



# **SOUTH AFRICAN RUGBY UNION ("SARU")**

## **Side-Line Management Protocol for Fifteens**

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# SIDE-LINE MANAGEMENT PROTOCOL FOR FIFTEENS

## 1. Scope

- 1.1. Applies to all Members (including associated members) of the South African Rugby Union and their respective Referee Societies (including their associated members) serving as appointed Match Officials/Personnel administrating the Technical Zone in SA RUGBY (“SARU”) competitions and tournaments (includes but not limited to World Rugby/SANZAAR/PRO14/Rugby Africa hosted in South Africa).
- 1.2. In competitions/tournaments administrated by World Rugby, SANZAAR and Guinness PRO14 their Technical Zone protocol supersedes this protocol. Should a Technical Zone protocol not exist then this protocol will be applicable.

## 2. Purpose

The purpose of this protocol is to ensure consistency among all side-line personnel in the administration of the Technical Zone for fifteens in South Africa.

It is the duty of the appointed officials in the Technical Zone to service both teams and to manage all aspects of replacements in accordance with the Technical Zone protocol, thereby ensuring compliance with the Laws of the Game.

Technical Zone Officials are required to be knowledgeable with the current Laws of the Game and the Technical Zone protocol. In addition, they need to have interpersonal skills to manage the two teams during a match.

World Rugby has developed an online Technical Zone Programme<sup>1</sup> that will assist in the administration and management of the Technical Zone.

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<sup>1</sup> <http://officiating.worldrugby.org/index.php?module=2>

### 3. Match Official Structure

The following match officials' structure shall be used:

Officials Structure	Other Reference	Description	
Referee		Match Referee	Match Officials
AR 1		Assistant Referee 1	
AR 2		Assistant Referee 2	
AR 3		Reserve Referee	
TMO		Television Match Official	
AR 4	RC 1	Replacement Controller	
AR 5	RC 2	Replacement Controller	
TZM		Technical Zone Manager	Side-line Personnel
PMR*		Player Movement Recorder	
Stats		Statistician	
Time		Time Keeper	
WC		Water Carrier	
SLM*		Side-line Manager	

\* World Rugby Internationals only, but not limited thereto

### 4. Field Markings

- 4.1. Field markings to international standard as stipulated in World Rugby Laws of the Game – Law 1 (The Ground).
- 4.2. Additional Markings:
  - 4.2.1. **Assistant Referee tramline:** The distance from the touchline to the Assistant Referee tramline should be no less than two (2) metres on both sides of the field.
    - 4.2.1.1. All teams medical trained persons, independent Emergency Medical Service personnel, **roving camera personnel** and ball retrievers must operate from beyond the Assistant Referee tramline.
    - 4.2.1.2. Refer to [ANNEXURE "A"](#) for the layout of the assistant referee tramline.
  - 4.2.2. **The "22", "10" and "50" numbering:** If the numbering of the 22-metre, 10-metre and half-way line are preferred then these numbers are painted on the field of play between the touchline and 5m dash line to indicate the 22-metre, 10-metre and half-way line.
    - 4.2.2.1. The 22-metre and half-way solid line split the "22" and "50" numbers respectively.
    - 4.2.2.2. The 10-metre dash line split the "10" number.
    - 4.2.2.3. The minimum square metre for all numbers is 1.5m<sup>2</sup>.

- 4.2.3. Any additional markings in competitions/tournaments administrated by World Rugby, SANZAAR and Guinness PRO14 is subject to their approval and or requirements.

## 5. Technical Zone Protocol

### 5.1. Dimensions of the Technical Zone

- 5.1.1. Two Technical Zones shall be provided within the playing enclosure on the same side of the pitch, each on either side of the half-way line and outside the field of play.
- 5.1.1.1. These Technical Zones must be marked on the ground.
- 5.1.1.2. The line nearest to the touchline must be parallel to the touchline.
- 5.1.2. The Technical Zones commence a minimum of five (5) metres and a maximum of ten (10) metres from the half-way line.
- 5.1.2.1. The Technical Zones must not exceed ten (10) metres in length and three (3) metres in width and must be set two (2) metres away from the touchline.
- 5.1.2.2. **For SARU competitions/tournaments the minimum dimensions of the Technical Zones must not be less than three (3) metres in length and two (2) metres in width.**
- 5.1.2.3. Refer to [ANNEXURE "A"](#) for the recommended dimensions, layout, player and personnel placements for the Technical Zone area.
- 5.1.3. Wherever practically possible the zones should be behind advertising hoardings with easy access to the field of play.
- 5.1.3.1. All advertising hoardings commence a minimum of five (5) metres away from the touch and dead-ball lines.
- 5.1.4. No advertising is permitted within the Technical Zone, including but not limited to grass signage.

### 5.2. Personnel Permitted in the Technical Zone

- 5.2.1. No more than two (2) medically trained persons and two (2) water carriers per team are permitted to operate from the Technical Zones.
- 5.2.1.1. All four of the above-mentioned persons are to be identified by wearing the appropriate branded bibs and if said bibs are not available be identifiable by not wearing the same attire as the replacement bench players or players on the field of play.
- 5.2.1.2. These vest/bibs must be clearly marked, i.e. **"WATER"** on the front and back of the vest/bibs of the water carriers and **"MEDIC"** on the front and back of the vest/bibs of the medically trained personnel.

