



NSW Women's Baseball League

Policy and
Procedures

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Document Control

Version	Date Released	Remarks
2013/14 v1.0	Final Draft	Re-format of Policy Document to NSWBL template.
		Addition of Preamble, references to ABF & BNSW Policy.
		Legislation moved from section 6 to section 1.
		Drugs moved from section 5 to section 2.
		Registrations (Team and Player) moved from section 7 to section 3 and rewritten.
		Transfers moved from section 8 to section 4 and rewritten.
		Medical moved from section 9 to section 5.
		Uniforms moved from section 4 to section 6 and clarification of advertising.
		Game Preliminaries moved for section 2 to section 8 and rewritten.
		Point Score moved from section 3 to section 9 and rewritten including inclusion of %Points/Games Played in lieu of % win/loss.
		Inclusion of Forfeit Points loss in Section 9.
		Section 10 now includes Managers and Coaches.
		Section 10 specifies updated manager/Coach min accreditation level.
		Section 13 Results Notification rewritten.
		Section 14 Eligibility of Players only retained. Finals Series moved to new section 15.
		Old section 16 Finals Series Games deleted.
		Section 16 Forfeits rewritten and includes new penalties.
		Section 17 Protests and Disputes rewritten.
2013/14 v1.0	Final Draft	Pitching Restrictions and Rest Period Specifications removed and referenced by section 18 directly to BNSW Player protection Policy web site.

WARNING ABOUT INHERENT DANGERS OF BASEBALL

The rules and procedures issued by NSWBL Inc. are designed to maximize the enjoyment, fairness and safety of our game. Officials and players should be aware that baseball, just like all sports, will always have inherent dangers. Some of these dangers arise from batted balls and collision of players. Care should be taken by all concerned to minimize such dangers through the use of appropriate equipment (including protective equipment) proper training methods and awareness of the risks.

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Abbreviations

ABF --- Australian Baseball Federation Incorporated.

ASC --- Australian Sports Commission.

OABR --- Official Australian Baseball Rules as published by the ABF.

NSWBL --- New South Wales Baseball League Incorporated , also known as Baseball NSW (BNSW).

NSWWBL --- New South Wales Women’s Baseball League.

WL --- Women’s League --- NSW.

WL Club --- A Club registered as a member of the WLSC, also referred to as a “Club”.

WLSC --- Women’s League Standing Committee.

NSWBUA --- New South Wales Baseball Umpires Association Incorporated.

Tribunal --- BNSW Tribunal.

PREAMBLE

The NSWWBL is bound by ABF and BNSW Policies and Guidelines.
If there is conflict, the NSWWBL policies shall take precedence.

All persons responsible for conducting or taking part in any NSWWBL event should make themselves fully conversant with all relevant ABF, BNSW and NSWWBL policies included at the following locations:

ABF Member Protection Policy:

<http://www.baseball.com.au/default.asp?MenuID=Policies/13721/0>

NSW Baseball Policy:

<http://www.nsw.baseball.com.au/>

NSW Player Protection Policy- Pitchers:

http://www.nsw.baseball.com.au/site/baseball/nsw/downloads/BNSW_Policy%20Docs/Player%20Protection%20Policy_Pitchers.pdf

NSW Womens League Policy:

<http://www.nswwbl.baseball.com.au/default.asp?Page=68872>

Any suspected breach of BNSW Policy in regards to inappropriate behaviour (e.g. harassment, discrimination) should be referred to the Member Protection Officer of BNSW. Details of the resolution process can be found in the BNSW Member Protection Policy (June 2003).

1 LEGISLATION

- 1.1 The Commonwealth Sex Discrimination Act 1984 and the NSW Anti Discrimination Act 1977 (as amended) particularly Section 221 includes discrimination on the grounds of sexual harassment in sport have been accepted by the ABF and BNSW. Reports on any matter of this nature are to be referred immediately to the Member Protection Officer of BNSW for attention.
- 1.2 Child Protection (Prohibited Employment) Act 1998 – the working with children check requires that all clubs with players under the age of 18 require coaches and managers (whether paid or unpaid) to declare whether they are a prohibited person under the terms of the Act.

