**Uhlsport Hellenic League (UHL)**

***League Directive & Process Update –* June 2023**

**Reference Number 2023-2024 version 003**

These refer to

* Standardised Rules (SR) of The National League System (NLS). *Our Premier & Division One.*
* Standard Code of Rules (SCOR) for below NLS level. *Our Division Two & Veterans football.*
* Note that the Rules for all UHL Cup Competitions are included in The Standardised Rules.
* Clarity of any League Processes.
* Specifics for Season 2023 to 2024
* There are some content in the Standardised Rules (for Premier Division & Division One clubs) that are not covered by SCOR (Division Two & Veterans). The League Directives are designed to For breaches of League Directives by Division Two & Veterans SCOR Rule 6i (Failure to comply with an order or instruction of the Management Committee) will apply.

**Sponsorship *& Sponsors Equipment Package* – Applies to ALL CLUBS**

Standardised Rules (SR 33 & 34) these apply to All Member Clubs, including Division Two & Veterans.

The Sponsors Equipment Package includes (but is not limited to) Match & Training footballs, the Captain’s Arm Bands and Substitute Bibs (SR 7.5)) is supplied at a very advantageous price, and as part of the Sponsorship agreement, these must be used by all clubs on each Match-Day. Rule Breaches will be raised for non-compliance.

The Sponsors Equipment Packages are expected to be available for collection just before the season starts. All clubs will be notified by The Football Operations Manager of when to collect.

**Hospitality & Programmes** – **Applies to Premier & Division One Clubs**

The Rules on Hospitality (SR 43) and Programmes (SR 8.14) are current from the start of Season 2023 to 2024.

Match Programmes can be Hardcopy or Electronic. All Programmes must include League Sponsors adverts as posted on the League website. A copy of each Programme is to be supplied to the League Secretary (or his delegate).

The League does not require Hospitality & Match Programmes from Division Two clubs. However, it would be happy for clubs to offer after-match hospitality.

**Team Sheets – Applies to ALL CLUBS**

Official UHL Team Sheets are to be used correctly at all UHL controlled games SR 8.2. See also section that follows on ‘Pre-Match Meeting with Match Referee’

Blank Team Sheets are issued to clubs with the Sponsors Kit Package prior to season start..

If you require more, or an earlier supply please contact the Football Operations Manager

**Match Day Passes – Applies to Premier & Division One Clubs**

Each club is allocated SIX Match Day Passes for use when visiting other uHL Clubs in uHL Competitions. These are only valid at for UHL games involving your own club

These are issued to clubs with the Sponsors Kit Package.

**Club Affiliation to County FA with Player Registration – ALL CLUBS**

A new system was announced by The FA for this coming season. Details were circulated early May.

There follows the information supplied by The FA.

**Club Affiliation to County FA**

Affiliation will be available in Clubs Portal for the first time this summer. The FA’s Digital Customer Services Team recently ran a webinar walking through the new process which you can find [here](https://youtu.be/P8XNbJoM2hk). Affiliation opening dates are staggered dependent on your County FA from 5th June. All NLS clubs will have affiliation available by 12th June. Further guidance and support is available on our [Knowledge Base](https://grassrootstechnology.thefa.com/support/solutions/folders/48000690410)

**Player Registration**

Now affiliation is available in Club Portal, we are able to open Player Registrations from 5th June. Reminder you can set your player registration requirements, including opening dates, at any time. Guidance can be found [here](https://grassrootstechnology.thefa.com/support/solutions/articles/48001146409-new-league-how-to-set-player-registration-requirements)

**Downtime**

To allow the release of the new affiliation process, and to switch all systems into the 2023/2024 season, most FA platforms will be offline in two 5 day windows. Further details are in the graphic below. You can sign up to receive automated updates when portals are down and back live again [here](https://grassrootstechnology.freshstatus.io/).

**Player Registration Software System (additional information)– Applies to ALL CLUBS**

Players are registered by clubs through the Whole Game System (WGS). ***See above*.**

**They become eligible to play when they are ‘shown as available’ on the Full Time (FT) software platform.**

Before ‘fielding’ a new player check he is ‘showing’ on Full Time as available.

If a player is registered on WGS, and does not appear on FT, contact the Football Operations Manager before ‘fielding’ that player.

