

BASL CONSTITUTION

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1. Constitution

The BA Soccer League, a non-profit volunteer organization, is governed by this Constitution and By-Laws and:

- a) promotes, supports, governs, and maintains the game of soccer within its scope; and,
- b) provides an opportunity to participate in, or learn about its activities; and,
- c) ensures that the player is the number one priority, and has the opportunity to play; and,
- d) provides a stable organizational structure for the ongoing viability of the League; and,
- e) maintains a policy of zero tolerance of discrimination, harassment and violence in any and all forms in the conduct of its operations, and requires that all members also conduct themselves accordingly.
- f) As far as practicable purchases equipment that is FIFA approved in an effort to minimise the possibility that items purchased may have been manufactured using child labour.

1.1 Name

There shall be a BA Soccer League (after this called the BASL or League) with headquarters within the City of Ottawa.

1.2 League Responsibilities

1. The BASL shall be designated as a Recreational League and shall be responsible for the management and operation of all soccer involving its members and teams.
2. The BASL may organize teams or divisions in any additional category provided such category is recognized by the Eastern Ontario District Soccer Association.

1.3 Membership

1. Membership shall be open to all amateur men players provided they:
 - a) have attained the age of twenty five years as of the official start of a season, or were already a member of the BASL before May 31, 2005; and,
 - b) are not registered with any Premier or Second Division competitive club, team, or league.
 - c) The league executive may, at its discretion, accept, or decline to accept, the application for registration from a former player of the league previously registered as a son under the father and son clause, in a year that the father is no longer applying to be registered, notwithstanding the player has not yet reached the age of twenty-five.
2. Applications:

- a) Application for membership shall be made annually by applying to play in the League on the official entry form as supplied by the BASL on, or before, the deadline for entry.
 - b) Applications shall only be accepted if the form is properly completed according to (a) above, accompanied by the required application fees.
 - c) Only applications for individual players shall be accepted
3. Voting:
- a) At a Special General or General Meeting of the BASL each league team shall be entitled to vote except the amendment of division rules when only teams of the division may vote. No team shall be entitled to more than one vote. Votes shall be cast by Team Managers (See Section 1.7) and members of the League Management Board (See Section 1.6). No manager shall represent more than one team at any such meeting. Where an individual is both a team manager and League Management Board member, that individual shall be entitled to only (1) vote. No manager shall represent more than one team at a meeting.
 - b) At Annual General Meetings (AGM) each league member is entitled to (1) vote.

1.4 Fees

The League Management Board shall present a budget to the Annual General Meeting (AGM) for ratification or amendment.

The Annual General Meeting shall then determine the registration fee for each member.

1.5 Meetings

1. The Annual General Meeting (AGM) shall be held by no later than the first week of the month of March. A minimum of fourteen days notice shall be given to members of the League Management Board and team managers. Such notice may be in writing, in person, by facsimile, e-mail, or by telephone. Notice left with an answering service is considered given. Notice to the membership may be given by posting a advertisement in any Gloucester news publication distributed throughout the community. The order of business shall be:
 - i. Financial Report - Previous Season
 - ii. Any other reports arising from previous season
 - iii. Review of Fathers and Sons Clause
 - iv. Election of the Board
 - v. Election of Discipline Committee coordinator
 - vi. Amendments to Constitution and By-laws
 - vii. Budget and Fees
 - viii. Any other Business
 - ix. Adjournment
2. A Special General Meeting (SGM) shall be convened at the request of a majority of eligible voting members as described in Section 1.33(a) The request shall specify that the agenda of the meeting and no other business shall be transacted except

with the unanimous consent of the meeting.

