



2022

**RUGBY LEAGUE GOLD COAST
OPERATIONS POLICY
MANUAL**

RULES, REGULATIONS AND BY-LAWS

RUGBY LEAGUE GOLD COAST OPERATIONS MANUAL
(UNCONTROLLED ONCE PRINTED)

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1. PURPOSE

Describe and outline the rules, regulations, by-laws, responsibilities and processes for Rugby League on the Gold Coast to achieve uniformity and competition fairness.

2. SCOPE

This document applies to all participants, clubs, administrators, volunteers and QRL employees of Rugby League Gold Coast.

3. OVERVIEW

The Board of Rugby League Gold Coast (RLGC) is empowered to prescribe such rules and regulations as it sees fit; and to amend, modify, add to, delete from or cancel any rule governing the playing of rugby league within the designated area under the control of RLGC conditional upon it being consistent with the rules and regulations of the Queensland Rugby Football League Limited (QRL).

This Operations Policy is intended to assist all authorised officers and volunteers of clubs to obtain good regulatory practice and apply the regulations applicable to the operation of the Game within RLGC jurisdiction in a consistent manner and in accordance with best practice principles.

The content of this document is outcome focused to meet the regulatory objectives of the game in the most effective and efficient manner and should always be read in conjunction with the Rules, Regulations and By-Laws of the QRL. All activities are aimed to work towards common purposes and objectives. It is designed to provide the basic operational requirements and responsibilities for administering the Game on the Gold Coast. The document provides information and guidance concerning the conduct, monitoring, compliance and enforcement of regulations relative to rugby league competitions conducted under the jurisdiction of RLGC.

The activities outlined within this document are designed to address issues of the day in a transparent and accountable form involving communication and engagement with key stakeholders. The aim is to provide the necessary education and care to ensure efficiency, consistency and predictability of regulatory systems in place.

Should any point arise or not be specifically provided for or the interpretation of any rule or regulation be challenged it must be made in writing to the QRL Gold Coast Manager and submitted to the relevant committee. Should the relevant committee deem it necessary to add or alter any regulation during a season, such decision will be ratified by the RLGC Board or SEQ Region and notified to each club through the QRL Gold Coast Manager. This situation should only arise for clarification or in exceptional circumstances or at the direction of the QRL.

This document will be subject to annual review and updated accordingly in consultation with all key stakeholders. It is envisaged that an updated document with updated information will be provided to each club following RLGC's AGM each year.

4. OPERATIONAL STRUCTURE

Outlines the roles, responsibilities and affiliation requirements – add hyperlink

4.1 RLGC Constitution

The Constitution of Rugby League Gold Coast embodies the key sections of the Sports Governance Principles produced by The Australian Sports Commission to assist and provide guidance with league operations and governance issues. This Constitution can be found on the Rugby League Gold Coast website.

4.2 RLGC Board

The RLGC Board shall in determining the status of operations within RLGC jurisdiction, make all rules that it deems necessary for the conduct of competitions and the running of the Game in its authority. This may include delegation of powers by way of appointed committees to meet and act in an advisory capacity to the RLGC Board.

At all times the RLGC Administration and RLGC Board shall conduct their affairs and operations in accordance with the rules of the QRL and Region and shall be answerable to the Region in the first instance.

Of sufficient size and composed of independent people with appropriate range of skills and independence to ensure responsibilities are met

The main objectives of the RLGC Board are to provide direction in regard to:

- the making and running of competitions including trials and all rules and regulations in relation to those competitions
- the levying of fees
- determination of safe and suitable venues
- rules and regulations regarding the conduct of players and officials
- approval or otherwise of sponsorship to ensure compliance with direction from the QRL
- deferring or cancelling of matches
- eligibility of players
- sound financial management
- strategic direction

4.2.1 RLGC Board Members

- Any person who is elected to the RLGC Board must not hold an executive or committee role within a local club.
- Each new Board Member must undergo an induction or orientation program
- Chair any Board Committees in place
- Prescribe and regulate rules to govern the Game on the Gold Coast
- Provide good governance and guide the future direction of the sport on the Gold Coast
- Distribute Minutes of monthly meetings to affiliated club (via company Secretary)

4.3 RLGC Committee Members

At the first meeting following the AGM held by RLGC or at such date as RLGC may determine or approve, committees deemed appropriate to act in an advisory capacity to RLGC may be appointed by the Board and meet as required and be chaired by a member of the RLGC Board.

RLGC Committees include:

- Finance
- Governance
- Male Participation
- Female Participation
- Match Review
- Disciplinary Review
- Tribunals (Disciplinary and Judiciary)

Each of the above shall where possible be made up of at least three (3) members and will usually include members of the RLGC Administration, Board or Committee members. A member shall be ineligible to sit on any Review/Tribunal matter where a potential conflict of interest may arise. This includes any member of the Review Committee or Tribunal, who shall not be eligible to sit on any appeal hearing into the matter. Any person with a conflict of interest in a matter should not participate in the discussion and leave the room prior to any voting being undertaken.

Sub Committee selection of nominees is at the discretion of the RLGC Board. Sub-Committees will meet as required

to address relevant matters, which in turn will be reported to the RLGC Board at its monthly meetings.

RLGC Administration will provide administrative support to the QRL Gold Coast Manager and the RLGC Board and related committees as required.

5. ADMINISTRATION

5.1 Affiliation

Where a Local League is in operation, all Clubs in that Local League's defined area must affiliate with and play under the QRL Rules. (See webpage link - QRL.com.au [QRL Rules Part 3.0 - Affiliation](#))

Documents that need to be supplied the RLGC Administration Unit are:

What	When	Where
C1 (Senior & Junior Affiliation Application)	At/immediately after AGM	Form on QRL Website (Documents & Policies) seniorandjuniorclubaffiliationapplication_c1_final.pdf (qrl.com.au)
AGM Minutes	Immediately after AGM	
Audited Financial Statements	At/immediately after AGM	Must include Auditor's Certificate
Clearance Declaration	At/immediately after AGM	Form available from RLGC Office To be completed by OUTGOING EXECUTIVE MEMBERS
C2 (Senior & Junior Affiliation Agreement)	By 28 February 2022	Form on QRL Website (Documents & Policies) seniorjuniorclubaffiliationagreement_c2sj_final.pdf (qrl.com.au)
Receipt/Confirmation of Lodgement of Office of Fair Trading Annual Return	Immediately after lodgement	

5.2 Blue Cards

RLGC requires all RLGC executive members, RLGC employees, club executives, committee members, club coaches (all levels), managers, sports trainers (all levels), Leaguesafes and persons over 18 years of age who are directly involved with persons under the age of 18 years of age to hold a current Blue Card.

All clubs must keep a current and ongoing register of their coach and volunteer members' Blue Card numbers and expiry dates. Blue Card numbers must be recorded on each member's profile on the National Database. All Blue Card applicants or cardholders must be linked to their current club/organization.

Web-page links to Blue Card applications:

[Blue Card Application Form](#)
[Blue Card Linking Form](#)

6. VENUE MANAGEMENT

This section outlines the requirements for all venues that host RLGC matches

6.1 Club Officials

Host clubs are responsible for providing officials as defined by RLGC for all matches, including but not limited to timekeeper, scorer, sin bin facilities, Ground Manager for Senior and DMC games and sign on table. A club official is not to enter the field of play unless summoned by the Referee.

If an official enters the field of play without permission or refuses to leave when requested to do so by the Referee, the Referee must report the incident to RLGC Manager for appropriate action.

Home Duty Officials are required for each game - 2 to be provided, one within the vicinity of the Home Club supporters and one positioned at the Home Club's bench.

Away Duty Officials - 2 to be provided (visiting Club provides a Duty Official wearing the Pink Away Duty Official Vests) and one is positioned within the vicinity of that clubs' supporters and one positioned at the away club's bench.

Free educational resources for all officials can be found at [Home - Play by the Rules - Making Sport inclusive, safe and fair](#) . (Website link)

6.1.1 Volunteers

All club volunteers such as team managers, sports trainers, League Safe, and other volunteers who hold any official position within the club must be registered to the current database to be covered by the club's insurance. All clubs should upload a recent photograph to the current database of those volunteers, directly involved with a team.

6.2 Venue Facilities

Each host club will ensure that the venue is presented in an appropriate manner with adequate ground officials and equipment that meets safety regulations to ensure the welfare of players, match officials and spectators.

Club Health Checks will be conducted by RLGC Administration Staff annually. Venue facility guidelines are outlined in the [nrl-preferred-facility-guidelines.pdf \(playrugbyleague.com\)](#)

6.2.1 Sports Trainer Equipment and Sheds

Each dressing room / Sports Trainer tent shall provide:

- A table for observing, assessing and treating players
- Facilities for adequate disposal of used materials and contaminated waste
- Access to ice and water

6.2.2 Field Equipment and Configuration

Field Equipment and Configuration requirements are outlined in the [nrl-preferred-facility-guidelines.pdf \(playrugbyleague.com\)](#)

- It is mandatory and the host club is responsible for having its field lines marked in strict accordance with International and National Junior Rugby League guidelines.
- Corner posts, of a non-rigid material and not less than 1.25m high, shall be placed at the intersection of each touchline and goal line.
- Goal posts pads shall be a maximum width and depth of 50cm. Playing fields will be defined by perimeter fencing and or roping to playing area.
- The following lighting standards are required for training and competition matches:
 - Training: 50 lux
 - Competition: 100 lux
- All clubs are to use only QRL licensed footballs that display the current QRL logo for sanctioned matches.

- Approved kicking tees are permitted for use of goal kicks and starts or re-starts of play from the 50m line.

[Play Rugby League – International](#) Laws

[Play Rugby League – Junior League Laws](#)

6.2.3 Videography

The cost to video all matches shall be the responsibility of the host club. The host club is to provide suitable elevated infrastructure that meets safety regulations and power if required.

All material recorded will become the intellectual property of RLGC, who is entitled to use such property in any manner it deems appropriate for the promotion and administration of the competition.

Clubs are to advise RLGC office of children under protection orders or in care that are not to be filmed or photographed.

6.2.4 Sale and Consumption of Liquor

The sale of alcohol shall comply with the *Liquor Act 1992 (Qld)* and Guidelines for Liquor Licensees as administered by the Office of Liquor and Gaming Regulation. In particular designated licensed areas shall be clearly marked and notices informing patrons of these areas displayed. Consumption of alcohol outside the designated area will not be tolerated and could result in sanctions or fines. Clubs shall have regard to the QRL memo dated 18 August 2009 recommending the sale of low or mid strength alcohol only at matches.

Clubs will comply with the QRL and Lion (XXXX) partnership requirements as set out in Circular 358 QRL Sponsorships for 2018 emailed to all clubs 26th October 2017.

Liquor Licensing [Official website of the Queensland Rugby League - QRL](#)

Community liquor permits must be obtained if your club wishes to sell alcohol on a one-off occasion or home games.

Online Links for applications:

[Liquor licensing and compliance forms - Form 7—Application for a community liquor permit | Publications | Queensland Government](#)

6.3 Admission Prices

JUNIOR COMPETITION (U6-U18) ADMISSION FEES	
JUNIOR FINALS WILL ATTRACT ADMISSION FEES FOR ALL PATRONS OVER 17 YEARS OF AGE	
Junior Competition (U6-U18) Regular Home and Away Season	NIL (\$0)
Junior Competition Finals Series (U13-U18) – Minor/Major/Preliminary Finals	\$6 Adults \$5 Pensioners
Junior Competition Finals Series (U13-U18) – Grand Final	\$7 Adults \$5 Pensioners
Junior Development Competition Play-Offs (Under 13 & U14 Divisions 2 & 3)	\$5 Adults
SENIOR COMPETITION (U18+)	
SENIOR FINALS WILL ATTRACT ADMISSION FEES FOR ALL PATRONS OVER 17 YEARS OF AGE	
Senior Competition (U20/DLC RESERVE/A GRADE) Regular Home and Away Season	\$7 Adults
Senior Competition Finals Series (U20/DLC RESERVE/A GRADE) – Minor/Major/Preliminary Finals	\$8 Adults \$6 Pensioners

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Senior Competition Finals Series (U20/DLC RESERVE/A GRADE) – Grand Final Seniors Note: Admission Fees for Senior Grand Final are subject to location / venue (eg. CBUS Stadium)	\$10 Adults \$8 Pensioners
SENIOR DMC SECOND DIVISION COMPETITION (U18+) SENIOR FINALS WILL ATTRACT ADMISSION FEES FOR ALL PATRONS OVER 17 YEARS OF AGE	
Senior Competition (DMC SECOND DIVISION) Regular Home and Away Season	\$5 Adults
Senior Competition Finals Series (DMC SECOND DIVISION) – Minor/Major/Preliminary Finals	\$7 Adults \$5 Pensioners
Senior Competition Finals Series (DMC SECOND DIVISION) – Grand Final	\$7 Adults \$5 Pensioners

Note:

- All U18 players will be issued with a Club pass to allow entry to competition games without charge.
- Spectators for U18 games on Senior Game Days will be required to pay the admission fee.
- QRL/SEQ/RLGC passes shall be recognised by all clubs during competition rounds and finals series with entry subject to the terms and conditions printed on the passes.

