



SOUTH AFRICAN RUGBY UNION ("SARU")

Side-Line Management Protocol for Fifteens

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Prepared by: Eugene de Villiers

Checked by: 15 Referee Societies

Reviewed by: Deon van Blommenstein; Mark Lawrence;
Clint Readhead; Dr Wayne Viljoen; Zingi Hela; Eddie Grieb;
Morne Nortier; Willemien van der Merwe

Approved by:

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SIDE-LINE MANAGEMENT PROTOCOL FOR FIFTEENS

1. SCOPE

- 1.1. Applies to all Members of the South African Rugby Union, including their associated members and commercial entities associated with them, and their respective Referee Societies, including their associated members and commercial entities associated with them, and the South African Schools Rugby Association and their members associated with them, serving as appointed Match Officials/Personnel administrating the Technical Zone in all competitions and tournaments played under SA RUGBY ("SARU") auspices.
- 1.2. For international competitions/tournaments hosted in South Africa, the applicable competition/tournament Technical Zone protocol supersedes this protocol. Should a Technical Zone protocol not exist then this protocol will be applicable.

2. PURPOSE

- 2.1. The purpose of this protocol is to ensure consistency among all side-line personnel in the management and administration of replacements, including the Technical Zone, for fifteens rugby played in South Africa.
- 2.2. It is the duty of the appointed side-line personnel to service both teams and to manage all aspects of replacements, including the enforcement of the Technical Zone protocol, thereby ensuring compliance with the Laws and Regulations of the Game.

3. SIDE-LINE OPERATIONS STRUCTURE

3.1. The following side-line structure shall be used:

OFFICIALS	DESCRIPTION	SIDE-LINE PERSONNEL	DESCRIPTION
RC 4/AR 4	Replacement Controller	SLM	Side-line Manager
RC 5/AR 5	Replacement Controller	PMR	Player Movement Recorder
		Stats**	Statistician
		Time	Timekeeper
		AST***	App Support Technician
		WC	Water Carrier

** only applicable to non-broadcasted fixtures

*** only applicable to provide technical support in the use of the app

3.2. The location of the sideline table commences a minimum of five (5) metres from the touchline and is positioned in such a way that it does not interfere with the match operations and access to the tunnel.

4. FIELD MARKINGS

4.1. Field markings to international standard as stipulated in World Rugby Laws of the Game – Law 1 (The Ground).

4.2. Additional Markings:

4.2.1. **Assistant Referee tramline:** The distance from the touchline to the Assistant Referee tramline should be no less than one (1) metre on both sides of the field.

4.2.1.1. All teams medical trained persons, independent Emergency Medical Service personnel, **roving camera personnel**, and ball retrievers must operate from beyond that tramline.

4.2.1.2. Refer to **ANNEXURE 'B'** for the layout of the assistant referee tramline.

4.2.2. **The “22”, “10” and “50” numbering:** If the numbering of the 22-metre, 10-metre, and half-way line is preferred then these numbers are painted white on the field of play between the touchline and 5m dash line to indicate the 22-metre, 10-metre, and half-way line.

4.2.2.1. The 22-metre and half-way solid line splits the “22” and “50” numbers, respectively.

4.2.2.2. The 10-metre dash line splits the “10” number.

- 4.2.2.3. The minimum square metre for all numbers is 1.5m².
- 4.2.3. Any additional markings in competitions/tournaments administrated by an international rugby body are subject to their approval and or requirements.
- 4.2.4. All advertising hoardings commence a minimum of five (5) metres away from the touch and dead-ball lines.

5. TECHNICAL ZONE PROTOCOL

Applicable to all rugby, including clubs and schools.

5.1. Rights¹

- 5.1.1. Any person within the playing enclosure, including the replacement bench and those persons entering the playing enclosure for commercial and or entertainment reasons, is there by permission of the referee who has the right to revoke this at any time of the game should their actions affect the game in any form and or for misconduct.
- 5.1.2. Any South African Rugby Union affiliated person who is required to be BokSmart Certified, as per the SARU Rugby Safety Regulations, who is not BokSmart Certified and or cannot provide proof of Certification may be refused access to the playing enclosure, including but not limited to the replacement (reserve) area placed outside the playing enclosure.
- 5.1.3. The referee delegates the side-line manager to enforce that right.

5.2. Dimensions of the Technical Zone¹

- 5.2.1. Two Technical Zones shall be provided within the playing enclosure on the same side of the pitch, each on either side of the half-way line and outside the field of play.
 - 5.2.1.1. These Technical Zones must be marked on the ground.
 - 5.2.1.2. The line nearest to the touchline must be parallel to the touchline.

¹ Applicable to all rugby, including clubs and schools.



- 5.2.2. The Technical Zones commence a minimum of five (5) metres and a maximum of ten (10) metres from the half-way line.
 - 5.2.2.1. The Technical Zones must not exceed ten (10) metres in length and three (3) metres in width and must be set two (2) metres away from the touchline.
 - 5.2.2.2. Refer to **ANNEXURE 'A'** for the recommended dimensions, layout, player, and personnel placements for the Technical Zone area.
- 5.2.3. No advertising is permitted within the Technical Zone, including but not limited to grass signage.

