



To: **Secretaries / Chief Executive Officers of Unions and Regional Associations in Membership of World Rugby**

From: **David Carrigy**  
**Director of Development & International Relations**

Date: **May 17, 2021**

Re: **World Rugby Special and Annual Meeting of Council May 12, 2021**  
**World Rugby Council Decisions:** **Notice of Amendments to World Rugby Regulations**  
**Notice of Amendments to the Laws of the Game**  
**Notice of Amendments to the Bye-Laws**  
**Notice of implementation of Integrity Code**  
**Notice of Amendments to RRDU Criteria**

At its Special and Annual Meeting held on May 12, 2021 Council agreed the following:

**Notice of Amendments to World Rugby Regulations**

- (1) Regulation 4: Player Status, Player Contracts and Player Movement – [attached annex one \(page 3\)](#)  
**Implementation date: July 1, 2021**
- (3) Regulation 17: Discipline – Foul Play – [attached annex two \(page 6\)](#)  
**Implementation date: July 1, 2021\***

*\*Council confirmed that any ongoing tournaments running beyond July 1, 2021 may continue to implement the current Regulation 17 Sanction Table until the conclusion of the tournament.\**

**Notice of Amendments to the World Rugby Laws of the Game**

- (1) Law 5.7c (Exceptions to end of half when ball becomes dead) – [attached annex three \(page 75\)](#)  
**Implementation date: May 12, 2021**
- (2) Law 18.8c (Lineout) – [attached annex four \(page 77\)](#)  
**Implementation date: May 12, 2021**

**Notice of Amendments to the World Rugby Bye-Laws**

- (1) World Rugby Bye-Laws – [attached annex five \(page 79\)](#)  
**Implementation date: May 12, 2021**
  - (i) Council approved the creation of the Professional League Advisory Committee;
  - (ii) EXCO will compose the Terms of Reference and composition of the Committee; and
  - (iii) consequential amendments will be made to the Bye-Laws to reflect its formation.

**World Rugby Integrity Code**

- (1) World Rugby Integrity Code - [attached annex six \(page 120\)](#)  
**Implementation date: May 12, 2021**



**Notice of Amended Regional Recognised Development Union Criteria**

(1) Regional Recognised Development Union Criteria – [attached annex seven \(page 170\)](#)

**Implementation date: May 12, 2021**

*\*\*To receive marked up copies of the amendments to Regulation 17, Bye-Laws and the Recognised Regional Development Union Criteria please email Colum Lavery ([colum.lavery@worldrugby.org](mailto:colum.lavery@worldrugby.org)).*

**Yours sincerely,**

A handwritten signature in blue ink, appearing to read 'David Carrigy'.

**David Carrigy**  
**Director of Development & International Relations**

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## **ANNEX ONE**

### **Regulation 4: Player Status, Player Contracts and Player Movement**

**Implementation date: July 1, 2021**

## APPENDIX ONE

### Regulation 4 Clearance Form

#### APPENDIX 1. CLEARANCE

1. Name of Player: ..... ("Player")  

(Surname)(Forenames)
2. Address of the Player: .....
3. Name of Union, Rugby Body or Club with which the Player is Registered currently:  
.....
4. Name of Union with which Player is affiliated:  
..... ("Current Union")
5. Name of Union for which the Player is eligible to play in International Matches:  
.....
6. Highest level at which the Player has played whilst Registered in Current Union (e.g. International/Representative (state level), Club or other Rugby playing organisation (state level)):  
.....
7. Union within which the Player proposes to Register and play:  
..... ("New Union")
8. If the Player is a Contract Player, the date on which his written agreement within his Current Union came/will come to an end (A copy of the Player's current/most recent contract must be attached to this Clearance).  
.....
9. In the preceding 12 months the Contract Player has obtained the following period of rest:  

[       ] weeks and [       ] days – rest from any Match(es) and/or team training

[       ] weeks and [       ] days – rest from any Match participation (excluding periods of injury)
10. The date of the Contract Player's last Match was:  

..... (Date)..... (Teams)

#### DECLARATION OF CURRENT UNION

1. The information set out above is true and correct in every respect.
2. The Player is not currently under suspension on disciplinary grounds (which, for the avoidance of doubt, shall include any Doping Offence) for a period of more than five weeks.

The New Union has agreed that any current suspension of the Player shall apply to matches played under its jurisdiction.

3. If the Player is a Contract Player, the Player has no outstanding obligations under the terms of his written agreement with his Union, Rugby Body or Club and no further contractual obligations [before insert date].

Signed by:

.....  
(Signature) (Print Name)  
An authorised signatory on behalf of:

..... Dated: .....  
(Name of Current Union)

Acknowledged and agreed by:

.....  
(Signature) (Print Name)

An authorised signatory on behalf of:

..... Dated: .....  
(Name of Current Union)

Acknowledged and agreed by:

.....  
(Signature) (Print Name)

An authorised signatory on behalf of:

..... Dated: .....  
(Name of Union for whom the Player is eligible to play in International Matches (if different from Current or New Union)).

1. Regardless of the signature and dating of this Clearance, this Clearance shall only become effective when:
- (i) the New Union has received an original version (or a facsimile copy of the original version) of the Clearance;
  - (ii) the Player's written agreement with his Current Union has expired or been terminated **or allows for a temporary contract to be signed with another Union**; and
  - (iii) the Player's Registration within his Current Union has been cancelled.

Capitalised terms used in this Clearance shall have the meaning given to them in the World Rugby Regulations Relating to the Game (as amended from time to time).



## **ANNEX TWO**

### **Regulation 17: Discipline – Foul Play**

**Implementation date: July 1, 2021**

## REGULATION 17. DISCIPLINE - FOUL PLAY

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### **Preamble**

- A** The underlying rationale for Regulation 17 is to maintain and promote fair play, protect the safety and welfare of Players, ensure that acts of Foul Play are dealt with expeditiously and appropriately by independent means within the Game and that the image and reputation of the Game is not adversely affected.
- B** This Regulation sets out a harmonised approach to the administration of discipline and the implementation of sanctions for Foul Play at all levels of the Game. The objective of this Regulation is to achieve consistency in the way in which discipline is administered and uniformity in the manner in which the assessment of the seriousness of Foul Play is conducted and sanctions imposed. Underlying the Regulation is the overall objective that the disciplinary process shall comply with the fundamental principles of natural justice.
- C** This Regulation is drafted from the standpoint of the international governing body of the Game and Regulation 17 will be applied in its entirety to World Rugby and certain other international Matches. In recognition of the pyramid structure of international sport, the application and enforcement of this Regulation by Unions, Associations and Tournament Organisers within their respective jurisdictions may necessitate suitable adjustments to cater for the imperatives of their competitions and domestic structures and as applicable to accord with national legislation.
- D** World Rugby has identified certain Core Principles (as set out below) which must be implemented by all Unions, Associations and Tournament Organisers at all levels of the Game in the implementation of disciplinary rules for Foul Play. Such Core Principles include the principle of universality which means that Players who are suspended at any level of the Game shall have their suspension recognised and applied at all levels of the Game and in the territories of all Unions and Associations. All participants in the Game shall by means of their participation recognise and agree to be bound by this Regulation including the Core Principles.

## **SECTION 1: APPLICATION OF REGULATION 17**

### **17.1 Scope of Regulation 17**

- 17.1.1** This Regulation 17 sets out the procedures for dealing with the following disciplinary matters:
- (a) When a Player is Ordered Off the playing enclosure (Red Card);
  - (b) When a Player is cited for an act or acts of Foul Play (Citing); and
  - (c) Where a Player is Temporarily Suspended (Yellow Card) and/or issued with a Citing Commissioner Warning multiple times in accordance with Regulations 17.9.4 and 17.9.5.

## 17.2 Definitions

- 17.2.1 **Ordering Off/Red Card:** A Player is Ordered Off when the player is sent off the playing enclosure permanently by the referee and is not permitted to take any further part in the Match.
- 17.2.2 **Temporary Suspension/Yellow Card:** A Player is Temporarily Suspended when the player is cautioned in a Match by the referee and temporarily sent off the playing enclosure by the referee for a period of ten minutes playing time (or two minutes in the case of Rugby Sevens) (which is spent in the “sin bin”).
- 17.2.3 **Citing:** A Player is cited when the Citing Commissioner cites a Player for any act(s) of Foul Play that in the opinion of the Citing Commissioner warranted the Player concerned being Ordered Off.
- 17.2.4 **Citing Commissioner Warning:** A Player receives a Citing Commissioner Warning for any act(s) of Foul Play that in the opinion of the Citing Commissioner falls just short of warranting that the Player concerned be Ordered Off in circumstances where the act(s) of Foul Play was not subject to a Temporary Suspension or Ordering Off.
- 17.2.5 **Foul Play:** means breach(es) of Law 9 of the Laws of the Game and/or breach(es) of Law 3.7 or Law 4.7.
- 17.2.6 Capitalised terms that are not defined within Regulation 17 shall have the meanings assigned to them in Regulation 1 and Regulation 20.

## 17.3 Core Principles

- 17.3.1 The principles set out below shall be the “Core Principles” that shall be mandatorily applied in disciplinary regulations at all levels of the Game:
- (a) The sanctions applicable to Foul Play shall be the same throughout the Game. Therefore, all Unions, Associations and Tournament Organisers shall adopt the World Rugby Sanctions for Offences within the Playing Enclosure (Appendix 1) and ensure that they are applied to competitions within their territory (the “Principle of Universality”). Where a Union adopts the World Rugby Disciplinary Guidelines for the Underage Game (Appendix 3), then the sanctions applicable to Foul Play Adjusted for Underage Rugby shall apply.
  - (b) In accordance with the applicable sanction table (that is, Appendix 1 or Appendix 3 as appropriate), suspensions shall ordinarily be imposed for a number of weeks in which the relevant Player would otherwise have been scheduled to play a Match that meets the criteria set out in Regulation 17.21.3. All Matches are equal, that is, regardless of the level of competition provided they meet the criteria in Regulation 17.21.3. A Player suspended from playing the Game shall be suspended from participating in any Match at any level during the period of the Player’s suspension.

- (c) The core sanctioning process set out in Regulations 17.17 to 17.20 shall be applied to all disciplinary cases involving Foul Play at all levels of the Game (save for any approved variations where expedited disciplinary processes as set out in Regulation 17.25 are being utilised).
- (d) The principles of natural justice shall be adhered to in all disciplinary proceedings. Such principles include, Players cited/Ordered Off shall have the right to know the evidence against them, shall have the right to be heard, to be represented, to produce evidence and defend themselves before independent adjudicators.
- (e) All Judicial Officers, Disciplinary Committees, Appeal Officers, Appeal Committees and Citing Commissioners shall meet the relevant criteria for appointments (set out in Regulation 17.7.10 for community and amateur appointments and set out in Regulation 20 for international appointments pursuant to the World Rugby Appointment Scheme). They shall be independently appointed and shall exercise their functions independently of the parties to the Match and/or proceedings and of the Unions, Associations or Tournament Organisers under whose jurisdiction responsibility falls for the relevant Match.
- (f) Citing Commissioners (and where necessary, Citing Commissioner Liaison Officers) shall be appointed for all International Matches and Matches set out in Regulation 17.7.1 and 17.7.2. For all other Matches, or where a dispensation is granted under Regulation 17.7.6, team referrals shall be permitted that accord with Regulation 17.10.8.
- (g) The threshold test for citing (“Red Card” test) shall be as set out in Regulation 17.10.1.
- (h) Timelines for citings and Orderings Off and the holding of hearings for International Matches shall be strictly adhered to unless they fall within Regulation 17.7.6.
- (i) The standard of proof for Ordering Off and citing shall be as provided in Regulations 17.15 and 17.16.
- (j) Temporary Suspension procedures that accord with Regulation 17.9 shall be introduced for all International Tournaments, International Tours and Series of International Matches.
- (k) Players Ordered-Off or cited by a Citing Commissioner shall be provisionally suspended pending the determination of their case.
- (l) Suspended Players who appeal shall remain under suspension in accordance with Regulation 17.27.3.
- (m) Unions, Associations and Tournament Organisers and World Rugby shall have the right to appeal as set out in Regulation 17.24.2(a) to (c).

- (n) It is recognised that due to particular circumstances Unions or Associations or their recognised Tournament Organisers may wish for practical reasons to depart from certain provisions of Regulation 17 that are not Core Principles and where appropriate they have the flexibility to do so provided always that no rules or procedures may be introduced (and/or omitted) by any Union, Association and/or their recognised Tournament Organisers in respect of their disciplinary rules that conflict with (and/or do not properly implement) the Core Principles of this Regulation 17, the Principle of Universality as described above and/or are contrary to the Laws of the Game.

#### **17.4 Application of Regulation 17 by Unions, Associations and Tournament Organisers**

- 17.4.1 All Unions, Associations and their recognised Tournament Organisers have an obligation to put in place and implement disciplinary regulations within their jurisdictions and in respect of their tournaments and Matches that incorporate fully the Core Principles. The Core Principles shall apply to all Unions, Associations and Tournament Organisers within their respective jurisdictions (and at all levels).
- 17.4.2 The remaining provisions of Regulation 17 are guiding principles that allow flexibility in the formulation of regulations by such bodies and it is the responsibility of Unions, Associations and Tournament Organisers to put in place disciplinary regulations compatible and not in conflict with Regulation 17, embodying the Core Principles and to ensure that such regulations are applied to and by all Rugby Bodies within their jurisdiction.
- 17.4.3 All participants in Matches in the fifteen-a-side and seven-a-side Game and any other abbreviated versions of the Game shall be bound by the provisions of this Regulation 17 and it is the responsibility of Unions, Associations and Tournament Organisers to advise their Players, Persons and Rugby Bodies of this Regulation (and any variation in its implementation) and their obligations hereunder.
- 17.4.4 In the event of non-compliance or improper implementation of this Regulation by any Union or Association or Tournament Organiser, World Rugby may (i) assume the role of the Union, Association or Tournament Organiser in respect of their obligations under Regulation 17 and (ii) take such action as it considers reasonable and appropriate in the circumstances in order to address the matter with the relevant Union, Association or Tournament Organiser. Where a Rugby Body does not comply with or fails to properly implement this Regulation, the Disciplinary Officer or World Rugby may require the relevant Union(s) or Association to undertake appropriate investigations and/or proceedings to remedy the matter. In any event World Rugby shall have the authority to ensure the proper implementation of this Regulation 17 within the Game.
- 17.4.5 All Unions, Associations and Tournament Organisers shall provide to World Rugby, upon request, their disciplinary rules and procedures.

- 17.4.6 All disciplinary case decisions shall be made available to World Rugby upon request and in relation to all decisions in International Matches and Matches which form part of International Tours, they shall be immediately provided to World Rugby in writing by the responsible Union or Tournament Organiser for inclusion in the World Rugby judicial database (to [discipline@worldrugby.org](mailto:discipline@worldrugby.org)).

### **17.5 Direct Application of Regulation 17 to Matches**

- 17.5.1 The provisions of Regulation 17 shall apply directly to the following categories of Matches set out in this Regulation 17.5 notwithstanding the body responsible for hosting the Match (save for any permitted variations applied by the Tournament Organiser or agreed by the participating Unions): International Matches, International Tours, International Tournaments or Series of International Matches and which, for the purposes of this Regulation, also include:

- (a) all Designated Release Events (as set out in Regulation 9);
- (b) all Matches involving the senior or next senior National Representative Teams or senior National Representative Sevens Teams of a Union including where such Matches are against non-National Representative Teams played as part of an International Tour or International Tournament or Series of International Matches; and
- (c) World Rugby Matches: which means all Matches, International Matches, International Tournaments and Series of Matches under the direct control of World Rugby and shall include but not be limited to Rugby World Cup, Rugby World Cup Sevens, World Rugby U20 Championship and Trophy, World Rugby Sevens World Series, World Rugby Sevens tournaments, designated Olympic Sevens qualification tournaments, the Olympic Games Sevens Matches and other Matches designated by World Rugby from time to time.

### **17.6 Responsibility and Compliance**

- 17.6.1 International Matches, International Tours and Series of International Matches not falling under the direct control of World Rugby.
- (a) All teams participating in such International Matches shall enter into, and be bound by a Tours Agreement or Match Agreement (being the terms upon which the International Match that is not part of an International Tour is organised) as applicable.
  - (b) The Tours Agreement or Match Agreement (as applicable) shall provide for the Host Union (or Tournament Organiser agreed by all the participating Unions) to be responsible for putting in place disciplinary procedures as set out in Regulation 17 and making appointments for such International Matches, save where the appointments are made in accordance with the World Rugby Appointment Scheme as provided in Regulation 20. Where Regulation 17 provides flexibility (such as with regard to timeframes

for citings and/or disciplinary hearings) such detail shall be set out in the Tours Agreement or Match Agreement.

- (c) If Unions cannot agree on the disciplinary arrangements to be adopted for such Matches then they shall refer the matter to the Disciplinary Officer of World Rugby who shall determine the arrangements.

**17.6.2 World Rugby Matches**

- (a) For World Rugby Matches the provisions of this Regulation 17 shall apply (subject to any permitted variation as set out in the relevant participation agreement).
- (b) The relevant appointments shall be made in accordance with the World Rugby Appointment Scheme as provided in Regulation 20 for all World Rugby Matches.

**17.6.3 International Tournaments and Cross-Border Matches**

- (a) In respect of International Tournaments, the administration of the disciplinary process may be delegated by the relevant Unions to an international Tournament Organiser subject to such body adopting disciplinary rules in compliance with this Regulation.
- (b) The Host Union or duly recognised Tournament Organiser shall be responsible for putting in place the disciplinary procedures and (save where the International Tournament or Cross-Border Match is one to which the World Rugby Appointment Scheme set out in Regulation 20 applies) appointing the disciplinary personnel for the International Tournament or Cross-Border Match(es) in accordance with this Regulation.
- (c) The Host Union or duly recognised Tournament Organiser shall put in place an agreement with all participating teams to ensure the teams and their Unions or Rugby Bodies (as appropriate) acknowledge and agree to the disciplinary rules for the International Tournament or Cross-Border Match(es).

**17.6.4 Non-International Matches**

Subject to Regulation 17.6.1 to 17.6.3 above, responsibility for disciplinary procedures related to Matches shall be that of the Union in whose territory such Matches are played and that Union is responsible for ensuring compliance with Regulation 17.

**17.7 Appointment of Disciplinary Personnel**

Citing Commissioners

- 17.7.1 Citing Commissioners shall be appointed for all International Matches, International Tours and/or International Tournaments or Series of International Matches and World Rugby Matches (save where dispensation has been granted pursuant to Regulation 17.7.6).



- 17.7.2 For all other Matches a Citing Commissioner should be appointed where practicable. When such appointment is not reasonably practicable, then provided the prior agreement of the participating Unions or Rugby Bodies is obtained, no Citing Commissioner may be appointed. In those circumstances “team citing” in accordance with Regulation 17.10.8 shall apply.
- 17.7.4 Unions shall strive to introduce the Citing Commissioner role within their domestic Game.
- 17.7.5 The CEO of World Rugby (or his/her nominee) shall have the right to review any Union policies in place with regard to citing and consider whether it is reasonably practicable for a Citing Commissioner to be appointed to designated Matches under the Union’s control.
- 17.7.6 For International Matches, International Tours and/or International Tournaments, Series of International Matches or World Rugby Matches where it is not reasonably practicable to appoint a citing commissioner due to resource issues and/or the non-availability of suitably qualified personnel, the Host Union may apply to the CEO of World Rugby no less than 21 days in advance of the International Match or scheduled start of the Series of International Matches for dispensation. Where World Rugby approval is granted the Union shall apply the procedures set out in Regulation 17.10.8.

### Disciplinary/Appeal Committees and Judicial/Appeal Officers

- 17.7.7 For all International Matches, all Matches forming part of International Tours, International Tournaments, Series of International Matches and World Rugby Matches the following shall be appointed:
- (a) An independent Disciplinary Committee or Judicial Officer. Where a Disciplinary Committee is appointed, it shall comprise three members: A Judicial Officer who shall chair the Committee together with two others who are Panel Members and/or Judicial Officers.
  - (b) An independent Appeal Committee or Appeal Officer. Where an Appeal Committee is appointed, it shall comprise three members: An Appeal Officer who shall chair the Committee together with two others who are Panel Members and/or Appeal Officers.
- 17.7.8 For all other Matches, the following shall be appointed:
- (a) An independent Disciplinary Committee or Judicial Officer; and
  - (b) An independent Appeal Committee or Appeal Officer.

### Appointment Criteria

- 17.7.9 Where the Match or Matches fall under the World Rugby Appointment Scheme set out in Regulation 20, the appointments shall be made by World Rugby in accordance with the Appointment Criteria set out at Regulation 20, Appendix 1 and Appendix 2.

17.7.10 Where the Match does not fall under the World Rugby Appointment Scheme set out in Regulation 20, Members of Disciplinary and Appeal Committees and Citing Commissioners shall be appointed by the Host Union, Association or Tournament Organiser responsible for the implementation of disciplinary procedures and shall be appointed in accordance with the Core Principles set out at Regulation 17.3.1(e) and shall meet the following criteria:

(a) International and Professional Rugby<sup>1</sup>

- (i) Citing Commissioners shall have in-depth recent knowledge of the laws and skills of the game and appropriate recent rugby experience preferably as a player, referee or coach. Citing Commissioners shall have demonstrable and proven experience and shall have completed any training requirements prescribed by the Union or Tournament Organiser responsible for the implementation of disciplinary procedures in respect of the Match.
- (ii) Judicial Officers or chairs of Disciplinary Committees shall be legal practitioners of at least seven years standing or serving or retired judges, with recent experience of rugby disciplinary proceedings, in-depth recent knowledge of the Laws and skills of the Game and the relevant World Rugby Regulations and shall have completed any training requirements prescribed by the Union or Tournament Organiser responsible for the implementation of disciplinary procedures in respect of the Match.
- (iii) Members of Disciplinary Committees shall have experience in the modern/professional game (playing, coaching or refereeing) ordinarily within the last 10 years, in-depth recent knowledge of the Laws and skills of the Game and shall have completed any training requirements prescribed by the Union or Tournament Organiser responsible for the implementation of disciplinary procedures in respect of the Match.
- (iv) Appeal Officers shall be senior legal practitioners of at least ten years standing or serving or retired judges, with recent experience in first instance and/or appeal of rugby disciplinary proceedings (i.e. as a Judicial Officer or chair of Disciplinary Committees and/or Appeal Officer or chair of Appeal Committees) at international or professional level and shall have in-depth recent knowledge of the Laws and skills of the Game and the relevant World Rugby Regulations and shall have completed any training requirements prescribed by the Union or

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<sup>1</sup> "International" in this context includes any Match involving a representative Team of any Union and "Professional Rugby" means any of the following: any cross-border Club competition, the Top 14 competition in France, the Premiership Rugby competition in England and the Top League competition in Japan.



Tournament Organiser responsible for the implementation of disciplinary procedures in respect of the Match.

- (v) No person who is an employee<sup>2</sup> of a Union or an employee or member of a Club participating in a Match shall be eligible for appointment as a Citing Commissioner, Judicial Officer, member of a Disciplinary Committee, Appeal Officer or member of an Appeal Committee, or as an Appeal Officer in respect of such Match.
  - (vi) No person who is an employee of any Union or an employee or member of a Club directly or indirectly affected by the outcome of a Match, or by disciplinary proceedings arising from such Match, shall be eligible for appointment as a Citing Commissioner, Judicial Officer, member of a Disciplinary Committee, Appeal Officer or member of an Appeal Committee, or as an Appeal Office, including:
    - (a) An employee of a Union or employee or member of a Club whose team was drawn in the same Tournament pool as either of the teams participating, or whose team may play either of the participating teams in the next stage of a Tournament;
    - (b) No person who is an employee of a Tournament Organiser shall be eligible for appointment as a Citing Commissioner, Judicial Officer, member of a Disciplinary Committee, Appeal Officer or member of an Appeal Committee, or as an Appeal Officer in respect of any Match, Tournament, Tour or Series of Matches organised by such Tournament Organiser.
- (b) Community and Amateur Rugby
- (i) No person who is a member or an employee of a Union or Club participating in a Match shall be eligible for appointment as a Citing Commissioner, Judicial Officer, member of a Disciplinary Committee, Appeal Officer or member of an Appeal Committee, or as an Appeal Officer in respect of such Match, save for with the consent of each of the teams playing in the Match.
  - (ii) Citing Commissioners, where appointed, shall have recent knowledge of the laws and skills of the game and appropriate rugby experience preferably as a player, referee or coach and shall meet any additional requirements, including training qualifications, prescribed by the Union responsible for the implementation of disciplinary procedures in respect of the Match;

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<sup>2</sup> Note: For the avoidance of doubt, receipt of fees for disciplinary services and/or reimbursement of expenses related exclusively to the provision of such services does not constitute "employment" for the purposes of these Regulations

- (iii) Disciplinary Committees shall be chaired by Judicial Officers who shall be (i) legal practitioners or serving or retired judges, with appropriate rugby experience; or (ii) persons with appropriate training or experience as defined by the Union responsible for the implementation of disciplinary procedures in respect of the Match; and shall meet any additional requirements, including training qualifications, prescribed by the Union responsible for the implementation of disciplinary procedures in respect of the Match.
- (iv) Members of Disciplinary Committees (other than Judicial Officers) shall have recent knowledge of the laws and skills of the game and appropriate rugby experience preferably as a player, referee or coach and shall meet any additional requirements, including training qualifications, prescribed by the Union responsible for the implementation of disciplinary procedures in respect of the Match
- (v) Appeal Committees shall be chaired by Appeal Officers who shall be legal practitioners of at least three years standing or serving or retired judges, with appropriate rugby experience and experience as a Judicial Officer and shall meet any additional requirements, including training qualifications, prescribed by the Union responsible for the implementation of disciplinary procedures in respect of the Match.
- (vi) Members of Appeal Committees (other than Judicial Officers) shall have experience as members of Disciplinary Committees and shall have recent knowledge of the laws and skills of the game and appropriate rugby experience preferably as a player, referee or coach and shall meet any additional requirements, including training qualifications, prescribed by the Union responsible for the implementation of disciplinary procedures in respect of the Match

## **17.8 Disciplinary Committees and/or Judicial Officers - Powers and Procedures**

- 17.8.1 The general procedures relating to hearings before Disciplinary Committees and Judicial Officers contained in Regulation 20 shall apply to any matter arising under this Regulation.
- 17.8.2 The referee of the Match in which the Player is Ordered Off (and, if a Player is Ordered Off as a result of an assistant referee's intervention, the assistant referee) shall not ordinarily attend the hearing. If requested to do so however by any party and such request is permitted by the Disciplinary Committee or Judicial Officer, or if so required by the Disciplinary Committee or Judicial Officer, they may attend (whether in person or via audio and/or audio-visual means) for the purposes of providing evidence

and/or a further explanation of the factual material relied upon in the making of the Ordering Off decision. Nothing in this Regulation shall prevent the Disciplinary Committee or Judicial Officer hearing and determining disciplinary proceedings in the absence of the referee and/or assistant referee.

- 17.8.3 The Citing Commissioner of the Match in which the Player is cited shall not ordinarily attend the hearing. If requested to do so however by any party and such request is permitted by the Disciplinary Committee or Judicial Officer, or if so required by the Disciplinary Committee or Judicial Officer, they may attend the hearing (whether in person or via audio and/or audio-visual means) for the purposes of providing evidence and/or a further explanation of the factual material relied upon in the making of the citing. Nothing in this Regulation shall prevent the Disciplinary Committee or Judicial Officer hearing and determining disciplinary proceedings in the absence of the Citing Commissioner.
- 17.8.4 In respect of cases involving the Ordering Off or citing of a Player, the Disciplinary Committee or Judicial Officer shall ensure that, prior to the hearing, the Player Ordered Off or cited has been supplied with, and has had sufficient opportunity to consider, the referee's report and the report of the assistant referee (where applicable), and/or the citing report together with any footage of the incident and any other information, reports or evidence.
- 17.8.5 Any electronic recording of an incident permitted in evidence by a Disciplinary Committee or Judicial Officer shall preferably be viewed without the sound or commentary associated with it being heard, save where the sound or commentary includes the comments made by the referee through his/her microphone in relation to the specific incident in question or if the parties agree that the sound or commentary should be played.
- 17.8.6 At any hearing the Disciplinary Committee or Judicial Officer may direct that the Host Union or Tournament Organiser be represented. If so, the Union or Tournament Organiser shall appear by counsel or by a representative at the hearing, in such capacity as the Disciplinary Committee or Judicial Officer requires, to provide assistance to the Disciplinary Committee or Judicial Officer in the discharge of its duties.
- 17.8.7 The Disciplinary Officer (or his/her nominee), or the disciplinary officer of the Host Union or Tournament Organiser (as the case may be) shall be permitted representation at any hearing arising out of any alleged acts of Foul Play arising from Matches within their jurisdiction and/or control.
- 17.8.8 Where evidence is given before a Disciplinary Committee or Judicial Officer, any witness may be cross examined to the extent permitted by the Judicial Officer or Judicial Chair. Questions shall be put to the witness through the Judicial Officer or Judicial Chair if the Judicial Officer or Judicial Chair deems it appropriate.

- 17.8.9 For citing complaints initiated by Unions, in circumstances where a Citing Commissioner was not appointed, the Union citing the Player shall ordinarily have a representative in attendance at the hearing to present the basis of the citing complaint and evidence in support. Failure to attend by the Union representative may result in the case being dismissed.
- 17.8.10 The Player subject to the proceedings shall appear before the Disciplinary Committee or Judicial Officer, in person or via audio and/or audio-visual means.

## **SECTION 2: Disciplinary Process**

### **17.9 Temporary Suspensions (Yellow Cards) and Citing Commissioner Warnings**

- 17.9.1 All Unions, Associations and Tournament Organisers with responsibility for the administration of disciplinary procedures in competitions within their jurisdictions, International Tournaments or Series of International Matches have an obligation to put in place provisions to regulate the administration and disciplinary consequences arising out of Temporary Suspensions and Citing Commissioner Warnings (including with respect to the accumulation of a combination of Temporary Suspensions and/or Citing Commissioner Warnings).

#### **Procedures for Temporary Suspensions**

- 17.9.2 The following principles shall be applied for Temporary Suspensions subject to such modifications as may be necessary in the context of the relevant Union competitions, International Tournament or Series of International Matches:
- (a) the referee must report each Temporary Suspension at the conclusion of the Match in which the Temporary Suspension was imposed. Forms 4 and 5 (Appendix 2 of this Regulation) may be used by the referee and the assistant referee for this purpose;
  - (b) the report which may be in a standard form shall be forwarded to the nominated officer of the Host Union, Association or Tournament Organiser, where reasonably practicable within **2 hours** following the completion of the Match in which the Temporary Suspension was imposed;
  - (c) the Host Union, Association or Tournament Organiser shall forward a copy of the report to the relevant parties within **48 hours** of receipt. Such report shall clearly state that the Player has the right to challenge the Temporary Suspension but if the Player wishes to do so the Player must give notice of the challenge, ordinarily specifying reasons, within **48 hours** of its notification to them. Such notice shall be duly recorded by the Host Union, Association or Tournament Organiser and shall be considered in the event of the Player subsequently being involved in any judicial hearing in relation to the accumulation of Temporary Suspensions and/or Citing Commissioner Warnings.

### Procedures for Citing Commissioner Warnings

- 17.9.3 The following principles shall be applied for Citing Commissioner Warnings subject to such modifications as may be necessary in the context of the relevant Union competitions, International Tournament or Series of International Matches:
- (a) Citing Commissioners shall be entitled to issue a Citing Commissioner Warning to a Player who has in the opinion of the Citing Commissioner, committed an act(s) of Foul Play which falls just short of warranting that the Player concerned be Ordered Off.
  - (b) A Citing Commissioner Warning may only be issued in circumstances where the act(s) of Foul Play was not subject to a Temporary Suspension or Ordering Off.
  - (c) The Citing Commissioner is not limited in the number of Citing Commissioner Warnings he or she may issue to a Player for Foul Play during a Match.
  - (d) The Citing Commissioner Warning should ordinarily contain the following information:
    - (i) the date and place of the alleged Foul Play;
    - (ii) the name of the Player in respect of whom the complaint is made and the team the Player was playing for at the time of the alleged Foul Play;
    - (iii) the name of the opposing team; and
    - (iv) details of the alleged Foul Play including brief details of the evidence relied upon.
  - (e) A Citing Commissioner Warning shall be notified to the nominated officer of the Host Union or Association or the Tournament Organiser as soon as practicable and in any event, no later than **48 hours** after the conclusion of the relevant Match in which the alleged act(s) of Foul Play occurred (noting that Tournament Organisers may set shorter citing commissioner warning deadlines if practicable). Form 3(B) (Appendix 2 of this Regulation) may be used for the purposes of notification.
  - (f) On receipt of the Citing Commissioner Warning, the nominated officer of the Host Union or Tournament Organiser shall send a copy of the notification to the Player in respect of whom it is made, the Player's team management and the appropriate Match Officials of the Match in which it is alleged the Foul Play occurred.
  - (g) If the Player concerned wishes to challenge the Citing Commissioner Warning, the Player shall give notice of the Player's intention to challenge it within **48 hours** of its notification to them. Such notice shall be duly recorded by the Host Union, Association or Tournament

Organiser and shall be considered in the event of the Player subsequently being involved in any judicial hearing in relation to the accumulation of Temporary Suspensions and/or Citing Commissioner Warnings.

Procedures for Accumulation of Temporary Suspensions and/or Citing Commissioner Warnings

17.9.4 If a Player has received two Temporary Suspensions or two Citing Commissioner Warnings or a combination of a Citing Commissioner Warning and a Temporary Suspension during a Match, the Player shall be treated for disciplinary purposes as if the Player had been Ordered Off.

17.9.5 A Player who has received a combination of three or more Temporary Suspensions and/or Citing Commissioner Warnings in any particular tournament or competition or Series of Matches under the jurisdiction of the Host Union, Association or Tournament Organiser during a single season shall be required to appear before a Disciplinary Committee or Judicial Officer independently appointed by the Host Union, Association or Tournament Organiser at an appointed time and place. At that time the Player will be notified:

- (i) that the purpose of the hearing is to consider whether any further penalty should be imposed on the player for persistent offending;
- (ii) that the Player may be represented by the player's Union and/or by a legal representative;
- (iii) that save where the Player has given notice of the player's intention to challenge a Temporary Suspension/Citing Commissioner Warning within the time period specified in Regulations 17.9.2(c) and 17.9.3(g) above and in the absence of exceptional circumstances relating to the failure to give the prescribed notice, no evidence will be heard other than on the question of sanction;
- (iv) of the identity of the Disciplinary Committee members or Judicial Officer, as the case may be; and
- (v) that the Player shall not be permitted to play in any Match and shall be suspended from all on-field activities on Match days anywhere in the world pending the outcome of the Player's case.

Hearings and Sanctions for Accumulated Temporary Suspensions and/or Citing Commissioner Warnings

17.9.6 The general procedures for hearings and appeals under Regulation 17, subject to such modifications as may be necessary, shall also apply to the hearings and appeals in relation to the accumulation of Temporary Suspensions and/or Citing Commissioner Warnings.



- 17.9.7 In the case of a Temporary Suspension or Citing Commissioner Warning, the Disciplinary Committee or Judicial Officer, solely in circumstances attributed to mistaken identity, may expunge the Temporary Suspension or Citing Commissioner Warning from the Player's disciplinary record.
- 17.9.8 Given the numerous permutations of potential sanctions that could arise in cases involving accumulated Temporary Suspensions and/or Citing Commissioner Warnings, the sanctioning of the Player shall be solely within the discretion of the Disciplinary Committee or Judicial Officer. To assist Disciplinary Committees and Judicial Officers, sanctions guidance for accumulation of temporary suspensions and/or citing commissioner warnings is set out at Appendix 4 to this Regulation 17.

