

New Zealand Polocrosse (Inc.)



By-Laws

September 2017

New Zealand Polocrosse Incorporated

By-Laws

September 2016

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1. Organisation Structure and Membership

1.1. Umpires Panel

Associations may nominate candidates for appointment to the Umpires Panel in accordance with procedures to be published by the Board.

The Board will appoint a minimum of five (5) people annually to administrate all aspects of umpiring in New Zealand Polocrosse. The Board will appoint a Chief Umpire from this Panel.

A Board member will be appointed to act as a liaison person between the Board and the Panel, to assist with implementation of the Umpires Panel Strategic Plan and, if required, to act as Chairperson.

The Board member will have no voting rights on the Umpires Panel.

The Panel may make recommendations to the Board for the appointment of additional Panel members.

The Panel shall recommend to the Board the appointment of a Chief Umpire.

1.2. Coaching Panel

Associations may nominate candidates for appointment to the Coaching Panel in accordance with procedures to be published by the Board.

The Board will appoint a minimum of three (3) people for the Coaching Panel annually to administer the Coaching Syllabus.

1.3. Disciplinary Committee

A Disciplinary Committee of three (3) people will be appointed by the Board, as required.

1.4. Horse Welfare Officers

Every Association is required to appoint a Horse Welfare Officer whose duties are to observe all aspects of horsemanship at carnivals and report any misdemeanors to the Umpires Panel or to the Disciplinary Committee.

Umpires appointed to games by the Umpires Panel shall be authorised to take any immediate action required relating to horse welfare and if required, shall refer the matter to the relevant Association Horse Welfare Officer and the Umpires Panel or Disciplinary Committee.

1.5. Associations (Minimum requirement for)

Associations must have a minimum of six (6) registered players and, either the Association or a Club within the Association must field a team or contribute players to a Combined Team at any one of the New Zealand National Fixtures in any one year.

1.6. Team Colours

- a) Each Association, when formed, shall submit their playing colours for registration with the Secretary in writing.
- b) A Club, when applying for affiliation to New Zealand Polocrosse, shall submit their proposed Club colours for approval with their application.
- c) All Clubs or Associations wishing to change their Club or Association playing colours / shirts must seek Board approval prior to doing so.

- d) All playing shirts must have their playing numbers correctly displayed as per the International Polocrosse Council Rules.

1.7. Membership Growth

The Board shall promote membership and evolve a programme of growth.

2. National Fixtures

National Fixtures shall include the following competitions:

- a) Junior and Intermediate Inter-Association Championships
- b) Inter-Association Championships
- c) Roke and Rokewood Competition
- d) Any other competition hosted from time to time and administered by the New Zealand Polocrosse Board.

2.1. Organising of National Fixtures

2.1.1. Venues

The Board will call for applications regarding the hosting of National Fixtures.

When applications are considered the Board is to ensure even regional distribution of venues is taken in account.

The holders of the Roke Trophy will have the right to host the Roke and Rockwood in the following season. (Refer By-Law 2.7.3)

2.1.2. Selecting Special Prizes

There are to be two selectors from different Associations for selecting the Best 1, 2, 3 and pony in each division.

2.1.3. Trophy Donors

People who have donated trophies are to be sent a courtesy letter regarding National Fixtures. This duty is delegated to the Secretary.

2.1.4. Bar Managers

At all National Fixtures the Bar Manager is to be instructed that he/she is responsible for ensuring that the patrons of the bar conduct themselves responsibly and comply with the bar closure times as set out in the Liquor Licence.

2.1.5. Alcohol

The drinking of alcohol before and during play by players and game officials will not be tolerated and disciplinary action will be taken.

2.1.6. Liaison Officers

Each Association is to name their Liaison Officer at each National Fixture. He/she is responsible to inform their Association umpires and teams of when and where they are required to umpire or play.

2.1.7. Disputes Committee

A Disputes Committee will be made up of any 3 Board members present at the event where the dispute is being held.