5.3. Personnel Permitted in the Technical Zone²

- 5.3.1. No more than two (2) medically trained persons and two (2) water carriers per team are permitted to operate from the Technical Zones.
 - 5.3.1.1. All four of the above-mentioned persons are to be identified by wearing the appropriate branded bibs and if the bibs are not available be identifiable by not wearing the same attire as the replacement bench players or players on the field of play.
 - 5.3.1.2. These vest/bibs must be marked, i.e., **"WATER"** on the front and back of the vest/bibs of the water carriers and **"MEDIC"** on the front and back of the vest/bibs of the medically trained personnel.
 - 5.3.1.3. Any additional medically trained persons or water carriers will be guided by the applicable competition or tournament rules.
 - 5.3.1.4. Non-medical personnel are not permitted to wear a "MEDIC" bib.
 - 5.3.1.4.1. Other medically trained professionals, who are not stipulated below as the 'two (2) medically trained persons', are not permitted to wear the "MEDIC" bib under any circumstances.
 - 5.3.1.5. No other person (or player) is permitted in the Technical Zones.
 - 5.3.1.6. Except for approved medical kits, medical equipment, and or water carrier racks, no equipment and or furniture is allowed in the Technical Zones.
- 5.3.2. **The two (2) MEDICALLY TRAINED PERSONS: ²**
 - 5.3.2.1. The two medically trained persons **may not** be the:
 - 5.3.2.1.1. Team head coach.
 - 5.3.2.1.2. Team biokineticist(s).
 - 5.3.2.1.3. Student medical doctor(s) or physiotherapist(s) in training.
 - 5.3.2.1.4. Other medical professionals (e.g., Chiropractors, Dentists, etc.).
 - 5.3.2.1.5. Team conditioning staff; and

² Applicable to all rugby, including clubs and schools.



- 5.3.2.1.6. Replacement player(s).
- 5.3.2.2. The two medically trained persons shall be two (2) of the following or a combination of:
 - 5.3.2.2.1. Team medical doctor - must be one of the medically trained persons, where available; and
 - 5.3.2.2.2. A team physiotherapist(s); or
 - 5.3.2.2.3. Another medical doctor; or
 - 5.3.2.2.4. An assistant Coach who is a qualified and HPCSA registered Medical Doctor or Physiotherapist.
- 5.3.2.3. The two medically trained personnel listed in **5.3.2.2** must always carry their “Footprint” accreditation.
- 5.3.2.4. Those medically trained personnel listed in **5.3.2.2**, who do not have access to “Footprint,” must always carry a valid copy of their Health Professions Council (HPCSA) registration with them.
- 5.3.2.5. Only the two medically trained personnel listed in **5.3.2.2** above who are permitted to operate from the Technical Zones as a designated team ‘MEDICS’ can roam the touchlines and may be positioned alongside the playing area – one on the far side and one on the near side on the touchline.
 - 5.3.2.5.1. The two medically trained personnel may not be together on the same side of the touchline when roaming.
 - 5.3.2.5.2. The two medically trained personnel may not roam in the demarcated area earmarked for the Assistant Referee.
 - 5.3.2.5.3. If a Team medical doctor is available, then one of the roaming Medically Trained Personnel, must be the Team Medical Doctor.
- 5.3.2.6. Where practically possible the medically trained personnel must stay outside the advertising hoardings. They may keep up with play but must pay due regard to the needs and rights of players, match officials, spectators, broadcasters, and commercial partners.
- 5.3.2.7. The two medically trained personnel may enter the playing area, when it is safe to do so and at their own risk, under the Laws of the Game, at any time a player is injured.
- 5.3.2.8. The medically trained personnel entering the playing area to attend to an injured player (s) whilst play is still going on, must:
 - 5.3.2.8.1. Consider where play is at the time when entering the playing area.
 - 5.3.2.8.2. Enter the playing area without interfering with the game.
 - 5.3.2.8.3. Take cognisance of their safety and the safety of the players.

- 5.3.2.8.4. Always be aware of where play is moving when attending to an injured player.
- 5.3.2.9. The match referee shall stop play when it moves closer than ten (10) metres from the player(s) being treated.
 - 5.3.2.9.1. The assistant referees shall alert the referee if the player being treated is unsighted.
- 5.3.2.10. The medically trained personnel whilst performing their duties, including roaming, may not obstruct, interfere, intimidate, or aim comments at match officials or side-line personnel.
- 5.3.2.11. The medically trained personnel are there for player welfare reasons only and may not perform other duties including that of the coaching staff.
- 5.3.2.12. The medically trained personnel may also enter the playing area in accordance with the Law during water breaks or after a try has been scored.
- 5.3.3. **The two (2) WATER CARRIERS:³**
 - 5.3.3.1. The water carriers that are permitted to operate from the Technical Zones may be two (2) of any of the following or a combination of:
 - 5.3.3.1.1. Team biokineticist(s).
 - 5.3.3.1.2. Team conditioning staff.
 - 5.3.3.1.3. Other medical professionals (e.g., Chiropractors, Dentists, etc.).
 - 5.3.3.1.4. Replacement player(s); and/or
 - 5.3.3.1.5. Assistant coach(es).
 - 5.3.3.2. The Head Coach or Director of Rugby may not be a water carrier.
 - 5.3.3.3. The water carriers are confined to the Technical Zones and may enter the playing area in accordance with the Law during water breaks after a try has been scored or during injury stoppages.
 - 5.3.3.4. The water carriers are not permitted in the playing area during any penalty kicks to provide players with water subject to clause 5.3.3.5.
 - 5.3.3.5. Should a water carrier enter the field of play to provide a kicking tee he/she is allowed to provide water to the player attempting the penalty kick.
 - 5.3.3.6. The water carriers are not permitted in the playing area at a penalty try.
 - 5.3.3.7. Players may come to the touchline adjacent to the Technical Zone to receive water.
 - 5.3.3.8. Water bottles may not be thrown onto the playing area.
 - 5.3.3.9. The water carriers are not allowed to roam the touch, touch-in-goal, and dead-ball line.

³ Applicable to all rugby, including clubs and schools.



5.3.3.10. The water carriers may not obstruct, interfere, intimidate, or aim comments at match officials or side-line personnel.

