



RLIF MATCH REPORTING PROTOCOL

INTRODUCTION

It is important for rugby league to report the result of official matches as quickly as possible upon their conclusion. The steps in this document will support a more systematic and consistent way to gather, collate and publish results together with other key match information.

Step 1: Pre-match

At least 48-hours before kick-off, subject to any agreements between governing bodies, each Nation, or team, is to name its 19-man squad (or whatever squad size has been agreed) and lodge this list with the organising Confederation. This Confederation will verify each squad member's eligibility and communicate the information to the tournament Match Officials.

At each match, the participating nations should identify:

- Team managers – responsible for liaising with the match officials
- Referee & touch judges – responsible for result confirmation – particularly the name, email address and phone number of the referee
- Match commissioner – responsible for liaising with the team managers and ensuring the match result is confirmed
- Media official – responsible for the dissemination of match information to all media outlets and to the responsible rugby league bodies concerned

Step 2: During the match

The match commissioner or other designated official must ensure that an official match protocol form is used and includes the following information:

- Names of both teams [1-17 with names legibly printed and accurately spelled]
- Match details [venue, date, team names, age category, name of competition etc.]
- Scorers, including information on missed goal and drop kicks
- Halftime and full-time score
- Disciplinary incidents

Step 3: Post-match

Immediately following the final whistle:

- The referee (and match commissioner) should verify the final score and personally sign the match protocol. The result of the match is now officially recorded and should be sent to all affiliates **no more than 30 minutes from the completion of of the match**

- An electronic copy of the signed match protocol should be filed [if necessary it should be scanned and then filed] by each nation and the relevant confederation(s)
- The home nation is responsible for collecting and disseminating accurate information – at the minimum the result, scorers, two 1-17 team lists, any disciplinary issues [send offs or sin-bins] and key match incidents. This can all be collated on one match protocol document and should be communicated **no later than 90 minutes from the completion of the match**
- The media official or one of the appointed match officials should send the result together with any other pertinent information to:
 - Media@rlif.com | +44 (0)7785 712918
 - Phil.caplan@rlef.eu.com | +44 (0)7850 719412
- A full match report, including the information on the match protocol and quotes from each team [prominent player and / or coach] should be emailed, along with usable photos, as soon as possible