Management Committee Policy Decisions

1. Decisions relating to the fines contained in the rules of the Competition

The Rules of the Competition are governed by the Standard Code of Rules issued by The Football Association through The Essex County Football Association Ltd. Some Rules contain fixed penalties for breaches and others are at the discretion of the Management Committee. Breaches of Rules, except those of 6(J), 8(H) & 9 which will be dealt with by the issue of a fine, advising you of the date to which the fine must be paid all other breaches will be dealt with by the issuing of a charge to the offending club/player, you will then have 7 days to respond to this charge in writing, which does include email, failure to respond in 7 days may result in further charges. On receipt of your response to the charge the Management Committee will then communicate their decision, including the fine (if any), in writing to the club Secretary.

The following is a summary of the Rules that contain Fines.

League Competition Rules

Rule No.	Description	Fine	(Max)
2(G)	Failure to Affiliate	£	(£250)
2(K)	Unauthorised entry of teams into outside Competitions	£	(£50)
2(N)	Failure to Comply with League Criteria	£	(£100)
6(I)	Failure to attend to comply with instructions or Correspondence	£25	(£100)
6(J)	Failure to make payment of a fine by the due date	£20	(£50)
8(H)	Failure to attend AGM	£60	(£60)
9(|E)	Failure to attend SGM	£60	(£60)
11(A)	Failure to notify of intention to withdraw before 31st March		(£250)
11(B)	Failure to commence/complete fixtures		(£250)
18(B)(iii)	Failure to register 11 players per team by 1st August	£10	(£30) per team
18(M)	Fielding an ineligible or unregistered player	£100	(£100)
18(Q)	Failure to supply Squad List on match day	£	(£50)
18(R)	Failure to complete required Authentication Form	£	(£50)
20(A)	Failure to provide footballs/nets/corner flags/refreshments/ground requirements	£20/£30/£40	(£50)
20(C)	Failure to confirm fixture details by appointed time (Home Club)	£20/£30/£40	(£50)
	Failure to confirm fixture with match officials by appointed date	£20/£30/£40	(£50)
	Failure to confirm fixture details by appointed time (Away Club)	£20/£30/£40	(£50)
20(E)(i)	Failure to fulfil a fixture (Regional NLS Feeder League)	£40 + £50	(£500)
	Failure to fulfil a fixture (all other divisions)	£20 + £35	(£250)
	(Standard Fine £40/£20 increasing for re occurring offences + £50/£35 Expenses)		
20(E)(ii)	Postponing a higher division XI and playing a lower division XI	£25	(£50)
20(E)(iii)	Failure to notify postponement and follow procedure	£20	(£50)
21(A)	Failure to supply or to supply a late online result sheet	£20/£30/£40	(£50)
21(B)	Failure to text the match result by the appointed time	£20/£30/£40	(£50)
21(C)	Incorrect / Incomplete online result sheet	£20	(£50)
23(C)	Failure to supply a club referee assistant	£20	(£50)
23(E)	Failure to pay the match official(s)	£20	(£50)

2. Other Policy Decisions, Club Administration & Match Procedures

A. Within the rules where it says Secretary it will always mean the League Secretary or League Asst. Secretary unless otherwise stated.

B. All correspondence must be conducted through your club secretary or named Club Officers to the League Secretary, and relevant League Officer, you may request for a nominated officer to receive communication such as the fixtures but any charges, fines or official documents will only be sent to the Club Secretary. Rule 5(E)

C. The area from which Competition Membership is accepted shall be such that all grounds are within Essex.

D. When a Club has failed to comply with the same rule on two occasions during the course of a season further breaches of the same rule in the same season may result in additional fines or the fine for that rule being doubled up to the maximum amount. This provision will not apply to breaches of Rule 23(C).