5.3.4. **THE INDEPENDENT EMERGENCY MEDICAL SERVICE (EMS) PERSONNEL:**⁴

5.3.4.1. The match and/or tournament independent EMS personnel must:

5.3.4.1.1. Inform the match referee that they are the independent Emergency Medical Service personnel and do not function as a management member to any of the teams participating in the match and/or tournament; and

5.3.4.1.2. Receive permission from the match referee that they may enter the field of play (at their own risk) to attend to the health and medical needs of an injured player(s). The independent EMS personnel shall adhere to clause **5.3.2.8** on entering the field of play.

⁴ Applicable to all rugby, including clubs and schools.

- 5.3.4.2. All match and/or tournament independent EMS personnel are to be stationed strategically within the playing enclosure to maximize their ability to respond quickly and efficiently to an injury that requires on-field medical attention.
- 5.3.4.3. Where practically possible the independent EMS personnel must stay outside the advertising hoardings and must pay due regard to the needs and rights of players, match officials, spectators, broadcasters, and commercial partners.

5.4. Primary Schools: Personnel Permitted in the Technical Zone

- 5.4.1. For South African Primary School Rugby age groups (u10 to u12) the head coach of the team is permitted to operate from the Technical Zone and can roam the touchline with the following restrictions applied:
 - 5.4.1.1. The *head coach* as per regulation must be BokSmart certified, and this must be confirmed by the match referee beforehand.
 - 5.4.1.2. The *head coach* is only permitted to provide positive and corrective educational coaching instruction to the players.
 - 5.4.1.3. The *head coach* while roaming may not impede the match in any way or form and must always endeavour to act respectfully and responsibly.
- 5.4.2. In the instance that the *head coach*, in the sole discretion of the referee, displays unacceptable behaviour the referee may withdraw any of his/her privileges as the referee may think fit.
 - 5.4.2.1. The *head coach* must then be removed from the playing enclosure.
- 5.4.3. If any of the assistant coaches or team management displays unacceptable behaviour or brings the game into disrepute, the referee, in his/her sole discretion, may remove them from the playing enclosure.

5.5. Management of the Technical Zone

- 5.5.1. The side-line manager or in his/her absence, the replacement controllers four and five, or the designee, will manage the Technical Zones.
- 5.5.2. If there is a transgression of the Technical Zone protocol, the matter will be reported to the match referee and/or the side-line manager.
- 5.5.3. The match referee and/or the side-line manager may introduce corrective measures, if applicable, and at their sole discretion.

5.6. Personnel outside the Technical Zone

- 5.6.1. **REPLACEMENT BENCH AREA:**



- 5.6.1.1. The replacement bench area must be outside the playing enclosure as defined in the World Rugby Laws of the Game.
- 5.6.1.2. The replacement bench commences a minimum of six (6) metres from the touchline and must not exceed ten (10) metres in length and two (2) metres in width. Refer to **ANNEXURE 'A'** for the layout of the replacement bench area.
- 5.6.1.3. The location of the head coach and their technical personnel must, wherever possible, be outside the playing enclosure as defined in the World Rugby Laws of the Game.
- 5.6.1.4. The following persons are allowed to be seated in the replacement bench area:
 - 5.6.1.4.1. **Twenty-Two (22) player squad:** Seven (7) Replacements and four (4) Team Management (Head coach not allowed).
 - 5.6.1.4.2. **Twenty-Three (23) player squad:** Eight (8) Replacements and four (4) Team Management (Head coach not allowed).
 - 5.6.1.4.3. The Team Management comprises of:
 - 5.6.1.4.3.1. Team Manager
 - 5.6.1.4.3.2. Assistant Coach
 - 5.6.1.4.3.3. Strength & Conditioning Coach (Biokineticist(s))
 - 5.6.1.4.3.4. Other Person (for example additional medical personnel or a logistical person fulfilling a role).
- 5.6.1.5. If replacements require warm-up and there is not an area outside the playing enclosure, they may warm up in **their** in-goal area but **must not** use balls or any other rugby equipment in their warm-up sessions.
 - 5.6.1.5.1. With play moving near to the in-goal all replacements warming up must move beyond the dead-ball line and may not interfere, intimidate, or aim comments at match officials, side-line personnel, teammates, or opponents.
 - 5.6.1.5.2. The team-allocated replacement controller needs to be present to manage the replacements warming up in the in-goal area.
 - 5.6.1.5.3. Should the replacements warm up in a designated warm-up area outside the playing enclosure, the team-allocated replacement controller need not be present during their warm-up session.
 - 5.6.1.5.4. The team strength & conditioning coach (example: biokineticist(s)) may be present with the warmup session at specific points during the match.



- 5.6.1.5.5. The team strength & conditioning coach may not coach from behind the poles and neither interfere, intimidate, or aim comments at match officials, side-line personnel, teammates, or opponents.
- 5.6.1.6. Balls and hit shields may be used where there is a designated warm-up area **away** from the playing enclosure as defined in the World Rugby Laws of the Game. All other equipment (exercise bikes, etc.) for the purpose of warming up must only be used in the changing room or another designated area away from the playing enclosure.
- 5.6.1.7. Players sent off (red card) may sit at the replacement bench area.
- 5.6.2. **MATCH OFFICIALS SOUND TECHNICIANS:**
 - 5.6.2.1. The location of the match official sound technicians should be outside the playing enclosure or near the side-line table. However, they are limited to a max of two (2) sound technicians.
 - 5.6.2.2. The sound technician's equipment will be set up in the Television Match Official (TMO) room or in a dedicated area that is practical to operate from.
- 5.6.3. **MATCH DAY DOCTOR (MDD):**
 - 5.6.3.1. The location of the match day doctor should be next to the side-line manager or at their video technical table.
 - 5.6.3.2. The location of the match day doctor video technical table should be outside the playing enclosure as defined in the World Rugby Laws of the Game.