## **17.10 Citing**

### Matches where a Citing Commissioner is appointed

- 17.10.1 Citing Commissioners shall be entitled to cite a Player for any act(s) of Foul Play which in the opinion of the Citing Commissioner warranted the Player concerned being Ordered Off (the "Red Card test").
- 17.10.2 Citing Commissioners may cite Players for an act(s) of Foul Play where such act(s) may have been detected by the referee or assistant referee and which may have been the subject of referee action. A Citing Commissioner may not cite a Player for an act(s) of Foul Play in respect of which the Player has been Ordered Off save where the Ordering Off is as a result of two yellow cards. A Player in that situation may also be cited for the act(s) of Foul Play which resulted in either or both yellow card(s).
- 17.10.3 Citing Commissioners may cite a Player if the Player has been Temporarily Suspended. Such citing may be made in respect of the incident(s) for which the Player was Temporarily Suspended or otherwise.
- 17.10.4 Citing Commissioners shall act independently of the Disciplinary Committee or Judicial Officer. The Citing Commissioner may make such enquiries as he or she sees fit in order to fulfil their duties, including making enquiries of and collaborating with the Match Officials of a Match or other Citing Commissioners, provided that the ultimate decision as to whether or not to cite the player is the Citing Commissioner's.
- 17.10.5 Citing Commissioners may be in attendance at the Match for which they are appointed. Where a Citing Commissioner is not present at the Match, the Host Union, Association or Tournament Organiser shall ensure that there is a suitably qualified and experienced Citing Commissioner Liaison Officer in attendance at the Match who is able to assist the Citing Commissioner with his/her duties.

### Union referral to Citing Commissioner

- 17.10.6 Where a Citing Commissioner has been appointed, the Union or other affiliated organisation responsible for the management of either

participating team in a Match shall not have the power to cite a Player for Foul Play but may refer any incident of alleged Foul Play to the Citing Commissioner for consideration. Such incident shall ordinarily be referred to the Citing Commissioner within **12 hours** of the Match in which the incident is alleged to have occurred.

- 17.10.7 Where a referral is made, the final decision as to whether a Player should be cited, whether as the result of an incident referred to him or her or otherwise, shall rest with the Citing Commissioner.

Matches where Citing Commissioners are not Appointed

- 17.10.8 For Matches where, in accordance with Regulation 17.7.2 or 17.7.6, it is not reasonably practicable for a Citing Commissioner to be appointed, the following “team citing” procedures shall apply:

- (a) Each team participating in a Match, or any of its authorised officials, or its Union, may cite:
  - (i) a Player(s) for an act(s) of alleged Foul Play committed during that Match provided that such act(s) have not been detected by the Match Officials;
  - (ii) a Player for more than one incident of alleged Foul Play in the same Match; and
  - (iii) more than one Player in any Match.
- (b) Unions and Tournament Organisers shall put in place procedures for team citing which accord with the following:
  - (i) citings by teams or their Unions shall be in writing and sent by an authorised member of the Union or management of the team to the nominated officer of the Host Union or Tournament Organiser responsible for the Match in which the incident that is the subject of the citing complaint occurred;
  - (ii) such citing, to be effective, must be made as soon as practicable and in any event no later than **48 hours** of the conclusion of the Match in which the Foul Play is alleged to have occurred ((noting that Tournament Organisers may set shorter citing deadlines if practicable);
  - (iii) the responsibility for obtaining information and reports in relation to the citing shall rest with the Union or team management making the citing complaint. The Union or team management shall liaise with the Host Union or Tournament Organiser (or its/their nominated officer) to ensure that relevant information and reports are circulated to the appropriate parties in advance of the hearing;
  - (iv) the independent disciplinary body of the Union or Tournament Organiser having jurisdiction over the Match, shall consider the



citing complaint and any other evidence it deems appropriate including via audio and/or audio-visual means, oral (witness), film or photographic evidence. The Player cited shall have the right to be heard, to be represented and to produce evidence; and

- (v) at any hearing of a citing complaint a representative of the citing team or Union shall ordinarily be in attendance, failing which the citing complaint may be dismissed. If an act(s) of Foul Play is found to have been committed the independent disciplinary body of the Union or Tournament Organiser having jurisdiction over the Match shall take the appropriate action and shall apply World Rugby's Sanctions for Foul Play set out in Appendix 1, by following the core sanctioning principles set out in Regulations 17.17 to 17.21.

17.10.9 Players who are the subject of a "team citing" shall not be provisionally suspended pending the hearing of the case.

#### **17.11 Notification of Citing and Temporary Suspension Arrangements**

17.11.1 In relation to all International Matches (whether or not they form part of an International Tour, International Tournament or Series of International Matches) it is the responsibility of the Host Union, Association or duly recognised Tournament Organiser to notify World Rugby's Disciplinary Officer, or their nominee, **28 days** prior to the commencement of the International Match of:

- (a) the identity of the Citing Commissioner who has been appointed for the International Matches and in the event of there being more than one, the Matches to which each Citing Commissioner is assigned;
- (b) whether there are any non-International Matches which form part of the International Tour, International Tournament or Series of International Matches to which Citing Commissioner(s) shall be appointed, and their identity;
- (c) the policy to be adopted for Temporary Suspensions in accordance with Regulation 17.9; and
- (d) the timelines applicable to the International Matches for team referrals, citings and the bringing of disciplinary hearings for Foul Play.

#### **17.12 Ordering Off (Red Card): Initial Procedures**

17.12.1 Where a Player in a Match is Ordered Off the referee shall, ordinarily within **2 hours** of the completion of the Match or such further time as is necessary in the circumstances, give to the nominated officer of the Host Union or Tournament Organiser a written report of the incident. Form 1 (Appendix 2 of this Regulation) may be used by the referee for this purpose.

- 17.12.2 If a Player is Ordered Off the playing enclosure as a result of the intervention of an assistant referee, the assistant referee shall also give to the nominated officer of the Host Union or Tournament Organiser a written report ordinarily within **2 hours** of the completion of the Match, or such further time as is necessary in the circumstances. Form 2 (Appendix 2 of this Regulation) may be used by an assistant referee for this purpose.
- 17.12.3 Reports prepared by referees and/or assistant referees when a Player has been Ordered Off should ordinarily contain the following information:
- (a) the date of the Match, the venue and the teams participating;
  - (b) the name of the Player Ordered Off and their team;
  - (c) the circumstances in which the Player was Ordered Off;
  - (d) the reason for the Player being Ordered Off; and
  - (e) any other information the referee (or assistant referee where applicable) considers relevant.
- 17.12.4 The Host Union's or Tournament Organiser's nominated officer shall arrange for the reports and copies of all information provided to the Player in accordance with 17.12.5 below to be provided, as soon as possible, to members of the Disciplinary Committee or Judicial Officer who will adjudicate on the case. In default of appointment, the nominated officer shall be deemed to be the Secretary of the Host Union or Tournament Organiser.
- 17.12.5 The Host Union's or Tournament Organiser's nominated officer shall supply the Player Ordered Off with a copy of the referee's report and, where applicable, the assistant referee's report and any other relevant evidence (including footage of the alleged Foul Play and any medical evidence) as soon as reasonably practicable and shall advise the Player:
- (a) of the date, place and time of the Disciplinary Committee or Judicial Officer hearing at which the disciplinary proceedings will be heard;
  - (b) of the identity of the Disciplinary Committee members or Judicial Officer;
  - (c) that the Player will be required to attend in person at the hearing (which may include attendance by audio or audio-visual means at the discretion of the Disciplinary Committee or Judicial Officer);
  - (d) that if the Player is unable to appear at the Disciplinary Committee or Judicial Officer hearing as notified, the Player should advise the nominated officer of the Host Union or Tournament Organiser, including details as to the reason(s) why the Player is unable to attend, as soon as practicable;
  - (e) that the Player is entitled to adduce evidence and make submissions and be represented by his/her Union or team and/or a legal advisor; and

- (f) that the Player is not eligible to play in any Match anywhere in the world and shall be suspended from all on-field activities on Match days pending resolution of the case.

17.12.6 Where possible, notice to the Player Ordered Off under this Regulation shall be given in writing. It shall be sufficient compliance with this Regulation however if a copy of the referee's report and, where applicable, the assistant referee's report and any other relevant evidence together with oral notice of the information in Regulation 17.12.5 are provided directly in person to the Player or the Player's team manager or coach.

17.12.7 Cases involving an Ordering Off shall, where reasonably practicable, be heard within **48 hours** and other than in exceptional circumstances, no later than **72 hours** of the conclusion of the Match in which the Player was Ordered Off.

### **17.13 Citing: Initial Procedures**

17.13.1 Subject to Regulation 17.13.3 and 17.13.4, a citing complaint by a Citing Commissioner must be provided in writing (electronically or otherwise) to the nominated officer of the Host Union or Tournament Organiser responsible for the Match in which the incident that is the subject of the citing complaint occurred, as soon as practicable and in any event, no later than **48 hours** after the conclusion of the Match (noting that Tournament Organisers may set shorter citing deadlines if practicable).. In default of appointment, the nominated officer shall be deemed to be the Secretary of the Host Union or Tournament Organiser.

17.13.2 For the purposes of this Regulation 17.13, a citing complaint is deemed to be provided when:

- (a) it is transmitted by email, provided that timed and confirmed notice of transmission can be provided; or
- (b) if transmitted by some other means, it is received by the nominated officer or Secretary of the Host Union or Tournament Organiser (or his/her nominee).

17.13.3 In circumstances where a Player has not been cited within the time periods specified in Regulation 17.13.1 as a result of either:

- (a) mistaken identity; and/or
- (b) circumstances exist where the nature of the Foul Play incident(s) concerned is such that an investigation is needed to identify the Player(s) alleged to have committed an act(s) of Foul Play; and/or
- (c) circumstances exist where the nature of the Foul Play incident(s) concerned is such that an investigation is needed to identify or establish the full nature of the alleged act(s) of Foul Play;

then the citing period may be extended by the duly appointed Disciplinary Committee, Judicial Officer, Host Union or Tournament Organiser,

however, any such extension will not in any event exceed **12 days** from the last date otherwise permitted by Regulation 17.13.1.

- 17.13.4 The citing complaint should ordinarily contain the following information:
- (a) the date and place of the alleged Foul Play;
  - (b) the name of the Player in respect of whom the complaint is made and the team the Player was playing for at the time of the alleged Foul Play;
  - (c) the name of the opposing team; and
  - (d) details of the alleged Foul Play including brief details of the evidence relied upon.

Form 3(A) (Appendix 2 of this Regulation) may be used for the purposes of making a citing complaint.

- 17.13.5 All Persons requested to provide reports and/or information must do so within the timescale requested or seek more time if required from the Citing Commissioner. Failure to provide the information and/or reports sought by the Citing Commissioner or their nominee may, in the absence of a reasonable explanation, constitute Misconduct.
- 17.13.6 The Citing Commissioner or their nominee (who may be the Citing Commissioner Liaison Officer) must obtain such reports and information as they consider necessary in relation to the cited act(s) of Foul Play. The Citing Commissioner shall provide to the Host Union or Tournament Organiser who shall in turn forward the documents and other evidence (including footage of the alleged foul play where available and any medical evidence) to the Player and other parties who were provided with a copy of the citing complaint including the relevant Match Officials.
- 17.13.7 The Host Union's or Tournament Organiser's nominated officer shall arrange for the reports and related evidence in relation to the matter to be provided, as soon as possible, to the Player and members of the Disciplinary Committee or Judicial Officer that will hear the case. The Player subject to a citing complaint shall be advised that the Player is not eligible to play in any Match anywhere in the world and shall be suspended from all on-field activities on Match days pending resolution of the case.
- 17.13.8 Where a Player is the subject of a citing complaint, the Player's case should, wherever practicable, be heard ordinarily within **48 hours** and, other than in exceptional circumstances, no later than **72 hours** of the conclusion of the Match in which the cited alleged Foul Play occurred.

#### **Citing by Unions or Teams: Procedures**

- 17.13.9 The procedures to be applied for a citing by a Union or Team in circumstances where a Citing Commissioner has not been appointed, shall as far as reasonably practicable, be as set out in Regulation 17.10.8.

**17.14 Hearings**

- 17.14.1 The procedures set out in Regulation 20 shall apply to disciplinary hearings.

**17.15 Standard and Burden of Proof for Ordering Off and Citing**

- 17.15.1 The standard of proof for all matters under this Regulation 17 shall be on the balance of probabilities.
- 17.15.2 The integrity of Law 6.5(a) of the Laws of the Game and the referee's position as the ultimate judge of fact and law during the Match is unassailable. The purpose of a subsequent review of an incident that occurred during a Match by a Citing Commissioner is to review incidents of potential foul play with the benefit of additional time and in some cases, additional footage and/or other evidence. The purpose of a subsequent review of an incident that occurred during a Match by a Disciplinary/Appeal Committee or Judicial/Appeal Officer, is to determine whether there should be any disciplinary sanctions applied for an act(s) of Foul Play as provided for in Law 9. With the sole exception of Regulation 17 (and/or in appropriate circumstances under Regulation 6 and/or Regulation 8 and/or Regulation 18 and/or Regulation 21) the referee's decisions on the field of play and their sporting consequences shall not be altered or overturned by a ruling of a Disciplinary/Appeal Committee or Judicial/Appeal Officer.
- 17.15.3 At first instance disciplinary hearings, in the event that the Player does not accept that the act(s) of Foul Play which is the subject of the disciplinary hearing warranted the Player being Ordered Off or cited, the burden of proof rests on the Player to show that the referee/citing commissioner was wrong.

**STAGE 1****17.16 The "Red Card Test": Did the act(s) of Foul Play warrant the Player being Ordered Off or should it have resulted in the Player being Ordered Off?**

- 17.16.1 The Disciplinary Committee shall first determine whether or not the relevant act(s) of Foul Play warranted the Player being Ordered Off or should have resulted in the Player being Ordered Off. The Player may either:
- (a) admit that the act(s) of Foul Play warranted the Player being Ordered Off or cited in which case the function of the Disciplinary Committee or Judicial Officer is to determine what sanction, if any, should be imposed on the Player under Regulations 17.17 to 17.21; or.
  - (b) deny that the act(s) of Foul Play warranted the Player being Ordered Off or cited in which case, the Player may seek to show that the decision of the referee or Citing Commissioner was wrong. The Disciplinary Committee or Judicial Officer may review the decision of the referee or Citing Commissioner and the circumstances surrounding it. In any such case, the Disciplinary Committee or Judicial Officer shall not make a finding contrary to the decision of the referee or Citing Commissioner unless they are satisfied, on the balance of probabilities that the decision of the referee or Citing

Commissioner was wrong. In a case where a Player has been cited, the Disciplinary Committee or Judicial Officer may take account of any action taken during the Match in respect of the alleged Foul Play by the Match Officials and may review the referee's decision and the circumstances surrounding it and may make a finding contrary to the referee's decision.

- 17.16.2 Where the Player admits that the act(s) of Foul Play warranted being Ordered Off or cited or where the Ordering Off is not overturned or the citing is upheld, the Disciplinary Committee or Judicial Officer shall move to the next stage of the hearing to determine the sanction (if any) to be imposed on the Player in accordance with Regulations 17.17 to 17.21.
- 17.16.3 Where the Disciplinary Committee or Judicial Officer determines that the act(s) of foul play did not warrant the player being Ordered Off or cited, no further sanction is imposed on the Player, the disciplinary hearing ends and the Disciplinary Committee or Judicial Officer shall expunge the Ordering Off (Red Card) or citing from the Player's disciplinary record.
- 17.16.4 In citing cases involving Matches in which no Citing Commissioner was appointed and team citing applies, the Disciplinary Committee or Judicial Officer must establish (i) that the incident was undetected by the referee and/or assistant referees and (ii) the alleged Foul Play was sufficiently serious to warrant an Ordering Off. If the Disciplinary Committee or Judicial Officer does not consider the alleged Foul Play of sufficient seriousness to have warranted an Ordering Off they shall dismiss the citing complaint. If the Disciplinary Committee or Judicial Officer considers the alleged Foul Play of sufficient seriousness to have warranted an Ordering Off, the Disciplinary Committee or Judicial Officer shall move to the next stage of the hearing to determine the sanction (if any) to be imposed on the Player in accordance with Regulations 17.17 to 17.21.

## STAGE 2:

### 17.17 Sanctions and Core Sanctioning Process

- 17.17.1 When imposing sanctions, all Disciplinary Committees or Judicial Officers dealing with an Ordering Off and/or citing shall apply World Rugby's sanctions for Foul Play set out in Appendix 1 (save where Appendix 3 applies) and do so in accordance with Regulations 17.17 to 17.21.

#### **Step 1: What is the correct entry point for the sanction?**

### 17.18 Assessment of seriousness of the Foul Play

- 17.18.1 Disciplinary Committees or Judicial Officers shall undertake an assessment of the seriousness of the Player's conduct that constitutes the offending and categorise that conduct as being at the lower end, mid-range or top end of the scale of seriousness in order to identify the appropriate entry point for consideration of particular act(s) of Foul Play where such act(s) are expressly covered in Appendix 1. The assessment of the seriousness of the Player's conduct shall be determined by reference to the following features:



- (a) whether the offending was intentional;
- (b) whether the offending was reckless, that is the Player knew (or should have known) there was a risk of committing an act(s) of Foul Play;
- (c) the nature of the actions, the manner in which the offence was committed including part of body used (for example, fist, elbow, knee or boot);
- (d) the existence of provocation;
- (e) whether the Player acted in retaliation and the timing of such;
- (f) whether the Player acted in self-defence (that is whether the Player used a reasonable degree of force in defending himself);
- (g) the effect of the Player's actions on the victim (for example, extent of injury, removal of victim Player from the game);
- (h) the effect of the Player's actions on the Match;
- (i) the vulnerability of the victim Player including part of victim's body involved/affected, position of the victim Player, ability to defend himself;
- (j) the level of participation in the offending and level of premeditation;
- (k) whether the conduct of the offending Player was completed or amounted to an attempt; and
- (l) any other feature of the Player's conduct in relation to or connected with the offending.

Based on the assessment of the offence(s) under consideration against the above features of offending, the Disciplinary Committee or Judicial Officer shall categorise the act(s) of Foul Play as being at the lower end, mid-range or top end of the scale of seriousness of offending and identify the applicable entry point as set out in Appendix 1.

- 17.18.2 For offences categorised at the top end of the scale of seriousness of offending, the Disciplinary Committee or Judicial Officer shall identify an entry point between the period shown as the top end for the particular offence and the maximum sanction in Appendix 1.<sup>3</sup>

## **Step 2: Are there any reasons to decrease the sanction?**

### **17.19 Mitigating Factors**

- 17.19.1 Having identified the applicable entry point for consideration of a particular incident, the Disciplinary Committee or Judicial Officer shall identify any relevant off-field mitigating factors and determine if there are grounds for reducing the period of suspension and subject to Regulations 17.19.2 and

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<sup>3</sup> The plus sign against each top end period suspension denotes this entitlement and flexibility.

17.19.3 the extent, if at all, by which the period of suspension should be reduced. Mitigating factors include the following:

- (a) the presence and timing of an acknowledgement of culpability/wrong-doing by the offending Player;
- (b) the Player's disciplinary record and/or good character;
- (c) the youth and inexperience of the Player;
- (d) the Player's conduct prior to and at the hearing
- (e) the Player having demonstrated remorse for his/her conduct to the victim Player including the timing of such remorse; and
- (f) any other off-field mitigating factor(s) that the Disciplinary Committee or Judicial Officer considers relevant and appropriate.

17.19.2 Subject to Regulations 17.19.3 and 17.21.1, for acts of Foul Play the Disciplinary Committee or Judicial Officer cannot apply a greater reduction than 50% of the relevant entry point suspension (prior to any increase for aggravating factors). In assessing the percentage reduction applicable for mitigating factors, the Disciplinary Committee or Judicial Officer shall start at 0% reduction and apply the amount, if any, to be allowed as mitigation up to the maximum 50% reduction.

17.19.3 In cases involving offending that has been classified pursuant to Regulation 17.18.1 as lower end offending, where:

- (a) there are off-field mitigating factors; and
- (b) where the Disciplinary Committee or Judicial Officer considers that the sanction would be wholly disproportionate to the level and type of offending involved;

the Disciplinary Committee or Judicial Officer may apply sanctions less than 50% of the lower end entry sanctions specified in Appendix 1 including in appropriate cases no sanction.

### **Step 3: Are there any reasons to increase the sanction?**

#### **17.20 Aggravating Factors**

17.20.1 Thereafter, the Disciplinary Committees or Judicial Officers shall identify any relevant off-field aggravating factors and determine what additional period of suspension, if any, should apply to the case in question. Aggravating factors include:

- (a) the Player's status generally as an offender of the Laws of the Game;<sup>4</sup>

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<sup>4</sup> The Player's disciplinary record in all competitions and (as appropriate) in other sports during his or her playing career from the age of 18 shall be considered by a Disciplinary Committee or Judicial Officer. In any case in which the Disciplinary Committee or Judicial Officer establishes that the Player has previously been found by a Disciplinary Committee and/or Judicial Officer to have committed any act of Foul Play and/or Misconduct then



- (b) the need for a deterrent to combat a pattern of offending in the Game where the teams participating in the Match or Tournament have been put on notice that such a need exists; and
- (c) any other off-field aggravating factor(s) that the Disciplinary Committee or Judicial Officer considers relevant and appropriate (including poor conduct prior to or at the hearing).

#### **Step 4: Applying the sanction to the Player's playing schedule**

##### **17.21 Imposition of Sanctions**

- 17.21.1 In cases of multiple offending, Disciplinary Committees and Judicial Officers may impose sanctions to run either on a concurrent or a consecutive basis provided that the total sanction is in all the circumstances proportionate to the level of the overall offending.
- 17.21.2 Disciplinary Committees and Judicial Officers shall ordinarily in their written decisions set out the reasoning for their findings, including the finding on culpability, how they have categorised the seriousness of the offence by reference to the features set out in Regulation 17.18.1, how they identified and applied any mitigating (17.19) and aggravating (17.20) factors and conclude with the resultant sanction, if any, imposed including, for the avoidance of doubt, the expiry date of the suspension setting out the number of weeks, or where the Player has a specific playing schedule that is known at the time of the imposition of the sanction, a list of the Matches (or Match weekends, rounds or dates where specific dates of fixtures have not yet been finalised) (subject, ordinarily, to a maximum of 2 matches in any 7-day period), for which the Player is suspended provided that, in any event, the Player would, on the best information available at the time of the decision, be scheduled to play in a Match which would meet the criteria set out in Regulation 17.21.3 below on each of the weeks taken into account and that an expiry date is stipulated for the suspension. Sanctions for Players in non-elite rugby settings should ordinarily be expressed in weeks for simplicity and clarity.
- 17.21.3 For the purposes of imposing a suspension, Disciplinary Committees and Judicial Officers shall take into account weeks in which there is a Match(es) which comply with each of the following criteria:
  - (a) until such time as the Player was suspended, the Player would otherwise have been scheduled to play in the Match, the burden resting with the Player to prove that he was scheduled to play. Where the Player was scheduled to play in more than one Match in a week (for example, a mid-week fixture) this week still only counts as one week of the suspension save where the rules of the particular tournament or tour from which the suspension arises and in which there is more than one Match per week allow for a suspension within that tournament or tour to be served in Matches;

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*the Disciplinary Committee or Judicial Officer in imposing any sanction on the Player may take account of such offending as an aggravating factor in determining the appropriate sanction.*

- (b) the Match is to be played between two teams in compliance with all of the Laws of the Game;
- (c) where the Match is not part of a tournament, tour or Series of Matches which has been sanctioned in accordance with Regulation 16, the Match:
  - (i) is to be played between teams of equivalent level (for example, similar divisions or standards of play) and who play at the same or an equivalent level of the Game to the Player's ordinary level;
  - (ii) is to feature the best players available to each team;
  - (iii) is to be played at a venue of the capacity and characteristics ordinarily used by teams of this level or standard;
  - (iv) is to be open to the public (and in the case of a Match involving professional teams, tickets will be sold);
  - (v) is scheduled within 4 weeks prior to an International Match, tournament, tour or Series of Matches which has been sanctioned in accordance with Regulation 16;
- (d) where the Match is a playoff, final or similar Match for which the Player's team has not yet qualified, the Disciplinary Committee or Judicial Officer's decision may provide for alternative applications of the Player's sanction whereby the Match(es) in question shall be counted if the Player's team participates or not counted if the Player's team does not participate in which case the Match(es) in which the Player's team next participates is instead included in the sanction.
- (e) where the Player is scheduled to play in a different form of the Game to that from which the sanction arises and those Matches in the other form of the Game fall within the period of the suspension, those Matches shall be taken into account for the purposes of the suspension if they meet all of the criteria set out in this Regulation 17.21.3 save that in the case of a Player whose suspension arises from a fifteen-a-side Match, only tournaments or Series of Matches in an abbreviated form of the Game which have been sanctioned in accordance with Regulation 16 shall be taken into account and, in such case, each tournament or Series of Matches played over a weekend shall be considered to equate to one week for the purposes of calculating the suspension of a Player arising from a fifteen-a-side Match.

Players shall not be free to participate in rugby activities which a Disciplinary Committee or Judicial Officer (or, as applicable, Appeal Committee or Appeal Officer) has considered do not meet the criteria in this Regulation 17.21.3 and thus have not been included as a week for which the Player is suspended.

- 17.21.4 The following principles shall apply to the imposition of decisions on sanctions and suspensions under this Regulation 17:

- (a) sanctions and suspensions shall be applied immediately and may not be suspended;
- (b) sanctions and suspensions shall be recognised and applied universally by Unions, Associations, Tournament Organisers and their constituent bodies; and
- (c) Players subject to a suspension may not play the Game (or any form thereof) or be involved in any on-field Match day activities anywhere from the time they are Ordered Off, cited or where Regulation 17.9.4 applies (accumulation of Temporary Suspensions and Citing Commissioner Warnings) until their suspension expires or their case is dismissed.

17.21.5 In respect of offences not referred to in the World Rugby Sanctions in Appendix 1, appropriate sanctions may be imposed at the discretion of the relevant Disciplinary Committee, Judicial Officer, Appeal Officer and/or Appeal Committee.

17.21.6 Notwithstanding the World Rugby Sanctions in Appendix 1 and/or the provisions of Regulations 17.17 to 17.21 in cases where the Player's actions constitute mid-range or top end offending for any type of offence which had the potential to result and, in fact, did result in serious/gross consequences to the health of the victim, the Disciplinary Committee and/or Judicial Officer may impose any period of suspension including a suspension for life.

### **17.22 Costs**

17.22.1 As a general principle and subject to Regulation 17.22.2 and 17.22.3 below, the Host Union or Tournament Organiser shall ordinarily bear the cost of holding the hearing, including the travel, accommodation and/or costs of the Disciplinary Committee members or Judicial Officer and/or Match Officials, Citing Commissioner and other witnesses called by the Disciplinary Committee or Judicial Officer as well as the costs of interpretation, recording and/or transcription and legal advice for the Disciplinary Committee or Judicial Officer.

17.22.2 The Player that is the subject of the proceedings or the Player's Union shall pay their own costs, including travel/accommodation costs of the Player, his/her representatives and his/her witnesses, as well as the Player's legal costs (save where a Tournament Organiser specifies otherwise).

17.22.3 Notwithstanding the provisions of this Regulation 17.22, Disciplinary Committees and Judicial Officers shall have complete discretion to impose such cost orders as to the payment of costs relation to any proceedings, including the nature of costs set out in Regulation 20.1.7.

### **17.23 Post-Hearing Procedures**

17.23.1 The decision of the Disciplinary Committee or Judicial Officer shall be advised to applicable parties (ordinarily using the standard Form 6 at Appendix 2 of this Regulation 17), as soon as practicable after the hearing

and shall be binding on notification to the Player or his/her representative or Union. The Disciplinary Committee or Judicial Officer may deliver a short oral decision at the conclusion of the hearing (with their reasons to be put in writing and communicated to the parties at a later date) or they may reserve the decision. If an oral decision is made it shall be binding from the time of communication to the parties.

- 17.23.2 Relevant parties heard by the Disciplinary Committee or Judicial Officer shall be entitled to a copy of the final written decision which shall, where practicable, be sent to them by the Host Union or Tournament Organiser within **48 hours** of its being made available. The timelines for notifying World Rugby in Regulation 17.4.6 shall also be met.
- 17.23.3 Where a relevant party (including a Player, applicable Union(s) or Rugby Body) is adversely affected by a disciplinary decision such party shall be notified by the Disciplinary Committee or Judicial Officer of the circumstances in which an appeal to an Appeal Committee or Appeal Officer may be made. Such notification shall, ordinarily, be included in the final written decision of the Disciplinary Committee or Judicial Officer and notified at the conclusion of the hearing if an oral decision is given.
- 17.23.4 The hearing by the Disciplinary Committee or Judicial Officer may be audio or audio-visually recorded or recorded by a stenographer. The record of the proceedings, and all papers associated with the proceedings, shall be held for a suitable period by the Host Union or Tournament Organiser. Copies of the record shall be made available to the relevant parties at reasonable cost only on appeal of the decision of the Disciplinary Committee or Judicial Officer. Notwithstanding the foregoing, copies of the record shall be made available to World Rugby upon its request.
- 17.23.5 Unions, Associations and Judicial Tribunals shall ordinarily publish reports of their proceedings, findings and penalties in full (save where the Judicial Tribunal directs otherwise) and in the case of such bodies appointed by World Rugby, such publication shall be made through World Rugby. No member of a Judicial Tribunal shall comment to the media on a decision of that body.

## **17.24 Appeals**

- 17.24.1 For the purposes of Regulation 17.24, “decision” shall mean the final written decision of the Disciplinary Committee or Judicial Officer.
- 17.24.2 (a) A Player and/or the Player’s Home Union/Rugby Body (as appropriate) may appeal to an Appeal Committee or Appeal Officer from a decision of a Disciplinary Committee or Judicial Officer. Any appeal of such decision must be lodged with the nominated officer of the Host Union or Tournament Organiser (as applicable) within **48 hours** of the date on which the decision of the Disciplinary Committee or Judicial Officer has been notified or in default, with the Secretary of the Host Union or the disciplinary officer of the Tournament Organiser (as applicable).

- (b) The following additional parties shall be entitled to appeal to an Appeal Committee or Appeal Officer the decision of a Disciplinary Committee or Judicial Officer:
  - (i) Host Union; and/or
  - (ii) Tournament Organiser; and/or
  - (iii) World Rugby in respect of all World Rugby Matches and Matches falling under the World Rugby Appointment Scheme;

such parties shall lodge an appeal as soon as reasonably practicable but in any event no later than **72 hours** following notification to the appealing party of the decision.

- (c) World Rugby has a supervisory jurisdiction in respect of disciplinary matters under this Regulation. In the event the Disciplinary Officer determines it is appropriate that a particular decision should be appealed in respect of International Matches, where there is no appropriate hosting body for a Match and/or where the disciplinary regulations for a Match are clearly contrary to Regulation 17, the Disciplinary Officer or other nominee of World Rugby may take such steps as are reasonably necessary to review the matter and make such recommendations to World Rugby as the Disciplinary Officer deems appropriate. The Disciplinary Officer (or other nominee of World Rugby) may appeal the matter and such right of appeal shall be exercised within **72 hours** following notification of the decision to them.

17.24.3 An appeal shall be deemed to have been lodged by the relevant party (Appellant) when the notice of appeal is received by the nominated officer of the Host Union or Tournament Organiser (or in default the Secretary or Disciplinary Officer of such body) within the timeframes set out in 17.24.2 together with any required deposit referred to in Regulation 17.24.5.

17.24.4 The notice of appeal shall be in writing and signed by the particular Appellant lodging the appeal and shall specify the:

- (a) name of the Appellant lodging the appeal;
- (b) decision appealed against;
- (c) date of the decision appealed against;
- (d) date of notification of the decision appealed against by the party appealing; and
- (e) grounds of the appeal.

Except as provided, no specific form of a notice of appeal is required.

17.24.5 If the Host Union or Tournament Organiser shall so require, each notice of appeal shall be accompanied by a deposit of an amount not exceeding the equivalent of £1,000 (pounds Sterling), such amount to be determined by

the Host Union or Tournament Organiser having regard to the financial circumstances of the Appellant. In the event of a required deposit not being paid, the appeal shall be deemed to be abandoned, save that the Appeal Committee or Appeal Officer, in any case, shall have power to extend the time for payment of the deposit. In the event of an appeal by World Rugby, the Host Union or Tournament Organiser no appeal deposit shall be payable. The deposit shall be refundable in the event that the Appeal is successful

- 17.24.6 On the lodgement of the appeal the Host Union or Tournament Organiser shall:
- (a) notify the applicable parties in Regulation 17.24.2 of the appeal; and
  - (b) make available to the Appeal Committee or Appeal Officer (and the Appellant(s)) the full record of the proceedings before the Disciplinary Committee or Judicial Officer.

#### **Appeal Committee or Appeal Officer**

- 17.24.7 The Appeal Committee or Appeal Officer shall determine the basis on which the appeal shall proceed. The General Procedures relating to hearings before Appeal Committees and Appeal Officers contained in Regulation 20.8 shall apply to any matter arising under this Regulation.
- 17.24.8 The Appellant(s) will be notified of the names of the Appeal Committee members or Appeal Officer and the fact that the Player is not eligible to play the Game (or any form thereof) or be involved in any on-field Match day activities anywhere in the world pending the appeal save always where no sanction has been imposed by the Disciplinary Committee or the Judicial Officer and/or that where a Player's suspension expires while the Player's appeal is pending the Player shall be eligible to play immediately.
- 17.24.9 An appeal should, where reasonably practicable, be heard within **7 days** after its lodgement.
- 17.24.10 In any appeal before the Appeal Committee or Appeal Officer:
- (a) an Appellant that is a Player may be represented by a Union representative and/or legal counsel. Any other appellant may be represented by legal counsel and/or another representative of the Appellant;
  - (b) where the Host Union or Tournament Organiser appeals they shall be represented by a designated disciplinary officer of that body (and/or his/her nominee);
  - (c) where World Rugby appeals they shall be represented by the Disciplinary Officer (and/or his/her nominee).
- 17.24.11 If an Appeal Committee or Appeal Officer allows further evidence to be adduced at a hearing, there shall be no cross-examination of witnesses except to the extent allowed by the Appeal Committee or Appeal Officer.



**17.25 Remote Hearings and Expedited Procedures**

- 17.25.1 In particular circumstances, Unions, Associations, Tournament Organisers or World Rugby may wish to utilise remote hearings or expedited disciplinary procedures, to alleviate the practical difficulties caused by physical distance, time differences and to reduce costs. The Core Principles set out in this Regulation 17 shall be complied with regardless of the amended procedures.
- 17.25.2 The procedure for remote hearings shall be the same as that used for in-person hearings as set out in Regulation 17, save that some or all of the parties may attend the hearing by audio or audio-visual means. Where the Union, Association, Tournament Organiser or World Rugby proposes a remote hearing, Players shall have the right to request an in-person hearing. Where such application is made, the Judicial/Appeal Officer or Chair of the Disciplinary/Appeal Committee shall determine the procedure and format for the hearing.
- 17.25.3 Expedited procedures will vary depending on the circumstances. An example of such procedures is the use of a “foul play review committee” that considers the alleged act(s) of foul play and provides the player with an indication of the sanction that would be imposed were the player to admit the act(s) of foul play. The player has the option to accept the sanction or to reject the sanction and request a hearing.
- 17.25.4 Where Unions, Associations, Tournament Organisers wish to adopt expedited procedures, they shall:
- (a) apply to World Rugby for prior written approval;
  - (b) provide World Rugby with a copy of the empowering regulations;
  - (c) keep an account (on an annual basis) of the cases and decisions which arise under the procedures and make them available to World Rugby upon request;
  - (d) provide suitable educational materials and training to the relevant disciplinary personnel on the implementation of the guidelines and the application of the disciplinary process.

Where World Rugby wishes to adopt expedited procedures, it shall comply with 17.25.4(d) above. Where a Union has received approval from World Rugby pursuant to 17.25.4(a) above, it may approve its member unions and Rugby Bodies to adopt similar procedures for their local competitions provided such procedures are consistent with the World Rugby approved model and monitored appropriately by the Union.

- 17.25.5 Notwithstanding the existence of the expedited procedure, a Player, Union, Association, Tournament Organiser or World Rugby shall always have the right to have a hearing that complies with the requirements of Regulation 17.



- 17.25.6 Where expedited procedures are approved by World Rugby and adopted by the relevant Union, Association or Tournament Organiser, they shall be treated as enforceable by World Rugby in the same way as Regulation 17.

**17.26 Additional Provisions Relating to Hearings**

- 17.26.1 In all proceedings heard by a Disciplinary Committee or Judicial Officer and/or Appeal Committee or Appeal Officer, referees and/or assistant referees may only give evidence of fact, not opinion.
- 17.26.2 Disciplinary Committees, Judicial Officers, Appeal Committees and Appeal Officers, prior to a hearing or at any stage during a hearing may amend the offence for which the Player has been Ordered Off or cited unless, having regard to the circumstances of the case, such amendment cannot be made without causing injustice. Where an amendment is made, in appropriate cases an adjournment may be granted.

