

## QUEENSLAND FIJI FOOTBALL ASSOCIATION

### Rules and Regulations Governing the Association and Conduct of Soccer Tournaments (Version 7-15) – Effective date: 24th February 2016

The following rules shall apply to all QFFA tournaments, except where there is no provision for any event, FIFA rules, or QFFA adjudication will apply:

1. **Date and Venue** shall be decided by the Management Committee of the Association, at least six weeks before the date of the tournament, except force-majeure, the Executive Committee shall have the right to decide on an alternate date or venue.
2. **Registration of Clubs:**
  - 2.1. Participation shall be restricted to QFFA Affiliated Clubs only. Exception via motion.
  - 2.2. A team registration form supplied by the secretariat of the association must be filled and lodged with the secretary of the association.
  - 2.3. A club may for a good reason withdraw from the tournament prior to the fixtures draw.
  - 2.4. If a club withdraws without notice or fails to participate and has no justifiable reason for withdrawal, after registering, twice the amount of tournament registration fee and incur other disciplinary actions as regulated by the rules of the association.
  - 2.5. A participating club shall be allowed to register 21 players and three officials.
  - 2.6. A club may replace up to three (3) players and must be done before the commencement of the first match of the tournament
  - 2.7. Only players registered with QFFA are eligible to participate in QFFA organised tournaments. Clubs will also face further penalty for breach for the offending match.
  - 2.8. **Club Colours** - Each club shall be represented in the identical colours of the corresponding Clubs they represent in Fiji. (e.g. Rewa- Red and White, Ba – Black and white, Nadi-Green and White)
3. **Registration of New Affiliated Member as a Club**
  - 3.1. An application must be send to the Secretary with full details of Incorporation and Members of Committee.
  - 3.2. Clubs may enter team in QFFA Tournaments in Premier, or Masters, or both competitions.
  - 3.3. Club Team Name must correspond to District teams affiliated with FFA in Fiji, and as approved by QFFA.
  - 3.4. Application must accompany a full plan including Vision Statement, Minutes of AGM & bank details with minimum funds of \$1000.00. QFFA will take a bond of \$500.00 from the Club, but will be returned after a period of 3 years if no breach is recorded and Club is fully compliant to all Rules and Regulations of QFFA as the Parent Body.
  - 3.5. A new Club cannot register more than 1 player from any individual Affiliated Club in way of Player Transfer in first transfer window period, but may with mutual understanding with existing Clubs receive more than 1 player if existing Club feels that these players will not be utilised during the season, and are okay to release them.
  - 3.6. New Club must register 5 new players.
  - 3.7. A new Club can seek to register any player who has not played in a full previous season or longer, but player still needs to request Release from QFFA. This registration is exclusive of 3.5 above.
  - 3.8. Club must show qualification as New Member; by providing a list of minimum 10 people, who are either Executives/Managers/Committee Members or Players in the new Club, but have NOT been Executives/Managers/Committee Members or Players in any currently registered Affiliated QFFA Club.
4. **Competition Structure**
  - 4.1. Clubs shall be divided into Pools, and as many pools as deemed necessary, by the association
  - 4.2. Matches within a Pool shall be played on a round robin basis, each team playing all other club in the Pool.
  - 4.3. Where there is odd number of clubs in a Pool, a draw will be made for a bye and subsequently each club in the Pool will have a bye, respectively in order of the draw.
  - 4.4. The organising committee will if necessary seed the club into Pools and then draw the fixtures for the matches.
  - 4.5. Interchanges of up to 5 players are allowed in each match.