5.6.4. OTHER OPERATIONAL PERSONS:

- 5.6.4.1. As per SARU's Field and Tunnel Protocol all operational persons must clear the tunnel and the space between the tunnel runoff and the touch line nearest to the main stand, between the two technical zone areas, fifteen (15) minutes before kick-off.
- 5.6.4.2. Due to their operational role requirements, the following persons, while seated outside the playing enclosure, may be within the playing enclosure as defined in the World Rugby Laws of the Game:
 - 5.6.4.2.1. Match Manager/Commissioner
 - 5.6.4.2.2. Match Day Doctor
 - 5.6.4.2.3. Side-line Manager
 - 5.6.4.2.4. Official broadcaster production floor manager
 - 5.6.4.2.5. Official roaming camera operators and their crew – not seated
 - 5.6.4.2.6. Official pitch side media photographer, who may roam – not seated
 - 5.6.4.2.7. Ball Retriever(s) – not seated
- 5.6.4.3. Due to their operational role requirements, the following persons must be stationed in the dedicated areas outside the playing enclosure as defined in the World Rugby Laws of the Game.
 - 5.6.4.3.1. Official Master of Ceremony
 - 5.6.4.3.2. Entertainment sound technical equipment
 - 5.6.4.3.3. HIA video technical table (where applicable)
 - 5.6.4.3.4. Independent emergency medical service personnel
- 5.6.4.4. Due to their operational role requirements, the following persons must be seated in the main stand.
 - 5.6.4.4.1. Local and SARU operational personnel
 - 5.6.4.4.2. Accredited entertainers
 - 5.6.4.4.3. All ground personnel
- 5.6.4.5. All accredited media photographers must be located outside the playing enclosure behind the dead-ball line.

5.7. Players Temporarily Suspended

- 5.7.1. When a player has been suspended (yellow carded) he/she is to be situated in the designated sin bin area and must remain there for the duration of the Temporary Suspension except for the two (2) minute warm-up period.
- 5.7.2. The nominated player who must come off to allow an available front-row player to come on as per Law 3 may be seated in the sin bin or replacement bench area.
- 5.7.3. The player(s) may be given water and the provision of warm clothing.



- 5.7.4. If halftime occurs during the sin bin period, the player may go to his/her team's changing room. However, before the second half resumes the player must return directly to the sin bin area for the remaining time of his/her suspension.
- 5.7.5. A two (2) minute warm-up period is permitted before the suspended player returns to the field of play.
- 5.7.6. The suspended player is not to interfere, intimidate, or aim comments at match officials, side-line personnel, teammates, or opponents.

6. SIDE-LINE PERSONNEL ROLES

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

As part of the modern game, it is now expected that all Members of the South African Rugby Union, including their associated members and commercial entities associated with them, and their respective Referee Societies, including their associated members and commercial entities associated with them, and the South African Schools Rugby Association and their member associated with them, appoint SARU-accredited side-line personnel. Side-line Personnel operating within the playing enclosure need:

- to be knowledgeable with the current Laws of the Game and the Technical Zone protocol.
- need to have interpersonal skills to manage the two teams during a match.
- need to deal with the pressure they are exposed to.
- need to be able to deal with conflict.

6.1. Side-Line Manager

Oversees the management of the side-line, technical zones, and replacement bench area and all personnel involved within the playing enclosure. In addition, he/she manages the information from the Replacement Controllers and is the point of contact for the Replacement Controllers and match referee.

Along with the Match Manager/Commissioner ensure that the tunnel is clear of all other personnel.

6.2. Player Movement Recorder

Records the player's movement during the replacement process and assists with the administration of the temporary suspension and ordering off Sin Bin forms.

With the introduction of the Sideline Partner App (which records all player movement, scoring, and timings) the recorder will administrate the app.

6.3. Replacement Controllers

Replacement Controllers manage their applicable Technical Zones, collaborate closely with each team management for efficient operation of replacements, and consult directly with the side-line manager.

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

6.4. Statistician

This role is only required should the match not be broadcasted live through the official broadcaster.

Records all match-scoring events for statistical purposes and record keeping.

6.5. Timekeeper

As per the laws of the game, law 6, the appointed timekeeper is the official timekeeper. Their role may not be supplemented or replaced by a service provider.

Any introduction of timekeeping software and or the Sideline Partner App, the respective timings must be administrated by the official timekeeper.

All service providers, for example, broadcasters, and stadium clock administrator, must align their systems to the timekeeper. It is preferred that the Broadcaster statistician operator sits next to the timekeeper – see **ANNEXURE 'C.'**

Keeps and notes timelines for all events during the match.

Consults with the player movement recorder, statistician, and match referee.

7. SIDE-LINE PERSONNEL RESPONSIBILITIES

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

7.1. Side-Line Manager

7.1.1. Technical Zone and Replacement (Reserves) Area Setup:

- 7.1.1.1. Ensures that the Technical Zones are situated/marked out correctly.
- 7.1.1.2. Ensures that the Replacement benches are situated/marked out with the appropriate number of seatings.
- 7.1.1.3. Ensures that the side-line management is set up with a table and four (4) chairs.
 - 7.1.1.3.1. Side-Line Manager x1.
 - 7.1.1.3.2. Player Movement Recorder x1.
 - 7.1.1.3.3. Sin bin x2.