**17.27 Suspension**

- 17.27.1 A Player Ordered Off or cited by a Citing Commissioner may not take part or be selected for any further Match until the Player's case has been dealt with by a Disciplinary Committee or Judicial Officer.
- 17.27.2 Without in any way limiting the effect of Clause 17.21.4, a Player that is subject to an Ordering Off or citing in a domestic or any other Match is not entitled to play the Game (or any form thereof) or be involved in any on-field Match day activities anywhere in the world until the Player's case has been finally resolved.
- 17.27.3 A suspended Player who elects to appeal may not take part or be selected for any further Match until the Player's case has been dealt with by an Appeal Committee or Appeal Officer or the expiry of his/her suspension, whichever occurs earlier.

**17.28 Exceptional Circumstances in relation to Players' Conduct**

- 17.28.1 In exceptional circumstances where the conduct of a Player(s) or Person(s) is of such a serious/gross nature that their continued involvement in the Game in any capacity pending the final determination of the matter by the relevant authority is deemed by World Rugby to be inappropriate and/or potentially prejudicial to the image and reputation of the sport, then World Rugby is entitled to require as it deems fit that the relevant Union(s) provisionally suspend such Player(s) or Person(s) from any involvement in the sport.
- 17.28.2 It is the responsibility of each Union and Association in membership of World Rugby to ensure that in such circumstances it is able by reference to its regulations or otherwise to effect and/or recognise such provisional suspension on the Player or Person concerned.

### **17.29 Unforeseen Circumstances**

- 17.29.1 In the event that a particular incident takes place for which there is no provision in this Regulation 17 then the Disciplinary Officer, or his/her nominee may take such action as is considered appropriate in the circumstances in accordance with general principles of natural justice and fairness.

### **17.30 Miscellaneous**

- 17.30.1 In circumstances where an act(s) of Foul Play and an act of Misconduct (as defined in Regulation 18) arise in respect of the same Match for the same Player and provided it does not give rise to an injustice to the Player, for convenience both matters may be dealt with by the same Disciplinary Committee or Judicial Officer, notwithstanding that the acts may be governed by different Regulations.
- 17.30.2 Procedures or proceedings under this Regulation and/or Regulation 20 or any decision of a Disciplinary Committee, Judicial Officer, Appeal Committee or Appeal Officer shall not be quashed or held invalid by reason only of any defect, irregularity, omission or other technicality unless such defect, irregularity, omission or technicality raises a material doubt as to the reliability of the findings or decisions of a Disciplinary Committee, Judicial Officer, Appeal Committee or Appeal Officer or results in a miscarriage of justice.

## MODIFIED PROCEDURES FOR FOUL PLAY IN SEVENS

### 17.31 Introduction

- 17.31.1 In recognition of the unique structure of Sevens Tournaments and Series of Matches and the timelines within which the Sevens Game operates, the following provisions shall apply to the Sevens Game for Foul Play.
- 17.31.2 For the avoidance of doubt, references in Regulations 17.5, 17.6 and Regulation 20 (World Rugby Appointment Scheme) to International Tournaments, International Tours and Series of International Matches includes Sevens International Matches. All other references to Matches shall include Sevens.

### 17.32 Application of the Regulations

- 17.32.1 In respect of all Sevens Matches the procedures and standards in respect of the fifteen-a-side game as provided in Regulation 17 shall apply equally to Sevens save as provided in Regulations 17.33 to 17.38 below. In particular the following provisions shall apply:
- (a) Initial Procedures - Ordering Off; as per Regulation 17.12 save as amended by Regulation 17.33;
  - (b) Initial Procedures – Citing and Citing Commissioner Warning; as per Regulation 17.13 and 17.9.3 save as amended by Regulation 17.34;
  - (c) Judicial Officer - Powers and Procedures; as per Regulations 17.8 and Regulation 20.7 save as amended by Regulation 17.35;
  - (d) Sanctions; as per Regulations 17.17 to 17.21 save as amended in Regulation 17.36;
  - (e) Appeals; per Regulation 17.24 save as amended in Regulation 17.38; and
  - (f) Suspensions; as per Regulation 17.27 and Temporary Suspensions and Citing Commissioner Warnings as per Regulation 17.9 save as amended in Regulation 17.37.

### 17.33 Initial Procedures - Ordering Off

- 17.33.1 If a Player is Ordered Off the playing enclosure in a Sevens Match, the Player's case shall, whenever practicable, be adjudicated on within **2 hours** of the conclusion of that Match, or prior to him playing another Match in the Tournament (whichever is earlier).
- 17.33.2 Form 1 (Appendix 2 of this Regulation) may be used by the referee for the purposes of a report under Regulation 17.12.1.
- 17.33.3 Form 2 (Appendix 2 of this Regulation) may be used by the assistant referee for the purposes of a report under Regulation 17.12.2.

- 17.33.4 In light of the specific time pressures in Sevens Tournaments and Series of Matches it is not necessary that notice provided for in Regulation 17.12.6 be given in writing to the Player Ordered Off. It shall be sufficient compliance with this Regulation if the referee's report and where applicable, the assistant referee's report and any other relevant evidential material together with notice of the information required in Regulation 17.12.6, are handed to the Player or the Player's team manager.

#### **17.34 Initial Procedures – Citing and Citing Commissioner Warning**

- 17.34.1 The Union or other affiliated organisation responsible for the management of either participating team in a Sevens Match shall not have the power to cite a Player for Foul Play but may refer any incident of Foul Play to the Citing Commissioner for consideration provided such incident is referred to the Citing Commissioner within **30 minutes** of the completion of the Match in which the incident is alleged to have occurred. The final decision as to whether a Player should be cited (or not, as the case may be), whether as the result of an incident referred to him or otherwise shall rest with the Citing Commissioner.
- 17.34.2 Form 3(A) (Appendix 2 of this Regulation) may be used by the Citing Commissioner for the purposes of making a citing complaint.
- 17.34.3 A citing complaint by a Citing Commissioner should ordinarily contain the information provided in Regulation 17.13.4 and be received by the appointed disciplinary officer or in default the Secretary of the Host Union or Tournament Organiser within **60 minutes** of the end of the Match in which the act(s) of Foul Play is alleged to have taken place.
- 17.34.4 The exceptional circumstances for citing out of time in Regulation 17.13.3 shall also apply to Sevens and in addition, upon application by the Citing Commissioner to the Judicial Officer, the time period for citing may be extended where there are extenuating circumstances provided always that the extension of time does not extend beyond the duration of the Tournament.
- 17.34.5 Where a Player is the subject of a citing complaint, the Player's case wherever practicable should be adjudicated on within **2 hours** of the citing complaint being received by the Player or prior to his/her next scheduled Match, whichever is earlier.
- 17.34.6 A Citing Commissioner Warning shall be notified to the nominated officer of the Host Union or the Tournament Organiser ordinarily within **60 minutes** of the end of the Match in which the alleged act(s) of Foul Play occurred. The Citing Commissioner Warning notification shall contain the information in Regulation 17.9.3. Form 3(B) (Appendix 2 of this Regulation) may be used for the purposes of notification.

#### **17.35 Judicial Officer – Power to Regulate Own Procedures**

- 17.35.1 In Sevens, any case involving an Ordering Off, Citing, Accumulations of Temporary Suspensions and/or Citing Commissioner Warnings will be adjudicated on by a Judicial Officer who shall act as sole arbiter.

- 17.35.2 Any matters not provided for in these Modified Procedures for Sevens or Regulation 17 shall in the first instance be referred to a Judicial Officer who shall deal with such matters as the Judicial Officer sees fit.

## **17.36 Sanctions in a Sevens context**

- 17.36.1 The World Rugby's Sanctions for Foul Play set out in Appendix 1 have been established on the basis that a one-week period of suspension would normally result in a Player missing one Match of Fifteens. During a Sevens Tournament, Players may participate or participating Unions may be scheduled to participate in several Matches per day. When determining the appropriate periods of suspension, a Judicial Officer should take cognisance of the fact that during a Sevens Tournament or Series of Matches a Player may miss more than one Match as a result of being made subject to a week's suspension and may impose a suspension based on a number of Tournament Matches. In this respect the Judicial Officer shall have regard to the overall impact of the suspension. This provision does not preclude the imposition of periods of suspension running beyond a Player's participation in the Tournament.
- 17.36.2 The Judicial Officer shall convey his/her decision using the standard form (a copy of which appears as Form 6 at Appendix 2 of this Regulation 17) or otherwise in writing as soon as reasonably practicable to the Player, to the teams involved in the Match, the appointed disciplinary officer and to World Rugby. The decision shall be binding on the Player as soon as the Player, his/her representative, or his/her team is notified of the decision. "Decision" shall have the meaning set out in Regulation 17.24.1.

## **17.37 Temporary Suspensions and Citing Commissioner Warnings**

- 17.37.1 The provisions of Regulation 17.9 shall apply to Temporary Suspensions and Citing Commissioner Warnings in Sevens save as set out below:
- (a) The maximum period of suspension shall not exceed **2 minutes** and does not include half-time for time-keeping purposes. If the period of suspension continues beyond the half-time interval, the suspended Player is not permitted contact with the Player's team.
  - (b) The report which may be in the standard form shall be forwarded to the nominated officer of the Host Union or Tournament Organiser as soon as reasonably practicable and ordinarily within **2 hours** of the completion of the Match in which the Temporary Suspension was imposed. Forms 4 and 5 (Appendix 2 of this Regulation) may be used by the referee and the assistant referee for this purpose.
  - (c) The Host Union or Tournament Organiser shall forward a copy of the report to the relevant parties within **4 hours** of receipt. Such report shall clearly state that the Player has the right to challenge the Temporary Suspension but if the Player wishes to do so, the Player must give notice of the challenge within **12 hours** of its notification to them. Such notice shall be duly recorded by the Host Union or Tournament Organiser and shall be considered in the event of the

Player subsequently being involved in any judicial hearing in relation to the accumulation of Temporary Suspensions.

- (d) If the Player wishes to challenge the Citing Commissioner Warning the Player shall give notice of the intention to challenge within **12 hours** of its notification to them. Such notice shall be duly recorded by the Host Union or Tournament Organiser and shall be considered in the event of the Player subsequently being involved in any judicial hearing in relation to the accumulation of Citing Commissioner Warnings.

- 17.37.2
- (a) A Player who has been Temporarily Suspended and/or received a Citing Commissioner Warning in three or more Matches and/or received a combination of three or more Temporary Suspensions and/or Citing Commissioner Warnings at a single Sevens tournament or Series of Matches or a Player who has been Temporarily Suspended or received a Citing Commissioner Warning (or a combination of both) five times during a season of World Rugby Sevens World Series, shall be required to appear before a Judicial Officer at an appointed time and place.
  - (b) Pending such hearing the Player shall not take part in any Match anywhere in the world and shall be suspended from all on-field activities on Match days pending the resolution of the case.
  - (c) Ordinarily, such hearings shall take place at the Tournament venue at which the third or fifth Temporary Suspension, Citing Commissioner Warning or combination of both was imposed on the Player. The decision on the appropriate venue for the hearing shall be made by the Judicial Officer.

## **17.38 Appeals**

- 17.38.1 To be valid, any appeal against the decision of a Judicial Officer in Sevens must be lodged with the disciplinary officer (or his/her nominee) of the Host Union or Tournament Organiser in writing, within **24 hours** of the notification of the decision of the Judicial Officer to the Player or the Player's Union.
- 17.38.2 Appeals shall ordinarily be heard by an Appeal Officer.

## APPENDIX 1. WORLD RUGBY SANCTIONS FOR FOUL PLAY (REGULATION 17)

**Note:** Any act of foul play which results in contact with the head and/or the neck shall result in at least a mid-range sanction<sup>5</sup>

**Note:** Where a Player receives a mid-range or top end sanction, a Disciplinary Committee/Judicial Officer/Appeal Committee/Appeal Officer may, at its discretion, agree that one week of the sanction may be replaced by a “Coaching Intervention” that complies with the World Rugby Coaching Intervention Programme<sup>6</sup>

### 9.11 Players must not do anything that is reckless or dangerous to others.

Low-end: 2 weeks/matches	Mid-range: 6 weeks/matches	Top-end: 10+ weeks/matches	Max: 52 weeks/matches
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### 9.12 A player must not physically abuse anyone. Physical abuse includes, but is not limited to:

Biting	Low-end: 12 weeks/matches	Mid-range: 18 weeks/matches	Top-end: 24+ weeks/matches	Max: 208 weeks/matches
Intentional Contact with Eye(s) <sup>7</sup>	Low-end: 12 weeks/matches	Mid-range: 18 weeks/matches	Top-end: 24+ weeks/matches	Max: 208 weeks/matches
Reckless Contact with Eye(s) <sup>8</sup>	Low-end: 6 weeks/matches	Mid-range: 12 weeks/matches	Top-end: 18+ weeks/matches	Max: 208 weeks/matches
Contact with Eye Area <sup>9</sup>	Low-end: 4 weeks/matches	Mid-range: 8 weeks/matches	Top-end: 12+ weeks/matches	Max: 52 weeks/matches
Punching or striking with hand, arm (including stiff-arm tackle), elbow or shoulder	Low-end: 2 weeks/matches	Mid-range: 6 weeks/matches	Top-end: 10+ weeks/matches	Max: 52 weeks/matches
Leading with the forearm	Low end: 2 weeks/matches	Mid-range: 6 weeks/matches	Top-end: 10+ weeks/matches	Max: 52 weeks/matches

<sup>5</sup> The note does not apply to the following Laws whose low-end entry points already take into account head contact being a potential feature or consequence of such breach reaching the red-card threshold: 9.12 (biting, contact with eye(s)/eye area and striking with head), 9.18 and 9.27 (hair pulling).

<sup>6</sup> The World Rugby Coaching Intervention Programme is only available for foul play offences occurring under the “Head Contact Process”

<sup>7</sup> The “eye” involves all tissues including the eye lids within and covering the orbital cavity and the “eye area” is anywhere in close proximity to the eye.

<sup>8</sup> The “eye” involves all tissues including the eye lids within and covering the orbital cavity and the “eye area” is anywhere in close proximity to the eye.

<sup>9</sup> The “eye” involves all tissues including the eye lids within and covering the orbital cavity and the “eye area” is anywhere in close proximity to the eye.



Striking with head <sup>10</sup>	Low-end: 6 weeks/matches	Mid-range: 10 weeks/matches	Top-end: 16+ weeks/matches	Max: 104 weeks/matches
Striking with knee	Low-end: 4 weeks/matches	Mid-range: 8 weeks/matches	Top-end: 12+ weeks/matches	Max: 52 weeks/matches
Stamping or Trampling	Low-end: 2 weeks/matches	Mid-range: 6 weeks/matches	Top-end: 12+ weeks/matches	Max: 52 weeks/matches
Tripping	Low-end: 2 weeks/matches	Mid-range: 4 weeks/matches	Top-end: 8+ weeks/matches	Max: 52 weeks/matches
Kicking	Low-end: 4 weeks/matches	Mid-range: 8 weeks/matches	Top-end: 12+ weeks/matches	Max: 52 weeks/matches

**9.12 A player must not verbally abuse anyone. Verbal abuse includes, but is not limited to, abuse based on: religion, colour, national or ethnic origin, sexual orientation.**

Low-end: 6 weeks/matches	Mid-range: 12 weeks/matches	Top-end: 18+ weeks/matches	Max: 52 weeks/matches
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**9.13 A player must not tackle an opponent early, late or dangerously. Dangerous tackling includes, but is not limited to, tackling or attempting to tackle an opponent above the line of the shoulders even if the tackle starts below the line of the shoulders.**

Low-end: 2 weeks/matches	Mid-range: 6 weeks/matches	Top-end: 10+ weeks/matches	Max: 52 weeks/matches
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**9.14 A player must not tackle an opponent who is not in possession of the ball.**

Low-end: 2 weeks/matches	Mid-range: 6 weeks/matches	Top-end: 10+ weeks/matches	Max: 52 weeks/matches
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**9.15 Except in a scrum, ruck or maul, a player who is not in possession of the ball must not hold, push, charge or obstruct an opponent not in possession of the ball.**

Low-end: 2 weeks/matches	Mid-range: 4 weeks/matches	Top-end: 6+ weeks/matches	Max: 52 weeks/matches
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**9.16 A player must not charge or knock down an opponent carrying the ball without attempting to grasp that player.**

Low-end: 2 weeks/matches	Mid-range: 6 weeks/matches	Top-end: 10+ weeks/matches	Max: 52 weeks/matches
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**9.17 A player must not tackle, charge, pull, push or grasp an opponent whose feet are off the ground.**

Low-end: 4 weeks/matches	Mid-range: 8 weeks/matches	Top-end: 12+ weeks/matches	Max: 52 weeks/matches
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<sup>10</sup> Head-on-head contact arising out of a tackle situation should ordinarily be sanctioned under Law 9.13 below.

**9.18 A player must not lift an opponent off the ground and drop or drive that player so that their head and/or upper body make contact with the ground.**

Low-end: 6 matches/matches	Mid-range: 10 weeks/matches	Top-end: 14+ weeks/matches	Max: 52 weeks/matches
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**9.19 Dangerous play in a scrum.**

- a. The front row of a scrum must not form at a distance from its opponents and rush against them.
- b. A front-row player must not pull an opponent.
- c. A front-row player must not intentionally lift an opponent off their feet or force the opponent upwards out of the scrum.
- d. A front-row player must not intentionally collapse a scrum.

Low-end: 2 weeks/matches	Mid-range: 4 weeks/matches	Top-end: 8+ weeks/matches	Max: 52 weeks/matches
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**9.20 Dangerous play in a ruck or maul.**

- a. A player must not charge into a ruck or maul. Charging includes any contact made without binding onto another player in the ruck or maul.

Low-end: 2 weeks/matches	Mid-range: 6 weeks/matches	Top-end: 10+ weeks/matches	Max: 52 weeks/matches
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- b. A player must not make contact with an opponent above the line of the shoulders.
- c. A player must not intentionally collapse a ruck or a maul.

Low-end: 2 weeks/matches	Mid-range: 4 weeks/matches	Top-end: 8+ weeks/matches	Max: 52 weeks/matches
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**9.25 A player must not intentionally charge or obstruct an opponent who has just kicked the ball.**

Low-end: 2 weeks/matches	Mid-range: 6 weeks/matches	Top-end: 10+ weeks/matches	Max: 52 weeks/matches
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**9.27 A player must not do anything that is against the spirit of good sportsmanship including but not limited to:**

Hair pulling or grabbing	Low-end: 2 weeks/matches	Mid-range: 4 weeks/matches	Top-end: 6+ weeks/matches	Max: 52 weeks/matches
Spitting at anyone	Low-end: 4 weeks/matches	Mid-range: 8 weeks/matches	Top-end: 12+ weeks/matches	Max: 52 weeks/matches
Grabbing, twisting or squeezing the genitals (and/or breasts in the case of female players)	Low-end: 12 weeks/matches	Mid-range: 18 weeks/matches	Top-end: 24+ weeks/matches	Max: 208 weeks/matches
Other	Low-end: 4 weeks/matches	Mid-range: 8 weeks/matches	Top-end: 12+ weeks/matches	Max: 52 weeks/matches

**9.28 A player must not disrespect the authority of a Match Official.**

Low-end: 2 weeks/matches	Mid-range: 4 weeks/matches	Top-end: 6+ weeks/matches	Max: 52 weeks/matches
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**9.28 A player must not verbally abuse a Match Official. Verbal abuse includes, but is not limited to, abuse based on: religion, colour, national or ethnic origin, sexual orientation.**

Low-end: 6 weeks/matches	Mid-range: 12 weeks/matches	Top-end: 18+ weeks/matches	Max: 52 weeks/matches
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**9.28 A player must not make physical contact with Match Officials.**

Low-end: 6 weeks/matches	Mid-range: 12 weeks/matches	Top-end: 18+ weeks/matches	Max: 52 weeks/matches
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**9.28 A player must not use threatening actions or words towards Match Officials.**

Low-end: 12 weeks/matches	Mid-range: 24 weeks/matches	Top-end: 48+ weeks/matches	Max: 260 weeks/matches
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**9.28 A player must not physically abuse Match Officials.**

Low-end: 24 weeks/matches	Mid-range: 48 weeks/matches	Top-end: 96+ weeks/matches	Max: Life
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In respect of offences not referred to in Appendix 1 above, appropriate sanctions may be imposed at the discretion of the relevant Judicial Officer, Disciplinary Committee, Appeal Officer and/or Appeal Committee (as the case may be).

Notwithstanding the Sanctions in Appendix 1 and/or the provisions of Regulations 17.17 to 17.21 in cases where the player's actions constitute mid-range or top end offending for any type of offence which had the potential to result and, in fact, did result in serious/gross consequences to the health of the victim, the Judicial Officers and/or Disciplinary Committees may impose any period of suspension including a suspension for life.

## APPENDIX 2. FORM 1. STANDARD FORM REFEREE'S REPORT ON AN ORDERING OFF – INTERNATIONAL MATCH

Appendix 2 – Form 1



### Referee's Report on an Ordering Off

## OFFICIATING

Player's Union				Player Number			
Full Name of Player							
Venue				Date of Incident			
Match Result			pts				pts

<b>Nature of Offence: (Please indicate appropriate offence)</b>															
<b>Law</b>	<input checked="" type="checkbox"/>	<b>Law</b>	<input checked="" type="checkbox"/>	<b>Law</b>	<input checked="" type="checkbox"/>	<b>Law</b>	<input checked="" type="checkbox"/>	<b>Law</b>	<input checked="" type="checkbox"/>	<b>Law</b>	<input checked="" type="checkbox"/>				
3.7		9.7 (c)		9.10		9.14		9.19		9.24					
4.7		9.7 (d)		9.11		9.15		9.20		9.25					
9.7 (a)		9.8		9.12		9.16		9.21		9.26					
9.7 (b)		9.9		9.13		9.17		9.22		9.27					
Please give a short description of the Law						9.18		9.23		9.28					
Period (of game when incident occurred):				1 <sup>st</sup> Half		2 <sup>nd</sup> Half		Extra time		Elapsed time in half					
Proximity of Official(s) to incident									metres						
Score at that time							pts					pts			
Had any cautions been issued to		a) Individual	Yes		No		b) General	Yes		No					
Was the Player ordered off further to the report of an Assistant Referee? <i>(If yes, a separate form may need to be completed and submitted by the assistant referee)</i>									Yes		No				

Referee's Name		Union	
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**Please give a detailed report below (PLEASE WRITE CLEARLY)**

[illegible]

Signed		Date	
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THIS REPORT MUST BE COMPLETED AND PROVIDED TO A DESIGNATED DISCIPLINARY OFFICIAL IMMEDIATELY AFTER THE COMPLETION OF THE MATCH

**BUILDING CHARACTER SINCE 1886**

## APPENDIX 2. FORM 2. STANDARD FORM ASSISTANT REFEREE'S REPORT ON AN ORDERING OFF – INTERNATIONAL MATCH

Appendix 2 – Form 2



### Assistant Referee's Report on an Ordering Off

## OFFICIATING

Player's Union				Player Number			
Full Name of Player							
Venue				Date of Incident			
Match Result			pts				pts

Nature of Offence: (Please indicate appropriate offence)											
Law	✓	Law	✓	Law	✓	Law	✓	Law	✓	Law	✓
3.7		9.7 (c)		9.10		9.14		9.19		9.24	
4.7		9.7 (d)		9.11		9.15		9.20		9.25	
9.7 (a)		9.8		9.12		9.16		9.21		9.26	
9.7 (b)		9.9		9.13		9.17		9.22		9.27	
Please give a short description of the Law						9.18		9.23		9.28	
Period (of game when incident occurred):		1 <sup>st</sup> Half		2 <sup>nd</sup> Half		Extra time			Elapsed time in half		
Proximity of Official(s) to incident								metres			
Score at that time					pts					pts	
Had any cautions been issued to		a) Individual	Yes	No	b) General		Yes	No			

Assistant Referee's Name		Union	
Referee's Name		Union	

**Please give a detailed report below (PLEASE WRITE CLEARLY)**

[illegible]

Signed		Date	
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THIS REPORT MUST BE COMPLETED AND PROVIDED TO A DESIGNATED DISCIPLINARY OFFICIAL IMMEDIATELY AFTER THE COMPLETION OF THE MATCH



## APPENDIX 2. FORM 3(A). STANDARD FORM CITING COMMISSIONER'S REPORT – INTERNATIONAL MATCH

Appendix 2 – Form 3(A)



### Citing Commissioner Report

DISCIPLINARY

Player's Union				Player Number			
Full Name of Player							
Venue				Date of Incident			
Match Result			pts				pts
Nature of Offence: (Please indicate appropriate offence)							
<input type="checkbox"/> 9.11 Players must not do anything that is reckless or dangerous to others.				<input type="checkbox"/> 9.19 Dangerous play in a scrum.			
<input type="checkbox"/> 9.12 A player must not physically abuse anyone. <input type="checkbox"/> Biting <input type="checkbox"/> Intentional contact with eye(s) <input type="checkbox"/> Reckless contact with eye(s) <input type="checkbox"/> Contact with eye area <input type="checkbox"/> Punching or striking with hand or arm (including stiff arm tackle)				<input type="checkbox"/> Striking with elbow <input type="checkbox"/> Striking with shoulder <input type="checkbox"/> Striking with head <input type="checkbox"/> Striking with knee <input type="checkbox"/> Stamping or trampling <input type="checkbox"/> Tripping <input type="checkbox"/> Kicking			
<input type="checkbox"/> 9.12 A player must not verbally abuse anyone.				<input type="checkbox"/> 9.20 Dangerous play in a ruck or maul.			
<input type="checkbox"/> 9.13 A player must not tackle an opponent early, late or dangerously. Dangerous tackling includes but is not limited to tackling or attempting to tackle an opponent above the line of the shoulders even if the tackle starts below the line of the shoulders.				<input type="checkbox"/> A player must not charge into a ruck or maul <input type="checkbox"/> A player must not make contact with an opponent above the line of the shoulders <input type="checkbox"/> A player must not intentionally collapse a ruck or a maul			
<input type="checkbox"/> 9.14 A player must not tackle an opponent who is not in possession of the ball.				<input type="checkbox"/> 9.25 A player must not intentionally charge or obstruct an opponent who has just kicked the ball.			
<input type="checkbox"/> 9.15 Except in a scrum, ruck or maul, a player who is not in possession of the ball must not hold, push, charge or obstruct an opponent not in possession of the ball.				<input type="checkbox"/> 9.27 A player must not do anything that is against the spirit of good sportsmanship. <input type="checkbox"/> Hair pulling or grabbing <input type="checkbox"/> Spitting at anyone <input type="checkbox"/> Grabbing, twisting or squeezing the genitals (and/or breasts in the case of female players) <input type="checkbox"/> Other (please specify)			
<input type="checkbox"/> 9.16 A player must not charge or knock down an opponent carrying the ball without attempting to grasp that player.				<input type="checkbox"/> 9.28 A player must not disrespect the authority of a Match Official. <input type="checkbox"/> 9.28 A player must not verbally abuse a Match Official.			
<input type="checkbox"/> 9.17 A player must not tackle, charge pull, push or grasp an opponent whose feet are off the ground.				<input type="checkbox"/> 9.28 A player must not make physical contact with Match Officials.			
<input type="checkbox"/> 9.18 A player must not lift an opponent off the ground and drop or drive that player so that their head and/or upper body make contact with the ground.				<input type="checkbox"/> 9.28 A player must not use threatening actions or words towards Match Officials.			
<input type="checkbox"/> 9.28 A player must not physically abuse Match Officials							
Period (of game when incident occurred)	1 <sup>st</sup> Half <input type="checkbox"/>	2 <sup>nd</sup> Half <input type="checkbox"/>	Extra time <input type="checkbox"/>	Elapsed time in half			
Proximity of Official(s) to incident						Metres	
Score at that time			pts				pts

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Appendix 2 – Form 3(A)



### Citing Commissioner Report

## DISCIPLINARY

**Please give a detailed report below (PLEASE WRITE CLEARLY)**

[illegible]

Citing Commissioner		Date	
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THIS REPORT MUST BE COMPLETED AND PROVIDED TO A DESIGNATED DISCIPLINARY OFFICIAL PRIOR TO THE EXPIRATION OF THE CITING PERIOD

**BUILDING CHARACTER SINCE 1886**



## APPENDIX 2

FORM 3(B). STANDARD FORM CITING  
COMMISSIONER WARNING -INTERNATIONAL  
MATCH

Appendix 2 – Form 3(B)



## Citing Commissioner Warning

## DISCIPLINARY

Player's Union		Player Number	
Full Name of Player			
Venue		Date of Incident	
Match Result		pts	pts
Nature of Offence: (Please indicate appropriate offence)			
<input type="checkbox"/> 9.11 Players must not do anything that is reckless or dangerous to others.		<input type="checkbox"/> 9.19 Dangerous play in a scrum.	
<input type="checkbox"/> 9.12 A player must not physically abuse anyone. <input type="checkbox"/> Biting <input type="checkbox"/> Striking with elbow <input type="checkbox"/> Intentional contact with eye(s) <input type="checkbox"/> Striking with shoulder <input type="checkbox"/> Reckless contact with eye(s) <input type="checkbox"/> Striking with head <input type="checkbox"/> Contact with eye area <input type="checkbox"/> Striking with knee <input type="checkbox"/> Punching or striking with hand or arm (including stiff arm tackle) <input type="checkbox"/> Stamping or trampling <input type="checkbox"/> <input type="checkbox"/> Tripping <input type="checkbox"/> <input type="checkbox"/> Kicking		<input type="checkbox"/> 9.20 Dangerous play in a ruck or maul. <input type="checkbox"/> A player must not charge into a ruck or maul <input type="checkbox"/> A player must not make contact with an opponent above the line of the shoulders <input type="checkbox"/> A player must not intentionally collapse a ruck or a maul  <input type="checkbox"/> 9.25 A player must not intentionally charge or obstruct an opponent who has just kicked the ball.	
<input type="checkbox"/> 9.12 A player must not verbally abuse anyone.		<input type="checkbox"/> 9.27 A player must not do anything that is against the spirit of good sportsmanship.	
<input type="checkbox"/> 9.13 A player must not tackle an opponent early, late or dangerously. Dangerous tackling includes but is not limited to tackling or attempting to tackle an opponent above the line of the shoulders even if the tackle starts below the line of the shoulders.		<input type="checkbox"/> Hair pulling or grabbing <input type="checkbox"/> Spitting at anyone <input type="checkbox"/> Grabbing, twisting or squeezing the genitals (and/or breasts in the case of female players)	
<input type="checkbox"/> 9.14 A player must not tackle an opponent who is not in possession of the ball.		<input type="checkbox"/> Other (please specify)	
<input type="checkbox"/> 9.15 Except in a scrum, ruck or maul, a player who is not in possession of the ball must not hold, push, charge or obstruct an opponent not in possession of the ball.		<input type="checkbox"/> 9.28 A player must not disrespect the authority of a Match Official.	
<input type="checkbox"/> 9.16 A player must not charge or knock down an opponent carrying the ball without attempting to grasp that player.		<input type="checkbox"/> 9.28 A player must not verbally abuse a Match Official.	
<input type="checkbox"/> 9.17 A player must not tackle, charge pull, push or grasp an opponent whose feet are off the ground.		<input type="checkbox"/> 9.28 A player must not make physical contact with Match Officials.	
<input type="checkbox"/> 9.18 A player must not lift an opponent off the ground and drop or drive that player so that their head and/or upper body make contact with the ground.		<input type="checkbox"/> 9.28 A player must not use threatening actions or words towards Match Officials.	
<input type="checkbox"/> 9.28 A player must not physically abuse Match Officials			
Period (of game when incident occurred)		1 <sup>st</sup> Half <input type="checkbox"/>	2 <sup>nd</sup> Half <input type="checkbox"/>
		Extra time <input type="checkbox"/>	Elapsed time in half
Proximity of Official(s) to incident		Metres	
Score at that time		pts	pts

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Appendix 2 – Form 3(B)



### Citing Commissioner Warning

## DISCIPLINARY

Please give a detailed report below (PLEASE WRITE CLEARLY)

[illegible]

Citing Commissioner		Date	
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THIS REPORT MUST BE COMPLETED AND PROVIDED TO THE DESIGNATED DISCIPLINARY OFFICIAL AND SHALL FORM PART OF THE PLAYER'S DISCIPLINARY RECORD

**NOTE TO PLAYER:** You may challenge this Citing Commissioner Warning within **48 hours (15s) / 12 hours (7s)** of its notification to you by giving notice to the Designated Disciplinary Official and, ordinarily, specifying reasons

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## APPENDIX 2. FORM 4. STANDARD FORM REFEREE'S REPORT ON A TEMPORARY SUSPENSION

Appendix 2 – Form 4



## Referee's Report on a Temporary Suspension

## OFFICIATING

Player's Union				Player Number			
Full Name of Player							
Venue				Date of Incident			
Match Result			pts				pts

Nature of Offence: (Please indicate appropriate offence)											
Law	✓	Law	✓	Law	✓	Law	✓	Law	✓	Law	✓
3.7		9.7 (c)		9.10		9.14		9.19		9.24	
4.7		9.7 (d)		9.11		9.15		9.20		9.25	
9.7 (a)		9.8		9.12		9.16		9.21		9.26	
9.7 (b)		9.9		9.13		9.17		9.22		9.27	
Please give a short description of the Law						9.18		9.23		9.28	
Period (of game when incident occurred):		1 <sup>st</sup> Half		2 <sup>nd</sup> Half		Extra time			Elapsed time in half		
Proximity of Official(s) to incident									metres		
Score at that time							pts				pts
Had any cautions been issued to		a) Individual	Yes		No		b) General		Yes		No
Was the Player ordered off further to the report of an Assistant Referee? (If yes, a separate form may need to be completed and submitted by the assistant referee)									Yes		No

[illegible]

Signed		Date	
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**THIS REPORT MUST BE COMPLETED AND PROVIDED TO A DESIGNATED DISCIPLINARY OFFICIAL IMMEDIATELY AFTER THE COMPLETION OF THE MATCH**

**NOTE TO PLAYER:** You may challenge this Temporary Suspension within **48 hours (15s) / 12 hours (7s)** of its notification to you by giving notice to the Designated Disciplinary Official and, ordinarily, specifying reasons



## APPENDIX 2 FORM 5. STANDARD FORM ASSISTANT REFEREE'S REPORT ON A TEMPORARY SUSPENSION

## Appendix 2 – Form 5



### Assistant Referee's Report on a Temporary Suspension

## OFFICIATING

Player's Union				Player Number			
Full Name of Player							
Venue				Date of Incident			
Match Result			pts				pts

Nature of Offence: (Please indicate appropriate offence)											
Law	✓	Law	✓	Law	✓	Law	✓	Law	✓	Law	✓
3.7		9.7 (c)		9.10		9.14		9.19		9.24	
4.7		9.7 (d)		9.11		9.15		9.20		9.25	
9.7 (a)		9.8		9.12		9.16		9.21		9.26	
9.7 (b)		9.9		9.13		9.17		9.22		9.27	
Please give a short description of the Law						9.18		9.23		9.28	
Period (of game when incident occurred):		1 <sup>st</sup> Half		2 <sup>nd</sup> Half		Extra time		Elapsed time in half			
Proximity of Official(s) to incident								metres			
Score at that time					pts					pts	
Had any cautions been issued to		a) Individual	Yes		No		b) General	Yes		No	

Assistant Referee's Name		Union	
Referee's Name		Union	

**Please give a detailed report below (PLEASE WRITE CLEARLY)**

[illegible]

Signed		Date	
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THIS REPORT MUST BE COMPLETED AND PROVIDED TO A DESIGNATED DISCIPLINARY OFFICIAL IMMEDIATELY AFTER THE COMPLETION OF THE MATCH

**NOTE TO PLAYER:** You may challenge this Temporary Suspension within **48 hours (15s) / 12 hours (7s)** of its notification to you by giving notice to the Designated Disciplinary Official and, ordinarily, specifying reasons

**BUILDING CHARACTER SINCE 1886**

## APPENDIX 2 FORM 6. WORLD RUGBY DISCIPLINARY COMMITTEE/ JUDICIAL OFFICER'S HEARING REPORT

### DISCIPLINARY DECISION



WORLD  
RUGBY

[insert logo e.g.]

