



North Western Football Association

(CONSTITUTED 1894)

CONSTITUTION

(As at 13th December 2021)

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1. NAME:

The name of the Association shall be the “**North Western Football Association Incorporated**” hereafter referred to as the **NWFA** and shall be open to all approved clubs subject to Rule 28.

2. INCORPORATION:

(1) The seal of the North Western Football Association Incorporated shall be in the form of a rubber stamp inscribed with the name of the NWFA encircling the word “seal”.

(2) The seal of the NWFA shall not be affixed to any instrument except by the authority of the Executive and the affixing thereof shall be attested by the signatures of two members of the Executive appointed for that purpose, and the attestation is sufficient for all purposes that the seal was affixed by authority of the Executive.

(3) The seal shall remain in the custody of the Secretary.

3. OBJECTIVES:

The objective of the NWFA is to promote the interests of Australian Rules football within its sphere of authority.

4. HEADQUARTERS:

The Headquarters of the NWFA shall be at Ulverstone.

5. CONSTITUTION:

(1) No amendment to the Constitution shall be made except at an annual general meeting, or at a special general meeting called for that purpose and shall not be made unless a three - quarters majority of the members of the Committee vote in favour of the motion.

(2) The full text of every proposed amendment to the Constitution shall be supplied to the Committee at least seven days prior to the meeting at which it is intended to be moved.

(3) The Public Officer shall forthwith notify Corporate Affairs of any amendment to the Constitution.

6. BY LAWS:

(1) The Committee shall have the power to make By Laws for the governance of the NWFA, provided that such By Laws are not contrary to the intent of the Constitution, or to the laws of the game.

(2) Where the Committee deems it in the best interests of the governance of the NWFA it may amend a By Law by a majority of those present who are entitled to vote.

(3) The Public Officer shall forthwith notify Corporate Affairs of any amendment to the By Laws.

7. MEMBERS LIABILITY:

(1) Every member of the NWFA Committee undertakes to contribute to the assets of the NWFA in the event of it being wound up whilst that person is a member, or within one year after that person ceases to be a member, for payment of the debts and liabilities of the NWFA contracted before the time at which that person ceases to be a member and of the costs, charges and expenses of winding up and for the adjustment of the rights of the contributories among themselves such amount as shall be required not exceeding one dollar.

(2) In the event of the winding up of the NWFA any surplus funds, or assets will be disposed of to any continuing clubs, but failing that shall be at the discretion of the outgoing committee.

8. INDEMNITY OF MEMBERS:

(1) Every member of the NWFA committee, employees and other officials for the time being of the NWFA shall be indemnified out of the assets of the NWFA against any liability arising out of the execution of the duties of their office which is incurred by them in defending any proceedings, whether civil or criminal, in which judgement is given in their favour, or in which they are acquitted, or in connection with any application under the Code in which relief is granted to them by the Court in respect of any negligence, default, breach of duty, or breach of trust.

(2) No official, or officer of the NWFA committee shall be liable for the accounts, receipts, neglects, or defaults of any other official, or officer, or for the joining in any receipt, or other act of conformity, or for any loss, or expense happening to the NWFA through the insufficiency, or deficiency of any securities in, or upon which any of the monies of the NWFA shall be invested, or for any loss, or damage arising from bankruptcy, insolvency, or fortuitous acts of any person with whom any NWFA Constitution, monies, securities, or effects shall be deposited, or for any loss, damage, or misfortune whatever which shall happen in the execution of the duties of his, or her office, or in the relation thereto, unless the same happened through his, or her own wilful act, or default.

9. EXECUTIVE AND COMMITTEE:

(1) The executive is a body of elected members who jointly administer and oversee the activities of the NWFA, subject to the provisions of this Constitution, By Laws and the Laws of Australian Football.

(2) The executive shall comprise a president, two vice – presidents, secretary, treasurer and not more than three independent delegates and shall hold office until the next annual general meeting

(3) The executive may –

- (a) Exercise all the disciplinary powers and functions vested in it under this Constitution and Bylaws, and have the right to impose such penalties as are permitted by the Constitution and Bylaws.
- (b) Have authority to take action against any club, or individual where relevant personnel including trainers and coaches do not obtain appropriate accreditation.
- (c) Have authority to settle disputes between clubs, arising from complaints.
- (d) Have authority to fine or suspend a club or club official for any level of misconduct deemed not to be in the best interest of the NWFA or any breach of this constitution and bylaws and the authority to determine the length of any suspension and/or the size of the fine. All decisions by the executive are subject to rule 23 and/or a majority of the committee.

(4) The committee shall consist of –

- (a) the executive,
- (b) A nominated delegate from each club.

(5) Club Delegates-

- (a) Each club shall nominate a delegate at the Annual General Meeting who must be a current executive member of their respective clubs e.g. - President, Vice President, Secretary or Treasurer.
- (b) Each club shall also nominate a proxy delegate who will have authority to represent their club in the absence of their nominated delegate. The proxy delegate must meet the same criteria set down for their club delegate (rule 5A).

(6) A club delegate or proxy shall hold office until the next annual general meeting, unless replaced by their respective club in which case notice in writing of such change must be given to the secretary of the NWFA before the change can take effect.

(7) Every person who accepts any office entitling them to vote at NWFA meetings shall be deemed to have agreed to be subject to this Constitution.

(8) Each member of the committee –

- (a) must be free to act in the interests of the NWFA and to take appropriate action to help in the advancement of the NWFA,
- (b) Shall focus on the concerns of the NWFA, and cannot let their personal, or club interests interfere with the decisions of the committee.
- (c) Must disclose any conflict of interest and if it impedes the ability of the member to carry out the duties of position, the committee has the right to remove the member from the relevant position.

10. EXECUTIVE AND COMMITTEE MEETINGS:

(1) Meetings of the executive shall be held at its discretion.

(2) Committee meetings shall be held on not less than six occasions in any one calendar year.

(3) Each of the executive members at a meeting shall be allowed not more than one vote per person, except The president who has a casting vote only.

(4) Each of the club delegates, or in their absence their proxy, shall be allowed not more than one vote per club.

(5) In each instance where a motion is tabled at an executive or committee meeting that motion shall be decided by a majority of the persons present who are entitled to vote.

(6) A quorum shall comprise a majority of the executive and the committee members present, in each instance, who are entitled to vote and in the absence of a quorum the meeting shall be postponed.

(7) Any club not represented at an NWFA committee meeting will be fined \$50.00. An apology does not forfeit the fine.

11. Rescinding a Motion:

(1) No motion passed at a Committee or Special Meeting can be rescinded without a two thirds majority of the committee. Seven (7) days' notice in writing must be given to the NWFA Secretary of notice to rescind a motion.

12. VACANCY:

(1) For the purpose of the Constitution, the position of a member of the committee becomes vacant if the member:

- a. Dies.
- b. Becomes bankrupt, or applies to take or takes advantage of the law relating to bankrupt or insolvent debtors or compounds with his or her creditors, or makes any assignment with his or her estate for their benefit.
- c. Becomes of unsound mind.
- d. Resigns his, or her office by writing under his hand addressed to the Committee
- e. Ceases to be a resident of the State.
- f. Fails to attend three consecutive meetings, except in an instance where a president of an affiliated club is represented by a proxy.

(2) If a casual vacancy occurs in the office of the president, the executive may appoint one of its members to the vacant office and the member shall continue in office up to the next annual general meeting following the date of his, or her appointment.

13. PRESIDENT:

(1) The president shall be elected at an annual general meeting, at which nominations shall be made. If two or more nominations are received, a secret ballot shall be taken. The president shall hold office up to the next annual general meeting following the date of his or her appointment.

(2) The president shall, except when he or she is unable to be present at any meeting, be the chair of all meetings of the executive and the committee. If at the expiration of 15 minutes after the appointed time of any meeting, the president is not present, or if he or she has to leave a meeting, the meeting shall elect one of the members present to be the chairman thereof, who shall vacate the chair upon the president's return, or arrival.

14. SECRETARY AND TREASURER:

(1) There shall be a secretary and treasurer, or a combined position of secretary-treasurer for the committee who must fill the qualifications required by the executive and who shall be nominated and appointed in the same manner as the president.

(2) The secretary and treasurer may at any time be suspended, or removed from office if the executive considers he/she is not carrying out his/her duties satisfactorily, or that he/she has been guilty of misconduct in his/her office.