## 5. Fixtures

- 5.1. Fixtures for the tournament shall be drawn at a management committee meeting.
- 5.2. Drawing of fixtures will be limited to clubs with fully paid registration. Exception via motion only.
- 5.3. For reason of convenience or financial benefit to the association, the order of the matches and times may be altered, as deemed fit by the association.
- 5.4. The order of the matches to be played must alternate between/ (among) the pools. This is necessary to provide fair and equitable resting time to players of all clubs. A minimum of 2 hours rest period between matches must be allowed.
- 5.5. Teams should be available for all fixtures from Thursday to Sunday, or any other days approved by Management Committee, and from 9.00 AM to 9.00PM, or any other times approved by the Management Committee, for all tournaments.
- 5.6. Requests for fixture changes will not be considered, unless very genuine reason is presented. Private functions, unavailability of players, travel distance, early or late start does not constitute genuine reasons.
- 5.7. Teams must complete all games as per fixture drawn and failure to complete fixture without QFFA approval will lead to a monetary penalty, to be the sum of twice the registration fee of the particular tournament.
- 5.8. Points shall be scored as follows:
  - a. For win 3 points
  - b. For a draw - 1 point
  - c. For a loss - 0 point
  - d. For a forfeit- 3 points with 3 goals
- 5.9. In an event of a tie for a place in a pool, goal averages will decide the winner. Goals for and against are taken and the club with greater variance is declared the winner. In an event where all being equal, firstly goals for to be considered then goals against and should all be equal, toss of a coin will decide the winner.

## 6. Duration of matches

- 6.1. All pool matches shall be of 50 minutes duration with 5 minutes break at half time. Semis and final shall be of 60 minutes duration with 10 minutes break. (The association may with proper notice to the affiliated club change the duration of matches).
- 6.2. All game time stoppages shall be added to the game by the referee.
- 6.3. Games must be 75% completed for it to be deemed complete. A 50-minute game must be played to 38 minutes before it is deemed complete.
- 6.4. If a team fails to complete a game, a fine of \$500.00 will apply as mandatory measure. QFFA DC may seek further measures upon deliberation.
- 6.5. If a game is not complete for reasons not covered under QFFA playing rules, than QFFA will determine the best outcome in the interest of all stakeholders, and decision will be final. QFFA may award 1 point each to both teams with 3-goal advantage; or may seek a full rematch or partial rematch depending on the situation of the game and event.

## 7. Semi-final and Final

- 7.1. Semi-final matches are to be played between the Winner of Pool A and Runner up of Pool B and vice-versa for the other semi-final.
- 7.2. Matches shall be governed by FIFA rules as provided for in the world cup rules with extra time of 10 minute halves to commence should there be no result on fulltime. Penalty shootout to take place immediately upon completion of extra time play should there be no winner.

## 8. Referees

- 8.1. The executive committee of the tournament shall be responsible for providing a panel of referees to control the matches.
- 8.2. A team may object to a referee officiating its match, and the appointments committee will consider the objection and announce its decision
- 8.3. Referees appointed to control games must be qualified and recognised, while line officials and 4th officials may be a trainee referee, but a competent person with a thorough knowledge of soccer rules.

## 9. Protests

- 9.1. The Executive Committee shall adjudicate or entertain all protests;
- 9.2. Any participating club may lodge a protest with the Association for any breach of rules
  
- 9.3. All protest relating to a match must be put in writing and forwarded to the Secretary of the Association, within 60 minutes after the end of the match.
- 9.4. All protest must state the grounds of protest and be accompanied with a fee of \$100.00.
- 9.5. If the protest is successful, the fee will be refunded in full and if the protest fails, no refund will be made.
- 9.6. All protest shall be forthwith dealt with and dispensed before the next match of either of the clubs involved;
- 9.7. The decision of the protest Committee shall be binding on all affected parties. There shall be no further appeal on the decision of the Protest Committee.

## 10. Discipline

- 10.1. Disciplinary actions to be effected by the Association as provided for in the **QFFA Disciplinary Policy of 2012** – refer to policy. All Members and Players are deemed to have copy of the Code as per this Rule and as per Player Registration process, and fully understand the Code.

## 11. Registration of Players

- 11.1. All participating Players must be registered with QFFA, and must complete Player Registration and Indemnity Form, which will be valid for 2 seasons.
- 11.2. The Players are deemed to have understood fully the terms of registration, including Indemnity, Playing Rule, Disciplinary Code and other Rules associated with tournament and players by signing the Registration Form.