Match	[insert] v [insert]		
	[insert]	Competition	[insert]
Date of match	[insert]	Match venue	[insert]
Rules to apply	Regulation 17 World Rugby Handbook; or Tournament Disciplinary Program; or Other [insert]		

#### PARTICULARS OF OFFENCE

Player's surname	[insert]	Date of birth	[insert]
Forename(s)	[insert]		
Referee Name	[insert]	Plea	<input type="checkbox"/> Admitted <input type="checkbox"/> Not admitted
Offence	[Select] *for drop down list, see attached	SELECT: Red card <input type="checkbox"/> Citing <input type="checkbox"/> Other <input type="checkbox"/> If "Other" selected, please specify:	
Summary of Sanction	[insert] weeks/matches OR No Sanction [delete as appropriate]		

#### HEARING DETAILS

Hearing date	(from calendar)	Hearing venue	[insert]
Chairman/JO	[insert]		
Other Members of Disciplinary Committee	[insert] (ex-[insert team/referee] etc) [insert] (ex-[insert team/referee] etc)		
Appearance Player	YES <input type="checkbox"/> NO <input type="checkbox"/>	Appearance Union	YES <input type="checkbox"/> NO <input type="checkbox"/>
Player's Representative(s)		Disciplinary Officer and/or other attendees	
List of documents/materials provided to Player in advance of hearing			

#### SUMMARY OF ESSENTIAL ELEMENTS OF CITING/REFEREE'S REPORT/INCIDENT FOOTAGE


[illegible]

**SANCTIONING PROCESS**

**ASSESSMENT OF SERIOUSNESS**

Assessment of Intent – R 17.18.1(a)-(b) (or equivalent Tournament rule)
Intentional <input type="checkbox"/> Reckless <input type="checkbox"/>
State Reasons
Nature of actions – R 17.18.1(c) (or equivalent Tournament rule)
Existence of provocation – R 17.18.1(d) (or equivalent Tournament rule)
Whether player retaliated – R 17.18.1(e) (or equivalent Tournament rule)
Self-defence – R 17.18.1(f) (or equivalent Tournament rule)
Effect on victim – R 17.18.1(g) (or equivalent Tournament rule)
Effect on match – R 17.18.1(h) (or equivalent Tournament rule)
Vulnerability of victim – R 17.18.1(i) (or equivalent Tournament rule)
Level of participation/premeditation – R 17.18.1(j) (or equivalent Tournament rule)
Conduct completed/attempted – R 17.18.1(k) (or equivalent Tournament rule)
Other features of player's conduct – R 17.18.1(l) (or equivalent Tournament rule)



## ASSESSMENT OF SERIOUSNESS CONTINUED

Entry point					
Top end*	Weeks/Matches	Mid-range	Weeks/Matches	Low-end	Weeks/Matches
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

\*If Top End, the JO or Panel should identify, if appropriate, an entry point between the Top End and the maximum sanction and provide the reasons for selecting this entry point, below:

In making this assessment, the JO/Committee should consider World Rugby Regulations 17.18.1(a), 17.18.1(g), and 17.18.1(h) or the equivalent provisions within the Tournament Rules referred to above.

Reasons for selecting Entry Point above Top End:

## RELEVANT OFF-FIELD MITIGATING FACTORS

Acknowledgement of guilt and timing – R 17.19.1(a) (or equivalent Tournament rule)	Player's disciplinary record/good character – R 17.19.1(b) (or equivalent Tournament rule)
Youth and inexperience of player – R 17.19.1(c) (or equivalent Tournament rule)	Conduct prior to and at hearing – R 17.19.1(d) (or equivalent Tournament rule)
Remorse and timing of remorse – R 17.19.1(e) (or equivalent Tournament rule)	Other off-field mitigation – R 17.19.1(f) (or equivalent Tournament rule)

Number of weeks/matches deducted:

Summary of reason for number of weeks/matches deducted:

## ADDITIONAL RELEVANT OFF-FIELD AGGRAVATING FACTORS

Player's status as an offender of the Laws of the Game – R 17.20.1(a) (or equivalent Tournament rule)

Need for deterrence – R 17.20.1(b) (or equivalent Tournament rule)

Any other off-field aggravating factors – R 17.20.1(c) (or equivalent Tournament rule)

Number of additional weeks/matches:

## SANCTION

**NOTE:** PLAYERS ORDERED OFF OR CITED BY A CITING COMMISSIONER ARE PROVISIONALLY SUSPENDED PENDING THE HEARING OF THEIR CASE. SUCH SUSPENSION SHOULD BE TAKEN INTO CONSIDERATION WHEN SANCTIONING – R 17.12.5(f) / 17.13.7 (or equivalent Tournament rule)

Total sanction	[insert]	Sending off sufficient <input type="checkbox"/>
Sanction commences		
Sanction concludes		
Matches/tournaments included in sanction		

Costs	
-------	--

Signature (JO or Chairman)		Date	
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**NOTE:** YOU HAVE 48 HOURS FROM NOTIFICATION OF THE DECISION OF THE CHAIRMAN/JO TO LODGE AN APPEAL WITH THE TOURNAMENT DIRECTOR – R 17.24.2(a) (or equivalent Tournament rule)

[Standard Appeal Directions to appear on this page]

## APPENDIX 3. DISCIPLINARY GUIDELINES FOR UNDERAGE GAME

### A. Introduction

These Guidelines have been made available by World Rugby for Unions who wish to implement a specific disciplinary regime at the Underage Game level which reflects the age of the Players, the truncated playing season of such Players and the likelihood for non-Match based sanctions to be imposed in particular for school-boys and girls.

The Disciplinary Guidelines for the Underage Game (the “**Guidelines**”) may be adopted by Unions at their sole election. If adopted, in order to ensure that the principle of universality is maintained the Guidelines must be implemented in their entirety including the application of the World Rugby Sanctions for Foul Play Table adjusted for Underage Rugby contained in the Guidelines.

### 1. Additional Rules in the Underage Game

1.1 Where a Union so elects as part of its rules, the following provisions relating to Discipline for Foul Play in the Underage Game shall apply to Underage Players within its jurisdiction.

1.2 For the purposes of Regulation 17.3.1(a) these Underage Game provisions shall not constitute a breach of Regulation 17. These rules shall replace the equivalent provisions within Regulation 17 to the extent necessary to enable their enforcement.

### 2. Definitions<sup>11</sup>

2.1 “**Constituent Body**” shall mean a Union member or duly recognised entity within the territory of the Union responsible for the running of Matches involving Underage Players and/or participation of Underage Players in the Game and imposition of sanctions in the Underage Game (including primary and second level educational institutions).

2.2 “**Underage Players**” shall mean those players below the Age of Majority at the level of Game below International Match and/or cross-border match level within the territory of the Union. For the avoidance of doubt such provisions shall not apply to any Underage professional, semi-professional or Rugby academy Players or to those playing adult Rugby.

### 3. Disciplinary Personnel

3.1 The Union shall develop and/or approve a process for the appointment by it or its designated Constituent Bodies of suitable and experienced

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<sup>11</sup> All other definitions in the Guidelines are as per Regulation 1 of the World Rugby Regulations Relating to the Game.

personnel to an Underage disciplinary panel and (where appropriate) an accompanying accreditation system to deal with cases involving Foul Play by Underage Players. Such panel shall comprise persons who can act in a disciplinary and/or appeals capacity.

- 3.2 The Union and/or its designated Constituent Bodies may appoint a single **“Disciplinary Officer”** (or a Disciplinary Committee) to deal with cases of Foul Play for Underage Players. An appeals process should also be developed.
- 3.3 All appointees to the Underage disciplinary panel and (where appointed) accredited personnel shall have an in-depth knowledge of the Game and its disciplinary process, be either a lawyer, judge or senior member of an educational institution (such as the principal, vice principal or head teacher), be accustomed to dealing with Underage Players and meet any national imposed criteria for engaging / interacting with Underage Players.
- 3.4 Neutrality of the appointee(s) to the parties is desirable but can be waived by agreement save where there is a conflict of interest scenario.
- 3.5 The appointed disciplinary personnel shall carry out their functions in a manner that recognises the following fundamental principles – including the need to ensure:
- (a) the provision of a comfortable and safe hearing environment for the Underage Player;
  - (b) the adoption of a structured but less formal approach to the proceedings;
  - (c) the adherence to the principles of natural justice which should be made known to the Underage Player (and their representative) at the outset; and
  - (d) be administered by people who are accustomed to dealing with children.

#### **4. Sanctioning**

- 4.1 Where the Guidelines are adopted, the World Rugby Sanctions for Foul Play Adjusted for the Underage Rugby shall apply to all Underage Players. These Sanctions have been established on a per Match basis.
- 4.2 It is recognised that for Underage Players restorative justice and community sanctions, alongside mentoring, educational development and supervision are all effective mechanisms in dealing with the treatment of breaches for Underage Players. Therefore, augmenting playing sanctions with non-playing sanctions for Underage Players is considered appropriate for this age-group.

- 4.3 Disciplinary personnel in the imposition of sanctions for Underage Players may consider the imposition of non-playing sanctions (such as suspension from membership of a team or club or from social activities, loss of privileges, detention etc.) in addition to the World Rugby Sanctions for Foul Play Adjusted for the Underage Rugby.
- 4.4 In terms of the application of Sanctions the following principles apply:
- 4.4.1 The Core Sanctioning Process in Regulations 17.17 to 17.21 shall be followed;
- 4.4.2 Regulation 17.19.1 allows the youth and inexperience of the Player to be taken into account for (off-field) mitigation purposes. In the Underage Game this is particularly pertinent;
- 4.4.3 Regulation 17.19.2 permits up to a maximum of 50% discount on the entry point sanction – this allows great flexibility;
- 4.4.4 Where a matter is determined to be low end offending (following the assessment under Regulation 17.18.1) and there are off field mitigating factors and the sanction would be wholly disproportionate to the level and type of offending involved, in these cases a sanction below 50% of the sanction may apply;
- 4.4.5 Education based sanctions shall be supplemental to the World Rugby Sanctions for Foul Play Adjusted for the Underage Rugby.
- 5. Enforcement**
- 5.1 It is the responsibility of the Union where it introduces these Guidelines to ensure that they are implemented in a consistent and cohesive manner. The Union shall exercise its supervisory jurisdiction in this regard and introduce relevant rules to support such review.
- 5.2 Where a Union implements these Guidelines it shall:
- 5.2.1 so inform World Rugby and provide a copy of the empowering regulations;
- 5.2.2 keep an account (on an annual basis) of the cases and decisions which arise under these Guidelines and make them available to World Rugby upon request;
- 5.2.3 provide suitable educational materials and training to the disciplinary panel (and as applicable accredited) personnel on the implementation of the Guidelines and the application of the disciplinary process.
- 5.3 Any sanctions imposed under the Guidelines for the Underage Game are intended to carry through into adult rugby where applicable.
- 5.4 Where adopted, these Guidelines shall be treated as enforceable by World Rugby in the same way as Regulation 17.

## WORLD RUGBY SANCTIONS FOR FOUL PLAY (REGULATION 17) ADJUSTED FOR UNDERAGE RUGBY

**Note:** Any act of foul play which results in contact with the head and/or the neck shall result in at least a mid-range sanction<sup>12</sup>.

### 9.11 Players must not do anything that is reckless or dangerous to others.

<b>Up to U15s Sanction</b>	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches
<b>U16 to U18 Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches

### 9.12 A player must not physically abuse anyone. Physical abuse includes, but is not limited to:

<b>Biting</b>	<b>Up to U15s Sanction</b>	Low-end: 4 matches	Mid-range: 8 matches	Top-end: 12 + matches
	<b>U16 to U18 Sanction</b>	Low-end: 8 matches	Mid-range: 10 matches	Top-end: 14+ matches
<b>Intentional contact with Eye(s)<sup>13</sup></b>	<b>Up to U15s Sanction</b>	Low-end: 4 matches	Mid-range: 8 matches	Top-end: 12+ matches
	<b>U16 to U18 Sanction</b>	Low-end: 8 matches	Mid-range: 10 matches	Top-end: 14+ matches
<b>Reckless contact with Eye(s)<sup>14</sup></b>	<b>Up to U15s Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 8+ matches
	<b>U16 to U18 Sanction</b>	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 12+ matches
<b>Contact with Eye Area<sup>15</sup></b>	<b>Up to U15s Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches
	<b>U16 to U18 Sanction</b>	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches
<b>Punching or striking with hand, arm (including stiff-arm tackle), elbow or shoulder</b>	<b>Up to U15s Sanction</b>	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches
	<b>U16 to U18 Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches
<b>Leading with the forearm</b>	<b>Up to U15s Sanction</b>	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches
	<b>U16 to U18 Sanction</b>	Low-end: 2 matches	Mid-range: 6 matches	Top-end: 8+ matches
<b>Striking with head<sup>16</sup></b>	<b>Up to U15s Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches:	Top-end: 6+ matches
	<b>U16 to U18 Sanction</b>	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches
<b>Striking with knee</b>	<b>Up to U15s Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches

<sup>12</sup> The note does not apply to the following Laws whose low-end entry points already take into account head contact being a potential feature or consequence of such breach reaching the red-card threshold: 9.12 (biting, contact with eye(s)/eye area and striking with head), 9.18 and 9.27 (hair pulling).

<sup>13</sup> The "eye" involves all tissues including the eye lids within and covering the orbital cavity and the "eye area" is anywhere in close proximity to the eye.

<sup>14</sup> The "eye" involves all tissues including the eye lids within and covering the orbital cavity and the "eye area" is anywhere in close proximity to the eye.

<sup>15</sup> The "eye" involves all tissues including the eye lids within and covering the orbital cavity and the "eye area" is anywhere in close proximity to the eye.

<sup>16</sup> Head-on-head contact arising out of a tackle situation should ordinarily be sanctioned under Law 9.13 below.



	<b>U16 to U18 Sanction</b>	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 8+ matches
<b>Stamping or Trampling</b>	<b>Up to U15s Sanction</b>	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches
	<b>U16 to U18 Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 10+ matches
<b>Tripping</b>	<b>Up to U15s Sanction</b>	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches
	<b>U16 to U18 Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches
<b>Kicking</b>	<b>Up to U15s Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches
	<b>U16 to U18 Sanction</b>	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches

**9.12 A player must not verbally abuse anyone. Verbal abuse includes, but is not limited to, abuse based on: religion, colour, national or ethnic origin, sexual orientation.**

<b>Up to U15s Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches
<b>U16 to U18 Sanction</b>	Low-end: 4 matches	Mid-range: 8 matches	Top-end: 12+ matches

**9.13 A player must not tackle an opponent early, late or dangerously. Dangerous tackling includes, but is not limited to, tackling or attempting to tackle an opponent above the line of the shoulders even if the tackle starts below the line of the shoulders.**

<b>Up to U15s Sanction</b>	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches
<b>U16 to U18 Sanction</b>	Low-end: 2 matches	Mid-range: 6 matches	Top-end: 8+ matches

**9.14 A player must not tackle an opponent who is not in possession of the ball.**

<b>Up to U15s Sanction</b>	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches
<b>U16 to U18 Sanction</b>	Low-end: 2 matches	Mid-range: 6 matches	Top-end: 8+ matches

**9.15 Except in a scrum, ruck or maul, a player who is not in possession of the ball must not hold, push, charge or obstruct an opponent not in possession of the ball.**

<b>Up to U15s Sanction</b>	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches
<b>U16 to U18 Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches

**9.16 A player must not charge or knock down an opponent carrying the ball without attempting to grasp that player.**

<b>Up to U15s Sanction</b>	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches
<b>U16 to U18 Sanction</b>	Low-end: 2 matches	Mid-range: 6 matches	Top-end: 8+ matches

**9.17 A player must not tackle, charge, pull, push or grasp an opponent whose feet are off the ground.**

<b>Up to U15s Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches
<b>U16 to U18 Sanction</b>	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches

**9.18 A player must not lift an opponent off the ground and drop or drive that player so that their head and/or upper body make contact with the ground.**

<b>Up to U15s Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches
<b>U16 to U18 Sanction</b>	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches

**9.19 Dangerous play in a scrum.**

- a. The front row of a scrum must not form at a distance from its opponents and rush against them.
- b. A front-row player must not pull an opponent.
- c. A front-row player must not intentionally lift an opponent off their feet or force the opponent upwards out of the scrum.
- d. A front-row player must not intentionally collapse a scrum.

<b>Up to U15s Sanction</b>	Low-end: warning <sup>17</sup>	Mid-range: 1 match	Top-end: 2+ matches
<b>U16 to U18 Sanction</b>	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches

**9.20 Dangerous play in a ruck or maul.**

- a. A player must not charge into a ruck or maul. Charging includes any contact made without binding onto another player in the ruck or maul.

<b>Up to U15s Sanction</b>	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches
<b>U16 to U18 Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches

- b. A player must not make contact with an opponent above the line of the shoulders.

- c. A player must not intentionally collapse a ruck or a maul

<b>Up to U15s Sanction</b>	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches
<b>U16 to U18 Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches

**9.25. A player must not intentionally charge or obstruct an opponent who has just kicked the ball.**

<b>Up to U15s Sanction</b>	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches
<b>U16 to U18 Sanction</b>	Low-end: 2 matches	Mid-range: 6 matches	Top-end: 8+ matches

**9.27 A player must not do anything that is against the spirit of good sportsmanship including but not limited to:**

<b>Hair pulling or grabbing</b>	<b>Up to U15s Sanction</b>	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches
	<b>U16 to U18 Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches
<b>Spitting at anyone</b>	<b>Up to U15s Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches
	<b>U16 to U18 Sanction</b>	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches
<b>Grabbing, twisting or squeezing the genitals (and/or breasts in the case of female players)</b>	<b>Up to U15s Sanction</b>	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 12+ matches
	<b>U16 to U18 Sanction</b>	Low-end: 6 matches	Mid-range: 12 matches	Top-end: 18+ matches
<b>Other</b>	<b>Up to U15s Sanction</b>	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches
	<b>U16 to U18 Sanction</b>	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches

<sup>17</sup> A Warning shall form part of the Players disciplinary record while at Underage level but not extend into their senior disciplinary record.

## 9.28 A player must not disrespect the authority of a Match Official

Up to U15s Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches
U16 to U18 Sanction	Low-end: 1 match	Mid-range: 2 matches	Top-end: 4+ matches

### 9.2.8 A player must not verbally abuse a Match Official. Verbal abuse includes, but is not limited to, abuse based on: religion, colour, national or ethnic origin, sexual orientation.

Up to U15s Sanction	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches
U16 to U18 Sanction	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches

## 9.28 A player must not make physical contact with Match Officials.

Up to U15s Sanction	Low-end: 2 matches	Mid-range: 4 matches	Top-end: 6+ matches
U16 to U18 Sanction	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 10+ matches

## 9.28 A player must not use threatening actions or words towards Match Officials.

Up to U15s Sanction	Low-end: 4 matches	Mid-range: 6 matches	Top-end: 12+ matches
U16 to U18 Sanction	Low-end: 6 matches	Mid-range: 12 matches	Top-end: 24+ matches

## 9.28 A player must not physically abuse Match Officials.

Up to U15s Sanction	Low-end: 6 matches	Mid-range: 12 matches	Top-end: 24+ matches
U16 to U18 Sanction	Low-end: 12 matches	Mid-range: 24 matches	Top-end: 48+ matches

## APPENDIX 4. SANCTIONS GUIDANCE FOR ACCUMULATION OF TEMPORARY SUSPENSIONS AND/OR CITING COMMISSIONER WARNINGS

1. There is deliberately no guidance within the World Rugby sanctions table(s) to assist a Judicial Officer or Judicial Committee to determine the appropriate sanction in relation to accumulated Temporary Suspensions and/or Citing Commissioner Warnings. This is an area where judicial discretion is required given the multiple permutations that could emerge. A Judicial Officer or Judicial Committee may be required to consider whether to apply sanctions against Players for accumulation of Temporary Suspensions and/or Citing Commissioner Warnings in two circumstances:
  - (a) where a Player has received three Temporary Suspensions and/or Citing Commissioner Warnings (or a combination thereof) in a particular tournament or series and/or five Temporary Suspensions and/or Citing Commissioner Warnings in a season of the World Rugby Sevens Series and the Judicial Officer or Judicial Committee is required to consider whether any further penalty should be imposed by reason of the Player's persistent Foul Play (Regulations 17.9.5 and 17.37.2(a)); or
  - (b) where a Player has received two Temporary Suspensions and/or Citing Commissioner Warnings in one Match which in the case of a Temporary Suspension led to him being Ordered Off on receipt of the second temporary suspension (Regulation 17.9.4).
2. It is assumed for the purposes of this Appendix that none of the relevant Temporary Suspensions resulted in a subsequent citing which was upheld by a Judicial Officer. In such cases the Temporary Suspension event which has been cited falls away and is replaced by the decision arising from the citing.
  - A. **Player receives three Temporary Suspensions and/or Citing Commissioner Warnings in a Tournament/Series or five in a Sevens Series**
    1. The Judicial Officer or Judicial Committee is required to apply a sanction for the offence of persistent offending, not for the substantive offences relating to each Temporary Suspension and/or Citing Commissioner Warning. Ordinarily, the appropriate entry point sanction in such circumstances is a suspension of one to three weeks depending upon the seriousness of the offending. Sanctioning in these circumstances should be determined by reference to the methodology in Regulations 17.17 to 17.21 and in particular to the application of mitigating and aggravating features.
    2. The Judicial Officer or Judicial Committee may, however, decide to apply no sanction in the following circumstances:
      - (a) where one or more of the Temporary Suspensions and/or Citing Commissioner Warnings was applied as a result of mistaken identity; or
      - (b) exceptional circumstances exist which would warrant no sanction being imposed. This situation could arise when:

- (i) a Player was temporarily suspended for an act of Foul Play but on review it was clear that there was no Foul Play or only a minor act of Foul Play had been committed which would not have warranted a Temporary Suspension or Citing Commissioner Warning;
- (ii) some of the Temporary Suspensions were awarded for technical offences (that is, not Foul Play) following a team warning by the referee or for what are characterised as so-called technical offences not involving a breach of Laws 9.11 to 9.28 inclusive.

**B. Player receives two Temporary Suspensions/Citing Commissioner Warnings in one Match**

1. The Judicial Officer or Judicial Committee is required to apply a sanction for the offence of persistent offending, not for the substantive offences relating to each Temporary Suspension and/or Citing Commissioner Warning. Ordinarily, the appropriate entry point for persistent offending within a single Match is a suspension of one to two weeks. Sanctioning in these circumstances should be determined by reference to the methodology in Regulations 17.17 to 17.21 and in particular to the application of mitigating and aggravating features.
2. The Judicial Officer or Judicial Committee may decide that sending off was sufficient (or otherwise that no further sanction is appropriate) in the following circumstances:
  - (a) where either of the Temporary Suspensions or Citing Commissioner Warnings was applied as a result of mistaken identity; or
  - (b) that exceptional circumstances exist which would warrant no further sanctions being imposed. This situation could arise when a Player was temporarily suspended for an act of Foul Play but on review it was clear that there was no Foul Play or only a minor act of Foul Play had been committed which would not have warranted a Temporary Suspension and/or Citing Commissioner Warning;
  - (c) any of the Temporary Suspensions were awarded for so-called technical offences (including following a team warning) not involving a breach of Laws 9.11 to 9.28 inclusive.

## APPENDIX 5. SUMMARY DISCIPLINARY PROCEDURES

### Summary of Process when a Player is Ordered Off

Referee, and where applicable, assistant referee, prepare a written report of the incident. Such reports shall ordinarily be provided to a Designated Disciplinary Officers as soon as practicable after the conclusion of the Match.



The Player Ordered Off will be provided with a copy of the applicable report(s) and other relevant information and notified of the date, place and time of the Judicial Officer/Panel hearing.



The Judicial Officer/Panel hearing will take place as soon as reasonably practicable and ordinarily within 48 hours (15s)/2 hours (7s) of the conclusion of the match. The Player and witnesses will ordinarily attend the hearing to give evidence.



The Judicial Officer/Panel shall consider the evidence. Where the Judicial Officer/Panel decides to impose a sanction, they shall apply the World Rugby Recommended Sanctions for Offences within the Playing Enclosure (Appendix 1 to Regulation 17) subject to relevant mitigating and/or aggravating factors.



A Player, their Union and World Rugby may appeal against the decision of the Judicial Officer/Panel provided such appeal is lodged with the Designated Disciplinary Officer within 48 hours (15s)/24 hours (7s) of the notification of the Judicial Officer/Panel's written decision. In the case of an appeal by World Rugby, the timelines set out in Regulation 17 shall apply. The notice of appeal must state the specific grounds of appeal and (for the Player) shall be accompanied by the appeal deposit.



The appeal will be heard by an Appeal Officer/Committee as soon as reasonably practicable and ordinarily within 7 days (15s)/24 hours (7s) of the appeal being lodged. If the Player was suspended by the Judicial Officer/Panel, his/her suspension remains in force pending the appeal and the Player is not entitled to play or perform any on-field role anywhere in the world during this time.



The Appeal Officer/Committee has the power to quash, vary or increase any decision and/or penalty appealed against and/or refund any deposit lodged on an appeal.

## Summary of Process when a Player is Cited

Citing Commissioners may cite a Player for Foul Play, which in the opinion of the Citing Commissioner warranted the Player concerned being Ordered Off, notwithstanding that the act of Foul Play may have been detected by the referee and/or assistant referee.



Citing Complaints must ordinarily be made by the Citing Commissioner to a Designated Disciplinary Officer within 48 hours (15s)/60 minutes (7s) of the completion of the Match in which the Foul Play is alleged to have occurred (or before the deadline set by the Tournament Organiser).



Participating Unions are not entitled to cite Players but they may refer acts of Foul Play to the Citing Commissioner for consideration, provided such reference is made within 24 hours (15s)/30 minutes (7s) of the conclusion of the Match. The Citing Commissioner decides whether or not to pursue a citing complaint and his/her decision is final.



If a citing complaint is initiated by a Citing Commissioner, a copy of the complaint and other relevant information is sent to the Player and the matter will be referred to a Judicial Officer/Panel.



A Judicial Officer/Panel will hear the citing complaint as soon as reasonably practicable and ordinarily within 48 hours (15s)/2 hours (7s) of the conclusion of the relevant match and will consider evidence from the Player and other relevant witnesses.



The Judicial Officer/Panel shall consider the evidence and determine whether the act(s) of Foul Play have been committed and whether they were worthy of a red card. Where the Judicial Officer/Panel decides to impose a sanction, they shall apply the World Rugby Recommended Sanctions for Offences within the Playing Enclosure (Appendix 1 to Regulation 17) subject to relevant mitigating and/or aggravating factors.



A Player, their Union and World Rugby may appeal against the decision of the Judicial Officer/Panel provided such appeal is lodged with the Designated Disciplinary Officer within 48 hours (15s)/24 hours (7s) of the notification of the Judicial Officer/Panel's written decision. In the case of an appeal by World Rugby, the timelines set out in Regulation 17 shall apply. The notice of appeal must state the specific grounds of appeal and (for the Player) shall be accompanied by the appeal deposit.



The appeal will be heard by an Appeal Officer/Committee as soon as reasonably practicable and ordinarily within 7 days (15s)/24 hours (7s) of the appeal being lodged. If the Player was suspended by the Judicial Officer/Panel, his/her suspension remains in force pending the appeal and the Player is not entitled to play or perform any on-field role anywhere in the world during this time.



The Appeal Officer/Committee has the power to quash, vary or increase any decision and/or penalty appealed against and/or refund any deposit lodged on an appeal.





## **ANNEX THREE**

**Law 5.7c (Exceptions to end of half when ball becomes dead)**

**Implementation date: May 12, 2021**

### **Law 5.7c (Exceptions to end of half when ball becomes dead)**

A penalty is kicked directly into touch without the ball first being tapped and without the ball touching another player.



## **ANNEX FOUR**

### **Law 18.8c (Lineout)**

**Implementation date: May 12, 2021**

### **Law 18.8c (Lineout)**

Event: Ball is kicked from a penalty – A player kicks the ball into touch (either directly or first bouncing in the field of play or hitting ~~a player~~ **an opponent** or the referee).

Location of mark: Where the ball reaches the touchline.

Who: Kicking team



## **ANNEX FIVE**

### **World Rugby Bye-Laws**

**Implementation date: May 12, 2021**

## BYE-LAW 1. DEFINITIONS

### 1.1 In these Bye-Laws:

**Associate Member Union** means a national or territorial rugby union designated by Council as an associate member of World Rugby in accordance with these Bye-Laws.

**Audit and Risk Committee** means the audit and risk committee established under Bye-Law 11.1

**Bye-Laws** means the Bye-Laws for the time being adopted by World Rugby and in force.

**Chair** means the chair of Council from time to time, appointed in accordance with Bye-Law 9.8.1.

**Chief Executive Officer** means the chief executive officer or secretary general of World Rugby and World Rugby Limited from time to time, appointed in accordance with Bye-Law 9.8.3.

**Chief Medical Officer** means the chief medical officer of World Rugby appointed by the Chief Executive Officer from time to time.

**Council** means World Rugby's Council established in accordance with these Bye-Laws.

**Common Association Constitution** means the constitution approved by Council pursuant to which Member Associations are required to administer and govern their affairs, management and governance.

**Eligible** means "Eligible" as defined in the World Rugby Vetting Rules in force from time to time.

**Executive Committee** means the executive committee established in accordance with these Bye-Laws.

**Foundation Union** means any of the Rugby Football Union, the Scottish Rugby Union, the Irish Rugby Football Union, the Welsh Rugby Union, the Australian Rugby Football Union, the New Zealand Rugby Football Union, the South African Rugby Football Union and the Fédération Française de Rugby.

**Full Member Union** means a rugby union designated by Council as a full member of World Rugby in accordance with these Bye-Laws.

**Game** means rugby football played in accordance with the Laws of the Game.

**Independent Vote Chair** means an independent chair of the voting process appointed pursuant to Bye-Laws 9.8.1(d), 9.8.1(e) or 9.9(d).

**International Match** means a Match played between National Representative Teams.



**Independence Criteria** means that the person has not held any position or been employed in any Member Union, Club and/or Rugby Body for at least three years prior to the time of appointment and desists from any such involvement throughout the duration of their tenure on the Executive Committee and/or Standing Committee.

**Independent Member** means a member of the Executive Committee and/or a Standing Committee who meets the Independence Criteria.

**Laws of the Game** means the Laws of the Game – Fifteen-a-Side, the Laws of the Game – Seven-a-Side Variations and any other variations of the ‘Laws of the Game’ which, in each case, are passed by Council from time to time in accordance with these Bye-Laws.

**Laws of the Game – Fifteen-a-Side** means the ‘Laws of the Game’ applicable to the fifteen-a-side form of the Game.

**Laws of the Game – Seven-a-Side Variations** means the ‘Seven-a-Side Variations’ of the ‘Laws of the Game’.

**Major Events** means the Rugby World Cup Finals, the Rugby World Cup Sevens Finals, the Women’s Rugby World Cup Finals, the U20/Junior World Championship, the U20/Junior World Trophy, the Sevens World Series or any other major event approved by Council as being applicable to this definition.

**Match** means a contest in which two teams compete against the other in playing the Game.

**Member Association** means an association of rugby unions designated by Council as a member of World Rugby in accordance with these Bye-Laws.

**Member Union** means a Full Member Union, an Associate Member Union or a Recognised Regional Development Union.

**Non-member Association** means an association of rugby unions which is not a Member Association.

**Non-member Union** means a rugby union that is not a Member Union.

**National Representative Team** means a team selected by a Union to represent that Union.

**Nominations Committee** means the nominations committee established under Bye-Law 11.1.

**Officer** means any of the Chair, the Vice-Chair and the Chief Executive Officer from time to time and Officers shall mean such persons collectively.

**Other Committee** means a committee set out in or established under Bye-Law 13.

**Recognised Regional Development Union** means a category of regional membership with observer status which is available to Unions who are unable to follow the Associate Membership Pathway (because they are in a country or territory which is neither a Member State of the United Nations or in a country with a National Olympic Committee recognised by the International Olympic Committee).

**Regional Committee** means the regional committee established under Bye-Law 11.1.

**Regulations** means the Regulations Relating to the Game in force from time to time.

**Regulations Committee** means the regulations committee established under Bye-Law 11.1.

**Representative** means a person appointed as a member of the Council.

**Rugby Committee – Community Game** means the rugby committee – community game established under Bye-Law 11.1.

**Rugby Committee – High Performance Game** means the rugby committee – high performance game established under Bye-Law 11.1.

**Rugby World Cup Finals** means the men's rugby world cup finals tournament held every four (4) years.

**Standing Committee** means a committee established under Bye-Law 11.

**Tours Agreement** means the agreement approved by the Council which provides for the terms under which a Union visits another Union or Unions.

**Vetting Rules** means the World Rugby Vetting Rules in force from time to time.

**Vice-Chair** means the vice-chair of Council from time to time, appointed in accordance with Bye-Law 9.8.1.

**World Rugby** means the association of Member Unions and/or Member Associations, in membership of World Rugby in accordance with the Bye-Laws, formerly known as International Rugby Board.

**World Rugby Group** means the group undertakings of World Rugby Limited (group undertakings having the meaning ascribed to it in the section 1161 of the United Kingdom Companies Act 2006).

**World Rugby Limited** means World Rugby Limited, a private company limited by shares incorporated in Ireland with registered number 245000.

## BYE-LAW 2. MANAGEMENT AND CONTROL

(a) **Council**

The Council has the ultimate and supreme legislative authority in respect of the affairs of World Rugby which it shall exercise in accordance with these Bye-Laws. Bye-Law 9.6 set out the powers of the Council.

(b) **Executive Committee**

The Executive Committee is responsible for formulating and overseeing implementation of World Rugby's strategic plan and application of policy decisions in accordance with the provisions of these Bye-Laws. Bye-Law 10.4 sets out the powers of the Executive Committee.

(c) **Legal Proceedings**

The Council may appoint one or more of its members or any nominee company (which may be any company in the World Rugby Group) to act in legal proceedings in the name of and on behalf of World Rugby on such terms (whether as to costs or otherwise) as the Council may determine.

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**BYE-LAW 3.                    OBJECTIVES AND FUNCTIONS OF WORLD RUGBY**

- (a) Promoting, fostering, developing, extending and governing the Game.
- (b) Establishing, interpreting and enforcing the Bye-Laws, the Regulations and the Laws of the Game.
- (c) Deciding and/or settling all matters or disputes relating to or arising out of the playing of or the proposed playing of the Game or a Match or any dispute between two or more Member Unions and/or Member Associations relating to the application of the Regulations.
- (d) To regulate and co-ordinate arrangements to ensure that there is a fair and equitable programme of matches, tours and tournaments for senior National Representative Teams of all Member Unions.
- (e) Controlling all other matters of an international character affecting the Game.
- (f) To prevent discrimination of any kind against a country, or against a private person or groups of people including on account of age, gender, marital status, maternity status, disability, race (including colour, nationality, ethnic or national origin), religion or belief, sex or sexual orientation or any other reason.

## **BYE-LAW 4. PARTICIPATION IN THE GAME**

- (a) Membership of World Rugby by a Member Union or Member Association shall be effective as an agreement binding such Member Union or Member Association (which agreement requires such Member Union or Member Association to similarly by agreement bind its affiliated membership which such Member Union or Member Association undertakes to do) to abide by the Bye-Laws, Regulations and Laws of the Game and to accept and enforce all the decisions of World Rugby, Council and the Executive Committee (as the case may be) in respect of the playing and/or administration of the Game throughout the country or countries within the jurisdiction of such Member Union or Member Association. Any breach of this agreement or any conduct which may be prejudicial to the interests of World Rugby or of the Game shall render such Member Union or Member Association liable to disciplinary action in accordance with Regulation 18 and Bye-Law 6(f).
- (b) Pursuant to Bye-Law 3(b) and in accordance with the powers set out in Bye-Law 9.6, the Council shall as and when it deems necessary establish, adopt and amend Regulations which shall be binding on all Member Unions, Member Associations and their constituent bodies.
- (c) Subject to any legal requirements in its home jurisdiction, a Member Union may pass regulations that are more restrictive than the Regulations provided that they do not conflict with the Regulations. Such regulations shall have effect only within the jurisdiction of that Member Union.
- (d) Member Associations must comply fully with the Common Association Constitution.

