not playing in the correct uniform) will incur a 1 point penalty per match.

5. WITHDRAWALS

Teams are strongly encouraged to consider the impact of a withdrawal on the netball community as a whole before deciding to withdraw from the league. Every effort should be made by a club/team to ensure that a team is not withdrawn given the impact it has on players and other teams in the league.

Any team wishing to withdraw from the league, under extenuating circumstances, must give two weeks' notice to the NHKC. **NO REFUND** will be given once the league has commenced or the draw has been finalised (whichever is earlier).

6. LEAGUE TEAMS

- (a) Premiership winning teams from the previous season must move to the next higher division (subject to final approval of the League Convenor) if they have five or more team members from that registered team. If the team remains in their winning division due to having less than five premiership team members, then at no stage during the season may additional members from the premiership team be registered in the current team such that the total number of premiership team members is equal to or exceeds five.

More than one team from each division may be moved between divisions based on the team submissions received at the beginning of the league season. The League Convenor reserves the right to override this requirement to ensure a fair balance between teams within a division.

- (b) Player history must be declared and accurate. Players may play in one division lower than their previous NHKC playing division without a formal request, however, each case will be subject to final approval of the League Convenor. If playing in a division more than one grade lower than their previous NHKC playing division, formal approval by the League Convenor and NHKC Executive Council is required.

7. NHKC YOUTH SQUAD TEAMS

- (a) NHKC may enter NHKC Youth Squad teams in the NHKC Netball League Divisions 1 and 2.
- (b) The coach must advise NHKC of the playing format of the teams which will determine if the following is to apply. The teams are to abide by these By-Laws, with the following exceptions:
 - i. NHKC Youth Squad players can be registered in two teams;
 - ii. If players are not clearly nominated for a NHKC Youth Squad team, then for Round 1, players may be interchanged between teams and only 1 point for playing will be awarded to each team;
 - iii. For Round 2, a NHKC Youth Squad team will be named for each division and will enter the competition fully; and
 - iv. From Round 2, the NHKC Youth Squad team must abide by the these By-Laws.
- (c) Teams playing against a NHKC Youth Squad team will be awarded points according to the result and NHKC point system.
- (d) A NHKC Youth Squad player may play for both their NHKC Youth Squad team and another league team on a given night. Where possible, clubs are to place the NHKC Youth Squad player in the same division or higher than their NHKC Youth Squad team. If clubs/teams are unable to meet this requirement, then they may request a change of division for the NHKC Youth Squad player. This must be put in writing to the League Convenor.
- (e) A NHKC Youth Squad player's first playing priority is to the NHKC Youth Squad team. If a NHKC Youth Squad player is released from their NHKC Youth Squad game on a given night to play for their second team, then they must take the court for at least two quarters in that team.
- (f) A NHKC Youth Squad player may be used as a guest player only if they are not registered in a second NHKC League team and must abide by the guest player rules in these By-Laws.

8. NHKC DEVELOPMENT YOUTH SQUAD TEAM

- (a) NHKC may enter one Development Youth Squad (DYS) team in the NHKC Ladies' Netball League.
- (b) The DYS team will abide by these By-Laws with one exception; DYS players can be registered in two teams.
- (c) A DYS player may play for both their DYS team and another league team on a given night. Where possible, clubs are to place the DYS player in the same division or higher than their DYS team. If clubs/teams are unable to meet this requirement, then they may request a change of division for the DYS player. This must be put in writing to the League Convenor.
- (d) A DYS player's first playing priority is to the DYS team. If a DYS player is released from their DYS game on a given night to play for their second team, then they must take the court for at least two quarters in that team.
- (e) A DYS player may be used as a guest player only if they are not registered in a second NHKC League team and must abide by the guest player rules in these By-Laws.

9. GRADING

Each team will be paper graded. It is the responsibility of each Club Convenor to ensure accurate and sufficient playing history is recorded for each player on Form B. The number of divisions for each season and the placement of teams will be determined by the League Convenor and approved by the NHKC Executive Council each year.

10. CONDUCT OF MATCHES

Coaches and players are reminded that they should conduct themselves consistently within 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 will be sanctioned in accordance with these By-Laws and the World Netball Rules and Regulations.

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. Rule 13 of the World Netball Rules and Regulations provides further information on disciplinary action for unsporting behaviour.

