



TOURNAMENT MANUAL



August 2026 EDITION

TABLE OF CONTENTS

Table Of Contents	2
1. Introduction	4
1.1. Terms Of Participation	4
1.2. Definitions & Interpretations	4
1.3. Team Managers Details	6
2. General Competition Information	7
2.1. Competition Format	7
2.2. Pool Composition	7
2.3. Competition Dates	7
2.4. Competition Calendar	7
2.5. Match Points And Ranking System	8
2.6. Postponed, Abandoned And Cancelled Matches	8
2.7. Match Stopped	9
2.8. Composition Of The Team Delegation	9
2.9. Match Player List	10
2.10. Age Guidelines	11
2.11. Eligibility To Play For A Rugby Europe Super Cup Team	13
3. Specific Competition Regulations	15
3.1. Team Delegation Registration Timeline And Procedure	15
3.2. Table Of Deadlines	17
3.3. Laws Of The Game	18
3.4. Technical Zone Protocol	18
3.5. Pitches Obligation	21
3.6. Team Kit Specifications And Tournament Mark	22
3.7. Balls	23
3.8. Trophy Terms & Conditions	23
4. Match Operations And Services	24
4.1. Pre-Match Day(S) Events	24
4.2. Match Day Operations	25
4.3. Match Venue	31
4.4. Transportation	31
4.5. Accommodation And Meals	32
4.6. Ticketing	33
5. Match Officials And Matchday Personnel	34
5.1. Rugby Europe International Technical Officials	34
5.2. Host Team National Technical Officials	34
5.3. Match Commissioner Role And Duties	34
5.4. Assistant Commissioner	36
5.5. Costs Matrix For Itos	36
5.6. Referees' Communication Kit	36
5.7. Floor Manager	37
6. Medical Arrangements	38
6.1. Rugby Europe Responsibilities	38
6.2. Host Union Responsibilities	38

6.3.	Participating Union Responsibilities	42
6.4.	Concussion Management.....	45
6.5.	Medical Protocol - Match Day Signals	45
6.6.	Hospital	47
6.7.	Rugby Europe Injury Surveillance Programme	47
7.	Media Rules	48
7.1.	Media Centre / Area.....	49
7.2.	Media Tribune.....	49
7.3.	Mixed Zone And Interviews Areas.....	50
7.4.	Pre-Game & Post-Game Press Conference	50
7.5.	Post-Match Interviews	50
7.6.	Photo Content.....	50
8.	Video Production And Broadcasting	52
8.1.	Principles	52
8.2.	Obligations For The Participating Unions	52
9.	Commercial Rules	54
9.1.	Respect Of The Rugby Europe Commercial Rights	54
9.2.	Definition Of Commercial Rights	54
9.3.	Media And Digital Rights (Tv And Streaming)	54
9.4.	Sponsorship Rights.....	57
9.5.	Competition Marks.....	60
10.	Anti-Doping Programme.....	64
10.1.	World Rugby Regulation 21.....	64
10.2.	Team Member Consent Form	64
10.3.	Therapeutic Use Of Exemptions (Tues)	64
10.4.	Competition Testing.....	64
10.5.	Anti-Doping Education	64
10.6.	Outstanding Anti-Doping Matters.....	65
10.7.	Further Information / Questions.....	65
11.	Anti-Corruption And Betting	66
12.	Disciplinary Regulations	67
12.1.	Disciplinary Reference Documents And Framework	67
12.2.	Breaches Of The Terms Of Participation	67
12.3.	Standard Breaches – Financial Sanction By Competition Director	68
12.4.	Non-Standard Breaches	69
12.5.	Fines	70
12.6.	Payment	71
13.	Rugby Europe Contacts	72
14.	Appendices	73

1. INTRODUCTION

1.1. TERMS OF PARTICIPATION

Participation in the Rugby Europe Super Cup is subject to Unions' signature of a Participation Agreement sent to Participating Unions. The Rugby Europe Participation Agreement, the RUGBY EUROPE SUPER CUP Manual and all its associated appendices form the full term of Participation of this competition. They may be amended from time as required by Rugby Europe.

Rugby Europe bylaws, Disciplinary Rules and Code of Conduct must also be respected at any time.

In addition, RUGBY EUROPE would like to remind all Unions that its competitions are regulated by the [World Rugby Laws of the Game](#) and [World Rugby Regulations](#).

1.2. DEFINITIONS & INTERPRETATIONS

Definitions and Interpretations of all terms used in these Manual are set out below.

Citing Commissioner	Person appointed by RUGBY EUROPE to act (on the venue or remotely) as a citing commissioner on the RUGBY EUROPE SUPER CUP Matches.
Centralized Commercial Rights	The Commercial Rights sold exclusively by Rugby Europe.
Club	An existing Rugby Union club participating in the highest division of the domestic men club championship of the Participating Union.
Commercial Rights	The commercial rights in the RUGBY EUROPE SUPER CUP Competition as defined in Section 10.2 of these Terms of Participation.
Commercial Rules	The commercial rules of the RUGBY EUROPE SUPER CUP Competition as set out in Section 10 of these Terms of Participation.
Competition	The Rugby Europe Super Cup.
Competition Anti-Doping Programme	The Anti-Doping programme promulgated by World Rugby and/or RUGBY EUROPE for the Competition and set out in these Terms of Participation in Section 11 and which sets out the anti-doping regulations which apply to the Competition and any Additional Match(es).
Competition Manual	The manual produced by Rugby Europe to regulate the Competition.
Competition Marks	The Rugby Europe Super Cup logo and trademark, inclusive of title or naming sponsor logo if any.
Competition Regulations	The regulations of the Competition as set out in Section 4 of these Manual.
Doping Control	All steps and processes from test distribution planning through to ultimate disposition of any appeal, including all steps and processes in between such as provision of whereabouts information, Sample collection and handling, laboratory analysis, therapeutic use exemptions, results management and hearings.
Force Majeure	Any circumstance not reasonably foreseeable at the date of this Agreement arising from or attributable to acts, events, omissions or accidents which are beyond the reasonable control of the affected party including without limitation, any strike or lock-out or industrial action of whatever nature (which is not due to any party to