7.1.2. Team Sheets:

- 7.1.2.1. Ensures receipt of the official SARU team sheets one (1) hour before the scheduled kick-off time.
- 7.1.2.2. Verify which front row positions are covered by the replacement props and hookers, including the starting line-up.
- 7.1.2.3. Verify that all team coaches' and match officials' respective BokSmart numbers are recorded on the team sheets and confirm that these role players are actively BokSmart Certified.
 - 7.1.2.3.1. If any breaches of the BokSmart regulations are found, these team coaches' and match officials' must be removed and replaced accordingly.

- 7.1.2.3.2. If any persons as stipulated in this protocol are not BokSmart Certified and or cannot provide proof of active Certification, these persons will be denied access to the playing enclosure, including but not limited to the replacement (reserve) area placed outside the playing enclosure.
- 7.1.2.4. If either team has the services of a touchline team medical doctor/physiotherapist, their MD/PT numbers must be recorded on the team sheets.
 - 7.1.2.4.1. Should their medical qualification and status be in doubt the match referee and/or the side-line manager must then request a copy of either their "Footprint" accreditation or Health Professions Council of South Africa (HPCSA) registration card.
 - 7.1.2.4.2. If this is not complied with then that person will not be allowed to roam or be present inside the playing area as a designated 'Medic' and will only be able to function as a 'Water carrier' from within the technical zone, subject to clause 5.3.3.1.
- 7.1.2.5. Verify that only age-appropriate players are listed in the replacements and the starting line-ups. If needed review and confirm that the necessary clearances, according to World Rugby and/or SARU regulations whichever may be applicable, are in place for any under-aged players.
- 7.1.2.6. Sign the team sheet as verification of the above. Any doubt or discrepancies noted must be recorded at the back of the team sheet.
- 7.1.3. Communicate with the Match Day Doctor on the reporting process to be followed concerning Head Injury Assessments (HIA), especially during the half-time interval when such a player is then required to undergo the HIA assessment.
- 7.1.4. Ensures that no unauthorised team member, official, or other personnel is within the playing enclosure.
 - 7.1.4.1. Monitor that all accredited media personnel are operating within their dedicated areas.
 - 7.1.4.2. Monitor that all independent emergency medical service (EMS) personnel are operating within their dedicated areas.
- 7.1.5. Ensures that all side-line management personnel perform their responsibilities with appropriate authority and efficiency.
- 7.1.6. Ensures that the replacement protocol is observed.
- 7.1.7. Player Movement:
 - 7.1.7.1. **GOLDEN RULE: Get the player first onto the field, as per the law, and then sort out any administrative challenges.**



- 7.1.7.2. If applicable approves all replacement requests submitted via the Sideline Partner App.
- 7.1.7.3. Communicates with the match Referee that a player is being replaced and receives an acknowledgment from the Referee that this may occur.
 - 7.1.7.3.1. Timing replacement calls to the referee is crucial. Before the match, agree with the referee on a timing protocol and wait for a stoppage in play before communicating with the referee.
 - 7.1.7.3.2. Observe play to stop before calling.
 - 7.1.7.3.3. Beware of penalty kicks. Replacements may take place at penalty kicks. However, be mindful when the offending team tries to delay the quick take of the penalty kick by requesting replacements.
 - 7.1.7.3.4. Observe the scrum process to call before the team is ready.
 - 7.1.7.3.4.1. Once the scrum engagement process has started no replacements may take place.
 - 7.1.7.3.4.2. Should the scrum be reset, the team may request replacements.
 - 7.1.7.3.5. Observe the lineout process to call before the team is ready.
 - 7.1.7.3.6. Ensure the referee is not dealing with other incidents.
 - 7.1.7.3.7. Ensure the referee is not busy with management issues.
 - 7.1.7.3.8. Advise team colour and number of players to be replaced – example: “Replacement RED 4”.
- 7.1.7.4. Communicates with the match Referee that a HIA, blood, suspended, or temporarily replaced player is returning to the field of play and waits for the confirmation signal from the Referee.

- 7.1.8. If for any reason there are more than fifteen players on the field of play during play, the Side-Line Manager will contact the Referee and inform him/her of the situation to remove the extra player(s) from the field of play.
- 7.1.9. Ensures that warmup areas are managed and kept clear to allow for easy flow of teams to and from the warmup area.
- 7.1.10. Verifies temporary suspensions, blood, and Head Injury Assessment remaining time with the player movement recorder and or official timekeeper.
- 7.1.11. Ensures that the referee water carrier provides water at water breaks or stoppages in play.
- 7.1.12. Reports to the Match Manager any acts of misconduct/behaviour or any breaches of protocol by teams that may bring the game into disrepute.
- 7.1.13. Management Of Temporary Suspensions:
 - 7.1.13.1. Ensures that the suspended player sits in the assigned Sin Bin Area.
 - 7.1.13.2. Replacement controllers to get the player as quickly as possible to the sin bin area.
 - 7.1.13.3. A player going OFF to allow a carded front-row player to be replaced by another front-row player, where applicable, may also sit in the assigned sin bin or replacement area.
- 7.1.14. Post-Match:
 - 7.1.14.1. Ensures that the ordering off and temporary suspension forms are completed and signed off by the match referee.
 - 7.1.14.2. Ensures that the respective team managers verify the data and scores captured on the player movement form and match score sheet.
 - 7.1.14.3. If applicable ensures that the Sideline Partner App is closed and synced.
 - 7.1.14.4. Files all records and sends the player movement summary form, ordering off, and temporary suspension forms to the relevant SARU/UNION personnel within two (2) hours from the final whistle.
 - 7.1.14.5. Ensures that the 'Match Score Sheet' is sent by the statistician to the relevant SARU/UNION personnel within two (2) hours from the final whistle.