7. GAME DAY MANAGEMENT

7.1 Match Report Sheet

- The home team is responsible for the supply of the match report and recording match results.
- All players and staff (including Coaches, Managers, League-safe and FAO must be allocated each week by their Team Managers / Club Admin from Under 6 to A Grade into the My Sideline online scoring system.
- The deadline for this (except for Finals Series games) is 12pm (midday) on the Friday preceding the week-end game. Where teams have been formed through a combination of players from two clubs, team staff must get the permits in place before the team sheet deadline.
- The Host Club shall be responsible for printing the team sheets from the MySideline Match Results – using Junior and International – Both teams. RLGC will email match sheets to host clubs if the fixture is held at a neutral ground.
- FR & DH vests – Team Managers/Club Admin are required to select these players who fill these roles in the online match report – e.g. FR first half #9, DH First half #7, FR second half #3, DH second half #4” and mark these on the printed match sheet.
- If due to injury the FR or DH vest wearing players are altered, Team Managers must advise the Host Club so that this can be recorded in the online scoring system prior to the game finalisation.
- Host Club to provide timekeeper / scorers to facilitate live scoring, with Managers of each team given the option to sit with the timekeepers/Host Club scorer.
- Finalised scores are the responsibility of the Host Club and must be completed online and marked FINAL within 30 minutes of the conclusion of the game of that weekends round. Non receipt within these time frames may result in fines being issued to the host club.
- Names of try scorers/conversion scorers to be recorded during the game live scoring.
- Team Managers should report to the Host Club timekeeper/scorers to confirm the points scorer’s names and final score within 30 minutes of the completion of the game so that finalisation of the scores can be completed within the required time frame.
- Visiting Team Managers are NOT to mark games as FINAL or live score. Managers are to take photo of printed match sheet for their own Clubs records.
- Referee allocated points for player of the match in Under 15 Division 1, Under 16 Division 1, Under 18 Division 1, Under 18 Division 2, DMC (Second Division) U20, DLC (Reserve Grade) and A Grade must be

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entered on the printed Points Record Sheet and submitted to RLGC office by 6pm Sunday of the week-ends games.

- Paper game sheets must be held by the Host Club in the event that they are needed for verification
- Non-receipt within these timeframes may result in fines being issued to the Host Club.

7.1.1 Player Sign-on

- No player may participate in a match unless they are fully registered for the current season.
- No player's name is to be added to the game sheet once the match has commenced play.
- The online game sheet will be completed listing correct players' names, jersey numbers, Coach, Leaguesafe and FAO.
- Online changes cannot be made DURING A MATCH.
- Team Managers are to report to the Host Club at least 30 minutes prior to the match commencement to compare printed match sheets and make any alterations to the online sheet. The Host Club needs to check that there are NO players present at sighting that are not listed online. If this deadline is missed, the Team Manager of the Club wishing to make an alteration must advise the Host Club who will make the changes on the printed Team Sheet prior to the commencement of the game.
- The Team Manager of the team who advised of alterations is to report to the Host club at the conclusion of the game at which time the alterations to the online game sheet will be made. E.g., Last minute jersey number change but said player was sighted in the correct jersey number. If a recorded alteration is unable to be made IE adding a players name in the online match sheet that has been listed on the paper sheet, this could result in forfeiture of the game as the player may be deemed unregistered.
- Players in the U12 to U18 age groups and DMC competition must be sighted at the officials' registration table at least 30 minutes before scheduled game time and prior to taking the field for the commencement of play.
- Late arrivals whose name is recorded on the match report/online game sheet must be sighted at the officials' registration table / scorer's table before the conclusion of the half time break of the scheduled game to be eligible to play in that game.

7.1.2 Recording of Scores, Statistics and Player Misconduct

- The Host club will be responsible for the accurate recording of the match scores and for the completion of all match sheets including notation of dismissed players both temporary and permanent.
- Under 13 to A Grade games are to be live scored and details of all scorers must be recorded in the online scoring including Club, player jersey number, time of occurrence and half occurred in. Under 12 games are to be scored on the printed match sheet and forwarded to RLGC by 5pm Sunday of that week-ends game and will be utilised for grading purposes for the following year.
- Manual record (paper sheets) including tries and goals scored by players, sin-bin and send-off are to be kept on printed team sheets for all grades and stored by Host Club in case of internet or computer failure during the game.
- A copy is to be forwarded to RLGC only if the match is disputed or if an incident has been recorded and a paper copy is requested by RLGC.
- The manual (paper) team sheets to be verified and signed by a Referee only if a score has been disputed or incident reported.
- MERCY RULE – If there is a 50 point differential during a game in Junior Competition matches, the match will continue, live scoring will continue but no ground score board or score announcements are to be made.

7.1.3 Interchanges

[Interchanges for U13 – U18 RLGC Junior Competition \(refer to 12.7.10 in this document\)](#)

[Interchanges for RLGC Senior Competition \(refer to 14.1 in this document\)](#)

- In the event of extra time, teams will be allowed an additional two (2) interchanges during the period. It is the responsibility of the Team Manager to ensure that the team operates within the stated rules.

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- If a team is found guilty of breaching this Rule, the team may forfeit any points gained from the match and/or additional penalties as deemed appropriate in the circumstances.

7.1.4 Disputed Scores

- The team disputing the final score will consult with the Host Club who in turn will consult with the Referee, Ground Manager and scorers. If no change to the score occurs, issues should be recorded by selecting the Dispute button in live scoring and adding the relevant information into the online system team sheet.
- This will then be addressed by RLGC who will make a determination on the dispute. The Host Club will have the referee verify and sign the paper team sheet only if there is an incident which needs to be reported.

7.2 Forfeits

All forfeits are to be notified to RLGC Administration, no later than 7.00pm on the preceding Thursday. RLGC will notify the opposing club and the referee's association. Contact can be made by phone followed by a confirmation email to RLGC, by the 7.00pm deadline.

Clubs failing to allocate players to the online team sheet receiving a forfeit should be aware that this may affect a player's number of games for finals eligibility. Responsibility falls on the Club of the team receiving the forfeit to ensure their teams are allocated in the online scoring team sheet. RLGC will lock the game sheet so no further alterations can be made.

Late notice of forfeits (post Thursday 7.00pm) will require the forfeiting club to be responsible for Referee fees and trigger the following fines: U6 to U14 Inclusive - \$200; U15 to U18 Inclusive - \$500

Should a team forfeit on more than two (2) occasions during a Football Year, RLGC reserves the right to ask the club to show cause why it should not receive sanctions including removing that team from the competition and/or fines.

If a forfeit occurs at a ground on game day, the referee will summon both teams to take the field. If at the advertised time of kick off one team has not taken to the field, a further ten (10) minutes shall be taken and if after this time there is still no appearance, the offending team will forfeit the match and late forfeit conditions may apply.

RLGC JUNIOR COMPETITION (U13 -U18)

[RLGC JUNIOR LATE FORFEIT FINES \(refer to: 17.4 of this document\)](#)

- The non-forfeiting team (U13 to Seniors) will receive 3 competition points and 30 points added (+30) to the team's for and against.
- The forfeiting team will be deducted 1 competition point and 30 points deducted (-30) from the team's for and against.

RLGC SENIOR COMPETITION

[RLGC SENIOR LATE FORFEIT FINES \(refer to: 17.4 of this document\)](#)

- The non-forfeiting team will receive 3 competition points and 50 points added (+50) to the team's for and against.
- The forfeiting team will be deducted 1 competition point and 50 points deducted (-50) from the team's for and against.

Clubs must wherever possible not forfeit an A Grade match. Reserve and U20 matches must be forfeited first to ensure an A Grade team is able to take the field. Any forfeit of a Reserve or U20 team must be discussed with the League Manager and League Chairman prior to a decision being made.

To be clear, if a club forfeits a match, the club must forfeit the lower grade team first.

7.3 Game Delay, Postponement, Cancellation

Teams electing to not take the field with at least the minimum required players will be classed as a late forfeit

It is the responsibility of the Home Club to notify the RLGC Administration if their grounds are in doubt for play. The QRL Gold Coast Manager will advise what action to take.

The QRL Gold Coast Manager (or nominee), will consult with stakeholders (as applicable) and will make any decision on postponing or cancelling any scheduled match for emergency circumstances.

Emergency circumstances include:

- A natural disaster
- A situation where the safety of players, match officials or others is at risk
- Where scheduled transport for a team playing a match is delayed or cancelled.
- Any other circumstance deemed to be an emergency by the QRL Gold Coast Manager.

After the commencement of a match, a referee may suspend play if in their view continuation of play would place the safety of players or others at risk. If a match is delayed due to severe weather, a decision will be made by match officials in consultation with team management on the length of delay.

Where a match is in progress and is stopped due to an emergency, the following action is applicable:

An emergency is considered a “time off” and as such a direction will be given by the referee as to the field position, possession and the number of tackles at the time of cessation of play. QRL Gold Coast Manager must be first contacted by phone and then be notified by email of any serious injuries, incidents or where emergency services were required (eg. Ambulance, police) by 9am Monday after the weekend games.

Should the match recommence in a reasonable time, play will continue in terms of the “time out” call from the referee. If the match cannot recommence, the circumstances shall be reported to the QRL Gold Coast Manager

Competition matches may only be deemed cancelled, delayed, postponed or abandoned by approval of the RLGC Manager.

Where the referee suspends play and the match is subsequently cancelled or abandoned there shall be no replay.

If less than half of the match has been completed, the match shall be declared a draw and two (2) points awarded to each of the teams. For competition standing purposes, the score for the match will be recorded as 0-0. Matches abandoned after the conclusion of the first half will result in the team in front on the scoreboard being declared the winner. Final score points will be allocated to the for and against tables of each team.

If a scheduled match is unable to be played due to extenuating circumstances and it cannot be replayed, and with the prior approval of the RLGC Manager, the match will be declared a draw and two (2) points awarded to each of the teams. For competition standing purposes, the score for the match will be recorded as 0-0.

Any fixture cancelled prior to kick-off due to circumstances beyond the control of the clubs involved arrangements can be made by mutual agreement of both clubs and the consent of the RLGC Manager to play the game within a two (2) week period of the cancellation.

Matches that are suspended due to serious injury or other circumstances that encroach onto subsequent scheduled matches and are declared abandoned by the RLGC Manger, the result of the match shall be determined by applying the procedures outlined above.

Any postponed matches prior to any scheduled “spare” weekend may be played in that weekend subject to agreement through the RLGC Manager. In all other cases matches must be rescheduled with agreement of both clubs and the consent of the RLGC Manager as detailed above.

Should circumstances prevent the playing of a postponed match or the result would have no bearing on the competition standings, the match shall be declared a draw and two (2) points allocated to each team.

It is envisaged there would be no postponements during a final's series except in exceptional circumstances.

7.4 Match Officials

All match officials will be appointed by RLGC Referee Appointments Officer.

- The Gold Coast Rugby League Referees' Association is responsible for the payment to match officials. Host Clubs have strictly fourteen (14) days for payment of match official invoices.
- Breaches of these rules, upon conviction, may result in loss of points, suspension or other penalty and result in Coaches or Trainers having their qualification suspended or cancelled.
- Any complaints relating to the performance of match officials including specific details must be lodged in writing to RLGC prior to 12pm on the second business day following the match.

7.4.1 Zero Tolerance - Abuse of an Official / Entering the Field of Play / Fighting

Abuse of officials is not tolerated and should be brought to the attention of a Club Official and/or Senior referee as soon as possible. Under no circumstances are match officials to be approached, questioned or harassed by Club Officials, coaching staff, players or spectators either before, during or after a match. The GCRLRA and RLGC have a "ZERO" tolerance for this type of behaviour.