	this Agreement including Team Members or any associates, agents, representatives or employees of such party), accidental fire, storm or tempest, act of God, explosion, sabotage, flood, earthquakes, subsidence, epidemic, pandemic, or other natural physical disaster, structural damage, failure of power supplies, riot, crowd disorder, act of terrorism, war, threat of terrorism, civil commotion or any legislation, regulation, ruling or omissions (including failure to grant any necessary permissions) of any relevant government, court or any competent national or international authority.
Franchise	A Participating Team created specifically to participate to the Competition and who is either: - Controlled in majority or totality by the Participating Union or - Controlled in majority or totality by a Club or a group of Clubs and that Club or group of Clubs has obtained consent from its Participating Union to participate into the Competition.
Host Team	A Participating Team which hosts a Match.
Illness	Medical disability arising during the Competition or a Match.
Image Rights	The name, nickname, image, likeness, photograph identifying characteristic and/or signature of a Team Member.
Injury	Physical disability arising during the RUGBY EUROPE SUPER CUP or a Match.
International Transportation	All transportation means used by the visiting Union to travel to the Host Union by crossing borders to reach the location of the Match
Local Transportation	All transportation means used by the Host Union to bring the Visiting Union delegation from and to the nearest international airport to the location of the Match, Hotel, and or others training facilities or Media meeting. This includes all transfers between sites related to the competition during the stay of the visiting Union
Local Rights	Those commercial rights in the RUGBY EUROPE SUPER CUP game granted by RUGBY EUROPE for exploitation by the Host Union.
Match	Match(es) to be played as part of the RUGBY EUROPE SUPER CUP, as further identified in the Match Schedule at Section 2.3 and any Additional Match.
Match Commissioner	The person in charge of the conduct of the Match and the representative of RE at each Venue. Participating Team Delegations are under its control from their arrival to their departure from the competition sites (Hotel, Match Venue, Training Venue).
Match Venue	The stadium, ground or place at which any Match is to be played for the purpose of the Matches and all areas required by RUGBY EUROPE.
Other Events	Shall mean the Team Managers' Meeting and such other events agreed between RUGBY EUROPE and the Host Union as official events or functions comprising part of the Competition.
Net Commercial Revenues	The difference between the commercial revenues free of taxes generated by Rugby Europe from the Centralized Commercial Rights of the Competition and the costs associated to the commercial revenues including but not limited to broadcast production costs, content production costs, agency costs, sponsorship delivery costs.
Participating Team	Each of the teams from the Participating Unions who have been selected to participate in the Competition.
Participating Union	Each of the national Rugby Unions of the nations who have been selected to participate in the Competition.
RUGBY EUROPE	Association Européenne de Rugby, the regional association, member of World Rugby, for Europe.
Team Kit	Each Team's playing kit, bandages and strapping and any uniform to be worn on any Match occasion or Other Event.

Team Liaison Officer	A representative of the Host Union for the purposes of ensuring that the legitimate requirements of visiting Team, For the avoidance of doubt in relation to Teams, this shall include, without limitation, accompanying the Team prior to and during the stay, looking after the general interests and welfare of the Team, assisting in arrangements for the attendance of the Team at functions and events, making all arrangements necessary to meet the training requirements of the Team on arrival at the Training Venue and Match Venues and otherwise. He is also called Single Point Of Contact (SPOC). Section 4.1.2.
Team Member	Any member of a Team including all Players and Team Officials.
Team Officials	Any of the Team Members who are not Players.
Terms of Participation	Shall mean this manual produced by RUGBY EUROPE in respect of the Competition containing the information required by Participating Unions, including but not limited to the Competition Rules.
Union Consent Form	The Union Consent Form certifies that each participating Union have examined the Manual and declare that they agree with all the rules and the terms of the participation to the RUGBY EUROPE SUPER CUP, as defined in the Participation Agreement (Section 12)
Visiting Team	A team which travels to the Host Team to play a Match.

1.3. TEAM MANAGERS DETAILS

All Participating Unions are required to confirm their Team Managers, before August 31st.

Name and contact details must be confirmed using the online form:

[**RE Senior XV 2026/27 – Team Managers – Fill in form**](#)



2. GENERAL COMPETITION INFORMATION

2.1 COMPETITION FORMAT

The Rugby Europe Super Cup 2026-2027 format is a five (5) participating teams, in one pool playing single round-robin (4 matches per team, 2 home and 2 away each).

2.2 POOL COMPOSITION

The 2026-2027 participating teams are as follows :

POOL
1. Brussels Devils - BELGIUM
2. Bohemia Rugby Warriors - CZECHIA
3. Romanian Wolves - ROMANIA
4. Delta - NETHERLANDS
5. Lusitanos – PORTUGAL

2.3 COMPETITION DATES

- Round 1: weekend of 10-11 October 2026
- Round 2 : weekend of 17-18 October 2026
- Round 3 : weekend of 24-25 October 2026
- Round 4 : weekend of 05-06 December 2026
- Round 5 : weekend of 12-13 December 2026

Matches can also be played on Fridays.

2.4. COMPETITION CALENDAR

Fixtures are decided by Rugby Europe. Please note that Rugby Europe has full discretion to follow or not follow proposals made by teams. Rugby Europe will decide in the best interest of the competition. For the sake of clarity, no specific seeding or table will be followed.

ROUND	Match Number		HOME		AWAY	Date
Round 1	M7	#3	Romanian Wolves	#1	Brussels Devils	11 October
Round 1	M8	#2	Bohemia Warriors	#4	Delta	10-11 October
Round 2	M1	#2	Bohemia Warriors	#5	Lusitanos	17 October

Round 2	M2	#4	Delta	#3	Romanian Wolves	17-18 October
Round 3	M5	#1	Brussels Devils	#4	Delta	24 October
Round 3	M6	#5	Lusitanos	#3	Romanian Wolves	24-25 October
Round 4	M3	#5	Lusitanos	#1	Brussels Devils	5-6 December
Round 4	M4	#3	Romanian Wolves	#2	Bohemia Warriors	5 December
Round 5	M9	#1	Brussels Devils	#2	Bohemia Warriors	12 December
Round 5	M10	#4	Delta	#5	Lusitanos	12-13 December

2.5. MATCH POINTS AND RANKING SYSTEM

A) Classification points earned for each game played:

- Win: 4 points
- Draw: 2 points (valid only for pool matches, for knock out matches please see 2.5.C)
- Loss: 0 point
- Forfeit: 0 point, 5 points for the winner and a score of 28 – 0
- Bonus: 1 point. A bonus point will be awarded for scoring 3 tries more than the opposition OR for a loss by 7 points or less.

B) In the event of a tie in pool standings:

If two teams have same number of points the best ranked will be:

- The Team having more match points in the games played between the tied Unions.
- The Team having scored more tries in the games played between the tied Unions.
- The Team having best (higher) difference between points for and points against in all pool games.
- The Team having scored more tries in all pool games.
- The Team having scored more points in all pool games.

If three or more teams have same number of points, the best ranked will be:

- The Team having best (higher) difference between points for and points against in all pool games.
- The Team having scored more tries in all pool games.
- The Team having scored more points in all pool games.

2.6. POSTPONED, ABANDONED AND CANCELLED MATCHES

In the interests of the Teams, the commencement of Matches at the scheduled time shall be the first priority in all instances. However, in circumstances deemed necessary by RUGBY EUROPE, Matches may need to be delayed, postponed, abandoned, or cancelled. All decisions in this regard shall be communicated to Teams / Referee by the Match Commissioner.

2.6.1. Postponement of a Match

After full consultation with the Visiting Team, the Host Team shall have the sole right and discretion to determine whether or not an International Match shall be postponed on account of adverse weather conditions or the state of the ground. The host Team must provide to RUGBY EUROPE a letter of the local authority (Impracticable ground).

