



Cricket South Africa

## Club Cricket Standardisation Regulations

September 2018

Member Board – the executive committee responsible for decisions made regarding the affiliated cricket clubs within that Member.

Member Club Coordinator – the person appointed by the specific Member Board to handle interprovincial club (player) transfers, national championship registrations and sundry administrative duties.

Player – assumed to be any player (male or female) with South African citizenship or residency (provided the latter has been valid for two years and the initial intends to continue their stay in the country).

Under-aged Player – any player (male or female) who is younger than eighteen years old.

Tertiary Player – any player (male or female) who is registered as a full-time student at a tertiary institution.

Foreign Player – a person who does not possess South African citizenship or someone who has not had South African residency for two years.

Club cricket – cricket played by players while registered to clubs that are affiliated to CSA at Member level.

Premier League – referring to clubs or competitions with clubs that are affiliated to CSA at Member level and receive funding from CSA.

## **1. What constitutes a cricket club in South Africa?**

This question is answered by looking at the minimum requirements for participating in, qualifying for and reporting on various aspects of club cricket.

### **1.1 Minimum requirements for participating in club cricket at Member level**

1.1.1 The club must have a constitution that provides for the proper management and control of the club and is aligned to the Memorandum Of Incorporation of the Member Board and CSA.

1.1.2 The club must have a functional and properly elected management committee responsible for the running of the club.

1.1.3 The club must also have a business plan outlining its recruitment strategy (including intent of engaging surrounding schools), its demarcated area of operation, all self-sustaining initiatives and its list of players.

- 1.1.4 An annual affiliation fee shall be paid by all clubs in order to affiliate with the Member. This amount is determined by the Member Board and may change from season to season.
- 1.1.5 A club must submit a letter with their registered bank account details, where the name of the account is in the name of and controlled by the club, to the Member Board.
- 1.1.5.1 The Member Board will only deposit money due to the club in an club-registered account.
- 1.1.6 All clubs affiliated with the Member are expected to submit an asset register as well as approved financial statements to the Member Board annually.

## **1.2 Minimum requirements for qualifying as a Premier League Club**

- 1.2.1 A Premier League club should be able to register a minimum of 3 (three) senior teams and must be able to fulfil all their obligated fixtures for a specific season.
- 1.2.2 It is desirable for a Premier League club to have at least 1 (one) ladies team participating in their respective Member league.
- 1.2.3 The club should be able to register a minimum of 3 (three) junior teams in the available age group categories (either the Under 9, U11, U13 or U15 leagues).
- 1.2.4 Premier League teams should have at least a Level 2 qualified appointed coach.
- 1.2.5 For the 2018/19 season, CGL has agreed that all teams playing in the Premier League , will have a minimum of 2 (two) players of colour in their team at all times, of which at least 1 (one) should be Black African. **This becomes compulsory in January 2019.** The regulation pertaining to 2 (two) players of colour will however be fully enforced in all official CSA national competitions.
- 1.2.6 All Premier League games will be live scoring events in the 2018/19 season. The live scoring service will be facilitated by Websports.

## **1.3 Reports for Premier and Promotion League fixtures**

- 1.3.1 The captain has to complete match reports for every Premier (via player profile link) and Promotion League fixture played during the season. No captain is allowed to ask the scorer to complete the match report on his or her behalf.
- 1.3.2 If the report is not submitted by the Monday following the fixture, the outstanding report will be flagged to the appropriate captain and progressively to the Club and the Member.
- 1.3.3 All reports for Premier League fixtures should be submitted before or on the Wednesday following the fixture over the weekend.
- 1.3.4 The match reports that are submitted must clarify the reasons for a particular score. There must be clarity regarding the umpire decisions in the comments section of the report. These comments relate to umpire scores of D or E on the match reports.

## **2. What registration procedures apply when registering a team**

This question is answered by looking at the minimum requirements for registering teams within clubs at Member level.

### **2.1 League Entry forms**

#### **2.1.1 Dispatching league entry forms**

2.1.1.1 The Member Club Coordinator will email the relevant entry forms to the address of the club contact person (chairperson/secretary) contained in the Member's records at the time of posting.

2.1.1.2 The forms are usually posted at the beginning of July each year.

2.1.1.3 Neither the Member nor its Member Club Coordinator accepts responsibility for non delivery of entry forms in cases where address, telephone or telefax details have been changed without notifying the Member Board.

#### **2.1.2 Completing entry forms**

2.1.2.1 A completed entry form will be rejected if it reaches the Member later than the closing date specified on the entry form.

2.1.2.2 The following portfolio holders within a club are expected to submit each portfolio holder's name, email address and cellphone number:

2.1.2.2.1 Chairperson

2.1.2.2.1 Secretary

2.1.2.2.1 Treasurer

2.1.2.2.1 One additional member

2.1.2.3 The club's home/ venue facility location (address), whether or not it is provided by local government or has been acquired by the club as well as the available dates for fixtures at said location must be clearly indicated.

2.1.2.3.1 In the event that home/ venue facility information is not provided, no home fixtures will be allocated to that club.