[GCRLRA Manual \(filesusr.com\)](http://filesusr.com)

7.5 Ball Person

- The recommended age for ball persons is 10 years or over to be eligible to participate in a game.
- A maximum of four (4) ball persons may be used during a match on the basis that each participating club are entitled to appoint two (2) persons with a maximum of two (2) persons allocated per sideline.
- A visiting club may request the home team to make available two (2) persons to act for the visiting club in the role of ball persons.
- Ball persons must place and leave the ball on the touchline at the point where it crossed the line. Ball persons must never throw the ball onto the field or to a player.
- Ball persons who deliver kicking tees must do so only during a stoppage of play and must leave the field immediately following its delivery.
- Ball persons must wear appropriate enclosed footwear to participate in their role.
- Trainers rather than ball persons must retrieve the kicking tee after a kick-off to restart play.

7.6 Injury Reporting

All injuries and illnesses assessed by the qualified Sports Trainer must be recorded in the NRL Injury Report Booklet; [nrl-injury-report-form.pdf \(playrugbyleague.com\)](http://nrl-injury-report-form.pdf)

It is the responsibility of the club to ensure that each player completes a [Medical Advice Card \(playrugbyleague.com\)](http://Medical Advice Card (playrugbyleague.com)) before their first training or playing commitment. It is also the responsibility of the club to ensure all cards are completed and kept up to date. As part of the club's duty of care, this process should be fully supported by Club Officials. All Privacy Laws must be adhered to.

If an Accredited NRL Level 1 or Level 2 Sports Trainer is not in attendance, the game(s) shall not commence under any circumstances until such (qualified) person is available.

Injury Report Booklets are available from the RLGC office for \$11 each or the form can be printed from the online link below. [nrl-injury-report-form.pdf \(playrugbyleague.com\)](http://nrl-injury-report-form.pdf)

It is the club's responsibility to ensure that a copy of all injury reports are kept by the club and a copy is given to the player/parent/guardian. The RLGC Administration Unit will conduct audits during club health checks

In the event of an injury causing a player to be unable to play RLGC competition rounds, the injured player must submit a medical certificate to RLGC office within ten (10) days of the injury occurring to enable any missed games to be counted towards finals eligibility.

[national-safeplay-code-2017-lr.pdf \(playrugbyleague.com\)](#)

[Sports Trainer Documents - Play Rugby League](#)

8. BEHAVIOUR MANAGEMENT

THE [Code of Conduct - Play Rugby League](#) IS TO BE UPHELD BY ALL MEMBERS AT ALL TIMES. BREACHES OF THE NRL CODE OF CONDUCT MAY RESULT IN THE CLUB, TEAM OR INDIVIDUAL BEING PENALISED IN LINE WITH QRL/RLGC JUDICIARY PROCEDURES

8.1 Temporary Suspension (10min Sin- Bin)

- The match referee has the discretion to suspend for ten (10) minutes or to dismiss a player for misconduct.
- A player receiving a temporary suspension from the referee shall immediately leave the field and enter the sin bin area allocated by the Host Club and remain there until the end of the temporary suspension period.
- The time of any temporary suspension period shall be ten (10) minutes of playing time, from the time the referee signals time on for the resumption of play.
- The temporary suspension period is suspended if the referee signals time off during the suspension period and recommences each time the referee recommences play.
- Suspension periods do not include half time or any other break (i.e., drink break or injury).
- Players re-entering the field of play shall do so from an onside position after reporting to the touch judge.

8.2 Dismissal (Player Sent Off)

- Any player dismissed from the playing field must immediately retire to the dressing room until changed out of their playing uniform.
- Dismissed players are prohibited from returning to the players bench or entering the playing area.
- The referee shall complete an Incident Report as soon as practical after the completion of the match and lodge the form with QRL Manager Gold Coast in accordance with Incident Reporting requirements.

8.3 Incident Reporting

- All Match Review Committee decisions shall be based on one or more of the following:
 - The written On-Field Incident Report. [qrl-rules-part-5.pdf](#) Page 42
 - Written complaint received by the QRL Manager Gold Coast relating to an alleged incident and any such further reports.
 - evidence (e.g., video evidence of the incident) as determined by the Match Review Committee
 - A written complaint received by the QRL Manager Gold Coast from the President of an affected player's Club which is supported by video evidence.
 - Completion of the online link detailing the incident report.
- The following procedure is to be followed for all match day incidents.
 - All such Referees On-field Incident Reports must be completed on the day of the alleged incident whether using a paper report or online report.
 - The duplicate copy of the paper report must be provided to the player or their Club representative on the day of the alleged incident.
 - Online incident reports may be completed and forwarded to RLGC Administration Unit

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- The original Report must be submitted to the [RLGC Administration Unit](#) for onforwarding to the relevant Match Review Committee within one (1) business day of the player's alleged misconduct.
- All Match Officials via the host club must submit On Field Incident Reports to the [RLGC Administration Unit](#) as soon as practical upon completion of the relevant match.

Email Incident Reports, Match Sheets & Injury Reports to: [RLGC Administration Unit](#)

8.4 Suspended Players

While suspended, a player:

QRL Section 5.2.1.11 Section H & I – with further RLGC rules as below

- Cannot be inside the spectator fence or rope (the playing area) at any RLGC sanctioned League ground at any time while RLGC sanctioned League games are taking place
- **IS NOT** able to act as a Sports Trainer, Leaguesafe Trainer or a runner for any team
- **IS NOT** able to act as a coach unless express permission is granted by the manager of RLGC
- **IS** able to participate in training activities.

WHAT CONSTITUTES A MATCH SERVED IN SUSPENSION

- Regular Competition Match **YES**
- Forfeit (Received) **YES**
- Final Series Match **YES**
- Bye **NO**
- Trial / Grading (official or unofficial) **NO**
- Washout **NO**
- Forfeit (Given) **NO**

A player suspended on a Grade 1 offence is permitted to play in a trial or grading match. Please note: the onus is on the player, player's parent or guardian and club to ensure that the suspension is served in full before the player returns to the game.

8.5 Team Staff

The following section outlines the responsibilities and actions required for Senior and Junior coaching staff which includes the Coach, Assistant Coach, Manager, League Safe, First Aid Officers and bench administration.

Coaching staff and bench behaviour is paramount in ensuring the game is enjoyable for all participants. Every effort should be taken in ensuring that behaviour is exemplary and setting a good example

In the event of an altercation on and or off the field of play, accredited NRL Leaguesafe/League First Aid/ Sports Trainers L1 & L2 / Head Trainer must not interfere in any way. They must move clear and totally distance themselves from the incident. The only exception will be when an injured/ill player needs shielding from possible further harm.

8.5.1 Bench Rules

- A maximum of 5 team persons and one (1) Bench Duty Official, in addition to players signed on the game sheet are allowed at the allocated bench area inside the defined playing area during the match. Duty Officials are to ensure a team remains within this number and any persons found in addition to the designated numbers are to remove themselves from this area immediately.
- A player who is currently injured or serving suspension is not permitted on the sideline or bench.
- Coaches, Team Officials & Match Officials must wear appropriate enclosed shoes at all times to participate in their role.

8.6 Coach Accreditation and Registration

All coaches, sports trainers and league safe officials must be registered to their respective club on the current NRL database prior to commencement of the season.

All coaches appointed by a club shall be required to be correctly accredited in accordance with the applicable age or grade (including representative teams) they are coaching.

[Coach Rugby League - Play Rugby League](#)

There is also a minimum accreditation requirement to coach a team / age group. Please check the requirements with your club / league as they may vary slightly.

Age	Course
U6-U12	Community Coach (Age range specific)
U13+	Community Coach (Age range specific)
Senior Representative Teams	Senior Club Coach Course

Any coach, prior to being permitted by a club to actively supervise a coaching session, must: [qrl-rules-part-4.pdf](#)

- Register via the approved registration platform as a volunteer coach.
- Register and pay for the relevant NRL face-to-face coaching course as required and prior to 30th June.
- Successfully complete the age appropriate online learning modules via the approved platforms.
- Attend and successfully participate in a face-to-face component of the relevant coaching course within that football year.

Any person appointed as a coach by a club must complete or maintain current accreditation requirements by 31 May each year otherwise the coach will automatically be withdrawn from a coaching position and relative insurance cover will lapse.

RLGC specifically reserves the right to refuse to register any Coach, Assistant Coach, Sports Trainers, Leaguesafe, or other team related staff where one or more of the following circumstances occur.

- Has failed to complete all compulsory fields in the registration procedure.
- Is under suspension from participating in all Rugby League Competitions
- Is serving a current suspension from any other sport under the control of a recognised governing body.
- The person has struck a referee or any other official on or off the field of play.
- The person has been convicted of drug use.
- The person has been convicted of a criminal offence punishable by a period of imprisonment of more than twelve (12) months.
- Any person with criminal charges pending against them (until the outcome of his/her charges are finalised)
- The person has committed a material breach of the QRL Code of Conduct

Any decision to refuse registration of a coach, Assistant Coach, First Aid Trainer, Leaguesafe or other related team staff shall be reviewable as a disciplinary matter.

8.6.1 Senior Coaches

- Coaches are permitted to view the match from the team's bench, or behind the goal posts.
- Team benches must have personnel directly related to the conduct of that match only (i.e., coaches,

interchange players, trainers, team manager, medical officers etc) and must comply with the number stated in 8.5.1

8.6.2 Junior Coaches

- At all times, the coach must remain at the team bench.
- Team benches must have personnel directly related to the conduct of that match only (i.e., coaches, interchange players, trainers, team manager, medical officers etc) and must comply with the number stated in 8.5.1

8.6.3 Representative Team Coaching

Applications for the positions of Coach, Manager, Sports Trainer and Selector must be advertised a minimum of fourteen (14) days prior to closure date. Coaches must have the appropriate minimum qualifications and accreditation. A Coach or Selector of a representative team will not be permitted to coach or select an age group in which a son or daughter is a candidate unless authorised by the RLGC Manager.

9. LEAGUE SAFE/LEAGUE FIRST AID & SPORTS TRAINERS LEVEL 1&2

- All Sports Trainers and League Safes will be required to be correctly accredited and registered in accordance with the NRL Rules. [nrl-on-field-policy_v4_0.pdf \(playrugbyleague.com\)](#)
- LEAGUESAFE is an online injury and illness awareness course and is NOT a trainer qualification or accreditation. The role of the Leaguesafe during a match is to provide water to players and assist with the interchange process as required. Leaguesafe must be at least 14 years of age and have completed the NRL Leaguesafe course.
- [Trainer Rugby League - Play Rugby League](#)
- LEAGUESAFE qualification is valid across all age groups from U6 to senior grades.
- U6 – U12: After a try has been scored or during a time-out called by a referee is no more than one (1) LEAGUESAFE personnel from any one team permitted to enter the field of play.
- U13's and above: After a try has been scored or during a time-out called by a referee is no more than two (2) LEAGUESAFE personnel from any one team allowed to enter the field of play.
- Leaguesafe must return to their team's bench area as soon as possible after fulfilling their duties on field.
- A Coach cannot act in the role of both on-field safety person (ie. Leaguesafe, Level 1 or Level 2) and Coach during the same game. One individual is required for each role.

LEAGUE FIRST AID /SPORTS TRAINER LEVEL 1 and 2

First Responder – Person responsible for administering first aid and/or offer advice to an injured or ill player during a match. Must be at least 18 years of age and hold a current relevant NRL accreditation. When a Sports Trainer – L1 or L2 – is entering the field not to attend an injury but to carry out Leaguesafe duties, (ie. Give water or carry messages) they must only do so in compliance with the above rules for Leaguesafe.

SPECIFIC NOTICE IS GIVEN OF THE REQUIREMENTS FOR TEAMS AS LISTED BELOW TO HAVE THE REQUIRED FIRST RESPONDER PER TEAM PER GAME.

Age	Minimum Personnel Required	Minimum Accreditation Required
U6-7	One (1) x First Responder for up to four (4) matches being played on an International Field.	League First Aid; or NRL Level 1 Sports Trainer; or NRL Level 2 Sports Trainer
U8-9	One (1) x First Responder for up to three (3) matches being played on an International Field.	

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U10-12	One (1) x First Responder per game	League First Aid; or NRL Level 1 Sports Trainer; or NRL Level 2 Sports Trainer
U13-15	One (1) x First Responder per team for each game	
U16+	One (1) x First Responder per team for each game	NRL Level 1 Sports Trainer; or NRL Level 2 Sports Trainer.

Course	Time	Cost	Qualification/s Received	Re-accreditation
League First Aid	Online eLearning plus 7 hours face to face	\$80	League First Aid HLTAID003 Provide First Aid HLTAID001 Provide CPR	League First Aid need to be reaccredited every 3 years
Level 1 Sports Trainer	Online eLearning plus 12.25 hours face to face	\$170	NRL Level 1 Sports Trainer HLTAID003 Provide First Aid HLTAID001 Provide CPR	NRL Level 1 Sports Trainer needs to be reaccredited within 3 years.
Level 2 Sports Trainer	20 hours face to face learning	\$350	NRL Level 2 Sports Trainer PUAEME004A Provide Care for Suspected Spinal Injury	NRL Level 2 Sports Trainer needs to be reaccredited within 3 years.