RUGBY EUROPE could send an observatory to verify the exact conditions of the pitch.

When adverse weather condition occurs 24h before the match, the referee must decide if teams can or cannot play, in respect of the pitch conditions. Travelling and hotel expenses incurred by the visiting Team in connection with any such futile visit shall be paid by the visited Team.

2.6.2. Abandoned or cancelled matches

If a Team refuses to play or abandons a Match in progress without the prior consent of the referee, the Match is forfeited. The match commissioner will write to report to RUGBY EUROPE and the Disciplinary Committee may take further sanctions.

2.7. MATCH STOPPED

In the event of a match being stopped, due to specific conditions, facilities (including but not limited to lighting problems, power cut, etc...) or inappropriate weather conditions (the decision can only be taken by the match referee World Rugby rule 5.10 (d), cannot be discussed and has to be applied by the concerned Unions), The following will apply for pool Matches:

- (a) Where a Match has been stopped either at half-time or at any time in the second half or extra time as applicable, the result and any points and tries scored by each Team in the Match shall stand.
- (b) Where a pool Match has been stopped before or during the first half the result shall be declared a draw. In this instance, each Team will be awarded two Match points and any points and tries scored will count towards the total points and tries scored by each Team in all their pool Matches.

2.8. COMPOSITION OF THE TEAM DELEGATION

2.8.1. Team Delegation Size

The official team delegation composition for the Rugby Europe Super Cup is minimum with 23 players and 6 staff members, 29 persons in total. Among the staff members, there must be:

- One Team Manager
- One Head Coach

- One Assistant Coach
- One Doctor
- One Physio
- One Media Manager

Teams who intend to bring in more than 6 management staff may do so. In addition, a maximum of four (4) additional staff will be accommodated with the Team and receive accreditation with no access to the field of play on match days. Others additional delegation members will not be granted accreditations.

2.8.2 Officials minimum certification criteria

According to the Participation Agreement, Officials taking part in the Rugby Europe Super Cup must have the following certifications:

Position	Certification
Coach	Minimum 1 WR level 3 and one Level 2 or equivalent
Strength and Conditioning	Minimum WR level 1 or equivalent
Medical Doctor	Minimum 2 WR level 2 or equivalent

2.8.3. Single point of Contact (SPOC) – Team Liaison Officer

Each Team will be provided with a Single point of contact which will act as Team Liaison Officer. The SPOC must be available at least four weeks in advance to start the preparations to host the Visiting Union and liaise with their Team Manager.

Each SPOC will be fluent in the visitor language or/and in English. The SPOC will be responsible for ensuring that the legitimate requirements of the Team are met during the stay, looking after the general interests and welfare of the Visitor Team delegation and making all necessary arrangements for Matchday operations in accordance with these Terms of Participation.

The SPOC is also in charge of the delivery of the accreditations to the visiting union team's delegation.

2.9. MATCH PLAYER LIST

As tournament organizer, Rugby Europe allows up to 23 Players listed on the team sheet.

Teams must familiarize themselves and adhere to all elements of World Rugby Law 3 "Team" (<https://www.world.rugby/the-game/laws/law/3>)

If a Participating Team decides to have 23 players nominated for a team there must be sufficient front row players to play at hooker, tight head prop and loose-head prop who are suitably trained and experienced to ensure that on the first occasion that a replacement is required in each front row position, the team can continue to play safely with contested

scrums. If a team is only able to nominate two suitably trained front row players, then only 22 players may be nominated for the match.

When 19, 20, 21 or 22 players are nominated in a team there must be five players who can play in the front row to ensure that on the first occasion that a replacement hooker is required and, on the first occasion that a replacement prop forward is required and, the team can continue to play safely with contested scrums.

The table below indicates the minimum number of front-row players by squad size and the minimum replacement obligations :

Squad size	Min. number of front row players in the squad	Must be able to replace at the first time of asking
15 or fewer	3	-
16, 17 or 18	4	Either a prop or a hooker
19, 20, 21 or 22	5	Both a prop and a hooker
23	6	Loose-head prop, tight-head prop and hooker

A replacement front-row player may start the match in another position.

A front row player who has been substituted may replace a front row player when injured.

Numbering:

The numbering of Players, including replacements, on the Match Players' list is to be done according to [World Rugby Regulation 15](#). In particular, according to the Regulation 15.1. replacement numbers must be as follows:

Two specialist front row Players are required to be selected by each team as replacements/substitutes. These replacement Front Row Players shall be numbered 16 and 17. The other replacements/substitutes must be numbered from 18 to 23 with Forwards numbered before Backs.

(a) Replacement/substitute Forwards (including 16 and 17) shall appear in order from Front Row to Number Eight.

(b) Replacement/substitute Backs shall appear in order from Scrum half to Full back.

Teams failing to disclose the correct line-up may be subject to financial penalty and / or other sanctions.

On Match days, the Team Manager shall sign off the final version of the Match Players' list with the Match Commissioner, upon the arrival of the Team at the Match Venue, and no less than 1 hour before the KO. They must also identify any changes from the Team previously announced at this time.

2.10. AGE GUIDELINES

Rugby Europe strongly recommends that Players under the age of eighteen (18) do not participate in Adult Rugby. In the event that Unions select a player against World Rugby and Rugby Europe advice and guidelines, then it is imperative that Unions follow all steps in the World Rugby directive which can be found through the link and guidelines below:

<https://www.world.rugby/the-game/player-welfare/guidelines/age-grade>

Rugby Europe's position on Under 18 players playing Adult Rugby:

Any Under 18 players in accordance with the requirements stated in the WR guideline MUST be a minimum of 17 years old for back row positions only. Players under the age of 17 will not be permitted to participate under any circumstances.

Players under the age of 18 cannot, under any circumstances, play front-row positions.

Guidelines to require a dispensation:

Underage Players should not play Elite Adult Rugby unless the following are obtained:

- a) Written agreement from the player to play Elite Adult Rugby and acceptance of any associated risk with playing with adults and acceptance of any associated risk with playing adults who may be stronger and more physically developed than them.
- b) Parental or legal guardian's consent in writing.
- c) Written confirmation from a medical practitioner with an understanding of the demands of Elite Rugby to whom the player is known that the player is in a physical condition to play Elite Adult Rugby and that this view is supported by a musculo-skeletal evaluation and /or other appropriate assessments.
- d) Written agreement from a medical officer with an understanding of the demands of Elite Rugby employed or retained by the player's home Union that the player is in a physical condition to play Elite Adult Rugby and that this view is supported by a musculo-skeletal evaluation and/or other appropriate assessments.
- e) Written confirmation from a coach with an appropriate understanding of the physical attributes required of and the risks to players in Elite Adult Rugby and to whom the player is known that the player has the requisite skills and experience to play Elite Adult Rugby.
- f) Such other consents agreements or confirmations (if any) as may be required by the player's home Union or to comply with the local jurisdiction.