(3) Duties of the secretary shall include:

- (a) Attend all meetings as required by the executive and Committee.

- (b) Shall present and preserve Minutes of all meetings as required by the executive and Committee and be responsible for forwarding a copy of all Minutes to the members of the committee within seven days of each meeting.
- (c) receive all inward, and prepare and dispatch all outward correspondence, whilst ensuring the president is provided with a copy of all inward and outward correspondence,
- (d) coordinate all business relating to protests, complaints, reports and appeals which includes the setting up of tribunal meetings and notifying the involved parties,
- (e) act as the NWFA public officer,
- (f) be responsible for the conduct of all NWFA major functions,
- (g) Be responsible for any changes to the NWFA Constitution and to maintain a sound knowledge of its content, in order to ensure the secretary fulfils all duties and responsibilities involved with the role.

(4) Duties of the treasurer shall include:

- (a) attend all meetings as required by the Executive and Committee,
- (b) maintain a full and accurate record of all monies received and spent by the NWFA,
- (c) receive all monies and deposit to the credit of the NWFA at the bank nominated by the Executive,
- (d) pay all accounts approved by the Executive,
- (e) submit an accurate and detailed statement, including all transactions and showing the current financial position of the NWFA at such times as the executive and Committee may request,
- (f) be responsible for overseeing the gate takings during the finals series,
- (g) be responsible for the forwarding of all accounts to clubs for which the Executive is entitled to do so,
- (h) pay all honorariums and fees as agreed by committee,
- (i) Ensure the NWFA financial records are forwarded to the independent auditor in time to be audited for the NWFA annual general meeting.

(5) If a casual vacancy occurs in the office of secretary or treasurer, the executive may appoint a person to fill such vacancy.

(6) Business of the executive and the committee shall be taken in the following order:

- (a) Minutes of the last meeting,
- (b) Business arising from the minutes,
- (c) Correspondence,
- (d) Treasurer's report and accounts,
- (e) Registrations and clearances,
- (f) Tribunal Report,
- (g) General Business.

15. SPECIAL GENERAL MEETINGS:

(1) A special general meeting of the NWFA can be called by order of the president, or a majority of the club presidents.

(2) Seven clear days' notice in writing specifying the date, time and place and the business to be dealt with shall be given to every affiliated club. No other business shall be discussed unless all delegates present are in favour.

(3) In the case of the club presidents calling a special meeting, they will have full authority to nominate the time and place of the special meeting, provided they meet the criteria set down in rule 15-1 and 15-2.

16. ANNUAL GENERAL MEETING:

(1) The annual general meeting of the NWFA shall be held between the last week of November and the second week of December in each year with at least seven days' notice to each affiliated club stating time and place of the meeting and the nature of the business to be transacted thereat and by advertisement in the local newspaper stating the time and place of the meeting.

(2) The order of business at the annual general meeting shall be as follows:

- (a) The Minutes of the preceding annual general meeting and all special meetings subsequent.
- (b) Correspondence including any nominations for positions to the Executive shall be in the hands of the secretary seven days prior to the annual general meeting.
- (c) An audited financial report.
- (d) President's report.
- (e) Application for affiliation from clubs and affiliation fee.
- (f) Election of the Executive and Auditor-

- (1) President
- (2) Vice Presidents (2)
- (3) Secretary
- (4) Treasurer
- (5) Independent Delegates (3)
- (6) Auditor
- (7) Independent Tribunal

(g) Proposed amendments to Constitution.

- (h) Honorariums.
- (i) Affiliation of the NWFA.
- (j) Gate prices for the forthcoming season including finals.
- (k) Any special business.

(3) A ballot for the purposes of electing a person to the executive shall be conducted as a secret ballot. Two delegates shall be appointed to conduct the secret ballot and to count votes. Voting papers shall be distributed to all delegates present and destroyed once the ballot is finalised.

(4) Nominations for any executive positions can be made at the Annual General Meeting.

17. INSURANCE:

(1) The NWFA must have current public liability and death and disability insurance cover.

(2) The NWFA secretary must ensure the public liability and death and disability insurance is renewed by the due date.

(3) Clubs applying for affiliation with the NWFA must have current public liability and death and disability insurance cover at the time of application for affiliation.

18. FINANCE:

(1) The funds of the NWFA shall consist of:

- (a) fees received from affiliation of clubs,
- (b) fees received upon lodging protests,
- (c) fines duly imposed by the executive, committee, or Independent Tribunal,
- (d) gate and program receipts from finals fixtures,
- (e) Sponsorship.

(2) From receipt of any monies, the treasurer shall issue a receipt.

(3) All cheques drawn on the NWFA account or any other form of negotiable instrument, or any other form of other document which may be required by the NWFA shall be signed by any two of the President, secretary or treasurer.

(4) All accounts, books, documents, securities and records of the NWFA are to be kept at the NWFA office, or at a place as the executive may decide.

(5) All materials referred to in the foregoing clauses are to be made available for perusal at all reasonable times to members of the Committee where a special meeting is called for that purpose.

(6) The NWFA financial year shall end on the 31st of October of each year.

(7) All income and property of the NWFA shall be applied towards the promotion of the objects and purposes of the NWFA and any payment, dividend, distribution, or bonus whatsoever from its net annual profit may be paid directly, or indirectly to an affiliated club at the discretion of the Executive.

19. AUDITOR:

(1) At each annual general meeting, the committee shall appoint a person as the auditor of the NWFA who shall hold office until the next annual general meeting. This person may only be removed by special resolution.

(2) If a casual vacancy occurs in the office of auditor during the course of a financial year of the NWFA the committee may appoint a person as auditor and the person so appointed shall hold office until the next annual general meeting following the date of his appointment.

(3) The accounts of the NWFA shall be examined by the auditor at least once each financial year and the auditor shall certify as to the correctness of the accounts of the NWFA and shall report thereon to the members present at the annual general meeting.

(4) The auditor has the right of access to the accounts books, record vouchers and documents of the NWFA and may require from the servants of the NWFA such information and explanation as may be necessary for the performance of his duties as auditor.

20. SUB-COMMITTEE:

The executive or committee shall have the power to appoint a sub-committee for any purpose, and may at any time cancel such appointment.

21. AFFILIATION WITH A CONTROLLING BODY:

The affiliation of the NWFA with a Controlling Body shall be dealt with at an annual general meeting, or at a special general meeting called for that purpose.

22. RULES OF THE CONTROLLING BODY:

To the extent (if any) to which this Constitution, or By Laws of the NWFA may contain no provision dealing with, or may be defective upon any question arising during its application, the Constitution and By Laws of the Controlling Body with which the NWFA is affiliated shall so far as they may be applicable be applied.

23. APPEALS TO CONTROLLING BODY:

(1) Any player, official or club desiring to appeal to a Controlling Body from a decision of the executive, committee, or Independent Tribunal must do so in writing within 24 hours of the decision against which appeal is made. All such appeals must be in writing stating grounds of the appeal and must be forwarded to the NWFA secretary together with a fee of \$500.00, which will only be refunded if the appeal is upheld.

(2) The executive, committee, or Independent Tribunal may make a statement in rebuttal and both documents together with a copy of all evidence taken at the hearing, or meeting and all relevant documents on the matter shall be forwarded to the secretary of the Controlling Body.

24. REPORTING PROCEDURE:

(1) All protests, reports, or complaints arising from a match shall be forwarded to the NWFA secretary by personal delivery or electronically no later than 5pm of the day following the match out of which such protests, reports, or complaints arise. In all cases these will be forwarded onto the NWFA Tribunal.

(2) All other protests, reports, or complaints whatsoever arising from clubs shall be forwarded to the NWFA secretary by personal delivery or electronically as soon as practicable and may be dealt with by the Executive or forwarded onto the NWFA Tribunal.

(3) All complaints, protests, or reports must be signed by the president of the respective club.

(4) Clubs forwarding complaints, protests, reports against another club shall also within the same time furnish the secretary or president of the club complained a copy of particulars by personal delivery, or electronically.

25. INDEPENDENT TRIBUNAL:

(1) The Independent Tribunal shall be a sub-committee of the committee and shall be elected each year at the annual general meeting in conjunction with a chairman and vice – chairman. A panel of not less than five members shall be elected.

