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NCR Disciplinary Regulations and Procedures

NCR and the member conferences have a responsibility to insure that all participants respect and uphold the spirit of the game at all times. In order to ensure that this is maintained, NCR has developed and will encourage that disciplinary procedures are adopted by the respected conferences and maintained in accordance with World Rugby Regulations.

Disciplinary bodies that shall be maintain include:

1. Conference Disciplinary Chair and committee that shall address all incidents occurring during play resulting in the sendoff of a player by the match referee, it is specifically noted that jurisdiction extends to all matters of misconduct, on and off the field, considered to be detrimental to the game of rugby.
2. Conference Appellant Chair and committee that shall address any appeals of the Conference Disciplinary Committee that have been properly received.
3. NCR Disciplinary Chair and Appellant Committee that shall review any appeals of the Conference Appellant Committee decisions. This committee shall be the final body to review any matter as it relates to Disciplinary and Eligibility matters.

Each body, along with citing individuals (whether Referees or designated Citing Commissioners) shall play a part in insuring that players, coaches and spectators maintain a safe environment to play the game.

Citing Process

1. In all conference play the referee shall be the citing officer and has the responsibility to report all actions within the playing enclosure that result in foul play. These will include Red and Yellow cards issued to players and misconduct by players, coaches and spectators that occur within the playing enclosure. The referee and qualified Assistant Referees, and the club or clubs, involved must fulfill their responsibilities as required by Law 6.18 and 6.23.
2. Reports must be filed with the Conference Disciplinary Chair on a timely basis, which shall be no more than twenty-four hours after the incident by phone, with a written follow-up in no more than forty-eight hours. Such follow-up may include communication via e-mail, fax or disciplinary reporting app.

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3. Reports shall include the following information:
 - a. Referee name and LRO.
 - b. Referee Contact information
 - c. Identify the date, two teams involved and location of the match.
 - d. Name of player conducting the foul play, position played, jersey number and their team.
 - e. Referee Sanction (Red or Yellow Card).
 - f. Detailed description of the event including, if possible, actions, time in the game, field position, score and other pertinent data.
4. Citing Commissioners may be appointed to NCR Championship events to review any concerns brought forth by the competing teams. Each commissioner appointed shall be a certified World Rugby Commissioner and shall conduct his duties in accordance with World Rugby Regulations.

Conference Disciplinary Chair and Committee

1. Each conference shall appoint a qualified disciplinary Chair to lead the committee to investigate and adjudicate any disciplinary matters. The Chair is expected to be trained in the World Rugby Regulations, be able to develop subsequent reports and maintain records of decisions and cards reported.
2. In investigating and hearing of disciplinary matters, the Chair shall appoint a committee comprised of two other members of the conference (Coaches, Administrators, Referees, etc.). Every effort should be made by the Disciplinary Chair to ensure that the individuals appointed to the Disciplinary Committee shall be fair and impartial with respect to the matter at hand.
3. Upon receipt of a report of Misconduct and/or Foul Play the Disciplinary Chair/Committee will investigate any/all matters.
4. In the event the Disciplinary Chair/Committee determines that possible disciplinary action may be warranted, the Chair must inform the parties within two (2) days that an investigation is been undertaken.
5. Any player who is sent off for the remaining duration of a match for any reason is suspended for eight days, or one match, whichever is the longer, pending a review of the send-off report by the responsible disciplinary committee. The player has a right to a timely appeal.

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6. The investigative process must provide every opportunity for any parties accused of wrongdoing to respond to the allegations including written responses and attending/responding at any subsequent hearing. If the club that is a party to a disciplinary matter does not file a report with the Disciplinary Chair, it will be treated as an undisputed incident.
7. The Disciplinary Chair will notify all parties involved of the initiation and outcome of the investigative process. The entire investigative process shall be documented such that written records of all communications, hearings, and decisions are retained by the Disciplinary Chair.
8. The committee shall contact all interested parties to gather evidence that may include:
 - a. Referee Report
 - b. Written statements from either team and/or individuals.
 - c. Video of the game
 - d. Statements from parties who attended the game
9. Upon completion of any investigation and receipt of any/all reports a hearing shall be held by the committee. The committee shall review all evidence received and hear any requested testimony by any interested parties. Upon completion of the hearing the committee shall weigh all information and render its sanction insuring that it adheres to World Rugby Regulations.
10. The Disciplinary Chair will notify all parties involved of its verdict and sanctions applied. The entire investigative process shall be documented such that written records of all communications, hearings, and decisions are retained by the Disciplinary Chair. Copies of the final report shall be forward to each team involved, the Conference Director and the NCR Disciplinary Committee Chair.
11. The Disciplinary Chair shall advise the Sanctioned Player/Club of their right to appeal any decision to the Appellant Chair within three days after receiving their disciplinary sanction.