<https://drive.google.com/file/d/14E9H2xr69LZA7W0pmYPq48sb5qzhTHqk/view>

NHKC members should comply with the World Netball 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

To the extent not inconsistent with these By-Laws, the rules of play shall be those of the World Netball Rules and Regulations. The World Netball Rules and Regulations can be accessed by downloading the World Netball Rules of Netball App (available from App or Google Play Stores)



(b) Timing

All matches will be timed by a central clock and will start strictly on the hour at 7:00pm, 8:00pm and 9:00pm or **as pre-determined and advised by the League Convenor (e.g., the Premier division games may start at a different time given the extended length of the matches for that division). For this reason, please review the schedule CAREFULLY).**

Games will start and finish on the umpire's whistle. There will be a 1 minute warning before the start of each match. If one match starts at a later time due to late arrivals, the timing from the central clock must be adhered to.

Umpires will stop the game for injury time in accordance with the World Netball Rules and Regulations but will not add this time to the end of the quarter.

All divisions except for the Premier division

Matches will consist of 4 x 12 minute quarters. 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).

Premier division

Matches will consist of 4 x 15 minute quarters. There will be a 4 minute quarter and three-quarter time break and a 7 minute half-time break (leaving a 15 minute period before the start of the next game).

(c) Substitutions

Both teams have the right to make substitutions and/or team changes:

- i. During an interval.
- ii. When play is stopped for injury/illness or blood.

If there is an infringement during a substitution, the umpire may award a free pass where the ball is when the interference or offside entry/exit occurs or play advantage where, for example, the opposing team is taking a shot at goal.

The number of substitutions is not limited provided the players used are those named for the match.

(d) **Points system**

- 4 for a win / forfeit
- 3 for a draw
- 2 for losing but scoring more than half an opponent's score
- 1 for a loss

(e) **Jewelry and fingernails**

No items of jewelry, except a wedding band or medical alert bracelet, shall be worn. If a wedding band or medical alert bracelet is worn, it must be taped.

Fingernails must be short and smooth. The taping of nails is not permitted and **NO** gloves may be worn (unless a medical note has been provided).

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 player's fingernails again and allows the player to take the court. If the game has started, the offending player must wait until an interval before taking the court.

(f) **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. See further Section 20 below and refer to the World Netball Blood Policy.

(g) **Pregnancy**

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

(h) **Match balls**

Clearly marked match balls will be provided by the NHKC. 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.

(i) **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 phone and email) must be given to the opposing Club Convenor and Team Captain, the Team Captains of the designated umpiring teams and the League Convenor if a team is unable to play. A fine of HK\$200 fine will be incurred for failure to make such notifications. The forfeiting team will be considered to have forfeited the match and 4 points will be awarded to the non-offending team with 0 points being awarded to the forfeiting team.
- iii. If the game is forfeited within 48 hours of the game, the forfeiting team will be fined HK\$400 and will incur a 2 point penalty.
- iv. If there is a no show or forfeit notification after 5:00pm on the day of the match, the forfeiting team will be fined HK\$600 and will incur a 4 point penalty.
- v. Teams withdrawing from friendly games organised by the NHKC will be fined HK\$200.
- vi. Umpiring commitments of both teams must still be fulfilled. The offending team for each umpire not provided with be fined HK\$400 and will incur a 4 point penalty.
- vii. If a team forfeits two games in the league season and does not provide a satisfactory explanation in writing to the League Convenor, that team may be asked to withdraw from the league. No refund will be given.
- viii. League matches may be 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, otherwise the game will be considered a forfeit. Umpires for the game must be approved by the NHKC Umpires Convenor prior to the match. The

non-offending team has the right to say no to a request to reschedule the match and if the forfeiting team cannot field a team as per the league draw, the game will be considered a forfeit. If a rescheduled game is organised with the approval of both teams, any team who is unable to fulfill that rearrangement, will forfeit the game.

- ix. For the purpose of player qualification in accordance with Section 11 below (A) the non-offending team may submit a team list for the forfeited match, and (B) any team list submitted by the forfeiting team will be disregarded and not considered.

(j) **Late arrivals**

- i. Players, substitution(s)/late arrivals: refer to the World Netball Rules and Regulations: <https://drive.google.com/file/d/14E9H2xr69LZA7W0pmYPq48sb5qzhTHqk/view>
- ii. 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 Duty Desk and a record of time is to be kept by the Duty 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 five players by the first interval (i.e. at the end of the first quarter), the match will be forfeited in favour of the team present. The forfeiting team will be fined HK\$600 and will incur a 2 point penalty.