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**BYE-LAW 5. LAWS OF THE GAME**

- (a) The Laws of the Game, or any alterations thereto or interpretations thereof, shall be promulgated by World Rugby in the English language and shall be binding and uniformly observed in all Matches.
- (b) The Council shall be entitled as it deems fit to direct or authorise any Member Union or all Member Unions to practise for experimental purposes only a specific variation or series of variations from the Laws of the Game. Any such Member Union or all Member Unions shall implement such direction or exercise such authority in accordance with any conditions that may be laid down by the Council and shall furnish to the Council such information as it may require regarding the results ascertained from the experiment.
- (c) Proposals to alter the Laws of the Game shall be considered at least once per year and, ordinarily, twice per year. Ordinarily all proposed alterations to Laws of the Game will be subject to trial in both closed (tournament-specific) and open (global) trials prior to the relevant Law being amended save for where Law alterations are required for Player welfare purposes in which case an expedited Law alteration process may be employed as appropriate.



## **BYE-LAW 6. MEMBERSHIP OF WORLD RUGBY**

- (a) World Rugby shall consist of Member Unions and Member Associations.
- (b) The Executive Committee shall initially consider applications for membership of World Rugby made by Non-Member Unions and Non-Member Associations. The Executive Committee is entitled to make recommendations to the Council as to whether the Non-Member Union or Non-Member Association should be admitted as a member and if so whether on the basis of full or associate membership. For the avoidance of doubt and notwithstanding any recommendation of the Executive Committee, Council has the ultimate authority to decide whether to admit a Non-Member Union and/or Non-Member Association to membership of World Rugby and to determine whether such Non-Member Union and/or Non-Member Association shall be a full or associate member, in each case only following a recommendation by the Executive Committee.
- (c) Non-Member Unions or Non-Member Associations who wish to be considered for membership of World Rugby must demonstrate compliance with the World Rugby Membership Pathway and Membership Criteria established by Council from time to time and set out in detail at [www.world.rugby](http://www.world.rugby). Such criteria may change from time to time as determined by Council and without notice to non-members.
- (d) Membership of World Rugby is open to national rugby unions based in a country or territory where such unions are solely responsible for governing rugby union's sporting, technical and general organisation and implementation of all rugby related matters.
- (e) Member Unions must ensure that elections to their governing body(ies) take place pursuant to a free and independent democratic process which conforms with applicable national legislation and the requirements of the Common Association Constitution.
- (f) Without limiting the effect of Regulation 18.6.1(d) in relation to the full suspension and/or expulsion of a Member Union or Member Association in the event of a breach of the Bye-Laws and/or Regulations, Member Unions or Member Associations that do not meet membership criteria and/or other conditions governing their membership of World Rugby may have their membership provisionally suspended or be reverted to associate membership status by the Executive Committee pending a meeting of the Council for any reason that the Executive Committee determines is appropriate. Only the Council shall be entitled to fully suspend and/or expel a Member Union or Member Association from membership of World Rugby.
- (g) A Member Union or Member Association may be expelled or suspended from World Rugby membership or reverted to associate membership status (temporarily or on a permanent basis) by Council

for any reason that Council determines to be appropriate provided that it is supported by a majority of at least three quarters of the votes allocated to the Representatives present and entitled to vote at the Council meeting.

- (h) A Member Union may be suspended or expelled from World Rugby membership pursuant to these Bye-Laws and/or the Regulations if state authorities interfere in its affairs in such a manner that:
  - (i) it may no longer be considered as fully responsible for the organisation of rugby related matters in its territory; or
  - (ii) in the opinion of Council or the Executive Committee it is no longer in a position to perform its constitutional and regulatory tasks in an appropriate manner.

## BYE-LAW 7. FINANCE

### (a) Management and Control

The Council and the Executive Committee (as the case may be) shall have control of the funds and property of World Rugby, and without limiting the generality of the foregoing the Council shall have the power to fix from time to time the amount of the subscription to be paid to World Rugby by a Member Union and Member Association.

### (b) Funds and Securities

Funds, securities and other property belonging to or at the disposal of World Rugby may be invested in any property or class of security or securities without any restriction whatsoever and shall be made in the names of nominees or the name of a nominee company as may from time to time be decided by the Council or the Executive Committee (as the case may be). The nominees or nominee company (as the case may be) shall have the custody of all securities and documents of title relating to the investments but such investments nevertheless remain at the disposal of World Rugby acting by the Council or the Executive Committee (as the case may be).

### (c) Property

Without limiting the generality of the foregoing World Rugby acting by the Council (or the Executive Committee to the extent permitted by the memorandum and articles of association of World Rugby Limited) shall have power to hold purchase or take on lease or licence any real or personal property and shall have power to authorise the sale, exchange, lease, mortgage, charge or other disposition of or dealing with any such property.

### (d) Borrowings

The Council or the Executive Committee (to the extent permitted by the memorandum and articles of association of World Rugby Limited) shall have power on behalf of World Rugby to raise or borrow any sum or sums of money with or without security for any purpose which it considers necessary to further the objects of World Rugby and to secure the repayment of the same by mortgaging or charging any of World Rugby's property.

### (e) Subscriptions

- (i) World Rugby's income shall accrue from the subscriptions paid by Member Unions and Member Associations, from World Rugby's investments and securities, and from any other income source.
- (ii) Member Unions and Member Associations shall contribute on 1 January of each year a membership subscription which amount will be determined by Council at its Interim Meeting.

**(f) Audited Accounts**

Audited accounts of World Rugby and of its associated entities where required shall be made up to the 31st December in each year and shall be signed by the Chair and the Chief Executive Officer.

**(g) Accounting Records**

Accounting records shall be opened and kept by a qualified person in such detail as to enable World Rugby's income, expenditures and balance sheet to be properly prepared, analysed and audited.

**(h) Bank Account**

A bank account shall be opened in the name of World Rugby and the bank shall be authorised to honour all cheques, transfers or other orders of payment drawn on such account if signed according to the foregoing:

- (i) by any two of the Chief Executive Officer, the Head of Finance, the Chair or Vice-Chair and for amounts not higher than £2,000; or
- (ii) by two of the above persons excluding the Head of Finance for amounts in excess of £25,000.

The Chief Executive Officer and Head of Finance shall be authorised to open additional bank accounts for members of the World Rugby Group as considered necessary provided such action is in accordance with the authority delegated by the Executive Committee.

**(i) Expenses**

- (i) Expenses include travel fares as well as reasonable expenses for accommodation, subsistence and communication while attending meetings.
- (ii) Travel expenditures when on Council business will be on the basis of "Business or Executive Class" in the case of air travel exceeding eight hours travel time and on the basis of "economy" fare for other travel. The Chief Executive Officer has discretion to deviate from the eight-hour policy on a case by case basis. Other expenses may be claimed in accordance with the expenses policy of World Rugby.

## **BYE-LAW 8. GENERAL ASSEMBLY**

### **8.1 Role of General Assembly**

A General Assembly of World Rugby shall be held every two years on a date as determined by Council for the transaction of the following business:

- (a) to consider and approve the minutes of the previous General Assembly;
- (b) to receive and consider a report from the Council;
- (c) to note the composition of committees of the Council;
- (d) to consider any other business referred to the General Assembly by the Council; and
- (e) to make recommendations to the Council as appropriate regarding the foregoing.

The Executive Committee may determine whether the General Assembly shall be held (wholly or partly) at a physical place or by means of an electronic platform(s).

### **8.2 Notice of General Assembly**

The Officers or their nominee shall give at least eight weeks' notice of the date of the General Assembly to Member Unions and Member Associations and a copy of the agenda and supporting papers shall accompany the notice of the General Assembly.

### **8.3 Chair**

The Chair, or in their absence the Vice-Chair, shall act as chair of any General Assembly.

### **8.4 Permitted Attendees**

- (a) Attendees of the General Assembly shall be those delegates who are:
  - (i) in the case of each of the Member Unions or Member Associations represented on the Council, its Representative or Representatives;
  - (ii) in the case of each of the Member Unions or Member Associations not represented on the Council one delegate who must be or have been a member of or hold an official position within the governing body of that Member Union or Member Association. The Member Union or Member Association may nominate a representative who does not meet these criteria with the prior written approval of the CEO.
- (b) Notice of the names and addresses of delegates, signed by an officer of the Member Union or Member Association concerned, must be received by the Chief Executive Officer of World Rugby at least three

weeks before the date of the General Assembly at which the delegate is to act.

- (c) A delegate shall represent only one Member Union or Member Association.
- (d) No Member Union or Member Association shall be entitled to send a delegate to a General Assembly unless such a Member Union or Member Association shall have made to World Rugby all payments due under Bye-Law 7(e)(ii).
- (e) No Member Union or Member Association shall be entitled to send a delegate to a General Assembly if such a Member Union or Member Association is in breach (or alleged to be in breach) of Bye-Law 4(a) or is subject to sanction under Bye-Law 9.6(q).

## **8.5 Proxies**

A Member Union or Member Association may appoint a proxy to attend the General Assembly in place of a duly appointed delegate who is unable to attend providing such proxy is:

- (a) a member of or person holding an official position within the Member Union or Member Association duly appointed as proxy by that Member Union or Member Association to attend the meeting; and
- (b) supplied with a nomination paper signed by the Secretary of the Member Union or Member Association concerned, authorising them to attend the General Assembly on the Member Union's or Member Association's behalf, and to record its vote on specified agenda items or on topics requiring a vote.

## **8.6 Quorum**

The quorum for a General Assembly shall be attendance by delegates representing more than fifty per cent of the Member Unions and Member Associations.

## **8.7 Voting**

- (a) Each Member Union or Member Association is entitled to one vote.
- (b) Decisions and recommendations shall be decided by a simple majority of the Member Unions and Member Associations present and entitled to vote at the General Assembly.
- (c) Voting shall be by ballot unless decided otherwise by a majority of the Member Unions and Member Associations present.

## **BYE-LAW 9. THE COUNCIL**

### **9.1 Composition of Council**

The Council shall consist of:

- (a) two Representatives from each of the Foundation Unions, Unión Argentina de Rugby and the Federazione Italiana Rugby, who must be or have been a member of or hold an official position within the governing body of that Member Union;
- (b) one Representative from each of the following Member Associations: Asia Rugby, Rugby Africa, Rugby Europe, Oceania Rugby, Sudamericana Rugby (Rugby Americas South) and Rugby Americas North, who must be or have been a member of or hold an official position within the governing body of that Member Association;
- (c) the Chair as a non-voting member of Council save for when given a casting vote in accordance with these Bye-Laws;
- (d) the Chief Executive Officer as a non-voting member of Council;
- (e) one additional Representative from:
  - (i) each of the Member Associations set out in Bye-Law 9.1(b); and
  - (ii) each of the Member Unions entitled to an additional vote in accordance with Bye-Law 9.4(d),in both cases, provided such additional Representative is female (who is not required to be or have been a member of the governing body of that Member Association or Member Union); and
- (f) any Representative appointed in accordance with Bye-Law 9.2.

The Representatives set out above shall be elected by their Member Unions or Member Associations (as the case may be) and must be Eligible to hold such a position in World Rugby.

### **9.2 Applying to join Council**

- (a) All Member Unions other than those set out in Bye-Law 9.1(a) wishing to appoint a representative to Council may apply to the Nominations Committee at any time.
- (b) Such Member Unions will be subject to review and recommendation by the Nominations Committee and must comply with the criteria required for Eligibility for Consideration of Membership to Council (the "Criteria").
- (c) The Criteria (which must for the avoidance of doubt be complied with by all Member Unions who are already in membership of Council and/or applying to become members of Council) may be reviewed



from time to time but include the requirement for the relevant Member Union to demonstrate compliance with the provisions below:

- (i) for applicant Unions who have never been in membership of Council: it has qualified for the two most recent Rugby World Cup Finals prior to the date of application to the Nominations Committee (note that the criteria which apply to a Member Union maintaining membership of Council in relation to qualification for the Rugby World Cup Finals is a different test as set out in Bye-Law 9.3(c));
  - (ii) for applicant Unions who were once in membership of Council: it has qualified for the Rugby World Cup Finals prior to the date of the application to the Nominations Committee;
  - (iii) it fully complies with World Rugby Membership Criteria as applicable at the time of application;
  - (iv) it is in good standing with World Rugby (and in particular it has filed and continues to file all appropriate paperwork/reports required by World Rugby and has paid all fees which are due for its membership or the renewal thereof);
  - (v) it is a member of a Member Association;
  - (vi) it is in good standing with its National Olympic Committee and/or National Sports Ministry
  - (vii) it is able to demonstrate that good governance practice is in operation including but not limited to the following areas:
    - Constitution, Bye-Laws and Regulations are fully applied;
    - Three years of unqualified audited accounts or, where such accounts are qualified, such qualification(s) is not material to the Member Union's compliance with the Criteria, as determined by the Nominations Committee;
    - Three years of AGM Minutes provided;
    - Transparent links with membership evident;
    - Satisfactory confirmation that the Member Union has jurisdiction and control over players and the professional game in their Member Union territory; and
    - Comply with any national or regional legislation, regulations or codes in the area of good governance for sporting bodies.
- (d) EXCO and Council shall be given notice of the Nominations Committee's recommendations in accordance with Bye-Law 9.12 and Council shall make any final decision(s) in relation to Council membership which shall take effect from the first day of January following Council's decision (unless Council implements its decision to take effect from a different date).

### **9.3 Ceasing to fulfil Council Membership Criteria**

- (a) Ordinarily by the end of January following each Rugby World Cup Finals Tournament, each Member Union in membership of Council shall be reviewed by a nominee of the Nominations Committee (which, for the avoidance of doubt, may be a World Rugby staff member) to confirm each Member Union's continued compliance with the applicable Criteria. For the avoidance of doubt such review could take place outside of the ordinary review cycle if it is believed that a Member Union may no longer comply with the Criteria.
- (b) The Nominations Committee shall consider a compliance report with respect to each Member Union ordinarily at its meeting in or about March of the year following each Rugby World Cup Finals Tournament. Ordinarily at that meeting the Nominations Committee shall make recommendation(s) with respect to the membership of Council in consideration of the Criteria set out in Bye-Law 9.2(c). EXCO and Council shall be given notice of the Nominations Committee's recommendations in accordance with Bye-Law 9.12 and Council shall make any final decision(s) in relation to Council membership which shall take effect immediately following Council's decision (unless Council implements its decision to take effect from a different date).
- (c) In the event that a Member Union already a member of Council fails to qualify for the Rugby World Cup Finals, that Member Union shall, subject to a review in accordance with Bye-Law 9.3(a), continue to be entitled to appoint a representative to Council and have the opportunity to qualify for the next edition of the Rugby World Cup Finals. If such Member Union fails to qualify for the next Rugby World Cup Finals (i.e. two Rugby World Cup Finals in succession), that Member Union shall automatically lose its right to appoint a representative to Council and shall leave Council on the last day of December following the (second) Rugby World Cup Finals for which the relevant Member Union has failed to qualify.

### **9.4 Voting Rights on Council**

The voting rights on Council are as follows:

- (a) each Member Union entitled to appoint a Representative to Council shall have one vote;
- (b) each Member Union which:
  - (i) has qualified for the two most recent Rugby World Cup Finals prior to the date of the vote; and
  - (ii) plays in either the Six Nations Championship or SANZAAR Rugby Championship or has been categorised as a High Performance Union in accordance with the criteria approved by Council,

shall have one additional vote;

- (c) each Member Association set out in Bye-Law 9.1(b) shall have two votes;
- (d) Member Unions which have qualified for the two most recent Rugby World Cup Finals prior to the date of the vote and satisfy the criteria below shall have one additional vote:
  - (i) contribute to the Game by having a Member Union audited average annual turnover greater than £20 million or an equivalent amount in the relevant Member Union's territory taking into account an appropriate purchasing-power parity index <sup>1</sup> over the previous four-year period (to reflect its investment in the Game);
  - (ii) bid to host (as voted at Council) or hosts a Major Event in the eight (8) year period prior to the date of the vote or is scheduled to do so in the succeeding four (4) year period after the date of the vote;
  - (iii) have in place a sustainable Women's sevens and/or fifteens programme with national team participation in the Women's Rugby World Cup Finals and/or Rugby World Cup Sevens Finals and/or qualification process for either tournament in the eight (8) year period prior to the date of the vote; and
  - (iv) have in place a sustainable Men's sevens programme, or Women's sevens programme, reflected by (at a minimum) participation in Member Association competitions and/or the Sevens World Series (male and female).
- (e) the Chair shall have a casting vote;
- (f) if a Member Union or Member Association has the right to appoint multiple Representatives pursuant to Bye-Law 9.1 but only one Representative is present at any meeting that Representative will receive the full number of allotted votes to the Member Union or Member Association under this Bye-Law 9.4;
- (g) if a Member Union or Member Association has multiple Representatives present at any meeting, such Representatives shall determine how to cast the total number of votes allotted to that Member Union or Member Association under this Bye-Law 9.4 (including for the avoidance of doubt utilising the votes for and/or against a particular matter, provided that: (a) no more than the total number of votes allotted to such Member Union or Member Association are cast; and (b) no single vote can be split into a half vote);

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<sup>1</sup> For this purpose, the Nominations Committee shall determine an equivalent amount to £20 million in London, England, in the country of the Member Union using an established purchasing-power parity index such as the Economist's Big Mac Index or other index deemed suitable by the Nominations Committee.

- (h) unless otherwise specified in these Bye-Laws, decisions on any matters before Council shall:
  - (i) if decided at a meeting, be determined by a simple majority of the votes allocated to the Representatives present at the meeting and entitled to vote pursuant to this Bye-Law 9.4; or
  - (ii) if decided by way of written resolution, be determined by a simple majority of the votes allocated to the Representatives entitled to vote pursuant to this Bye-Law 9.4; and
- (i) under no circumstances shall a Representative, Member Union or Member Association be entitled to vote by proxy at a meeting of Council and for the avoidance of doubt a Representative casting multiple votes pursuant to Bye-Law 9.4(f) shall not be a proxy vote.
- (j) The Nominations Committee shall be responsible for monitoring compliance with fulfilling the relevant criteria to vote as set out in this Bye-Law 9.4. If the Nominations Committee believes that a Member Union is no longer complying with the relevant criteria to vote, the Nominations Committee shall prepare a compliance report with its recommendations. EXCO and Council shall be given notice of the Nominations Committee's recommendations in accordance with Bye-Law 9.12 and Council shall make any final decision(s) in relation to voting rights which shall take effect immediately following Council's decision (unless Council implements its decision to take effect from a different date).

## **9.5 Quorum**

The quorum for any meeting of the Council shall be Representatives representing at least fifty per cent (50%) of the Member Unions and Member Associations which have a Representative on Council.

## **9.6 Powers of the Council**

As the ultimate and supreme legislative authority of World Rugby, Council has the power to make decisions on the following:

- (a) The ratification of the mission, strategy, goals and plan of World Rugby as formulated by the Executive Committee and the oversight of the implementation thereof by the Executive Committee;
- (b) The consideration and approval of the minutes of previous Council Meetings;
- (c) To elect the Chair and Vice-Chair in accordance with Bye-Law 9.8;
- (d) To elect seven Representatives to the Executive Committee and to approve two Independent Members on the Executive Committee in accordance with Bye-Law 10.2;

- (e) To receive a report from the Executive Committee and to give consideration to the actions taken by the Executive Committee since the last Council meeting;
- (f) To ratify, or otherwise, as it considers appropriate, the emergency decisions taken by the Executive Committee under Bye-Law 12;
- (g) To receive and approve the audited group financial statements of the World Rugby Group for the preceding financial year;
- (h) In appropriate circumstances, to remove members of the Executive Committee;
- (i) To consider and approve, as appropriate, any amendment or alteration to:
  - (i) the Bye-Laws;
  - (ii) the Regulations; and
  - (iii) the Laws of the Game;
- (j) To receive reports from the Executive Committee on the work of the Standing Committees since the last Council meeting;
- (k) To consider any proposals or business of which due notice shall have been given as provided for in Bye-Law 9.12;
- (l) To determine the date and agenda for the General Assembly;
- (m) To determine the host Member Union(s) for all Rugby World Cup Tournaments (Men's, Women's and Sevens);
- (n) To take such other decisions and/or steps necessary and/or incidental to the exercise of the above powers;
- (o) To appoint judicial and appeal personnel in accordance with Regulation 18;
- (p) Following a recommendation of the Executive Committee, to elect to membership of World Rugby any Non-Member Union. The election of a Non-Member Union must be supported by:
  - (i) if the election takes place at a meeting of Council, a majority of at least three-quarters of votes allocated to the Representatives present and entitled to vote; or
  - (ii) if the election takes place by way of a written resolution of Council, a majority of at least three-quarters of votes allocated to the Representatives entitled to vote;
- (q) Without prejudice to the generality of these Bye-Laws, the Council may expel or suspend from membership of World Rugby or impose such other punishment or penalty, including a fine, as it considers fit on a Member Union or Member Association for any infringement of

the Bye-Laws or the Regulations or for any conduct which in the opinion of the Council is prejudicial to the interests of World Rugby or of the Game or which may bring World Rugby, the Game or any person connected with the Game into disrepute; and

- (r) any other power expressly stated as being vested in Council under the Bye-Laws or the Regulations.

## **9.7 Constitutional Process**

### **9.7.1 Annual and Interim Meetings**

- (a) The Council shall meet at least once each year and may meet up to twice each year at an “Annual Meeting” and an “Interim Meeting”.
- (b) Subject to a decision of Council or the Executive Committee in accordance with Bye-Law 9.7.1(d), the Annual Meeting shall normally be held in May and the Interim Meeting held in November with the exact date determined by the Officers.
- (c) The Annual Meeting and Interim Meeting may be held (wholly or partly) at a physical place (with one such meeting normally to be held in Dublin) or by means of an electronic platform(s).
- (d) The Annual Meeting and Interim Meeting may be held at any other time and any other location or by means of an electronic platform(s) as agreed:
  - (i) by Council at the preceding Annual Meeting or Interim Meeting (as the case may be), at a Special meeting or by way of a written resolution; or
  - (ii) by the Executive Committee.
- (e) The Annual and Interim Meetings shall have the same powers.
- (f) The Annual and Interim Meetings shall be held for the transaction as appropriate of the business required in accordance with the powers of Council set out in Bye-Law 9.6.
- (g) A minimum of one day should be allowed for the Annual Meeting and Interim Meeting.

### **9.7.2 Special Meetings**

- (a) The Chief Executive Officer shall convene a special meeting of the Council (a “Special Meeting”) if directed to do so by:
  - (i) the Council;
  - (ii) no fewer than eight (8) Member Unions or Member Associations represented on the Council); or
  - (iii) the Executive Committee.

- (b) The purpose for which the Special Meeting is being convened shall be notified by the Chief Executive Officer to every Member Union and Member Association at least six (6) weeks prior to the date fixed for the Special Meeting unless the Executive Committee, in case of extreme urgency or exceptional circumstances, resolves that a shorter period of notice may be given.
- (c) A Special Meeting may be held (wholly or partly) at a physical place or by means of an electronic platform(s).

### **9.7.3 Written Resolution**

- (a) Subject to Bye-Law 9.7.3(c), the Executive Committee may request Council to make a decision by way of written resolution on a certain matter. Save where a decision on a certain matter specifically provides to the contrary, a decision approved by Council in accordance with Bye-Law 9.4(h)(ii) shall be as valid and effectual as a resolution passed at a meeting of Council provided that such written resolution will only be effective if it can be demonstrated that each Representative who would have been entitled to vote on such matter at a meeting of Council was circulated the written resolution.
- (b) The written resolution may be contained in one document or communication in any electronic form or in several documents or communications in any electronic form (in like form) each signed by one or more Representatives.
- (c) The following decisions of Council may not be made by way of written resolution:
  - (i) the election of the Chair and Vice-Chair in accordance with Bye-Law 9.8 but without prejudice to the Independent Vote Chair requiring votes in respect of any such election to be cast in writing in advance of the relevant Council meeting if such meeting is to be held wholly or partly by means of an electronic platform(s);
  - (ii) the election of the Representatives of the Executive Committee in accordance with Bye-Law 9.9 but without prejudice to the Independent Vote Chair requiring votes in respect of any such election to be cast in writing in advance of the relevant Council meeting if such meeting is to be held wholly or partly by means of an electronic platform(s);
  - (iii) the determination of the host Member Union(s) for all Rugby World Cup Tournaments (Men's, Women's and Sevens); and
  - (iv) the approval, as appropriate, of any amendment or alteration to the Bye-Laws, the Regulations or the Laws of the Game.



## **9.8 Officers**

### **9.8.1 Election of Chair and Vice-Chair**

The Chair and Vice-Chair shall be elected from the Representatives usually but not necessarily at the Annual Meeting immediately following the Rugby World Cup Finals and shall hold office for a period of approximately four (4) years commencing immediately following their election until the earlier of (i) the Vice-Chair being required to relinquish their position in accordance with Bye-Law 10.3.1(c); or (ii) the Annual Meeting immediately following the Rugby World Cup Finals which falls approximately four (4) years after their election. The terms of service must be approved by the Executive Committee. They shall thereafter be eligible for re-election for one further term of four (4) years at the end of their first term of office.

- (a) To be admissible, all candidatures for the role(s) of Chair and/or Vice-Chair must be submitted to the Chief Executive Officer and fulfil the following conditions:
  - (i) be sent in writing duly signed by both the candidate and by an authorised signatory of their nominating Member Union or Member Association no later than thirty (30) days prior to the Council meeting at which the Chair and/or Vice-Chair are to be elected;
  - (ii) be accompanied by and signed by an authorised signatory of the Member Union or Member Association which is seconding the nomination of the candidate (which must be different to the nominating Member Union or Member Association set out above); and
  - (iii) must be Eligible to hold the position they are being nominated to in World Rugby.
- (b) World Rugby shall (i) call for nominations for Chair and Vice-Chair no later than forty (40) days prior to the Council meeting at which the Chair and/or Vice-Chair are to be elected and (ii) circulate all nominations received in compliance with this Bye-Law 9.8 to all Member Unions, Member Associations and Council no less than twenty (20) days prior to such Council meeting.
- (c) The voting procedure for the Chair and Vice-Chair shall be as follows:
  - (i) in the event that more than one candidate is proposed for an available position, the Council shall vote by secret ballot.
  - (ii) to be elected a candidate must achieve a simple majority of the votes allocated to the Representatives present and entitled to vote pursuant to Bye-Law 9.4 above.
  - (iii) if following a secret ballot none of the candidates have achieved a simple majority the candidate with the lowest number of votes

will be eliminated and a new secret ballot will be taken. This process will be repeated until a candidate achieves a simple majority.

- (iv) in the event of a tied vote between the lowest polling candidates, a further round of voting (by secret ballot) will take place in relation to those candidates only to determine who is eliminated. In the event of a repeated tied vote, this process shall be repeated until a candidate is eliminated.
- (v) in the event of a tied vote, the Chair shall have the power to order a recess prior to a further round of voting.
- (d) Where the incumbent Chair and Vice-Chair are both standing for re-election an Independent Vote Chair shall be appointed by the Executive Committee to manage this voting process.
- (e) Where either the Chair or the Vice-Chair are to be elected at a Council meeting held wholly or partly by means of an electronic platform(s), an Independent Vote Chair shall be appointed by the Executive Committee to manage this voting process.
- (f) Where either the Chair or the Vice-Chair are to be elected at a Council meeting held wholly or partly by means of an electronic platform(s), the Independent Vote Chair may require votes in respect of any such election to be cast in writing in advance of the relevant Council meeting provided that any process of voting in advance respects the voting procedure set out in Bye-Law 9.8.1(c).

#### **9.8.2 Status of Chair and Vice-Chair**

- (a) Following election, the Chair must relinquish any office or paid position within their Member Union and may not be a Representative of their Member Union or Member Association or hold any comparable position.
- (b) The Chair shall be afforded a period of six (6) months to relinquish any such office within their Member Union or Member Association, which Member Union or Member Association shall in turn be entitled to elect a replacement Representative to the Council.
- (c) The Officers shall be members of all Committees, sub-committees and advisory committees (including any associated working parties/sub-groups) of World Rugby, save for the Nominations Committee where appointments are specified and detailed in Bye-Law 11.6.
- (d) The Vice-Chair role is not independent so the elected Vice-Chair shall be one of the Representatives of their Member Union or Member

Association and will not be in addition to that Member Union or Member Association's Representatives.

- (e) If the Chair shall cease in office then the Vice-Chair elected pursuant to Bye-Law 9.8.2, shall assume the position of Chair until the next Council meeting and at such meeting the Council shall elect a new Chair and any new vacancies that arise as a result.
- (f) If the elected Vice-Chair shall cease in office then the Chair shall appoint another member of the Executive Committee to become Vice-Chair until the next Council meeting and at such meeting the Council shall elect a new Vice-Chair.

### **9.8.3 Chief Executive Officer**

The Chief Executive Officer shall be appointed by the Executive Committee on such terms and conditions as the Executive Committee shall from time to time determine and must be Eligible to hold such a position in World Rugby.

## **9.9 Nomination and Election of Representatives to the Executive Committee**

The seven Representatives of the Executive Committee shall be elected usually but not necessarily at the Annual Meeting immediately following the Rugby World Cup Finals and for a period of four (4) years commencing on 1st July of the same calendar year.

- (a) To be admissible, all candidatures must be submitted to the Chief Executive Officer and fulfil the following conditions:
  - (i) be sent in writing duly signed by both the candidate and by an authorised signatory of their nominating Member Union or Member Association no later than thirty (30) days prior to the Council meeting at which the Representative is to be elected;
  - (ii) be accompanied by and signed by an authorised signatory of the Member Union or Member Association which is seconding the nomination of the candidate (which must be different to the nominating Member Union or Member Association set out above); and
  - (iii) must be Eligible to hold the position they are being nominated to in World Rugby.
- (b) World Rugby shall (i) call for nominations for the seven Representatives of the Executive Committee no later than forty (40) days prior to the Council meeting at which such Representatives are to be elected and (ii) circulate all nominations received in compliance with this Bye-Law 9.9 to all Member Unions, Member Associations and Council no less than twenty (20) days prior to such Council meeting;

- (c) The voting procedure for the Representatives of the Executive Committee shall be as follows:
  - (i) in the event that more than one Representative is proposed for an available position on the Executive Committee, the Council shall vote by secret ballot in accordance with the votes allocated to the Representatives present and entitled to vote pursuant to Bye-Law 9.4.
  - (ii) the candidate(s) with the lowest number of votes shall drop out. The candidate(s) with the highest number of votes shall be appointed.
  - (iii) in the event of the number of votes for the highest polling candidates being tied, a further secret ballot shall be held for those candidates only and the candidate receiving the highest number of votes will be appointed.
- (iv) in the event of a repeated tied vote, the process in this Bye-Law shall be repeated until a candidate is appointed. The Chair shall have the power to order a recess prior to a further round of voting.
  - (d) Where the Representatives of the Executive Committee are to be elected at a Council meeting held wholly or partly by means of an electronic platform(s), an Independent Vote Chair shall be appointed by the Executive Committee to manage this voting process.
- (e) Where the Representatives of the Executive Committee are to be elected at a Council meeting held wholly or partly by means of an electronic platform(s), the Independent Vote Chair may require votes in respect of any such election to be cast in writing in advance of the relevant Council meeting provided that any process of voting in advance respects the voting procedure set out in Bye-Law 9.9(c).

#### **9.10 Proposed Alterations to Bye-Laws, Regulations and Laws of the Game**

- (a) Subject to Bye-Law 5, proposed alterations to the Bye-Laws, Regulations or Laws of the Game, to be considered at the Annual Meeting or the Interim Meeting shall be sent by the Member Union, the Member Association, the Chair, the Executive Committee, the chairperson of any Standing Committee proposing such alteration, or the Chief Executive Officer to the Chief Executive Officer not later than 70 days prior to the date of the relevant meeting and shall be forwarded by the Chief Executive Officer to each Member Union and Member Association within 10 days thereafter.
- (b) Any alterations proposed in accordance with (a) above shall state in respect of each separate proposal:
  - (i) the precise wording of the proposed alteration;
  - (ii) the reasons for the proposed alteration; and

- (iii) any consequential amendments.
- (c) Subject to Bye-Law 5, any proposed amendments to such proposals must reach the Chief Executive Officer no later than 50 days prior to the date of the relevant meeting and these will then be forwarded by the Chief Executive Officer to each Member Union and Member Association within 10 days thereafter.
- (d) Subject to Bye-Law 5, where any proposals for alterations are to be dealt with at a Special Meeting the latest dates for receiving proposals and proposed amendments to them shall be determined by the Executive Committee and notified by the Chief Executive Officer to every Member Union and Member Association.
- (e) Subject to Bye-Law 12 until the time of the next Council meeting, no alterations to the Bye-Laws, Regulations or Laws of the Game shall be made without due notice as provided for in the Bye-Laws, unless it is an alteration consequential on or arising from some other proposed alteration of which due notice has been given, and unless there is a three-quarters majority of votes allocated to the Representatives present and entitled to vote in favour of the matter being considered without due notice.
- (f) The Council, in considering any duly submitted proposal to alter the Bye-Laws, Regulations or Laws of the Game and proposed amendments thereto may modify, alter and amend such proposals provided a three quarters majority of the votes allocated to the Representatives present and entitled to vote pursuant to Bye-Law 9.4 at the Annual or Interim Meetings or at a Special Meeting has been obtained, and such modified, altered or amended proposals shall thereafter be incorporated as part of the Bye-Laws, Regulations or Laws of the Game.

#### **9.11 Voting on alterations to Bye-Laws, Regulations and Laws of the Game**

- (a) Subject to Bye-Law 12 until the time of the next Council meeting, no alterations to (i) the Bye-laws; (ii) the Regulations; or (iii) the Laws of the Game shall be made unless agreed by a three quarter majority of votes allocated to the Representatives present and entitled to vote pursuant to Bye-Law 9.4 at any Council meeting;
- (b) For the purposes of Bye-Law 9.11(a), the three-quarter majority shall equate to 75% of the total votes cast inclusive of any abstentions. If a Representative fails to cast a vote(s) this will be considered as an abstention.
- (c) Voting in relation to individual changes to proposed alterations to the Bye-Laws, Regulations and/or Laws of the Game shall be as follows:
  - (i) a simple majority of the votes allocated to the Representatives present and entitled to vote pursuant to Bye-Law 9.4 shall be

required for individual alterations to be made to the proposed alterations;

- (ii) a final vote on the proposed alteration to the Bye-laws, Regulations and/or Laws of the Game (following consideration of any individual alterations) shall require a three-quarter majority of the votes allocated to the Representatives present and entitled to vote pursuant to Bye-Law 9.4.
- (d) Alterations to the Bye-Laws, Regulations or Laws of the Game approved by Council shall take effect immediately unless otherwise stated.

## **9.12 Notice of Other Business**

Notice of any other business which falls within the purview of Council to be dealt with at the Annual or Interim Meetings (save for proposals pursuant to Bye-Law 9.10), shall be sent to the Chief Executive Officer not later than 50 days prior to the date of the relevant meeting and the Chief Executive Officer shall forward such notice to every Member Union and Member Association within 10 days thereafter.

## **9.13 Meetings of Council**

- (a) Council shall procure that arrangements are in place to ensure timely and accurate announcements of and effect given to decisions made by Council.
- (b) Draft minutes of meetings shall be sent first to the Chair and the Chair of any relevant committees for amendment and/or comment. Thereafter, the draft minutes shall be circulated by the Chief Executive Officer to Representatives, Member Unions and Member Associations. The minutes of a Council meeting shall be approved at the Annual Meeting, and thereafter printed for circulation.

## **BYE-LAW 10. THE EXECUTIVE COMMITTEE**

### **10.1 Composition of Executive Committee**

- 10.1.1 (a) The Executive Committee shall comprise of the Officers, seven other members elected by the Council from the Representatives and two Independent Members proposed by the Nominations Committee and approved by the Council.
- (b) No Member Union or Member Association, other than the Member Union of the Chair, shall have more than one Representative on the Executive Committee.
- (c) The Executive Committee shall be chaired by the Chair.
- (d) No employee or contractor of a Member Union can be elected to the Executive Committee.
- 10.1.2 The Executive Committee will carry out its functions as an incorporated entity through World Rugby Limited. The members of the Executive Committee from time to time shall be directors of World Rugby Limited and other companies in the World Rugby Group.
- All members of the Executive Committee shall act: (i) in accordance with their fiduciary duties; (ii) in the best interests of World Rugby and the global game; and (iii) in accordance with applicable laws. Members of the Executive Committee shall, for the avoidance of doubt, recuse themselves from any decision in which they have a conflict of interest.
- 10.1.3 The Executive Committee may, from time to time, establish Other Committees in accordance with Bye-Law 13.1, working parties, sub-groups and advisory groups as it considers necessary.