Conference Appeal

1. Each conference shall appoint a qualified Appellant Chair to lead the committee to investigate and adjudicate any appeals of Disciplinary sanctions. The Chair is expected to be trained in the World Rugby Regulations, be able to develop

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subsequent reports and maintain records of decisions and cards reported. The Appellant Chair may not be the same individual who is the Disciplinary Chair.

2. In investigating and hearing of appellant matters, the Chair shall appoint a committee comprised of two other members, one of which shall be a Disciplinary Chair of another NCR conference. Every effort should be made by the Appellant Chair to ensure that the individuals appointed to the Appellant Committee shall be fair and impartial with respect to the matter at hand.
3. Appeals must be received by the Appellant Chair within three days of any sanction by the Disciplinary Committee. Appeals must be specific in nature and cannot be simply an objection to the imposed sanction. Grounds for appeal may include:
 - a. The Disciplinary Committee (DC) erred in the application of World Rugby Regulations.
 - b. The DC sanctions exceeds World Rugby recommendations
 - c. The DC sanctions were unduly lenient.
 - d. Information was not considered or was not available in time for the DC hearing.
 - e. Mitigating Factors were not considered by the DC.
 - f. IN the interests of justice, the sanction should be overturned.
4. The Appeal Committee shall have the power to order that a de novo hearing in whole or in part be adopted on appeal. A de novo hearing in whole or in part would ordinarily only be appropriate where it is established that it is in the interests of justice that a re-hearing of the case in whole or in part is necessary. In the case of an appeal which proceeds in whole as a de novo hearing the procedure to be adopted, the burden of proof and all evidential and other matters shall proceed as if the hearing was a first instance hearing before a Disciplinary Committee.
5. Upon receipt that an appeal is requested, the Conference Disciplinary Chair shall forward all evidence and reports to the Appellant Chair within 24 hours.
6. The appeal committee shall review the appeal and if necessary hold a de novo hearing within 7 days of receipt of the appeal. A hearing date, time and place shall be determined by the Chair and sent to each member of the Appeals Committee and to the appellant. Such details of the hearing shall be agreeable to all parties, subject to them not withholding consent unreasonably.

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7. Where a player is suspended or had other sanctions imposed, such suspension and/or sanction shall remain in place subject to the decision of the Appeal Committee.
8. Upon completion of the hearing, the Appeals Committee shall reach a decision by majority vote. A written copy of the decision shall be sent to the appellant, the Conference Commissioner and the NCR Disciplinary Chair within forty-eight hours of the hearing.
9. Decisions of the Conference Appellant Committee may be appealed to the NCR Disciplinary Chair in writing with 7 days of the Conference Appeals Chair written decision.

National Appeal

1. NCR shall establish a National Disciplinary Committee that shall include the Disciplinary Chair. The Referee Director, two Judicial Officers who have practice law for a minimum of 10 years with extensive rugby experience and a Member at Large to be appointed by NCR's CEO.
2. The National Disciplinary Committee shall establish the policy and procedures that shall be utilized by all NCR Members.
3. Decisions of the Appeals Committee may be appealed if it is felt evidence was not entered, or if extreme bias was present.
4. The NCR Disciplinary Chair shall gather all the material pertinent to the case and review this and any new evidence, or claim of bias that is presented by the appellant.
5. Upon review of the evidence the NCR Disciplinary Chair shall determine that a de novo hearing in whole or in part should be adopted on appeal. A de novo hearing in whole or in part would ordinarily only be appropriate where it is established that it is in the interests of justice that a re-hearing of the case in whole or in part is necessary. Upon this determination the NCR Disciplinary Chair shall establish a committee comprised of two other members of the Disciplinary Committee, in which one of the Judicial Officers is present. In the case of an appeal which proceeds in whole as a de novo hearing the procedure to be adopted, the burden of proof and all evidential and other matters shall proceed as if the hearing was a first instance hearing before a Disciplinary Committee.