3. A General Meeting shall be called by the Chair of the League Management Board as deemed necessary. The required notice of a Special General or General meeting shall be the same as that required for an Annual General Meeting, except that the minimum period of notice may be dictated by the nature of the agenda and that no notice need be given to the membership
4. A Quorum for Special General and General meetings shall be a majority of eligible voting members as described in Section 1.3, 3a)
5. A BASL Assembly will be held no later than two (2) weeks before the start of any season for the purposes of distributing league schedules, reviewing and updating team player lists, reviewing playing and administrative rules for the coming season, and/or such other administrative matters as the League Management Board deems appropriate.
6. A simple majority of all votes eligible to be cast by members present shall decide in all situations.
7. The Chair of the League Management Board shall have only a casting vote in the event of a tie and shall not be a team manager.

1.6 League Management Board

The League business shall be conducted by a Management Board (hereinafter referred to as the League Management Board, Board or LMB). The Board shall have the authority to decide all matters that affect the operation, management and administration of the League and to establish policies, procedures and guidelines as appropriate where not contrary to, or prohibited by, its own Constitution and By-laws or those of a higher body.

The Board officers shall comprise the manager of each team, plus the League Coordinator, who may also be known as the Chair. The League Coordinator shall not be a manager at the same time as acting as League Coordinator, and shall be elected to serve a one (1) year term at the Annual General Meeting. The League Coordinator's responsibilities will be limited to:

- i. Chair any meetings that will be required;
- ii. Act as a coordinator with the GSA; and
- iii. Schedule the year-end banquet.

An honorarium will be paid to the League Coordinator at the end of the year (outdoor) in an amount of \$750.

The Board shall also have as an ex-officio officer a Treasurer, who is not to be a manager or the League Coordinator. The Treasurer is responsible for:

- i. Depositing money;
- ii. Paying bills (referees, equipment, etc).
- iii. Maintaining BASL account(s)
- iv. Announce the balance of the account(s) at the year-end dinner
- v. In the absence of the Chair, the Treasurer shall also assume the League Coordinator's duties.

The Board shall decide the exact nature of its members' duties as it sees fit.

1. Vacancies arising among the elected officers shall be filled at the discretion of the LMB.
2. Board meetings shall be called by the League Coordinator as deemed necessary during the year. LMB meetings shall be open to the membership in a observers capacity.
3. The Minutes of a Board meeting shall be recorded by the BASL Secretary and shall be available for review.
4. The LMB may be assisted in meeting its responsibilities by several Standing Sub-Committees :
 - a) Discipline
 - b) Equipment
 - c) Fundraising
 - d) Family Events

These Committees will have Terms of Reference that will be reviewed and approved by the LMB on an annual basis. The Chairpersons of these Committees will be co-opted from members of the BASL. The Chairpersons will sit on the LMB and will have full voting rights except on those matters concerning the legal operating requirements of the Corporation. Where a chairperson is also a board member and/or team manager, that individual shall be entitled to only (1) vote.
5. A Quorum for Board meetings shall be a majority of Officers and co-opted Standing Committee Chairpersons, except for matters concerning the legal requirements of the Corporation where only the Officers will constitute a Quorum and have voting rights.
6. All decisions shall be taken by simple majority. In the case of a tie, the League Coordinator shall cast the deciding vote.

7. The LMB may appoint such additional ad hoc committees as it shall deem necessary to accomplish its responsibilities.
8. Should BASL funds suffice – all members of the LMB are to receive a full or partial refund of their membership fee as payment for their services. Such refund shall be determined by the LMB at the end of the season and shall be approved by the general membership at the year-end dinner as part of the general statement of accounts given by the Treasurer.
9. The Board shall pay such expenses for its members, committee members as it shall deem reasonable but honoraria shall be subject to the approval of a General Meeting.
10. For carrying out the operational activities of the League, the Board may contract services and compensate expenses as may be required subject to budgetary approval-in-principle at the Annual General Meeting.

1.7 Team Managers

Team managers shall be co-opted from the BASL membership and are appointed by the Board for a term of (1) year.