In the event of an injury, a Sports Trainer, LeagueSafe or League First Aid trainer can attend to the injured player until the First Responder arrive. Leaguesafe and Sports Trainers acting in official capacities are bound by the NRL's On-Field Policy and Code of Conduct. If any on-field personnel abuse their roles or behave in a manner contrary to the above policy, they may be subject to sanctions, up to and including suspension of participating in the game.

- LEAGUESAFE - YELLOW SHIRT or VEST
- LEAGUE FIRST AID – GREEN SHIRT or VEST
- NRL LEVEL 1 SPORTS TRAINER – BLUE SHIRT or VEST
- LEVEL 2 SPORTS TRAINER (“Head Trainer”) – ORANGE SHIRT or VEST

(Queries regarding Coaching, Sports Trainer and League Safe Accreditation email: ??)

10.PLAYER UNIFORM AND EQUIPMENT (JUNIOR AND SENIOR)

This section applies to both junior and senior players

- The design of the playing uniforms of all clubs affiliated with RLGC shall be registered with RLGC on or before 1 January of each Football Year, who will ensure it is recorded with the Region.
- Unless otherwise advised, all registered uniform designs must display the current QRL logo on jerseys and shorts and comply with current policies and direction of the QRL regarding advertising on uniforms.
- RLGC shall refuse any proposed club uniform design that does not comply with QRL or Region rules or is not distinctive from other registered designs.
- No club shall allow its registered players to compete in a sanctioned game unless a uniform is worn complying with the provisions outlined. Match officials may refuse to allow a player to take part in a match if not wearing the full registered uniform of RLGC or club.
- All affiliated clubs must acknowledge the intellectual property rights of the QRL and shall not use this intellectual property without the authority of the QRL.
- All rules addressing players and players equipment are stipulated in the [International \(13s+\) Laws - Play Rugby League](#) Page 10

10.1 Compression Garments

A player may wear compression garments conditional upon:

- The length of the garment must not extend below the elbow or knee of the player, outside the neck of the jersey or length of the playing socks.
- The colour of the garment shall be black or an approved colour matching the colour of the playing shorts.
- Full length compression garments are not permitted unless prior approval has been obtained through the RLGC Manager.

10.2 Jewellery

All visible body jewellery shall be removed, and any non-visible jewellery taped prior to the commencement of the match. Players with beads in their hair must remove them or wear headgear to cover them

11. SEQ WOMEN AND GIRLS RUGBY LEAGUE

11.1 SEQ Women's Competition

The SEQ Women's Competition is governed by SEQ Region

Contact details: [Female Operations Manual](#)

11.2 SEQ Girls Competition

The SEQ Girls Competition is governed by SEQ Region

Contact details: [Female Operations Manual](#)

11.3 RLGC – U12 Female Competition

- Minimum number of players required in order to nominate a team in the competition – 13 (these must be fully registered on the NRL database.
- Maximum number of players allowed to be registered before a new team or combination team can be registered in the competition - 18
- Players on the Field - 11
- Players on match Sheet – 15
- Game Duration – 2 x 20 minute halves
- Field Size – Mod Field
- No time off for injuries and no scrums

12. JUNIOR COMPETITION STRUCTURE, RULES & PROCEDURES

This section applies to both male and female junior competitions

- Age groups U6 - U18 will be classed as junior competitions.
- All RLGC clubs and eligible U6 players will participate in an NRL Player Development Program

12.1 Registrations

- Players must register in their own age group.
- Where a player desires to play in a junior grade from U18 and above that is controlled by a senior rugby

league football club, or desires to play in a senior grade, the player must register to play via a process approved by the QRL.

- All players must be fully registered annually with a QRL affiliated club within the boundaries of RLGC via the online registration system (or any other method approved by the QRL) prior to participating in any training or match of that Football Year.

Registration is fully completed only when:

- Compulsory documents and photo ID is uploaded to the player's My Sideline profile and approved by RLGC (PLAYERS PENDING REGISTRATION ARE NOT FULLY REGISTERED)
- Birth certificates, current passports and current driver's licenses are the only acceptable documents for proof of age. (unless otherwise approved by RLGC or Region).
- A transferring player has accepted their transfer and fully completed the transfer. (This includes portability transfers)
- Any club wishing to dual register players must, prior to playing any such player, submit a Portability Transfer Request through My Sideline. This transfer must be fully completed before the player can play for the dual registering club.
- If a club is aware of a person's pre-existing medical condition, that could be of detriment to themselves or other players they must request a medical clearance certificate before agreeing to allow the person to register, train or play.
- All players requiring medical clearance certificates must not play or train until such certificate is received by the player's registered club.
- Any club playing an unregistered player shall be deemed to have lost the match in which the player took part and may be subject to further sanctions from RLGC.

RLGC specifically reserve the right to refuse to register any player where one or more of the following circumstances apply:

- The player has failed to satisfactorily complete the player registration procedure
- The player is under suspension from playing in a competition under the administration of the QRL
- The player is serving a current suspension from any other sport under the control of a recognised governing body
- The player has been suspended from playing for a period of more than eight (8) weeks on more than two (2) occasions in the past three (3) years
- The player's parents, primary care provider or other family member are under sanction for breaching the QRL Code of Conduct
- The player has struck a referee or any other official on or off the field of play
- The player has been convicted of drug use
- The player has been convicted of a criminal offence punishable by a period of imprisonment of more than twelve (12) months
- Any player with criminal charges pending against them (until the outcome of his/her charges are finalized)
- The player has committed a material breach of the QRL Code of Conduct.

Any decision to refuse registration of a player shall be reviewable as a disciplinary matter by Rugby League Gold Coast.

- The player has not completed the necessary process for initiating a clearance or release from a previous club, including international clearance requirements
- The player, at the sole discretion of the QRL, is deemed to not adhere to the beliefs of the QRL.

12.2 Player Management

All aspects of player management are the ultimate responsibility of clubs to ensure players and teams compete within the rules.

12.2.1 Representative Player Classification

For players aged 16-18, a Junior Representative player as defined in these rules is a player who is participating in a QRL performance academy program delivered by an Intrust Super Club or equivalent. These players shall not be eligible to apply for a transfer of registration in the football season following the participation as a Junior Representative Player.

12.3 Player Transfers (Junior)

RLGC transfer rules are to be used in conjunction with QRL Rule 4.1.7 [qrl-rules-part-4.pdf](#)

1. In any Football Year, a Club participating in a QRL Competition shall not register more than five (5) Junior players in any one Junior age group or Senior grade who in the preceding Football Year were registered with another Club affiliated with the QRL. Of these five (5) Junior players, no more than two (2) shall be from any one (1) Junior Rugby League Football Club.
2. Junior Representative players shall not be eligible to apply for transfer of registration in the Football season following the participation as a Junior Representative Player. ([refer to 12.2.1 in this document](#))
3. No players classified as a Div 1 player in the previous season can transfer from RLGC teams to RLGC teams who were grand finalists in Division 1 in the previous year for Under 13 -16. *Classification of Div 1 is having played 1/3 of Div 1 games in previous year.*
5. Administration of these rules is at the discretion of the Local League with no avenue of appeal to the relevant Region

Exemption: A player receiving a clearance from a club within RLGC to a club in another League area, must return to the same club if they wish to play the Game within RLGC during that same Football Year. This clearance will not be counted as per QRL Rule 4.1.6

12.4 Junior Player Age Eligibility

[qrl-rules-part-4.pdf](#)

- a) A junior player is a player who has not attained the age of eighteen (18) years as at the 31st December of that year and is not otherwise entitled to register under these Rules as a Senior Player.
- b) Junior age groups will be restricted to players who have not attained that age as at 31 December in the year prior to the competition commencing.
- c) A Junior player who will attain the age of five (5) prior to July 1, in the current year of competition, that player may with the written consent of the relevant Regional Manager, Coach and his or her Parent or Primary Care Provider, register in any under six (6) age group competition.
- d) Where a Junior player has attained the age of seventeen (17) years prior to one (1) July, that player may with the consent of the Club and his or her Parent or Primary Care Provider, register and play in any Senior grade competition in that year notwithstanding there is no under eighteen (18) competition in that league.
- e) Eligible players will be given the opportunity to apply for NRL's 18-month Registration Window. Approved players will need to meet the criteria stated in the Development Framework. [RLGC Documents and Policies](#)
- f) Once a player has been approved as part of the 18 Month Registration Window, that player must stay in the lesser age group for the remainder of the season and is not eligible to play in his/her own age group in that same year. This includes if the lesser age group does not make finals, the player is not eligible to play in their actual age group final.
 - RLGC will monitor player statistics and where there is an indication that a higher age player is dominant in the lower age group, RLGC reserves the right to move that player back into the correct age group and be removed from the 18month window list.
 - A Club / player may also make application to have their 18month Window registration removed if circumstances show the player no longer requires the 18-month Window allowance.
 - This application must be made prior to Round 7 of competition.
 - On being allowed to return to actual age group, an additional application for an 18th Month Window registration is prohibited.
 - Opposition Coach's concerns should be submitted in writing through their club to the RLGC Manager.

12.4.1 TOP 12 Player Restrictions U13 – U18

Restrictions in this section should be used with consideration to [section 12.5](#) to ensure player eligibility for a final's series.

- a) Representative players are prohibited from playing in any Division 3 match irrespective of the age group and must play in the highest division age group available at the Club where registered.
- b) Representative and Top 12 nominated players cannot play in a lower division match within their registered age group without the prior approval of the QRL Gold Coast Manager.
- c) Players returning from injury or other special circumstances may seek approval by the QRL Gold Coast Manager to play in a lower division.
- d) Such applications must contain a medical certificate and a clearance to return to play.
- e) Representative players cannot play in a Division 2 match of an older age group without the prior approval of the QRL Gold Coast Manager.
- f) Should a club be found to have signed on a Representative or Top 12 player in such a manner as described above without prior approval where stated, the match will be deemed a forfeit in favour of the non-offending team and points allocated accordingly.

12.4.2 Player Restrictions

Restrictions in this section should be used with consideration to [section 12.5](#) to ensure player eligibility for a final's series.

- a) A Division 1 player cannot play in a Division 3 game in the same age group or higher age group.
- b) Once a player plays an official game the player must remain with that club for the remainder of that Football Year. Exemptions at the discretion of the RLGC based on Special Circumstances.
- c) If a club has multiple teams in a single division of the same age group, players must remain in the team in which they played their first competition game. There will be no lateral movement of players between the teams. Clubs are to nominate the list of players in each individual team and this list will be made available to Clubs.
- d) Players who play multiple games in a single round will have the lowest age group and division recorded for the purpose of [section 12.5](#). **Note: 12.4.2 (d) is not used when calculating 12.5.6 & 12.5.7**
- e) Players once they have played four (4) games in a higher age group without having first played in their registered age group in the same round, will be ineligible to return to their own age group for the remainder of the season or finals series, irrespective if the games are consecutive or not. Does not include U18 players playing in a senior grade
- f) Representative and Top 12 Players may play in a higher age group with reference to [section 12.5](#)
- g) Players cannot play in a Junior U18 game if they have played in a senior game prior on the same weekend.
- h) Any player participating in an ISC match or a Hastings Deering Colts State-wide U20s Competition is ineligible to play in any RLGC fixture that weekend.
- i) Players playing in a higher age group must state on the game sheet the age group in which they are registered.
- j) If a team folds during a Football Year, and the players transfer is approved all games played will be counted for the purpose of finals eligibility [section 12.5.1](#)

Any club found to be playing an ineligible or unregistered player shall -

- Lose the match and will not receive 1 point for a loss.
- Be deducted three (3) points on the competition ladder
- Receive no points 'for'
- Retain the points scored against
- May be fined \$200 for each offending player.
- The non-offending team will not receive the three (3) competition points (if the game was lost on the scoreboard) but will retain points scored for and nil against.
- Any person including without limitation Coaches, Managers, Parents or Club Officials found to be complicit in the falsifying of information or found guilty of knowingly playing ineligible players will be subject to sanctions imposed via the Disciplinary Tribunal process and may face penalties of suspension of up to 5 (five) years, removal of accreditation, removal from team and fines.