2.1.8. Disputes At National Fixtures

All disputes to be in writing to be accompanied by a \$50.00 fee submitted to the Disputes Committee within 30 minutes of completion of the disputed game in question. If the dispute is up held, the fee will be refunded; if the dispute is lost the fee is forfeited.

2.1.9 Seeding Committee

A Seeding Committee of at least two (2) members will be appointed for each National Fixture by the Board.

2.1.10 Dogs

It is recommended that dogs are not permitted at National Fixtures, with the host Club or Association having jurisdiction on this ruling. If a Club or Association does not ban dogs from the National Fixture then the dogs must be restrained at all times, for safety reasons, and the Club or Association has the right to enforce this.

2.1.11 Attendance at National Fixtures

At all New Zealand Polocrosse National Fixtures the Board has complete authority over who comes on the property.

2.1.12 Draw Committee

Any Club or Association that is hosting a National Fixture must provide one suitably able person to be on the Draw Committee and to assist in the Secretary's Office for the duration of the event.

2.2. Finance

2.2.1. Division of Profits

The Board will look to recoup its expenses from all National Fixtures.

2.2.2. Entry Fees

Generally no entry is to be accepted for National Fixtures without entry fees, but the Board is empowered, if it is in the interest of a particular competition, to make exceptions.

2.2.3. Late Entries

Late entries may be accepted for National Fixtures. Entries will be considered late entries if received within the 7 days prior to the first day's play.

Late entries should be set at double the cost of entries received by the due date set by the Board.

2.2.4. Policy for Refunds

There are to be no refunds for teams withdrawing from National Fixtures unless notification is received 10 days prior to the event. This By-law may be waived under exceptional circumstances on application to the Board.

2.3. Player Eligibility

2.3.1. Transfer of Players

- a) A polocrosse player registered with one Club and wishing to transfer to another, must notify his/her Club and Association three weeks (21) days prior to the transfer being effective, i.e. being eligible to represent their new Club or Association in a National Fixture.
- b) Only in special circumstances will dispensation be granted for transfer, and not less than five days prior to the competition.
- c) Approval for transfer will be given by the New Zealand Polocrosse Board subject to approval from the Club the player is leaving.
- d) The Club and Association into which the player is transferring shall be responsible to notify the Board three weeks (21) days prior to the transfer being effective.
- e) A transfer fee, to be set by the Board annually, is to be paid on approval of the application for transfer of the player.
- f) The Board may waive this fee if a player registers with one Club or Association but has not represented that Club or Association during the current season, prior to transferring to a new Club or Association.
- g) The Board may waive this fee if the transfer is to assist in the formation of a new Club which promotes the growth of the sport.

2.4. National Fixture Competition Rules

2.4.1. Teams in Wrong Order

In the event of a team playing in the wrong order they lose that game by default. The scheduled game will be played and go to full time. The team continues in the competition playing as originally nominated, but their goals for that game are recorded as nil.

2.4.2. Reserves and Reserve Horses

- a) In the event of a reserve horse being required only a bonafide horse from the competing Club or Association can be used.
- b) Where no more horses are available the team must have the Disputes Committee's approval for any horse brought in.
- c) Any player wishing to change a horse between games must get approval from the Disputes Committee.

2.4.3. Balls

- a) 3 Polocrosse balls are to be available on each field at all finals at National Fixtures.
- b) Each team is to supply a ball for all other games. i.e. 2 balls for each game.

2.4.4. Umpires

- a) The Chief Umpire is to convene a meeting of all umpires immediately before National Fixtures if at all practical.
- b) The Umpires Panel will appoint the umpires for all games.
- c) Umpires are to be in appropriate dress when umpiring, e.g. white trousers and riding boots, whistles, and the Umpires shirts as provided.

d) Umpires must wear helmets.