1.8 Auditors

1. The Financial Year shall close on 30 November each year.
2. The books of the Corporation shall be audited annually by the GSA

1.9 Amendments

1. Amendments to this Constitution or the Bylaws of the League shall only be made at the AGM or at a Special General Meeting called for that purpose. Application shall take effect for the following full season of play unless so qualified at the time of approval.
2. All proposed amendments shall be received in writing by the BASL Secretary at least fourteen (14) days prior to the meeting.
3. The Board shall have copies of all proposed amendments available at the meeting.
4. A majority of members present and entitled to vote shall be required to pass an amendment to the Constitution or to the Bylaws.
5. For amendment of “division” Bylaws a majority of team votes from the division, or

divisions, concerned shall be required.

1.10 Dissolution

Should the League be dissolved, for whatever reason, the monies and other assets of the League shall be held in receivership by an independent professional auditor and shall be made available in full or in part by the auditor to any new league which either fully, or in some categories, provides the management of an outdoor men recreational league(s) in the City of Gloucester.

1.11 Definitions

- **CATEGORY** - Shall be used for the interest area governed by an age, and/or gender set of criteria. For example, Men Recreational Soccer shall be a CATEGORY.
- **DIVISION** - A Category shall be divided into DIVISIONS. A team will play its league games in one division or subdivision. No division may have fewer than four (4) teams according to the OSA Constitution.
- **EODSA** Eastern Ontario District Soccer Association
- **OSA** Ontario Soccer Association
- **ANNUAL GENERAL MEETING (AGM)** - The year of the AGM will be that of the BASL fiscal year ending the previous 30 November.

2. By-Laws

2.1 Member Applications

1. Applications for the summer season shall be made on or before April 30 of each Calendar year or until the league is full whichever comes first e.g., 30 April 1996 for the 1996 summer season. Applications for the winter indoor season shall be opened each September.
2. Registration is initially restricted to returning players only, and players new to the league will not be able to register until later.
3. The properly completed application form for each member must be accompanied by payment of the registration fee in full. Fees include a BASL administration charge, EODSA registration and insurance, equipment, field usage, and referees fees.
4. The LMB may choose to accept fee payment may be in the form of a postdated cheque dated on or before May 15.
5. Applicants that withdraw after May 15 shall forfeit any portion of fees owing. Withdrawal as of June 1 or later shall forfeit all fees paid.

2.2 Registration of Players

1. All players shall be registered with the OSA in accordance with EODSA regulations.
2. Any team playing an unregistered player, or one not registered with the League, or a player who is currently under suspension shall forfeit all games in which such player competes, providing only that in the case of a suspended player that person's team manager shall have been notified of such suspension one day in advance of the game in which the player competed.
3. Any team playing an ineligible player under the name of one of its registered players will be subject to forfeiture as described in 2. above.
4. Only players registered with the League are eligible, and may not be registered with any team in Senior competitive Division I or Division II.
5. Where it comes to the attention of the League that one or more ineligible players has/have allegedly participated in a game, the League may investigate and take appropriate corrective action.
6. The league recognises the critical role of a goalkeeper vis-à-vis other players on a team. Therefore, in order to attract capable goalkeepers, and also in recognition that goalkeepers provide their own gloves and shirts, the LMB is authorised to set

the registration fee for goalkeepers at a lower rate than for other players. Only goalkeepers with proven skill are eligible to register for that position. Furthermore, the LMB is authorised to replace an assigned goalkeeper if it becomes clear that he is comparatively weaker than other goalkeepers in the league. The replaced goalkeeper shall be entitled to a pro-rata refund of league registration fees.

7. To be eligible for registration, a player must be 25 or older unless:
 - a. They are playing the position of keeper for which they must be 18 or older, or
 - b. They fall under the Father and Son clause (2.2.1) below.Returning players are grand fathered, meaning allowed to play any position, regardless of their age.

2.2.1 Father and Sons

1. A player wishing to register his son can do so if he is 18 years or older;
2. The request will be reviewed by a panel of at least 3 members, preferably managers of teams and board members;
3. There is a limit of one father and son per team, per season
4. It is the fathers responsibility to educate the son on the nature of the league; and
5. This clause is to be reviewed at every AGM to insure that it is not being abused.