## 12. New Player Registration

- 12.1. Any new player registration application must be sent to Secretary 30 days prior to any Tournament & with a processing fee of \$100.00 settled in QFFA account for the player to be eligible for the particular tournament. This clause does not apply to Guest Category players.
- 12.2. Player registration must only be processed, and player ID number must only be given, once all player eligibility requirement is met, with 100 point ID documents verified by the Secretary & President to satisfy Fiji Origin and Queensland residency status.

## 13. Transfer of Players

- 13.1. The association will keep a record of movement of players from one club to another;
- 13.2. The association shall oversee all transfers and advise where such transfers are not conducted according to the rules and regulations in force.
- 13.3. Players are to seek their release from QFFA 21 days from commencement of any QFFA Tournament. An application for release after the due date will be processed but player will not be eligible to play in tournament due immediately.
- 13.4. Player seeking transfer will need to apply to QFFA Secretary on official QFFA Transfer Form, provided by the QFFA and must send copy to Secretary of Club the Player is registered with.
- 13.5. Clubs may charge the player a release fee of no more than \$100.00.
- 13.6. QFFA will charge the player a transfer fee of \$50.00
- 13.7. Upon receiving the copy of the Release Form, Club Secretary will than write to the QFFA Secretary to advice if Club has any objection/dispute regarding the transfer.
- 13.8. If Clubs do not registers dispute within 7 days after advice by QFFA Secretary, than the Player will be granted transfer by QFFA.
- 13.9. Clubs will need to provide clear documentary evidence if a dispute is registered regarding transfer. QFFA will than advice the Player and the Club that a dispute has been registered, and will organise a Disputes Hearing to solve the matter. Any monetary dispute including fundraising tickets, gear purchased or similar for player must be registered with clear evidence and contract must bear signature of both parties.

- 13.10. Player will need to nominate the Club they seek to register with on the Release Form. A Player cannot register for any other Club (including last Club registered) apart from the Club nominated on the Release Form once release is approved by QFFA.
- 13.11. An inter-state or overseas player is not required to obtain a release from the respective club, as we have no jurisdiction over the player.
- 13.12. Once a player is registered for a particular Club, and his name has been listed and signed on Playing Sheet for a particular game, he is no longer eligible to register and play for a different Club for that season. He may however seek his release if he chooses to do so.

## 14. Player Eligibility

- 14.1. All players should be of Fiji origin, meaning players should be:
- Born in Fiji or;
  - A descendant of either parent born in Fiji or;
  - Descendants of ancestor/s (grandparents) born in Fiji
  - Prove must be provided upon request by QFFA with the following documentary evidence.
    - Birth Certificate of the player
    - Birth Certificate of the parent or grandparent
    - Any other documentary evidence to lineage proving Fiji Origin that may be deemed sufficient by QFFA Executive upon presentation.
- 14.2. All players must be Queensland resident and have QFFA Player Registration ID number. This includes people with Fijian Passport who may have valid visa to work in Australia or to study in Australia for a continued period of 3 months or more. Tourist Visa is not acceptable. Common identity card for verification will be Queensland Driver Licence only at all times.
- 14.3. Interstate arrivals must proof continuous stay for a minimum period of 3 months to be eligible under this status
- 14.4. The following documentary evidence needs to be supplied to satisfy a 100-point test if residency status is challenged.
- Queensland Smart Card Driver Licence - Current – 70 Points
  - Passport with Valid Visa – 70 points
  - Centre link Commonwealth Documents – 70 Points
  - Queensland Plastic Card Driver Licence – 50 Points
  - Local Police Station Letter confirming residency – 50 Points
  - Affidavit – signed and witnessed by notary public – 50 Points
  - Australia Taxation Office (ATO) Letter/Document (current to 1 year) – 30 Points
  - Bank Statement/Document (current to 6 months) – 30 Points
  - Utility Bills (Electricity/Water/Phone or similar – any period in last 6 months) – 30 Points
  - Council Rates/Documents (current to 6 months) – 30 Points
  - Correspondence/Documents from any Government Department like Department of Justice & Attorney-General (current to 3 months) – 20 Points
  - Any other creditable document not listed here, and is deemed acceptable by the Executive on presentation – 20 Points