The Players home Union must keep a full and permanent record of the process undertaken and the consents, confirmations and agreements sought and obtained in relation to player who plays Elite Adult Rugby.

If required by World Rugby or the organizer of the competition in which the player in question will participate, the home Union will provide certification or evidence of the process that has been undertaken and the consents, agreements and confirmations obtained.

Definitions:

Adult Rugby means Rugby played by teams comprising players normally of 18 years of age and older. For the avoidance of doubt, this includes games played at the under 20 and under 19 levels.

Community/Participant Rugby means Rugby other than Elite Rugby.

Elite Rugby means Rugby played between representative teams of Unions, cross board rugby played between the senior clubs, provinces, states and other sub-unions or associations of unions and such other rugby within its territory as a union may decide is Elite Rugby. Elite Adult Rugby is rugby played by teams comprising players normally of 18 years of age and older.

Relevant forms are available in Appendix 6. Age dispensation should only apply to players aged 17 playing back positions. No players under the age of 17 at time of competition should be allowed to take part in a Senior International Match.

2.11. ELIGIBILITY TO PLAY FOR A RUGBY EUROPE SUPER CUP TEAM

Participating teams must follow the following provisions in terms of players selection in their long list of 36 to 40 players and in their final roster of 23 players:

1. The Franchise must prove how the players will be sourced and released from the different clubs partners and sign the relevant agreements.
2. The Franchise shall provide no later than August 31, 2026, a long list of 36 to a maximum of 40 players available to play. Amongst these 36 to 40 players, the following split must be respected.

Within the long list of 36 to 40 players, the selection must be comprised of:

- No less than 25 Players must be eligible, or in the pathway to be eligible to play for the Union the Franchise/Club is registered in.
- No less than 10 players must be U23 (the year of birth applies) and eligible to play for the Union the Franchise/club is registered in.
- No less than 9 players capable to play in the first row.
- Up to 11 players that are not eligible to play for the Union the Franchise/Club is registered in.

For list between 36 and 40 proportionalities will apply, please see the full table below:

Total Number of players	Players Eligible or pathway	Players non-Eligible	U23 Eligible	Front row Players
36	25	11	10	9
37	26	11	10	9
38	26	11	10	10
39	27	12	11	10
40	28	12	11	10

1. In addition, within the Match Sheet of 23 players, there must not be more of seven (7) players non eligible to play for the national Team.
2. All Players must be insured, following provisions laid out in the Senior XV Internationals Manual.

3. The Head Coach must possess the WR Level 3 Coaching License or equivalent, while at least one Assistant must own the Level 2 Coaching License. Strength and Conditioning staff must own at least one WR License Level 1.
4. Medical Doctor must own one Level 2 ICIR License.

Rugby Europe shall monitor with attention the respect of this regulation and may apply some tolerance only in case of Force majeure and at its sole discretion.

Eligibility is defined through the World Rugby Regulation 8:
<https://www.world.rugby/organisation/governance/regulations/reg-8>

Justifying documents must be prepared and uploaded to the Sportlomo system.

Players Substitutions within the Rugby Europe Super Cup Panel

- Only replacements due to injuries will be possible upon presentation of a Medical Certificate during the competition
- Substitutions within the long list without medical certificate will be possible between Round 3 and 4 and not later than November 31st).



3. SPECIFIC COMPETITION REGULATIONS

Participating Teams must follow the Specific Competition Regulations pertaining to the Rugby Europe Super Cup, as mentioned in this section. For the record, and unless specified otherwise in this section World Rugby Laws of the Game do apply to this competition.

3.1. TEAM DELEGATION REGISTRATION TIMELINE AND PROCEDURE

3.1.1. Panel for the 2026/2027 Competition

Deadline : **August 31**

Each Participating Team will need to provide to Rugby Europe its long list of 36-40 players for the 2026/27 Supercup Panel on Sportlomo, together with the necessary eligibility documents when required and with staff details to be uploaded on the online platform.

The Panel of players **is to be submitted directly on Sportlomo, before the given deadline**. These players will then be qualified to play during the competition. Any Player outside of the list will not be allowed to take part the event. This Long List should also include staff members, with no limit in number for the season.

Creation of a Panel for a Competition on Sportlomo :

Teams are requested to manage their own Panel for a season directly via their Sportlomo account.

To do so, access the "Team Sheet Panels" section and click on the Add+ tab.

User must then select the 2026/2027 season, create Panel for Age Grade and then select Super Cup, and confirm a roster name (eg. Wolves 2026-27)

Unions will then be allowed to select their players and staff from their account's database.

IMPORTANT ! New players and/or staff not yet on the database must be registered through the individual member registration process before the deadline to complete Panel for Rugby Europe approval : <https://www.loom.com/share/eb6c421b1f844c25859cec6301b8907b>

Once the Panel is completed, Unions are required to extract the PDF from the Sportlomo platform, which will have to be sent electronically to supercup@rugbyeurope.eu – to confirm process and validate the long list of players.

Panels will be locked from modification at the deadline set above.

After the deadline and start of competition, **only replacements due to injuries will be possible upon presentation of a Medical Certificate (during October, then in between rounds in December).**

3.1.2. World Rugby Eligibility

Eligibility of Players is a paramount to take part in World Rugby and Rugby Europe's competition. The [Regulation 8](#) must be well understood and implemented.

World Rugby and Rugby Europe have agreed to strengthen their cooperation and further assist National Federations on this matter. While composing your "long list", the following steps must be followed:

1. Use the Eligibility Checker provided by World Rugby at:

<https://iris.world.rugby/player-eligibility/player-eligibility-guide/>

This checker will help you to understand if:

- Your players are eligible according to a correct interpretation of regulation 8
- Your players have not been captured by another national team before joining yours.

2. Prepare player's documents:

- Passport or ID cards for all players (indicating the place of birth).
- For Eligibility through parents or grandparents, an ID of the parent/grandparent indicating the place of birth and a birth act showing the (grand)parental link (with an official translation upon request if necessary).
- For Eligibility through rugby body affiliation, a copy of the rugby licences for the past five seasons.
- If a player has a high-level record with another Union, the proof that this Union has not captured the player and has been consulted on this matter.

3. Upload those documents onto the respective player's profile on Sportlomo.

How those documents will be treated?

Rugby Europe will treat those documents with the utmost **confidentiality** and will follow the steps below:

1. Review the documentation submitted.
2. If a case requires further clarification, liaise with the corresponding union to better understand and if necessary, request additional documents.
3. If the doubt still persist, RE will invite the Union to liaise with World Rugby to confirm eligibility of the player(s) concerned.

Please note that Rugby Europe will act in this process as a coordinator and facilitator towards its member unions. Rugby Europe is not entitled to rule over Eligibility matters, only World Rugby is according to its rules and regulations.