E. The Annual Subscription will be £100.00 per team, payable by the 30th June.

F. Clubs must ensure that all its teams are recorded as affiliated on the Club Portal 4(E).

G. With the exception of rules 6(J), 8(H) & 9, where fines will be raised outright, a written charge will be issued for all breaches of the rules. The respondent shall have seven days to reply to the charge, Rule 6(E). Failure to respond to the charge will result in a decision being made on the evidence the League deems appropriate and may result in a further charge under rule 6(I).

H. (i) All fines & charges must be paid within 14 days, rule 6(J).
(ii) If payment is not received a club may be fined up to £50.00. Further failure to pay within 14 days will result in the fixtures being withdrawn and the fixtures will be treated as unfulfilled under the provision of rule 20(E).

I. Any club failing to be represented at the AGM shall be fined £60.00, 8(H).

J. Procedures for the Registration of Players Rule 18;

(i) Registrations are to be only carried out on the Player Registration System (Club Portal) and received confirmation from the Competition, rule 18(A)

(ii) Two players may be registered on the day, per team, by emailing the Competition Registration Secretary with the details of the player 0 hours prior to kick off and copy in the opposing club. The player cannot play any further matches until their registration is submitted on the Player Registration System (Club Portal) and confirmed/approved by the League.

(iii) Confirmation will be that the player will show on the FA Full Time System & will show as approved on the Player Registration System (Club Portal). Only play players that have been confirmed by the League (unless signing in on the day) all other players will be deemed as ineligible and a charge will be raised, Rule 18.

(iv) Clubs must register a minimum of 11 players per team by no later than 1st August. Failure to comply will result in a fine of £30.00 (max) per team, rule 18(B)(iii).

(v) Clubs registering players for the first time must include a photograph with the fully completed registration. Any club submitting an incorrect or incomplete registration will have the registration declined.

(vi) During the course of the season Registrations must be received by the Registration Secretary no later than 9pm on the Friday prior to the Saturday that the player is required to be eligible to play, clubs must have received confirmation that the player has been registered and that the players name appears on the players list on the F.A Full Time System. If submitted after this time the sign on the day procedure will need to be carried out.

(vii) Except by special permission of the Management Committee the last day for players' registrations will be the second Saturday in April.

(viii) A team shall not include more than one (1) player that has played five (5) or more matches in senior competition, step 6 or above, in the current season in any one match unless 21 clear days have elapsed since they last played. Rule 18(L).

(ix) The Management Committee shall have the power to refuse, cancel or suspend the registration of any player who has been found guilty of registration irregularities, 18(G).

(x) The Management Committee may request permission to cancel or refuse the registration of a player found guilty of undesirable conduct, 18(H).

(xi) You may cancel a player's registration and you make the request through the Player Registration Portal (Club Portal), giving a reason for the cancellation. The League can accept or decline the cancellation. This is not to be used if a player is moving clubs, a transfer process will need to take place in that scenario. Once a players registration is cancelled, they cannot register for a different club until 7 days have passed. Rule 18(P).

K. Procedure for the Transfer of Players during the season, Rule 18(H).

The club to which the player wishes to transfer to must comply with FA C89-93, submit in writing a notice of approach (7-day approach rule) you must have confirmation of the acceptance before you submit the transfer on the Player Registration System (Club Portal). Send an email to the Club Secretary copy in the League Registration Officer requesting an approach. If on the eighth day there has been no acknowledgement to the approach then you can submit the players registration on the Player Registration System for a transfer. A 7-day approach is not carried out through the Club Portal, this process needs to be completed by email and only after should you submit the player for a transfer. A club has three days to object to the transfer. If after three days it has not been objected then a transfer will be completed. If the players previous club informs you that they waive the approach and confirm the transfer request send all evidence to the League so that the transfer can be completed on the date of submission.

L. Qualification of Players 18(O)

(i) A player shall be deemed a first team player when they have played five (5) or more matches for the first team in EOFL League &/or Cup matches.