2.4.5. Goal Umpires, Time Keepers and Scorers

- a) The official time keeper and scorekeeper are to be allocated a defined seating area.
- b) Two timers to be used – one official and one unofficial timer.
- c) Two score sheets to be used – one official and one unofficial score sheet.
- d) Two Official persons for each game – one to be official time keeper and unofficial scorer; the other to be unofficial time keeper and official scorer.
- e) Liaison Officers are required to submit the names of suitable goal umpires, time keeper and scorers to the Draw Committee prior to commencement of those games that their Associations have been requested to supply officials for.
- f) Goal umpires, time keeper and scorer for finals are to be appointed by the Draw Committee.

2.4.6. Umpires Horses

Umpires are to supply their own horse.

2.4.7. Composite Teams

Composite Teams are allowed at National Fixtures at the discretion of the Board.

Composite teams will be made up of players who have missed selection from Association teams based on merit, and from Associations with insufficient numbers to mount a team.

Composite players are to be placed into teams by the Board.

A composite team entered into a National Fixture is to be seeded by the Seeding Committee.

Clubs or Associations are to forward names of players for consideration for Composite Teams at the time of forwarding team names.

2.4.8. Seeding

All entries in National Fixtures are to be seeded by the Seeding Committee with the power to review and make changes if required. (Refer Rule 2.5.1 Inter-Association Championships, and Rule 2.7.2 Roke and Rockwood).

2.4.9. Late Teams

If any team is more than 5 minutes late at any National Fixture the game is to be started. The decision is to be made by the Draw Committee. Any team may apply to the Draw Committee up to 5 minutes prior to the starting time for an extension of time.

2.4.10. Round Robin Competition

In a Round Robin Competition if the game ends in a draw play should continue in accordance with International Rules until the extra goal is scored and a winner is determined.

The game is recorded as a draw and the extra goal is noted and used in a goal count back if required.

2.4.11. Policy for Defining Best Loser

- a) In the first instance, the closest margin loser goes forward. If the difference is the same for more than one losing team, then the highest scoring losing team of those teams goes forward.

- b) The best loser comes forward with equal rights of any other team. Where possible the best loser plays the top seed, unless they have already played, then they play the second highest seed.
- c) On the losing side of the draw the Draw Committee, at its discretion, ensures that the teams do not play each other twice.

2.4.12. Policy for Defining Winners Where Play Has Been Abandoned

Where play has had to be abandoned at the Junior and Intermediate Championships, and Inter-Association Championships, there will be no prize giving.

Any seeding results from Inter-Association Championships will be carried forward to the following year.

2.4.13. Change of Players Names

Players' names for each team entered in a National Fixture must be forwarded to the Board Secretary by the required date. These names do not need to be in playing order.

Any changes to player's names in any team, after the required entry date, must be forwarded to the Board Secretary, with a brief explanation, 5 days prior to play commencing; changes after that date must be approved by the Seeding Committee.

2.5. Inter-Association Championships

2.5.1. Promotion and Relegation

The Board has the power of authority of relegation and promotion of teams for the Inter-Association Championships. (Refer By-Law 2.4.9 Seeding)

2.5.2. Number of Teams and Divisions

The Board will determine the format of the competition, which will comprise the following divisions:

- a) Open Division
- b) Ladies Division and/or Mixed Division

2.6 Junior and Intermediate Inter-Association Championships

2.6.1. Eligibility

- a) The age of a Junior is under 16 years on the first day of January in that year.
- b) The age of an Intermediate is 16 years and under 21 years on the first day of January in that year.
- c) Dispensation may be granted by the Board to allow a Junior to play as an Intermediate.
- d) Any team not complying with the rules regarding age limits is to be excluded from the competition.
- e) In order to be eligible for Junior and Intermediate competition prizes and nomination for the Tournament Team players must compete in the Junior and Intermediate section of the carnival.

2.6.2. New Zealand Junior and Intermediate Tournament Team

At the conclusion of the Championships a Junior Tournament Team and an Intermediate Tournament Team will be announced. This team of players will, in the opinion of the selectors, consist of the best 6 players regardless of position played, or gender.