### **10.2 Appointment of the Executive Committee**

- 10.2.1 The Chair and Vice-Chair shall be elected in accordance with Bye-Law 9.8.1.
- 10.2.2 The Chief Executive Officer shall be appointed in accordance with Bye-Law 9.8.3.
- 10.2.3 Seven other members of the Executive Committee shall be elected by the Council from the Representatives in accordance with the procedure set out in Bye-Law 9.9.
- 10.2.4 (a) The two Independent Members of the Executive Committee shall be proposed by a panel nominated by the Executive Committee, be Eligible to hold such a position in World Rugby and, subject to the approval of Council, be appointed to the Executive Committee.
- (b) In the event that Council does not approve the proposal(s) of the panel nominated by the Executive Committee pursuant to Bye-Law



10.2.4(a), such panel shall make further proposal(s) until such time as the Council approves two Independent Members of the Executive Committee.

- (c) A person appointed as an Independent Member must continue to meet the Independence Criteria throughout the duration of such appointment and shall immediately report to the Chair any actual and/or potential failure to comply therewith. The Chair and/or their nominee may conduct an investigation into compliance with the Independence Criteria which may also result in disciplinary and/or other action (including requiring the Independent Member to resign from the Executive Committee).

### **10.3 Terms of Office of the Executive Committee**

- 10.3.1
  - (a) The Chair and Vice-Chair shall serve on the Executive Committee for the duration of their term(s) of office in accordance with Bye-Law 9.8.1.
  - (b) The other members of the Executive Committee (save the Chief Executive Officer) shall be elected usually but not necessarily at the Annual Meeting immediately following the Rugby World Cup Finals and shall hold office for a period of approximately four (4) years commencing immediately following their election until the earlier of: (i) such member being required to relinquish their position in accordance with Bye-Law 10.3.1(c); or (ii) the Annual Meeting immediately following the Rugby World Cup Finals which falls approximately four (4) years after their election..
  - (c) The members of the Executive Committee, including the Vice-Chair, elected from the Representatives by the Council shall only be entitled to remain members of the Executive Committee if they remain Representatives on the Council as appointed by their respective Member Union or Member Association and shall relinquish their position on the Executive Committee immediately upon ceasing to be a Representative.
  - (d) Subject to the foregoing as applicable, members of the Executive Committee may be re-elected and/or re-approved for a further period of membership of the Executive Committee up to a maximum of twelve years in aggregate save that where the term(s) of office of the Chair under Bye-Law 9.8.2 extends beyond the maximum twelve years in aggregate then the Chair shall remain a Member of the Executive Committee for the duration of their term(s) of office under Bye-Law 9.8.2.
  - (e) The Chief Executive Officer shall remain a member of the Executive Committee for the duration of their tenure.
- 10.3.2 Should a vacancy occur on the Executive Committee, subject to Bye-Law 9.8.2(f), the Chair may appoint a replacement on an interim basis until the

position can be formally filled at the next Council meeting subject to the following:

- (a) where the vacancy relates to one of the seven Representatives, the Chair may appoint such interim replacement from the Representatives; and
- (b) where the vacancy relates to one of the two Independent Members, the Chair may appoint an interim replacement who has been proposed by the Nominations Committee.

The person filling the vacancy following such Council meeting shall be a member of the Executive Committee until the term of office of the office holder they replace expires as set out in Bye-Law 10.3.1.

#### **10.4 Roles, Powers and Responsibilities of the Executive Committee**

The roles, powers and responsibilities of the Executive Committee shall be:

- (a) The formulation and implementation, in conjunction with management, of the mission, strategic goals and plans of World Rugby subject to ratification by Council;
- (b) The approval of the annual business plan and budgets;
- (c) The monitoring of the implementation of the mission, strategic goals and plans and annual business plan, operational plan and budgets of World Rugby and assessment of performance against key performance indicators;
- (d) The appointment of persons to, and removal of persons from, Standing Committees, advisory groups and working parties and the supervision of such Standing Committees, advisory groups, working parties and World Rugby Group entities (excluding Rugby World Cup Limited and its associated entities) subject to paragraph (e) below. The Executive Committee shall receive reports from appropriate committees such as the Rugby Committee – High Performance Game and Regulations Committee in relation to proposed Laws of the Game and Regulations changes respectively, upon which it may comment to Council without amending the recommendations of the relevant Standing Committee in this respect only;
- (e) The appointment of persons to, following proposals from the Nominations Committee, and removal of persons from, the Board of Rugby World Cup Limited. The Board of Rugby World Cup Limited shall be accountable to the Executive Committee and the Executive Committee shall receive reports from the Board of Rugby World Cup Limited but for the avoidance of doubt the Executive Committee shall have no power to overrule any decision of the Board of Rugby World Cup Limited;
- (f) The formulation and implementation of good corporate governance principles and practices;

- (g) To ensure that World Rugby operates as an effective business and member services organisation;
- (h) To appoint a firm of chartered accountants to conduct the audit for the members of the World Rugby Group for the ensuing year;
- (i) To recruit, remove, monitor, evaluate performance and determine delegations of authority and accountabilities of the Chief Executive Officer;
- (j) To approve expenditure, contracts and commitments that fall outside the authority of the Chief Executive Officer;
- (k) To ensure that there is a sound system of internal control and risk management policy and process in place to identify and manage risk;
- (l) To ensure that appropriate codes and policy frameworks exist to promote effective governance of World Rugby through clear written and regular review and updating of:
  - (i) The policies of World Rugby;
  - (ii) Strategic, business and annual operational plans;
  - (iii) Standing orders and terms of reference for committees and advisory groups;
  - (iv) Procedures and protocols for the operation of World Rugby Group entities excluding Rugby World Cup Limited and its associated entities;
  - (v) Clearly defined and delegated powers/limits of authority for decision making for the Executive Committee, Standing Committees and staff;
  - (vi) Risk and audit policies (including without limitation through the Audit and Risk Committee established pursuant to Bye-Law 11);
  - (vii) Standard operating policies and procedures;
- (m) Between Council Meetings, to deal with any emergency matters pursuant to Bye-Law 12;
- (n) Subject to paragraph (m) above, to discharge such other responsibilities that do not fall within the constitutional, legal or statutory jurisdiction of the Council or other person/entity under the Bye-Laws required to ensure the effective management and operation of World Rugby;
- (o) To receive and approve the audited financial statements of World Rugby Limited for the preceding financial year;
- (p) To suspend a Member Union or Member Association from membership of World Rugby in accordance with Bye-Law 6(f);

- (q) To approve World Rugby Medical Policy. The Chief Medical Officer shall have the right to attend and address Executive Committee meetings in relation to medical matters and to raise such issues as they think fit for consideration by the Executive Committee;
- (r) To determine the host Member Union(s) for all World Rugby tournaments save for Rugby World Cup Tournaments (Men's, Women's and Sevens); and
- (s) To approve International Matches and Tours Agreements.

#### **10.5 Voting of the Executive Committee**

Decisions of the Executive Committee shall be taken by simple majority, each member of the Executive Committee having one vote and in addition the Chair also having a casting vote in addition to their deliberative vote.

#### **10.6 Meetings of the Executive Committee**

The Executive Committee shall to the extent possible meet in person at least twice per year and at such other times as appropriate in person or utilising technology.

#### **10.7 Quorum**

The quorum for a meeting of the Executive Committee shall be attendance by at least 70% of the members of the Executive Committee including at least one Officer (who do not have a conflict of interest in relation to the relevant business of the meeting in question).

#### **10.8 Written Resolutions of the Executive Committee**

- (a) A resolution in writing signed by a simple majority of the members of the Executive Committee who are entitled to vote on the relevant business in question, each member of the Executive Committee having one vote and in addition the Chair also having a casting vote in addition to their deliberative vote, shall be as valid and effectual as a decision made at a meeting of the Executive Committee.
- (b) The resolution in writing may be contained in one document or communication in any electronic form or in several documents or communications in any electronic form (in like form) each signed by one or more of the members of the Executive Committee.

## **BYE-LAW 11. STANDING COMMITTEES**

### **11.1 Establishment of Standing Committees**

11.1.1 The Executive Committee will establish eight Standing Committees namely:

- (i) The Rugby Committee – High Performance Game;
- (ii) The Rugby Committee – Community Game;
- (iii) The Sevens Strategy Group;
- (iv) The Regulations Committee;
- (v) The Audit and Risk Committee;
- (vi) The Regional Committee;
- (vii) The Nominations Committee; and
- (viii) The Professional Game Committee.

11.1.2 Subject to the remainder of this Bye-Law 11, the Executive Committee may appoint any person, including without limitation Representatives, to the Standing Committees provided that such a person must be Eligible to hold such a position in World Rugby.

11.1.3 In addition to the Other Committees as set out in Bye-Law 13, Standing Committees may establish sub-committees, advisory groups and working groups for specific purposes and subject to the approval of the Executive Committee.

11.1.4 The terms of reference of each Standing Committee shall be determined by the Executive Committee from time to time.

### **11.2 Rugby Committees**

11.2.1 The Executive Committee shall appoint a chairperson of the Rugby Committee – High Performance Game who shall be a Representative.

11.2.1 The Executive Committee shall appoint a chairperson of the Rugby Committee – Community Game who shall be a Representative.

### **11.3 Regulations Committee**

11.3.1 The Executive Committee shall appoint a chairperson of the Regulations Committee who shall be a Representative.

### **11.4 Audit and Risk Committee**

11.4.1 The Executive Committee shall appoint a chairperson of the Audit and Risk Committee who shall be a Representative.

**11.5 Regional Committee**

- 11.5.1 The Executive Committee shall appoint a chairperson of the Regional Committee who shall be a Representative.

**11.6 Nominations Committee**

- 11.6.1 The Executive Committee shall appoint one of the Independent Members of the Executive Committee to be the independent chairperson of the Nominations Committee.

- 11.6.2 In addition to the independent chairperson appointed in accordance with Bye-Law 11.6.1, the Nominations Committee shall comprise three further members:

- (a) The Chair;
- (b) An Independent Member; and
- (c) A Representative from the Executive Committee elected by the Executive Committee.

- 11.6.3 The roles, powers and responsibilities of the Nominations Committee shall be:

- (a) To identify and propose to the Council Independent Members for membership of the Executive Committee;
- (b) To identify and propose to the Executive Committee persons for appointment to Standing Committees, advisory groups and working parties;
- (c) To identify and propose to the Executive Committee Representatives for appointment as chairpersons of Standing Committees;
- (d) In consultation with the chairperson of the relevant Standing Committee, to draft job specifications for members of such Standing Committee for approval by the Executive Committee and, where requested by the Executive Committee, to shortlist and interview candidates for membership of Standing Committees and provide reports and recommendations to the Executive Committee;
- (e) To identify and propose to the Executive Committee persons for appointment to the Board of Rugby World Cup Limited; and
- (f) In consultation with the chairperson of the Board of Rugby World Cup Limited, to draft job specifications for members of the Board of Rugby World Cup Limited for approval by the Executive Committee and, where requested by the Executive Committee, to shortlist and interview candidates for membership of such Board and provide reports and recommendations to the Executive Committee.

- 11.6.4 Members of the Nominations Committee shall be appointed to such role for a period of four years, subject to the Executive Committee's right to remove any member and/or such member no longer meeting the applicable criteria set out in Bye-Law 11.6.1 and/or 11.6.2, which may be renewed for a further four (4) year period by the Executive Committee. In the event of the retirement, resignation and/or incapacitation of any member of the Nominations Committee between Executive Committee meetings the remaining members of such Nominations Committee shall continue to fulfil their obligations pursuant to these Bye-Laws subject to any alternate direction of the Executive Committee. The Executive Committee shall appoint a replacement for any such former member of the Nominations Committee in accordance with these Bye-Laws at its earliest convenience and such replacement shall serve the remainder of the term of the member who they are replacing.

### **11.7 Professional Game Committee**

- 11.7.1 The Executive Committee shall appoint a chairperson of the Professional Game Committee who shall be a Representative.



## **BYE-LAW 12. EMERGENCY DECISIONS**

### **12.1 Power of Executive Committee to make emergency decisions**

12.1.1 Between meetings of the Council, the Executive Committee may deal with any emergency matters or otherwise matters of an urgent nature that would ordinarily be dealt with by Council under Bye-Law 9.6 in accordance with the procedure set out in this Bye-Law 12 (excluding changes to the Bye-Laws).

12.1.2 Decisions taken by the Executive Committee pursuant to this Bye-Law 12 shall only have effect until the next Council meeting at which the Executive Committee shall report to the Council with respect to the emergency or urgent nature of the matter and the decision taken. Council may ratify the decision or substitute its own decision in its discretion save that where any decision being ratified relates to a change of the Laws of the Game or Regulations such decision would require the minimum number of votes from Council as applicable pursuant to Bye-Law 9.10.

### **12.2 Emergency decisions which do not require a change of Bye-Laws, Laws of the Games or Regulations**

The Executive Committee may make decisions in relation to any emergency and/or urgent matter that would ordinarily be within the purview of Council under Bye-Law 9.6 (excluding changes to the Bye-Laws, Laws of the Game or Regulations).

### **12.3 Emergency decisions which require a change of any Law of the Game**

Subject to Bye-Law 5(c) and (d), the Executive Committee may make decisions in relation to any genuine emergency and/or urgent matter which relates to a Law(s) of the Game which cannot properly be held over until the next Council meeting and which have the support of each of the Chair, the chairperson of the Rugby Committee – High Performance Game, the Chief Executive Officer and a three-quarters majority of the Executive Committee.

### **12.4 Emergency decisions which require a change of the Regulations**

The Executive Committee may make decisions in relation to any genuine emergency and/or urgent matter which relates to a Regulation(s) which cannot properly be held over until the next Council meeting and which have the support of each of the Chair, the chairperson of the Regulations Committee, the Chief Executive Officer and a three-quarters majority of the Executive Committee.

**BYE-LAW 13. OTHER COMMITTEES****13.1 Establishment of Other Committees**

13.1.1 The Executive Committee and/or Standing Committees with the approval of the Executive Committee will establish Other Committees from time to time which will include:

- (i) The Women's Rugby Advisory Committee;
- (ii) The Anti-Doping Advisory Committee;
- (iii) The Rugby Athlete's Commission;
- (iv) The Finance Committee; and
- (v) The Laws Clarification Group.

The Other Committees shall have such remit and terms of reference as set out in this Bye-Law 13 or as otherwise approved by the Executive Committee. The Other Committees shall meet with such frequency as approved by the relevant committee to whom they report.

**13.2 Women's Rugby Advisory Committee**

13.2.1 Following a recommendation from the Nominations Committee after consultation with the chairperson of the Rugby Committee – High Performance Game, the Rugby Committee – High Performance Game shall appoint the members of the Women's Rugby Advisory Committee including a chairperson who shall be a Representative who is also a member of the Rugby Committee – High Performance Game. Such appointments shall be confirmed annually

13.2.2 The Women's Rugby Advisory Committee shall report to the Rugby Committee – High Performance Game and is responsible for the supervision of, and recommendations in relation to, the women's rugby strategy as formulated by the Rugby Committee – High Performance Game.

**13.3 Anti-Doping Advisory Committee**

13.3.1 Following a recommendation from the Nominations Committee after consultation with the chairperson of the Regulations Committee, the Regulations Committee shall appoint the members of the Anti-Doping Advisory Committee including a chairperson who shall be a Representative who is also a member of the Regulations Committee. Such appointments shall be confirmed annually.

13.3.2 The Anti-Doping Advisory Committee shall report to the Regulations Committee.

**13.4 Rugby Athlete's Commission**

- 13.4.1 The Rugby Committee – High Performance Game shall appoint the members of the Rugby Athlete's Commission in accordance with the composition confirmed by Council including a chairperson who shall be a Representative, who is also a member of the Rugby Committee – High Performance Game. Such appointments shall be confirmed annually.
- 13.4.2 The Athlete's Commission shall report to the Rugby Committee – High Performance Game.

**13.5 Finance Committee**

- 13.5.1 The Executive Committee shall appoint the members of the Finance Committee including a chairperson who shall be a Representative.
- 13.5.2 The Finance Committee shall report to the Executive Committee.

**13.6 Laws Clarification Group**

- 13.6.1 The Rugby Committee – High Performance Game shall appoint the members of the Laws Clarification Group including a chairperson who shall be a Representative who is also a member of Rugby Committee – High Performance Game. Such appointments shall be confirmed annually.
- 13.6.2 The Laws Clarification Group shall report to the Rugby Committee – High Performance Game.

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**BYE-LAW 14. INTELLECTUAL PROPERTY**

**14.1 Trade Marks**

No individual or organisation may reproduce the World Rugby's logo which is a registered trade mark, without a formal licence from World Rugby.

**14.2 Copyright**

World Rugby is the sole and exclusive owner of the copyright in the Bye-Laws, Regulations and Laws of the Game.

## **BYE-LAW 15.        INTERPRETATION**

- (a) In the event of a doubt arising at any time on a matter not provided for in, or as to the meaning or construction of the Bye-Laws, the Council shall be requested to determine the same. Council's determination shall be final and binding.
- (b) These Bye-Laws and any Regulations or Laws of the Game made pursuant thereto shall in all respects be governed by and construed in accordance with English Law, and any dispute arising there under shall be subject to the exclusive jurisdiction of the English Courts.
- (c) English shall be the official language of World Rugby.
- (d) Unless the context otherwise requires in these Bye-Laws the singular shall include the plural and vice versa.



## **ANNEX SIX**

### **World Rugby Integrity Code**

**Implementation date: May 12, 2021**



## **INTEGRITY CODE**

**Effective Date: 12<sup>th</sup> May 2021**



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## 1 INTRODUCTION AND OBJECTIVES

- 1.1 World Rugby's values of integrity, passion, solidarity, discipline and respect are incorporated within the World Rugby Playing Charter, a guiding document aimed at preserving rugby's unique character and ethos both on and off the field of play.
- 1.2 This Integrity Code has been adopted to ensure that World Rugby's values are reflected in the behaviour of those who are trusted with the governance and administration of the sport. It has been designed by reference to best practice in corporate and sporting governance, and may be amended by the Council from time to time to ensure it continues to reflect the appropriate standards in ethical conduct for an international governing body.
- 1.3 The objectives of this Integrity Code are:
- 1.3.1 to set out clear obligations on decision-makers and administrators to ensure that their conduct adheres to the highest ethical standards and the values of World Rugby;
  - 1.3.2 to ensure trust in World Rugby and to safeguard the integrity and public confidence in the governance and decisions taken by World Rugby as the international governing body of the sport and to protect the reputation of World Rugby; and
  - 1.3.3 to provide a regulatory framework for reporting and investigating actual or potential breaches and set out sanctions which may be imposed where conduct amounts to a breach of these ethical standards.
- 1.4 Unless the context otherwise requires, capitalised terms used in this Integrity Code are defined in Schedule 1 or, if undefined in Schedule 1 shall have the same meaning as in the World Rugby Regulations. This Integrity Code will be interpreted in accordance with the provisions set out in paragraph 2 of Schedule 1.

## 2 APPLICATION AND SCOPE

### *Individuals bound by the Integrity Code*

- 2.1 The following individuals are deemed to have agreed to be bound by and are required to comply with this Integrity Code:
- 2.1.1 Council Representatives;
  - 2.1.2 Executive Committee Members;
  - 2.1.3 Committee Members;
  - 2.1.4 World Rugby Directors; and
  - 2.1.5 any other person who agrees in writing at the request of the Executive Committee to be bound by this Integrity Code,
- (each individual being a "**World Rugby Official**", which for the avoidance of doubt includes, as set out below, an individual being nominated or proposed for a position to become a World Rugby Official).
- 2.2 Each World Rugby Official must complete and sign the Acknowledgement Form and return it to the Ethics Administrator prior to assuming their position as a World Rugby Official. However, a

World Rugby Official shall be so bound by this Integrity Code whether or not they sign such an Acknowledgment Form.

- 2.3 Each World Rugby Official must complete and sign the Declaration Form and return it to the Ethics Administrator:
  - 2.3.1 prior to assuming their position as a World Rugby Official;
  - 2.3.2 upon request by the Ethics Administrator as part of an annual process of ensuring declarations made by a World Rugby Official remain up to date; and
  - 2.3.3 as required under the Vetting Rules.
- 2.4 Each World Rugby Official shall be subject to the Vetting Procedure (as defined in the Vetting Rules) prior to assuming their position as a World Rugby Official and during the period in which they hold a position as a World Rugby Official as set out in the Vetting Rules.
- 2.5 The General Standards shall apply to conduct, acts or omissions that occur:
  - 2.5.1 prior to the date on which the individual becomes a World Rugby Official; and
  - 2.5.2 during the period from the date on which the individual becomes a World Rugby Official until the date on which the individual ceases to be a World Rugby Official.
- 2.6 The Specific Standards shall apply to conduct, acts or omissions that occur during the period from the date on which the individual applies, is nominated or is proposed for the position as a World Rugby Official until the date on which the individual ceases to be a World Rugby Official.
- 2.7 This Integrity Code shall come into effect on the Effective Date. It shall supersede any previous codes of conduct or regulations which may have been issued by World Rugby or any World Rugby Group Company which regulates the matters set out herein and applied to a World Rugby Official prior to the Effective Date (including the Code of Conduct set out in World Rugby Regulation 18 Appendix 1).

*Status of the Integrity Code*

- 2.8 A breach of this Integrity Code may also constitute a criminal offence and/or a breach of any other applicable laws or regulations in any relevant jurisdiction. This Integrity Code shall apply notwithstanding such laws or regulations and without prejudice to the application of such other laws and regulations.
- 2.9 The Integrity Code shall not displace or in any way affect or amend the content or application of any employment, consultancy or contractor agreement entered into with any World Rugby Group Company. No provision in, or any disciplinary action taken under, any employment, consultancy or contractor agreement shall displace or in any way affect or amend the content or application of this Integrity Code.
- 2.10 Any World Rugby Official who has any queries regarding their obligations under this Integrity Code should contact the Ethics Officer for guidance.

### 3 GENERAL STANDARDS

#### 3.1 A World Rugby Official must:

- 3.1.1 conduct themselves in a professional and courteous manner and in accordance with the highest ethical standards of integrity, honesty and transparency;
- 3.1.2 avoid any acts or omissions that may or do degrade the reputation of World Rugby or that bring (or have the potential to bring) World Rugby, World Rugby's stakeholders, officials, commercial partners and/or the sport of rugby into disrepute;
- 3.1.3 not abuse his position as a World Rugby Official in any way and not use his position to further any private aims or objectives;
- 3.1.4 not discriminate against anyone or denigrate anyone on the grounds of age, race (including skin colour, nationality, ethnic or national origin), gender reassignment, sex, sexual orientation, disability, language, religion or philosophical belief (the "**Protected Characteristics**") or any other improper or unlawful grounds;
- 3.1.5 not commit any form of harassment or abuse of any person, whether physical, professional, sexual, psychological on the grounds of their Protected Characteristics or otherwise;
- 3.1.6 conduct themselves in a manner which adheres to the values of rugby and the objectives and spirit of this Integrity Code (recognising that the Integrity Code may not explicitly provide for every contingency or unethical conduct that may arise);
- 3.1.7 comply with all applicable law and regulations (including regulations issued by World Rugby) at all times when acting in their capacity as a World Rugby Official and at any other time where their non-compliance reflects (or has the potential to reflect) upon World Rugby or undermines (or has the potential to undermine) the objectives of this Integrity Code;
- 3.1.8 not have any Unspent Criminal Convictions as at the date they apply, are nominated or are proposed for a position as a World Rugby Official and during the period in which they hold a position as a World Rugby Official;
- 3.1.9 not, in the reasonable opinion of the Ethics Officer, have engaged in conduct outside of the United Kingdom which would constitute an offence resulting in an Unspent Criminal Conviction as at the date they apply, are nominated or are proposed for a position as a World Rugby Official and during the period in which they hold a position as a World Rugby Official if such conduct had taken place in the United Kingdom, irrespective whether or not such conduct resulted in a Criminal Conviction; and
- 3.1.10 declare if they have committed a Serious Offence and, subject to the Serious Offence not resulting in such person holding, or deemed to be holding, an Unspent Criminal Conviction as set out in Article 3.1.8 or 3.1.9, the Ethics Officer shall determine whether the Serious Offence committed by such World Rugby Official reflects (or has the potential to reflect) upon World Rugby or undermines (or has the potential to undermine) the objectives of this Integrity Code.

## **4 SPECIFIC STANDARDS**

### *Personal standing*

- 4.1 A World Rugby Official must:
- 4.1.1 be over the age of 18 years old;
  - 4.1.2 not be an undischarged bankrupt or subject to any personal insolvency proceedings or order in any jurisdiction;
  - 4.1.3 not be disqualified from acting as a company director (or equivalent in any jurisdiction) or subject to any form of suspension, disqualification or striking-off by any recognised professional body; and
  - 4.1.4 not be subject to any form of suspension or disqualification from involvement in the administration of a sport by any ruling body of a sport that is recognised by any national or international sporting association or governing body.

### *Conflict of interest*

- 4.2 Each Executive Committee Member and World Rugby Director must comply with the Executive Committee Member/World Rugby Director Conflict of Interest Policy.
- 4.3 Each Council Representative and Committee Member must comply with the Council Representative/Committee Member Conflict of Interest Policy.
- 4.4 A person who agrees in writing at the request of the Executive Committee to be bound by this Integrity Code in accordance with Article 2.1.5 shall be notified by the Executive Committee, having taken into account their position within World Rugby, as to whether they are to comply with either the Executive Committee Member/World Rugby Director Conflict of Interest Policy or the Council Representative/Committee Member Conflict of Interest Policy.

### *Bribery, gifts and hospitality*

- 4.5 A World Rugby Official must not directly or indirectly solicit, offer or accept any bribe, payment, commission, gift, donation, kickback, facilitation payment or other inducement or incentive (whether monetary or otherwise) in order to influence actions or decision-making in relation to any matter involving World Rugby or any other matter where such conduct reflects (or has the potential to reflect) upon World Rugby or undermines (or has the potential to undermine) the objectives of this Integrity Code.
- 4.6 A World Rugby Official must comply with the Gifts and Hospitality Policy.

### *Anti-corruption and betting*

- 4.7 A World Rugby Official must comply with the "Anti-Corruption Regulations" incorporated in World Rugby Regulation 6.

### *Confidentiality*

- 4.8 Except as set out in Article 4.9, a World Rugby Official must not disclose to any third party (whether for furthering personal aims or otherwise) any information disclosed to them (or otherwise learned) in confidence in their capacity as a World Rugby Official or otherwise as a result of their World Rugby activities.

- 4.9 A disclosure of such confidential information is permitted where:
- 4.9.1 required by law;
  - 4.9.2 where prior consent is obtained from the Executive Committee;
  - 4.9.3 where that information is already in the public domain (other than by reason of the World Rugby Official's breach of Article 4.8);
  - 4.9.4 in the case of a Council Representative, to the relevant Union or Association which they represent unless such disclosure has been clearly communicated as being prohibited in any written correspondence or meeting of Council; or
  - 4.9.5 in the case of a Committee Member, to the relevant body or organisation which they represent on such committee unless such disclosure has been clearly communicated as being prohibited in any written correspondence or meeting of the relevant committee.

*Political neutrality*

- 4.10 A World Rugby Official must be autonomous from government interference when acting in their capacity as a World Rugby Official and be politically neutral in their dealings as a World Rugby Official with government institutions and national and international organisations, associations or groupings.

*Conduct of elections for positions within World Rugby*

- 4.11 In the context of any election to appoint any person to a position within World Rugby, a World Rugby Official must:
- 4.11.1 act with integrity and not make use of any illegitimate means that could potentially influence the outcome of the election;
  - 4.11.2 conduct themselves in a manner consistent with universal principles of fairness and good faith; and
  - 4.11.3 not insult, denigrate or demean any candidate standing for election.

*Duties of a World Rugby Director*

- 4.12 A World Rugby Director must:
- 4.12.1 comply with all applicable laws and regulations which are relevant to their position as a World Rugby Director (including their duties as a statutory company director) and in the discharge of their functions for and on behalf of the relevant World Rugby Group Company; and
  - 4.12.2 act in good faith in what they believe to be in the best interests of the relevant World Rugby Group Company and the broader objectives of World Rugby at all times and to take all steps to assist the relevant World Rugby Group Company in achieving its objectives and the effective implementation of approved policy.

*Host selection*

- 4.13 A World Rugby Official must comply with the World Rugby Official Host Selection Policy.

## *Reporting*

### 4.14 A World Rugby Official must:

- 4.14.1 disclose to the Ethics Officer any conduct (including their own conduct) which constitutes, or may potentially constitute, a breach of this Integrity Code;
- 4.14.2 report to the Ethics Officer without delay all knowledge concerning any approach or invitation received by the World Rugby Official to engage in conduct that would amount to a breach of this Integrity Code;
- 4.14.3 report to the Ethics Officer without delay all knowledge concerning any matter, fact or circumstance that comes to the World Rugby Official's attention that may potentially constitute a breach of the Integrity Code; and
- 4.14.4 cooperate fully with all investigations carried out by the Ethics Officer in relation to possible breaches by themselves and/or others of the Integrity Code (including by complying with requests from the Ethics Officer in accordance with paragraph 1.2 of Schedule 5).

## **5 DISCIPLINARY PROCEDURE AND SANCTIONS**

The provisions of Schedule 5 shall apply to any potential breach of this Integrity Code.

## **6 GENERAL**

- 6.1 Council may from time to time amend this Integrity Code (including the Schedules) and any such changes shall be notified as soon as reasonably practicable to all World Rugby Officials and shall take effect from such notification.
- 6.2 This Integrity Code shall be subject to and construed in accordance with English law.



## SCHEDULE 1

### Definitions and Interpretation

#### 1 DEFINITIONS

1.1 In this Integrity Code, unless the context otherwise requires, the following words have the following meanings:

<b>Acknowledgment Form</b>	means the form set out in Schedule 2;
<b>Committee Member</b>	means an individual (or any alternate of such individual) who is a member of the following committees of World Rugby: <ul style="list-style-type: none"><li>(a) The Rugby Committee (High Performance Game);</li><li>(b) The Rugby Committee (Community Game);</li><li>(c) The Regulations Committee;</li><li>(d) The Audit and Risk Committee;</li><li>(e) The Regional Committee;</li><li>(f) The Nominations Committee;</li><li>(g) The Professional Game Committee;</li><li>(h) The Sevens Strategy Group;</li><li>(i) The Women's Rugby Advisory Committee;</li><li>(j) The Anti-Doping Advisory Committee;</li><li>(k) The Finance Committee; or</li><li>(l) The Professional Leagues' Advisory Committee;</li></ul>
<b>Council Representative</b>	means an individual (or any alternate of such individual) who is a representative appointed to the Council;
<b>Council Representative/Committee Member Conflict of Interest Policy</b>	means the policy set out in Schedule 6;
<b>Criminal Conviction</b>	means a finding made by a court or regulatory authority in any jurisdiction that a person is guilty of a criminal offence, whether or not that finding is subject to any appeal proceedings;
<b>Declaration Form</b>	means the form set out in Schedule 3;
<b>Effective Date</b>	means the date stated on the front page of this Integrity Code;

<b>Ethics Administrator</b>	means an employee of any World Group Company appointed by the Executive Committee from time to time;
<b>Ethics Officer</b>	means a legal practitioner of at least seven years standing who is appointed by the Executive Committee from time to time and meets the Independence Criteria immediately prior to their appointment and throughout their tenure;
<b>Executive Committee</b>	means the World Rugby Executive Committee as constituted under the Bye-Laws;
<b>Executive Committee Member</b>	means an individual (or any alternate of such individual) who is a member of the Executive Committee;
<b>Executive Committee Member/World Rugby Director Conflict of Interest Policy</b>	means the policy set out in Schedule 7;
<b>General Standards</b>	means the obligations set out in Article 3;
<b>Gifts and Hospitality Policy</b>	means the policy set out in Schedule 8;
<b>Independence Criteria</b>	means that the person is not, and has not in the three years prior to the appointment, holding any position in or employed by World Rugby, any Union, any Club or any Rugby Body;
<b>Protected Characteristics</b>	shall have the meaning set out in Article 3.1.4;
<b>ROA</b>	means the Rehabilitation of Offenders Act 1974;
<b>Serious Offence</b>	means: <ul style="list-style-type: none"> <li>(a) any offence involving any act which could reasonably be considered to be dishonest (and, for the avoidance of doubt, irrespective of the actual sentence imposed);</li> <li>(b) any offence in respect of which an unsuspended sentence of at least 12 month's imprisonment was imposed; or</li> <li>(c) a "specified offence" as set out in Schedule 15, Criminal Justice Act 2003 or an equivalent offence in any jurisdiction (and, for the avoidance of doubt, irrespective of the actual sentence imposed);</li> </ul>
<b>Specific Standards</b>	means the obligations set out in Article 4;

<b>Unspent Criminal Conviction</b>	<p>means a Criminal Conviction where the following period is still running in respect of the Criminal Conviction in question:</p> <ul style="list-style-type: none"> <li>(a) the period during which the Criminal Conviction is considered unspent under ROA; or</li> <li>(b) where ROA does not directly apply to the Criminal Conviction, the period during which the Criminal Conviction would have been considered unspent under ROA if it had applied to the Criminal Conviction;</li> </ul>
<b>Vetting Rules</b>	means the rules set out in Schedule 4;
<b>World Rugby</b>	means the unincorporated association known as “World Rugby” and any World Rugby Group Company;
<b>World Rugby Director</b>	means a statutory director (or any alternate director) of any World Rugby Group Company;
<b>World Rugby Group Company</b>	<p>means:</p> <ul style="list-style-type: none"> <li>(a) World Rugby Limited, a private company limited by shares incorporated in Ireland with registered number 245000;</li> <li>(b) World Rugby Development Limited, a private company limited by shares incorporated in Ireland with registered number 284346;</li> <li>(c) World Rugby Tournaments Limited, a private company limited by shares incorporated in Ireland with registered number 298759;</li> <li>(d) World Rugby Strategic Developments DAC, a designated activity company incorporated in Ireland with registered number 270368; and</li> <li>(e) Rugby World Cup Limited, a private company limited by shares incorporated in the Isle of Man with registered number 043750C; and</li> <li>(f) any other group undertakings of World Rugby Limited, World Rugby Development Limited, World Rugby Tournaments Limited, World Rugby Strategic Developments DAC and Rugby World Cup Limited (group undertakings having the meaning ascribed to them in the United Kingdom Companies Act 2006);</li> </ul>
<b>World Rugby Official Host Selection Policy</b>	means the policy set out in Schedule 9; and
<b>World Rugby Regulations</b>	means World Rugby Regulations Relating to the Game as in force from time to time.

## **2 INTERPRETATION**

### **2.1 In this Integrity Code:**

- 2.1.1 the Schedules and Appendices form part of the Integrity Code and have effect as if set out in full in its main body;
- 2.1.2 unless the context otherwise requires, words in the singular include the plural and the plural include the singular and reference to one gender includes all genders;
- 2.1.3 reference to a statute, enactment, statutory provision, subordinate legislation, EU directive or EU regulation, code or guideline includes a reference, in each case, to:
  - (a) any consolidation, re-enactment, modification or replacement of it; and
  - (b) any subordinate legislation made under it from time to time;
- 2.1.4 reference to an English legal term for any action, remedy, method or form of judicial proceeding, legal document, legal status, court, official or any other legal concept, or thing will, in respect of any jurisdiction outside England be deemed to include a reference to the corresponding or most similar legal term in that jurisdiction; and
- 2.1.5 any words following the terms including, include, in particular or for example or any similar phrase shall be construed as illustrative and shall not limit the generality of the related general words.

## SCHEDULE 2

### Acknowledgement Form

#### Acknowledgement

I confirm that I have read the Integrity Code which incorporates: (i) the Vetting Rules; (ii) the Integrity Code Disciplinary Procedure and Sanctions; (iii) the applicable Conflict of Interest Policy; (iv) the Gifts and Hospitality Policy; and (v) the World Rugby Official Host Selection Policy.

I understand my duties and obligations under the Integrity Code. I further confirm my agreement to be bound by the provisions of the Integrity Code (as may be amended from time to time) and decisions made pursuant to the Integrity Code (as may be amended from time to time).