(ii) A player shall be deemed a second team player when they have played five (5) or more matches for the second team in EOFL League &/or Cup matches.

(iii) A player shall be deemed a third team player when they have played five (5) or more matches for the third team in EOFL League &/or Cup matches.

(iv) A player shall be deemed a fourth team player when they have played five (5) or more matches for the fourth team in EOFL League &/or Cup matches.

(v) Where a player is qualified for more than one team, the highest team qualification shall apply.

(vi) A player who has played in five (5) lower division team matches without playing for a higher team shall be deemed to have regained a lower division team status until they have played a further five (5) matches, not necessarily consecutively, in a higher division team.

(vii) Any team playing in Division One or lower shall not include in any one match more than three (3) players who have a higher team qualification.

(viii) A second team shall not include more than three first team qualified players.

(ix) A third team shall not include more than one first team qualified player and up to two second team qualified players **or** three second team qualified players.

(x) A fourth team shall not include more than one second team qualified player and up to two third team qualified players **or** three third team qualified players.

(xi) First team qualified players are **not** eligible to play in the fourth team.

(xii) If you wish to object/question a players eligibility or identity then you must, prior to the match, at half time or after the match, request that the player(s) complete the Player Authentication form. A refusal to complete will deem the offending player(s) and/or club guilty of misconduct. This form must then be submitted along with any other evidence to the League Secretary as part of your protest, Rule 7. If any irregularity is found then a charge will be raised and the matter dealt with by the Management Committee under rule 18.

(xiii) Any team found guilty of playing an unregistered or ineligible player may have the points gained deducted from its total, those points awarded to the opposition, levy point(s) against the team and be fined at the Management Committee's discretion.

M. (i) Every team must submit to the League Secretary by 30th June the colour and design of their shirts and shorts who shall decide on their suitability.

(ii) If you are wishing to change your kit colour or kit design you are required to send the League Secretary details of the new kit prior to placing the order for their approval. Rule 19(A) & (B).

(Iii) No player, including the goalkeeper, shall be permitted to wear black, predominantly black or dark shirts (navy, purple).

N. **Eligibility of Players for LEAGUE CUPS**

The eligibility of players for participating in League Cups shall be determined in accordance with League Cup Rule 5

O. **Fixtures for League Competition & League Cup Competition.**

(i) The Fixtures will be published on the FA Full Time System with matches allocated on a Home & Away basis.

(ii) The Home club MUST confirm the fixture with the Away club and the appointed Match Official(s) on the Monday prior to the date of the fixture, (4 clear days prior) including the full particulars of the ground, kit colour including goalkeeper, Rule 20(C).

(iii) The away club MUST confirm receipt and give notice of their kit colours including the goalkeeper at least three (3) days prior to the fixture. Rule 20(C).

(iv) Failure by home and/or away club to comply will result in a fine of £20/£30/£40 increasing for continued breaches.

(v) Seven players constitutes a team 20(D).

(vi) In the event of a postponement of a fixture the club withdrawing MUST inform the Fixtures Secretary, the opponents, the Referee & the Referees Appointments Officer immediately they are aware that the game will not be played, they must also notify the League Secretary, Rule 20(E). A charge will be raised to the defaulting club.

(vii) Any club who is suspended by the Sanctioning Authority or the League will have their published scheduled fixture(s) withdrawn & treated as unfulfilled in accordance with rule 20(E) until the suspension is lifted, these fixtures will not be rearranged.

(viii) Any team unable to fulfil their fixture(s) will be charged with a breach of rule 20E. This will then be dealt with by the Management Committee. If there are no mitigating circumstances then the Management Committee will take a consistent approach of levying a fine of £40/£20 depending on top 3 divisions or other, awarding compensation of £50/£35 depending on division, the points for the fixture will be awarded to the opposing team and the possibility of points will be deducted. Games will not be rearranged.