***Players aged under 18 -*** every player who is under 18 is a classified as a Minor. Written Parental consent must be received by the League before Registration or Transfer (including inter-UHL Club)

* Register the player as normal on WGS,
* Complete Player Parental Care Form (PPCF) – which is available on The League Website.
* Email the completed PPCF to Player Registration Officer (Angela King).within 14 days of registration on WGS.
* ***The player is not registered and eligible to play until the PPCF has been submitted duly completed by email and then not until player appears on FA FT.***
* ***This applies to Registration and Transfer of all players of 18 and under including Transfers within the UHL***.

**Pre-Match Meeting with Match Referee – Applies to ALL CLUBS**

* Takes place at least 45 Minutes prior to kick-off to exchange team sheets and receive Referee match message.
  + Held in Match Officials Changing Room and attendees from both teams are required at the same time.
  + Attendees required are **Club Official presenting Team Sheets.** Present from each club are Captain & Member of Bench Team (as named on Team Sheet). Both teams hand copies 1 & 4 to the referee & exchange 2 & 3 - home to away & vice versa. ***Note that after the match clubs collect their copy No 4 from the referee 30 minutes after the completion of the match.***
  + Home team to ensure 3 Uhlsport Match Balls are present for this meeting (SR 14.9).
  + If a hardcopy programme is produced (Premier & Division One clubs only SR 8.14), the home team is to ensure that three copies are available in the Match Officials Changing Room, at or prior to this meeting.

**Match Postponement – Process for weather reasons – ALL CLUBS – (SR’s 8.15, 8.38, & 14.2)**

***A Club cannot itself postpone a match in the Competition***.

***All postponements are ONLY authorised by The Football Operations Manager***.

If your club feels that the weather may cause a postponement, and unless instructed otherwise.

* ***Arrange a pitch inspection***

*For the purpose of Pitch Inspection on Matchday The Uhlsport Hellenic League Football Operations Manager (or his delegate) assumes the position of Match Referee & conducts the inspection by Video Call.*

* ***Call The Football Operations Manager*** to arrange a Video Pitch Inspection. After 10:30am for Saturday games, and post 3pm on matchday for midweek (including Friday) games.
* ***Inform the opposition and other Match Officials*** that a Pitch Inspection is taking place and the time. ***Work with opposition*** ***& Match Officials*** so that the decision is made in time to prevent unnecessary travel.
* If the postponement is authorised, then ensure that
  + Notification is made to all other match officials including Match Observer if appointed and the opposition,
  + Complete and submit the Postponement Form ASAP via the League Website.

**Use of Substitutes – ALL CLUBS take note**

**There is a difference between Premier + Division One, & Division 2 + Veteran’s football**

* In UHL controlled matches (League & Cup) for **Premier Division and Division One, clubs** can use **up to five substitutes** that are named on the Team Sheet in advance of the game. This allowance is part of The Standardised Rules for Step 5&6 football only.
* For **Division Two and Veterans** League & Cup matches controlled by the UHL up to **five ‘rolling’ substitutes** are allowed.

*For all Wiseman Lighting Floodlit Cup, and Bluefin Sport Challenge plus Supplementary Cup Competitions, five substitutes only are allowed.*

*For all Bateman Sports Chairman’s & President’s Cup Competitions five ‘rolling’ substitutes are permitted.*

*This may vary for non UHL controlled games such as 3rd party competitions and County Cups. Please consult the Rules for these Competitions before the game.*

*For The FA Cup & FA Vase the Rules for this season will be announced shortly. Please read as they become available.*

**Post-Match Reporting – ALL CLUBS *please note appropriately and carefully.***

* **1) Text Result to FA Full Time**, as an answer to the Text sent to the club nominated officials (two allowed per team)within **15 minutes of final whistle**. (SR 8.37).
  + **ALL CLUBS,** both home & away, **AT ALL GAMES.**
  + For Clubs using SCOR (Div 2 & Veterans) please note the 15-minute requirement
  + Text the **CORRECT RESULT** & **USE THE EXACT FORMAT** as per the Text request. FA Full Time is very fussy & recognises nothing else.
  + In Non uHL games two separate text responses may be received. One to the UHL, and the other to the non-uHL competition. **YOU MUST** **ANSWER BOTH**
* **2) 60 Minute form (from League website) submission within 60 minutes of final whistle** 
  + **Premier & Division One clubs** only
  + HOME in UHL League, FA Cup & FA Vase
  + AWAY in FA Cup & FA Vase against non-UHL opposition.
* **3) 72 Hour Match Report Form (from League website) within 3 days of Match - ALL CLUBS**
  + The pre-match Team Sheet, plus copy 4 as collected post-match from the Referee, and other required details from Match-Day are necessary for this.
  + Complete both initial form from UHL website and then the FA Full Time section. ***(Include yellow & red cards, goal-scorer details, substitutes that both took part and did not).***

**Medical Qualifications & Courses for the National League System - Premier & Division One Clubs**

There have been many questions about this area in Standardised Rules.