- 5.2.1.3. Non-medical personnel are not allowed to wear a “MEDIC” bib.
  - 5.2.1.3.1. Other medically trained professionals, who are not stipulated below as the ‘two (2) medically trained persons’, are not allowed to wear the “MEDIC” bib under any circumstances.
- 5.2.1.4. No other person (or player) is permitted in the Technical Zones.
- 5.2.2. **The two (2) MEDICALLY TRAINED PERSONS:**
  - 5.2.2.1. The two medically trained persons **may not** be the:
    - 5.2.2.1.1. Team head coach;
    - 5.2.2.1.2. Team biokineticist(s);
    - 5.2.2.1.3. Student medical doctor(s) or physiotherapist(s) in training;
    - 5.2.2.1.4. Other medical professionals (e.g. Chiropractors, Dentists, etc.);
    - 5.2.2.1.5. Team conditioning staff; and
    - 5.2.2.1.6. Replacement player(s).
  - 5.2.2.2. The two medically trained persons shall be two (2) of the following or a combination of:
    - 5.2.2.2.1. Team medical doctor - must be one of the medically trained persons, where available; and
    - 5.2.2.2.2. A team physiotherapist(s); or
    - 5.2.2.2.3. Another medical doctor; or
    - 5.2.2.2.4. An assistant Coach who is a qualified and HPCSA registered Medical Doctor or Physiotherapist.
  - 5.2.2.3. The two medically trained personnel listed in **5.2.2.2** must carry their “Footprint” accreditation with them at all times to allow the match officials and/or Technical Zone Manager to confirm their medical status.
    - 5.2.2.3.1. Those medically trained personnel listed in **5.2.2.2**, who do not have access to “Footprint”, must always carry a valid copy of their Health Professions Council (HPCSA) registration with them to allow the match officials and/or Technical Zone Manager to confirm their medical status
  - 5.2.2.4. Only the two medically trained personnel listed in **5.2.2.2** above who are permitted to operate from the Technical Zones as designated team ‘MEDICS’ can roam the touchlines and may be positioned alongside the playing area – one on the far side and one on the near side on the touchline.
    - 5.2.2.4.1. The two medically trained personnel may not be together on the same side of the touchline, when roaming.

- 5.2.2.4.2. The two medically trained personnel may not roam in the demarcated area earmarked for the Assistant Referee.
- 5.2.2.5. Where practically possible the medical trained personnel must stay outside the advertising hoardings. They may keep up with play but must pay due regard to the needs and rights of players, match officials, spectators, broadcasters and commercial partners.
- 5.2.2.6. The two medically trained personnel may enter the playing area, when it safe to do so and at their own risk, in accordance with the Laws of the Game (Law 6) at any time a player is injured<sup>2</sup>.
- 5.2.2.7. The medically trained personnel entering the playing area to attend to an injured player (s) whilst play is still going on, must:
- 5.2.2.7.1.1. Consider where play is at the time when entering the playing area.
  - 5.2.2.7.1.2. Enter the playing area without interfering with the game.
  - 5.2.2.7.1.3. Take cognisance of their personal safety and the safety of the players.
  - 5.2.2.7.1.4. Always be aware where play is moving when attending to an injured player.
- 5.2.2.8. The match referee shall stop play (according to law 6) when it moves closer than ten (10) metres from the player(s) being treated.
- 5.2.2.8.1. The assistant referees shall alert the referee if the player being treated is unsighted.
- 5.2.2.9. The medically trained personnel whilst performing their duties, including roaming, must not obstruct, interfere, intimidate nor aim comments at match officials or side-line personnel.
- 5.2.2.10. The medically trained personnel are there for player welfare reasons only and may not perform other duties including that of the coaching staff.
- 5.2.3. The two (2) WATER CARRIERS:**
- 5.2.3.1. The water carriers that are permitted to operate from the Technical Zones may be two (2) of any of the following or a combination of:
- 5.2.3.1.1. Team biokineticist(s);
  - 5.2.3.1.2. Team conditioning staff;
  - 5.2.3.1.3. Other medical professionals (e.g. Chiropractors, Dentists, etc.);
  - 5.2.3.1.4. Replacement player(s); and/or
  - 5.2.3.1.5. Assistant coach(es).

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<sup>2</sup> <https://www.springboks.rugby/en/pages/BokSmart-Legislation>



- 5.2.3.2. The head coach may not be a water carrier.
- 5.2.3.3. The water carriers are confined to the Technical Zones and may enter the playing area in accordance with the Law during water breaks, after a try has been scored or during injury stoppages.
- 5.2.3.4. The water carriers are not permitted in the playing area during any penalty kicks to provide players with water subject to paragraph **5.2.3.5**.
- 5.2.3.5. Should a water carrier enter the field of play with the purpose of providing a kicking tee he/she is allowed to provide water to the player attempting the penalty kick.
- 5.2.3.6. Players may come to the touchline adjacent to the Technical Zone to receive water.
- 5.2.3.7. Water bottles must not be thrown onto the playing area.
- 5.2.3.8. The water carriers must not obstruct, interfere, intimidate nor aim comments at match officials or side-line personnel.
- 5.2.3.9. The water carriers are not allowed to roam the touchline.