2.3 Assignment of Players

1. Registered players shall be selected by the League Coordinator and/or a small group comprising BASL members (or persons familiar with the BASL, such as past members) who have signaled that they will not manage in the upcoming season. Teams, once chosen will be assigned to a manager by way of a blind dispersal draft in accordance with the process determined by the Board.
2. Once assigned a player participating in a Scheduled League or Founders Cup game with any other team shall be deemed ineligible. The team using the player from another team shall forfeit the game and a score of two-nil will be recorded as the result. This prohibition on the use of players from another team applies even if the team is missing their regular goalkeeper, and a goalkeeper from one of the other teams is available and willing to play.
3. The Board, at its discretion, and only in an effort to balance the comparative skill level of all League teams, may re-assign players, provided that re-assignment is done with adequate compensation to affected teams.
4. If a player is persistently absent from games without informing his manager, the manager, at his discretion, may request that the Board assign the player to the spares list and assign a comparably skilled player from the spares list to the team in full time capacity as replacement. The affected player has the right to directly appeal to the board any decision in this regard.

2.4 Spare Players

1. The League Coordinator will nominate a coordinator of the spare players, who is not a manager of a team. The spares coordinator will try to be as fair as possible in assigning spare players, e.g. If an 'A' level fullback is not present for a team, the coordinator will attempt to find a 'A' level fullback as a replacement. The distribution of spares is to be fair to both the teams and to the spare, meaning all spares should have equal opportunity to play. How the money paid by spare players for playing a game is collected is left to the spare coordinator to manage;
2. Applicants who do not wish to register but wish to participate on an as available basis shall be placed on the League Spare List after paying a fee to cover registration costs.
3. Applications shall be accepted by the League up to August 1 of each calendar year for forthcoming outdoor season competition.
4. Players accepted as "spares" by the League may participate as eligible players only if a team is below a strength of fourteen (14) players for outdoor season and 10 for indoor season. If any team does not have 11 (7 for indoor) players at kickoff, then the spare player(s), if any, will be moved to the team(s) with less than 11 players except for spare keepers. A team assigned a keeper from the spares list is not required to move the keeper.
5. Keepers are exempt from the maximum, e.g. a team missing their keeper but the team has 15 players, then the team is eligible for a spare keeper if one is available.
6. A team that is missing its goal keeper during a playoff game may use a player from the spares list as replacement keeper. Other than for the position of goal keeper, spares shall not participate in any end of season Founders Cup games scheduled, save by express approval of the LMB.
7. All articles of this Constitution and By-Laws shall apply to spare players except Article 1 and Article 2 of these By-Laws.

2.4.1 Guest Players

1. A guest player, is a player who is not a resident of Ottawa;
2. Is only eligible to play if they meet the requirements in section 2.2;
3. Will pay to play each game as if a spare player;
4. Has the right to pick the team to play on and is exempt from the spares limit per

team;

5. There will be a maximum of 5 guest players per year; and
6. Guest status is awarded on a first come, first serve basis.

2.5 Replacement Players

1. Should a player withdraw from a team, the manager may apply to the LMB to replace the player.
2. The replacement is to be assigned by the League Coordinator, or an independent third-party designated by the League Coordinator, according to the general principles set out by S. 2.5.3 (Assignment of Players).
3. Players who are signed up as Spares are to be given first and fair opportunity to become a replacement player, in a manner devised by the League Coordinator;
4. A replacement player will pay the pro-rated fee for the remainder of the season, minus the initial fee they paid to register as a spare. Should the player be replacing a player who has left after the time designated for a pro-rated reimbursement of fees, the replacement player's registration fee shall be waived.