(k) **Wet weather**

If the NHKC Executive Council determines to stop games at or after half-time due to unforeseeable weather conditions, the score at the time of stopping the games will stand.

11. PROMOTION AND DEMOTION OF PLAYERS

(a) **Clubs**

- i. Any player may play up to two matches in a league season in a team in a higher division as a temporary player. Subject to the exception in this Section, where any club has more than one team playing in the same division, any player may play up to two matches in a higher ranking team (as ranked on Form A at registration OR confirmed by the League Convenor) within the relevant club. On the third game played with the relevant team, the player is deemed to be in the higher team and can no longer play in their original team.
- ii. Where a club has more than one team playing in each of Divisions 5, 6 and 7, members of the higher ranked team may play in the lower ranked team within the same division twice. On the third and any subsequent games in the lower ranked team, that team (i.e., the recipient team) will be fined HK\$100 and incur a 4 point penalty. For the avoidance of doubt, players in Divisions 1, 2, 3 and 4 may not guest for any lower ranked team.
- iii. A player shall not be registered in more than one team.
- iv. Unless a player has been officially demoted with acknowledgment from the League Convenor, that player may not play in a lower division game. Teams not adhering to this By-Law will forfeit any game in which they play the offending player. (NHKC Youth Squad and DYS players are exempted in accordance with Section 8 above)

(b) **Single independent teams**

- i. Any player may play up to two matches in a league season in a higher division single independent team as a temporary player without the team incurring a penalty. On the third and any subsequent games that the player has played up, the offending team (i.e., the higher ranked team) shall be fined HK\$100 and incur a 4 point penalty.
- ii. A player shall not be registered in more than one team.
- iii. Players in Divisions 5, 6 and 7 may guest for other single independent teams within their division twice only. On the third and any subsequent games in the one team, the offending team (i.e., recipient team) shall be fined HK\$100 and incur a 4 point penalty.
- iv. Players in divisions 3 and 4 may guest for other single independent teams within their

division once only. On the second and any subsequent games in the one team, the offending team (i.e., recipient team) will be fined HK\$100 and incur a 4 point penalty.

- v. Players in Division 1 and 2 may not guest for other single independent teams within their division.

12. FINALS SERIES

- (a) The first four teams in each division will play in the Finals Series (which includes the Semi-Finals and Finals). If at the end of the league season 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 by goal average. The goal average for each team shall be calculated as follows:

total number of goals scored by the team, divided by the total number of goals scored against the team

i.e. $\frac{\text{goals scored}}{\text{goals scored against}}$

- (b) If the goal average is identical, then goal difference will be applied. The goal difference will be calculated as follows:
the difference between goals for and goals against
- (c) If outcome is still undecided, then the winner of the tie between the two teams will determine the result.
- (d) Finals Series configuration will be decided by the League Convenor, in consultation with the NHKC Executive Council once the competition is complete and all possible wet weather games have been played.

FINALS SERIES OPTIONS

2 Week Finals Series

Semi Finals

1st v 4th

2nd v 3rd

Grand Final

Winners of Semi Finals

3 Week Finals Series

Semi Finals

Game 1

1st v 2nd Winner directly to Grand Final

Loser to Game 3

Game 2

3rd v 4th Winner to Final

Loser out

Game 3

Loser of Semi Final Game 1

vs

Winner of Semi Final Game 2

Grand Final

Winner of Game 1

vs

Winner of Game 3

- (e) Teams must be declared to the League Convenor 72 hours before each game in the Finals Series.
- (f) New transfers are not permitted for games in the Finals Series.
- (g) All players need to be registered with their club and the NHKC as Ordinary Members. Players must play at least six games for their club on different nights (including at least three games in the final's team, before playing in the Finals Series). The League Convenor and NHKC Executive Council reserve the right to override this rule.

- (h) If at full time the score is even, the umpires must notify the Duty Desk so that time can be monitored. A 2 minute break will be given. Substitutions and changes are permitted at this interval. Following the 2 minute break, 5 minutes of extra time each way will be played (no interval or substitution of players is permitted during this extra time unless for injury). If a draw remains at the conclusion of the 10 minutes of extra time, a situation of sudden death will occur (i.e., 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 NHKC Umpiring Convenor. Such umpires must be badged and have umpired at least three games during the current league season.