**5.2.4. THE INDEPENDENT EMERGENCY MEDICAL SERVICE (EMS) PERSONNEL:**

- 5.2.4.1. The match and/or tournament independent EMS personnel must:
  - 5.2.4.1.1. Inform the match referee that they are the independent Emergency Medical Service personnel and do not function as a management member to any of the teams participating in the match and/or tournament; and
  - 5.2.4.1.2. Receive permission from the match referee that they may enter the field of play (at their own risk) to attend to the health and medical needs of an injured player(s). The independent EMS personnel shall adhere to paragraph **5.2.2.7** on entering the field of play.
- 5.2.4.2. All match and/or tournament independent EMS personnel are to be stationed strategically within the playing enclosure to maximize their ability to respond quickly and efficiently to an injury that requires on-field medical attention.
- 5.2.4.3. Where practically possible the independent EMS personnel must stay outside the advertising hoardings and must pay due regard to the needs and rights of players, match officials, spectators, broadcasters and commercial partners.



### 5.3. Primary Schools: Personnel Permitted in the Technical Zone

- 5.3.1. For South African Primary School Rugby age groups (u10 to u12) the head coach of the team is permitted to operate from the Technical Zone and can roam the touchline with the following restrictions applied:
- 5.3.1.1. The *head coach* as per regulation must be BokSmart certified and this must be confirmed by the match referee beforehand.
  - 5.3.1.2. The *head coach* is only permitted to provide positive and corrective educational coaching instruction to the players.
  - 5.3.1.3. The *head coach* while roaming may not impede the match in any way or form and must endeavour at all times to act in a respectable and responsible manner.
- 5.3.2. In the instance that the *head coach*, in the sole discretion of the referee, displays unacceptable behaviour the referee may withdraw any of his/her privileges as the referee may think fit.
- 5.3.2.1. The *head coach* must be removed from the playing enclosure.
- 5.3.3. If any of the assistant coaches or team management displays unacceptable behaviour or brings the game into disrepute, the referee, in his sole discretion, may remove them from the playing enclosure.

### 5.4. Management of the Technical Zone

- 5.4.1. The Technical Zone Manager or in his absence the assistant referees (replacement controllers) four and five, or designee, will manage the Technical Zones.
- 5.4.2. The match referee and/or the Technical Zone Manager must request a copy of the "Footprint" accreditation or Health Professions Council (HPCSA) registration of the two medically trained personnel, listed in **5.2.2.2** to confirm their medical qualification and status.
- 5.4.3. If there is a transgression of the Technical Zone protocol, the matter will be reported to the match referee and/or the Technical Zone Manager.
- 5.4.4. The match referee and/or the Technical Zone Manager may introduce corrective measures, if applicable, and at their sole discretion.

### 5.5. Personnel outside the Technical Zone

#### 5.5.1. Replacement Bench Area:

- 5.5.1.1. The replacement bench and the location of the coaches must, wherever possible, be outside the playing enclosure as defined under Law 1 (The Ground).
  - 5.5.1.1.1. Should the replacement bench be within the playing enclosure the person's allowed would be as follows:

- 5.5.1.1.1.1. **Twenty-Two (22) player squad:** Seven (7) Replacements and three (3) Team Management (Head coach not allowed).
- 5.5.1.1.1.2. **Twenty-Three (23) player squad:** Eight (8) Replacements and three (3) Team Management (Head coach not allowed).
- 5.5.1.1.2. The replacement bench must not exceed ten (10) metres in length and two (2) metres in width.
  - 5.5.1.1.2.1. Refer to [ANNEXURE "A"](#) for the layout of the replacement bench area.
- 5.5.1.2. If replacements require to warm-up and there is not an area outside the playing enclosure, they may warm-up in the opposition in-goal area but ***must not*** use balls or any other rugby equipment in their warm-up sessions.
  - 5.5.1.2.1. With play moving near to the in-goal all replacements warming up must move beyond the dead ball line and may not interfere, intimidate nor aim comments at match officials, side-line personnel, teammates or opponents.
  - 5.5.1.2.2. The team allocated replacement controller needs to be present to manage the replacements warming up in the opposition in-goal area.
    - 5.5.1.2.2.1. Should the replacements warm-up in a designated warm-up area outside the playing enclosure, the team allocated replacement controller need not be present during their warm-up session.
  - 5.5.1.2.3. The team biokineticist(s)/conditioning staff may be present with the warm up session at specific points during the match.
    - 5.5.1.2.3.1. They may not coach from behind the poles and neither interfere, intimidate nor aim comments at match officials, side-line personnel, teammates or opponents.
- 5.5.1.3. Balls and hit shields may be used where there is a designated warm-up area ***away*** from the playing enclosure. All other equipment (exercise bikes, etc.) for the purpose of warming up must only be used in the changing room or another designated area away from the playing enclosure.
  - 5.5.1.3.1. The playing enclosure is defined as per the Definitions Section of Law 1 (The Ground).
- 5.5.1.4. Players sent off (red card) may sit at the replacement bench area or leave the playing enclosure.
- 5.5.2. **Match Official "Refs Comms" Personnel:**
  - 5.5.2.1. The location of the on-field Match Official "Refs Comms" personnel should be within the playing enclosure, behind the Technical Zone Manager.