(2) If any casual vacancy occurs in the position of Independent Tribunal panel member, the committee shall appoint some eligible person to fill such vacancy until the next annual general meeting.

(3) A casual vacancy shall occur if any of the provisions of Rule 11 (1) of this Constitution applies to a member of the Independent Tribunal, or becomes a person convicted of a crime in this State or elsewhere.

(4) Not less than three members of the Independent Tribunal shall sit together to hear and determine all

- (a) Protests.
- (b) Reports.
- (c) Complaints.
- (d) Appeals and complaints referred to it by the executive, or committee.

(5) The Independent Tribunal is vested with the power to:

- (a) disqualify, reprimand, or fine a player convicted of an offence contrary to this Constitution or any of the provisions of the Laws of Australian Football, and
- (b) disqualify, reprimand, or fine a player found guilty of any level of misconduct within The Enclosure that is deemed to be not in the best interests of the NWFA, and
- (c) Disqualify, reprimand or fine any club official found guilty of an offence within The Enclosure that is deemed not to be in the best interests of the NWFA.
- (d) Disqualify, reprimand or fine a player found guilty of making any detrimental or derogatory comments on social media against a player, club, club official, umpire or the NWFA.
- (e) Disqualify, reprimand or fine a club official found guilty of making any detrimental or derogatory comments on social media against a player, club, club official, umpire or the NWFA.

(6) All matters of protests, reports, complaints or appeals shall be heard and determined subject to the provisions of this Constitution.

(7) The results of all matters heard and determined by the Independent Tribunal shall within three days be communicated in writing to the Secretary.

(8) In the case of a player or official being reported or complained of for racial vilification the Tribunal chairman shall automatically opt for mediation in the first instance.

(9) The Tribunal chairman is responsible for insuring no tribunal member shall be any part of a hearing involving a player or a club where a tribunal member is deemed to have an interest.

(10) Where the Independent Tribunal imposes any penalty that is different to the prescribed Set Penalties, the reasons for that variation shall be included in the judgement and written report of proceedings given to the Executive.

(11) When the Independent Tribunal imposes a period of disqualification on any player under the provisions of the Constitution, for any offence committed during any final's series game within the NWFA, the Independent Tribunal shall impose an additional period of disqualification equatable to the period of disqualification first imposed.

26. INDEPENDENT TRIBUNAL PROCEDURES:

(1) All reports and complaints against players, officials or clubs shall be dealt with before the next match in which the club is due to participate, unless circumstances do not permit.

(2) Any player, official or club reported by an umpire, or complained of by a club for any infringement of the rules of the game for the use of bad language, or any other type of misconduct during a match, or in The Enclosure before, or after a match, or at any place until midnight on the day of the match must appear before the next scheduled meeting of the Independent Tribunal.

(3) Failure to attend may result in a disqualification, or fine by the Independent Tribunal who shall have the right to decide if a player is eligible to continue playing whilst waiting for a case to be heard. In the case of genuine unavailability through employment commitments, proven by a letter from his employer, the Independent Tribunal at their discretion may permit the player to continue playing until the matter is heard at the next available opportunity.

(4) All reports against players shall be in writing containing full particulars of the charge and signed by the umpire making the report. The central umpire shall take charge of all reports submitted to them by the boundary and goal umpires in respect of each player reported.

(5) Team match managers of each club shall report to the umpire's rooms within 15 minutes of the final siren to receive umpires reports and in default of doing so shall be deemed to have received such reports.

(6) It is the duty of the team manager, or secretary of the club concerned to notify the NWFA secretary of any charges against players by 5pm on the day following the match, or 6pm on the same day of the match if played on a Sunday. Failure to do so may result in a \$100.00 fine for the club concerned.

(7) On the hearing of any charges against a player, official or club for an offence alleged to have been committed in a match the evidence shall be restricted to -

- (a) Players participating in that match.
- (b) Club officials participating in that match.
- (c) The person making the allegations is permitted to call only two witnesses who are either (a) or (b) on his behalf.
- (d) Official written reports.
- (e) The person or club complained against and witnesses who are either (a) or (b) above called in the defence of the person.
- (f) The Tribunal may at their discretion allow written or verbal evidence from members of the public if the tribunal believes it's in the best interest of the respective case or the NWFA.

(8) Where it is proposed to provide evidence by means of an electronic recording -

- (a) the content of the recording must be shown to be relevant and otherwise admissible by testimony of the person making the recording,
- (b) voices recorded must be properly identified by the person making the recording,
- (c) The authenticity and accuracy of the recording must be properly identified by the person making the recording.

(9) One delegate of the club of which the player, official, or club reported is a member shall attend with the person charged and may assist by asking relevant questions of the various witnesses and have the right of summing up the evidence in favour of the person charged.

(10) The decision of the Independent Tribunal in all matters referred to shall be final, subject to the right of appeal to the Controlling Body as per Rule 23 of this Constitution.

27. FALSE STATEMENT:

Any person found guilty of making a false or misleading statement before the executive, committee, or Independent Tribunal or any other meeting shall be dealt with at the discretion of the executive, committee, or the Independent Tribunal.

28. CLUBS:

The affiliated clubs for the time being of the NWFA shall be:

(1) Such clubs as were the affiliated clubs of the NWFA at the close of the preceding season, and have at the annual general meeting for the current year of the NWFA made application in writing for re-affiliation and been accepted by the committee.

(2) Such other clubs as have at the annual general meeting for the current year of the NWFA made application in writing for affiliation with the NWFA and been approved as such by the committee.

(3) Such other clubs as during the current season of the NWFA may have been and for the time being are affiliated under this Rule.

(4) Each affiliated club shall at the annual general meeting make application in writing for registration. And the annual affiliation fee for clubs for the forthcoming season shall be set at each annual general meeting.

(5) Each club seeking affiliation with the NWFA must give assurances of being able to field a senior and reserve team for the complete forthcoming season's roster. Failure to do so may result in disqualification.

(6) Application for admission of new clubs must be made at the annual general meeting, or a special meeting called for that purpose. Representatives of any proposed new club shall be permitted to attend, and shall state the name of the club, names of officials and give the same assurance as per Sub - Rule (5) of this rule. Such representatives shall then retire until the matter is decided.

(7) The committee at a special meeting called for that purpose, may review the position of any affiliated club and upon review resolve that such club shall be excluded from the NWFA whereupon such club shall cease to be an affiliated club.

(8) Should a resolution to exclude a club be carried, the committee may fill the vacancy by affiliating in accordance with, and subject to, the foregoing rules another club.

(9) Each club shall register its colours, and shall have the sole right to wear such colours, if approved, until new colours are registered. Players appearing on the field without their registered colours, or not clearly numbered shall be reported by one of the central umpires and may be liable to a penalty at the discretion of the executive.

(10) All clubs competing in matches under the auspices of the NWFA must supply the central umpires, 15 minutes prior to the commencement of the match, with a list of the registered names and playing jumper number of all players taking part in the match, otherwise the club concerned may be liable to a penalty.

(11) After the commencement of the roster, no affiliated club shall take part in any match other than those arranged by the executive, or committee.

(12) Clubs failing to pay fines imposed on them by the executive, committee, Independent Tribunal, or Controlling Body within 14 days, may be excluded from the NWFA and shall not be reinstated until such fines, together with any other additional fine the executive, committee, or Independent Tribunal, or Controlling Body may impose upon them be paid.

29. CLUB ON - FIELD OFFICIALS:

(1) In appointing club on - field officials, clubs shall take into consideration the age and capability of a person to properly carry out their duties.

(2) The following club on - field officials are permitted to enter the playing arena during the course of a match conducted under the auspices of the NWFA -

- (a) Trainers are permitted to enter the playing arena for the purpose of applying medical treatment to injured players. Trainers entering the playing arena are to be dressed in accordance with the dress code and if required sponsors tops as directed by the executive. Trainers are permitted to carry water.
 - (b) Runners are permitted to enter the playing arena for the purpose of relaying two (2) messages from the coaching staff, or to provide water to two (2) players. They must be dressed in accordance with the dress code.
 - (c) A maximum of two water persons are permitted to enter the playing arena strictly for the purpose of providing drinks to two (2) players each. They must be dressed in accordance with the dress code.
- (3) Failure by on - field officials to abide by the dress code shall be dealt with by the executive and may cause the club for which the official is officiating to be penalised at the discretion of the executive.