P. **Match Day Procedures.**

(i) Both Clubs shall have with them at any game a current Player Registration System squad list. They must also be produced if any League Official requests to view it. If you do not have this with you you may be liable for a fine and any other action decided by the Management Committee. Rule 18(Q).

(ii) If your opposing team does not have with them a current Player Registration System Squad list you shall lodge a protest in accordance with Rule 7. If irregularities are found then the matter will be dealt with by the Management Committee under rule 18.

(iii) Each club must notify the result of EVERY game, by text, this includes League, League Cup, County Cup & Charity Cup fixtures including Cup Finals, on the day of the match. For matches played on a Saturday this must be done before 7pm or by 9pm for matches played midweek. An appointed club official for each team will receive an automated text message shortly before the start of the match, simply reply to the text message with the match result as instructed. Please note you may receive 2 text if you are playing a County Cup match, please respond to both to ensure that the result is submitted correctly to all parties. Rule 21(B).

(iv) If the pitch is deemed unplayable due to inclement weather prior to the arrival of the teams then the Home team must notify the Fixtures Secretary, the opposition, referee & Referees Appointments Officer as soon as they become aware, in most cases the fixture will be re arranged if time permits. If you still receive the text please respond P-P.

(v) If the pitch is deemed unplayable once teams and referee have arrived then the Home team must notify the Fixtures Secretary as soon as they become aware, in most cases the fixture will be re arranged if time permits. If you still receive a text please respond P-P.

(vi) If the referee postpones the game then the Home team must notify the Fixtures Secretary as soon as aware of the postponement. If you still receive a text please respond P-P.

(vii) If it seems likely your pitch will not be playable you may have a qualified referee inspect the pitch to decide on the pitch being fit for play on the day of the match.

Q. Match Result Sheets.

(i) Each club must complete a match result for every match including League, League Cup, County Cup and Southend Charity Competition, including Cup Finals in the prescribed manner on the F.A Full-Time System no later than the Wednesday immediately after the day of the match if a Saturday fixture or no later than Saturday if a midweek fixture. Rule 21(A). 1st Breach a fine of £20, 2nd breach a fine of £30, 3rd breach a fine of £40……

(ii) The Match Result you submit will be deemed to be the definitive presentation. Any discrepancies arising regarding players eligibility will be decided by the management Committee on the information submitted on the match result.

(iii) To complete the match result on the F. A Full-Time System you must first mark the referee out of 100, failure to fully complete will result in a fine of £20/£30/£40/£50 for continued breaches, Rule 21(C).
The half time & Full Time score. You must list all the players who started the match and substitutes who played, goal Scorers, any cards that were issued by the referee. If the Referees name is incorrect please amend this in the notes box.

(iv) If a match is abandoned, a fully completed Match Result must be submitted. The sanctioning Authority are informed of all abandoned fixtures and the Management Committee will review all cases of abandoned fixtures to determine the

outcome. For an abandoned game you reply to the text A-A. Within 24hrs a report of your observations of the abandoned match must be submitted to the League Secretary.

R. Each team must supply a club assistant referee, Rule 23(C).

S. Match Officials Fees, Rule 23(E)

(i) Registered referees appointed by the competition shall receive a fee inclusive of expenses of £50 max for Premier Division & £45.00 max for all other divisions.

(ii) Assistant referees appointed by the competition shall receive a fee inclusive of expenses of £35.00 max.

(iii) The referees fee for a 'double header' shall be £70.00 max.

(iv) The referee's fee must be paid by the home club before or immediately after the match for League & Cup matches.

(v) For Cup matches the referee(s) fee is split evenly between the two teams but it is the responsibility of the home team to collect half the fee from the opposition, it is not the responsibility of the match official to collect half fee from each team.

(vi) If the match is not played because of circumstances over which neither club had control and the referee is present at the ground then they can request half the match fee to be paid of £25/£22.50.

(vii) If a match is not played owing to one club being in default and the referee has attended the ground then the full fee of £50/£45 max is payable.