2.6 Regular Season Standings

1. In all categories, in all league games, 3 points shall be awarded for a win and 1 point for a draw. The team with the most points at the end of the league schedule shall be the team that places first.
2. Regular Season Rankings are calculated in order of most points to least points with the following tie-breakers, in order:
 - points
 - goal differential (goals for minus goals against) (over the whole season)
 - goals for (over the whole season)
 - least goals against (over the whole season)
 - most wins
 - most ties
 - least losses
 - random as determined by the webmaster
3. Tie Breaking for first place at the end of the regular season - If 2 or more teams are still tied in points at the end of the league season, placement shall be decided by the win, loss, tie record between the tied teams. If this fails to break the tie, goal difference in games between the tied teams shall be used. If there is still no outright result, goals for in games between the tied teams during the entire league schedule shall be used. If still necessary, placement will be decided by a penalty shoot-out

involving the tied teams.

2.7 Founders' Cup Tournament

Teams shall be divided into two pools based on league standings, with teams one three and five in one pool and teams two four and six in the other pool. Each team plays the other two teams in its pool, plus a cross-over game (one vs two, three vs four and five vs six)

Games shall consist of two halves of thirty minutes each for the outdoor season, twenty-five minutes each for the indoor season (indoor season final may need to be shortened to allow possible time for penalty kicks in the event of a tie at full time)

A. Teams are awarded points for match results as follows:

6 points for each win. 3 points for each tie. 1 bonus point for a shut out win (no extra points for shut out are to be awarded to teams that tie 0 – 0) and 1 bonus point for each goal scored (up to three maximum each game), regardless of whether the game result was a win, a tie or a loss.

B. For a forfeited match, the winner will be credited with a 1-0 win and awarded (8) points (six for the win, one for the goal and one for the shut-out). A team abandoned by another team during a match will be awarded at least (8) points. The results of that match shall be based on the score at the time of the abandonment. No points for team abandoning the match

C. No points will be awarded/deducted if neither team shows up or for cards shown in the tournament.

D. Any team leaving the field prior to determination of a winner shall forfeit the match.

E. A match is considered official upon completion of one half of play regardless of the circumstances of termination during the second half with final results based on the score at termination.

F. Final standings for the pool will be determined by the total number of points accumulated during pool play, with the championship final being between the team at the top of pool A and the team at the top of pool B.

Ties in pool standings will be broken by employing a tiebreaker. If more than two teams are involved in the tie, the first team to move ahead of the remaining teams will be awarded the highest place, and the tiebreakers continued until all ties are broken.

A. Head to head (if tied teams played each other).

B. Least goals allowed during the tournament.

- C. Largest goal differential (max. of plus or minus (4) per match).
- D. Most goals scored (maximum of (4) per match).
- E. FIFA penalty kicks (site and time at the discretion of Tournament Director or held (1/2) hour prior to and at the site of the Championship final. (11) players from a team must be ready to participate within (5) minutes of appointed time or else that team will forfeit its opportunity to prevail in the tie breaker.)

TIE BREAKING IN FINAL CHAMPIONSHIP MATCH

Summer Season

If the score is still tied at the conclusion of full time (summer season), there shall be a five minute rest period after which the teams shall toss for ends and play two extra periods of ten minutes each. The players shall be entitled to a five minute break between the two extra periods. If the score is still tied at the conclusion of the overtime play periods in the Championship final, both teams will take penalty kicks as described by FIFA until a winner is determined. Only the eleven players on the field at the conclusion of overtime may participate. (Center Referee will gather all the players on the field at the end of the second overtime period and not allow them to go to their respective sidelines. They are the players who will shoot the PK's

Winter Season

If the score is still tied at the conclusion of full time (winter indoor season), the teams shall proceed immediately to penalty kicks. The referee tosses a coin and the team whose captain wins the toss decides whether to take the first or second kick. Both teams shall take 3 kicks which will be alternately taken by the teams. If, before both teams have taken three kicks, one has scored more goals than the other could score, even if it were to complete its three kicks, no more kicks shall be taken. If, after both teams have taken three kicks, both have scored the same number of goals, or both have not scored any goals, kicks continue to be taken in the same order until one team has scored a goal more than the other from the same number of kicks. Each kick is taken by a different player and all *eligible players* must take a kick before a player can take a second kick. All dressed players (excluding any players who were dismissed) shall be "*eligible players*" to take part in the "*Taking of Kicks from the Penalty Mark*". When a team finishes the match with a greater number of players than its opposing team, that team shall reduce its numbers in the centre circle to equate with that of its opposing team. Before the start of "kicks from the penalty mark", the referee shall ensure that only an equal number of players from each team remain within the centre circle and they shall take the kicks.

