

# NATIONAL PREMIER LEAGUES FOOTBALL OPERATIONS

## 1. FACILITIES / GROUND CONDITIONS

- 1.1. Each club must ensure their compliance with the published “Facilities Standards” as published in the application document.
- 1.2. Each club must take all reasonable steps to maintain its pitch in good condition throughout the season. Football Queensland may require a Club to take such steps as it may prescribe from time to time if it is not satisfied that the pitch is being maintained to an adequate and acceptable standard.
- 1.3. The home club must ensure;
  - (a) The ground is correctly marked, including the technical area, in accordance with Law 1 of the FIFA Laws of the Game.
  - (b) It provides suitable goal nets, safely fastened to the ground and corner flags;
  - (c) It provides toilet and dressing room facilities for players and match officials that are hygienic and clean;
  - (d) It has adequate refreshment / canteen facilities open to the public;
  - (e) It provides a safe environment for players, officials and spectators.
- 1.4. Any club whose facilities do not meet the requirements specified may be liable to disciplinary action by Football Queensland.

## 2. THE TECHNICAL AREA

- 2.1. Each club must have Technical Areas clearly marked as stipulated by FIFA guidelines and provide sufficient seating to allow all personnel to be seated during the match.
- 2.2. The technical area should be clearly marked out, extending no further than one (1) metre on either side (left and right) of the designated seating area (extra seats should be available for use in addition to permanent seating if necessary) and extends forward up to a distance of one (1) metre from the touch line.
- 2.3. For all matches played during the Regular Season and Finals Series, a maximum of ten (10) persons are permitted to occupy the Technical Area for each Club during any fixture. This includes the five (5) named substitutes and up to five (5) registered Team Officials.
- 2.4. Occupants of the Technical Area must be either a registered Player or a registered Team Official and wear the appropriate accreditation at all times.
- 2.5. A Player or Team Official who is under suspension must not occupy a seat in the Technical Area.
- 2.6. Only one person at a time is authorised to convey tactical instructions to the players during the match and he must return to his position after giving these instructions.
- 2.7. The coach and other officials must remain within the confines of the technical area, except in special circumstances, for example, a team physio or doctor entering the field of play, with the referee’s permission, to assess an injured player.

- 2.8. All substitutes must be seated within the technical area. Substitutes are permitted to warm up outside of the technical area, provided they are wearing bibs or an alternative coloured uniform to the team strip.
- 2.9. All occupants of the technical area must behave in a responsible manner. The referee has the right to eject any person from the technical area at any time as he/she sees fit. The game will not recommence until that person has left to the referee's satisfaction.
- 2.10. Smoking within the confines of the playing barrier fence is strictly prohibited. This includes the team bench within the technical area and all of its occupants.

### **3. LIGHTING**

- 3.1. Clubs wishing to host night fixtures during the season must submit field lighting audits as requested and have approval for competition play by Football Queensland to the standards as published in the Venue Standards document.
- 3.2. Recommendations for minimum football field lighting detailed in the Australian Standard AS2560 Part 2.3 "Lighting for Football" includes; Minimum Service Illuminance Lux (Average) 100 and Minimum Uniformity Ratio (Min: Ave) 0.5 for Competition.

### **4. MEDICAL**

- 4.1. All clubs must provide spectator and player medical support service during scheduled matches and advise visiting teams of services and procedures available upon arrival.

#### **Stretchers**

- 4.2. Clubs must ensure the availability of at least one stretcher suitable for first aid and emergency use at all fixtures, placed inside the barrier/fence in a safe and accessible position to first aid staff.

#### **Ambulance Access**

- 4.3. Unrestricted access to the field of play shall be provided for Ambulance vehicles when required and be clearly signed.

#### **Water Bottles**

- 4.4. For safety reasons, water bottles are not to be thrown either on or off the field.

#### **Blood Ruling**

- 4.5. In the event a player suffers an injury or wound which results in the loss of blood, the match official will request that the injured player receive attention outside the field of play and only when he/she is satisfied that the injury or wound is safely covered and contained, will the player be permitted to rejoin the game.
- 4.6. In the event the player's uniform or attire is splattered with blood, the referee will instruct that player to change his attire before being permitted to rejoin the game.
- 4.7. Should the injured player be required to change his uniform, then the match official will show discretion in allowing the player to wear an alternative numbered shirt if necessary.