13. 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) Team Captains must ensure that the scorers fully understand their duty in respect of keeping the score.
- (h) Team 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 is allowed on the score sheet per team per match. If found to be incorrect, the offending team will incur a 1 point penalty.
- (i) Substitutes should only be listed on the score sheet if they have played. Any substitute whose name is listed on the score sheet with a corresponding signature will be deemed to have played in that game. If found to be incorrect, the offending team will incur a 1 point penalty.
- (j) Team Captains must ensure that the names and details of any guest players (together with their registered team name, where appropriate) are clearly written on the score sheet with corresponding signatures. If found to be incorrect, the offending team will incur a 1 point penalty.
- (k) 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.
- (l) Failure to complete the score sheet completely and clearly, including all names and signatures after an initial warning, will result in the offending team incurring a 1 point penalty.
- (m) If a team cannot provide a scorer, the Team Captain of the opposing team may agree to take sole responsibility for providing a scorer. In such circumstances, the score at end of the game cannot be disputed.

14. DESK DUTY

- (a) Clubs / teams will perform Desk Duty and will be rostered to evenings throughout the league season on a proportional basis. It is the responsibility of the Club Convenor / Team Captains that teams are aware of their duty night and to ensure that the duty is performed satisfactorily. If a club/team does not provide any representation for Desk Duty or perform it

satisfactorily, the club/team will be fined HK\$200 per game and will incur a 1 point penalty. Playing is not an excuse for non-performance of Desk Duty and the fine and penalty will apply.

- (b) Clubs / 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 the duty.
- (c) The Desk Duty supervisor will report/log any game related issues. Only tTeam Captains and umpires may approach the Duty Desk regarding current games. If the Desk Duty supervisor is a club/team representative, they cannot be called upon to deal with controversial situations.
- (d) A NHKC representative can be contacted by phone throughout the evening if the Desk Duty supervisor needs to query any issue arising. The NHKC representative is not responsible for doing the Desk Duty.
- (e) All escalation and clarification of league guidelines and rules must be performed by 12:00 noon on the day of the fixtures to the League Convenor. Any clarification of the league guidelines or rules on the night of the fixtures is not permitted and appropriate penalties will be levied where rules are deemed to have been breached.

15. UMPIRES

(a) Umpiring Divisions

The NHKC Umpiring Convenor shall determine the level of umpire required for each Division at the beginning of each season and report it to all Club/Team Convenors. Where possible, umpiring duties have been made reciprocal within divisions, however, there are some draw constraints and on occasion, lower divisions are required to umpire higher divisions – umpiring requirements still need to be adhered to. Please contact the NHKC Umpiring Convenor at least two weeks in advance of the set game if you wish to raise any issues or concerns.

Only qualified umpires are allowed to umpire in the league. Such umpires will be included on the Approved Umpires List circulated to all Club/Team Convenors at the beginning of each league season after all teams have registered their players. In general, these will be persons who have completed the NHKC run umpiring courses and have passed the theory paper test. If anyone is in doubt, please contact the NHKC Umpiring Convenor for clarification.

The NHKC will endeavor to have all Premier and Division 1 games umpired by B Badged Umpires or above. Some identified umpires holding a C Badge will also be allowed to umpire Premier and Division 1 games. The NHKC has been working hard to identify and upgrade as many umpires as possible and will continue to do so.

The NHKC will endeavor to name umpires for the Premier and Division 1 games. All other umpires **MUST** be on the Approved Umpires List.

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

(b) Clubs/Teams Umpiring Convenor

Each club/team is responsible for providing the details of its Umpiring Convenor as stipulated on Form A (Registration of Teams). The Club/Team's Umpiring Convenor is responsible for managing the Club/Team's umpiring requirements during the season.

Umpiring Convenors need to register at least two grade qualified umpires for each team by the second round of the season. To be registered as an umpire, a person must fulfill the criteria as set out in the League Umpiring Requirements.

Teams who do not have a registered umpire will be given priority on umpiring courses throughout the season.

(c) Reporting

Umpires should (i) report at least 15 minutes before the start of the game, unless playing beforehand, (ii) sign in at the Duty Desk before the start of the game; and (iii) clearly print their name and sign the Umpire's score sheet. This sign-in sheet will be used by NHKC for umpire points and fines.