30. PLAYERS:

- (1) No player shall be allowed to take part in any match unless his registered name and address and date of birth is on the registration list and is otherwise qualified to play.
- (2) For the purpose of determining a player's eligibility to play in the NWFA roster, or for the NWFA in any representative match based on a player's age, such age shall be as at the first day of January for that current season.
- (3) Any player seeking a clearance or permit from a club within the NWFA, or from a club outside the NWFA shall not sign with any more than one club, apart from his original club in the same season, unless the clearance has been refused. Where a player signs with more than one club in the NWFA the committee shall deal with the player as it sees fit.
- (4) Any player registered with an affiliated club who plays with another club either within or outside of the NWFA without first obtaining a clearance or permit from his NWFA club may be suspended for the remainder of the season.
- (5) In the case of a disbanded club within the NWFA, players may, upon application to the NWFA be eligible to play with other clubs either within, or outside of the NWFA if the NWFA is satisfied with their bona - fides. No player of a disbanded club will be admitted after 1st July of that year.
- (6) Any player may appeal to the Controlling Body with which the NWFA is affiliated.
- (7) Any player who has been found guilty of an offence, either on or off the field, and suspended during the roster season shall be ineligible to receive the best and fairest award for either the seniors, or reserves.
- (8) In the event of a tie for first place in the best and fairest awards in either the seniors, or reserves competitions there shall be no count back and there will be joint winners.
- (9) Any player who neglects to attend before the executive, committee, Independent Tribunal or any other meeting of the NWFA to which he has been summoned by not less than 48 hours' notice from the secretary of the NWFA, shall be barred from taking part in any further matches until he does appear, and the alleged offence is dealt with.
- (10) In the case of genuine unavailability through employment commitments, proven by a letter from the employer the executive, committee, or Independent Tribunal at their discretion may permit a player to continue playing until the matter is heard at the next available opportunity.

31. QUALIFICATION OF PLAYERS:

- (1) No player shall be qualified to play for an affiliated club within the NWFA during a practice match, roster match, or finals match -
 - (a) whose name is not on the registration list for his club,
 - (b) who is under any disqualification, or suspension imposed by the NWFA, or any other association, or league,
 - (c) Who has been registered during the current season, or the preceding season with any one of the affiliated clubs and desires to play with another of such clubs unless he has first produced a

clearance or permit from such mentioned club signed by the president or secretary of such club and endorsed by the NWFA.

- (d) Unless the player's name is on the Team Sheet given to the umpires prior to the start of the game.
- (e) Who has been registered during the current season, or the preceding season with any club of another registered association unless he first produces a clearance from such club signed by the president, or secretary and endorsed by the NWFA.

(2) Any breach of these rules shall be dealt with by the executive, or the Independent Tribunal.

32. PLAYER REGISTRATIONS AND CLEARANCES:

(1) All players shall make application for registration on the NWFA registration form, showing full and correct name, birth date and address and signed by the player. The executive shall have full authority to grant or refuse a registration to any person for any reason it may consider fit.

(2) A player's registration within the NWFA shall be ongoing unless cleared to a club affiliated with another Association, or League.

(3) Before any person shall be allowed to take part in any match under the auspices of the NWFA he must be qualified as per Rule 30 -

- (a) All applications for registrations, or clearances or permits shall be in the hands of the Registrar and entered onto Sports TG by 7pm on the Friday prior to the match in which the player wishes to engage.
- (b) Clearances and permits must be confirmed on Sports TG before that player is allowed to play and endorsed by the Registrar.
- (c) Applications for registrations or clearances will not be accepted after 5pm on the Friday prior to the match in which the player wishes to engage.
- (d) Failure to abide by these provisions will deem the player concerned ineligible to play.

(4) No clearance shall be granted to any player after 30th June each year except in cases where application appeal has been received by the League, or before that date, but such applicant must have completed qualifications as per this Rule not later than 30th June.

(5) No player may play with two different clubs on the same day or weekend, or play with a club not affiliated with the NWFA without first obtaining a clearance or permit.

(6) Players may be permitted to play in the NWFA reserves competition only or outside the NWFA through three types of permits-

- (a) Type 1 Match day- for one match only
- (b) Type 2 Local Interchange- Agreement between two clubs allows players to play with both clubs over agreed time. Leagues must have an agreement in place before type 2 permits can be applied for.
- (c) Type 3 Opposing Team Permit- Allows players to play a game for an opposing team, can be applied for before game as above but league executive or registrar can grant after the event.

(7) Any player who has been refused a clearance from an affiliated club may appeal in writing to the executive, who shall decide on the matter. Any club which refuses a clearance must state the reason for such refusal, or the clearance may be granted without further reference to that club. The decision shall be final, subject to appeal to a Controlling Body. Players and clubs concerned may be represented at a hearing before the executive.

(8) Should any member of an affiliated club obtain a clearance or permit to play with that club by improper means, the executive may deal with such player as it sees fit.

(9) A club can only refuse a clearance for a player if he owes that club money and or holds the respective club's property.

(10) Any person being refused a clearance may appeal to the Controlling Body, stating the grounds for their appeal and accompanied by an amount of \$200.00 to the NWFA secretary and such amount will be refunded only on the appeal being upheld.

33. REVIEW OF A PLAYER'S REGISTRATION:

(1) The executive shall have full authority to:

(a) To review and, or revoke a player's registration at any time for any level of misconduct on or off the playing arena that is deemed not to be in the best interests of the NWFA.

(b) Enforce a player to attend an anger management course or any other educational exercise deemed to be necessary.

(2) In the case of 2 (b) the full costs involved will be the responsibility of the player and, or club.

(3) Any player who fails to attend a meeting which he has been summoned with a minimum 48 hours' notice may have his registration revoked unless he can prove in writing he had a genuine reason for his non - attendance.

(4) All decisions are final subject to Rule 23.

34. CLUB IMPOSED EXPULSIONS:

(1) Any club expelling a player or official must furnish the executive with the full particulars of such expulsion within seven days of the expulsion, together with particulars of the offence for which he or she was expelled.

(2) Any player who has been expelled by any club affiliated within the NWFA, or under any jurisdiction interstate, or otherwise shall not be permitted to play within the NWFA until the disqualification is removed, or the time of its duration has elapsed.

(3) Any affiliated club playing an expelled player shall be referred to the executive.

(4) Where a club is required to forfeit a match under this Rule it shall be deemed to be the losers of such match and the opposing team shall be awarded the match in accordance with Rule 42 (5).

(5) Where a player is subject to the provisions of this Rule, such expulsion shall not count as a period of suspension for the purposes of deregistration.

35. PLAYER POINTS POLICY:

(1) The Player Points Policy shall be applied to all players participating in a senior team in the NWFA.

(2) The policy shall be applied under the By Laws of this Constitution.

36. THE COMPETITION:

(1) A senior team must start a match within the time scheduled for that match with a maximum of 18 players on the playing surface and not more than 3 interchange players.

(2) A reserves team must start a match within the time scheduled for that match with a maximum of 16 players on the playing surface and not more than 4 interchange players.

(3) A player who is named on a team's Team Sheet –

(a) must participate in that match as a player, or as an interchange player who is not on the playing surface, but who is listed on the Team Sheet and available to replace a player on the playing surface,

(b) Does not participate in the match it will not count towards the number required to qualify for the reserve's finals series.

37. SENIOR 16 AND FINALS QUALIFICATION

(1) On the Sunday before the fifth last roster match each year, each club shall forward to the secretary a list of their Senior 16. Each player named must include the number of seniors and reserves games played for the current season. Any player listed in a club's senior 16 then becomes ineligible to play a reserves game after the fourth last roster match.

(2) The executive shall have the right, after consultation with the clubs concerned, to amend a list by including the name of any player who in their opinion is a duly qualified senior or reserves player irrespective of the number of games that player has played in either grade.

- (3) The secretary will as soon as practicable forward a list of the senior 16 to all clubs concerned and have them printed in the program.
- (4) A player will be ineligible to play in a senior finals game unless he has played a minimum of three club games with in the current season.
- (5) Should a player participate in a senior and reserve roster match on the same day during the same season the reserves game shall not count towards the number required to qualify for the reserves finals series.
- (6) A player will be ineligible to play in a reserves final match unless he has played a minimum of three reserves games in the current season.
- (7) No player who has participated in a senior roster match in the current season will be eligible to play in reserves finals match unless he has played in a minimum of five reserves games in the current season.
- (8) Rules 37 (6) and 37 (7) do not apply when both teams are playing on the same weekend but no player can play in two finals on the same weekend.
- (9) A player or club can request to the executive to have their eligibility for finals reviewed if they can prove extraordinary circumstances.