2.6.3 New Zealand Junior and Intermediate Squads

New Zealand Junior and Intermediate Squads will be selected to compete in competitions as required. Selection criteria for these occasions will be communicated prior to announcement of players.

2.6.4 Pony Club Members

At the Junior and Intermediate Championships registered Pony Club members are eligible to play without registering as a member of New Zealand Polocrosse Inc.

Proof of Pony Club registration is required.

2.7 Roke and Rockwood Trophies

2.7.1. Dispensation Committee

The Dispensation Committee for the Roke and Rockwood will be the Board.

2.7.2. Seeding

Due to these being challenge trophies, the holders of the Roke and Rockwood Trophies have automatic right to top seed. (Refer National Fixtures By-law 2.4.9)
All other Clubs are to be seeded by the Seeding Committee.

2.7.3. Venue

The holders of the Roke Trophy have the right to host the Roke and Rockwood Trophies carnival for the following year.

2.7.4. Roke Trophy Rules

- a) The Trophy is to be played for between the first team of each Club.
- b) If sufficient numbers are entered there will be a Roke 2nd Division.
- c) Any Club entering a team can only play its registered players.
- d) If there are less than 16 bonafide teams entered, weaker clubs may apply to the Board for dispensation up to the time of the closing date for entries.

2.7.5. Rockwood Trophy Rules

- a. Teams are to be made up of players who are not in the first six in their Club.
- b. Any Club entering a team can only play its own registered players.
- c. If the current holder complies with the above rules they have automatic right to defend the trophy.
- d. If sufficient numbers of teams are entered there will be a Rockwood 2nd Division.

2.7.6. Roke and Rockwood Carnival Participation Rules

- a) All entries are to be submitted by Clubs direct to the Board Secretary by the closing date for entries set each year.
- b) All teams playing at this weekend must forward prepaid entries.
- c) The decision of the Board regarding seeding is final.
- d) Other than for the specific rules provided, the competition shall operate in accordance with normal National Fixture By-laws.
- e) It is desirable that before any major additional rules are added or rule changes made, the situation be discussed with the donor of the Roke and Rockwood trophies, or his representative.
- f) This carnival weekend is to be administered solely by the Board.

3. New Zealand Polocrosse Inc Property and Trophies

3.1. Trophies

The Board reserves the right to alter rules on all present and future trophies, keeping in mind wherever possible the wishes of the donor.

3.2. Badges and Ties

- a) The Board is to have ties printed with the New Zealand Polocrosse emblem on them and they are to be of acceptable quality to give away to visiting teams, or for teams going overseas.
- b) Badges and ties are to be left in the hands of the Secretary.

3.3. New Zealand Polocrosse Logo

The New Zealand Polocrosse logo is the property of New Zealand Polocrosse Inc and is to be used exclusively by them, or under their direction.

3.4. New Zealand Polocrosse Gifts

Gifts are to be documented and left in the care of those they have been presented to.

4. Players

4.1. Affiliations

- a) All players are to be affiliated to a Club and New Zealand Polocrosse Inc prior to playing at a National Fixture.
- b) Proposed fees are to be set by the Board annually and ratified by members at the AGM prior to the forthcoming season.
- c) The Board is to register non-playing members from each Association as Associate members of New Zealand Polocrosse Inc.
- d) Names and addresses of all members are to be forwarded with fees by 30th November each year.
- e) After 30th November new players, before playing at a second carnival, must become fully affiliated to New Zealand Polocrosse Inc.

Definition of New Player : PERSON/S WHO HAS NEVER BEEN AFFILIATED TO POLOCROSSE, OR PLAYED IN NEW ZEALAND OR OVERSEAS.

f) Registration of players, other than at the Junior and Intermediate Championships, must take place 14 days prior to the Roke and Rockwood Trophies and the Inter-Association Championships.

g) Junior and Intermediate players are to be affiliated before playing at the Junior and Intermediate Inter-Association Championships.

h) Acceptance of late affiliations is at the discretion of the Board.