2.8 Responsibilities of Team Managers

- 1) a). For every game an individual shall be designated by the League as team manager. The manager is responsible for the conduct of his team.
 - b). The manager shall be identified to the referee and entered on the game report.

- c). No manager, trainer, or other team/league official may enter the field of play unless requested to do so by the referee.
 - d). No manager has the right to withdraw their team from the field of play without the approval of the referee.
 - e). Objectionable conduct by a manager may result in the manager being cautioned, ejected or reported by the referee to the League and may be subject to further disciplinary action.
- 2) The home manager shall assign the two team “benches” to separate areas on the same side of the field. Managers shall restrict their activities to their own bench area.
- 3) a). Team managers are fully responsible for the conduct of their players at games in which they participate.
- b). Team managers are responsible for keeping team practices, if any, and non-scheduled games off publicly owned fields for which they have no permit. Further, they shall not apply for permits without the permission of the Board.
- c). Claims for losses or damages against the League arising from misconduct may be assessed by the Board against the player or manager deemed to be responsible.
- 4) Managers must be at the field 15 minutes before the scheduled kick-off

2.9 Equipment

- 1) The referee is the sole judge of postponing/abandoning a game due to the absence of equipment, field markings etc. except in the case of player cards etc. where the manager(s) have this right as laid-down in these By-Laws.
- 2)
 - a). All players on the same team (except the goalkeeper) shall wear shirts of the same colour. The goalkeeper shall wear a shirt of a different colour from those of his team or the opposition.
 - b). Where in the opinion of the referee, a similarity of colours could be confusing, the home team shall change.
 - c). All shirts shall be numbered, except for goalkeepers, the numbers to be at least 8" high. No two players may wear the same number.
 - d). The player's number shall be indicated on the Game Report and no player shall change number during the course of the game without the permission of the referee.
- 3) Each team shall provide, and put in place, 2 corner flags and one good net at one end of the field.
- 4) The home team shall provide a properly inflated Size 5 game ball.
- 5)
 - a). Where one team does not have the sufficient number of players to start the game within 10 minutes of the scheduled kick-off time the game shall not be played. The team without the players will be considered in default and the points awarded to the opposing side. If the game is (for whatever reason) started, the team with players will be considered to have waived any right of protest on the grounds of players ineligibility and the final result will stand subject to receipt of a valid protest on other grounds.
 - b). Where one team questions the legitimacy of their opposition's players, or spare players the game shall be played and the complaining team should protest the game according to the formal protest procedure.
 - c). A player(s) not assigned, or spare player(s) not listed on the League spare list, is/are ineligible to participate in a game, and where they are listed on the game sheet this should be noted by the referee. Use of such a player in a game after the start of play is sufficient cause for a protest to the Board.
- 6) The wearing of safety/protective equipment e.g., safety glasses, by players shall be permitted where it is deemed by the referee as not constituting a hazard. Such equipment shall be examined on the individual merits of the player.

2.10 Game Sheets

1. BASL Game Sheets shall be provided to the referee prior to the game. The referee will retain all copies of the Game Sheets.

2. Players who arrive late may join the game, with permission of their manager and referee, providing their name is entered on the game sheet before the end of the game
3. Managers shall present all such Game Sheets as soon as practicable to that individual designated by the Board to receive them.
4. The Game Sheet when complete, shall show the final score, scorers and any incident which resulted in a caution or ejection of a player or team official, or other Special Incident, and shall be signed by the referee.
5. Game Sheets are required for all scheduled games. If a game is not played the Game Sheet shall be filled in as completely as possible and the reason given why the game was not played.
6. Failure to provide the required equipment, including a Game Sheet, shall be noted on the Game Sheet and the team(s) will be subject to corrective action.