7.2. Player Movement Recorder

- 7.2.1. If applicable initiates the Sideline Partner App.
- 7.2.2. Confirms the receipt of the official SARU team sheets copies one (1) hour before the scheduled kick-off time.
- 7.2.3. Verifies and notes on the player movement form (PMF) which front row positions are covered by the replacement props and hookers, including the starting line-up.
- 7.2.4. Ensures that the following side-line documentation is in place:

- 7.2.4.1. A summary of the competition format applicable to the current year.
- 7.2.4.2. Player Movement Form (2 copies). **
- 7.2.4.3. Uncontested scrums summary flow chart (2 copies).
- 7.2.4.4. Replacements cards for each team - Fifteen (15) each. Provided to the relevant team manager or the person administering the replacements for a team one (1) hour before kick-off. ***
- 7.2.4.5. Temporary Suspension and Ordering Off Forms (10 copies). ***

*** Irrespective of the app is used the player movement form needs to be administrated in case the app fails for whatever reasons*

**** Serves as a backup in case the app fails for whatever reasons*

- 7.2.5. Ensures that the following file is available for easy access to the following Safety in the Playing Environment documents when required:
 - 7.2.5.1. Heat and Force Majeure events guidelines.
 - 7.2.5.2. Safety in the Playing Environment Document; and
 - 7.2.5.3. Field Safety Standard Requirements for Rugby played in SA.
- 7.2.6. Liaise and communicate with the timekeeper with regards to temporary suspensions, blood, and Head Injury Assessment (only in tournaments where World Rugby has approved this).
- 7.2.7. Liaise and communicate with the timekeeper by recording the relevant timeline events on the player movement form.
- 7.2.8. Match End:
 - 7.2.8.1. Assist in ensuring that the team managers have verified the final score.



- 7.2.8.2. Assist in ensuring that the ordering off and temporary suspension forms are completed and signed off by the match referee.
 - 7.2.8.2.1. The section on the ordering off and temporary suspension form with respect to the player and event is to be completed by the player movement recorder.
 - 7.2.8.2.2. The section on the ordering off and temporary suspension form with respect to the incident is to be completed by the appointed match officials.
- 7.2.9. If applicable ensures that the Sideline Partner App is closed and synced.
- 7.2.10. Provides the player movement form, ordering off and temporary suspension forms, and replacement cards to the side-line manager.

7.3. Replacement Controllers (AR 4&5)

- 7.3.1. Establishes positive relationships with the relevant team manager or the person administering the replacements for a team.
- 7.3.2. The Replacement Controllers sit next to the team allocated to them.
- 7.3.3. Ensures that the team replacements warm up in their in-goal area and do so without balls or equipment (save for when there are additional warm-up areas away from the playing enclosure, where balls and equipment may be used).
 - 7.3.3.1. The Replacement Controllers move with the replacements when warming up in-goal to monitor and advise the replacements to move out of the in-goal area should play move near to that goal line. *Only applicable in SARU competitions/tournaments.*
 - 7.3.3.2. The replacement controller must first enquire if any replacements will be done and conclude the replacement process before moving to the in-goal to monitor the replacements warming up.
- 7.3.4. Replacement Request:
 - 7.3.4.1. Should the Sideline Partner App be used by the team manager, the replacement controller must verify that the replacement request is correct and or assist should they face any challenges.
 - 7.3.4.2. Should replacements cards be used then the team manager or person administering replacements on behalf of a team, must present a completed signed replacement card to the Replacement Controllers that indicates:
 - 7.3.4.2.1. The number of the player leaving the field of play and the reason for a player leaving the field of play.
 - 7.3.4.2.2. The number of the player who will be entering the field of play in that player's place.

- 7.3.4.3. Resolves issues where a team has indicated a tactical replacement when the player is injured.
 - 7.3.4.3.1. When in doubt that a replacement card presented, or Sideline Partner App request should be a permanent replacement for injury seek clarification from the Match Day Doctor and/or Team Doctor and/or Team Physiotherapist. If these medical-trained personnel are not available, the attending Paramedic can be asked for his/her opinion on the injury status of the player. Their decision is binding.
 - 7.3.4.3.2. If their decision indicates that it is an injury, the replacement card or Sideline Partner App must be amended and recorded.
 - 7.3.4.3.3. For record purposes on issues about a query regarding the injury status of a player, note who was consulted (name and position) and all discussions on the issue behind the card.
- 7.3.4.4. Consult with the side-line manager to ensure that the replacements are compliant with the law and once verified receive an acknowledgment that this may occur.
 - 7.3.4.4.1. The Replacement Controllers will escort the player entering the field of play to the touchline at the halfway line and will only let that player enter the field of play when the player being replaced is in the process of leaving the field of play at the touchline, the touch in goal line or the dead-ball line and will be off the field of play without delay.
 - 7.3.4.4.2. If the player leaving the field of play is injured such that it necessitates the player being escorted from the field of play by medical-trained personnel, the Replacement Controllers will indicate to the replacement player when they are permitted to enter the field of play.
- 7.3.4.5. It is important that before the resumption of play after the half-time interval, the replacement controllers enquire/determine if any tactical and permanent/temporary replacements were made by the teams and report such to the side-line manager, and player movement recorder.
- 7.3.4.6. During the halftime interval the replacement controllers must assist the side-line manager to monitor any HIA assessment and blood treatments that were initiated or performed during the interval.
- 7.3.5. Liaises and communicates with the side-line manager concerning temporary suspensions, blood, and HIA times.
- 7.3.6. Two (2) minutes before the Blood/HIA full actual (running) time elapses, including its elapsing during the interval period, the replacement controllers must:



- 7.3.6.1. **For HIA:** Approach the Match Day Doctor and/or Team Doctor to determine the status of the HIA player.
- 7.3.6.2. **For Blood:** Approach the Match Day Doctor and/or Team Doctor and/or Team Physiotherapist to determine the status of the Blood player. If these medical-trained personnel are not available, the attending Paramedic can be asked for his/her opinion on the blood status of the player - Their decision is binding; and
- 7.3.6.3. Then approach the team management as to whether the Blood/HIA player will be sent back onto the field or not.
- 7.3.7. If for any reason there are more than fifteen players in the playing area during play, the Replacement Controllers will contact the side-line manager and inform him/her of the situation.
- 7.3.8. Reports any actions contrary to Law or the Technical Zone protocol to the side-line manager.
- 7.3.9. Management of Personnel in the Technical Zone:
 - 7.3.9.1. Ensures that the water carriers remain in the technical zone except when they are permitted to provide water in accordance with the protocol.
 - 7.3.9.2. Ensures that medical-trained personnel roam on the permitted sides of the pitch in accordance with the protocol.
 - 7.3.9.3. Assist in ensuring that personnel not permitted in the technical zone do not enter said area.

7.4. Statistician

- 7.4.1. Ensures receipt of official team sheets copies one (1) hour before the scheduled kick-off time.
- 7.4.2. Liaises and communicates with the timekeeper by recording the relevant timeline scoring events on official SARU statistical software.
- 7.4.3. Ensures that the respective team managers verify the scores captured on the match score sheet.
- 7.4.4. Files all records and sends the "Match Score Sheet" to the relevant SARU/UNION personnel.

7.5. Time Keeping

- 7.5.1. Keeps time for actual and playing time, including any additional time played and stoppage of play.
- 7.5.2. Verifies relevant player movement timing events to the player movement recorder.
- 7.5.3. Verifies relevant scoring timing events to the statistician.
- 7.5.4. Keeps time regarding temporary suspended players. Additional sent-off timing may be required as stipulated in the competition/tournament rules.
- 7.5.5. Communicate time with the referee if agreed.
- 7.5.6. Communicates/verifies time with broadcaster (SuperSport, etc.), if applicable.
- 7.5.7. All the above is to be administered using timer software or the Sideline Partner App in addition to having a manual Time Control Sheet backup.
 - 7.5.7.1. **It is imperative that the stadium clock controller coordinates the stadium clock's remaining time with the timekeeper.**
 - 7.5.7.2. The timekeeper has authority over the stadium clock controller and broadcaster.
- 7.5.8. Files all records and sends the exported and/or manual documents to the relevant SARU/UNION personnel.

7.5.9. The following guideline is provided for indicating Time On/Off:

7.5.9.1. **Playing Time:**

7.5.9.1.1. On the signal of the referee.

7.5.9.1.2. Should the referee forget to indicate "Time On" after indicating "Time Off": indicate "Time On" when the referee calls "crouch" at the scrum or when any other facets of play commence.

7.5.9.1.3. Should the referee forget to indicate "Time Off": indicate "Time Off" on communication "is the time off ..." and ref confirms.

7.5.9.2. **Yellow Card:**

7.5.9.2.1. The sin bin time starts on the signal of the referee – "Time On."

7.5.9.3. **Match End:**

7.5.9.3.1. The hooter is pressed after the official **playing time** has elapsed for that age group or tournament rule (example: adult age group - 40/80 minutes playing time has expired).

8. **COMPLIANCE**

8.1. All Persons, as defined by the Constitution of the South African Rugby Union, are bound by, and must comply with the Side-Line Management Protocol for Fifteens, where applicable.

8.2. The following shall apply should any of the following persons display unacceptable behaviour, breach the Technical Zone protocol, or bring the game into disrepute:



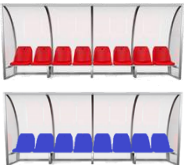








8.2.1. **Medically trained personnel:** Lose their side-line roaming privileges and will be restricted to function from within the Technical Zone only.

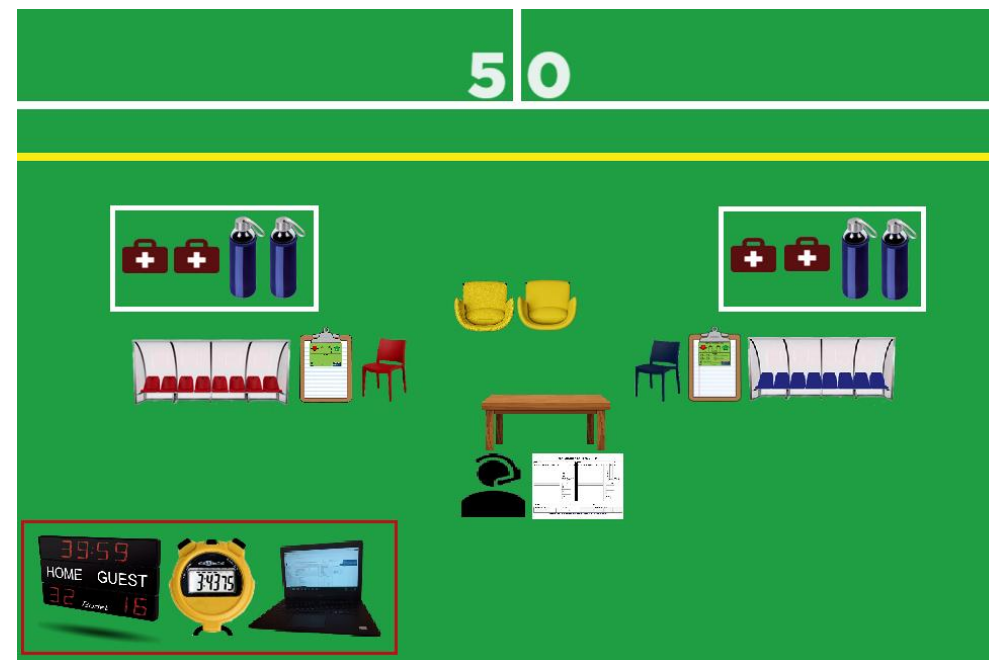
8.2.1.1. Should a player require medical attention for an injury sustained in the match, the medical-trained personnel will be allowed to enter the playing area to treat the injured player.