The purpose of this process is to work hand in hand with the participating teams in order to identify any potential eligibility issue before the event, for the good of all stakeholders involved.

Please note that Sportlomo is fully GDPR compliant.

3.1.3. Players profile

Team management are required to maintain their players profiles regularly.

The following fields – in addition to the mandatory ID and eligibility sections – must be updated at the start of each season :

- Official picture in Team jersey
- Anthropometric information: weight, height, dominant hand
- Club in national domestic competition

3.2. TABLE OF DEADLINES

Pre-Match	
August 31	Participating Teams to provide its long list on Sportlomo as per 3.1
As soon as the fixture is confirmed (and no later than two months before KO)	- Host Team to confirm venue - RE to confirm KO time - Host Team to send stadium details, and any other relevant certifications - Host and Visiting Teams to confirm their colour kit - All information to be sent to supercup@rugbyeurope.eu
1 Week before first match	- Players data completed on Sportlomo
No later than 2 weeks before the game	- Deadline to fix the last details of transport and accommodation. - Deadline to fix the number of tickets for the Visiting Team
No later than one (1) week before KO	- Teams to submit complete Game Info to Match Commissioner and supercup@rugbyeurope.eu
NO LATER THAN 48 hours prior to KO	- Players list on Sportlomo to be sent to supercup@rugbyeurope.eu; All modification within 48 hours to KO must be immediately communicated to supercup@rugbyeurope.eu and must be justified through a medical certificate sent with the new list
D-1 (as early as possible during the day)	- Deadline for arrival of Teams, referees and Match Commissioners - Team Managers meeting with the Match Commissioner
D-1 before the match	- Team Delegation Consent Form signed, handed to Commissioner and sent to supercup@rugbyeurope.eu

At the manager meeting	- Official Player List <u>in hard copy and electronic version</u> to be delivered to the RUGBY EUROPE Match Commissioner, Citing commissioner (if any), Anti-doping Liaison officer (if any), Host Broadcaster and media and to supercup@rugbyeurope.eu
One hour Prior to Match KO	- Anti-doping draw (if any)
During the Match	
Sample Match Day Run Sheet – article 4.2.6 of this Manual	
End of the Match	
As soon as the score is validated	Match Commissioner to confirm results on Sportlomo and to RE staff: supercup@rugbyeurope.eu (+ text message, WhatsApp, phone call)
After the Match	
Within 2 hours	- Disciplinary Report (if any) to be sent to RE at supercup@rugbyeurope.eu - Citing Commissioner to liaise with Teams for any referral
	Post-Match Function according to visiting team travel schedule
Within 24 hours	Match Commissioner, and where relevant Referees, to send official match report(s) and gamesheet to supercup@rugbyeurope.eu
D+1	Teams and Match Officials Departure

3.3. LAWS OF THE GAME

The Rugby Europe Super Cup is to be played according to World Rugby Laws of the Game available here : <https://www.world.rugby/the-game/laws/home>

For reminder, the following Global Law Trials approved by WR Council in November 2024 are being applied:

8.8d : Conversion time reduced to 60 seconds

18.12: 30 seconds to form a line-out

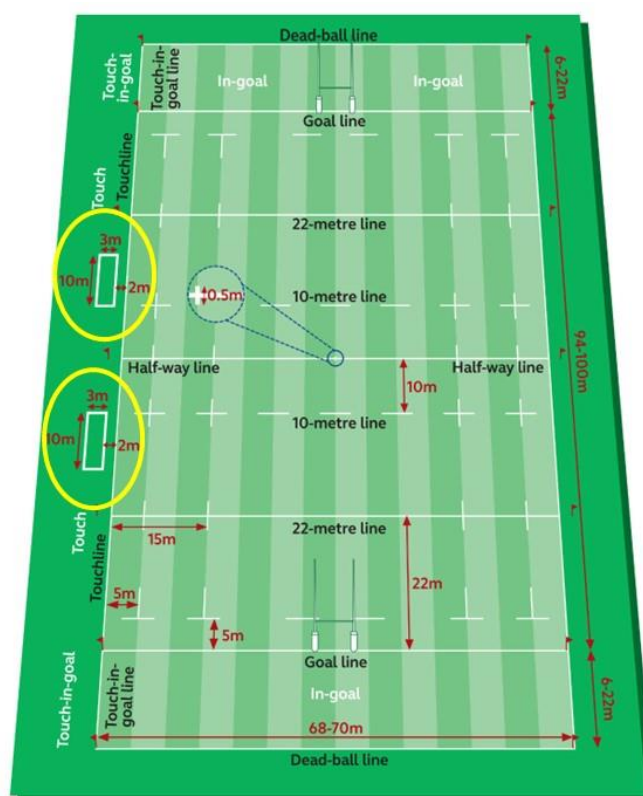
New 15.18, 16.18 and 19.30a : Cleaner play at set piece (protection of number 9)

18.23a : Line out not straight : play on if not contested by the non-throwing team (if they do not lift a teammate to contest the ball)

3.4. TECHNICAL ZONE PROTOCOL

A) Dimensions of the Technical Zone

- For Matches two technical zones which must not exceed 10m x 3m, shall be provided within the playing enclosure on the same side of the pitch, each one on either side of the half-way line and outside the field-of-play
- These technical zones must be marked on the ground.
- The line nearest the touch line must be parallel to the touch line.
- The technical zones commence a minimum of five metres from the halfway line. The technical zones must not exceed ten metres in length and three metres in width and must not be less than two metres from the touch line (see attached schematic) when it's possible.
- Wherever practically possible the zones should be behind advertising hoardings with easy access to the field of play.



Personnel permitted in the Technical Zone:

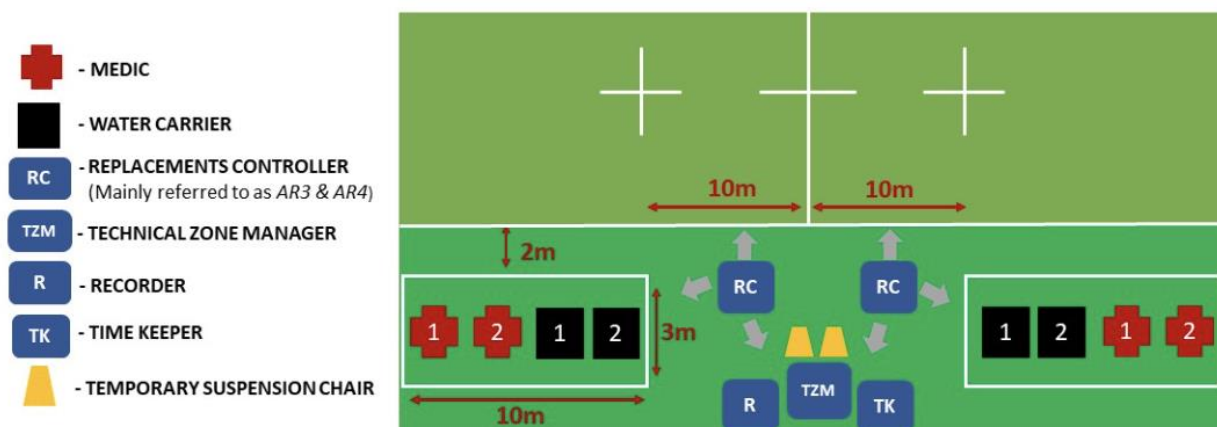
As per World Rugby regulations, the following are permitted in the marked Technical Zone as set in Law:

A **total of four** per team are permitted.