2.11 Unplayable and Abandoned Games

1. Any team failing to field 7 players within 10 minutes of scheduled kick-off time shall be considered to have failed to appear and they shall default the game. The score shall be recorded as 2 - 0 for their opposition. If both teams fail to appear there shall be no points and no score for the game but each team will have one loss added to its record. The Board may order a defaulted game rescheduled where –
 - I. the defaulting team benefits from having defaulted, or
 - II. a team other than the defaulting team is adversely affected by the default. Any team which refuses or is unable to replay the game may have its record deleted from the league records.
2. If a game is abandoned by the referee for reasons of weather, including visibility, or field conditions before the completion of three quarters of the normal playing time it shall be rescheduled. Games abandoned in the final one quarter of the normal playing time will be considered complete. Inclement weather is not, by itself, sufficient grounds for cancellation but a game shall be delayed, at least until danger passes, if an electrical storm occurs.
3. If a game is abandoned by a referee for reasons other than weather or field conditions before two equal halves have been played, the Board shall rule on the status of the game.

2.12 Rescheduling/Scheduling

1. The League will make every effort to arrange the original schedule to take into account potential community conflicts and vacation weekends.
2. Once issued, no schedule changes will be permitted except where otherwise stipulated in these bylaws.
3. This should be changed. There shall not be any replay or it will happen on Sunday of the same weekend. will be rescheduled if the abandoned game has an adverse affect on the final league record of the teams involved subject to the discretion of the Board, and only in the following instances:
 - the referee does not appear
 - the referee judges the field to be unfit for play
 - there are other weather factors which, in the opinion of the referee, warrant not playing the game.
4. In the event that the game is rescheduled for any of the above reasons it will be the responsibility of the League to reschedule and to advise all parties.
5. Teams shall be given at least 48 hours notice of the time and location of a rescheduled game. Notice shall be by telephone (or facsimile where possible) to the affected managers and shall be deemed to have occurred where an individual was contacted or a message left on an answering machine at the number provided, or in the of a facsimile the transmission recorder.

2.13 Referees

1. Referees are expected to be at game site (scheduled field) at least 15 minutes prior to the scheduled kickoff time, or face corrective action.
2. Referees shall be appointed to all games.
3. League assigned referees shall receive fees for their services in the amount agreed-to by the BASL and the referees.
4. Where an appointed referee fails to appear within 10 minutes of the scheduled kickoff time, teams concerned should endeavour to agree on a person, not necessarily certified as an official, to act in their stead and this shall be so noted on the game sheet by both managers. Once so appointed, such an individual shall have any and all powers of an official referee. If no referee is appointed, then the game will be considered a draw.
5. The referee shall be responsible for the conduct of the game in accordance with the FIFA laws and the rules and regulations of the League.
6. Subject to such rules laid down by the authority responsible for permitting a facility, the referee shall have the power to decide on the fitness of the grounds in all matches and his decision shall be final.
7. At the conclusion of the game the referee shall ensure that all sections of the game sheet are completed (See also Section 2.10 - Game Sheets).
8. The referee shall ensure that the well being of the players is given priority over the progress of the game. If there is any doubt about the seriousness of an apparent injury the referee must immediately stop play and see to the player. The referee shall prepare a written report and attach it to the game sheet in all cases of apparent serious injury including those of broken limbs and all head injuries.
9. The referee shall immediately abandon play, at least temporarily, in any game during which an electric (lightning) storm occurs. If a referee fails to act, no action will be taken against managers who remove their teams.

2.14 Duration of Games

1. Regular season games shall consist of two 45 minute halves. A maximum intermission of 5 minutes is permitted between halves.
2. Maximum duration of a game shall not exceed 95 minutes from the scheduled kickoff time.