## 5. ADVERSE WEATHER

- 5.1 If the Host Club considers that the field may be unplayable they must contact Football Queensland to arrange a ground inspection by a designated referee official. Host officials should be mindful of travelling time for opposing teams on that day and seek early inspections to save on unnecessary travel.
- 5.2. When high temperatures occur on match day, the Match Referee, Match Commissioner or Football Queensland delegate may determine;
  - (a) To play the match under standard conditions;
  - (b) To play the match with provision for extra breaks for consumption of fluid; or
  - (c) To delay or postpone the match.
- 5.3. The decision to invoke these provisions should be based primarily on an assessment of the potential medical risk of playing in the heat to both Players and Match Officials,
- 5.4. All clubs, players, match officials and match commissioners are requested to please note the following when high temperatures occur on match day;
  - (a) If the temperature is 32° or above, water bottles should be made available and placed along the sidelines to enable any player to take a drink during the course of the game; *and*
  - (b) If conditions are considered extreme by the match referee, he or she has discretion to allow a two (2) minute break during the course of each half.
- 5.5. Any decision to play a match under altered match conditions can only be made with reference to the published Competition Regulations of this Operations Manual.
- 5.6. If, due to adverse weather, fixtures are postponed, the competing teams will be notified and a notice posted on the Football Queensland website [www.footballqueensland.com.au](http://www.footballqueensland.com.au)
- 5.7. Football Queensland will determine whether any postponed match will be rescheduled, reserving the right to record the result as a 0 – 0 draw.

## 6. TEAM OFFICIALS

- 6.1 All Team Officials must be registered with Football Queensland and issued an Identification Card which must be worn when performing specified duties.
- 6.2 All Team Officials must conduct themselves in accordance with the FFA Code of Conduct.
- 6.3 Football Queensland may impose disciplinary action upon such persons and Clubs, where it is found that Team Officials have breached the Code of Conduct.
- 6.4 Team officials are only covered by insurance provided the club has appointed and registered them. With regards to team trainers or medical staff, clubs should not use the services of any other person to treat players in regard to injuries, unless such persons have their own insurance coverage to safeguard themselves if any legal action is implemented as a result of treatment of injuries.
- 6.5 Team Officials must remain within the Technical Area and are required to wear a National Premier Leagues Identification Card at all times. Team Officials not wearing the appropriate identification will not be permitted to be situated in the area during the match and will be removed by match officials.

- 6.6 Team officials are responsible for ensuring players behave in an appropriate manner at all times before, during and after any match.
- 6.7 Team officials are not to argue or address any disagreements or comment direct to a referee. Any complaints should be directed to Football Queensland on club letterhead.
- 6.8 A team official can only enter the field of play when the referee indicates to do so.

## 7. GROUND OFFICIALS

- 7.1. It is the responsibility of the home club to provide at least two (2) Ground Officials in clearly identifiable uniforms for all National Premier Leagues matches.
- 7.2 Ground Officials are to identify themselves to match officials prior to the match, be visible at all times and one (1) must be designated to provide an escort to all match officials before kick-off, at half time and full time.

## 8. MATCH COMMISSIONERS

- 8.1 Football Queensland may appoint Match Commissioners, an independent person of the two (2) participating clubs, to scheduled National Premier Leagues matches.
- 8.2 A Match Commissioner is required to submit a report to Football Queensland on the club/venue compliance with the Football Operations Manual and Match Day Standards.
- 8.3 Should a Match Commissioner report non-compliance, a Breach Notice may be issued to the club which must address and remedy the issues raised.

## 9. MATCH DAY INFORMATION

### Playing Time and Match Ball Size

- 9.1 The following will apply to all scheduled matches.

- Under 12 30 minutes each half – Size 4 Ball
- Under 13 (F) 30 minutes each half – Size 4 Ball
- Under 13 35 minutes each half – Size 4 Ball
- Under 14 35 minutes each half – Size 5 Ball
- Under 15 (F) 35 minutes each half – Size 5 Ball
- Under 15 40 minutes each half – Size 5 Ball
- Under 16 40 minutes each half – Size 5 Ball
- Under 17 (F) 40 minutes each half – Size 5 Ball

*Ten (10) minutes half time break in these age groups.*

- Under 18 / Youth Mens 45 minutes each half – Size 5 Ball
- Senior (Male / Female) 45 minutes each half – Size 5 Ball

*Fifteen (15) minutes half time break in these age groups.*

- 9.2 The designated home team at each match shall ensure that a minimum of three (3) match balls are supplied to the Match Official prior to the commencement of the match.

### **Playing Strips**

- 9.3 All clubs must nominate a "Home" playing strip and have available an "Alternate" strip. The alternate strip must comprise different coloured shirts, shorts & socks from the nominated "Home" strip and must be worn, in whole or part of, by the away team when there is a clash of colours.
- 9.4 All strips must be approved by Football Queensland prior to the start of the season.
- 9.5 All first named clubs will be deemed the "Home" team and therefore will play in their nominated "Home" colours.
- 9.6 In the event there is a clash of colours (shirts, shorts or socks) with the visiting team, it will be the responsibility of the visiting team to change into all or part of their alternate strip unless otherwise authorised by Football Queensland.

### **Player Equipment**

- 9.7 It is the match referee's responsibility to ensure all players taking the field of play are wearing equipment that is safe to themselves and other persons.
- 9.8 All players must abide by the Laws of the Game in relation to wearing of shinpads, undergarments, undershorts and tape on socks.

### **Jewellery**

- 9.9 In accordance with FIFA 'Laws of the Game', a player is forbidden to wear any jewellery.

### **Captain Armbands (Senior Matches)**

- 9.10 Captain armbands must be worn at all times. Captains leaving the field shall pass the armband to another player.