I consent to the use of personal data and waiver of privacy rights (in accordance with applicable data protection and privacy laws and regulations) as required for the purposes of the Integrity Code and the procedure in the Vetting Rules.

I agree to the timely submission to the Ethics Administrator for review by the Ethics Officer of an accurate and complete Declaration Form as required under the Integrity Code or the Vetting Rules.

Signature: .....

Print Name: .....

Position: .....

Date: .....

### SCHEDULE 3

#### Declaration Form

<b>Declaration</b>	
I the undersigned <b>DECLARE</b> as follows:	
<b>Compliance with the Integrity Code</b>	
I am not aware of any conduct which constitutes, or may potentially constitute, a breach of the Integrity Code.	
If you are aware of any conduct which constitutes, or may potentially constitute, a breach of the Integrity Code, please disclose details of such conduct.	<i>[insert details of conduct]</i>
<b>Conflict of Interest</b>	
Save as disclosed below, I do not have nor do I presently anticipate having any conflict of interest as defined and/or described in the applicable Conflict of Interest Policy.	
If you are aware of any conflict of interest, please disclose the details of such conflict.	<i>[insert details of conflict]</i>
<b>Declaration</b>	
<p>I confirm that the information provided in this Declaration is complete, true and accurate and acknowledge that providing information which is incomplete, untrue or inaccurate may constitute a breach of the Integrity Code.</p> <p>I agree to make immediate disclosure of any material change to the information provided in this declaration.</p> <p>Signature: .....</p> <p>Print Name: .....</p> <p>Position: .....</p> <p>Date: .....</p>	

## **SCHEDULE 4**

### **Vetting Rules**

#### **1 INTRODUCTION AND OBJECTIVES**

- 1.1 World Rugby has adopted an Integrity Code to ensure that World Rugby's values are reflected in the behaviour of those who are trusted with the governance and administration of the sport.
- 1.2 The objective of these Vetting Rules is to set out a procedure in accordance with which candidates for, and persons holding, key World Rugby positions shall undergo vetting for the purposes of ensuring that all such persons are in compliance with the Integrity Code (the "**Vetting Procedure**").

#### **2 APPLICATION AND SCOPE**

- 2.1 The following persons shall be subject to the Vetting Procedure:
  - 2.1.1 all World Rugby Officials as at the Effective Date;
  - 2.1.2 any candidate, applicant or nominee, who is not a World Rugby Official, and who applies, is nominated or is proposed for a position as a World Rugby Official (each a "**Candidate**"); and
  - 2.1.3 any World Rugby Official in the event that the Ethics Officer, in accordance with Rule 6.3, reasonably believes a breach of the Integrity Code may have occurred,(each individual being a "**Vetted Person**").
- 2.2 These Vetting Rules define the Vetting Procedure which shall be followed to determine the Eligibility of all Vetted Persons by establishing:
  - 2.2.1 the duties, powers and responsibilities of the Ethics Administrator and Ethics Officer in respect of the Vetting Procedure;
  - 2.2.2 the circumstances in which Vetted Persons shall be required to undergo Vetting;
  - 2.2.3 the ability of the Ethics Officer to instruct the Integrity Check Provider to conduct Integrity Checks;
  - 2.2.4 the procedure for determining how the Ethics Officer (and/or the Appeal Committee if challenged) decides if a Vetted Person is Eligible to take up, or continue to hold, a particular role as a World Rugby Official; and
  - 2.2.5 the consequences of a finding of Ineligibility (either by the Ethics Officer or Appeal Committee).

#### **3 ETHICS OFFICER**

- 3.1 The roles and responsibilities of the Ethics Officer in respect of Vetting shall include:
  - 3.1.1 acting at all times independently of World Rugby, for the sole purpose of conducting a full and fair assessment of every Vetted Person's Eligibility;



- 3.1.2 safeguarding confidential and personal data in accordance with strict confidentiality procedures and in compliance with all applicable data protection and privacy obligations;
- 3.1.3 managing the Ethics Administrator (including instructing and overseeing the gathering of additional information from publicly available sources);
- 3.1.4 reviewing all of the information disclosed on a Vetted Person's Declaration Form;
- 3.1.5 instructing and overseeing the Integrity Check Provider in conducting the Integrity Check as deemed necessary by the Ethics Officer for a proper determination of Eligibility;
- 3.1.6 receiving reports from the Integrity Check Provider concerning the information discovered during the Integrity Check;
- 3.1.7 compelling disclosure of information by any Vetted Person, World Rugby Official, or any employee of any World Rugby Group Company, as deemed necessary by the Ethics Officer for a proper determination of Eligibility;
- 3.1.8 making decisions on Eligibility in a timely and efficient manner in accordance with the timeframes set out in these Vetting Rules; and
- 3.1.9 reporting issues and matters of concern to the Anti-Corruption Officer where considered by the Ethics Officer to be potentially relevant to the work of the Anti-Corruption Officer.

#### **4 ETHICS ADMINISTRATOR**

- 4.1 The Executive Committee shall appoint an Ethics Administrator in accordance with, and to carry out the roles and responsibilities identified in, these Vetting Rules.
- 4.2 The roles and responsibilities of the Ethics Administrator shall include:
  - 4.2.1 assisting with the administration of the Vetting Procedure under the oversight and direction of the Ethics Officer, as set out in these Vetting Rules;
  - 4.2.2 providing the Ethics Officer with the completed Declaration Forms of Vetted Persons;
  - 4.2.3 performing such of the roles and responsibilities of the Ethics Officer under Rule 3.1 as delegated to them by the Ethics Officer;
  - 4.2.4 communicating decisions of the Ethics Officer or Appeal Committee to Vetted Persons in respect of a Vetted Person's Eligibility or Ineligibility as directed by the Ethics Officer or Appeal Committee (as applicable); and
  - 4.2.5 carrying out such other requests as the Ethics Officer or Appeal Committee might make from time to time for the purposes of these Vetting Rules.

#### **5 APPLICABILITY OF VETTING**

- 5.1 All Vetted Persons shall be required to undergo Vetting, and be declared Eligible, in accordance with these Vetting Rules.

- 5.2 World Rugby Officials subject to the Vetting Procedure shall each be required to complete and sign an Acknowledgement Form and a Declaration Form, the return of which shall be a condition of that World Rugby Official continuing to hold office.
- 5.3 As regards the Vetting Procedure in respect of Candidates:
- 5.3.1 A Candidate shall be required to undergo Vetting, and be declared Eligible, prior to their appointment to the role for which they have applied or been proposed.
  - 5.3.2 The World Rugby Officials or bodies responsible for managing an election process for Candidates must refer all Candidates proposing to stand for election to the Ethics Administrator for determination of Eligibility by the Ethics Officer before their candidacy in any election is accepted.
  - 5.3.3 The World Rugby Officials or bodies responsible for managing a non-electoral appointment process of Candidates must refer all short-listed Candidates to the Ethics Administrator for determination of Eligibility by the Ethics Officer before proceeding further with the appointment.
  - 5.3.4 The election or appointment process for all Candidates must include obtaining a signed Acknowledgement Form and Declaration Form as a condition of proceeding with the proposed candidacy or appointment of the Candidate.

## **6 VETTING PROCEDURE**

- 6.1 The Vetting Procedure shall be conducted as follows:
- 6.1.1 The appointment or candidacy in an election of a Candidate or the continuation in office of a Vetted Person other than a Candidate shall be subject to a decision by the Ethics Officer or Appeal Committee (as applicable) that such Vetted Person is Eligible.
  - 6.1.2 Vetted Persons shall complete and sign an Acknowledgement Form and Declaration Form and return them to the Ethics Administrator.
  - 6.1.3 Upon submitting the Acknowledgement Form, the Vetted Person confirms knowledge and understanding of the provisions of the Integrity Code and these Vetting Rules regarding Eligibility.
  - 6.1.4 Upon submitting the Declaration Form, Vetted Persons will be notified by World Rugby that their Declaration Form will be referred to the Ethics Officer for a decision on Eligibility and, in the case of Candidates, before proceeding with their appointment or candidacy.
  - 6.1.5 In a complete Declaration Form the Vetted Person will declare whether, if appointed or elected or continuing to hold office, they shall comply with the Integrity Code.
  - 6.1.6 Every World Rugby Official involved in the Vetting Procedure or managing an appointment or election process in respect of a Vetted Person is obliged to promptly notify and provide any Declaration Forms received to the Ethics Administrator, which, in respect of Candidates, must be provided in due time for the Vetting Procedure to be completed in accordance with the applicable deadlines for the appointment or election.

- 6.1.7 Upon receipt of a Declaration Form, the Ethics Administrator shall provide the Declaration Form to the Ethics Officer who will proceed to carry out an assessment of Eligibility, by deciding, on the balance of probabilities, whether, if appointed or elected or continuing to hold office, the Vetted Person shall be in breach of the Integrity Code (and therefore Ineligible).
- 6.1.8 If the Ethics Officer determines that further information or assessment is necessary, the Ethics Officer will instruct the Integrity Check Provider to carry out an Integrity Check to seek such information or carry out such an assessment.
- 6.1.9 If the Ethics Officer determines that further information or assessment is necessary, the Ethics Officer may require the Vetted Person, any World Rugby Official, or any employee of any World Rugby Group Company, to provide information and/or an explanation of any matter (whether by way of interview, in writing or otherwise) as deemed necessary by the Ethics Officer for a proper determination of Eligibility and the Vetted Person, any World Rugby Official or any employee of any World Rugby Group Company shall cooperate fully with any such request.
- 6.1.10 If the Ethics Officer determines at any time during the Vetting Procedure (including following an Integrity Check or further request for information) that no further information or assessment is necessary, the Ethics Officer will promptly:
- (a) make a decision that the Vetted Person is Eligible; or
  - (b) make a preliminary finding that the Vetted Person may be Ineligible.
- 6.1.11 Where the Ethics Officer makes a decision pursuant to Rule 6.1.10(a), they shall promptly notify the Ethics Administrator who shall in turn notify the Vetted Person and, in respect of a Candidate, the relevant World Rugby Official or body responsible for managing the appointment or election process.
- 6.1.12 Following a preliminary finding pursuant to Rule 6.1.10(b) that a Vetted Person may be Ineligible, the Ethics Officer shall notify the Vetted Person in writing of its preliminary finding and the reasons for it (which shall be confidential), and give the Vetted Person at least 5 working days to make any submissions on such preliminary finding and provide any evidence in support of those submissions to the Ethics Officer.
- 6.1.13 The Ethics Officer shall then consider any such submissions and evidence, and make any further enquiries as it deems appropriate, before making a final decision on whether the Vetted Person is Eligible.
- 6.1.14 Once a final decision is made by the Ethics Officer under Rule 6.1.13, the Vetted Person (and, in respect of a Candidate, the relevant World Rugby Official or body responsible for managing the appointment or election process) shall be notified as soon as possible, in writing, of the Ethics Officer's decision, and if the Ethics Officer decides that the Vetted Person is not Eligible it shall include a summary of the reasons for that decision.
- 6.2 For purposes of implementing the Vetting Procedure in a timely and efficient manner, subject to unforeseen circumstances requiring extended inquiry or otherwise necessitating additional time, and in all cases subject to the obligation to complete the Vetting Procedure in time to meet

any applicable deadlines for appointment or election, the duration of the Vetting Procedure will not exceed 1 month.

- 6.3 Following a decision of Eligibility, the Ethics Officer may at any time require a World Rugby Official to undergo additional or new Vetting in the event that the Ethics Officer reasonably believes a breach of the Integrity Code may have occurred (including due to the discovery of new facts or changes in circumstances) in which case the Vetting Procedure set out in Rules 6.1.7 to 6.1.14 shall apply again without the need for the submission of a further Acknowledgement Form from the applicable Vetted Person.

## **7 APPEALS**

- 7.1 Within 14 days of receipt of the Ethics Officer's decision, the Vetted Person may lodge a Notice of Appeal against the Ethics Officer's decision with the Judicial Panel Chair.
- 7.2 The appeal shall be conducted in accordance with the procedure set out in paragraph 3 of Schedule 5 except that:
- 7.2.1 references to the "Integrity Code" shall be deemed to be references to the "Vetting Rules";
  - 7.2.2 references to a "World Rugby Official" shall be deemed to be references to a "Vetted Person";
  - 7.2.3 the appeal shall always be a full rehearing of the decision on a de-novo basis; and
  - 7.2.4 the relevant Appeal Committee shall have the power to either (i) refer the matter back to the Ethics Officer or (ii) reverse the decision of the Ethics Officer and declare that the Vetted Person is Eligible.

## **8 CONSEQUENCES OF INELIGIBILITY**

- 8.1 If the Ethics Officer (and/or the Appeal Committee if challenged) determines that a Vetted Person is Ineligible for the position for which they are seeking election or appointment or which they currently hold, the following will occur:
- 8.1.1 the Ethics Officer or Appeal Committee will ordinarily promptly make a public announcement to confirm that the Vetted Person is Ineligible for the position sought or held;
  - 8.1.2 in respect of Vetted Persons who are Candidates, the World Rugby Official or body responsible for managing the appointment or election process in respect of the Ineligible Candidate shall withdraw such Candidate from the appointment or election process;
  - 8.1.3 in respect of Vetted Persons who are World Rugby Officials, the World Rugby Official or body responsible for the appointment of the Vetted Person shall be notified and the Vetted Person shall be removed from office and from all positions held within World Rugby; and
  - 8.1.4 the Ineligible Vetted Person shall not be capable of becoming a World Rugby Official for a period of three years from the date of the decision of Ineligibility of the Ethics Officer (or the Appeal Committee if challenged) and subject to being an Eligible

Vetted Person (having undergone Vetting at the relevant time that such person applies, is nominated or is proposed for a position as a World Rugby Official).

## **9 DEFINITIONS**

9.1 Unless the context otherwise requires, capitalised terms used in these Vetting Rules are defined below or, if undefined below shall have the same meaning as in the Integrity Code:

**“Eligible”** means that the Ethics Officer or Appeal Committee has decided that the Vetted Person will, if appointed or elected or continuing to hold office, be in compliance with the Integrity Code (**“Eligibility”** shall be interpreted accordingly).

**“Ineligible”** means that the Ethics Officer or Appeal Committee has decided that the Vetted Person will, if appointed or elected or continuing to hold office, not be in compliance with the Integrity Code (**“Ineligibility”** shall be interpreted accordingly).

**“Integrity Check”** means any investigation undertaken by the Integrity Check Provider in accordance with the instructions of the Ethics Officer.

**“Integrity Check Provider”** means any provider of integrity checking services as appointed by the Executive Committee.

**“Rule”** means a provision of these Vetting Rules.

**“Vetting Procedure”** shall have the meaning given to it in Rule 1.2 (**“Vetting”** shall be construed as referring to the vetting activities carried out in pursuance of the Vetting Procedure).

**“Vetting Rules”** means these rules relating to the Vetting Procedure.

## **SCHEDULE 5**

### **Integrity Code Disciplinary Procedure and Sanctions**

#### **1 INVESTIGATION**

##### *Role of the Ethics Officer*

- 1.1 Where the Ethics Officer reasonably suspects that a World Rugby Official may have committed a breach of the Integrity Code, the Ethics Officer shall conduct an investigation, subject to the following:
- 1.1.1 where the World Rugby Official's conduct is being investigated by police or other local authority, the Ethics Officer may decide to await the outcome of such investigation prior to acting;
  - 1.1.2 where the World Rugby Official's conduct is being investigated pursuant to any of the other World Rugby Regulations the Ethics Officer may either (i) await the outcome of that investigation or (ii) run his investigation at the same time in parallel; and
  - 1.1.3 where a participant is convicted of a criminal offence, this may be sufficient to conclude that a breach of the Integrity Code has occurred, and the Ethics Officer may serve a Charge without further investigation.

##### *Powers of the Ethics Officer*

- 1.2 The Ethics Officer may require any World Rugby Official to:
- 1.2.1 provide information and/or an explanation of any matter (whether by way of interview or otherwise);
  - 1.2.2 provide copies of or access to any Records held or under the control of the World Rugby Official relevant to the alleged breach;
  - 1.2.3 attend an interview with the Ethics Officer to answer questions;
  - 1.2.4 provide a written statement setting out in detail the facts and circumstances of the alleged breach of the Integrity Code of which the World Rugby Official is aware; and
  - 1.2.5 use reasonable endeavours to procure that another individual performs any of the actions listed at paragraphs 1.2.1 to 1.2.4 above.
- 1.3 When exercising their powers, the Ethics Officer shall inform the World Rugby Official of the deadline for compliance.
- 1.4 Upon written request of the World Rugby Official, the Ethics Officer may extend a deadline stipulated in accordance with paragraph 1.3 where they consider that the World Rugby Official has provided clear and justifiable reasons to support such an extension.
- 1.5 A World Rugby Official attending an interview with the Ethics Officer may be accompanied provided they give the Ethics Officer advance notice.

### *Decisions Not to Charge*

- 1.6 A decision of an Ethics Officer not to issue a Charge against a World Rugby Official following an investigation may be reviewed by a Senior Ethics Officer.

## **2 PROCESS BEFORE A JUDICIAL COMMITTEE**

### *Charge*

- 2.1 Where an Ethics Officer concludes that a World Rugby Official has a prima facie case to answer in relation to a breach of the Integrity Code, they shall serve a Charge on the relevant World Rugby Official and the Judicial Panel Chair.
- 2.2 The Charge shall:
- 2.2.1 identify which provision(s) of the Integrity Code the World Rugby Official is alleged to have breached;
  - 2.2.2 provide details of each alleged breach;
  - 2.2.3 set out the facts relied upon;
  - 2.2.4 identify the range of sanctions that may apply pursuant to paragraph 4;
  - 2.2.5 provide copies of all documents or other evidence relied upon or referred to in the charge; and
  - 2.2.6 provide details of any application for Provisional Suspension made by the Ethics Officer pursuant to paragraph 2.10.
- 2.3 Within 7 days of the Ethics Officer issuing a Charge, World Rugby shall publish:
- 2.3.1 the fact that a Charge has been issued against the World Rugby Official;
  - 2.3.2 a summary of the substance of the Charge; and
  - 2.3.3 if relevant and known, the anticipated date for a hearing before a Judicial Committee.
- 2.4 In respect of conduct arising prior to the Effective Date and where a World Rugby Official was subject to any previous World Rugby codes of conduct or regulations in force on such date, the investigatory and disciplinary provisions set out in this Schedule 5 shall be applied but the substantive obligations set out in the Integrity Code shall only apply if they are more favourable to the World Rugby Official as compared with the previously applicable World Rugby codes of conduct or regulations.

### *Plea Bargain*

- 2.5 Upon receipt of a Charge, a World Rugby Official may seek to agree a plea bargain in accordance with the process set out in the Appendix to this Schedule 5.

### *Response*

- 2.6 The World Rugby Official shall serve a Response on the Ethics Officer and the Judicial Panel Chair within 14 days of receipt of the Charge, which shall include:



- 2.6.1 an admission or denial of each breach identified in the Charge;
  - 2.6.2 where any admission is made, any written submissions on sanction;
  - 2.6.3 a statement setting out the reasons for and circumstances of any denial made by the World Rugby Official;
  - 2.6.4 copies of all documents or other evidence relied upon or referred to in the Response; and
  - 2.6.5 confirmation as to whether the World Rugby Official wishes for the matter to be determined at a hearing or on the papers.
- 2.7 Where a World Rugby Official does not serve a Response in accordance with paragraph 2.6, the World Rugby Official shall be deemed to have:
- 2.7.1 accepted the Charge;
  - 2.7.2 waived their entitlement to a hearing; and
  - 2.7.3 acceded to the range of applicable sanctions set out in paragraph 4.
- 2.8 Where paragraph 2.7 applies, the matter shall be determined by a Judicial Committee on the papers.

#### *Reply to the Response*

- 2.9 The Ethics Officer may serve a Reply on the World Rugby Official and the Judicial Panel Chair where a World Rugby Official:
- 2.9.1 denies a Charge in full or in part; or
  - 2.9.2 accepts the Charge in full but makes submissions as to sanction.

#### *Provisional Suspension*

- 2.10 Where the Ethics Officer serves a Charge in accordance with paragraph 2.1, they may apply to the Judicial Panel Chair for a Provisional Suspension to be imposed on the World Rugby Official subject to the Charge, pending determination of the Charge at a hearing pursuant to paragraph 2.21.
- 2.11 A Judicial Committee shall be appointed to determine the application in accordance with World Rugby Regulation 20.3.
- 2.12 The Ethics Officer must give simultaneous notice of the application to the Judicial Committee and the World Rugby Official, to include:
- 2.12.1 a brief summary of the basis of the application; and
  - 2.12.2 notification of the time, date and location of the hearing in respect of the application.
- 2.13 A World Rugby Official may voluntarily accept the imposition of a Provisional Suspension.
- 2.14 A hearing in respect of a Provisional Suspension shall not ordinarily be conducted until the World Rugby Official has confirmed receipt of the information set out at paragraph 2.12, save

where the Ethics Officer can demonstrate to the Judicial Committee that they took reasonable steps to ascertain whether that information had been received.

- 2.15 A hearing in respect of the application shall be conducted in accordance with the general procedures relating to a hearing before a Judicial Committee set out in World Rugby Regulation 20.
- 2.16 The Judicial Committee shall impose a Provisional Suspension on the World Rugby Official where the Ethics Officer demonstrates on the balance of probabilities that there is a prima facie case that the World Rugby Official has committed a breach of the Integrity Code.
- 2.17 Any Provisional Suspension shall remain in place pending determination of the Charge at a hearing pursuant to paragraph 2.21.
- 2.18 A World Rugby Official shall receive credit for such period of Provisional Suspension against any period of suspension which may ultimately be imposed where such period of Provisional Suspension is respected.
- 2.19 No credit against a period of suspension shall be given for any time period before the effective date of the Provisional Suspension or voluntary Provisional Suspension regardless of whether the World Rugby Official elected not to participate in Rugby Activity.

#### *Formation of Judicial Committee*

- 2.20 A Judicial Committee shall be appointed to determine the Charge in accordance with World Rugby Regulation 20.3.

#### *Judicial Committee Procedure*

- 2.21 The procedures applicable to hearings before a Judicial Committee pursuant to the Integrity Code shall be as set out in World Rugby Regulations 20.1, 20.6, 20.7, 20.10 and 20.11. Should those provisions conflict with those set out in the Integrity Code, the latter shall prevail.
- 2.22 Where the subject matter of, or facts relating to, a Charge(s) against one or more World Rugby Officials is sufficiently linked, the Ethics Officer and/or the Judicial Committee shall have the power to consolidate those proceedings so that they are conducted together and may be determined at the same hearing.
- 2.23 If more than one set of disciplinary proceedings has been brought against a World Rugby Official pursuant to the World Rugby Regulations, the relevant the Judicial Committee(s) shall have the power to consolidate those proceedings so that they are determined together at the same hearing.
- 2.24 Unless the Judicial Committee orders otherwise, the hearing and all submissions and documents shall be in English or translated or interpreted into English at the cost of the party presenting such evidence, submissions or documents.
- 2.25 The hearing shall take place in such location and in such form as the Judicial Committee shall direct, taking into account any submissions from the parties.

#### *Decision*

- 2.26 The Judicial Committee shall issue its decision as soon as reasonably practicable after the hearing and provide a copy to the Ethics Officer, World Rugby and the World Rugby Official(s).

- 2.27 The Judicial Committee's decision shall:
- 2.27.1 be in writing and state the reasons for its decision;
  - 2.27.2 where a breach of the Integrity Code is found, set out the details of any sanction determined pursuant to paragraph 4; and
  - 2.27.3 set out the World Rugby Official's rights of appeal as set out in paragraph 3.
- 2.28 Subject only to the appeal procedure set out at paragraph 3, the decision of the Judicial Committee shall be final and binding.

#### *Publication*

- 2.29 Within 7 days of a Judicial Committee decision, World Rugby shall ordinarily publish a copy of the Judicial Committee decision (subject to appropriate redaction of information as set out in World Rugby Regulation 20.1.6 and those redactions necessary pursuant to any applicable data protection legislation).

### **3 APPEALS**

#### *Right of Appeal*

- 3.1 Within 14 days of receipt of the Judicial Committee's decision, the Ethics Officer or the World Rugby Official may lodge a Notice of Appeal against the Judicial Committee's decision with the Judicial Panel Chair copying the respondent.

#### *Notice of Appeal*

- 3.2 The Notice of Appeal shall:
- 3.2.1 identify the appellant;
  - 3.2.2 append a copy of the decision appealed against;
  - 3.2.3 identify the grounds of appeal;
  - 3.2.4 set out the appellant's request for relief; and
  - 3.2.5 provide evidence of payment of any appeal deposit.

#### *Formation of Appeal Committee*

- 3.3 An Appeal Committee shall be appointed to determine the Charge in accordance with World Rugby Regulation 20.4.

#### *Appeal Committee Procedure*

- 3.4 The procedures applicable to hearings before an Appeal Committee pursuant to the Integrity Code shall be as set out in World Rugby Regulations 20.6, 20.8, 20.10 and 20.11. Should those provisions conflict with those set out in the Integrity Code, the latter shall prevail.

#### *Decision*

- 3.5 The Appeal Committee shall issue its decision as soon as reasonably practicable after the hearing and provide a copy to the Ethics Officer, World Rugby and the World Rugby Official(s).

- 3.6 The Appeal Committee's decision shall be in writing and state the reasons for its decision.
- 3.7 The decision of the Appeal Committee shall be final and binding and there shall be no right of further challenge.

#### *Publication*

- 3.8 Within 7 days of an Appeal Committee decision, World Rugby shall ordinarily publish a copy of the Appeal Committee decision (subject to appropriate redaction of confidential information as set out in World Rugby Regulation 20.1.6 and those redactions necessary pursuant to applicable data protection legislation).

### **4 SANCTIONS**

- 4.1 Upon finding that a breach of the Integrity Code has been committed, Judicial Committees shall be entitled to impose such sanctions, penalties and orders as they think fit which may include, but shall not be limited to:
- 4.1.1 a caution, warning as to future conduct, reprimand and/or a fine;
  - 4.1.2 a suspension for a specified period and/or a permanent expulsion from taking part in Rugby Activity, holding any position within World Rugby and/or acting as World Rugby Official;
  - 4.1.3 an order to pay compensation and/or restitution;
  - 4.1.4 the withdrawal of other benefits associated with being a World Rugby Official; and
  - 4.1.5 any combination of the penalties set out in paragraphs 4.1.1 to 4.1.4.
- 4.2 Judicial Committees shall be entitled to make such order in relation to costs as is deemed appropriate.
- 4.3 In determining the appropriate sanction, a Judicial Committee shall be entitled to take account of mitigating and/or aggravating circumstances. Aggravating circumstances shall include, but shall not be limited to, the repetition of a breach of the Ethics Code.

### **5 DEFINITIONS**

- 5.1 Unless the context otherwise requires, capitalised terms used in this Schedule 5 are defined below or, if undefined below shall have the same meaning as in the Integrity Code:

**"Charge"** means a charge served in accordance with paragraph 2.1.

**"Notice of Appeal"** means a notice of appeal served in accordance with paragraph 3.1.

**"Provisional Suspension"** means an order temporarily suspending a World Rugby Official from all or any specific Rugby Activity.

**"Records"** means any hard or soft copy records, documents and other information including contracts, financial records, bank records, tax returns and other tax records, insurance records, emails, telephone records and any data on a mobile communications device.

**"Reply"** means a notice of appeal served in accordance with paragraph 2.9.

**"Response"** means a notice of appeal served in accordance with paragraph 2.6.

**“Rugby Activity”** means any rugby activity including playing, training as part of any team or squad, officiating, coaching, selecting, administering and/or otherwise participating or being involved in any capacity in the Game or participating in any function, event or activity that is authorised, organised, sanctioned, recognised or supported in any way by World Rugby, an Association, a Union or Rugby Body.

**“Senior Ethics Officer”** means a legal practitioner of at least ten years standing who is appointed by the Executive Committee from time to time and meets the Independence Criteria immediately prior to their appointment and throughout their tenure.

**APPENDIX**  
**PLEA BARGAIN PROCESS**

**1 PRINCIPLES**

- 1.1 This Plea Bargain Process shall:
- 1.1.1 only apply to a breach of the Integrity Code subject to a Charge; and
  - 1.1.2 be conducted on a without prejudice basis.
- 1.2 The Ethics Officer must satisfy themselves of the full extent and nature of each breach of the Integrity Code by the World Rugby Official before engaging with any Plea Bargain Process.
- 1.3 Where a World Rugby Official has been issued with a Charge in respect of one or more breaches of the Integrity Code, it may be appropriate for the Ethics Officer not to proceed with those breaches in return for a World Rugby Official admitting those breaches.
- 1.4 Where the Plea Bargain Process is ended for any reason other than as a result of a sanction becoming final and binding in accordance with paragraph 4.2 or paragraph 4.3.1 of this Appendix, any document created solely for the purpose of that Plea Bargain Process shall not be disclosed to the Judicial Committee convened to determine the Charge in accordance with paragraph 2 of Schedule 5. Any documents relevant to whether the World Rugby Official is guilty of any breach of the Integrity Code set out in the Charge must be put before the Judicial Committee should the Plea Bargain Process fail and the Charge falls to be determined by a Judicial Committee.

**2 PLEA BARGAIN NOTICE**

- 2.1 A World Rugby Official that wishes to engage in a Plea Bargain Process must serve on the Ethics Officer a Plea Bargain Notice within 14 days of receipt of the relevant Charge.
- 2.2 Upon receipt of a Plea Bargain Notice, the Ethics Officer shall decide whether to engage in a Plea Bargain Process. In so deciding, the Ethics Officer shall consider:
- 2.2.1 whether the Plea Bargain Notice has been served promptly (including whether the time period in paragraph 2.6 of Schedule 5 has expired);
  - 2.2.2 the nature and severity of each breach;
  - 2.2.3 whether the World Rugby Official has been found guilty of the same or similar breach in the past; and
  - 2.2.4 the level of co-operation provided by the World Rugby Official in any investigation.
- 2.3 Within 14 days of receipt of a Plea Bargain Notice, the Ethics Officer shall inform the World Rugby Official whether they consent to the commencement of a Plea Bargain Process.
- 2.4 Where the Ethics Officer consents to the commencement of a Plea Bargain Process, proceedings before any Judicial Committee shall continue in parallel.

### **3 PLEA BARGAIN PROPOSAL**

- 3.1 The Ethics Officer and the World Rugby Official shall attempt to agree a Plea Bargain Proposal as soon as reasonably practicable.
- 3.2 A Plea Bargain Proposal must contain a:
  - 3.2.1 Statement of Facts; and an
  - 3.2.2 Agreed Sanction.
- 3.3 When considering an Agreed Sanction, the Ethics Officer must consider:
  - 3.3.1 the sanctions set out in the Integrity Code;
  - 3.3.2 the severity of each breach;
  - 3.3.3 any aggravating or mitigating factors; and
  - 3.3.4 any assistance provided by the World Rugby Official that relates to a breach of the Integrity Code by another World Rugby Official.
- 3.4 Prior to any Plea Bargain Proposal being agreed, the Ethics Officer or World Rugby Official may end the Plea Bargain Process.

### **4 DETERMINATION BY THE JUDICIAL COMMITTEE**

- 4.1 Where a Plea Bargain Proposal is agreed, it shall be put before the Judicial Committee convened to determine the Charge, who shall consider the Agreed Sanction and either:
  - 4.1.1 approve the Agreed Sanction; or
  - 4.1.2 propose an Alternative Sanction.
- 4.2 Where the Agreed Sanction is approved by the Judicial Committee:
  - 4.2.1 the Agreed Sanction shall become final and binding on the World Rugby Official; and
  - 4.2.2 the proceedings before the Judicial Committee shall terminate.
- 4.3 Where an Alternative Sanction is proposed, the World Rugby Official must elect to either accept or reject it:
  - 4.3.1 Where the Alternative Sanction is accepted:
    - (a) the Alternative Sanction shall become final and binding on the World Rugby Official; and
    - (b) the proceedings before the Judicial Committee shall terminate.
  - 4.3.2 Where the Alternative Sanction is rejected, the Plea Bargain Process shall end and a new Judicial Committee shall be convened to determine the Charge.
- 4.4 Where an Agreed Sanction or Alternative Sanction becomes final and binding on a World Rugby Official:

- 4.4.1 the World Rugby Official shall have no right of appeal against such determination;  
and
- 4.4.2 World Rugby shall ordinarily publish details of the sanction.

## 5 DEFINITIONS

- 5.1 Unless the context otherwise requires, capitalised terms used in this Appendix are defined below or, if undefined below shall have the same meaning as in the Integrity Code:

**“Admitted Breaches”** means the breaches subject to a Charge that the World Rugby Official is prepared to admit.

**“Agreed Sanction”** means a sanction agreed between the Ethics Officer and the World Rugby Official for Admitted Breaches.

**“Alternative Sanction”** means a sanction proposed by a Judicial Committee.

**“Plea Bargain Notice”** means a written notice indicating that World Rugby Official wishes to commence a Plea Bargain Process.

**“Plea Bargain Process”** means the process set out in this Appendix.

**“Plea Bargain Proposal”** means a written agreement between the Ethics Officer and the World Rugby Official containing a Statement of Facts and an Agreed Sanction in relation to the Admitted Breaches.

**“Statement of Facts”** means, in relation to each of the Admitted Breaches, a list of relevant facts agreed between the Ethics Officer and the World Rugby Official sufficient to allow a Judicial Committee to understand the context of each breach.



## **SCHEDULE 6**

### **Council Representative/Committee Member Conflict of Interest Policy**

#### **Introduction and application**

- 1** You must comply with this Conflict of Interest Policy. A breach of the Conflict of Interest Policy shall be deemed to be a breach of the Integrity Code and dealt with accordingly.
- 2** Unless the context otherwise requires, capitalised terms used in this Conflicts of Interest Policy are defined herein, or if undefined herein shall have the same meaning as in the Integrity Code.
- 3** Any references in this policy to:
  - (a) A “Covered Person” includes any person that is a Council Representative or a Committee Member; and
  - (b) “World Rugby” includes the unincorporated association of World Rugby, any committee of World Rugby and any World Rugby Group Company as applicable to the role of the Covered Person.
- 4** Covered Persons shall comply with all applicable laws and regulations in relation to conflicts of interest.

#### **Recognising a conflict of interest**

- 5** A conflict of interest arises in any situation where a Covered Person has a personal or institutional interest that is, or may be sufficient to appear to be, in conflict with the objective exercise of that person's official World Rugby duties.

#### **Actual versus apparent conflicts of interest**

- 6** Conflicts of Interest can be either actual or apparent and derive from a Covered Person's own personal interests (a “personal” conflict of interest) and/or the interests of a World Rugby stakeholder (e.g. a Union or Association) or other third party with which a Covered Person is associated (an “institutional” conflict of interest).
- 7** An actual conflict of interest arises where a Covered Person's personal, and/or institutional interests do, in fact, conflict or compete with the way in which they perform their official World Rugby duties.
- 8** An apparent conflict of interest arises where a Covered Person's personal and/or institutional interests appear, or may appear, to influence the objective exercise of that person's official World Rugby duties, even though the person may not be influenced in this way.

#### **Personal conflicts of interest**

- 9** It is not possible to define all situations or relationships where a conflict may arise between the personal interests of a Covered Person and the objective exercise of that person's official World Rugby duties. However, such circumstances may include (but are not limited to) involvement by the Covered Person or any relative of the Covered Person with sponsors, suppliers, contractors, venue operators, broadcasters or customers of World Rugby including ownership of an interest in such entity, acting in any capacity for such an entity or accepting any form of benefit from such an entity.

- 10** It is important to recognise that interests that are not pecuniary may also amount to a conflict of interest. Friendship, membership of an association, society, trusteeship and many other kinds of relationship can sometimes influence (or be seen to influence) decision making and judgements and give an impression that personal motives are involved. In order to determine whether a personal conflict of interest exists, it is appropriate to consider whether a reasonable person viewing the relationship objectively would be of the opinion that a person's motives may be influenced by the relationship. If such reasonable person considered that a conflict could be present, or there is any doubt, the interest should be registered and disclosed/managed in accordance with this policy.