2 DRUGS

- 2.1 The anti-doping policy that has been adopted by the ABF will be enforced.
- 2.2 Any player who is required by doctor's prescription to treat a medical condition with proscribed drugs as defined by ASADA guidelines shall be registered with BNSW and/or the ABF. Players are to forward details accompanied by a letter from the player's doctor to BNSW.
- 2.3 Clubs are to ensure that all players who have queries regarding prescribed drugs are advised to consult the ASADA web site at www.asada.gov.au and if further information is required, contact the drug advisory hotline on 1800 020 506.

3 REGISTRATIONS

- 3.1 The minimum age of players registering is 14 years of age on 31st December in the year that the competition commences.
- 3.2 The minimum age of a bat person(s) is to be 12 years of age.
- 3.3 Players who are under 18 years of age on 31st December in the year that the competition commences shall be classified as Under 18 players for the duration of that competition.
- 3.4 Players who are under 16 years of age on 31st December in the year that the competition commences shall be classified as Under 16 players for the duration of that competition.
- 3.5 Each WL club shall register the name, address, date of birth, ABF Number, of every player, manager, coach, bat person and scorer using the prescribed form. The prescribed form must be submitted to the NSWWBL Registrar and member details entered and registered into the League Registrations Database (by the Club TCO) no later than 5.00pm the Tuesday immediately prior to the commencement of the season. Failure to comply will incur a penalty as defined in the Penalties Document or as may be determined by the NSWWBL from time to time.
- 3.6 Only persons whose registrations have been approved by the NSWWBL may participate in any competition games. The NSWWBL retains the right to refuse registrations, or any registration in a particular grade, at their discretion and this decision will be final.
- 3.7 The minimum number of players being registered to a team is to be not less than equal to ten (10).
- 3.8 Late registrations (i.e. any player/official not listed on the original prescribed form) may be accepted providing that the following procedures have been followed;
 - (1) Member details must be entered and registered into the League Registrations Database.

- (2) Player's names must be noted on the Result Sheet for the first game they appear in.
- (3) An updated prescribed registration form must be forwarded to the NSWWB Registrar before the next scheduled game for that team or within 7 days of the player participating for the first time whichever is the lesser.

3.9 Only teams whose entries have been approved by the NSWWB may participate in any competition conducted or arranged by the NSWWB. The NSWWB retains the right to refuse entry of any team into a competition or a particular grade of competition and this decision will be final.

3.10 A team, subject to the exemptions granted for participants registering later in the competition as defined in sections 3.6 and 3.8 above, shall be debited with a forfeit and have 9 runs removed from their Runs Scored Total for that competition and other penalties (including loss of competition points) as determined by the NSWWB from time to time for each and any game in which an unregistered player, coach or manager participates.

4 TRANSFERS

4.1 Any player, coach or manager registering with a WL Club who has previously played for another WL Club, will secure a clearance from their previous WL club stating that they had cleared all obligations to that Club. Before such a person can participate in a game for the new WL Club, the previous WL Club must have been contacted and notification of no outstanding obligations has been received.

4.2 Clearances given to a player to play for another Club before transferring to a new WL Club does not negate the responsibility of the new WL Club to obtain a clearance. It is the new Club's responsibility to check the most recent default list produced by Baseball NSW and ensure that any person from their club that appears on the list does not participate in a game until the matter has been resolved.

Note: Once a problem has been notified, the player, coach or manager CANNOT take part in any game until the matter has been resolved. PENALTY: as defined in section 3.10 above.

4.3 Any player, coach etc. registered in another State will NOT participate in any competition game until they have been cleared by that State's controlling body, under penalty of the game(s) in which they participated in being declared forfeit(s); Penalty: As per section 3.10 above.

4.4 A player, coach etc may not play or coach with more than one WL Club during the same season without the approval of the NSWWB. No change may be made after midnight December 15.

4.5 When any registered person changes their address, the Club is required to notify the NSWWB Registrar of the new address and update the League Registrations Database within fourteen (14) days of being notified by the said person.

5 MEDICAL

5.1 Before registering to play all persons should notify their Club officials and BNSW of any condition that may affect their performance or participation in the sport of baseball. Such conditions may include, for example, pregnancy, epilepsy, diabetes etc.

5.2 Players or officials with such a condition shall seek medical advice in relation to their continuing participation in the sport.