4.2. Disciplining of Players

The Disciplinary Committee is to establish procedures and advise the Associations.

4.3. Use of Faceguards

Face guards are permitted but they are to be of an approved standard.

4.4. Drug Policy

Anti-doping policies will be the responsibility of the Board in conjunction with Equestrian Sports New Zealand.

4.5. Safety Helmets

All players must have an approved safety helmet. Players are responsible for the safety standard of their own helmet but helmets must comply with the NZ Safety Standards AUS/NZ.

Any person on a horse at any Polocrosse fixture must be wearing an approved safety helmet at all times whilst mounted.

4.6. Head Injuries

Any player that sustains a head injury, or a suspected concussion, must have a doctor's clearance before being permitted back on the Polocrosse field. A suspected head injury or concussion should be noted on the score sheet (if during a game) and the Umpires Panel and/ or Board Secretary are to be advised. A doctor's clearance, stating that there is no concussion and that the player is fit to return to play, is to be sighted by a member of the Umpires Panel before the player returns to the field and a copy of the certificate is to be forwarded to the Board Secretary.

If any player is diagnosed with a concussion then that player is not allowed to return to playing polocrosse without a doctor's clearance which must be forwarded to the Board Secretary.

After a head injury, blow to the helmet, or fall from a horse, where the helmet is compromised, the Umpires Panel may require that the helmet be replaced.

Concussion means a type of mild traumatic brain injury, which can cause temporary loss of brain function caused by the impact of force (blow) to a part of the body, not necessarily the head directly. It may or may not cause loss of consciousness and is not only caused through a fall from a horse.

4.7. Overseas Players – Residential Term

A residential term of 14 days is required before overseas players who are not New Zealand citizens, or do not hold New Zealand permanent resident visas, can play in a New Zealand National Fixture.

Australian Junior Scholarship recipients to New Zealand do not need to meet the 14 day residential term.

4.8. Maximum non-New Zealand Players per Team

The maximum number of non-New Zealand players per team is 2 players for all National Fixtures and domestic competitions.

4.9. Officially Invited Teams

In the case of officially invited overseas teams the Board can sanction an exemption of By-law 4.8.

4.10 Doubling Up After Start of Play

In the case of a player being injured after the start of the tournament or competition the Tournament Organiser (being the Board in a National Run Fixture) may allow doubling up of a player –

- a) Only at the discretion of the tournament or game organiser is doubling up possible.
- b) If a player is injured, a period of up to 10 minutes may be allowed for recovery otherwise a player may double up for the remainder of the game in which the player is injured, or a substitute player may be used.
- c) The injured player may take part again in the tournament when considered fit by the umpire, tournament organiser and/or with a Doctors Medical clearance. In the event of unconsciousness a Doctors Medical clearance is compulsory.
- d) If the injured player is unable to return for the remainder of the tournament, then the double up player may be used for the remainder of the tournament.
- e) When doubling up occurs the player that is playing in both sections must play at the No 2 position in one section.
- f) Doubling up does not apply in the Mixed Division, as males must play males and females must play females.
- g) If a substitute player is played, the player must not come from a higher division than that which the player is playing in.
- h) If the horse is not injured, then the substitute or player doubling up must play the horse of the injured player – unless special dispensation is given in consultation with the Umpires Panel and Tournament organiser.
- i) If a player doubles up, that same player must remain as the one doubling up in that team for the rest of the competition.
- j) Only one doubling up of players allowed per team.

Note: There is no ruling on the player doubling up being of a “higher level” than the one he/ she is replacing, as they have come from the same team. Please note that this is different than a “Substitute Player” (IPC Rule 10g and Rule 12) - where the substitute player must not come from a higher division than that which the player is playing in.

5.0 Umpires

5.1. Umpires Dress

Umpires are to be in appropriate dress when umpiring, e.g. white trousers, riding boots and whistles. Umpires must wear helmets.