5.5.2.2. The equipment for the “Refs Comms” will be set up in the Television Match Official (TMO) room or at a dedicated area which is practical to operate from.

5.5.3. **Match Day Doctor (MDD):**

5.5.3.1. The location of the Match Day Doctor should be next to the Technical Zone Manager/Player Movement Recorder.

5.5.3.2. The location of the Match Day Doctor video technical table should be outside the playing enclosure.

## 5.6. **Players Temporarily Suspended**

5.6.1. When a player has been temporarily suspended (yellow carded) he/she is to be situated in the designated sin-bin area and must remain there for the duration of the Temporary Suspension with exception to the two (2) minute warm up period.

5.6.1.1. This includes the nominated player who must come off to allow an available front-row player to come on as per Law 3.

5.6.2. The player may be given water and the provision of warm clothing.

5.6.3. If halftime occurs during the sin-bin period, the player may go to his team’s changing room. However, before the second half resumes the player must return directly to the sin-bin area for the remaining time of his suspension.

5.6.4. A two (2) minute warm up period is permitted prior to the temporarily suspended player returning to the field of play.

5.6.5. The temporarily suspended (sin binned) player is not to interfere, intimidate nor aim comments at match officials, side-line personnel, teammates or opponents.

## 6. **Side-Line Management**

What has become evident was that the responsibilities and the level of concentration required of these persons became so great, that a need was identified to have roles that are more distinct for side-line personnel *who are experienced in Officiating*.

As part of the modern game it is now expected that all Members (including associated members) of the South African Rugby Union and their respective Referee Societies appoint qualified side-line personnel who have completed and obtained:

- The required World Rugby awareness certificate for the Technical Zone programme.
- The required World Rugby awareness certificate for Keep Rugby Onside programme.



In addition to the above all side-line personnel need to attend the relevant SARU Side-line management workshops and that the Technical Zone manager (TZM) and Side-Line Manager (SLM) need to complete and obtain the Match Commissioner awareness certificate.

All side-line personnel need to arrive **One-and-a-half (1½) hours** prior to kick-off.

### **6.1. Side-line Manager (International Matches, but not limited thereto)**

Oversees the management of the side-line area, technical zones, replacement bench area and all personnel within the playing enclosure.

Along with the Match Commissioner ensures that the tunnel is clear of all other personnel.

### **6.2. Technical Zone Manager**

Manages information from the Replacement Controllers and is the point of contact for the Replacement Controllers and Statisticians. The Technical Zone Manager liaises directly with the match referee.

**Any person within the playing enclosure is there by permission of the referee who has the right to revoke this for misconduct at any time of the game.** The Technical Zone Manager is delegated by the referee to enforce that right.

### **6.3. Player Movement Recorder (International Matches, but not limited thereto)**

Records the player movement during the replacements process (tactical/injury/temporary replacements, red/yellow/blue cards, concussion events, etc.).

Assist with the administration of the temporary suspension and ordering off Sin-Bin forms.

### **6.4. Replacement Controllers**

Replacement Controllers manage the Technical Zones, work closely with each team management for efficient operation of replacements and liaise directly with the Technical Zone Manager.

The Replacement Controllers sit next to the team allocated to them and move with the replacements when warming up.

The appointment of the Replacement Controllers should primarily be selected from the SARU referee panels or squad. If none are available, the appointment should come from established referees officiating in the top league of the respective referee society.



## 6.5. Statistician

Records all match events for statistical purposes and record keeping (scoring, red/yellow/blue cards, concussion events, player movement, etc.).

Liases with the Technical Zone Manager and timekeeper in terms of times for the events and replacements. This appointment is only applicable to non-televised matches, but not limited thereto.

## 6.6. Time Keeper

Keeps and notes time lines for all events during the match.

Liases with the Technical Zone Manager and match referee.

# 7. Administration of the Technical Zone

## 7.1. Side-Line Manager

- 7.1.1. Ensures that no unauthorised team member, official or other personnel is within the playing enclosure.
  - 7.1.1.1. Monitor that all accredited media personnel are operating within their dedicated areas.
- 7.1.2. Ensures that the Technical Zones are clearly marked and set out with the appropriate number of seating for a maximum of four (4) persons - two (2) medically trained persons and two (2) water carriers.
  - 7.1.2.1. ***Any additional medically trained persons or water carriers will be guided by the applicable competition or tournament rule.***
- 7.1.3. Ensures that the Replacement benches are clearly situated/marked out with the appropriate number of seating.
- 7.1.4. Ensures that the side-line management is set up with a table and six (6) chairs, which includes the sin-bin chairs.
- 7.1.5. Ensures that enough radio communication device connections to Data Inputting personnel are available.
- 7.1.6. Ensures that all side-line management personnel perform their responsibilities with appropriate authority and efficiency.
- 7.1.7. Ensures that the tunnel area is kept clear and that the teams are in place at match time minus two minutes (-2).
- 7.1.8. Ensures that Warm Up areas are managed and kept clear to allow for easy flow of teams to and from the Warm Up area.

- 7.1.9. Reports to the Match Commissioner on any breaches of protocol by teams or behaviour of teams that may bring the game into disrepute.