12.5 Finals Eligibility U13-U18 Junior Competition

The essence of the below finals' eligibility rules is to attempt to ensure that the finals series are fair, and that players and teams are competing against similar opposition

Players who partake in a 'Mal Meninga' game on the same weekend as a RLGC competition round will have that game recorded for finals eligibility purposes [section 12.5.1](#)

1. Players must have played at least one-third (1/3) junior competition rounds (including washouts but excluding byes) in their registered age group.
 - a. Players in Forfeit Receiving Teams will have the game recorded for eligibility providing their name was recorded on the match sheet and the match sheet was submitted to RLGC Office as per regular weekly submission.
 - b. Players in Forfeit Giving Teams will not have the game included in their game eligibility count.
 - c. Players with a submitted and approved medical certificate as per [section 7.6](#) will have those missed games counted towards final eligibility.
2. Top 12 players can only play in a higher age group in the equivalent or higher division. ([Subject to 12.4.1 \(e\)](#))
3. Any player who has played four (4) or more competition rounds (excluding byes) for the football year as set down by the competitions committee in a higher age group without also having played in their own age group in the same round, is only eligible to play finals in the higher age group, irrespective if the games are consecutive or not. Rule (4) below applies to players who have played in multiple age groups or divisions throughout the year.
4. All players will be deemed eligible for the age group or division in which they have played a majority of matches. Rule 12.4.2 (d) will be used to determine the number of matches played in age group/division.
5. Any player who plays an even number of games in a higher age group or division will be deemed eligible for the lowest age group or division. Rule 12.4.2 (d) will be used to determine the number of matches played in age group/division.
6. Any player who has played 8 or more competition games in a higher age group, the player will be eligible for the higher age group final series only, irrespective if they had played in their own age group in the same round. See 12.4.2 (d) exception
7. Any player who has played 8 or more competition games in a higher division, the player will be eligible for the higher division final series only, irrespective if they had played in a lower division in the same round. See 12.4.2 (d) exception
8. Where a player plays junior and senior grade within a Football Year, the player must fulfil the appropriate qualifying rules for the respective junior grade to qualify for finals in the senior grade.
9. Clubs may apply in writing to the QRL Manager Gold Coast for exemptions in cases of serious injury, forfeited games, cancelled games etc.

12.6 Junior Laws U6 – U12

12.6.1 Player Minimum Game Time

All rules addressing playing time for U6 – U12 age groups are stipulated in the [Junior League Laws - Play Rugby League](#)

AGE GROUP	EACH PLAYER MUST PLAY	MIN PLAYING TIME PER PLAYER
U6-U7	TWO (2) UNBROKEN QUARTERS	16 minutes
U8 – U9	TWO (2) UNBROKEN QUARTERS	16 minutes

U10 – U12	ONE (1) UNBROKEN HALF	20 minutes
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12.6.2 Dummy Half (DH) and First Receiver (FR) Bibs U8 – U12

- BIBS: AGES 8 FIRST RECEIVER (FR – YELLOW),
- AGES 9 -12 FIRST RECEIVER (FR – YELLOW), AND DUMMY HALF (DH – PINK)

Junior coaches are to ensure that the applicable rules relating to the wearing of bibs are adhered to as per the current Junior Rugby League Laws U6-U12. [Junior League Laws - Play Rugby League](#)

- Rotation of vests is compulsory in the RLGC U9 – U12 non-competition.

The play-the-ball shall be as normal to the International Laws game except for rules outlined in the [Junior League Laws - Play Rugby League](#)

12.6.3 Replacing Injured Players U6 – U12

When replacing injured players, rule seven (7) outlined in the [Junior League Laws - Play Rugby League](#) is to be adhered to at all times.

12.7 Competition Management U6 – U18

12.7.1 Competition Format

**(Subject to yearly review by RLGC Board)*

Competitions shall be conducted over the following timeframes:

Competition	Structure
U6-U12	Fourteen (14) non-competition rounds with no points or finals series
U13-U14	Fourteen (14) competition rounds with a five (5) team, four (4) week finals series for Division 1 Fourteen (14) competition rounds with Gala Day to finalise season/standings for Division 2/3 (1 v 2, 3 v 4, 5 v 6, 7 v 8 etc.)
U15-U18	Fourteen (14) competition rounds with a five (5) team, four (4) week finals series for Division 1 Fourteen (14) competition rounds with a four (4) team, four (4) week final series for Division 2/3

Guidelines for players in U6-U12 Development Competitions inclusive are as follows:

- Teams are structured in a fair and honest manner so that teams/players of similar ability playing against each other as often as possible where clubs have more than one (1) team in the competition
- U6 will play a full season of LeagueTag
- U7 will initially play LeagueTag with a Tackle Safe program conducted throughout the season.
- Teams are divided into “Pools” rather than “Divisions”
- All teams play an equal number of games across the competition where possible
- Competition ladders and scores are not published
- U12 will be scored for RLGC use only, but will not be published
- Competition is not to span more than a 22-week continuous period
- No final series

- No premiership trophies

12.7.2 Nomination of Teams

For a club to nominate 1 team it must attain a minimum of:

- 1 x Team - 15 registered players (U10-U11)
- 2 x Teams- 30 registered players (32 for age groups U15-U18)
- 3 x Teams - 45 registered players etc.

Nominations of teams will be received prior to grading and/or trials commencing with a cut-off date, seven (7) days prior to the final trial / grading match. As per date set by the Competitions Committee each year.

The number of players on a team are as follows:

AGE GROUP	NUMBER OF PLAYERS ON FIELD PER TEAM	MINIMUM NUMBER OF PLAYERS ON FIELD PER TEAM	MAXIMUM NUMBER OF PLAYERS PER TEAM
U6 -U7	6	4	10 (recommended)
U8 – U9	8	6	12 (recommended)
U10 - U11	11	8	15 (recommended)
U12	13	11	17 (recommended)
U12 Female	11	9	15 (recommended)
U13 – U18 Division 1	13	9	17
U13 – U18 Division 2 & 3	13	9	19

U13 - All Clubs nominating teams in the Under 13 age group must nominate at least 1 team into Division 1. If a Club has more than one team in Under 13's competition, it will be Div 1, then Div 2 then Div 3. Clubs will have the option of nominating a higher number of teams in Division 1 but is not allowed to nominate more teams in lower divisions than higher divisions.

All team nominations are to be forwarded to the RLGC Administration a minimum of two (2) weeks prior to the scheduled commencement of pre-season/trial matches and confirmation of teams two (2) week prior to commencement of competition rounds.

12.7.3 Team Grading

- Once a team is graded, it remains in that grade for the season
- Any request for a re-grading must be made to RLGC Manager prior to Round 1 of competition
- Any team that has three (3) or more Representative players irrespective if players are playing up an age group will be graded into the highest division
- Teams in Under 13 to Under 18 age groups will be seeded into preseason grading generally based on their results or standings from the previous season and consultation with individual club.
- In most cases the winners of the previous year's competition will be expected to move up a Division.
- Any exception to this will require a detailed submission for consideration by the RLGC Manager, Competitions Committee and approval of the RLGC Board.
- Any club fielding two or more teams in the same Division in an U13 to U18 Competition, must take all reasonable steps to ensure that the teams are graded evenly.
- Should a club be deemed to have disregarded such requirement, the club will be asked to show cause with the potential of penalties to teams/club should they be found to have blatantly disregarded this request.

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RLGC has the authority to alter teams where the results indicate clubs are not adopting the grading of teams evenly, in addition to applying penalties as deemed appropriate to both teams and club

12.7.4 Request to Re-Grade

All requests for re-grading must be made to the RLGC Manager who will then review in consultation with the Competitions Committee.

If the regrading is approved:

- All opposing teams in that Division will automatically receive three (3) points.
- The team will be ineligible to play finals in the lower division
- If a team requesting a re-grade is approved to drop down a grade and that Club already has a team in the lower grade, there will be no splitting of teams, no points played for and no finals eligibility for the team who has been re-graded. Rule 12.4.2(c)

12.7.5 Competition Points

Competition points shall be allocated during the competition season in the following manner: U13 – U18:

- A win shall be allocated three (3) points
- A draw shall be allocated two (2) points
- A loss shall be allocated one (1) point
- A bye shall be allocated three (3) points³
- A team receiving a forfeit shall be allocated three (3) points in addition to a 30-0 score result
- A team forfeiting shall be allocated minus 1 (-1) points in addition to a 0-30 score result for all competition fixtures (U13 to U18), each team in that Division or Grade will be allocated the same number of byes where possible. (if applicable)

12.7.6 Club Championship Points

Club championship points will be allocated for competition games only and will exclude all finals series. Club Championship points are formulated as follows:

Please note to be considered for the club championship your club must field eight (8) teams in the U13 -U18 RLGC Junior Competition.

JUNIOR COMPETITION DIVISION 2 & 3		JUNIOR COMPETITION	
		DIVISION 1	
Points for Win	3	Points for Win	5
Points for Draw	2	Points for Draw	3
Points for Bye	3	Points for Bye	5
Points for Loss	1	Points for Loss	1
Points for Loss by Forfeit	-3	Points for Loss by Forfeit	-5
Points for Win by Forfeit	3	Points for Win by Forfeit	5

Club Championship totals are achieved by adding the total points for each club after the last competition round, then dividing the figure by the number of teams a club is fielding in the competition age groups.

12.7.7 Composite Teams

If a club fields a composite team, that team will be included in the total team count for both clubs.

The composite team's total club championship points will be divided evenly between the two composite clubs.

12.7.8 Game Durations

All matches shall be played under the laws of the Game and guidelines set out by the governing body as follows:

Age	Rule	Time Allocation	Timing
U6	As per guidelines provided by RLGC	45 minutes	4 x 8min
U7 – U9	As per Junior League Rules	45 minutes	4 x 8min
U10 – U12	As per Junior League Rules	50 minutes	2 x 20min
U12 Female	AS per Junior League Rules	50 minutes	2 x 20 min
U13 – U18	As per International Rules	1 hour 10 minutes	2 x 30min

RLGC shall have the power to declare games as a no result should there be evidence proper rules and/or times were not observed. There is no "time-off" in the season competition matches for Junior Fixtures.

12.7.9 End of Play

In all cases the referee shall be the sole judge of when play shall cease following the sounding of the siren. The referee may extend the match to award a penalty or choose to complete play currently underway at the time of the siren sounding at their discretion.

12.7.10 Interchange Rules U13 - U18

A duty official appointed to the benches will act as the "Interchange Official". All interchange rules outlined in nrl-international-rules-book-2020-a5-v2-web.pdf (playrugbyleague.com) page 9 will be adhered to at all times.

RLGC Competition maximum number of interchanges:

Interchanges	
Division 1	8
Division 2	12
Division 3	Unlimited

A replaced player must have left the field of play prior to the interchange player handing an interchange card numbered 1-8 or 1-12 to the Interchange Official and taking his place on the field.

12.8 Finals

12.8.1 Finals Team Nominations

Each club with a team engaged in any final series shall lodge a list of players whom they consider to be eligible to play in each grade and division no later than 9am on the Monday following the conclusion of the last round of the regular season.

12.8.2 Finals Format

- At the conclusion of the home and away season, teams are ranked according to their finishing position in order to conduct finals.
- The team leading in points at the end of the competition rounds shall be the Minor Premiers.
- There will be no play-off match to determine a team qualification.
- The ladder position of teams for finals will be determined on the competition points that have accumulated throughout the competition season.
- If teams are on equal points the order will be determined by:
 - ➤ The team scoring the most points.
 - ➤ If still equal, the team who scored the greatest number of tries.
- The four (4) highest ranked Division 2 and 3 teams of Under 15 - Under 18 AND the five (5) highest ranked
- Division 1 teams of Under 13 to Under 18 shall compete in the final series for all junior grades from U13 to U18 as follows
- Under 13 and Under 14 Teams in Division 2 and 3 will play a Gala Day with 1 v 2, 3 v 4, 5 v 6, 7 v 8 etc

Finals as follows:

FOUR TEAM FORMAT U15 -U18	
Week 1	
Game 1	3 v 4
Week 2	
Game 2	1 v 2
Week 3	
Game 3	G2 Loser v G1 Winner
Week 4	
Grand Final	G2 Winner v G3 Winner

FIVE TEAM FORMATS (Division 1 only)	
Week 1	
Game 1	4 v 5
Game 2	2 v 3
Week 2	
Game 3	G2 Loser v G1 Winner
Game 4	1 v G2 Winner
Week 3	
Game 5	G4 Loser v G3 Winner
Week 4	
Grand Final	G4 Winner v G5 Winner

The venue for the final series will determined by RLGC and advised prior to the commencement of each season. Hosting fees for finals and carnivals to be determined on a yearly basis. [Hosting Fees \(refer to: 17.6 of this document\)](#)

12.8.3 Time Off

Time off during junior competition finals will be applied for injuries only, irrespective of the fact that the referee may indicate time off for player misconduct or any other reason.