5.2. Use of Two Umpires

Two umpires are to be used for all games at all carnivals where possible.

5.3. Serious Accidents

In the case of serious accidents the umpires are required to give a verbal report to the Chief Umpire of the day on the circumstances leading to the accident, at the conclusion of play.

Prior to the conclusion of the weekend a full Incident Report is to be done by the umpires and sent to the Board Secretary as soon as possible for distribution to Board members.

5.4. Control of Unruly Horses and Players

In the event of any game becoming out of control involving danger to players, horses or spectators, Umpires Panel members have authority to stop the game and take remedial action. This is always to be done in consultation with the umpires of the game.

Remedial action could involve any of the following:

- a) Direct umpires to tighten up control of the game.
- b) Speak to the players causing the problems.
- c) Replace one or both umpires with more experienced umpires.
- d) Direct umpires to put a player, or players, on the sideline for a period.
- e) Direct the umpires to ban a horse for the remainder of the game.
- f) In any other exceptional circumstances Umpires Panel members have authority to take whatever action they deem appropriate i.e. ground conditions, weather conditions, crowd control or any other unforeseen situations.
- g) In extreme circumstances Umpires Panel members may call the game off.

5.5. Banning of Horses

- a) Where a horse is banned from a game because of danger to other players and/or horses, it may not be replayed without the permission of the Umpires Panel or their representative.
- b) A horse may only be permanently banned by a majority decision of the members of the Umpires Panel.
- c) The owner of a permanently banned horse may appeal to the Board, whose decision will be final.

5.6. Umpires Panel Delegated Authority

At any Polocrosse game, where no member of the Umpires Panel is present, if it is deemed necessary, the Chief Umpire may designate a person to act on the Umpires Panel's behalf with aforementioned authority.

6. National Teams –Tours and Players

6.1. Eligibility To Represent New Zealand

Any New Zealand player who has represented another country has a 2-year stand-down period before being eligible to represent New Zealand.

Any other Nationality, other than New Zealand, is required to be a permanent resident in New Zealand for 2 years before becoming eligible.

6.2. Selectors, Coaches and Managers of New Zealand Teams

Selectors, Coaches and Managers of New Zealand Teams are to be appointed by the Board.

6.3. New Zealand Playing Shirts

After an official test series against other International Teams, New Zealand team members shall be permitted to retain one playing shirt.

6.4. New Zealand Players Horses

(a) All New Zealand representative players play their horses, and submit horses into the pools, at their own risk.

(b) All New Zealand representative players must provide the horses, to be of equal ability, for the horse pool.

6.5. Spare Horses

a) For all inbound tours where a New Zealand representative team is playing, all Clubs will be required to put forward one horse for consideration for the Reserve Horse Pool.

b) Horses put forward must be shod, fit and of a reasonable standard.

6.6. Personal Insurance

New Zealand Polocrosse Inc accepts no responsibility for insurance of players, coaches and managers playing or travelling overseas with National teams.

6.7. New Zealand Polocrosse Blazers, Jerseys, Emblems etc.

a) To be eligible to wear a New Zealand Polocrosse Blazer monogrammed with a Silver Fern a player must be selected to play for New Zealand against a Nationally selected team from another country. The Coach, Manager, Umpire and reserve player of that team also receive a blazer pocket monogrammed with a Silver Fern.

b) The New Zealand Polocrosse Board members are authorized to wear a New Zealand Polocrosse blazer monogrammed with a Silver Fern in recognition of their office.

c) All Players, Coaches, Managers and Umpires who represent New Zealand against an overseas team in a non-test game will be presented with the New Zealand Polocrosse emblem in recognition of their efforts.

7. Destruction of Horses

The policy on the destruction of horses at polocrosse events be as follows-

a) A horse float is to be designated as available at any polocrosse event at all times for the speedy transportation of an injured horse.

b) Any injured horse is to be removed from the playing field and public viewing area as soon as is practicably possible.