The four must be made up of no more than :

- Two (2) medically trained personnel and
- Two (2) nominated water carriers (who can be assistant coaches but under no circumstances can the Head Coach be part of the nominated four).

No other person or player should be permitted in the Technical Zones.



One of the medically trained personnel permitted to operate from the technical zone, as listed in (a) above, may be positioned on the far side of the playing area on the touch line opposite the technical zone.

The second medically trained personnel permitted to operate from the technical zone as listed in (a) above may be positioned on the near side of the playing area on the touch line. The two medically trained personnel may not be together on one touch line.

Where practically possible the medical personnel must stay outside the advertising hoardings. The medical personnel may keep up with play but must pay due regard to the needs and rights of players, match officials, spectators, broadcasters and commercial partners. Medical personnel must notably not stand in front of a camera. If the medical personnel must stay there for medical reasons, the medical personnel must bend the knee to be below the camera line.

The medical personnel may enter the field of play in accordance with Law at any time a player is injured. They must not obstruct, interfere or aim comments at match officials.

B) Roles of personnel in the Technical Zone

- Water may only be taken on the field during stoppages in play for injuries in the playing area and when a try has been scored.
- The two water carriers are not permitted in the playing area during penalty kicks at goal.
- The water carriers must always remain in the technical zone unless they enter the playing area to provide water or when ONE enters to provide a kicking tee to a kicker at a penalty kick.
- Players may come to the touch line adjacent to the technical zone to receive water.
- Water bottles must not be thrown on to the field of play.

C) Management of the Technical Zone

- All personnel permitted in the technical zones must have some distinguishing mark e.g. arm bands/vests/bibs.
- The fourth and fifth officials will manage the technical zones. If there is a transgression of the protocol, the matter will be reported to the match referee.

- The match referee may caution any offender or at his discretion expel the person(s) from the playing enclosure for any breach of the protocol.
- Any breach of the protocol may be reported to the Designated Disciplinary Official who shall be entitled to undertake investigations and lodge Misconduct Complaints pursuant to WR Regulation 17.21 against the Union(s) and/or person(s) concerned.
- Should any person be expelled from the playing enclosure for a breach of the protocol they must be reported by the match referee to the Designated Disciplinary Official, who shall be entitled to undertake investigations and lodge Misconduct Complaints pursuant to WR Regulation 17.21 against the Union(s) and/or person(s) concerned.

D) Personnel outside of the Technical Zone

- The replacement bench and the location of the coaches should, wherever possible, be outside the playing enclosure.
- If replacements require to warm-up and there is not an area outside the playing enclosure, they may warm-up in the opposite in-goal area but must not use balls or any other rugby equipment during their warm-up. Balls, and hit shields may be used where there is a designated warm-up area away from the in-goal area. All other equipment for the purposes of warmup must only be used outside the playing enclosure or another designated area away from the playing enclosure. The playing enclosure is defined as per the Definitions Section of Law 1 (The Ground).

E) Players temporary suspended

- When a player has been temporary suspended (sin binned) that player is to be situated in the designated sin bin area and must remain there for the duration of the Temporary Suspension with the exemption of 6.c.
- The player may be given water and the provision of warm clothing. If halftime occurs during the sin bin period, the player may go to his team's changing room but must return DIRECTLY to the sin bin for the remaining time of his suspension when the second half resumes.
- A one-minute warm-up period is permitted prior to the temporary suspended player returning to the field of play.

F) Management of Protocol

The management of this Protocol will be the responsibility of the Number 4 and 5 officials or by the appointed Match Commissioner.

G) Bibs

It is the Teams' responsibility to secure and provide bibs to their players and personnel. There are no restrictions in terms of visibility and partners, as long as each role (medic, water carrier, substitutes) are clearly identified and identifiable.

3.5. PITCHES OBLIGATION

All the Teams must respect the World Rugby regulations and in particular the [Law 1](#) concerning the ground.

Concerning the artificial pitches, they must in addition respect the provisions of [the World Rugby Regulation 22](#).

It is required that all Teams must provide **stadium details, certification, and/or dispensation where relevant**, to Rugby Europe at least two month before the game to confirm that the stadium respects all current regulations.

The Host Union shall immediately inform Rugby Europe of any actual or potential issue affecting the availability or playability of the match pitch within seven (7) days prior to kick-off (including, but not limited to, adverse weather conditions), to enable Rugby Europe to assess the situation and determine any necessary contingency measures. This is the responsibility of the Host Union to ensure, in case of adverse weather ahead of the match, that the pitch is preserved 1 week before the international fixture by either limiting or prohibiting access for domestic usage, either for rugby or any other activity. International fixtures have the priority over any other domestic fixture scheduled on the designated pitch for the Competition.

3.6. TEAM KIT SPECIFICATIONS AND TOURNAMENT MARK

Each Participating Team must own two playing kits, one home and one away, with different colours.

The Home kit must be used at home and the Away kit must be used away, unless prior approval from Rugby Europe has been obtained.

As soon as the fixtures are set, Participating Teams are required:

- To determine colour of their kit for each game of the entire season,
- To send their kit colours to RUGBY EUROPE at supercup@rugbyeurope.eu,

As a General principle, the Host Team has the priority to select their colour in case of colour clash.

Any change in playing colour or change of kit provider must be announced 1 month ahead of the first Match to prevent any possible colour clash. Playing Kit colours must be recorded on the Game info

Tournament marks:

Teams are requested to ensure that they display a **9 cm Rugby Europe Super Cup logo** on the upper **RIGHT** sleeve of each of their home and alternative playing jerseys as a minimum and on their training tops / tracksuits, where possible.

Brand Guidelines, Competition's Logo and look and feel elements are available through this link : [Logos RESC 26-27](#)

Example of good display of the RE logo on playing shirt:
Any other sponsors can't be displayed in this area.



Rugby Europe Super Cup logo will be sent to Teams on demand at communication@rugbyeurope.eu

3.7. BALLS

The Tournament shall be played with Rhino VORTEX ELITE balls size 5, official ball of the Tournament. Only official Tournament balls must be used at Match Venues. All matches will be played with official match balls.

A minimum of six (6) similar balls will be used during a match.

For the warm-up session, the Visitor team needs to be provided with three (3) balls that have to be given back to the Host Team after they have been used.

20 Balls will be delivered to each Participating Team at once, before the first game of the season, as an endowment from Rugby Europe.