12.8.4 Extra Time – Golden Point

In the event the scores are even at the end of a finals game, the game will go into extra time – golden point to determine the winner.

- Each team will be allowed an additional two (2) interchanges in addition to any unused interchanges from the match.

- The commencement of the period of extra time shall be determined by the toss of a coin as described under the Laws of the Game.
- The first period of time shall last 5 minutes whereby teams will then swap sides and the game restarted with a kick-off. Play shall then continue for an unlimited time. The first scorer of any point or points (field goal, penalty goal or try) will immediately be declared the winner. If a try is scored, there is no conversion permitted.

13.SENIOR COMPETITION STRUCTURE, RULES & PROCEDURES

All rules, regulations and by-laws for the RLGC Senior competition are unpinned by the QRL Rules.

13.1 Player Management

13.1.1 Registrations

- All Senior players shall complete the registration process as approved by the QRL and administered by the relevant Administration Unit for each Football Year in which the player desires to play.
- QRL existing Player Agreements made before the adoption of these Part 4 of the QRL Rules shall not be affected by these Rules.
- Birth certificates, current passports and current driver's licenses are the only acceptable documents for proof of age (unless otherwise approved by RLGC/Region).
- All players must be registered annually, and registration is to be fully completed and approved by RLGC, prior to taking part in playing or training.

Registration is fully completed only when:

- *Compulsory documents and/or photo ID is uploaded to the player's MySideline profile and approved by RLGC (PLAYERS PENDING REGISTRATION ARE NOT FULLY REGISTERED)*
- *A transferring player has accepted their transfer and fully completed the transfer. (This includes portability transfers)*
- If a club is aware of a person's pre-existing medical condition, that could be of detriment to themselves or other players they must request a medical clearance certificate before agreeing to allow the person to register, train or play.
- All other terms and conditions negotiated between clubs or RLGC and a senior player covering any form of payment or incentive must be in writing in the form of a Player Agreement.
- Failure to comply with the above provisions by 30 September in any Football Year in which the player participated, will result in those particular terms and conditions being excluded from interpretation and/or enforcement by the Region or QRL.
- Any club playing an unregistered player shall lose the match in which the player took part.

RLGC specifically reserve the right to refuse to register any player where one or more of the following circumstances apply:

- The player has failed to satisfactorily complete the player registration procedure.
- The player is under suspension from playing in a competition under the administration of the QRL.
- The player is serving a current suspension from any other sport under the control of a recognised governing body.
- The player has been suspended from playing for a period of more than eight (8) weeks on more than two (2) occasions in the past three (3) years.
- The player's parents, primary care provider or other family member are under sanction for breaching the QRL Code of Conduct.
- The player has struck a referee or any other official on or off the field of play.
- The player has been convicted of drug use.
- The player has been convicted of a criminal offence punishable by a period of imprisonment of more than twelve (12) months.

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- Any player with criminal charges pending against them (until the outcome of his/her charges are finalised; and
- The player has committed a material breach of the QRL Code of Conduct.
- The player has not completed the necessary process for initiating a clearance or release from a previous club, including international clearance requirements
- The player, at the sole discretion of the QRL, is deemed to not adhere to the beliefs of the QRL.

Any decision to refuse registration of a player shall be reviewable as a disciplinary matter. All player registrations must be lodged by June 30th of the current Football Year.

All players must be registered with a QRL affiliated club within the boundaries of RLGC via the online registration system (or any other method approved by the QRL) prior to participating in any match of that Football Year.

13.1.2 Dual Registration / Portability

Any club wishing to dual register players must, prior to playing any such player, submit a Portability Transfer Request through the current database. This transfer must be fully completed before the player can play for the dual registering club.

13.1.3 Players Aged 40 Years or More

In accordance with [qrl-rules-part-4.pdf](#) - page 9 - a person who has reached the age of forty (40) years or is reaching that age during a Football Year and desires to participate in a Game under these Rules must provide a medical certificate or report prior to participating in any Game, training session or carnival.

13.1.4 Senior Player Agreement

All senior player agreements must be in accordance with QRL [qrl-rules-part-4.pdf](#) - (4.1.8 to 4.1.12 Pages 6-7)

By entering into a Player Agreement, the player acknowledges and agrees to adhere to and comply with the provisions of Rules. If there is a discrepancy between the player and the club who are party to any Player Agreement, such dispute must be referred to the QRL Gold Coast Manager.

13.1.5 Player Transfers (2022 Senior Player Points System)

Category	Criteria	League Points Allocation
A	Burleigh Bears or Tweed Heads Qld Cup player transfers to RLGC club	40
B	RLGC 'A' Grade Representative Player transfer between RLGC clubs	35
C	RLGC 'A' Grade Representative Player who transfers to Burleigh Bears or Tweed Heads Major Competitions teams, then has a portability to a RLGC club other than their previously transferred RLGC club	35
D	RLGC 'A' Grade Player transfer between RLGC clubs	30
E	RLGC 'A' Grade Player who transfers to Burleigh Bears or Tweed Heads Major Competitions teams, then has a portability to a RLGC club other than their previously transferred RLGC club	30
F	RLGC 'A' Grade Player returning to their junior club	0

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G	RLGC 'A' Grade Player returning to a club where they have given 5 years of senior playing service	0
H	RLGC 'A' Grade Player returning to a club where they have given 3 to 4 years senior playing service	10
I	RLGC transfer of open age player who has played 3 or less RLGC 'A' grade games the previous year	0
J	RLGC U/20 Representative Player transfer between RLGC clubs	5
K	Transfer between RLGC clubs of a U/20 age player who played 10 or more 'A' Grade games	10
L	Transfer between RLGC clubs of a U/20 age player who played 9 or less 'A' Grade games	0
M	Burleigh U/20's Major Competitions player transferred from a RLGC club now staying at Burleigh participating in RLGC senior competitions	10
N	Burleigh / Tweed U/20's Major Competitions player transferring to a RLGC club other than their junior club	10
O	Burleigh / Tweed U/20's Major Competitions player returning to junior club	0
P	Non RLGC Player previous season	0

Rules:

- ❖ Each 'A' Grade Club has **120 points maximum** per season to recruit new players to their club - See rule on Exempt Clubs.
- ❖ Each 'A' Grade Exempt club will receive 150 points per season to recruit new players to their Club.
 - Classification of Exempt clubs -
 - An exempt club is a club registered in the first 2 seasons of playing or returning to the A Grade competition. If the exempt club makes the Grand Final in its first season, it will be ineligible for classification as an exempt club for the second season.
 - An exempt Club is a Club who finishes last in the previous season of A Grade.
- ❖ Each club can only recruit a maximum of two (2) Qld Cup (40 points each) from Burleigh or Tweed
- ❖ Each club can only recruit a maximum of two (2) A Grade RLGC Representative type player (35 points each)
- ❖ Each club can only recruit a maximum of three (3) RLGC A Grade type player (30 points each)
- ❖ Exemption for Exempt Clubs who can recruit five (5) RLGC A Grade type player (30 points each) but no more than three (3) from one RLGC Club
- ❖ To be classed as a 'Qld Cup' player you will have to have played 4 or more 'Qld Cup' games in the previous season
- ❖ To be classed as an 'A' Grade player you will have to have played 4 or more 'A' Grade games the previous year.
- ❖ Player points are based solely on the criteria from the previous season with the exception of categories 'M' and 'N' which relate to the previous two (2) seasons.
- ❖ **Category F player example:** To be recognized as a RLGC Club junior you must have played 3 or more years with that club as a junior player.
- ❖ **Category G player example:** A player that was not a RLGC junior of this club but has played 5 years or more of senior rugby league at this club previously will attract zero points.
- ❖ To be classed as a Burleigh / Tweed U/20's player you will have to have played 5 or more U/20's games in the previous

Portability Exemptions –

- A. Tweed Heads to allocate (2) two players from their top 14 contracted player list to each RLGC 'A' Grade Club (except Burleigh) who do not count towards portability allocation.
- B. A maximum of (4) four players in total can be ported from Tweed Heads, Burleigh or PNG Hunters Qld Cup team to a single non Qld Cup RLGC Club . IE: A total of 4 players, not 4 from each of the listed Qld Cup teams.
- C. A maximum of 4 Qld Cup players are permitted to play in a competition match for an A Grade team.
- D. A maximum of (3) three players can be ported from Tweed Heads Hastings Deering Cup team to a single RLGC Club.
- E. Any Tweed Heads or Burleigh Major Competitions Contracted player who ports back to their RLGC Junior Club will not count as part of the maximum allowable players as noted in point B, C & D.

It is noted that the detail in some rules may not be applicable to all competitions however the intention is to achieve uniform practice and administration across the League. In instances where a decision is required in the application of a rule to a circumstance, this decision would be made by the League exercising its discretion and guided by the aim to achieve consistency.

13.1.6 Player Transfers

Any player wishing to transfer must, prior to playing, submit a Transfer Request through the current database. This transfer must be fully completed before the player can play for the destination registering club.

13.1.7 Senior Player Eligibility

- Senior A grade and Reserve Grade are open aged competitions for players having attained a minimum age of 18 years prior to 1 October of that year of competition.
- Any entitlement for a player who has attained the age of 17 years to register as a Senior Player is subject to the following consents, unless they qualify for exemption via rule 4.1.3 (c). Exemption must be obtained at the time of registration and prior to participating in a Senior Competition:

As a senior player either of the following must occur:

- a) Confirmation by the Club that the Junior Player has fulfilled all commitments to their Junior Grade competitions and consent to the registration by the Coach, Regional Manager and Parents or Primary Care Provider.
 - b) Where a Junior player has attained the age of seventeen (17) years (prior to one (1) July, that player may with the consent of the Club and his or her Parent or Primary Care Provider, register and play in any Senior grade competition in that year notwithstanding there is no under eighteen (18) competition in that league.
- Under 20 Competition is a restricted age competition for persons who will have attained the age of 19 or 20 during that year of competition. 18month Window extension pertaining to eligible U20 players with number restrictions apply. Must be applied for directly with RLGC.

13.1.8 Senior Player Restrictions

- Any player participating in an Qld Cup match or a Hastings Deering Colts State-wide U20s Competition is **ineligible** to play in any RLGC fixture that weekend.
- A senior player cannot play in a lower-level game if they have already played a game that is of a higher level in the same weekend of competition matches or finals rounds. (E.g., A player who plays A Grade on Saturday cannot play U20 or DLC on Sunday in the same weekend of competition matches or final round and similarly a player who plays in a senior game on Saturday cannot play in a junior game on Sunday in the same weekend)
- Where a player has played in half or more games in the QRL's Qld Cup Competition of that year, the player is not eligible to play finals.
- If a Club has an A Grade team on a bye, players cannot drop down to a lesser grade if their name appeared on the game sheet for the previous week.
- A DMC player who has played four (4) games in a higher level without having first played in their DMC level match on the same week end, will be ineligible to return to the DMC level for the remainder of the season or

finals series, irrespective if the games are consecutive or not.

There are seven (7) eligibility categories for qualifications – (Level One (1) being the highest level and Level Seven (7) being the lowest level)

Level One -	QRL Major Competitions Qld Cup
Level Two -	RLGC A Grade
Level Three -	QRL Major Competitions HDC
Level Four -	RLGC Doug Lipp Cup (Reserve grade)
Level Five -	RLGC U20
Level Six -	RLGC Debbie Marzella Cup (Second Division)
Level Seven -	RLGC U18

- Any club found to be playing an ineligible or unregistered player shall “lose” the match and will not receive 1 point for a loss but be deducted three (3) points on the competition ladder;
- they will receive no points for but retain the points scored against.
- In addition, the offending club may be fined \$300 for each offending player.
- The non-offending team will not receive the three (3) competition points (if the game was lost on the scoreboard) but will retain points scored for and nil against.
- Any person including without limitation Coaches, Managers, Players or Club Officials found to be complicit in the falsifying of information or found guilty of knowingly playing Ineligible players will be subject to sanctions imposed via the Disciplinary Tribunal process and may face penalties of suspension of up to 5 (five) years, removal of accreditation, removal from team and fines

13.1.9 Bench Staff

Responsibilities and actions required for Senior coaching staff – includes Coach, Assistant Coach, Manager, Leaguesafe, First Aid Officers and bench administration. The Ground Manager will do all things necessary for the purpose of determining whether or not the persons required to be present at a match in order for that match to be allowed to commence are indeed present in the capacities required.