3. Games can be shortened by mutual agreement as in the case of cloudy and dull nights or shortness of light late in the season. These changes should be noted on the respective Game Sheets by the referee.

2.15 Number of Players and Substitutions

1. A minimum of 7 and maximum of 19 players shall constitute a team at any game of the BASL.
2. Substitutions shall be allowed on the signal of the referee at half time, goal kicks, after a goal, to replace an injured player, or at the discretion of the referee. Should playing conditions warrant (e.g. extreme heat or cold / a limited number of available players / an extended period without substitution having occurred), and if both managers agree, substitutions may also be initiated by a manager on their own team's throw-in, with the opponent then permitted to substitute at that time.
3. There shall be no limit in the number of substitutions made by a team in any game.
4. A team may change its goalkeeper at any stoppage in play provided notice is given to the referee.
5. No matter when a registered player arrives at the field, whether during first half or second half of play, or in the case of a tournament championship final, during overtime play, he shall be eligible to participate with his team (but he remains subject to the requirement for the taking of penalty kicks from the mark that only the participating players on the field at the conclusion of overtime may participate as kickers or goalkeepers).

2.16 Protests

1. The Board shall hear all protests arising out of any game within the BASL.
2. The protest shall be reported to the Board, verbally within 24 hours of the game to which it refers by calling the appropriate number leaving all pertinent details, AND by confirming the protest in writing signed by the team manager to the Board on the official Protest form together with the protest fee within 72 hours of the game.
3. Failure to meet these submission requirements will lead to any protest being disqualified. Successful protests will be refunded the protest fee, while those which are denied will lead to forfeiture of the fee.
4. The decision by the Board may not be appealed.

2.17 Discipline Committee

- 1) The Board is authorized to delegate responsibility for discipline and appoint a Discipline Committee to deal with infractions occurring at BASL games.

- 2) The Discipline Committee shall be empowered to suspend or deal with in any way it shall deem fit, those teams, players, or officials whom it shall find guilty of discriminatory, harassing or violent conduct or any other form of misconduct, unless prohibited or limited by the Constitution or Bylaws of any higher body.
- 3) The rules and procedures followed for discipline shall be those as established by the Discipline Committee.
- 4) Players who wish to accept a guilty verdict i.e., do not wish to appeal the verdict, will automatically be assessed the sentence prescribed by the rules of the Discipline Committee.
- 5) Individuals wishing to appeal a discipline decision must:
 - a). Notify the Discipline Committee Chair within 24 hours of the event.
 - b). Confirm in writing within 72 hours of the event on the official Appeal form their intent to appeal providing all the relevant details of the case.
 - c). Failure to meet these requirements will lead to the appeal being ruled out of order, and the player will be found guilty of the offence.
 - d). Players must attend their scheduled hearing. Failure to do so will lead to the loss of the appeal.
 - e). Players who appeal but lose i.e., are still found guilty of the offence for which they were disciplined, but who receive reduced sentences will forfeit their hearing fee.
- 6) Extraordinary Measures — notwithstanding the normal disciplinary procedures, the LMB reserves the right to discipline, up to and including a ban on membership, of any member for standards of behavior that egregiously or chronically violate the spirit of the BASL as outline in the Preamble and S.1.2 of the Constitution. Such a right should only be exercised in the last resort, as the result of
 - i) a transparent process and based on evidence provided to the LMB by at least one manager or the relevant match referee, and verified by 9 other players; or
 - ii) upon the unanimous agreement of the LMB to initiate such a process upon receiving reasonable evidence and/or numerous complaints.

Any player under consideration for extraordinary measures discipline must be notified in reasonable time that the LMB may be considering such action.

2.18 Additional Rules

1. The Board may promulgate additional rules and regulations and make emergency rulings on matters not explicitly covered at any time.
2. Such rules, regulations and rulings have effect for one season only and may be subject to ratification at the next Annual General Meeting.