- 5.3 Information relating to an individual's medical condition shall be held confidentially (unless this is not required) but may be used by the organisation for administrative, insurance, legal or related purposes.
- 5.4 All persons who register with Baseball NSW agree that they shall NOT contravene any medical advice in relation to their continued participation and when required, provide a medical certificate approving their continued participation in the sport.
- 5.5 BNSW will NOT be held responsible for the players or an individual's failure to seek and follow appropriate medical advice.

6 UNIFORMS

- 6.1 All affiliated clubs shall register the colours, logos and design of its uniform and warm-up jackets with BNSW. Only these shall be worn whilst on the field of play. Any changes will NOT be made to the colours of the uniform unless approval is given by the NSWBL.
- 6.2 Each uniform is required to have an individual number (no duplications) not less than 150mm in size that can be clearly seen from outside the field of play.
- 6.3 Baseball caps will form part of the uniform and must be worn at all times excepting when the batting helmet is worn.
- 6.4 Clubs may add only three sponsor patches to the uniform. The patches can only be applied to one sleeve, the back of the uniform and the left breast. The maximum diameter allowed for such logo on the sleeve is 65mm in diameter or 65mm in height if lettering is affixed to the uniform.
- 6.5 Limited advertising is permitted. NSWBL reserves the right to refuse any advertising which it considers to be not in the best interest of the sport and its decision will be final.

7 ALTERATION TO DRAW

- 7.1 No alteration to the playing schedule or venues is permitted without the prior approval of the NSWBL. The NSWBL may make alterations to the playing schedule or venues where necessary.

8 GAME PRELIMINARIES – FITNESS OF GROUND

- 8.1 In the event of inclement weather or other extenuating circumstances such as the venue being closed for use by council and which prevent a match from being played, it is the home team's responsibility to notify the:
- (1) Wet weather Co-ordinator,
 - (2) NSWBL Registrar/Competition Manager,
 - (3) NSWBUA Umpires Co-ordinator,
 - (4) Opposing team.
- See handbook for contact details.*
- 8.2 Where sufficient notice is given, closures will be noted on the NSWBL website.
- 8.3 Notifications are to be made as early as possible. Notifications advised after 8.30 am on game day will incur the umpire's fees being charged to the HOME Club.
- 8.4 Any game venue, closed because of unfitness of ground, may be changed with notice to the opposition club, umpires and NSWBL Competition Manager by midday the day before the scheduled playing date.

8.5 When a game is not being played due to unfitness of the ground, the result shall be declared a “no game”. The NSWBL reserves the right to reschedule the game and such decision shall be final.

9 POINT SCORE and DETERMINING OF RANKING

9.1 For Round Games in all Grades of the NSWBL Competition, Competition Points will be awarded on the following basis:

Win:	2 Points,
Draw:	1 Point,
Loss:	0 Points,
Bye	0 Points (A Bye shall not be classified as a game played),
Forfeit:	Loss of points on a sliding scale as specified in the Penalties Documentation.

9.2 For the purpose of determining positions in the ranking for Round Games and Semi Finals in all Grades of the NSWBL Competitions, positions in the ranking will be determined by “the Highest Percentage to the Lowest Percentage” and these percentages will be calculated as the Number of Competition Points awarded divided by the Number of Games Played multiplied by one hundred, e.g.,

A team with 10 wins from 20 games played would equate to:-
20 Points divided by 20 Games x 100 divided by 2 = 50%,
as compared to:
a team with 20 wins from 20 games being:-
40 Points divided by 20 Games x 100 divided by 2 = 100%.

9.3 If two or more teams are tied, the following methods shall be used in order until the tie is broken. Note, once a team is removed from the original tie the process starts again (back to Head-Head) for the remaining teams;

- (1) Head to Head clashes in all games between the teams involved.
- (2) The lowest ratio of (Runs Scored Against Them) divided by (Defensive Innings Played) in the games between the tied teams.
- (3) The fewest runs allowed in the games between the tied teams and the highest ranked team in the competition, then the second ranked team, and so on.

9.4 Ranking of the final two tied teams will be determined by the Head to Head process.

10 MANAGERS AND COACHES

10.1 All Managers and coaches must have a current ASC accreditation as follows:

1st Grade: Level 3,
Other than 1st Grade: Level 2.