## 15. Privacy Concern

- 15.1. QFFA takes the privacy of individuals very seriously, and no information regarding residency will be discussed outside Executive Meeting. Evidence is for citation purposes only and will not be kept by any individuals as record. The rules are designed to prove that a player satisfies the Queensland residency status, and not to prove that a player is not a Queensland resident. Once a player satisfies his Queensland residency status after challenge, documentary information provided to the contrary to challenge their residency status has to be of equal or greater

# Queensland Fiji Football Association – Rules and Regulations

5

weighting (points) to those listed in clause 11.4 (a-l) above to reopen the matter for investigation. QFFA Executives decisions on such matters are final.

## 16. Guest Category Players

- a. Teams can register up to 3 players under special provision as Guest Category Players. Open category players are those who do not qualify under Rule 11.1 & 11.2.
- b. Rule 11.6.1 is not applicable to Queensland Cup Tournament.

## 17. Player Eligibility Compliance

- 17.1. Any clubs failing to comply with Player Eligibility rule and player registration shall be fined \$500 and loss of all match points gained.
- 17.2. Club managers have the right to request the identification of any player on the team registration/sheet. Acceptable identification is Queensland driver's license, and QFFA ID number must be provided. QFFA will advise of eligibility, and if a player fails to produce the required ID on request then he is not eligible to participate in the concerned tournament.

## 18. Suspensions

- 18.1. Red card offence: a player which has been red carded during a game automatically sits out the following match as suspension, but not carries forward to the next tournament. QFFA may take immediate disciplinary action or a later disciplinary action on the player due to severity of offence. In most cases, QFFA prefers to leave the matter to the Referee, but in a case of severe offense, QFFA reserves the right to review the matter and take action accordingly.
- 18.2. Yellow card offence - receipt of two (2) consecutive yellow cards is an automatic suspension for the next match during the pool games only. All yellow cards are cancelled at the completion of pool matches and all players get a fresh start from the semi-final onwards.
- 18.3. Penalty for playing a suspended player will be loss on forfeit of the offending match. If further subsequent abuse occurs, the club could be withdrawn from the competition with the suspended player/s required to appear before the Disciplinary Committee.

## 19. Team Sheets

- 19.1. Official Team sheets are to be provided by QFFA to all clubs.
- 19.2. Clubs are to complete details of surname, initials, QFFA ID Number and jersey number of each player together with a signature of each player. No other person is permitted to sign on behalf of another player as severe penalties, such as, forfeit of match and suspension from tournament, will warrant. All player signatures must match signature on driver licence or similar document.
- 19.3. All finalised team sheets are to be handed to the presiding referee at kick-off. Any player, who fails to sign the team sheet before commencement of the second-half of the respective match, will be deemed as ineligible to play.

## 20. Player Release for other Fiji based Tournaments

Players should advise and not seek release to play for any other tournament anywhere, however, if there is clash with a QFFA event, than preference is to participate in the QFFA event. The onus is on the respective team to bear consequences of their players participating where they wish to. QFFA has nothing to do where the players are playing. QFFA will hold no responsibility.

## 21. Disclaimer

Please note that all tournaments organised by QFFA is strictly amateur, therefore all persons participating do so at their own risk. QFFA takes no responsibility for injury incurred whilst participating in any competition. Club Managers are responsible for informing their players that any compensation or insurance is not covered whilst participating in any tournament and strongly recommend individual cover where possible.

## 22. Best Interest clause

QFFA reserves the right to overrule any part of the Playing Rule in exceptional circumstances where the best interest of the body and its affiliates must prevail.