Unions are required to confirm delivery address before August 31 through following link :

[Address and Contact details for Rhino Balls Delivery 26/27 \(XV\) – Fill in form](#)

Teams can order additional balls – directly via Rhino Rugby contacts. Rhino and Rugby Europe cannot be considered as responsible in case of late or impossible delivery due to a late order.

For further details, feel free to contact

RHINO RUGBY

Reg Clark – regclark@rhinorugby.com

Dave Reynish - dave@rhino.direct

Keiron Blackburn keiron@rhino.direct

Teams must use the special “RUGBY EUROPE” code for discount on additional orders.

3.8. TROPHY TERMS & CONDITIONS

Rugby Europe will design and bear the cost of a Winner Trophy.

No sponsorship or branding or any engraving should be placed in or around the Trophy at any time without prior approval of RUGBY EUROPE.

The Rugby Europe Super Cup Trophy will be handed over the winners season after season. Current holders must make sure to keep the trophy safe and in good condition during their year, and to make it available for the next final, at their own cost. It is also the current title holders to ensure the engraving of the Franchise name on an appropriate plate to be added to the cup.

4. MATCH OPERATIONS AND SERVICES

4.1. PRE-MATCH DAY(S) EVENTS

4.1.1. Training Sessions

Visiting Team may request help from Host Team in identifying/arranging training facilities, floodlit if necessary. If so, any venue hire fee is cost of Visiting Team. Host Team will try to satisfy requests made by Visiting Team. Indoor facilities, if requested, are cost of Visiting Team.

Visiting Team advises Host Team if session is private or open to press/public. When possible, Host Team assists with swimming pool access, if not available at hotel, provided sufficient notice is given.

Standard venue equipment i.e. some tackle bags, contact pads, scrummage machine should be available. Visiting Team makes own arrangements for any specialized or specific equipment. Visiting Team brings own training balls. Host Team makes available match balls at venue visit only.

4.1.2. Captain's Run

Each Team is permitted to conduct a one-hour familiarization visit the day before the match. The time for this visit is subject to Host Team approval but every effort must be made to accommodate the visiting team with their preferred time.

Players may have a 20min light run-through in boots, provided there is no scrummaging, line-out practice or repetitive activities which may cause damage to the playing surface. Any pitch access restrictions imposed by the stadium manager (or person with equivalent responsibility) will apply to both Teams, whether such restrictions are attributable to adverse ground or weather conditions or otherwise.

Other than pitch branding, the pitch should reflect match-day conditions, including pitch configuration/sizing, floodlighting.

Visit should cover access points, dressing room, medical room, route to pitch, seats during match, Doping Control Station, Press Conference Room, function suite etc. as required. Complete privacy cannot be guaranteed at some stadiums due to match preparation. Press (unless prior agreement between Teams) and public kept away.

4.1.3. Kicking Practice

A maximum of four appointed kickers should be provided with access to the match pitch for one hour during the Stadium Run, subject to weather conditions. Please refer to Clause 4.1.2 above relating to the Stadium Run.

The match balls must be marked and made available to both teams for the Stadium Runs and Kicking Practice. They will then be retained by the Local Match Manager for the following day.

4.1.4. Accreditations

Rugby Europe Super Cup accreditation passes will be supplied by the Host Team to 27 Team Members as nominated on the Player's List submitted to RUGBY EUROPE Commissioner or Representative.

The accreditation passes will be provided to the Team through the SPOC upon their arrival, and at the latest at the Team Manager's meeting. Team Managers must ensure that official accreditation is worn by all Team Members when accessing training pitches, Match Venues and other notified areas. All non-playing Team Members not on the playing enclosure must wear their accreditation at all times within Match Venues, otherwise access to secure areas within the Match venue may be denied.

4.1.5. Team Managers Meeting

Time and venue will be suggested by Host Team. RUGBY EUROPE Match Commissioner will conduct the team managers Meeting day prior the match with the two managers (protocols, List of players and arrangements).

4.1.6. Team Managers Dinner

A team Managers dinner, involving Managers from both teams, RE Match Commissioner, RE Referees and RE staff (if present) must be organized, usually immediately after the Managers' meeting on the evening before the match.

4.2. MATCH DAY OPERATIONS

4.2.1. Warm-Up

A) Pre-game warm-up

Host Team must advise Visiting Team and Match Commissioner in detail at least 24 hours before captains run of all pre-match activity in the vicinity of the pitch including overhead fly-pasts, pyrotechnics etc. which may affect the warmup.

Protocol is decided by Host Team and explained to the two team managers on day before the match (meeting with the Match Commissioner).

B) Warm-up

At discretion of the Host Team, bearing in mind timings agreed with the Host Broadcaster.

The Host Team recognize the need to ensure that teams are granted time and space for warmups and on-pitch sessions in the build-up to a match, unimpeded by pre-match entertainment. As a minimum the following access must be provided:

- (a) from 60 minutes until 25 minutes prior to kick-off each team has access to the area between the dead-ball line (use of cones is permitted) and the 10-metre line;
- (b) from 25 minutes until 15 minutes prior to kick-off, the teams may be restricted by the stadium manager (or person with equivalent responsibility) to the areas between the 22 and 10-metre line, or between the dead-ball line and the 22; and
- (c) at 15 minutes prior to the kick-off the teams may be excluded from the field of play by the stadium manager (or person with equivalent responsibility). Teams return to Dressing room to ensure no delay to Teams formal entry.

C) Warm-up after kick-off

All access to the field is monitored by the Match Officials to limit the number of persons on the field and possible disruptions.

Substitute Players are authorized to warm-up in the opposing Team's in-goal without balls or tackle bags. They must wear identifiable bibs.

Players must exercise caution if the game is played in the 22-metre zone and avoid obstructing Players in the in-goal.

4.2.2. Coin Toss

The coin toss takes place 60 minutes before kick-off.

The Captains of the two Teams, the referee who organizes the toss and the two assistant referees must take part in the coin toss.

The winner of the toss decides whether to choose ground side for the first-half or kick-off.

4.2.3. Pitch set up with Flags

The Rugby Europe flag must be held by flag bearers just after the crossing of the midfield line and the 5 meters line from the sideline.

Franchise / Club Flags must be held by flag bearers just after the crossing of the 10 meters from midfield line and the 5 meters line from the sideline. Team A (Host) on the left side from the camera view and Team B (Visiting) on the right side from the camera view.

The two bearers near the sideline are kneeled, the others two are standing.