38. FINALS TEAMS:

- (1) It is the responsibility of all clubs participating in the NWFA finals series to provide The Advocate with their respective team(s) for their upcoming games. Any club which fails to do so, or plays a player, or players, not named in their respective team(s) without justification, may be penalised by the Executive.
- (2) When a club has a team, or teams participating in the NWFA finals series, and a player named on a club's Team Sheet has a number that does not correspond with the number in the Program, the club shall be fined \$20 for each and every number that does not correspond therewith.

39. ROSTER:

At the first meeting of the committee following the annual general meeting, or as soon after as may be practicable, the roster for the forthcoming season shall be arranged and no alteration thereafter shall be made, except under special circumstances.

40. TIMES OF PLAY:

- (1) All matches shall be played on the grounds fixed and be started at the arranged times:
- (a) Reserves roster matches shall start no later than 12.30pm and be of four quarters of 17 minutes plus 3 minutes time on for roster matches.
 - (b) Senior roster matches shall start not later than 2.15pm (5 minutes after reserves final siren) and be of four quarters of 22 minutes plus 3 minutes time on for roster matches.
 - (c) Reserves finals matches shall be of four quarters of 17 minutes plus time on.
 - (d) Senior finals matches shall be of four quarters of 22 minutes plus time on.
- (2) In all cases senior roster matches shall take priority over reserve matches and any reserve match may be shortened to ensure a senior match commences on time, with the exception of finals.
- (3) The Executive shall have the authority to alter the commencement time of any match during the season.

41. INCOMPLETE MATCH:

- (1) If a match is unable to commence or continue within the time scheduled for the match for reasons beyond the control of either team (including circumstances where it is unsafe for the match to proceed the following shall apply:
- (i) The result of a match which is unable to commence for reasons beyond the control of the teams shall be determined by the Executive.
 - (ii) If a match has commenced but is not able to proceed at any time prior to half – time, the teams shall depart from the arena. If the match is unable to recommence within a 30-minute period, it shall be deemed to be drawn and the scores of the teams at the time the match was interrupted shall be used in calculating the percentage of each team.

- (iii) If the half - time interval has been reached and the match is unable to proceed at any time within the time scheduled for the match, the teams shall leave the arena, or in the case of half - time, not return to the arena. If the match is unable to recommence within a 30-minute period, the scores of the teams at the time the match was interrupted shall be deemed to be the final scores of the match. The team with the highest score shall be deemed the winner of the match and the scores shall be used in calculating the percentage of each team.
- (A) Unless otherwise determined by the executive a field umpire shall, having regard to the health and safety of the players and any other relevant circumstances, determine whether a match is unable to commence, or proceed. A field umpire must determine that a match is unable to commence, or proceed for such time as lightning is present at, or within the immediate proximity of the venue where the match is being conducted.
- (B) Where a team is directed to recommence play by a field umpire and the team fails, refuses or neglects to recommence play, the team shall be deemed to have forfeited the match under the provisions of Rule 42 (5) of the Constitution.

42. FAILURE TO COMPLETE ENGAGEMENT:

- (1) Any club failing to complete any engagement or fulfil any engagement may be liable to disqualification and fined the sum of \$500.00. Of this fine the sum of \$500.00 will go to the club who was the scheduled opponent of the club which failed to complete the engagement.
- (2) When a team has less than 14 players available to be on the playing surface to start a match within the time scheduled for that match it is deemed to have forfeited the match and the provisions of this Rule shall apply.
- (3) If a team is reduced to less than 14 players for any reason once a match has started, the following shall apply –
 - (a) the field umpires may in their absolute discretion declare the match forfeited by the team with less than 14 players in which case Rule 40 shall apply,
 - (b) if the match continues the field umpires shall as soon as practicable lodge with the executive a written report which contains –
 - (i) the circumstances leading to the reduction in players,
 - (ii) the scores of each team at the time the field umpires allowed the match to continue, and
 - (iii) The final score of the match.
- (4) Upon receipt of the field umpire’s written report the executive may in its absolute discretion –
 - (a) confirm the results of the match, or
 - (b) Determine the match forfeited by the team with less than 14 players, in which case this Rule shall apply.
- (5) Where a team forfeits a match, the following shall apply:
 - (a) the points for the match shall be awarded to the team which did not forfeit the match, and
 - (b) At the conclusion of the home and away matches:
 - (i) The percentage of the team who did not forfeit the match shall be adjusted by crediting and debiting that team with the average number of points for the home and away matches that were scored for and against the team who did forfeit the match; and
 - (ii) The percentage of the team who did forfeit the match shall be adjusted by crediting and debiting that team with

the average number of points for the home and away matches that were scored for and against the team who did not forfeit the match.

(6) Any club failing to field a minimum of 28 registered players on any game day will be fined the sum of \$250 and may face disqualification. The \$250 will be forwarded onto the club who was the scheduled opponent for the respective day.

(7) Any club which breaches Rule 42 (1) and or Rule 42 (6) 3 times in a single season shall be disqualified from the competition for the balance of the season. The exception being if in the opinion of the executive extraordinary circumstances has played a role in one of the breaches.

(8) When a club breaches Rule 42 (1) or Rule 42 (6) the NWFA executive will meet the respective clubs executive to discuss the clubs position.

43. PREMIERSHIP:

(1) For the purpose of determining the relative position of the affiliated clubs at the end of the premierships roster matches:

- (a) In each match there shall be scored four points to a winning club and two points to each competing club in the event of a draw.
- (b) If at the end of the premierships roster matches two, or more clubs have secured equal number of points, the position of the clubs shall be decided by the proportion of points scored for and against such clubs as a percentage for the total of the seasons premierships roster matches.
- (c) Where the premierships points of two, or more teams to decide the premierships ladder position results in a tie, it will be decided by the team with the greater percentage taken to the deciding decimal point.
- (d) If any two or more clubs having the same number of points also have identical percentages then relative positions on the ladder of those clubs shall be decided in such other way as the Executive may direct.

44. FINALISATION OF PREMIERSHIP:

(1) At the conclusion of the NWFA premierships roster matches the first five clubs in both senior and reserve grade shall play off for the premierships in the following manner:

- (a) The club finishing 4th shall play the club finishing 5th in the elimination final. The loser of the elimination final is eliminated.
- (b) The club finishing 2nd shall play the club finishing 3rd in the qualifying final.
- (c) The winner of the qualifying final shall play the club finishing 1st in the second semi - final.
- (d) The loser of the qualifying final shall play the winner of the elimination final in the first semi -final.
- (e) The loser of the first semi - final is eliminated.
- (f) The loser of the second semi - final shall play the winner of the first semi - final in the preliminary final.
- (g) The winner of the preliminary final shall play the winner of the second semi - final in the grand final.
- (h) In the event of a drawn final in both seniors and reserves, two periods of five minutes each way will be played. If after the five minutes each way the scores are still tied, the siren will sound. Without changing ends the ball will return to the centre and the next score wins.

45. UMPIRES:

- (1) All central umpires for all NWFA senior matches shall be appointed by the NWFA umpire co-ordinator.
- (2) The club on whose home ground any roster match is played shall appoint at least one central umpire for the reserve's match that day with the visiting team to provide one central umpire also for that match.
- (3) The club on whose home ground any roster match is played shall appoint persons as boundary umpires who shall be attired as per the uniform code.

(4) Each home team and visiting team competing at the same venue shall each appoint a goal umpire and a timekeeper.

46. UMPIRE CARD SYSTEM:

(1) A field umpire on informing a player that he is being reported for a Reportable Offence and orders a player to immediately leave the playing surface, shall signal that the player has been ordered off the playing surface by pointing to the Interchange Area.

(2) When a field umpire orders a player off the playing surface, he shall hold aloft -

- (a) a **red** card to signal that the player has been ordered off the playing surface for the remainder of the match, or
- (b) a **yellow** card to signal that the player has been ordered off the playing surface for a period of 15 minutes, or
- (c) a **green** card to signal that the player has been ordered off the playing surface for a period of 15 minutes.