- A maximum of 5 team persons and one (1) Bench Duty Official, in addition to players signed on the game sheet are allowed at the allocated bench area inside the defined playing area during the match. Duty Officials are to ensure a team remains within this number and any persons found in addition to the designated number are to remove themselves from this area immediately.
- A player who is currently injured or serving suspension is not permitted on the bench.
- Coaches, Team Officials & Match Officials must wear appropriate enclosed shoes at all times to participate in their role.
- Coaching staff and bench behaviour is paramount in ensuring the game is enjoyable for all participants. Every effort should be taken in ensuring that behaviour is exemplary and setting a good example and comply with the requirements of the Code of Conduct.

13.1.10 Finals Eligibility

[QRL RULES, REGULATIONS & BY-LAWS OF QUEENSLAND RUGBY LEAGUE LIMITED](#) [qrl-rules-part-4.pdf](#), Part 4.1.4.1

Note: There is a two-fold process, first a player must qualify for finals and then a determination is made on the players eligibility for each grade.

- a. A player participating in the A Grade, Reserve Grade and U20's Grade (Senior Grade) will qualify to play finals football providing he has played in a minimum of one third (1/3) of competition matches in Senior Grade in the regular season for a Club in a football year.
- b. If a player plays in more than one grade on the same weekend of matches, the player will have the lowest grade game recorded for the purpose of finals eligibility.
- c. A player will only be eligible to play finals in the grade in which they have played the majority of games

throughout the regular football season using (b) above to determine games played. Subject to (e)

- d. If a player plays an equal number of games in multiple grades, the player will be eligible for the lower grade and is eligible to play in higher grades using (b) above to determine games played.
- e. A player who qualifies and is eligible for a lower grade final, is eligible to play up in higher grade finals.
- f. As per 13.1.8, a senior player cannot play in a lower-level game if they have already played a game that is of a higher level in the same weekend of finals rounds.
- g. A player who has qualified to play A Grade finals and has failed to gain selection in the higher level final series, is eligible to play in the lower level final series until such time as the higher level grade is no longer alive in the higher level final series.
- h. Forfeits – Players in Forfeit Receiving Teams will have the game included in their finals eligibility game count providing they were selected to play the scheduled game and their name has been recorded on the online match sheet. Clubs failing to allocate players to the online game sheet receiving a forfeit should be aware that this may affect a player’s number of games for finals eligibility. Responsibility falls on the Club of the team receiving the forfeit to ensure their teams are allocated in the online scoring team sheet.
- i. This match sheet will be locked by RLGC immediately after notification to receiving team. No alterations to the online game sheet will be allowed once the lock has been processed. Players in Forfeit Giving Teams will not be able to have the game included in their game count.

13.1.11 Representative Players

Governed by [Resource Centre - QRL](#)

14. COMPETITION MANAGEMENT

Competitions will be classified Senior (18 years and above) grade.

[Refer to: 7. Game Day Management in this document.](#)

14.1 Interchanges

The following maximum number of interchanges and maximum number of players named on the standard match report for a match:

Grade	Interchanges	Interchange Players (Bench)
A Grade	8	4
Reserve Grade DLC	12	6
U20	12	6
Second Division DMC	Unlimited	6

14.2 Competition Format

The RLGC Senior competition format will be reviewed at the end of season each football year.

14.3 Game Durations

All matches shall be played under the laws of the Game and guidelines set out by the governing body as follows:

Age	Rule	Time Allocation	Timing
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U20	As per International Rules	1 hour 30 minutes	2 x 35min
Reserve Grade	As per International Rules	1 hour 30 minutes	2 x 35min
Second Division	As per International Rules	1 hour 30 minutes	2 x 35min
A Grade	As per International Rules	1 hour 40 minutes	2 x 40min

RLGC shall have the power to declare games as a no result should there be evidence proper rules and/or times were not observed.

14.4 Competition Points

Competition points shall be allocated during the competition season in the following manner: A Grade to U20 inclusive:

- A win shall be allocated three (3) points
- A draw shall be allocated two (2) points
- A loss shall be allocated one (1) point
- A bye shall be allocated three (3) points
- A team receiving a forfeit shall be allocated three (3) points in addition to a 50-0 score result •
- A team forfeiting shall be allocated minus 1 (-1) points in addition to a 0-50 score result

For all senior competition fixtures, each team will be allocated the same number of byes where possible. (if applicable)

14.5 Senior Club Championship Points

Club championship points will be allocated for competition games only and will exclude all finals series.

Club championship points for a Football Year shall be calculated as follows:

- Team A Grade competition points totalled and multiplied by three (3) (the A Grade total)
- Team Reserve Grade competition points totalled and multiplied by two (2) (the Reserve Grade total)
- Team U20 competition points totalled (the U20 total)
- The Second Division competition is not usually included in the club championship however in the event that it is, the Leagues can exercise discretion as to how the competition points will be totalled.

The A Grade total, Reserve Grade total and U20 total reached under above, shall be added to reach the club championship points for each club and the club with the highest total shall be awarded the club championship.

14.6 Finals Format

- At the conclusion of the home and away season, teams are ranked according to their finishing position in order to conduct finals.
- The team leading in points at the end of the competition rounds shall be the Minor Premiers.
- There will be no play-off match to determine a team qualification.
- The ladder position of teams for finals will be determined on the competition points that have accumulated throughout the competition season.
- If teams are on equal points the order will be determined by:
 - a) Points differential (For and against)
 - b) If still equal, the team who scored the greatest number of tries.

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Finals Series the teams will meet in the Semi-Finals and Finals as follows:

FOUR TEAM FORMATS		FIVE TEAM FORMATS	
Week 1		Week 1	
Game 1	3 v 4	Game 1: SAT	4 v 5
Week 2		Game 2: SUN	2 v 3
Game 2	1 v 2	Week 2	
Week 3		Game 3: SAT	G2 Loser v G1 Winner
Game 3	G2 Loser v G1 Winner	Game 4: SUN	1 v G2 Winner
Week 4		Week 3	
Grand Final	G2 Winner v G3 Winner	Game 5: SUN	G4 Loser v G3 Winner
		Week 4	
		Grand Final: SUN	G4 Winner v G5 Winner

The venue for the final series will determined by RLGC and advised prior to the commencement of each season
R)

14.7 Time Off (Senior Competition)

Regular Fixture Rounds

- A GRADE: 'Time off' both halves.
- U20/DLC (Reserve Grade) – 'Time off' second half only.

Finals Series

- A Grade/ DLC (Reserve Grade)/ U20/DMC: 'Time off' both halves.
- Time off will apply in all instances where the referee indicates that time should be stopped.

14.8 Extra Time – Golden Point

- In the event the scores are even at the end of a finals game, the game will go into extra time – golden point to determine the winner.
- Each team will be allowed an additional two (2) interchanges in addition to any unused interchanges from the match.
- The commencement of the period of extra time shall be determined by the toss of a coin as described under the Laws of the Game.
- The first period of time shall last 5 minutes whereby teams will then swap sides and the game restarted with a kick-off. Play shall then continue for an unlimited time. The first scorer of any point or points (field goal, penalty goal or try) will immediately be declared the winner. If a try is scored, there is no conversion permitted.

15 HEALTH AND SAFETY GUIDELINES

15.1 Bleeding Player and Hygiene

Guidelines outlining risk of exposure to infectious diseases while participating in the game of Rugby League are provided in the [nrl-infectious-diseases-policy_v20.pdf \(playrugbyleague.com\)](#)

15.2 Heat Guidelines

Guidelines produced by Sports Medicine Australia to be considered in duty of care and taking a responsible approach towards the safety of Rugby League participants are provided in the [heat-guidelines_with-changes1.pdf \(playrugbyleague.com\)](#)

- For any competition match where the prevailing weather conditions necessitate relief from the normal playing conditions, the following concessions may apply
 - Referees call a 1-minute timeout approximately halfway through each half to allow players a drink break.
 - Players remain on the field attended by trainers.
 - No coaching staff are permitted on the field
 - The half time interval may be extended and shall be subject to agreement between match and team officials
 - In the event of extreme heat conditions, and subject to approval of the RLGC Manager, the commencement of a match may be delayed.

The implementation of measures under extreme heat conditions shall be the sole discretion of the RLGC Manager.

15.3 Injury (WH&S)

- In the event of a serious injury to a player, spectator or any other person attending a match, it may be necessary to report the incident to Workplace Health and Safety under the Workplace Health and Safety Act 2011.
- There are severe penalties for people who fail to comply with health and safety duties. All incidents of serious injury should be recorded, and a summary referred to the RLGC Manager as soon as practicable after the event
- Any player injured must submit a medical certificate to the RLGC Administration Unit within 10 days of the injury occurring to allow any missed games to count towards finals eligibility.

Head Injury Assessment (HIA)

[guidelines-for-the-management-of-concussion-in-rugby-league_final_v20.pdf \(playrugbyleague.com\)](#)

[nrl-community-hia-form-version-04032019_clean_pb-edit04032019.pdf \(playrugbyleague.com\)](#)

[nrl-return-to-play-policy_v20.pdf \(playrugbyleague.com\)](#)

15.4 QRL Wellbeing/ Education/Support

QRL link to support and education: [Wellbeing and education - QRL](#)

15.5 Social Media Policy

In accordance with [qrl-policy---social-media.pdf](#)

- Social media has changed the way we communicate.
- QRL policy has been developed to inform our community about using social media so people feel enabled to participate, while being mindful of their responsibilities and obligations.

- QRL policy provides practical guidance allowing all parties to benefit from the use of social media, while minimizing potential risks and protecting those involved.
- QRL policy assists to establish a culture of openness, trust and integrity in all online activities. This policy should be made available to all those engaging with a club or league. It also includes details of breaches of the policy.
- Use common sense
- Whenever you are unsure as to whether the content you wish to share is appropriate, seek advice from others before doing so or refrain from sharing the content to be on the safe side.
- When using social media, the lines between public and private, personal and professional, may be blurred. Remember, you are an ambassador for the game.

15.6 Anti-Doping Policy

Anti-Doping Policy of the Australian Rugby League Commission Limited, National Rugby League Limited, the NSWRL, the QRL, the CRL and our member and sub-member organizations, adopted by the Queensland Rugby League. Anti-Doping Policy the above document, in its most current form, is available for download from the Queensland Rugby League website

[Anti-Doping - NRL - Operations](#)

NB: A junior player can be subject to testing.

16 MATCH REVIEW & JUDICIARY TRIBUNALS

16.1 Judiciary Tribunals

In accordance with [qrl-rules-part-5.pdf](#)

All RLGC Tribunals will be governed by the Rules, Regulations and By-Laws set by QRL in Part 5 of *Rules, Regulations and By-Laws of Queensland Rugby League Football Limited*. (See Link above)

It should be noted that there will be fees applicable to any appeal.

Refer to: [17.7](#) in this document

17 FINANCIAL MANAGEMENT & INSURANCE

17.1 Monthly Financial Reports

(In accordance with: [part-3-local-leagues-revised-050618.pdf \(qrl.com.au\)](#) – 3.7 to 3.9

- Every affiliated club of RLGC shall keep the standard set of financial accounts in a manner laid down under the Rules of the QRL.
- All funds raised for a club team must be held in an account in the club's name under the control of the club's executive.
- By no later than the fifteenth (15) of November each year, all clubs within RLGC jurisdiction shall provide to RLGC its Annual Report and Financial Statements with an Auditor's Certificate and completed QRL Clearance Declaration Form attached thereto for the preceding Financial Year.
- RLGC will review these documents and advise the Region of any club which in their opinion is seen to be in financial difficulty and/or whose liabilities exceed its assets. Each club is required to notify RLGC forthwith of any significant change to the club's financial position that could affect the ongoing viability of the club.

Email to: [RLGC Administration Unit](#)

What:

Monthly Financial Report

(Balance Sheet from your accounting package). Must report Accounts Payable & Receivable

When:

Trading Month	Date Required By:
October to December	Friday 26 February
January to March	Wednesday 28 April
April	Friday 28 May
May	Wednesday 30 June
June	Wednesday 28 July
July	Tuesday 31 August
August	Thursday 30 September
September	Thursday 28 October

Quarterly detailed Profit & Loss (from your accounting package)

Trading Quarter	Date Required By:
October to December	Friday 26 February
January to March	Tuesday 28 April
April to June	Tuesday 28 July
July to September	Wednesday 28 October

Fine for Non-Compliance:

\$500 fine will be invoiced at the end of the financial year for clubs who have not submitted financial reports during that year. This fine will be refunded after the end of the following financial year if compliance is consistent throughout the year.