### **Referee Fees**

- 9.11 The designated home team at each match, with exception of Under 18 male, Youth Mens and Senior male matches, will be responsible for the payment of the advised match official fees on the day of the match.
- 9.12 Match official fees for the Under 18 male, Youth Mens and Senior male National Premier Leagues matches will be paid by Football Queensland and re-invoiced to clubs.

### **Interchange of Players**

- 9.13 For all Junior National Premier Leagues matches (Under 12-17, Male and Female) any of the listed players may be replaced at any time for any reason.
- 9.14 If replaced, a player may again resume play in that particular match.
- 9.15 The player interchange can be made for the full allocated minutes per half.
- 9.16 Only players' names listed on the team sheet are permitted to take part in the match.
- 9.17 All interchanges can only occur at a break in play with the approval of the referee and must take place at the halfway line.
- 9.18 All interchanges made at half time must enter the field from the half way on the referees signal just prior to kick off of the second half.

- 9.19 All interchange players must be seated within the technical area.
- 9.20 Interchange players are permitted to warm up outside of the technical area, provided they are wearing bibs or an alternative coloured uniform to the team strip.

#### **Substitution of Players – Under 18 Male**

- 9.21 For all National Premier Leagues Under 18 (male) matches each team can make up to five (5) substitutions (including a goalkeeper) with no more than five (5) substitutes listed.
- 9.22 All players' names listed on the team sheet must be given a minimum of thirty (30) minutes playing time in the match. Goalkeepers are exempted from this regulation.
- 9.23 A player who is substituted may return to play in the event of an injury to another player.
- 9.24 Only players' names listed on the team sheet are permitted to take part in the match.
- 9.25 All substitutions can only occur at a break in play with the approval of the referee and must take place at the halfway line.
- 9.26 All substitutions made at half time must enter the field from the half way on the referees signal just prior to kick off of the second half.
- 9.27 All substitute players must be seated within the technical area.
- 9.28 Substitute players are permitted to warm up outside of the technical area, provided they are wearing bibs or an alternative coloured uniform to the team strip.

#### **Substitution of Players**

- 9.29 For all Senior (Male and Female) and Youth Mens National Premier Leagues matches each team can make up to three (3) substitutions (including a goalkeeper), with no more than five (5) substitutes listed on the team sheet.
- 9.30 Only players' names listed on the team sheet are permitted to take part in the match.
- 9.31 All substitutions can only occur at a break in play with the approval of the referee and must take place at the halfway line.
- 9.32 All substitutions made at half time must enter the field from the half way on the referees signal just prior to kick off of the second half.
- 9.33 All substitutes must be seated within the technical area.
- 9.34 Substitutes are permitted to warm up outside of the technical area, provided they are wearing bibs or an alternative coloured uniform to the team strip.

### **10. MATCH DAY FORMS AND REPORTS**

- 10.1 On match day, both teams are required to complete an official team sheet.
- 10.2 The team sheet must list all players taking part in the fixture and be supplied to the match referee at least thirty (30) minutes prior to the scheduled kick-off. Officials must ensure that clubs do not list more than sixteen (16) players on the team sheet for any fixture.
- 10.3 The duplicate (blue copy) can be used for media / ground announcing or from time to time State Selectors may ask for a copy. If this situation arises then you must give him/her your blue copy.

- 10.4 In the event a club official approaches the match referee seeking to protest the fielding of an ineligible player, the referee should instruct the club official to lodge an official protest.
- 10.5 At the conclusion of each match, the referee shall consult and confirm with his/her assistants prior to completing all copies of the Team Sheets, Referee Summary Sheet and any Send Off/Incident Report Forms.
- 10.6 A Club Official must sign the team sheet once the referee has completed the Team Sheet.
- 10.7 For all National Premier Leagues matches, it is the responsibility of the host club to collect and return all 'Originals' (yellow copy from both teams) to Football Queensland in the provided mailing parcel before 10am Tuesday of the following week.
- 10.8 Referees must complete a Referee Summary Sheet including information pertaining to licensing requirements and Player of the Year votes for senior National Premier Leagues matches. Once completed, the referees must ensure that all paperwork is emailed, faxed or posted to Football Queensland to arrive by close of business, Tuesday. Email, [wendya@footballqueensland.com.au](mailto:wendya@footballqueensland.com.au), Fax, 07 3420 5944 or Mail, Football Queensland, Attn: Wendy Acton, PO Box 748, Sunnybank QLD 4109.
- 10.9 Each club must enter all of the day's results and their team line-ups no later than 10.00pm on the Sunday evening of the weekend's fixture. Any dispute or questions regarding results are to be directed to [wendya@footballqueensland.com.au](mailto:wendya@footballqueensland.com.au)

### **Reports**

- 10.10 If the match referee cautions or sends off a player, this to be noted on the official team sheet.
- 10.11 If the match referee sends off a player, a send off report must be forwarded to the Competition Administrator (Football Queensland), with the offence to also be noted on the official team sheet.
- 10.12 Team Sheets, Referee Summary Sheet & Send-Off/Incident Report Forms from the appointed match official will be accepted transcript.