**For next season** the requirements for Step 5&6 is that a person First Aide person is at the ground who holds a valid Emergency Medical First Aid in Football or Emergency First Aid in Football accreditation.

These courses are available from your County FA. **NLS Clubs will have priority access to allow Clubs to provide the best care.**

It is the home club’s responsibility to ensure that this

FA Regulations are being amended to reflect the change to these newer courses.

At some levels of the NLS, where England Accredited Clubs have trained personnel (such as coaches), this will already lead to compliance. Courses will run throughout 2023 and details can be found for each course below, how to book and importantly, how reserved spaces for the NLS have been assured. For any technical queries relating to the form itself please contact NLS@thefa.com

**Social Media – Applies to ALL CLUBS**

Clubs are responsible for any publication (written or electronic) deemed to bring the competition into disrepute, that originates from a Club Officer, Club Official, or Player. (SR 8.14). Clubs must make all aware.

**Drugs of Abuse** **at UHL Games** **– Applies to ALL CLUBS**

It is hoped that there will be no incidents of this at any UHL game. However, to be clear, any reports made to the League on this subject will be directed to the relevant County FA and to the Civil Authorities. There is no place for this in football.

**Club Invoices – Applies to ALL CLUBS** as appropriate

Broadly there are three areas of invoices which should be expected by clubs

* Early every season each club receives an invoice from the League. This includes the cost of membership (and joining fee, if applicable) and the cost of the Sponsors Kit Package.
* After the passing of the Player Registration final date (end March), invoices are issued for Player Registrations & Transfers.
* There are other bespoke invoices for additional services/goods and Rule Breaches

All invoices initially have 14 days to pay. Failure to meet this requirement will cause a hastener for payment to be resolved. Following a further 14 days the debt is liable to a 10% surcharge and a further levy of £25.

**End of Season Medals – Applies to ALL CLUBS**

At the end of the season there are medals presented to the winning and runner-up teams in all our League & Cup competitions. 20 medals to League Champions & runners-up with 17 to Cup winners & finalists (16 for players plus one for the manager).

*Please note that for the winning club in the Step 6 Play-Off for promotion to Step 5, there will be a presentation to that club. There will be no individual player medals.*

**Uhlsport Hellenic League – Specifics this coming season (2023 to 2024)**

* **The biggest change for Premier & Division One** this season is the inclusion of FA Standardised Rule 8.39 *(section on postponements)*
* For **UHL league games** involving Premier & Division One Clubs (plus those involved in The Challenge, Supplementary. & Floodlit Cup) matches **that are postponed the following applies**

***Where a match has been postponed for any reason, the two Clubs concerned must agree within 7 days of the postponement a new date (which shall, save in exceptional circumstances, be within 42 days of the original date) and in default the Board is empowered to order Clubs to play on a date it considers suitable.] [The Competition Secretary shall determine the new date.]***

Note that the date that the two clubs agree, must be approved by The Competition Secretary. The approved date is unlikely to be a Saturday. See below the section on Mid-Week Fixtures. ***Contact points will be provided pre-season***

* ***Cup Competitions*** will take place as an integrated part of the season as in the past. The aim is to play three rounds of Challenge & one of Supplementary Cup before Christmas, with The Floodlit Cup (now sponsored by Wiseman Lighting) played to a final in March.
* **Friday night games** will be scheduled throughout the season **for all clubs**. Largely to ease the Match Official availability situation. The Football Operations Manager and his Team will make the judgement calls on this matter.
* Additionally **Mid-Week fixtures** for **Premier & Division One clubs** will be scheduled on a three weeks in every month basis. With the fourth being filled with any rescheduling of postponed games.
* **Please note the Cup Final & Play-Offs dates as they are published**. If your team is heading for a position to take part, please ensure that the appropriate plans are in place.
* There is likely to be a **Ground Hop** during the early part of the season. All clubs may have a fixture during this period. Please prepare for this.
* With the recent cost of energy rises consideration will be given to some Kick-Off time flexibility on Saturday afternoons. Bringing the KO time forward to take advantage of day-light is ‘greener’ and obviously a saving in overheads. Written agreement between both teams will be required and a minimum of 7 days of notice is to be given to the League ***Football Operations Manager*.**
* Games are fixtured for **Premier & Division One** on an every Midweek & every Weekend basis. There is an expectation that one game will be played between Christmas & New Year. Some flexibility of these dates is allowed provided the new date is with the League 7 days in advance of the original and it is within 7 days of the original date.
* The aim is for every club in **The Premier & Division One** **to play two games per week**.
* If any game is not to have a full complement of Match Officials or none for a Saturday game, the League will notify the Home Club by the Thursday night.
* There is a limitation on FA Full Time which may mean it cannot show all proposed fixtures. Especially Cup rounds. So it may look like there are gaps**. Please ensure that Managers & Players are aware** that these ‘gaps’ in the FA Full Time fixture schedule are false. They will be filled and that clubs must not assume that it is a free date.