17.2 Senior Clubs Associated with a Leagues Club

(In accordance with: [part-3-local-leagues-revised-050618.pdf \(qrl.com.au\)](#) – 3.9

Send to: QRLSE

What:	When:
Budget for forthcoming season for Club & Leagues Club, which includes: Statement of estimated total commitments for players including bonuses & coaching fees	By 30 November

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Audited Balance Sheet and Profit & Loss for Club & Leagues Club for the preceding year ended 31 October.	By 30 November
Audited Balance Sheet and Profit & Loss for Club & Leagues Club for the preceding 6 months, ended 31 March	By 31 May

17.3 Player Levies (all fees include GST)

In accordance with: [CONSTITUTION OF RUGBY LEAGUE GOLD COAST 6.1](#)

These membership fees will be set in place by the RLGC Board at their November meeting each year for the next Football Year.

2022 Player Levies	
Junior (Boys 6-18, Girls 6-12)	\$23.20
Junior Girls (13-18)	\$12.70
Senior Men	\$37.20
Senior Women	\$19.70

De-registration requests to be emailed to the RLGC [Administration Unit](#) and will not be accepted after 30 June. Player levies will be invoiced in 2 instalments:

1. 30 April 2021, for 50% of players registered at that date.
2. 30 July 2021, for balance (after NRL current database data cleansing has been completed)

17.4 Late Forfeit Fines (GST free)

Juniors:	League must be notified before 7pm Thursday. Late forfeiting club will also be responsible for Referees' fees. 50% of the fine will be forwarded to non-forfeiting club. If home club forfeits, RLGC retains full amount of fine.		
	U6-U14	\$200	
	U15-U18	\$500	
Seniors:	League Notified before 7pm Thursday	\$500	
	League Notified after 7pm Thursday	\$700	
	Forfeited on game day	\$1500	50% will be forwarded to non-forfeiting club, who will be responsible for Referees' fees (<i>in accordance with QRL Standard Competition Rules for Senior Competitions within the QRL SEQ Division 4.4</i>).

17.5 Hosting Fees (all fees include GST)

Junior Carnivals (U6-U12 inclusive) & U13/14 Div 2 & Div 3 Gala Days	\$300
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Junior: (incl U18 Div 2)	Minor Semi-Final	\$200 per game
	Major Semi-Final	\$200 per game
	Preliminary Final	\$400 pr game
	Grand Final	\$500 per game
Senior:	Minor/ Knock Out Semi-Final Week 1 / Game 1- Saturday - 4v5	\$500 per game
	Minor Semi-Final Week 1 / Game 2 – Sunday – 2v3	\$500 per game
	Major Semi-Final Week 2 / Game 3 – Saturday	\$625 per game
	Major Semi-Final Week 2 / Game 4 – Sunday	\$625 per game
	Preliminary Final Week 3 / Game 5	\$625 per game
Second Division:	Minor Semi-Final	\$1000
	Major Semi-Final	\$500
	Grand Final	\$1500

17.6 Prize Money (Seniors)

	WINNER	RUNNER UP
A GRADE	\$6000	\$1500
DLC (Reserve Grade)	\$1500	\$500
U20	\$1000	\$500
U18 Division 1	\$1000	\$500
DMC (Second Division)	\$1000	\$500

17.7 Tribunal / Judiciary Administration Fees

JUNIOR COMPETITION		
Appeal against charge or grading	\$200	Refunded if appeal is upheld

SENIOR COMPETITION		
Appeal against grading	\$100	Refunded if appeal is upheld
Appeal against charge	\$300	Refunded if appeal is upheld

17.8 Annual General Meetings

League to be advised of Date of Annual General Meeting:

PLEASE NOTE: Club AGM must be held before League AGM

Who: League Manager [RLGC Administration Unit?](#)

When: by close of business Friday 7 October 2022

18 INSURANCE

18.1 Player and Officials Insurance

Players, Coaches and ALL Volunteers must be registered to your Club to be covered by Insurance. Players & Coaches who are also Volunteers must also be registered as Volunteers.

Click on Logo for Arthur J Gallagher's website:



[QRL INSURANCE DECLARATION FORM](#)

19 LEAGUE BEHAVIOUR POLICY

This policy applies to all age groups from Under 6's to Open Age competitions. A zero-tolerance approach to abuse and violence will be implemented across all League games. A review by QRL and SEQRL is being undertaken and a new policy is being developed. It will incorporate both Demerit and Merit procedures. Once finalised, it will be included in this manual

20. REFERENCES

RLGC

RLGC CONSTITUTION & RLGC OPERATIONS MANUAL CAN BE FOUND AT:

RLGC WEBSITE

<https://www.rlgc.com.au/>

LAWS

RUGBY LEAGUE LAWS OF THE GAME INTERNATIONAL LEVEL

POLICIES, GUIDELINES & FORMS

[Play Rugby League Policies and Guidelines - Play Rugby League](#)

ANTI-DOPING POLICY

NRL CODE OF CONDUCT

NRL GUIDELINES FOR THE MANAGEMENT OF CONCUSSION IN RUGBY LEAGUE

NRL INFECTIOUS DISEASE POLICY

NRL MEMBER PROTECTION POLICY

NRL MOUTHGUARD POLICY

NRL NATIONAL CLEARANCE AND PERMITS POLICY

NRL NECK INJURY & CERVICAL COLLAR POLICY

NRL ON-FIELD POLICY

MIXED GENDER POLICY

NRL PRIVACY POLICY

NRL REGISTRATION POLICY

NRL RETURN TO PLAY POLICY

NRL SPORTS GLASSES/SPORTS GOGGLES POLICY

NRL SUN PROTECTION POLICY

NRL HEAT GUIDELINES

NRL PREFERRED FACILITY GUIDELINES

NRL ELECTRICAL STORM GUIDELINES

NRL - COMMUNITY HEAD INJURY RECOGNITION AND REFERRAL FORM

INJURY REPORT FORMS

QRL JUNIOR AND SENIOR AFFILIATION APPLICATION

https://www.qrl.com.au/contentassets/5bb470932807486cbc3aa2cd875114ad/affiliation-forms/seniorandjuniorclubaffiliationapplication_c1_final.pdf

MISCELLANEOUS

[Play Rugby League Policies and Guidelines - Play Rugby League](#)

NRL COACHING ACCREDITATION

NRL TRAINER ACCREDITATION

18 MONTH FRAMEWORK REGISTRATION WINDOW

PLAYER DEVELOPMENT FRAMEWORK

21 DEFINITIONS

Club – means a rugby league football club or multi-sport club established or affiliated with QRL for participation in RLGC competitions.

Competitions Committee – means the committee appointed by the Board of RLGC in accordance with its powers to govern in an advisory capacity on all matters relating to administration of a junior and senior competition.

Destination Club – means any club that a player wishes to transfer into.

Finance Committee – means the committee appointed by the RLGC Board in accordance with its powers to govern in an advisory capacity on all financial matters associated with administration of rugby league on the Gold Coast.

Financial Year – means the period commencing 1 October in any given year and concluding on 30 September of the subsequent year.

Football Year – means the period commencing 1 October in any given year and concluding on 30 September of the subsequent year.

Game – means the organization, administration of and participation in the game of rugby league conducted within the RLGC jurisdiction.

Game Development Committee – means the committee appointed by the RLGC Board in accordance with its powers to govern in an advisory capacity for all matters relating to developing the game of rugby league.

Governance Committee – means the committee appointed by the board of RLGC in accordance with its powers to govern in an advisory capacity for all governance matters relating to the Game.

Independent Person – a person who does not hold a current

position (either permanent or casual) within the administration of a club within RLGC jurisdiction.

Code of Conduct – means policies provided by the National Rugby League Limited (NRL) that relate to the required behaviour and conduct of all participants associated with rugby league within RLGC jurisdiction.

Online Registration – means the registration platform administered by the NRL current database

Office Bearers – means the Chairperson, Secretary or Treasurer of an entity.

QRL – means the Queensland Rugby Football League Limited.

QRL Board – relates to the Board of Directors of the QRL.

Region – means QRL South East Queensland Region.

RLGC – refers to the entity known as Rugby League Gold Coast Limited.

RLGC Administration – the operational office of RLGC unless referring specifically to club, SEQ Region or QRL as the context requires or permits.

RLGC Board – persons appointed to represent and administer the affairs of rugby league within the RLGC designated area in accordance with delegation from the QRL (Region).

RLGC Rules – those rules and regulations adopted by RLGC for the running of the game of rugby league within the RLGC jurisdiction as approved by the SEQ Region from time to time.

Source Club – means any club that a player has registered to or signed a Player Agreement with, in the preceding season and wishes to transfer to another club.

Special Circumstances – includes matters relating to the relocation of a player; (e.g., irreconcilable differences between a player and club; no suitable grade in which a player can participate at a club) and other matters which the RLGC Board, SEQ Region Manager, RLGC Manger and/or QRL Board consider appropriate from time to time.

Sub-Ordinate - any club member, volunteer, employee, player, coach, official, or match official associated with an Administration Unit of a club.

Tribunal – means any Disciplinary, Judiciary, Disputes or Appeals Tribunal convened in accordance with the rules as delegated by the RLGC Board (or Region or QRL) as required from time to time.

22. ADDENDUM: DEFAULTS AND DEMANDS

DEFAULT S AND DEMANDS

RUGBY LEAGUE GOLD COAST (RLGC) has at its discretion the right to demand payments from Clubs that have payments outstanding. An outstanding payment can be:

- Fees and charges invoiced to the Clubs for the administration of the District competition.
 - Fines imposed by RLGC on Clubs
 - Any Loan Repayments that have been documented and agreed upon by the RLGC and an individual Club •
- Monies owed by a Club within the RLGC to the governing body relating to the Final series.

Any “Demand” for payment must be documented by the RLGC and mailed via registered post to the respective Club as follows:

LETTER OF DEMAND

- Must include the date of the letter
- The total amount outstanding and / or any part of this total.
- The date of the original invoice and / or agreed payments terms.
- Include the number of days of the arrears.
- Nominate a date that these arrears are to be paid by.
- Can be issued at either arrear of 7 days: 14 days or 21 days. The RLGC reserves the right to issue a Letter of Demand on all dates (as set out above) if it sees fit to do so.

Penalty under non-compliance with a Letter of Demand is the issue of a DEFAULT NOTICE

LETTER OF DEFAULT (Default Notice)

(This can only be issued after a Letter of Demand and after the specified date that the Letter of Demand requested the arrears be paid by.)

- Must include the date of the original Letter of Demand
- The total amount outstanding and / or any part of this total. *(RLGC reserves the right to call up all the outstanding debt or loan or any part thereof).*
- The date of the original invoice and / or agreed payments terms.
- Include the number of days of the arrears.
- Nominate a date that these arrears are to be paid by - this should be a 30-day period in most cases • Nominate a date or number of days for the outstanding monies be paid or the Club in default to negotiate (in writing.) - this should be a 30-day period in most cases
- RLGC is to agree in writing to the acceptance of any conditions for subsequent payment. Clubs can negotiate a repayment programme to meet this requirement.
- The onus is always on the Club to meet this payment deadline or negotiation period.
- Under this Letter of Default, RLGC reserves its rights to refer the collection of monies owed to a legal entity to take further action
- A Letter of Default must be signed by the QRL Area Manager and one Board member.
- Letters of Demand must be referred to the Board for issue confirmation.

PENALTIES UNDER THESE PROVISIONS – Default Notice

The Board will have the right to impose the following penalties for non-payment but only after the Letter of Demand process has run its course. The proposed penalties should be clearly written in the “Notice”.

Non-payment of monies after the passing of the days advised in the “DEFAULT”

30 days – The Club will be advised in writing that all teams under their control will not be eligible to play in any final series until the default is paid.

60 days – each team under the control of the Club will be “docked” 12 points from their winning game schedule. 90

days – teams under the Club will not be eligible to play for points in the competition rounds.

120 days – RLGC will not accept the Club's registration or eligibility to participate in the next season's competition. At this 120-day mark RLGC reserves its rights to appoint an Administrator to the Club and order a full Audit and review of the Clubs Accounts *(RLGC reserves the right to notify the QRL of any arrears and request a veto of this Club playing in any other competition under their control).*

At all times RLGC reserves its rights to administer any and all the above penalties on a Club for their non-performance.

23 DOCUMENT CONTROL SHEET

Contact for Enquiries and Proposed Changes

If you have any questions regarding this document, contact:

Name	QRL Gold Coast Manager
Phone	0437 331 794
Email	b.lindsay@qrl.com.au
Web:	www.rlgc.com.au

Record of Changes

Issue No	Issue Date	Nature of Amendment
1	01/01/2018	Initial Document
2	01/01/2019	Document reviewed by Governance & Compliance Committee for 2019
3	23/01/2020	Document reviewed by Governance & Compliance Committee for 2020
4	15/01/2021	Document reviewed by Governance & Compliance Committee for 2021
5	TBA	Document reviewed by Governance & Compliance Committee for 2022

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