(d) Number of umpires

Matches will not commence until two umpires take the court.

(e) 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 two substitute umpires will umpire a half game each and may only swap at half-time. If two umpires have not shown, the two substitute umpires will umpire a whole game each.

If the designated umpire arrives after the start of the first quarter as designated by the bell but before half-time, the team that the umpire represents will be fined HK\$400 and incur a 1 point penalty. 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 be fined HK\$400 and incur a 4 point penalty. 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.

(f) Umpiring duties

Subject to the foregoing, umpires cannot umpire two games in a row or umpire-play-umpire in breach of the League Umpiring Requirements. Umpires who breach this requirement will be suspended from the Approved Umpires List for two weeks, will be deemed an unqualified umpire and may be subject to unqualified umpiring penalties.

Where there is a minimum 15 minute break between matches, umpires may oversee back-to-back matches within the League Umpiring Requirements.

The NHKC reserves the right to assume the allocated umpiring duty of any team throughout the league season for the purpose of upgrading and or the qualification of umpires. In such circumstances, the NHKC will endeavor to provide one week's notice to any team affected, but this cannot be guaranteed.

Duty teams will be responsible for the payment of such umpires.

(g) Swapping duties

If all participating teams are in agreement and the NHKC Umpiring Convenor has been informed, umpiring duties may be swapped.

(h) An Umpire's Decision

An umpire's decision shall be final and no appeal can be made during a match.

The umpires may be approached by a Team Captain for clarification of the rules ONLY during an interval.

Any dispute with an umpire will be penalised with whatever action is considered appropriate by the umpire in accordance with the World Netball Rules and Regulations:

<https://drive.google.com/file/d/14E9H2xr69LZA7W0pmYPq48sb5qzhTHqk/view>

(i) **Scoring**

Umpires will not score. The umpires should check the score sheet at the end of 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 to the Duty Desk.

(j) **Whistles**

Umpires are reminded to bring their own handheld whistle.

(k) **Registration**

All non-playing umpires must register with the NHKC as a non-player member (adult or junior) using the Membership Application online.

UMPIRE PAYMENT GUIDELINES

If a team wishes to pay an umpire to umpire on their behalf, the NHKC recommends a fee of HK\$300 per game. Badged umpires will receive additional payment from LCS.D.

16. PROTESTS

- (a) A protest is defined as a challenge to the outcome of the game i.e questioning the final score as recorded on the score sheet.
- (b) A team wishing to protest must lodge the protest **IN WRITING** to the League Convenor, to be received at the NHKC office no later than 12:00 noon on the Thursday following the match in question. The protest must be accompanied by a fee of HK\$100, which is not refundable.
- (c) The League Convenor will notify the team against which the protest is made. The team against which the protest is made may submit a written defence within 48 hours of notification.
- (d) The League Convenor will endeavor to investigate the protest and resolve the issue in accordance with these By-Laws and/or refer the matter to the NHKC Executive Council.
- (e) The League Convenor may recommend action to the NHKC Executive Council.
- (f) All involved parties will be informed of the decision made and no further protest will be permitted.
- (g) Any question or complaint against another team/player/umpire will not be regarded as a protest and will be investigated without incurring a fee.

17. DISCIPLINE

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

The breaking of the rules set out in these By-Laws and/or the World Netball Rules and Regulations and/or any conduct contrary to the spirit of the game is not permitted.

(b) **Misconduct**

- i. Reports of misconduct against a team or player must be lodged **IN WRITING** by the umpires or Desk Duty supervisor with the NHKC within 48 hours of the match being played.
- ii. The League Convenor and/or the NHKC Umpiring Convenor will (A) notify players or teams of the misconduct report; (B) endeavor to investigate the report; (C) determine if the case needs to be referred to the Disciplinary Committee.
- iii. The Disciplinary Committee shall consist of the President, League Convenor and another NHKC Council member not associated with the offending club/team

- iv. If the President or League Convenor is associated with the offending club/team, another member of the NHKC Executive Council will replace them on the Disciplinary Committee.
- v. 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 NHKC for such time as may be decided by the NHKC Disciplinary Committee.

18. FIRST AID

The NHKC 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.