(3) When a field umpire has ordered a player off the playing surface and held a card aloft -

- (a) A **red** card shall signify the report requires an automatic Tribunal hearing,
- (b) A **yellow** card shall signify the report may be heard by a Tribunal, or the player may take a Set Penalty in accordance with Rule 47 of the Constitution, in the absolute discretion of the field umpire, as he sees fit,
- (c) A **green** card shall signify a player has not been reported for a Reportable Offence.

(4) When a field umpire orders a player off the playing surface, the field umpire shall notify the Interchange Steward.

(5) When a field umpire orders a player off the playing surface with either a **red**, **yellow**, or **green** card that player shall not be replaced by another player for a period of 15 minutes.

(6) When a field umpire orders a player off the playing surface in a reserve's game and issues a red card, that player cannot participate in a senior game on the same day.

(7) When a field umpire orders a player off the playing surface, the provisions of the Laws of Australian Football shall apply.

47. SET PENALTIES:

(1) Each affiliated club shall abide by the laws and resolutions of the document named Set Penalties held within this NWFA Constitution. Failure to do so shall be dealt with by the Independent Tribunal, or the executive.

(2) All new Set Penalties shall be endorsed at the annual general meeting, or special meeting convened for the purpose.

(3) A player taking a Set Penalty must notify the Match Manager and complete the relevant documentation by 6pm on the day of the match, or within one hour of the day's final game concluding.

(4) A player is only allowed to accept one Set Penalty per year with any further offence in that year required to be heard by the Independent Tribunal.

(5) A Set Penalty, or Independent Tribunal suspension, taken in the previous year will not affect a player taking a Set Penalty in a subsequent year.

(6) Where a player is penalised due to an offence in the last roster game of the year, or in a finals match of that year in which he participates, the Set Penalty suspensions will carry over to the following season.

(7) A player who has accepted a Set Penalty shall not begin his suspension period until the next match in which his club participates.

(8) Any player sent from the playing arena on a red card shall be ineligible to play in the NWFA until such time as the player has been before the Independent Tribunal. The exception to this rule will be Rule 26 (3).

(9) A player who is found guilty by the Independent Tribunal of a second, or subsequent offence in the

same year must receive a penalty that is equivalent to the Set Penalty, plus at least one match or more, unless the Independent Tribunal believes provocation, or good service warrants a penalty that varies from this, although the player must receive as a minimum the applicable Set Penalty.

(10) Any player accepting a Set Penalty, within the NWFA during any final's series game will have an additional penalty imposed equatable to the penalty for which a player accepts under Appendix 1, of the Constitution.

(11) Penalties imposed under the rules of another league, association, or football body, shall be treated as if they were imposed under the authority of the NWFA.

(12) The provisions of this rule will also apply to an official who is reported by an umpire on match day.

48. MATCH MANAGERS AND TIME KEEPERS:

(1) Each club competing in a roster match shall appoint a match manager who shall act in accordance with the By Laws of the Constitution.

(2) Each club competing in a roster match shall appoint a time – keeper who shall act in accordance with the By Laws of the Constitution.

49. INTERCHANGE STEWARD:

(1) The club whose home ground any roster match is played shall appoint one interchange steward who shall be attired in an green Hi-Vis vest and place themselves at the interchange line to ensure all players come on and off between the appropriate line. Failure to have such a steward will be dealt with by the Executive.

(2) It is the responsibility of the interchange steward to note and take the time and number of all players removed from the ground by the central umpires, or stretchered from the ground and the time when the player returns to the field of play, if eligible to do so. No player is allowed to go back onto the field without checking first with the interchange steward. Failure to do so may be dealt with by the Management Committee, or Independent Tribunal.

50. SCORECARDS:

It is the match managers responsibility to dispatch all score - cards, voting - cards, team sheets and all other related written materials to the NWFA secretary no later than one working week after completion of game.

51. GROUND AND FACILITIES:

The Executive may at any time request any affiliated club to put its ground or facilities in order. Any club failing to act upon this instruction within reasonable time, and who had not properly marked its ground or boundaries, or who has not got their goal post properly set up shall be liable to a fine or disqualification.

52. THE ENCLOSURE:

The Enclosure is the area including the playing arena, (change room and clubroom inclusive) plus all the area right to the boundaries of the respective recreational facility.

53. LIFE MEMBERS:

(1) All nominations for Life Membership are to be forwarded in writing to the Secretary before the 31st July in any one year.

(2) Nominations should state the career and involvement in the NWFA, or any affiliated club.

(3) The nominations shall be considered by (3) current life members of the NWFA and in the presence of the NWFA President and Secretary.

(4) Any nomination not approved for Life Membership shall be held for a period of not more than five years and shall be reconsidered if the nominee submits a letter with additional information.

54. CODE OF CONDUCT:

All players, coaches, officials and administrators shall abide by the Code of Conduct, held within the NWFA Constitution.

55. DEREGISTRATION OF A PLAYER OR OFFICIAL:

The NWFA deregistration policy shall be applied in accordance with the AFL "Australian Football Player & Official National Reregistration Policy" under the By Laws of this Constitution.

APPENDIX 1

Set Penalties (As at 16/03/2004)

Minor Offence - 1 Match Penalty

- **19.2.2 (e)** Disputing a decision of an umpire.
- **19.2.2 (g) (iv)** Engaging in time wasting.
- **19.2.2 (g) (vi)** Throwing or pushing another player after that player has taken a mark, disposed of the football or after the football is otherwise out of play.
- **19.2.2 (g) (viii)** Engaging in a melee.
- **19.2.2 (i)** Attempting to strike another person.
- **19.2.2 (j)** Attempting to trip another person whether by hand, arm, foot or leg.
- **19.2.2 (k)** Intentionally shaking a goal or behind post when another player is preparing to kick or is kicking for goal or when the ball is in transit towards goal.
- **19.2.2 (l)** Wrestling another person.
- **19.2.2 (m)** Using abusive, insulting, threatening or obscene language.

Major Offence - 2 Match Penalty

- **19.2.2 (g) (ii)** Striking another person.
- **19.2.2 (g) (iii)** Tripping another person whether by hand, arm, foot or leg.
- **19.2.2 (g) (v)** Charging another person.
- **19.2.2 (g) (vii)** Engaging in rough play against an opponent that in the circumstances is unreasonable.
- **19.2.2 (g) (x)** Spitting at or on another person.
- **19.2.2 (h)** Attempting to kick another person.

Serious Offence - Mandatory Tribunal Hearing

- **19.2.2 (a)** Making contact with or striking an umpire.
- **19.2.2 (b)** Attempting to make contact with or strike an umpire.
- **19.2.2 (c)** Using abusive, insulting, threatening or obscene language towards or in relation to an umpire.
- **19.2.2 (d)** Behaving in an abusive, insulting, threatening or obscene manner towards or in relation to an umpire.
- **19.2.2 (g) (i)** Kicking another person.
- **19.2.2 (p)** Any act of misconduct (eg. king hitting, head butting, etc).
- **19.2.2 (n)** Failing to leave the playing surface when directed to by a field umpire.

APPENDIX 2

CODE OF CONDUCT

COACHES – PLAYERS – ADMINISTRATORS – OFFICIALS

Purpose

The code seeks to promote and strengthen the solid reputation of the North Western Football Association by establishing standards of performance and behaviour for our Players, Coaches, Officials and Administrators. In addition, it seeks to deter conduct which could have an adverse effect of the standing and reputation of our association.

An NWFA Player is entitled to have his privacy including that of his family and friends respected and the Code is not intended to apply to activities engaged by a player of a private nature.

PLAYERS CODE OF CONDUCT

- Play by the rules – the rules of your club and laws of the game.
- Attend training sessions and matches at times advised by the club. If unable for a valid reason to do so, players will inform the club as soon as, is practical.
- Act respectfully toward the officials and players of their and opposing clubs.
- Respect and follow the directions of coaching staff, match and club officials.
- Treat all players with respect, as you want them to treat you.
- Act respectfully towards match officials at all times. Abusive language is unacceptable.
- Avoid individual or collective behaviour, which may reasonably be held by spectators to be offensive.
- Avoid all acts likely to incite spectators to violence or disorder.
- Make no detrimental statements in public (radio, television, print or electronic media) in respect to the performance of any match officials, players, or any policy decisions of the club or the NWFA.
- Abide by the By-Laws, (Rules & Regulations) and the Competition Rules of the NWFA.
- Respect the facilities and equipment of their own and opposing clubs.
- Do not use remarks based on race, religion, gender or ability.
- Any breeches of the NWFA Code of Conduct may be dealt with by the NWFA executive or the NWFA Independent Tribunal.