Exemptions to this requirement may be granted by the NSWBL in consultation with the BNSW Technical Committee. PENALTY: the offending club shall be fined \$350.

11 SCORERS

11.1 Clubs playing in the NSWBL competition are required to provide an official scorer for each game. All scorers are encouraged to be current financial members of the NSW Baseball Scorers Association.

11.2 Each Club shall appoint an accredited scorer as the Club’s Scoring Co-ordinator.

11.3 Scorers shall be seated together in the designated area behind home plate where possible.

- 11.4 The home team is required to provide a table, chairs and shelter that provides adequate cover from all forms of weather.
- 11.5 Venues for night games shall have adequate lighting in the designated scorers' area so that scorers are able to effectively perform their duties.
- 11.6 Club scorers are to ensure that all relevant details (injuries, ejections etc) are recorded on the game result sheet presented to the Umpire(s) for signature.

12 UMPIRES

- 12.1 Official umpires will be appointed to all games by the NSW Baseball Umpires Association Inc. or by the NSWBL if appointments are not made by NSWBUA or if appointed officials fail to attend.
- 12.2 NSWBL WL Clubs will not interfere in any way with appointments.

13 NOTIFICATION OF RESULTS

- 13.1 Each home WL Club shall lodge results to the CM system in the prescribed manner as determined from time to time within 30 minutes following completion of the game.
- 13.2 Each home NSWBL WL Club shall call AAP (9322 8000) on the Sunday following the game and before the deadline for Monday publishing with the following information:
(1) All Grades Box Scores for the Round Games including the names of pitchers, catchers and hits.
Penalty: Failure to comply with these rules is a monetary fine of a Fifty (\$50) Dollar fine per team.
- 13.3 Each Club is required to forward to the NSWBL Statistics Recorder by email the 'soft format' of the result sheets by 9.00 PM on the Monday following the game.
- 13.4 Where a wash out occurs a result sheet, indicating that the game was washed out is required to be submitted to the NSWBL Statistics Recorder.
- 13.5 Results of all games will be available on BNSW's Women's League web page:
www.nswbl.baseball.com.au

14 ELIGIBILITY OF PLAYERS

- 14.1 Only registered players of the NSWBL are eligible to compete and it is the intention that any player shall NOT appear in more than one (1) WL team's starting Line-up in the same Round UNLESS EXTENUATING CIRCUMSTANCES (ACCEPTABLE TO THE NSWBL) occur.
- 14.2 If any player starts or is used as a reserve and participates in six (6) games or more in a Grade will not be permitted to play in any lower Grade games for the remainder of the season.
- 14.3 The names of the starting team and reserve players must appear on the original team line-up sheet, and any player who is scheduled to play in a higher-grade game on any day in the same weekend will not be permitted to enter a game in progress. To be eligible they must be listed as being on the bench, or have played in a Lower Grade in the same Round.

- 14.4 In the event of an injury occurring or an ejection of a player(s) and no other player is available, a replaced player(s) may return to the field of play however they may not return to be a part of the battery and any ejected player(s) will NOT be allowed to return under this rule.