2.1.2.4 The name of the league the team wants to register for must be clearly indicated as this information is log related.

## **2.2 Registration and joining fees – New clubs/teams**

2.2.1 A club's application for affiliation to a specific member is approved at the Member's properly constituted AGM.

2.2.2 The Member determines the joining fees for newly established clubs. The joining fees may differ for each of the leagues: Premier League, Promotion League and Lower Leagues.

2.2.2 The following documents must be supplied by new clubs wishing to affiliate with Members:

2.2.2.1 The club's constitution;

2.2.2.2 Proof and details of an active bank account;

2.2.2.3 A letter from local government, or relevant institution, (if applicable) giving the club permission to use its grounds/facilities for the purposes of playing cricket;

2.2.2.4 A letter of motivation from the club;

2.2.2.5 The application of the new club must be approved by the Member Board first before they can participate in a specific league.

## **2.3 Registration and joining fees – Existing clubs/teams**

2.3.1 A club affiliation to a specific member is approved at the Member's properly constituted AGM.

2.3.2 The Member determines the membership fees for existing clubs. The joining fees may differ for each of the leagues: Premier League, Promotion League and Lower Leagues.

2.3.2 The following documents must be supplied by existing clubs/teams wishing to renew their affiliation with Members:

2.3.2.1 The club's constitution;

2.3.2.2 Proof and details of an active bank account;

2.3.2.3 A letter from local government, or relevant institution, (if applicable) giving the club permission to use its grounds/facilities for the purposes of playing cricket;

2.3.2.4 The minutes of the previous year's Annual General Meeting (AGM);

2.3.2.5 The approved financial statements of the previous financial year;

2.3.2.6 The club's application must be approved by the Member Board before the club's teams may qualify to play in the relevant league.

2.3.7 When clubs register with the Member, the Member Board will determine team registration as part of the Premier League, the Promotion League or the Lower League. Regardless of the league, the club must supply the following information to the Member in addition to the afore-mentioned.

2.3.7.1 The club must provide the number of coaches at the club and their certification status. Proof of the certification documents must be included.

2.3.7.2 The club must also provide a database of players for the upcoming season.

## **2.4 Completeness of submission**

2.4.1 No club registration will take place unless the Member has received all the abovementioned documentation and applicable fees before the start of the season.

## **2.5 Late submission**

2.5.1 The Member will under no circumstances, whatsoever accept late club registrations.

## **2.6 Refusal of submission**

2.6.1 The Member Board, at its absolute discretion, reserves the right to refuse the submission of any team to enter any competition.

## **3. What are the regulations for Player registration at Member level?**

This question is answered by looking at the registration of various types of players.

### **3.1 Players' club membership**

3.1.1 Every player participating in league competitions under the control of CSA Members must be registered with the Member Board.

3.1.2 The club for which the players play must register them with the Member Board.

3.1.3 Players may not play for more than one club in any competition during the season without obtaining the written consent of their former club and the approval of the Member Board.

### 3.2 Registration process for players

3.2.1 Every player must be registered annually. The personal details of the registered player have to be updated and verified by the affiliated club annually.

3.2.1.1 Registration forms for each player must be forwarded to the Member Club Coordinators prior to the start of the season.

3.2.2 The Member Club Coordinator will forward the previous season's lists of registered players to all clubs affiliated with the Member.

3.2.3 The club representative has the responsibility of verifying the following:

3.2.3.1 The correct spelling of the player's full name and surname;

3.2.3.2 The player's current contact details, including the player's ***email address (compulsory for player profile link on WebCricket)***;

3.2.3.3 The particulars of injured players that will become eligible to play later in the season;

3.2.3.4 The particulars of players involved in disciplinary processes and the date of conclusion of the disciplinary procedure; and

3.2.3.5 The particulars of new players that joined the club during the off-season.

3.2.4 Updated player information (as outlined in 3.2.3 above) must be submitted to the Member Club Coordinator no later than two weeks before the start of the season.

### 3.3 Registration of under-aged Players

3.3.1 Any under-aged player (that is, a player who is younger than eighteen) who registers at a club must complete the appropriate club documents.

3.3.2 An indemnity form, completed by the player's parents or guardian, must accompany their application before they are eligible for election in any club team.

3.3.3 An indemnity form (additional to the one mentioned in 3.3.2) is also necessary if an underaged player is selected to represent their club team in a national tournament. In such cases the indemnity form must be submitted to the Member Board as well as CSA.

### 3.4 Registration of Tertiary Players

3.4.1 Any tertiary player (that is, a player registered as a full-time student at a tertiary institution) is obliged to register as a player at that tertiary institution.