19. PENALTIES & SUMMARY OF FEES

- (a) All point penalties incurred during the first half of the league season will be applied at the start of the second half of the league season, primarily to avoid teams using the penalty points system to dictate the division that they may be allocated to for the second half of the league season.
- (b) All penalties and/or outstanding fees owed to NHKC must be paid before the AGM of that year.
- (c) Teams who have fines outstanding above HK\$600 at the end of the first round of each league season will be asked to replenish their deposit.
- (d) Any player whose team has not paid all outstanding monies owed to the NHKC by the AGM of that year will not be able to register for the following league season until all fees and fines have been paid.

Penalty Infringement	Fine Amount	Point Penalty
Incomplete scorecard (team list/signatures)	HK\$200	-
Incorrect substitute/guest player details	-	1
Scoresheet signatures exceed maximum limit	-	1
Incorrect Team Uniform (after 3 rd Game)	-	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	4
Unqualified umpire fielded	HK\$200	2
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\$1000
Team deposit for registration (refundable)	HK\$600
Ordinary Individual Member (Adult) full season	HK\$1250
Ordinary Junior Member (U21) full season	HK\$420
Ordinary Individual Member (Adult) half season	HK\$780
Ordinary Junior Member (U21) half season	HK\$260
Associate Member (non-playing member – adult)	-
Associate Member (Junior Netball League)	HK\$200
Associate Member (umpire/coach member – adult)	-
Associate Member (umpire/coach member – Junior)	-

Protest fee	HK\$150
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20. 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 venues**

Games at outdoor venues will be cancelled if a Typhoon 8 (or higher signal) or a red or black rainstorm warning or “Serious” pollution level (per Air Quality Health Index [AQHI] >10+) remains hoisted at 5:00pm.

If a Typhoon 3 remains hoisted at 5:00pm or no weather warning is hoisted, NHKC will decide in the case of adverse outdoor conditions at 5:00pm or 6:30pm (whichever time is deemed by NHKC to be relevant) if play shall take place. Captains and Convenors should only telephone NHKC at 2504 8208 after 5:30pm on the day of play. 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 member of the NHKC Executive Council / League Convenor in consultation with any two team captains that are scheduled to play.
- (d) In the event of such cancellations, games will be played on the designated wet weather game nights as directed by NHKC / the League Convenor at the end of the first / second half of the league seasons. Teams are expected to be available on the designated wet weather nights.
- (e) In the event that cancelled games cannot be played on the designated wet weather nights before the end of the first / second half of the league seasons (due to, for example, insufficient time or court availability), each team in a division in which one or more games were cancelled and could not be played on the designated wet weather nights will be awarded 3 points for the round in which the games were originally cancelled. This applies even if games in the division were able to be completed.
- (f) Regardless of whether games at outdoor venues are cancelled and/or whether designated wet weather nights remain an option, matches scheduled to be played at indoor venues must be played. A team that fails to play any match at an indoor venue that is scheduled to go ahead will be deemed to have forfeited the match and will be subject to the fines and penalties set out in Section 10(i) above.
- (g) If the NHKC Executive Council / League Convenor determines to stop games at, or after half-time due to unforeseeable weather conditions, the score at the time of stopping will stand.
- (h) Any un-played matches will take priority over “friendly” matches scheduled by the NHKC. In the event that matches have been cancelled or postponed throughout each half of the league season, the League Convenor will amend the schedule, where possible, to give all teams the opportunity of maximum points and to qualify players for the Finals Series.
- (i) In accordance with the World Netball Blood Policy, if a team cannot field five players due to a blood stoppage, the relevant match will cease at that time. If after 2 minutes, all traces of blood have been removed and both teams and two umpires agree, the match may recommence at that time.

If the match is cancelled after half-time, the score at the time of stoppage will stand.

If the match is cancelled before half-time, the NHKC will endeavour to reschedule the match on the designated wet weather dates. If the match cannot be rescheduled by the end of the last game of the first or second half of the season (depending on which half of the season the match is being played), both teams will be awarded 3 points.

Teams are welcome to reschedule the match at their own convenience or may agree to declare a draw.

21. DISCLAIMER

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

22. GENERAL

The League Convenor and NHKC Executive Council shall have full discretionary powers in all matters not covered by these By-Laws. Once a decision has been made by the League Convenor and/or the NHKC Executive Council, no further correspondence will be entered into.

Changes to these By-Laws may occur at the beginning of each season or as necessary with the approval of the NHKC Executive Council, provided that all changes will apply prospectively and convenors and Team Captains will be given at least two

weeks' notice before the changes take effect.