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6. If a de novo hearing is not required, the NCR Disciplinary Chair shall weigh all the evidence submitted and reach a decision within 48 hours.
7. That written decision will be sent to the appellant and to the Chair of the Disciplinary/ Appeals Committee.
8. This decision shall be final and no appeals shall be heard or entertained above this level except as provided in the By-Laws of NCR.

Undetected Foul Play

1. When foul play occurs but is undetected by the Referee, it is the responsibility of the witness(es) to report it to the referee as soon as practical.
2. If it is not practical to report the incident to the Referee it is the responsibility of the witness(es) to send a written report of the alleged act of foul play to the Conference Disciplinary Chair of which the player's club is a member within forty-eight hours after the incident by phone, with a written follow-up in no more than seventy-two hours. Such follow up may include communication via e-mail or fax.
3. Off-field behavior that is detrimental to the image of the game of rugby should be reported to the Disciplinary Chair in the same timely manner as is described above.

Jurisdiction

1. In games between two different NCR conferences, the cited player team's Conference Disciplinary Committee shall conduct the investigation and hold the hearing. The Conference Disciplinary Chair of the non-offending team shall be invited to be one of the members of the Disciplinary Committee that hears the case.
2. In games between a NCR and USAR team, the NCR Conference Disciplinary Chair shall conduct the investigation and schedule the hearing. The USAR Conference Disciplinary Chair shall be invited to be one of the members of the Disciplinary Committee that hears the case. The final written report shall be forwarded to the USAR Disciplinary Chair.

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3. In NCR National Events, The NCR Disciplinary Chair and committee will conduct the investigation and schedule the hearing. IN this case there will be no appeal process available.

Record Keeping

1. A database of Red and Yellow cards shall be maintained by the NCR Disciplinary Chair and shall be available for review on the NCR website.
2. For all individuals suspended for three or more months the report must contain a recent photograph of the suspended individual. NCR will periodically circulate information on all suspensions throughout the United States.
3. Any club that allows a suspended player to participate in matches while suspended will be subject to additional penalties by their College Conference, or the NCR Disciplinary Committee.

Reciprocity

NCR recognizes all disciplinary actions, sanctions or suspensions imposed on any individual, club, or other entity by any other governing body within the sport of Rugby Union Football

Repetitive Yellow Card Offenses

In order to address the issue of repeat offenders and professional fouls the following disciplinary procedures will be implemented:

1. If a player receives two yellow cards in a game that player will be ejected from the game and will receive an automatic minimum suspension of eight days or one competitive game, whichever is the longer, pending a review by the Conference Disciplinary Chair. The competitive game will be the next match following the expiration of the time for appeal against the yellow card(s).
2. If a player receives a yellow card in successive games that player will receive an automatic minimum suspension of eight days or one competitive game, whichever is the longer, pending a review by the Conference Disciplinary Chair. The competitive game will be the next match following the expiration of the time for appeal against the yellow card(s).

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3. If a player receives four yellow cards during a twelve month period that player will receive an automatic minimum suspension of sixteen days or two competitive games, whichever is the longer, pending a review by the Conference Disciplinary Chair. The two competitive games will be the next two matches following the expiration of the time for appeal against the fourth yellow card.
4. If a player receives six yellow cards during a twelve month period that player will receive an automatic minimum suspension of twenty days or three games, whichever is the longer, plus a disciplinary hearing before the Conference Disciplinary Chair. A player may appeal against being given a yellow card within 14 days of being given that yellow card by giving notice in writing to the Conference Appellant Disciplinary Chair who shall then convene a hearing as soon as is conveniently possible. The hearing of an appeal against a yellow card shall follow the procedures set out in Appeals Section Guidelines where a player has been sent off but pleads 'not guilty' save that the Disciplinary Committee may impose the punishment that would have been appropriate had the player been sent off for the offense, or cancel, or confirm the giving of the yellow card.

Where a player appears before the Disciplinary Panel having been given a yellow card or cards in addition to having been sent off the Disciplinary Panel is entitled to take those yellow cards into consideration and decide they shall form no part of future computations under these Guidelines. The proceedings, findings, or decisions of a Disciplinary Panel shall not be invalidated by reason of any minor defect, irregularity, omission or technicality unless such defect, irregularity, omission or technicality raises a material doubt as to the reliability of the proceedings, findings or decisions.

Notice of appeal given by fax or email is acceptable provided a hard copy is posted within three days of the fax or email.