### **Institutional conflicts of interest**

- 11** This policy recognises that World Rugby has a stakeholder representation model of governance and certain Covered Persons may owe duties to World Rugby stakeholders or other third parties (e.g. Council Representatives being a representative on Council for a Union or Association).
- 12** The existence of duties owed to or being influenced by a World Rugby stakeholder or other third parties who may appoint the Covered Person does not in itself constitute a conflict of interest for the purpose of this policy. However, a Covered Person is responsible for exercising their official World Rugby duties objectively and in good faith having taken into account the best interests of World Rugby as a whole.

### **Avoiding a conflict of interest**

- 13** It is not possible to define or describe all circumstances in which a Conflict of Interest, actual or apparent, may arise. However, the following situations provide a non-exhaustive list of Conflicts of Interest that all Covered Persons shall avoid. Covered Persons shall:
- (a) not engage in any activity directly or indirectly and/or own an interest in any entity that competes with the existing, planned and/or potential interests of World Rugby;
  - (b) not solicit or obtain for themselves or relatives, friends or any other person, a material benefit of any kind from his association with World Rugby; and
  - (c) not accept gifts or benefits of any kind or fail to declare gifts or benefits of any kind where such gifts and/or benefits would or may conceivably appear to improperly influence the Covered Person in the performance of his duties for World Rugby.
- 14** It is understood that avoiding a conflict of interest may not always be possible or practical. The required action for the Covered Person who does not or cannot avoid a conflict of interest is to register the conflict and to declare/manage the conflict in accordance with the process set out in this policy.
- 15** For the avoidance of doubt, Covered Persons are personally responsible for all decisions in relation to receipt of gifts or hospitality and for avoiding the risk of damage to public confidence in World Rugby.

### **Conflicts of Interest Register**

- 16** All Covered Persons shall subscribe to a Conflicts of Interest Register (the "Register") which shall be maintained by World Rugby. The Register shall set out for each Covered Person all direct or indirect personal or institutional interests that are, may in the future be or may be

sufficient to appear to be, in conflict with the objective exercise of that person's official World Rugby duties and/or obligations owed to World Rugby. This includes without limitation:

- (a) Contracts or arrangements proposed to be entered into between World Rugby and the Covered Person or any person, firm or company with whom the Covered Person is associated;
- (b) Any directorship of a company or any partnership or any other profit, salary or fee earning activity not covered under (a) above;
- (c) Any arrangement made, proffered or contemplated in consequence of his holding a position as a Covered Person within World Rugby with any third party (for this purpose, benefit includes financial support or allowance or advantage);
- (d) Any benefit which a Covered Person receives from a sponsor of or donor to World Rugby and/or any other Union/Association, either personally or on behalf of a third party; and
- (e) Any other arrangement, relationship or contract which may constitute a conflict of interest.

- 17** The Conflicts of Interest Register shall be completed at the time where such person is nominated or applies to become a Covered Person. The Conflicts of Interest Register shall be updated as soon as is practicable once an actual or apparent conflict arises and, at a minimum, shall be reviewed by each Covered Person on an annual basis.

#### **Declaration/Management of conflicts of interests**

- 18** As well as the registration of conflicts of interest, it is necessary to manage and/or declare conflicts of interest in the context of discussions, meetings or other decision-making processes.

- 19** The procedure set out below is designed to allow for the effective declaration and management of interests (whether recorded on the Register or otherwise). In discussions, meetings and/or other decision-making processes, as soon as possible and practicable, the following procedure shall be applied:

- (a) Any Covered Person must declare any interest apparent or otherwise in matters to be discussed. The meeting or other persons involved in the discussion should require the Covered Person to leave the room/discussion at that stage;
- (b) In the absence of the Covered Person(s), the meeting and/or others involved in the discussion (excluding any other person who may have been seen to have an interest apparent or otherwise in the determination of the declared interest), will decide whether the Covered Person may, notwithstanding the declared interest, take part in the consideration or discussion or voting on any question relating to the matter in which the Covered Person has declared an interest. The relevant meeting of World Rugby concerned/ involved in the discussion shall be entitled to impose a condition that the Covered Person(s) who has declared the interest may take part in the meeting, discussions or otherwise but may not vote on any question relating to the matter affected by the interest and/or impose such other conditions as it sees fit. However, if a person has a financial interest in the transaction and/or decision, that person should not, in any event, be entitled to vote or participate in the discussions/deliberations;
- (c) If the meeting or those involved in the discussion decide that the Covered Person may take part in the consideration and discussion on the matter concerned, the Covered

Person shall be entitled to re-join the meeting and/or discussion. For the avoidance of doubt, the procedures adopted in relation to the management of Conflicts of Interest, should be fully minuted;

- (d) Where a Covered Person becomes aware in advance of a meeting that they may have an interest in matters discussed at that meeting, the Covered Person shall notify the chairman of Council or the relevant World Rugby committee. The chairman will at the start of the meeting report any such notification(s) received and further shall remind members of their obligation to make a declaration of any interest that they may have in matters to be discussed.

#### **Guidelines on the implementation of the declaration/management of conflicts of interest**

- 20** It is important that conflicts of interest are properly identified and managed. However, it is not necessary to declare an interest that is too remote or insignificant that could not reasonably be regarded as having in any way influenced a Covered Person in the discussion or voting of an issue. To do so, would impede the effective administration of World Rugby business. However, if in doubt, an interest should be declared and the responsibility to do so rests with the individual Covered Person.
- 21** Conflict of Interest should be declared as soon as practicable after they have arisen and/or the Covered Person becomes aware of such conflict.

## **SCHEDULE 7**

### **Executive Committee Member/World Rugby Director Conflict of Interest Policy**

#### **Introduction and application**

- 1** You must comply with this Conflict of Interest Policy. A breach of the Conflict of Interest Policy shall be deemed to be a breach of the Integrity Code and dealt with accordingly.
- 2** Unless the context otherwise requires, capitalised terms used in this Conflicts of Interest Policy are defined herein, or if undefined herein shall have the same meaning as in the Integrity Code.
- 3** Any references in this policy to:
  - (a) A “Covered Person” includes any person that is an Executive Committee Member or a World Rugby Director; and
  - (b) “World Rugby” includes the unincorporated association of World Rugby, any committee of World Rugby and any World Rugby Group Company as applicable to the role of the Covered Person.
- 4** Covered Persons shall comply with all applicable laws and regulations in relation to conflicts of interest including any duties that Covered Persons may have as statutory directors.

#### **Recognising a conflict of interest**

- 5** A conflict of interest arises in any situation where a Covered Person has a personal or institutional interest that is, or may be sufficient to appear to be, in conflict with the objective exercise of that person's official World Rugby duties and/or obligations owed to World Rugby.

#### **Actual versus apparent conflicts of interest**

- 6** Conflicts of Interest can be either actual or apparent and derive from a Covered Person's own personal interests (a “personal” conflict of interest) and/or the interests of a World Rugby stakeholder (e.g. a Union or Association) or other third party with which a Covered Person is associated (an “institutional” conflict of interest).
- 7** An actual conflict of interest arises where a Covered Person's personal, and/or institutional interests do, in fact, conflict or compete with the way in which they perform their official World Rugby duties and/or result in a breach of the obligations which are owed to World Rugby.
- 8** An apparent conflict of interest arises where a Covered Person's personal and/or institutional interests appear, or may appear, to influence the objective exercise of that person's official World Rugby duties, and/or the ability to comply with their obligations to World Rugby, even though the person may not be influenced in this way.

#### **Personal conflicts of interest**

- 9** It is not possible to define all situations or relationships where a conflict may arise between the personal interests of a Covered Person and the objective exercise of that person's official World Rugby duties and/or obligations owed to World Rugby. However, such circumstances may include (but are not limited to) involvement by the Covered Person or any relative of the Covered Person with sponsors, suppliers, contractors, venue operators, broadcasters or customers of World Rugby including ownership of an interest in such entity, acting in any capacity for such an entity or accepting any form of benefit from such an entity.

- 10** It is important to recognise that interests that are not pecuniary may also amount to a conflict of interest. Friendship, membership of an association, society, trusteeship and many other kinds of relationship can sometimes influence (or be seen to influence) decision making and judgements and give an impression that personal motives are involved. In order to determine whether a personal conflict of interest exists, it is appropriate to consider whether a reasonable person viewing the relationship objectively would be of the opinion that a person's motives may be influenced by the relationship. If such reasonable person considered that a conflict could be present, or there is any doubt, the interest should be registered and disclosed/managed in accordance with this policy.

### **Institutional conflicts of interest**

- 11** A Covered Person must not promote the interests of any particular World Rugby stakeholder (e.g., a Union/Association) or other third party (such as a government or political body) which a Covered Person represents or with which they are associated (whether by virtue of employment, holding office or otherwise), where doing so would conflict with the objective exercise of that person's official World Rugby duties and/or obligations owed to World Rugby.
- 12** It is understood that World Rugby has a stakeholder representation model of governance and certain Covered Persons may owe duties to World Rugby stakeholders or other third parties (e.g. a member of the World Rugby Executive Committee being a representative on the World Rugby Council for a Union or Association). In such circumstances, the Covered Person:
- (a) may present the perspective of a particular World Rugby stakeholder or of any third party where they consider it relevant to the matter at hand, but must not pursue the interests of that stakeholder or third party in a manner that would conflict with the objective exercise of that person's official World Rugby duties and/or the primacy of their obligations owed to World Rugby; and
  - (b) may consult with and take into account the interests of the relevant World Rugby stakeholder or any third party, but must not agree to act or allow themselves to be influenced to act in their capacity as a Covered Person in a manner that would conflict with the objective exercise of that person's official World Rugby duties and/or the primacy of their obligations owed to World Rugby.

### **Avoiding a conflict of interest**

- 13** Conflicts of interest cannot be allowed to taint the activities/decisions of Covered Persons. Such activities and decisions must be taken and/or carried out on an entirely objective basis and situations in which a Covered Person's other interest and/or relationships could adversely influence their independent judgement or the manner in which they perform their functions and duties for World Rugby must be avoided.
- 14** It is not possible to define or describe all circumstances in which a Conflict of Interest, actual or apparent, may arise. However, the following situations provide a non-exhaustive list of Conflicts of Interest that all Covered Persons shall avoid. Covered Persons shall:
- (a) not engage in any activity directly or indirectly and/or own an interest in any entity that competes with the existing, planned and/or potential interests of World Rugby;
  - (b) not solicit or obtain for themselves or relatives, friends or any other person, a material benefit of any kind from his association with World Rugby; and

- (c) not accept gifts or benefits of any kind or fail to declare gifts or benefits of any kind where such gifts and/or benefits would or may conceivably appear to improperly influence the Covered Person in the performance of his duties for World Rugby.
- 15** It is understood that avoiding a conflict of interest may not always be possible or practical. The required action for the Covered Person who does not or cannot avoid a conflict of interest is to register the conflict and to declare/manage the conflict in accordance with the process set out in this policy.
- 16** For the avoidance of doubt, Covered Persons are personally responsible for all decisions in relation to receipt of gifts or hospitality and for avoiding the risk of damage to public confidence in World Rugby.

### **Conflicts of Interest Register**

- 17** All Covered Persons shall subscribe to a Conflicts of Interest Register (the “Register”) which shall be maintained by World Rugby. The Register shall set out for each Covered Person all direct or indirect personal or institutional interests that are, may in the future be or may be sufficient to appear to be, in conflict with the objective exercise of that person’s official World Rugby duties and/or obligations owed to World Rugby. This includes without limitation:
- (a) Contracts or arrangements proposed to be entered into between World Rugby and the Covered Person or any person, firm or company with whom the Covered Person is associated;
  - (b) Any directorship of a company or any partnership or any other profit, salary or fee earning activity not covered under (a) above;
  - (c) Any arrangement made, proffered or contemplated in consequence of his holding a position as a Covered Person within World Rugby with any third party (for this purpose, benefit includes financial support or allowance or advantage);
  - (d) Any benefit which a Covered Person receives from a sponsor of or donor to World Rugby and/or any other Union/Association, either personally or on behalf of a third party; and
  - (e) Any other arrangement, relationship or contract which may constitute a conflict of interest.
- 18** The Conflicts of Interest Register shall be completed at the time where such person is nominated or applies to become a Covered Person. The Conflicts of Interest Register shall be updated as soon as is practicable once an actual or apparent conflict arises and, at a minimum, shall be reviewed by each Covered Person on an annual basis.

### **Declaration/Management of conflicts of interests**

- 19** As well as the registration of conflicts of interest, it is necessary to manage and/or declare conflicts of interest in the context of discussions, meetings or other decision-making processes.
- 20** The procedure set out below is designed to allow for the effective declaration and management of interests (whether recorded on the Register or otherwise). In discussions, meetings and/or other decision-making processes, as soon as possible and practicable, the following procedure shall be applied:

- (a) Any Covered Person must declare any interest apparent or otherwise in matters to be discussed. The meeting or other persons involved in the discussion should require the Covered Person to leave the room/discussion at that stage;
- (b) In the absence of the Covered Person(s), the meeting and/or others involved in the discussion (excluding any other person who may have been seen to have an interest apparent or otherwise in the determination of the declared interest), will decide whether the Covered Person may, notwithstanding the declared interest, take part in the consideration or discussion or voting on any question relating to the matter in which the Covered Person has declared an interest. The relevant meeting of World Rugby concerned/ involved in the discussion shall be entitled to impose a condition that the Covered Person(s) who has declared the interest may take part in the meeting, discussions or otherwise but may not vote on any question relating to the matter affected by the interest and/or impose such other conditions as it sees fit. However, if a person has a financial interest in the transaction and/or decision, that person should not, in any event, be entitled to vote or participate in the discussions/deliberations;
- (c) If the meeting or those involved in the discussion decide that the Covered Person may take part in the consideration and discussion on the matter concerned, the Covered Person shall be entitled to re-join the meeting and/or discussion. For the avoidance of doubt, the procedures adopted in relation to the management of Conflicts of Interest, should be fully minuted;
- (d) Where a Covered Person becomes aware in advance of a meeting that they may have an interest in matters discussed at that meeting, the Covered Person shall notify the chairman of the relevant Board or committee. The chairman will at the start of the meeting report any such notification(s) received and further shall remind members of their obligation to make a declaration of any interest that they may have in matters to be discussed.

#### **Guidelines on the implementation of the declaration/management of conflicts of interest**

- 21** It is important that conflicts of interest are properly identified and managed. However, it is not necessary to declare an interest that is too remote or insignificant that could not reasonably be regarded as having in any way influenced a Covered Person in the discussion or voting of an issue. To do so, would impede the effective administration of World Rugby business. However, if in doubt, an interest should be declared and the responsibility to do so rests with the individual Covered Person.
- 22** Conflict of Interest should be declared as soon as practicable after they have arisen and/or the Covered Person becomes aware of such conflict.



## SCHEDULE 8

### Gifts and Hospitality Policy

#### **INTRODUCTION**

##### **1 Responsibility for the Policy**

The Chief Executive of World Rugby is responsible for this Policy which has been approved by the World Rugby Executive Committee and World Rugby Council. The Chief Executive may consult with the Ethics Officer in relation to any of his duties and responsibilities set out in this Policy and may delegate any such responsibilities to the Ethics Officer in writing.

##### **2 Application**

World Rugby, World Rugby Limited and each of its group companies (including, without limitation, World Rugby Tournaments Limited and Rugby World Cup Limited) ("**World Rugby**") expects the highest standards of conduct from all those who represent it, including employees, directors, agents, council members, executive committee members and committee members ("**World Rugby Representatives**" or "**you**").

Unless the context otherwise requires, capitalised terms used in this Policy are defined herein, or if undefined herein shall have the same meaning as in the Integrity Code.

World Rugby operates on an international basis, it is and you are therefore subject to various anti-bribery/corruption laws. World Rugby has introduced this Policy to assist you in complying with your anti-bribery/corruption related obligations and to promote the highest standards of business integrity.

You agree to be bound by this Policy as a pre-condition to doing any business for and on behalf of World Rugby. It is therefore very important that you read this Policy carefully.

##### **3 Dual roles**

World Rugby recognises that you may have roles and responsibilities outside of World Rugby, particularly if you have a role with a rugby stakeholder such as a Union or Association. You may therefore receive gifts and hospitality entirely unconnected with World Rugby but connected to a different rugby stakeholder. If you are acting in a World Rugby capacity and/or on World Rugby business you should follow the reporting and other obligations in this Policy. If not, you should follow the reporting and other obligations which are relevant to the third party.

##### **4 Clarity and further guidance**

If you are unclear about any of your obligations you should seek further guidance from any of the following officers of World Rugby prior to carrying out the action you are unsure of:

Chief Executive  
Chief Financial Officer  
General Counsel  
Head of Development & International Relations

The Appendix contains some Key Principles which you should consider for guidance on the application of the Policy.

## **PRACTICAL IMPLEMENTATION**

### **5 Register**

World Rugby's gifts and hospitality register (the "**Register**") is kept centrally by the Chief Executive's Office. Where this Policy requires you to record gifts or hospitality in the Register, you are responsible for ensuring the details are recorded as soon as reasonably practicable (and in any event within a week of the relevant reporting obligation arising) and that your report is accurate.

World Rugby will undertake a quarterly review of the Register and a copy of the Register will be provided in the annual anti-bribery report to Exco.

### **6 Breaches**

Any breaches of this Policy will be dealt with very seriously by World Rugby and could lead (amongst other things) to: (i) disciplinary action (in accordance with your employment or service contract or the Integrity Code), (ii) the prevention of holding a certain office or position with World Rugby, or (iii) in extreme circumstances World Rugby or you being charged with a criminal offence.

If you consider that a World Rugby Representative is not complying with this Policy, you should consult with and inform the Chairman of Council or Chief Executive.

### **7 Training**

World Rugby will provide training on this Policy and your attendance is mandatory.

### **8 Amendments to this Policy**

World Rugby (through either the Executive Committee or Council) reserves the right to amend this Policy at any time and will draw your attention to any changes as soon as reasonably practicable.

## **GIFTS**

### **9 Receiving gifts**

As a general rule, gifts from third parties should not be accepted (and should be returned to the third party with an explanation to the effect that it is not World Rugby policy to accept gifts), except where:

- it is of nominal value; or
- it would be ungracious or otherwise difficult not to accept (but note that the risks of accepting such gift (i.e. whether such action could amount to a bribery offence) should always be weighed against the risks of not accepting the gift); or
- it would be disproportionate to return the gift (i.e. the costs and effort involved would outweigh the value of the gift); or
- you have otherwise determined that the gift is acceptable in light of the Key Principles, in particular, that the gift has not been given to you with any intention of influencing your decision making process (e.g. as to whether to obtain or retain business), or to influence you in exercising your function improperly;

and, in each case, you must ensure that you comply with the procedures set out in Section 11 below.

Money may never be accepted under any circumstances.

## 10 Giving gifts

The giving of gifts to third parties is discouraged unless there is a clear business objective. When determining whether it is appropriate to give a gift to a third party, consideration should always be given to the Key Principles and in particular, that you are not intending to give the gift with any intention of influencing the recipient's decision making process (e.g. as to whether to obtain or retain World Rugby's business), or to influence them in exercising their function improperly.

All gifts should fall within a World Rugby budget and you must ensure that you comply with the procedures set out in Section 11 in respect of all gifts that you intend to give to third parties.

Money may never be given under any circumstances.

## 11 Procedures for the giving or receiving of gifts

Gift	Procedure for receiving gift	Procedure for giving gift
Gift of nominal value ( <b>up to €125/£100</b> ) (e.g., diaries, pens, items of apparel/kit, etc.)	No requirement to record in Register and no approval required.	Ensure that there is budgetary sign off prior to giving the gift.
Gift <b>in excess of €125/£100</b> (e.g., expensive bottles of wine/ champagne or spirits, hampers and other expensive presents)	Where inappropriate to return/refuse the gift, you may accept on the condition that you: <ul style="list-style-type: none"><li>record the gift in the Register; and</li><li>surrender the gift to World Rugby (Chief Executive's Office) which will be disposed of at the Chief Executive's discretion (e.g., charitable and/or corporate social responsibility purposes)</li></ul>	You may only give such gift if you have received the prior written approval of the Chief Executive. You must then record the gift in the Register.
Gifts with a <b>cumulative value in excess of €1,250/£1,000</b>	You must not continue to receive nominal value gifts from the same third party (or connected parties to that third party) which over a reasonable timeframe have an excessive value. Any cumulative gifts of this nature should be surrendered to World Rugby (Chief Executive's Office) and recorded in the Register.	You may only give such gifts if you have received the prior written approval of the Chief Executive and they are within a World Rugby budgetary authority. You must then record the gifts in the Register.

## **HOSPITALITY**

### 12 Hospitality Principles

Hospitality encompasses all forms of entertaining, including for example but without limitation, attendance at rugby matches/other sporting events, non-sports related corporate hospitality and meals/drinks.

World Rugby recognises that the giving and receiving of hospitality is often inherent in roles carried out by World Rugby Representatives. Nevertheless, World Rugby expects World Rugby Representatives

to use their judgment in determining whether the giving or receiving of hospitality is appropriate considering the Key Principles and to follow the procedures set out below.

### **13 Hospitality must be “reasonable and proportionate”**

Further guidance regarding what is considered to be “reasonable and proportionate” is set out in the Appendix.

Any hospitality that is considered under this Policy to be reasonable and proportionate may be accepted or offered without any prior authorisation and does not need to be recorded in the Register.

Any hospitality which is not considered to be “reasonable and proportionate” under this Policy should be politely declined or not offered unless the following paragraph applies.

If you believe that there is a genuine business reason to accept and/or give hospitality which goes beyond what may be considered under this Policy to be “reasonable and proportionate” then prior written approval should be sought from the Chief Executive in advance of giving and/or receiving such hospitality where circumstances allow.

If: (i) it is not possible to pre-authorise the giving and/or receiving of such hospitality; and/or (ii) permission is given to accept such hospitality then it must be recorded in the Register.

### **14 Meals**

The receiving of any meal (including drinks) which is known to be in excess of €175/£150 per person must be recorded in the Register. If you are aware in advance that the offer of any meal (including drinks) will be in excess of this value, you must obtain the prior written authorisation of the Chief Executive before accepting the relevant invitation.

You must ensure that any offer you make to provide a meal (including drinks) is reasonable and proportionate. If you know in advance that the offer is likely to be in excess of €175/£150 per person you must seek the prior authorisation of the Chief Executive. Any meals (including drinks) that you have provided on World Rugby’s behalf in excess of €175/£150 per person must be recorded in the Register.

## **APPENDIX**

### **KEY PRINCIPLES**

#### **1 Overview**

To assist you with your understanding and implementation of this Policy, World Rugby draws your attention to the following “**Key Principles**” and related guidance which should be considered on each occasion that you are intending to give or receive a gift or hospitality.

Anti-bribery/corruption laws are designed to protect the integrity (including the perception thereof) of World Rugby. They are not intended to ban the provision or receipt of gifts and hospitality by World Rugby Representatives in the usual course of business and which are:

- Reasonable and proportionate;
- Transparent;
- Clearly connected with the legitimate business in case;
- Not intended to improperly influence the recipient; and
- Not reasonably seen as compromising the personal judgement and integrity of the World Rugby Representative.

#### **2 Reasonable and proportionate**

You should interpret these words on their ordinary meaning.

The following examples are a non-exhaustive list of hospitality that would **not** be considered by World Rugby to be either reasonable or proportionate:

- Overnight accommodation for a hospitality event (unless it is not practicable to travel to, or back from the relevant hospitality event on the same day).
- Free travel (in particular air fares) alongside a hospitality invite, unless of incidental value (such as a shuttle to/from a venue and the public transport system).
- An invite to multiple days of the same event.
- Multiple invites from or offered to the same third party (or connected parties to that third party).

<b>Key Principles Guidance</b>	<b>Practical scenarios</b>
<p><b><i>Intention</i></b> – gifts and hospitality should never be given if they are intended to influence the recipient to perform his or her function improperly (e.g., as to whether to obtain or retain business or to influence the outcome of an election).</p> <p>Note that this Policy does not prevent you from giving or receiving gifts and hospitality where the intention of giving or receiving the gift/hospitality is to establish or maintain close business relationships or improve or maintain World Rugby’s image and reputation for example, and which in each case complies with this Policy.</p>	<p>A bottle of champagne worth £50 is given to you by a potential host union one week before you are due to announce the results of a hosting process. You should not accept this because it could be viewed as intending to influence your decision on the outcome of the hosting process.</p> <p>You are invited to the British Grand Prix with a Dublin based law firm which currently advises World Rugby. This is acceptable in principle given that the intention is to maintain a close working relationship. However, depending on whether or not the hospitality being offered is “reasonable and proportionate”, you may still</p>

Key Principles Guidance	Practical scenarios
	<p>need to record this on the Register and/or obtain prior approval.</p> <p>You take two directors of an official partner of the Rugby Sevens tournament out for dinner following the signing of the official partner's commercial agreement. Provided the value is reasonable and proportionate, this is acceptable given that the contract process has concluded, and you are not intending to influence the outcome of the contract negotiations.</p>
<p><b>Timing</b> – when is the gift or hospitality being given? If the gift or hospitality is being offered before the award of a contract or during a host tender process for example, it is more likely to be inferred that there was an intention to improperly influence the recipient.</p>	<p>A World Rugby Representative offers a potential Rugby World Cup sponsor, tickets to the event, on the condition that they sign the sponsorship contract in the next week. This offer should not be made because it is being made prior to the finalisation of the contract and could be construed as intending to influence the outcome of the negotiations.</p> <p>A team of World Rugby directors take out few members of a host union for drinks to celebrate the completion of a hosting agreement for the Women's Rugby World Cup. Given that the contractual negotiations have completed this is acceptable in principle, provided that the hospitality is reasonable and proportionate.</p>
<p><b>Transparency</b> – is the gift or hospitality being concealed? Are you required to record the gift or hospitality in the Register?</p>	<p>You and two of your colleagues are invited to an expensive restaurant by one of your media partners. The CEO of the company asks you not to tell your boss. You should politely decline the offer and explain that World Rugby has a transparent culture around the giving and receiving of gifts and hospitality and it is not something you would be comfortable to conceal.</p>
<p><b>Reasonable and proportionate/self-awareness</b> – how would the giving or receiving of the relevant gift or hospitality look if it became <b>public</b> (i.e., would it appear disproportionate and lavish)?</p> <p>When assessing whether a gift or hospitality is reasonable and proportionate, it is key to consider the value or number of the gifts/hospitality being offered in light of:</p> <ul style="list-style-type: none"> <li>the value of any deal/contract that is connected to the gift or hospitality being offered;</li> <li>the number of people who have been involved with the relevant company/deal/contract; and</li> <li>the number of hours spent working on a particular matter/burden of work involved.</li> </ul>	<p><b>Acceptable</b></p> <p>You send a £300 hamper to an official partner of the World Rugby Sevens tournament following the signing of the official partner's commercial agreement. The value of the contract is £500,000 so in principle this gift is proportionate but you should obtain the prior written approval of the Chief Executive and record this in the Register.</p> <p>You are asked to attend a one-day meeting abroad by a member union which is due to start at 8am and finish at 8pm. You are offered economy class flights and two nights' accommodation (plus reasonable meal expenses). Given the proposed length of meeting it is reasonable and proportionate to accept overnight accommodation and flights for</p>

Key Principles Guidance	Practical scenarios
	<p>attending a business meeting (as opposed to a hospitality event).</p> <p><b><u>Unacceptable</u></b></p> <p>A team of 10 World Rugby employees are invited to a concert with one of the Rugby World Cup production companies. There were only four employees working on the contract negotiation/project implementation process.</p> <p>Rugby World Cup tickets worth £10,000 are given to a supplier whose contract is only worth £20,000.</p> <p>You are asked to attend a two-day meeting. You are offered five nights' accommodation.</p> <p>You are offered overnight accommodation for an event from which you can be reasonably expected to travel home.</p> <p>You are offered an all-expenses paid trip (including flights, accommodation and meals) to watch a 3-day golf tournament being played in the host country where the next Rugby World Cup is being played.</p> <p>You are taken out for three expensive meals with your accountants during a fortnightly audit process.</p>
<p><b><i>Hosting process/tenders</i></b> – hosting tender processes relating to World Rugby events and other contractual tender processes are particularly sensitive periods during which gifts and hospitality <b><u>should never be</u></b> given or accepted unless there are exceptional circumstances and you receive prior written approval from the Chief Executive. This is because any gifts or hospitality offered during these periods are more likely to be interpreted as an attempt to influence the outcome of the relevant tender process.</p>	
<p><b><i>Non-solicitation</i></b> – gifts and hospitality <b><u>should never be</u></b> solicited from third parties.</p>	
<p><b><i>Who is giving or receiving the gift or hospitality</i></b> – if a <b><u>foreign public official</u></b>, prior written approval must be given by Chief Executive (as applicable).</p> <p>The Chief Executive may give a blanket pre-approval in certain circumstances, such as the invitation of ambassadors to matches at venues in which their country is playing.</p>	
<p>Gifts and hospitality given and received must be consistent with the policy of the applicable third-party organisation.</p>	

## Gift and Hospitality Declaration Form

### Introduction

Please submit all forms to the Chief Executive Officers' office:

Please surrender all gifts in excess of €125/£100 along with this form (or if this is not practicable to do so please liaise with Chief Executive Officers' office to confirm how and when the gift will be surrendered).

Please refer to world rugby's gift and hospitality policy for full details of your reporting obligations.

### Personal Details

If handwritten, please complete in CAPITALS:

Name:	
World Rugby position:	

### Gift or Hospitality Detail

If handwritten, please complete in CAPITALS:

Date of gift/hospitality:	
Received from / Given to:	
Value of gift/hospitality. State if unknown.	
Details:	
Business reason:	





## SCHEDULE 9

### World Rugby Official Host Selection Policy

#### 1 INTRODUCTION AND OBJECTIVES

- 1.1 A World Rugby Official may be involved in a bid for or the decision-making process for the selection of a host for an event or tournament sanctioned by World Rugby or any World Rugby Group Company (including for example the Rugby World Cup Finals (men's and women's), the Rugby World Cup Sevens Finals, age grade tournaments and the Sevens World Series) (a **"World Rugby Event"**).
- 1.2 It is acknowledged that candidates to host certain World Rugby Events will be subject to "Terms and Conditions of Bidding" which set out the obligations on candidates in respect of the bidding process and to the extent that a World Rugby Official is involved in bidding for a World Rugby Event this Policy shall also apply to that Official's conduct.
- 1.3 The focus of the World Rugby Official Host Selection Policy (the **"Host Selection Policy"**) is to provide guidance in relation to the conduct required by World Rugby Officials involved in a host selection process in respect of a World Rugby Event.
- 1.4 The Host Selection Policy is designed to provide a "level playing field" for all candidates wishing to host a World Rugby Event and to provide an honest, fair and transparent host selection process in which all stakeholders can have full confidence.
- 1.5 Each World Rugby Official acknowledges that compliance with this Host Selection Policy is vital to the success of any host selection process and to World Rugby's reputation.
- 1.6 Unless the context otherwise requires, capitalised terms used in this Host Selection Policy are defined herein, or if undefined herein shall have the same meaning as in the Integrity Code.

#### 2 OBLIGATIONS

- 2.1 A World Rugby Official involved in bidding for or in the decision-making process for the selection of a host for a World Rugby Event must:
- 2.1.1 conduct all of their own activities in relation to bid and the host selection process in an ethical, fair and professional manner;
- 2.1.2 uphold and promote compliance with any applicable "Terms and Conditions of Bidding" in respect of any World Rugby Event;
- 2.1.3 not engage in any conduct and/or behaviour that may:
- (a) result in any unfair or biased decision;
  - (b) bring (or has the potential to bring) the bid or host selection process, World Rugby, the relevant World Rugby Event and the host candidates into disrepute, or otherwise damage their image and/or reputation; or
  - (c) lead to the making of any decision which is not in the best interests of rugby;
- 2.1.4 not make any public comments (during the host selection process or following a decision to select the host) in relation to any host candidates or the host selection process (including any decision to select the host);

- 2.1.5 comply with all applicable laws in connection with assessing bids and their participation in the host selection process, including without limitation, all applicable anti-corruption and anti-bribery laws;
- 2.1.6 not visit (or accept any invitation to visit) the host candidates involved in the host selection process for any purposes related to the host selection process save for official visits which form part of the selection process;
- 2.1.7 comply with the Gifts and Hospitality Policy as it applies in the context of a host selection process;
- 2.1.8 not disclose any information to a host candidate which would provide such host candidate with an unfair advantage in the selection process; and
- 2.1.9 immediately report to the Ethics Officer any attempt from a host candidate (or any of their representatives) to seek a direct or indirect benefit or influence a World Rugby Official in relation to the host selection process.



## **ANNEX SEVEN**

### **Regional Recognised Development**

**Union Implementation date: May 12, 2021**



## **REGIONAL RECOGNISED DEVELOPMENT UNION CRITERIA**

## CRITERIA FOR WORLD RUGBY REGIONAL RECOGNISED DEVELOPMENT UNION

To be considered for World Rugby Regional Recognised Development membership category a Union must meet all the following criteria.

### 1. GOVERNANCE

- 1.1 Be the controlling body with its own constitution that has authority to exercise independent control of the Game within its jurisdiction. Provide details of Union Officers and control of all associated entities.
- 1.2 Provide a declaration of opposition to any discrimination on the grounds of race, nationality or social origin, sex, politics, religion or creed.
- 1.3 Provide a declaration that the Union has child/vulnerable persons welfare and protection policies in accordance with applicable legislation, codes of practice and best practice guidelines relevant to the jurisdiction in which it operates.

### 2. JURISDICTION

- 2.1 Be a member of a Regional Association for two years as an Associate Member.
- 2.2 Be from a country which has a Ministry for Sport and/or National Sports Authority which recognises the Union.
- 2.3 If the Union is from a disputed region all associated Unions (irrespective of being located in another Region) in Membership of World Rugby must agree to the application.

### 3. REGULATION / LAWS OF THE GAME

- 3.1 Conform in all regards to World Rugby Bye-Laws, Regulations relating to the Game, General Regulations and the Laws of the Game.
- 3.2 Unions must adopt Anti-Doping Regulations which are compliant with WADA and World Rugby Regulation 21.

### 4. GAME

- 4.1 Applicant Unions are required to provide evidence of a domestic participation programme which have (as a minimum) a male and female organised competition

	RRDU	Associate Membership	Full Membership
<b>Membership</b>			
Be a member of a Regional Association for two years as an Associate Member.	√	√	√
Be a World Rugby Associate Member for two years.			√
<b>Governance</b>			
Be the controlling body with its own constitution that has authority to exercise independent control of the Game within its jurisdiction.	√	√	√
Provide a declaration of opposition to any discrimination on the grounds of race, national or social origin, sex, politics, religion or creed.	√	√	√
Provide a declaration that the Union has child/vulnerable persons welfare and protection policies in accordance with applicable legislation, codes of practice and best practice guidelines relevant to the jurisdictions in which it operates.	√	√	√
<b>Jurisdiction &amp; Recognition</b>			
Be from a country which is either a Member State of the United Nations or a Country with a National Olympic Committee recognised by the International Olympic Committee.		√	√
Be recognised as the national governing body of Rugby by the National Olympic Committee or by the Sports Council.		√	√
Be from a country which has a Ministry for Sport or National Sports Authority which recognise the Union	√		
Unions in Membership of World Rugby associated with the Territory agree to Regional Development Membership of the Union	√		
<b>Regulation / Laws of the Game</b>			
Conform in all regards to World Rugby Bye-Laws, Regulations relating to the Game, General Regulations and the Laws of the Game.	√	√	√
Unions must also adopt Anti-Doping Regulations which are WADA and Reg 21 compliant.	√	√	√
<b>Game</b>			
Evidence of a Domestic participation programme which have (as a minimum) a male and female organised competition	√	√	√
Senior male Fifteen a-side National Representative Team			√
Sustainable Women's Programme			√
National Representative Sevens Team (male & female)			√
Age Grade Domestic Programme (16 years – 20 years)			√
Confirmation of willingness to participate in qualifying rounds of RWC.			√

## **REGIONAL RECOGNISED DEVELOPMENT MEMBER ENTITLEMENTS**

1. Participate in competitions on a qualified basis, to be decided by the Regional Association in consultation with World Rugby (this does not include RWC tournaments or Olympic Qualification tournaments).
2. Attendance at the Regional General Assembly in a non-voting capacity
3. Receipt of World Rugby Publications
4. Access to World Rugby Administrative advice / support

## **WORLD RUGBY FUNDING**

1. Funding will be provided to Regional Development Unions through the Regional Association
2. World Rugby funding to support agreed projects to be considered on case by case basis