COACHES CODE OF CONDUCT

- Set a good example and display utmost honesty and integrity in all dealings.
- Teach fair play and good sportsmanship.
- Never place the value of winning above that of instilling the highest possible ideals and character.
- Be reasonable in demands, setting goals and expectations at an attainable level.
- Maintain a current knowledge of the rules of the game.
- Teach and interpret the laws of the game to the players.
- Never ridicule players.
- Do not use remarks based on race, religion, gender or ability.
- Encourage and create opportunities to develop individual as well as team skill.
- Ensure that all players understand the importance of regular attendance at training.

- Ensure that injured are given prompt and competent medical attention and that doctor's orders are strictly adhered to.
- Display and teach appropriate sporting behaviour.
- Display and foster respect for umpires, opponents, coaches, administrators, other officials, and spectators.
- Abide by the rules and regulations of the NWFA.
- Do not engage in physical and /or verbal abuse towards any player, official, umpire. Such actions are totally unacceptable and will be dealt with by the NWFA executive.
- Make no detrimental statements in public (radio, television, print or electronic media) in respect to the performance of any match officials, players, or any policy decisions of the club or the NWFA.
- Any breaches of the NWFA Code of Conduct may be dealt with by the NWFA executive or the NWFA Independent Tribunal.

OFFICIALS CODE OF CONDUCT

- Display fairness and uniformity in applying the rules.
- Be honest in your assessment of situations.
- Be consistent and courteous in calling all infractions.
- The health and safety of the players must be the most important reason to be weighed in during the decision making process.
- Be a positive role model in behaviour.
- Make no detrimental statements in public (radio, television, print or electronic media) in respect to the performance of any match officials, players, or any policy decisions of the club or the NWFA.
- Ensure you remain up to date with any rules changes.
- Do not engage in physical and /or verbal abuse towards any player, official, umpire.
- Such actions are totally unacceptable and will be dealt with by the NWFA executive.
- Any breaches of the NWFA Code of Conduct may be dealt with by the NWFA executive or the NWFA Independent Tribunal.

ADMINISTRATORS CODE OF CONDUCT

- Involve others in planning, leadership and decision making at club level.
- Create pathways for people to participate and develop through the sport not just as players but also as coaches, umpires, and administrators.
- Ensure equipment and facilities are safe for use and respect the use of any equipment or facility provided.
- Help coaches and officials highlight appropriate behaviour and skill development.
- Assist all participants in the NWFA to know and understand the rules.
- Make it clear that abusing people in any way is unacceptable and will result in disciplinary action.
- Respect the rights, dignity and worth of every person.
- Make no detrimental statements in public (radio, television, print or electronic media) in respect to the performance of any match officials, players, or any policy decisions of the club or the NWFA.
- Do not engage in physical and /or verbal abuse towards any player, official, umpire.
- Abide by the rules and regulations of the NWFA.

- Ensure on and off the field behaviour is consistent with the principles of good sportsmanship.
- Any breaches of the NWFA Code of Conduct may be dealt with by the NWFA executive or the NWFA Independent Tribunal.

BY – LAWS

DUTIES OF A MATCH MANAGER:

Home Team Match Manager -

1: Not less than 15 - 20 minutes before the start of the Reserves and Seniors matches –

- (i) complete the match day insurance sheet.
- (ii) the blue and pink copies of the Team Sheets to be collected from the visitor's Match Manager.
- (iii) the number of players for both Reserves teams shall confirmed.
- (iv) the balls to be used are to be shown to the visitors Match Manager. One ball can be left with their goal umpire if so desired.

2: Not less than 15 minutes before the start of a match the following are to be delivered to the umpires change room -

- (i) the blue copies of the Team Sheets for both teams.
- (ii) the ball to be used to start the game.
- (iii) the NWFA best and fairest voting card and envelope.
- (iv) the umpire's Report Book and a current edition of the AFL Laws of Australian Football Rule book.

3: At both $\frac{1}{4}$ and $\frac{3}{4}$ time intervals the Match Manager (or his/her representative) shall ensure that all umpires are provided with water. (It is also advisable that water be offered to all umpires during the match, but not when it will interfere with the progress of the match.

4: At both $\frac{1}{2}$ time and at the end of the match, the Match Manger must meet the central umpires on the ground and escort them to their change rooms. The Match Manager's role is not that of a body guard, but to be a witness and note any players, spectators or other persons who verbally, or physically abuse the umpires.

5: At the end of each match the Match Manager shall meet the officiating umpires –

- (i) ask the umpires if there are any reports and if so whether a Set Penalty is being offered.
- (ii) ask if an opposition player is being charged and if so their Match Manager must be advised immediately and make him aware of the report and whether a Set Penalty is being accepted.
- (iii) if a home team player is being charged the affected player should be made aware of the report, and whether a Set Penalty is being accepted.
- (iv) the umpires should then be advised of the reported player's decision.
- (v) if a Set Penalty is being accepted the Match Manager and the reported player must sign the Report Sheet.
- (vi) if the reported player does not accept the Set Penalty the Match Manger must deliver a copy of the Report Sheet to the opposition Match Manger as soon as possible.
- (vii) collect the best and fairest voting cards,
- (viii) pay the officiating umpires their match fee.

6: On the completion of the duties referred to in 5, collect –

- (i) the Match Sheets for the two teams in both the Reserves and Senior matches and check that the sheets include the six best players numbered in descending order 1 to 6, the three best – on – ground players and the goal scorers.
- (ii) the goal umpires and time keepers scorecards.

7: The Match Manger or his representative shall fax all completed Team Sheets to the Media Officer, not later than 5.30pm on match day.

8: When either Set Penalties, or an umpires' report has been made they are to be faxed or scanned to the NWFA Secretary, not later than 5pm on match day, or not later than 6pm if the game is played on a Sunday.

9: The Match Manger, or his/her representative shall ensure the original copies of the Team Sheets, umpire voting cards and any umpire report forms are forwarded to the NWFA secretary.

Visiting Team Match Manager -

1: At least 15 - 20 minutes before the start of the Reserves and Seniors matches –

- (i) the blue and pink team copy of the Team Sheets should be available for collection by the home team Match Manager.
- (ii) the number of players for Reserves teams should also be confirmed.

2: At the end of the match if the home side Match Manger has advised one of visiting players has been reported, check whether a Set Penalty is being accepted and advise the home side Match Manager of the decision.

3: The umpires should then be advised of –

- (i) the reported players decision.
- (ii) if a Set Penalty is being accepted the Match Manager and the reported player must sign the report sheet.
- (iii) if the reported player does not accept the Set Penalty the home side Match Manger must advise their player of the pending tribunal sitting as soon as possible.

4: The visitor's Team Sheet to be completed for both the Reserves and Senior matches and check that the sheets include the six best players numbered in descending order 1 to 6, the three best – on – ground players and the goal scorers and the completed sheets handed to the home team Match Manager.

1. DUTIES OF A TIME KEEPER:

1. The Timekeepers shall sound the siren at the times and on the number of occasions as set below:

- (i) 5 x minutes prior to scheduled starting time of the Match and as Umpires enter the Arena - once,
- (ii) 2 x minutes prior to the scheduled starting time - twice,
- (iii) 1 x minute prior to the scheduled starting time - once,
- (iv) Scheduled starting time (Start of Match) – once.

2. $\frac{1}{4}$ - time interval shall be not more than 6 minutes.

3. Start of 2nd Quarter -

- (i) 2 x minutes prior to the scheduled starting time – twice,
- (ii) 1 x minute prior to the scheduled starting time – once,
- (iii) start of quarter – once.

4. $\frac{1}{2}$ - time Interval shall be not more than 20 minutes.

5. Start of 3rd Quarter -

- (i) 5 x minutes prior to scheduled starting time of the quarter and as umpires enter the arena – once.
- (ii) 2 x minutes prior to the scheduled starting time – twice.
- (iii) 1 x minute prior to the scheduled starting time – once.
- (iv) start of quarter – once.

6. $\frac{3}{4}$ time interval shall be not more than 6 minutes.