In the event of any horse being destroyed attempts will be made to do so humanely, out of the public view.

8. Demonstration Games

- a) Players and umpires are to be dressed in the proper manner.
- b) Teams are to come onto the field together and not ride up and down the sideline.
- c) To further the game of polocrosse players must play in the spirit they were selected, and give the public a good game to watch.
- d) Players are to ride to the sideline before dismounting.
- e) The umpire's decision is final.
- f) The Board must be notified about all demonstration games before they take place.

9. Annual General Meeting

9.1. Annual General Meeting

The Annual General Meeting for New Zealand Polocrosse Inc is to be held before the end of September.

9.2. Elected Board Members (Nomination of Candidates)

- a) Not less than thirty (30) days prior to the AGM, Associations seeking to nominate a member to fill any position provided for in the Rules of the Society shall forward such nomination to the Secretary in writing, in the form prescribed by the Board together with supporting Curriculum Vitae.
- b) If a nominated Board Member is a retiring Board Member then a supporting Curriculum Vitae is deemed not to be required.
- c) Not less than twenty one (21) days prior to the AGM the Board Secretary shall circulate to the Associations and the Board a list of nominees for positions.
- d) A summary of each nominee's Curriculum Vitae shall be circulated to the Associations and the Board from the Board Secretary.

9.3. Withdrawing Nominations

Nominations put forward to the Board should not be withdrawn without the approval of the nominating Association or nominee.

9.4. Office Bearers not Seeking Re-election

Present Office Bearers are to advise the Board Secretary if they are not prepared to stand for nomination before the AGM Agenda goes out.

9.5. Annual General Meeting Reports

Copies of the annual Board Report and audited Annual Financial Statements are to be sent to Association Secretaries 21 days prior to the AGM.

9.6. Results from Voting be documented

All "no" votes are to have the Association's name recorded.

10. General

10.1. Carnival Dates

Applications for carnival dates are to be submitted when called for by the Board. The Board will confirm dates after consideration of the applications.

10.2. Finance

10.2.1 Balance Date

The annual balance date of New Zealand Polocrosse Inc is the 31 May.

10.2.2. Paying Accounts

The Secretary and / or Treasurer is authorised to pay day to day accounts.

10.2.3. Presidents' Expenses

The Board is to receive and authorise accounts submitted by the New Zealand Polocrosse President regarding expenses for promotion and hosting.

10.2.4. Carnival Levy

At all Club carnivals a copy of all player's names are to be recorded and forwarded to the New Zealand Polocrosse Inc Treasurer, accompanied with the carnival levies, within 1 week of the carnival.

10.3. By-Law and Rule Changes

10.3.1. Changes to New Zealand Polocrosse Inc By-Laws

Changes to the New Zealand Polocrosse Inc By-Laws will be made by a two-thirds majority vote at a general meeting of members held in accordance with provisions of the Constitution.

10.3.2 Playing Rule Changes

For all National Fixtures in New Zealand the New Zealand Polocrosse Playing Rules will apply.

No variation to the physical playing of the game will be permitted.

Should Associations and Clubs wish to host social carnivals with administrative arrangements differing to those in the International Rules, e.g. multi-horse, single scorer /timekeeper per game, these variances should be advised in the advertising of their carnivals.

10.4. First Aid at Carnivals and Fixtures

All Clubs or Associations hosting polocrosse events must have an organised first aid response on their grounds with qualified staff, whether paid or volunteer.

The name of the person/s and their club, if applicable, to be attached to the main draw prior to the start of play.

The physical location of the playing grounds is to be attached to the main draw prior to the start of play.

First aid equipment must be readily available.

Effective means of communication must be available so that assistance and back up facilities can be easily arranged.