8.2.1.2. Any misconduct by medical-trained personnel, where applicable, shall be reported to the SARU Referee and Medical Departments.

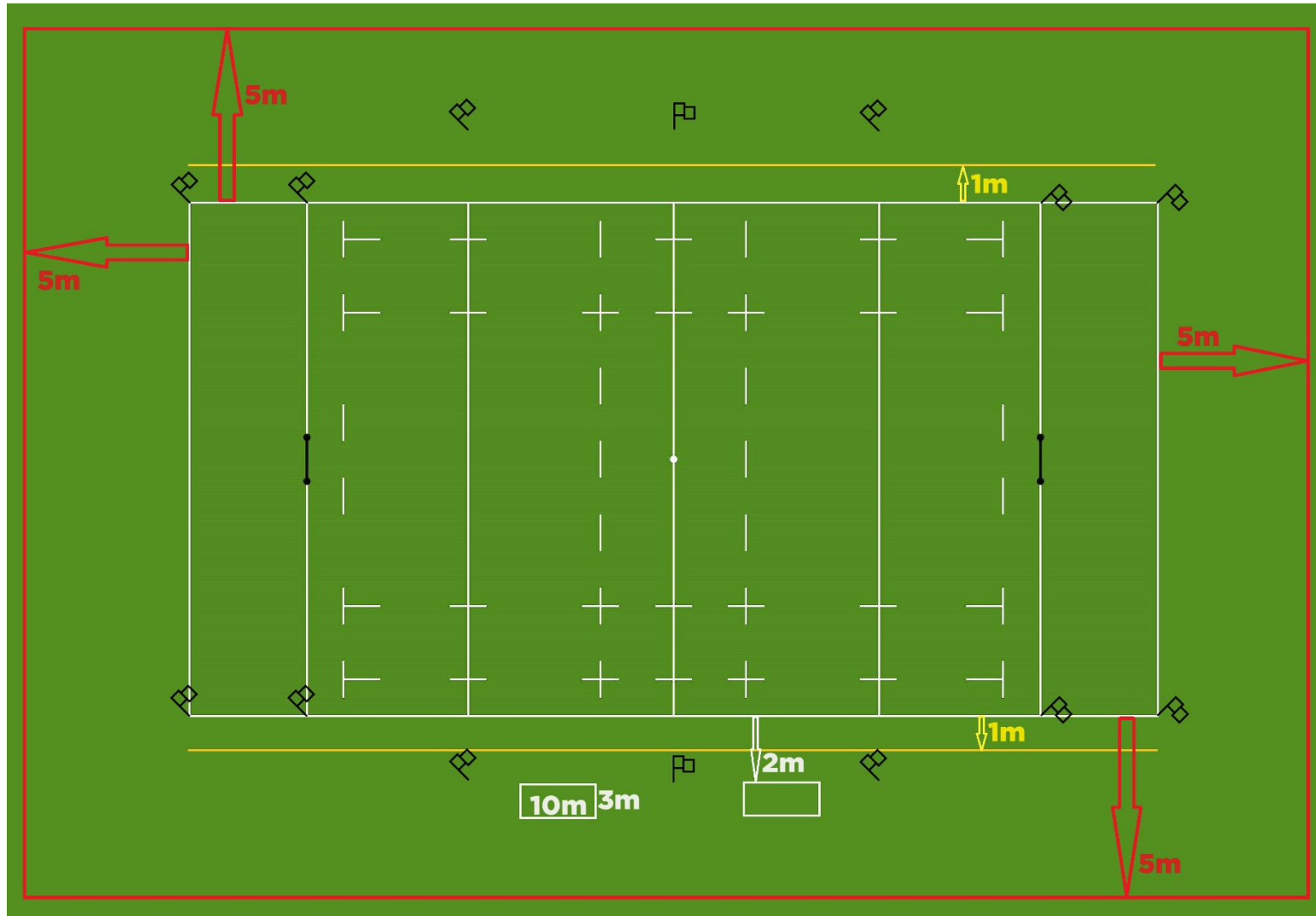
- 8.2.2. **Water carriers:** Will be removed from the playing enclosure and no further participation will be allowed.
- 8.2.3. **Team Manager and management as referred to in clause 5.6.1.4.3:** Will be removed from the playing enclosure and no further participation will be allowed.
- 8.3. Any person breaching the Technical Zone protocol as in **8.2** above shall be reported to the Match Manager/Commissioner and Designated Disciplinary Official by the Match Referee and/or side-line manager.
- 8.4. The Match Manager/Commissioner and/or Designated Disciplinary Official shall investigate any complaints relating to the breach of this protocol.

ANNEXURE 'A'

Side-Line Personnel		Technical Zones		Reserve/Replacement Bench	
	Side-Line Manager		Medically trained persons		Replacement Bench
	Player Movement Recorder		Water Carriers		Team Manager/Management
	Temporary Suspension chair				Replacement Controllers
	Timekeeper				
	Statistician				
	Scoreboard Operator				



ANNEXURE 'B'



ANNEXURE 'C'

BROADCASTER STATISTICIAN SEATING



- Seated in the main stand with a clear unobstructed view of the field of play.
- The Sideline table aligns the PMF and YC/RC timings with the stadium clock.
- Should this seating not be achievable due to infrastructure challenges, then the timekeeper must enforce clear communication protocols with the broadcaster.