## 7.2. Technical Zone Manager

- 7.2.1. Should a Side-Line Manager not be appointed, its tasks mentioned above are added to the Technical Zone Manager tasks, where applicable.
- 7.2.2. Should a Player Movement Recorder not be appointed, its tasks mentioned below are added to the Technical Zone Manager tasks, where applicable.
- 7.2.3. Ensures receipt of the official SARU team sheets one (1) hour before scheduled kick-off time.
- 7.2.3.1. Verify which front row positions are covered by the replacement props and hookers, including the starting line-up.
- 7.2.3.2. If either team have the services of a touchline medical doctor / physiotherapist, their MD/PT numbers must be recorded on the team sheets and they must present their "Footprint" accreditation, or otherwise must present their HPCSA cards to the officials for inspection.
- 7.2.3.2.1. If this is not complied with then that person will not be allowed to roam or be present inside the playing area as a designated 'Medic' and will only be able to function as a 'Water carrier' from within the Technical zone.
- 7.2.4. Communicates with the Match Day Doctor on the reporting process to be followed with respect to Head Injury Assessments (HIA), especially during the half time interval where such player is then required to undergo the HIA assessment.
- 7.2.5. Ensures that the following side-line documentation is in place:
- 7.2.5.1. SARU Competition Format and General Rules applicable to the current year;
- 7.2.5.2. Player Movement Summary Form (2 copies);
- 7.2.5.3. Replacements cards for each team - Fifteen (15) each;
- 7.2.5.3.1. Provided to the relevant team manager or the person administering the replacements for a team one (1) prior to kick-off.
- 7.2.5.4. Temporary Suspension and ordering off forms;
- 7.2.5.4.1. SARU version = 10 copies
- 7.2.5.4.2. World Rugby version:
- 7.2.5.4.2.1. AR Report on temporary suspension = 5 copies
- 7.2.5.4.2.2. AR Report on Ordering off = 5 copies
- 7.2.5.4.2.3. Referee report on temporary suspension = 8 copies
- 7.2.5.4.2.4. Referee Report on Ordering off = 5 copies
- 7.2.5.4.2.5. TMO report on temporary suspension = 5 copies



7.2.5.4.2.6. TMO Report on Ordering off = 5 copies

7.2.6. Ensures that the following file is available for easy access to the following legislation documents<sup>3</sup> when required:

- 7.2.6.1. SARU Regulations for Under-Aged Rugby: School Rugby Age-Banding;
- 7.2.6.2. SARU Regulations for Under-Aged Rugby: Adult Rugby;
- 7.2.6.3. Modified Amateur Rugby Scrum Laws;
- 7.2.6.4. SARU Regulation on Concussion; and
- 7.2.6.5. SARU Regulations pertaining to the BokSmart Rugby Safety Programme at all Levels of rugby.

7.2.7. Ensures that the following file is available for easy access<sup>4</sup> to the following Safety in the Playing Environment documents when required:

- 7.2.7.1. Venue Emergency action plan;
- 7.2.7.2. Medical and Safety Minimum Standards Document of 2015;
- 7.2.7.3. Heat Guideline;
- 7.2.7.4. Guidelines for Dealing with Lightning;
- 7.2.7.5. Safety in the Playing Environment Document; and
- 7.2.7.6. Field Safety Standard Requirements for Rugby played in SA.

7.2.8. Ensures that the replacement protocol is observed.

7.2.9. Communicates with the match Referee that a player is being replaced and receives acknowledgement from the Referee that this may occur.

7.2.9.1. Timing replacement calls to the referee is crucial. Before the match, agree with the referee on a timing protocol and wait for stoppage in play before communicating with the referee.

7.2.9.1.1. Observe play to stop before calling.

7.2.9.1.2. Beware of penalty kicks

7.2.9.1.2.1. Replacements may take place at Penalty Kicks, however be mindful when the offending team tries to delay the quick take of the Penalty Kick by requesting replacements.

7.2.9.1.3. Observe scrum process to call before team's ready.

7.2.9.1.3.1. Once the scrum engagement process has started no replacements may take place.

7.2.9.1.4. Observe lineout process to call before team's ready.

7.2.9.1.5. Ensure referee is not dealing with other incidents.

<sup>3</sup> <https://www.springboks.rugby/pages/BokSmart-Legislation>

<sup>4</sup> <https://www.springboks.rugby/pages/BokSmart-Medical-Protocol-Safety-in-the-Playing-Environment>



- 7.2.9.1.6. Ensure referee is not busy with management issues.
- 7.2.9.1.7. Advise team colour and number of players to be replaced – example: “Replacement RED 4”.
- 7.2.10. If for any reason there are more than fifteen players on the field of play during play, the Technical Zone Manager will contact the Referee and inform him of the situation. The Referee will apply Law 3 and order that the Captain of the offending team remove the extra player(s) from the field of play and will award a penalty kick to the non-offending team where play would have restarted.
- 7.2.11. Liaise and communicates with the timekeeper with regards to temporary suspensions, blood and Head Injury Assessment (only in tournaments where World Rugby has approved this).
  - 7.2.11.1. Communicates with the match Referee that a HIA, suspended or temporarily replaced player is returning to the field of play and waits for the confirmation signal from the Referee.
- 7.2.12. Ensures that the referee water carrier provides water at water breaks or stoppages in play.
- 7.2.13. After the match, ensures that the ordering off and temporary suspension forms are completed and signed off by the match referee.
- 7.2.14. Files all records and sends the player movement summary form, ordering off and temporary suspension forms to the relevant SARU/UNION personnel.
- 7.2.15. After the match, reports any acts of misconduct to the Match Commissioner and Referee as deemed appropriate.