10.5. Horse Pens and Tape Use

- a) The use of unstable flimsy penning for horses including but not limited to electrified tape, strings, ropes or chains are banned at all New Zealand Polocrosse events, including practices, carnivals and National Fixtures.
- b) Temporary pens constructed of electric fence tape, (whether it be electrified or not) and electric fence standards are not permitted.
- c) Horses or ponies are not to be tied to any rails of temporary pens.
- d) Lead ropes are permissible to tie across gates of pens.

10.6. Carnival Entry Fees

The New Zealand Polocrosse Board sets the annual maximum player fees for all tournaments

10.7. Multi Horse Carnivals

Only one horse be used per game at a multi horse carnival.

In the order of fair play to those who may only have one horse available to them and respect to 'The King of the one horse sport' each game should be played with one horse, changing can be allowed between games but not between chukkas.

11. Disputes Resolution

The following disputes resolution process shall apply should a member wish to challenge a decision or action of the Board of New Zealand Polocrosse or its appointed officials, or decisions or actions of other members, which they believe are contrary to the constitution, bylaws, procedures and policies of New Zealand Polocrosse and have not been addressed to their satisfaction by the Board.

- a) Notice of the dispute should be forwarded to the Secretary of New Zealand Polocrosse in writing and signed by three (3) Associations.
- b) The Board will convene a meeting to allow all parties to have a fair opportunity to understand the issues, consider the relevant material, and present their case to Association delegates.
- c) Association delegates will confer privately in order to make a decision, and having done so will notify all parties in writing of their decision.
- d) The timing of the meeting and the decision of the Associations should be appropriate to the dispute being heard, but should be as expedient as possible.
- e) In entering into this process all parties agree that the decisions made will be final and binding.
- f) For playing disputes at National Fixtures refer to By-Law 2.1.9

12. Life Membership Criteria

A written citation is to be presented to the Board which must include the following information, where appropriate:

- a) The number of years the nominee has been a member of a Polocrosse Club.
- b) The offices the nominee has held at Club and/or Association level and the number of years these were held.
 - President
 - Secretary
 - Treasurer
 - Delegate to Association and /or Council
 - Club Captain
 - Club and/or Association umpire
 - Club and/or Association selector and/or coach
 - Years as an active playing member and non-player
 - Any other activities at Club or Association level
 - Years representing Association at Championships
- c) The offices the nominee has held at Council and/or Board level and the number of years these were held:
 - Councilor and/or Board Member
 - International delegate
 - Years representing NZ as a player, selector, coach and / or manager
- d) If the nominee still associated with Polocrosse, and is he/she an affiliated member of a Club or Association.
- e) Any relevant general information.
- f) Agreement from the Nominee that they are willing to be a Life Member of New Zealand Polocrosse Inc.

13. Junior Scholarship Criteria

- a) Juniors are to be nominated by their Association along with signed approval for nomination from their parent or guardian. Proof of age may be requested.
- b) The nomination is to be approved by the Coaching Panel.
- c) In the event of more than one nomination being received the Coaching Panel should make a recommendation to the Board.
- d) Present playing ability is to be taken into account.
- e) A reference as to character and endeavour is to be requested from the school that is being attended at present, or past.
- f) The ability to mix with people is to be taken into account.
- g) The length of time that the nominated person has been involved, along with their aims towards polocrosse in the future is to be considered.
- h) The Board will provide 50% of airfares to Australia (internal flights at recipient's expense) and cost of a windcheater type jacket with appropriate monogram.
- i) All Junior Scholarship recipients must have comprehensive travel, medical and sports insurance prior to travel. The Board will reimburse 50% of the insurance cost.

- j) All Clubs that put forward a recipient for the Junior Scholarships must be willing for their Club to host a recipient Junior Scholarship, or to find a suitable host, if their Club's Junior player should be selected. The host family must be of a suitable caliber
- k) Australian Visiting Junior Scholarship Players - Host families, or their Club, will be responsible for paying all / any Carnival entry fees for the Junior Scholarship player that they are hosting, unless the Carnival Host Club decides not to charge for these players. There is no entry fee required for the Junior Scholarship players in the Juniors & Intermediates competition.