15 FINALS SERIES

- 15.1 To be eligible to play in the Finals Series a player;
- (1) Must be recorded on the NSWWBL Club proscribed team list held by the NSWWBL Registrar.
 - (2) Must be registered and entered to the NSWWBL Registrations Database.
 - (3) Must have participated for that Club in that NSWWBL Grade or that Club in a lower NSWWBL Grade for at least one third (with a fraction rounded up to the next whole number) of the competition games played during the current season.
 - (4) No player having participated in six (6) or more competition matches in a higher Grade shall be eligible to play in a lower Grade.
- 15.2 The Grade in which a player shall be eligible to play in the Finals Series shall be determined according to the following criteria:
- (1) Each Round a player's Grade will be determined by the highest grade in which the player formed part of the starting line-up or was used as a reserve and participated in the game.
 - (2) For a player to be eligible to participate in the Finals Series a player may not have been deemed in a higher Grade more than three (3) times in the player's last six (6) full competition rounds.
 - (3) A player qualified in a lower Grade is eligible to play in a higher Grade in the final series.
 - (4) Games which are declared Regulation Games or games in which play is commenced but are ruled Forfeit before reaching the point of being declared a Regulation Game by the Umpire in Chief SHALL be used to determine eligibility for any Finals Series as follows:
 - (i) Both teams shall have one (1) "game played" statistic added to their Games Played Total.
 - (ii) Players from both teams who are listed on the line-up card shall have one (1) "game played" eligibility statistic added to their individual total.
 - (5) Games in which there is no play and are ruled "Forfeit" by the Umpire in Chief (by a team failing to present sufficient players to commence the game) SHALL be used to determine eligibility for any Finals Series as follows:
 - (i) Both teams shall have one (1) "game played" statistic added to their Games Played Total.
 - (ii) All players from the non offending team listed on their prescribed Team Registration List held by the NSWWBL Registrar shall have one (1) appearance credited and a "game played" eligibility statistic added to their individual total.
 - (iii) No players from the offending team (forfeiting team) shall be credited with an appearance and therefore shall not have any eligibility statistics added to their individual total.
 - (6) Any Bye or washed out games are not included in the games used to calculate qualifications.
- 15.3 **Finals Series Draw:**
The following draw will apply for all Finals Series matches in all Grade of competition conducted by the NSWWBL irrespective of the number of teams competing in that Grade.

	Home		Away
Semi Final A	1	v	2
Semi Final B	3	v	4

Preliminary Final C	Loser of A	v	Winner of B
Grand Final C	Winner of A	v	Winner of C

- 15.4 Umpires for the Finals Series shall be appointed by NSWBUA.
- 15.5 Both teams shall provide a sufficient number of approved new leather match baseballs for semi final games. NSWWBL will provide match baseballs for all Preliminary and Grand Final games.
- 15.6 If a Finals Series game (other than a Grand Final) does not start or does not reach the definition of a constituted Regulation Game due to inclement weather or ground conditions, then the higher ranked team shall be declared the winner.
- 15.7 A “spare date” will be set aside in the Competition Draw for all grades to play or complete only a Grand Final game. Should a result not be obtained on the spare date allocated, the higher ranked team in the series at the Grand Final will be declared the winner.
- 15.8 The duration Finals Series games shall be determined by innings only:
- (1) 1st Grade Finals Series games shall be 7 innings.
 - (2) Other than 1st Grade Finals Series Games shall be 5 innings.
- 15.9 Other than 1st Grade 7 Run Limit per innings.
The seven (7) run limitation per innings applied for Round Games in all grades other than 1st Grade shall NOT apply to any Finals Series game.
- 15.10 Any 1st Grade team that does not have nine (9), or for all other Grades eight (8), eligible players in uniform ready to take the field at the scheduled starting time, or amended starting time as notified by the Umpire in Chief, shall forfeit.

16 FORFEITS

- 16.1 Clubs whose team(s) forfeit will be responsible for the payment of the umpires’ fees for that game/round. In addition, the Club responsible for the forfeit may be subject to penalties including but not limited to loss of competition points and monetary fines as determined by the NSWWBL from time to time.
- 16.2 Clubs who forfeit may be asked to show cause for continuation in current and future competitions. Conditions may be imposed on such a Club.
- 16.3 For “Not Enough Players Rule” see the NSWWBL Rules Supplement section which specifies amendments and additions to OABR section 4.17.
- 16.4 **Competition Points Relating to Forfeits.**
- (1) A team who is awarded the game by Forfeit (when the opposition fails to present sufficient players to commence a game at the scheduled or amended starting time as notified by the Umpire in Chief) shall;
 - (i) be awarded the game by forfeit and shall be credited with a Win and awarded two (2) competition points to their total.
 - (ii) not be credited with any scored runs, see section 16.5 (1) for runs penalty.
 - (2) A team who defaults by Forfeit (when it fails to present sufficient players to commence a game at the scheduled or amended starting time as notified by the Umpire in Chief);
 - (i) shall lose the game by forfeit and shall have two (2) points removed from their competition points total for the first occurrence. For any additional forfeits during that season the points reduction shall be increased on a

sliding scale by two (2) additional points for each forfeit incurred, i.e. 2nd forfeit shall be -4 points, 3rd forfeit shall be -6 points and so on.