### **7.3. Player Movement Recorder**

- 7.3.1. Ensures receipt of official SARU team sheets copies one (1) hour before scheduled kick-off time.
  - 7.3.1.1. Verifies which front row positions are covered by the replacement props and hookers, including the starting line-up.
- 7.3.2. Liaise and communicates with the Technical Zone Manager and Time Keeper by recording the following timeline events on the player movement summary form:
  - 7.3.2.1. Replacement (Temporary, Injury and Tactical) and player numbers;
  - 7.3.2.2. HIA (if applicable to match) and player number;
  - 7.3.2.3. Concussion Blue Card (if applicable to match) and player number;
  - 7.3.2.4. Concussion and player number;
  - 7.3.2.5. Blood Injury and player number; and
  - 7.3.2.6. Sending-off or temporary suspension and player number.

- 7.3.3. After the match, assist in ensuring that the ordering off and temporary suspension forms are completed and signed off by the match referee.
  - 7.3.3.1. The section on the ordering off and temporary suspension form with respect to the player and event is to be completed by the player movement recorder.
  - 7.3.3.2. The section on the ordering off and temporary suspension form with respect to the incident to be completed by the appointed match officials.
- 7.3.4. Provides the player movement summary form, ordering off and temporary suspension forms and replacement cards to the Technical Zone Manager.

## **7.4. Replacement Controllers (AR 4&5)**

- 7.4.1. Establishes positive relationships with the relevant team manager or the person administering the replacements for a team.
- 7.4.2. When a replacement of a player is going to take place, the team manager or person administering replacements on behalf of a team, must present a completed signed replacement card to the Replacement Controllers that clearly indicates:
  - 7.4.2.1. The number of the player leaving the field of play and the reason for a player leaving the field of play.
  - 7.4.2.2. The number of the player who will be entering the field of play in that player's place.
- 7.4.3. Resolves issues where a team has indicated a tactical replacement when the player is obviously injured.
  - 7.4.3.1. Where in doubt that a replacement card presented should be a permanent replacement (injury) seek clarification from the Match Day Doctor and/or Team Doctor and/or team physiotherapist. If these medical trained personnel are not available, the attending Paramedic can be asked for his opinion on the injury status of the player. Their decision is binding.
    - 7.4.3.1.1. If their decision indicates that it's an injury, the replacement card must be amended and recorded so.
    - 7.4.3.1.2. For record purposes on issues pertaining to a query regarding the injury status of a player, note who was consulted (name and position) and all discussions on the issue behind the card.
- 7.4.4. Liaises with Technical Zone Manager to ensure that the replacements are compliant to Law.



- 7.4.5. Communicates with the Technical Zone Manager that a player is being replaced and receives acknowledgement from the Technical Zone Manager that this may occur.
  - 7.4.5.1. The Replacement Controllers will escort the player entering the field of play to the touchline at the halfway line and will only let that player enter the field of play when it is clear and obvious that the player being replaced is in the process of leaving the field of play at the touchline, the touch in goal line or the dead ball line and will be off the field of play without delay.
  - 7.4.5.2. If the player leaving the field of play is injured such that it necessitates the player being escorted from the field of play by medical trained personnel, the Replacement Controllers will indicate to the replacement player when they are permitted to enter the field of play.
- 7.4.6. It is important that before the resumption of play after the half-time interval, the replacement controllers enquire/determine if any tactical and permanent/temporary replacements were made by the teams and report such to the Technical Zone Manager, Player Movement Recorder and statistician.
  - 7.4.6.1. During the halftime interval the replacement controllers must assist the Technical Zone Manager to monitor any HIA assessment and blood treatments that was initiated or performed during the interval.
- 7.4.7. Liaises and communicates with the Technical Zone Manager with regards to temporary suspensions, blood and HIA times.
- 7.4.8. Two (2) minutes prior to the Blood/HIA full actual (running) time elapsing, including it elapsing during the interval period, the replacement controllers must:
  - 7.4.8.1. **For HIA:** Approach the Match Day Doctor and/or Team Doctor to determine the status of the HIA player;
  - 7.4.8.2. **For Blood:** Approach the Match Day Doctor and/or Team Doctor and/or team physiotherapist to determine the status of the Blood player. If these medical trained personnel are not available, the attending Paramedic can be asked for his opinion on the injury status of the player - Their decision is binding; and
  - 7.4.8.3. Then approach the team management as to whether the Blood/HIA player will be sent back onto the field or not.
- 7.4.9. If for any reason there are more than fifteen players on the playing area during play, the Replacement Controllers will contact the Technical Zone Manager and inform him of the situation.