Should a tertiary player not qualify for the Tertiaries 1<sup>st</sup> or 2<sup>nd</sup> team, they may with the consent of the tertiary and union apply to play for another club in the union

### **3.5 Registration of Foreign Players**

- 3.5.1 A foreign player (that is, a person who does not possess South African citizenship or South African residency for two years) may register with a club when their intention is to participate locally and continue residing in South Africa. This regulation is subject to the South African Home Affairs regulations.
- 3.5.2 The number of foreign players playing in the premier and promotion leagues is restricted to one player per team.
- 3.5.3 The number of foreign players representing clubs in lower leagues is not restricted and can be determined at the discretion of the Member Board.
- 3.5.4 All registered foreign players participating in official CSA club fixtures will be regarded as white players. This regulation also applies to players representing their teams at the national club competitions.

### **3.6 Registration of Professional Foreign Players**

- 3.6.1 A foreign player (that is, a person who does not possess South African citizenship or South African residency for 2 (two) years) is considered a Professional Foreign Player when they have played the majority of their cricket in a country other than South Africa and have been remunerated directly for their services as a full-time cricketer in such country.
- 3.6.2 A club may play 1 (one) Professional Foreign Player (as defined in 3.6.1 above) in a league team after the prior consent of the Member Board has been obtained.

## **4. What are the regulations for Player transfer at Member level?**

This question is answered by looking at the processes, documentation and time frames involved in the transfer of Players.

### **4.1 General regulations regarding Player transfers**

- 4.1.1 Every player participating in league competitions under the control of a CSA Member must be registered with the Member Board by the club for which they play.
- 4.1.2 No player will be allowed to play for a club registered with the Member Board while they are registered with or playing for a club registered with another Member Board.
- 4.1.3 No player will be allowed to play for more than one club in any competition during the season without obtaining the written consent of their both the transferring and acquiring clubs involved and the approval of each Member Board.
- 4.1.4 A player may not play for more than one club or Member in any year except if there is a written agreement and clearance between the transferring members or clubs and the acquiring members or clubs involved in the transfer. Said clearance should not be unreasonably withheld (the Member Board will have the authority to release players at



their discretion) and provided that the decision for clearance was made in the best interests of cricket.

4.1.4.1 At the approval of such special clearance transfers BETWEEN CLUBS, a waiting period of up to FOURTEEN DAYS applies to the transferring player.

4.1.4.2 At the approval of such special clearance transfers BETWEEN MEMBERS, the waiting period of up to FOURTEEN DAYS DOES NOT apply to the transferring player.

4.1.5 Acquiring clubs must submit their applications for special clearances to their respective Member Club Coordinator and Member Board for approval.

4.1.6 Clubs or provinces will have up to 10 (ten) working days to release a player after receiving such transfer requests.

## 4.2 Player transfer time frames

4.2.1 All transfers shall be completed one week before the commencement of the cricket season.  
A further window for transfers is during the December break  
All players who transfer must comply with the clearance certificate regulations in section 4.4. below.

4.3.1 The Member Board has the responsibility to approve all player transfers.

4.3.2 All player transfers should be completed one week before the commencement of the cricket season. Only transfers that qualify as a special clearance will be excluded from this regulation.

4.3.3 Any Player wishing to transfer from one club to another at any time (in or out of season) should make written application to their club for its approval. This will then be forwarded to the Member Board.

4.3.4 The transfer request and related documentation must be completed and submitted by the acquiring club to the Member Board.

## 4.4 Clearance certificates for player transfers

4.4.1 No club is entitled to register a player who has previously played for another club in any competition organised by any Member Board without first obtaining a clearance certificate from the player's former club or Member Board.

4.4.1.1 In such a case (as 4.4.1 above) the clearance certificate should state that the player applying for admission is in good standing and not financially indebted to their former club.

4.4.1.2 The financial debt owed to the club by the player applies only to the outstanding fees payable for the ***previous season***.

- 4.4.1.3 A member can refuse no player a clearance certificate if they have settled the previous season's financial obligations.
- 4.4.1.4 A club shall not unreasonably withhold the issuing of a clearance certificate.
- 4.4.1.5 A clearance certificate is required, irrespective of whether the transfer takes place in or out of season.
- 4.4.2 A club or Member can issue no clearance certificates if the player is involved in any disciplinary procedure at his current club. If the disciplinary process has not been satisfactorily resolved, the player will remain ineligible to play for their new club even though the waiting period has been completed.

## **4.5 Special clearances**

- 4.5.1 If a player, who has played for a club for part of the season is awarded an opportunity to study a recognised course at a tertiary institution, that player would be allowed to play without serving the mandatory waiting period.
- 4.5.1.1 In the case of 4.5.1 above it is imperative that the player obtains a clearance certificate from their former club.
- 4.5.1.2 In the case of 4.5.1 above the player should also notify the Member in writing of their intent to play for the tertiary institution.
- 4.5.1.3 In the case of 4.5.1 above the player should also provide proof of registration for a recognised course at the institution before their first appearance for the tertiary institution
- 4.5.2 If a player, who has played for a club for part of the season, is relocated to another city or province for employment purposes during the season, the player can apply for a transfer from their current club.
- 4.5.2.1 In addition, the player should notify the Member in writing (along with the relevant proof) of their work relocation.
- 4.5.2.2 Unless otherwise permitted by the Member Board, a player transferring as in 4.5.2 may play for their new club without a waiting period.