- (ii) shall be debited with a nine (9) run reduction to their scored runs total for each forfeit incurred.
 - (3) Games forfeited may not be credited in any team or player calculations to determine player eligibility for any Finals Series (see section 15.2 for Team "Games Played Statistic" and Player "Games Played Statistic" for Eligibility calculations).
 - (4) Games forfeited after being declared a Regulation Game shall not incur any additional penalty above from loss of the game. The game shall be declared a win and 2 competition points awarded to the non offending team and a loss to the offending team with zero points awarded. Further, should the non offending team be leading at the point of cessation of the game then all runs scored by either team shall count for statistical and ranking purposes. Should the offending team be leading at the point of cessation of the game then no runs scored by either team shall count for statistical purposes but nine (9) runs shall be removed from the offending team's season total.
- 16.5 Forfeit Monetary Penalties (by not presenting enough players to commence the game at the scheduled starting time, or amended starting time notified by the Umpire in Chief) to be applied in the 2013/14 season are as follows:
- (1) The Team forfeiting shall have nine (9) runs removed from their Runs Scored Total for that season and in addition shall be subject to the following monetary fines:
 - (i) \$150 for the first breach and 2 competition points deducted from their tally,
 - (ii) \$300 for the second breach and 4 competition points deducted from their tally,
 - (iii) \$450 for each subsequent breach and 6 competition points deducted from their tally.

17 PROTESTS AND DISPUTES

- 17.1 Any club wishing the NSWBL to adjudicate on any dispute arising from any game shall forward to the NSWBL Secretary a clear statement on the matter in dispute. The report along with a \$100 fee shall be received within three (3) days of the game. The \$100 fee shall be forfeited should the protest be considered frivolous.
- 17.2 Failure to observe the CORRECT PROCEDURE above shall render any protest invalid.
- 17.3 The NSWBL or persons appointed by it shall be the authority as to whether or not a protest is to be upheld and any subsequent decision. They may call upon any person to assist them in any manner they consider appropriate.
- 17.4 The NSWBL will make the necessary rulings where penalties are not stipulated for rule infringements, these may include but not be limited to, loss of a game involved in protest, monetary fine or no penalty.

It should also be understood that loss of a game does not always award a "win" to the opposing team.

- 17.5 Any club that commits a breach of the rules that cannot be reasonably identified by the umpire during the game such as but not limited to playing of an illegal player, or pitchers going over their pitch limit, can be issued a Breach Notice.

The NSWWBL Competition Manager is to be notified of any such breach, and upon notification the following procedure will be followed;

- (1) NSWWBL Secretary will prepare a Breach Notice listing the alleged offence and the penalty to be imposed if the alleged breach is found to be correct within seven days of receiving notification.
- (2) The offending Club may choose to accept the breach and the penalty, or contest the breach at the next NSWWBL meeting.
- (3) If contesting a breach, a written explanation of the incident must be sent to the NSWWBL Secretary prior to the next NSWWBL meeting.

17.6 Clubs will have the right to appeal any decision of NSWWBL to the NSWWBL Appeals Committee.

17.7 Any club wishing to appeal to the NSWWBL Appeals Committee shall forward to the NSWWBL Secretary a clear statement of the grounds of the appeal. The appeal along with a \$100 fee shall be received within three (3) days of the NSWWBL's original decision. The \$100 fee shall be forfeited should the appeal be dismissed.

17.8 In extenuating circumstances, such as when several WL Clubs are involved in the dispute, the NSWWBL may choose to refer the matter to the WL Appeals Committee.

17.9 The decision of the NSWWBL Appeals Committee shall be FINAL.

17.10 Clubs who are found to breach the Playing Rules more than three times in a season may be asked to show cause for continuation in the current and future seasons. Conditions may be imposed on such a Club should they continue in the competition.

18 PLAYER PROTECTION – PITCHING LIMITS

All NSWWBL competitions shall comply with the current Player Protection Policy as approved by BNSW in force at that time (see BNSW web site for full policy details). Where a pitcher fails to comply with the BNSW policy, the manager/coach responsible for that team shall be issued a breach notice and in addition to any penalty imposed by the NSWWBL or its delegate at any hearing, the manager/coach shall be automatically suspended for a period of two (2) weeks for the first offence and subject to incremental increase as determined by the NSWWBL for any further offence of this same type.

End of Document. Policy and Procedures NSWWBL 2013-14.