- 7.4.10. Oversees the team allocated to them, so that their replacements warm up in the correct in-goal area (defined as the in-goal in which their team scores for that half) and do so without balls or equipment (save for when there are additional warm-up areas away from the playing enclosure, where balls and equipment may be used).
  - 7.4.10.1. The Replacement Controllers move with the replacements when warming up in-goal to monitor and advise the replacements to move out of the in-goal area should play be near to that goal line.
  - 7.4.10.2. The replacement controller must first enquire if any replacements will be done and conclude the replacement process before moving to the in-goal to monitor the replacements warming up.
- 7.4.11. Reports any actions contrary to Law or the Technical Zone protocol to the Technical Zone Manager.
- 7.4.12. **MANAGEMENT OF TEMPORARY SUSPENSIONS:**
  - 7.4.12.1. Ensures that the suspended player sits in the assigned Sin-Bin Area. Replacement controllers to get the player as quickly as possible to the sin-bin area.
    - 7.4.12.1.1. A player going OFF to allow a Yellow carded front row player to be replaced by another front row player, where applicable, must also sit in the assigned Sin-Bin Area.
  - 7.4.12.2. Manage and report any misconduct of players in the sin-bin.
    - 7.4.12.2.1. Players in the sin-bin must not obstruct, interfere, intimidate nor aim comments at match officials or side-line personnel.
  - 7.4.12.3. Two (2) minute warning is given to allow player to warm-up.
  - 7.4.12.4. Communicates with the Technical Zone Manager that a suspended player is due to return to the field of play.
- 7.4.13. **MANAGEMENT OF PERSONNEL IN THE TECHNICAL ZONE:**
  - 7.4.13.1. Ensures that the water carriers remain in the Technical zone except when they are permitted to provide water in accordance with the protocol.
  - 7.4.13.2. Ensures that medical trained personnel roam on the permitted sides of the pitch in accordance with the protocol.
  - 7.4.13.3. Assist in ensuring that personnel not permitted in the Technical zone do not enter said area.



## 7.5. Statistician

- 7.5.1. Ensures receipt of official team sheets copies one (1) hour before scheduled kick-off time.
  - 7.5.1.1. Enquire who the kickers are as they can change during the match.
- 7.5.2. Liaises and communicates with the Technical Zone Manager and Time Keeper by recording the following timeline events on official statistical software (preferred) and or document:
  - 7.5.2.1. Start and end of each half.
  - 7.5.2.2. Score and Scorer's number (include missed conversions, drop-kicks and Penalty kicks to goal).
  - 7.5.2.3. Replacement (Injury and tactical) and player numbers.
  - 7.5.2.4. HIA (if applicable to match) and player number.
  - 7.5.2.5. Concussion Blue Card (if applicable to match) and player number.
  - 7.5.2.6. Blood Injury and player number.
  - 7.5.2.7. Sending-off or temporary suspension and player number.
  - 7.5.2.8. Uncontested Scrums.
- 7.5.3. Files all records and sends the "Match Score Sheet" to the relevant SARU/UNION personnel.

## 7.6. Time Keeping

- 7.6.1. Keeps actual and playing time.
  - 7.6.1.1. This includes the additional time played after time has elapsed in the first and second half.
  - 7.6.1.2. Keeps time regarding temporary replacements for blood.
  - 7.6.1.3. Keeps time regarding HIA (if applicable to match).
  - 7.6.1.4. Notes the time that the player receives the Concussion Blue Card (if applicable to match).
  - 7.6.1.5. Keeps time regarding temporary suspended players.
- 7.6.2. Communicates time with referee if agreed.
- 7.6.3. Communicates time with television match director (SuperSport, etc.), if applicable.
- 7.6.4. All the above is to be administered by means of timer software in addition to having a manual Time Control Sheet back-up.
  - 7.6.4.1. **It is imperative that the stadium clock controller co-ordinates the stadium clock remaining time with the timekeeper.**
  - 7.6.4.2. The timekeeper has jurisdiction over the stadium clock controller.