**Respect and Fair Play**

The League believes strongly that Respect and Fair Play towards to each-other, and to Match Officials is a very big part of our ethos.

The League Management believe that we should not reward ‘poor’ behaviour.

It measures this with a Respect & Fair Play Table. ***Clubs at the ‘wrong end’ of this table are expected to take some action to resolve this***.

The table operates as follows.

* Each Team starts with 100 Points
  + Increases are made for
    - Number of goals scored
    - Not receiving any misconduct charges.
  + Deductions are made for
    - On-field misconduct
    - Misconduct from within the Technical Area
    - Administration based on the level of Rule Breaches.
    - Number of Goals conceded

*The Table created is used as a large factor in determining the level of sponsors vouchers each club received from the available ‘pool’.*

**Play-Offs – FA Games that are operated by the UHL.**

The National League System Play Off Matches – Steps 5&6 – 2022-23

1**. Participation** Please refer to Regulation 5.2 of the National League System Regulations.

2. **Sequence of Matches**

– Venues Subject to four Clubs qualifying to participate, the two Play-Off Semi-Finals will comprise (1) the highest placed of the qualifying Clubs playing at home to the 4th highest placed of the qualifying Clubs and (2) the 2nd highest placed of the qualifying Clubs playing at home to the 3rd highest placed of the qualifying Clubs. The winning Semi-Finalists will meet in the final with the highest placed of the two Clubs playing at home.

Should only three Clubs qualify for participation in the Play-Offs then the highest placed of the qualifying Clubs will receive a bye to the final in which they will play at home to the winner of the one Semi-Final that will comprise the 2nd highest placed of the qualifying Clubs playing at home to the 3rd highest placed of the qualifying Clubs. Should only two Clubs qualify for the Play-Offs then the Final will comprise the highest placed Club playing at home to the 2nd highest placed Club. If there is only one qualifying Club, then they shall be automatically promoted.

The Semi- Finals and Final will be played to a conclusion as one-off games and should the scores finish level at the end of normal time then the winners will be decided by the taking of kicks from the penalty mark.

3. **Dates of Games. *These are set by individual Leagues and must be concluded by the Season end date***. Should a Club that has qualified to play at home not be able to host the game at their normal home ground on the scheduled date and kick-off time then the game will be played on the ground of their opponents. Should neither Club be able to host the fixture, a venue will be selected at the discretion of the Committee.

4. **Financial Arrangements** – Play-Off games will be played under the terms of the net gate being distributed on the ratio of 37.5% to each of the two Clubs and the balance of 25% payable to the League. A Finance Reports Form will be provided for completion and submission to the League. All matches are arranged by the League Board/Committee and are not treated as “Home” matches of the Club on whose ground the match is played. All complimentary tickets will be issued by or at the direction of the League who must be consulted on all arrangements including the allocation of Directors Box tickets. The Club hosting any fixture must ensure that the Match Officials are paid. Details of the Match Official fees/expenses will be in accordance with the League Rules.

5. **Trophies** There are no individual medals for participants’ of the Play-Off finals. A Plaque will be awarded to the winning clubs.

6. **Player Eligibility**. Platers that are eligible to play in the last League match of the season, are eligible to take part in the Play-Off matches.

**Play-Offs – UHL Division Two.**

It is proposed that a additional Play-Off may take place at the end of Season 2023 to 2024. For this to happen the Playing Season must be completed at the same time as that for Premier Division and Division One.

Details will be announced during the season.

***We hope that the information contained helps you enjoy your season in the Uhlsport Hellenic League (UHL).***

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