7. Start of Final Quarter -

- (i) 2 x minutes prior to the scheduled starting time – twice,
- (ii) 1 x minute prior to the scheduled starting time - once
- (iii) start of Quarter - once

8. Bringing play to an end –

The timekeepers shall continue to sound the siren to signal the end of a quarter until a field umpire acknowledges that the siren has been heard and brings play to an end.

9. Siren heard by Field Umpire –

Play in each quarter shall come to an end when one of the field umpires signals having heard the siren by blowing a whistle and holding both arms above their head.

10. Length of quarters –

- (i) for all Reserve roster matches each quarter shall be of 17 minutes plus 3 minutes of time – on,
- (ii) for all Senior roster matches each quarter shall be of 22 minutes plus 3 minutes of time – on,
- (iii) for all Reserve finals matches each quarter shall be of 17 minutes plus time – on.
- (iv) for all Senior finals matches each quarter shall be of 22 minutes plus time – on.
- (v) maintain a check scoreboard during each match.

2. DUTIES OF AN INTERCHANGE STEWARD:

1. Interchange Steward shall -

- (i) be positioned throughout the match at, or near the Interchange Area and wearing a high visibility jacket.
- (ii) monitor the interchange of players made by each team during a match,
- (iii) report to the home team Match Manager any infringement by a team.

2. Interchange Sheet -

- (i) the Interchange Steward shall record on the interchange sheet, details of any player sent from the field of play by an officiating field umpire, including the player's team, jumper number, the card colour displayed by the umpire, reason for the send - off and length of time the player has been sent from the field of play.
- (ii) at the end of the match the interchange sheet is to be handed to home team Match manager.

3. Procedure for Send Off Rule -

- (i) The officiating field umpire will escort the player to Interchange Steward and display a coloured card: **Green** - player off for 15 minutes, but no report, **Yellow** - player off for 15 minutes and reported, **Red** - player off for rest of match and reported,

- (ii) in all cases another player cannot replace the player sent off for 15 minutes (excluding intervals between quarters)

4. Procedure for Interchange -

- (i) unless a stretcher is involved (see below) players concerned shall leave and enter the playing surface through the designated interchange area,
- (ii) a player who does not leave the playing surface through the designated interchange area is unable to re-enter the playing surface for the remainder of the match,
- (iii) when a player does not enter the playing surface through the designated interchange area, the Interchange Steward and/or an officiating field umpire shall report the circumstances to the home team Match Manager, including the scores at the time, and a report is to be submitted within 24 hours to the NWFA secretary.
- (iv) When a player exits the playing arena and misses the interchange lines, the Interchange Steward has the authority to warn the offending team and full authority to uphold rule 4.2 if the breach happens again in that respective game.

5. Use of Stretcher -

- (i) when a stretcher is required the player must be removed from the playing surface on the stretcher by the shortest possible route,
- (ii) a team may replace the injured player with a player listed on its Team Sheet, who must enter the playing surface through the designated interchange area,
- (iii) the Interchange Steward may allow the player who is replacing the injured player to enter the playing surface before the injured player has been removed from the playing surface,
- (iv) a player for whom a stretcher was called shall not resume playing for a period of 20 minutes (excluding intervals between quarters) from the time the injured player left the playing surface,
- (v) after the 20 minute period has expired, the player who was stretchered from the ground may be interchanged,
- (vi) when a stretcher enters the playing surface but the player elects to walk off, all provisions of this law apply, but the player may go to the interchange bench.

6. Replacement Player for Blood Rule -

- (i) a player directed to leave the playing surface by an officiating field umpire under the blood rule, may be replaced by another player listed on the Team Sheet,
- (ii) a replacement player may enter the playing surface while the player being replaced is leaving the playing surface, but must enter through the designated interchange area,
- (iii) the officiating field umpire shall recommence play once the player being removed is off the playing surface, and is not required to wait for the replacement player to enter onto the playing surface.

4. DRESS CODE:

Water Carriers	Yellow shirt with logo on front Black Shorts & Socks
Trainers	Yellow shirt/Jacket with logo on back White or Black Trousers, or Black Shorts & Socks
Runners	Pink Shirt with logo on front Black Trousers/Skins or Black Shorts & Socks
Boundary Umpires	Green Shirt with approved logo on back Black Shorts/Skins & Socks
Goal Umpires	Green Shirt/Black Jacket with logo on back Black Trousers/Shorts
Field Umpires	Green Shirt with logo on back Black Shorts & Green Socks
Skins	Players can wear skins under their jumper or shorts, but these must be either skin colour or club colour.
Shorts	The Senior and Reserve home teams shall wear their approved club shorts, while both the visiting Senior and Reserve teams shall wear white shorts.

During all finals matches the teams finishing the highest on the respective premierships shall wear their approved club shorts and the opposing teams which finished lower on the respective premierships shall wear white shorts.

5. NWFA Social Media By-Law

1. The Executive will be the custodian of all North Western Football Association (NWFA) social media outlets including, but not limited to, Facebook, Twitter and YouTube.
2. The Executive will appoint on social media coordinator. This may be a stand-alone position or as part of a broader media liaison role.

3. The social media coordinator is to be paid an honorarium to be negotiated by the Executive and the social media coordinator with a limit of \$1,000 to be reviewed at the first executive after the Annual General Meeting
4. The Executive will also appoint three persons to the role of administrator of any social media outlet. This will include at least two of the social media coordinator, media liaison and/or secretary(s).
5. The social media outlet contributors are to act in all cases in the best interest of the NWFA, posting relevant content, original where practicable. The Executive reserves the right to request any post be deleted and/or edited if any post is deemed not to be in the best interest of the NWFA. Retractions and/or edits may be coupled with an apology if required.
6. A full roster of each match day's games is to be posted on Friday no later than 7:30pm prior to each match day.
7. Any preview of each match day is to be posted on Friday no later than 7:30pm prior to each match day
8. Scores on roster match days are to be posted at the following intervals i. Half time and full time in the reserves roster matches. ii. Quarter time, half time, three quarter time and full time in seniors roster matches.

Scores for this service are to be provided by the home club to a nominated person who is approved by the NWFA executive.
9. Scores on finals match days are to be posted at the following intervals i. Quarter time, half time, three quarter time and full time in reserves finals matches. ii. Quarter time, half time, three quarter time and full time in seniors finals matches.

Scores for this service are to be obtained by whatever means by nominated person who is approved by the NWFA executive.
10. Ladders and leading goal kickers are to be published as soon as practicable after 7:30pm on match days.
11. Any review of each match day is to be posted on Monday no later than 9:00am after each match day.
12. The social media coordinator to monitor social media outlet analytics on a weekly basis and provide updates to the executive and/or the full board upon request.
13. The administrators of the social media outlet to mediate any comments made by the public on the page as posts of comments. These are to only be allowed to be public if they are in the best interest of the NWFA.
14. The social media coordinator is to respond in a timely fashion to direct messages sent via a social media outlet. Any such responses are to be in the best interests of the NWFA and, at the discretion of the administrators of the social media outlet, may be referred to the Executive for response.
15. The social media coordinator or his approved nominee is to attend the NWFA season launch, Les Hicks Medal Dinner, NWFA Grand Final Breakfast and NWFA Grand Final.
16. The social media coordinator has the power to engage an approved photographer for the purpose of generating content.
17. The social media coordinator has the power to engage contributors to the page such as historians, Executive members, board members or other parties with content to share relevant and in the best interests of the NWFA.
18. The Executive has the power to dismiss the social media coordinator and/or nominee if it deems that the content posted is detrimental to the NWFA, its sponsors, supporters and/or clubs. In the

first instance the Executive will write to the social media coordinator with a request to remove detrimental posts and issue a first and final warning. If the social media and/or nominee breach By-law 16 a second time they will be removed in writing forthwith by the Executive.

6. Grand Final Video:

The cost of the videographer will be shared amongst the four participating teams.

Deregistration Policy

Implemented March 2017

The NWFA shall adopt and abide by the rules of the AFL “Australian Football Player & Official National Deregistration Policy”.

Concussion Policy

Implemented March 2017

The NWFA shall adopt and abide by the rules of the AFL “The Management of Concussion in Australian Football”.

Player Points Policy

Implemented March 2017

The NWFA shall adopt and abide by the rules of the Player Points Policy.