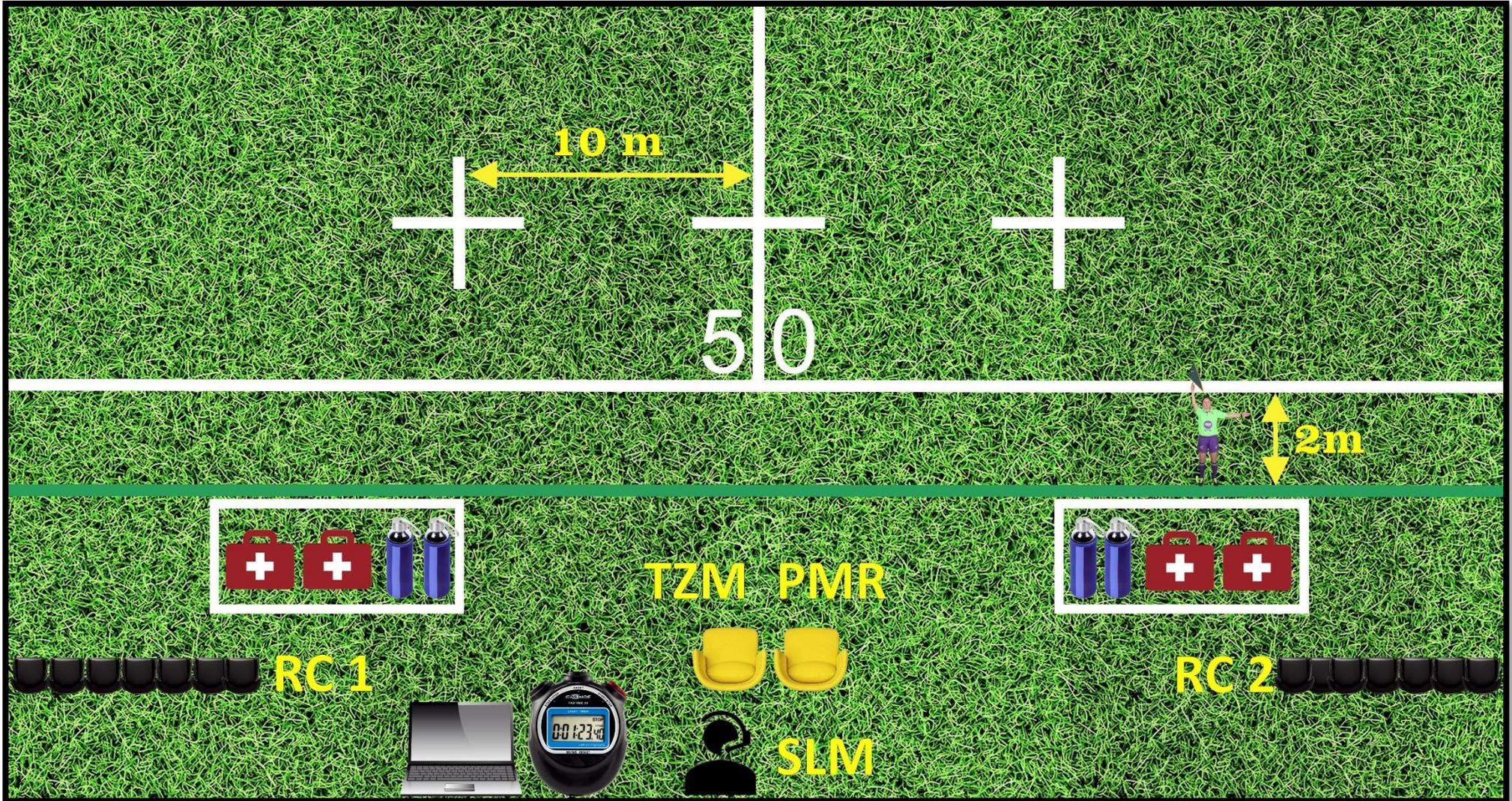
- 7.6.5. Files all records and sends the exported and/or manual document to the relevant SARU/UNION personnel.
- 7.6.6. The following guideline is provided for indicating Time On/Off:
- 7.6.6.1. **Playing Time:**
- 7.6.6.1.1. On the signal of the referee.
- 7.6.6.1.2. Should the referee forget to indicate “Time On” after indicating “Time Off”: indicate “Time On” when referee calls “crouch” at the scrum or when any other facets of play commence.
- 7.6.6.1.3. Should the referee forget to indicate “Time Off”: indicate “Time Off” on communication “is the time off ...” and ref confirms.
- 7.6.6.2. **Yellow Card:**
- 7.6.6.2.1. The sin-bin time starts on signal of referee – “Time On”.
- 7.6.6.3. **Match End:**
- 7.6.6.3.1. The hooter is pressed after the official ***playing time*** has elapsed for that particular age group or tournament (example: adult age group - 40/80 minutes playing time has expired).

## 8. Compliance

- 8.1. All Persons, as defined by the Constitution of the South African Rugby Union, are bound by and must comply with the Side-Line Management Protocol for Fifteens, where applicable.
- 8.2. The following shall apply should any of the following persons display unacceptable behaviour, breaches the Technical Zone protocol or bring the game into disrepute:
  - 8.2.1. **Medical trained personnel:** Loses their side-line roaming privileges and will be restricted to function from within the Technical Zone only.
    - 8.2.1.1. Should a player require medical attention for an injury sustained in the match, the medical trained personnel will be allowed to enter the playing area to treat the injured player.
    - 8.2.1.2. Any misconduct by medical trained personnel, where applicable, shall be reported to the Health Professions Council of South Africa (HPCSA).
  - 8.2.2. **Water carriers:** Will be removed from the playing enclosure and no further participation will be allowed.
  - 8.2.3. **Biokineticist(s)/conditioning staff:** Will be removed from the playing enclosure and no further participation will be allowed.
  - 8.2.4. **Team Management:** Will be removed from the playing enclosure and no further participation will be allowed.
- 8.3. Any person breaching the Technical Zone protocol as in **8.2** above shall be reported to the Match Commissioner and Designated Disciplinary Official by the Match Referee and/or Technical Zone Manager.
- 8.4. The Match Commissioner and/or Designated Disciplinary Official shall investigate any complaints relating to the breach of the Technical Zone protocol.



# ANNEXURE "A"





**KEY:**

<b>RC 1</b>	<b>Replacement Controller</b>	<b>SLM</b>	<b>Side-Line Manager</b>		<b>Medically trained persons: Either a team doctor or physiotherapist</b>
<b>RC 2</b>	<b>Replacement Controller</b>	<b>TZM</b>	<b>Technical Zone Manager</b>		<b>Water Carriers</b>
<b>PMR</b>	<b>Player Movement Recorder</b>		<b>Time Keeper</b>		<b>Temporary Suspension chair</b>
	<b>Statistician</b>		<b>Match Officials "Refs Comms" Personnel</b>		<b>Replacement Bench</b>