Size for each peace to be produced by each team for your home and away matches

- 1 Rugby Europe Flag – with Rugby Europe logo on white background – **Height 1,50m x Lenght 2,25m (150 x 225 cm)**

- 1 Team Flag – with your own Team Logo on white background – **Height 1,50m x Length 2,25m (150 x 225 cm)**

4.2.4. Pre-Match Protocol

The pre-Match protocol will be as follows for all the Rugby Europe Super Cup Matches:

Kick Off Minus 5.00	Flags bearers ready on the pitch as per lay out below
Kick Off Minus 5.00	Teams leaves the dressing rooms and assemble side by side in the mouth of the Tunnel
Kick Off Minus 3.30	Rugby Europe Anthem begins. The Referee enter the pitch followed by the two teams. Teams to pass between their respective Franchise flag and the RE Flag when entering.
Kick Off Minus 1.00	Flag Bearers leave Field of Play through the quickest route (as soon as team's presentation is over)
Kick Off Minus 1.00	Teams take position for kick-off
Kick Off	Referee blows the whistle to kick-off the match



A

B

4.2.5. Half-time

15 minutes (whistle to whistle) and teams off. If team (or subs) remain on pitch, there is no disruption to permit half-time entertainment.

4.2.6. Match Day Run Sheet

The Match Day Run Sheets shall reflect the general activities in the following table. Timing is in relation to the Match (negative timing is prior to kick off and positive timing is following the completion of the Match).

Please note that timings are indicative only at this stage. The times will be subject to modification.

A sample Match Day Run Sheet can be found on the next page.

The game sheet must be completed accurately and signed by the team manager and copies provided to the following not less than one hour before kick-off :

- Host broadcaster/media
- RUGBY EUROPE Commissioner
- Anti-Doping Liaison Officer (if any)
- Citing Commissioner (if any)

Host Team has to arrange a proper secretariat office in order to be able to provide immediately upon signature as many copies as necessary of the of the game sheets.

A COPY OF THE RUN-SHEET MUST BE SENT TO MATCH COMMISSIONER AND RUGBY EUROPE SUPERCUP@RUGBYEUROPE.EU 48H BEFORE KO.

ANY SPECIFIC / EXCEPTIONAL EVENT (Minute of Silence / Tribute / ...) must be mentioned to, validated by and confirmed with Match Commissioner and Rugby Europe no later than 24 hours prior to KO.



Sample Match Day Run Sheet		
Timing (Minutes)	Activity	Location
- 120 to - 60	Teams arrive and are escorted to changing rooms. Team Manager signs off Final Team Sheet – no more changes from this point.	Dressing Room Area
- 60	Coin toss in tunnel in front of the interview backdrop. Winning Captain must nominate her/his chosen option: Kick off / Choice of End.	In tunnel or on the pitch
- 45 to - 40	Team clothing /Equipment check by Match Officials, Match Officials instructions.	Changing Rooms
- 40	Teams warm up on pitch.	Pitch
- 10	Both Teams to return to changing room. Medical Services presents on ground.	Changing Rooms
- 6	1-minute call to each Team	Changing Rooms
- 5	Teams leave the dressing rooms and line up in the tunnel as directed by Match Commissioner. Single file – Captain first.	In Tunnel
- 3.30	Teams take to the field (RUGBY EUROPE Anthem to be played) – Teams line up.	On pitch
-1	Teams are ready for kick off.	On pitch
Kick off 1 st half		
Half Time (15 minutes)	Flash interviews on the field Half Time is 15 minutes from whistle to whistle. Teams are called with 1 minute to kick-off.	Field In Dressing Room Area or on the pitch
Kick off 2nd half		
After Final Whistle	Flash interviews on the field in front of the backdrop.	Field
+ 2	Player / Coach interviews – Losing Team	Field
+ 3	Player / Coach interviews – Winning Team	Field
+ 2h	When applicable, Citing Commissioner liaise with the Team Managers to check if they want to report any incident	
+ 15 to 48h	The manager can lodge a complaint to RUGBY EUROPE Disciplinary Committee following RE Disciplinary Regulations.	
Up to + 48h after notification of sanction	Appeal to the Disciplinary Committee can be made following RE Disciplinary regulations.	
+ 48h	Appeal to the Disciplinary Committee to be sent to Rugby Europe Headquarters	

4.2.7. Official Team Photo

Host Team arranges photographer for official team photo. To be taken after arrival on match day. Time must be confirmed by Visiting Team one week in advance. Photo usually includes all players.

4.2.8. Dressing room

Visiting Team's dressing room should be equipped with:

- Physio bench.
- Bottled still water pre-match.
- Sandwiches and fruits for half-time.
- Match Programmes.

Other reasonable general requests are possible, but specific or specialized items should be arranged by Visiting Team. Host Team arranges steward to control access (private, unless authorized by Team Manager/Head Coach).

4.2.9. Water

On Match Day, 2 litres of water for each of the 23 playing Players & Staff will be provided and this will be delivered to the Match Venue and at the Hotel.
The Host Team is due to cover the cost of this service.

4.2.10. Ice baths

Host Teams should provide facilities for players to have ice baths post-match if requested in advance. Sufficient ice must be provided to this function if required.

4.2.11. Security

Host Team must take measures to ensure that players, teams' and match officials are safe from any interference from the time they go down from their bus to the time they leave the stadium for their hotel. Special attention must be brought to their security and tranquility before and after the game in their respective changes' rooms. Security is in place for before, during and after the match.

4.2.12. Post-Match Function

The Host Team must organize a banquet and invite the Visiting Team delegation and RE Officials to join. For the avoidance of doubt, the Host Team shall bear the cost of this Function, within the limits above mentioned. The Host Team and Rugby Europe can decide to invite other persons from the visiting union if they wish so. If the visiting team travel schedule do not allow them to have a proper banquet, then a negotiated solution must be prepared (i.e., Meal to be taken in the bus, etc.) and a function must be arranged for the RE Officials.

4.3. MATCH VENUE

Match Venue: The Match Venue must be modern with score display, PA system, floodlighting, broadcast facilities (including proper camera positions for a 7 cameras broadcasting plan and TV truck parking space), coaches' boxes, VIP boxes, media areas and services, hospitality services, a seating capacity of 3'000 minimum (unless a derogation is granted by Rugby Europe) and (if possible) a giant screen.

The Host Team must provide a detailed Venue layout to Rugby Europe two months prior to the first home Match

Host Teams must use a unique Match Venue for the entire season unless otherwise agreed by Rugby Europe. In addition, Match Venues must respect at least the requirements of level 3 of the RE Infrastructure Regulations.

4.3.1 Match Venue Insurance

The Host Team will ensure that it has in place all requisite safety certificates and robust public liability and other relevant insurances covering venues including but not limited to Match and training Venue, hotels and internal transport provision for all Participating Teams, Match officials, Competition guests, staff and volunteers. The Host Team will fully cover the costs of all required insurance policies. Copies of all Host Teams insurance policies must be made available to Rugby Europe.

4.4. TRANSPORTATION

4.4.1. International Transportation Organization

Matches must be held within a maximum of 100Km or 90 minutes from a Major European airport Hub used by several regular international airplane companies with regular daily flights.

Teams will travel directly from their assembly location within their own country to the Competition, to arrive in Host country by no later than 24 hours before the kick-off of the match.

The cost of International Transportation is the cost of the Visiting Team.

4.4.2. Local Transportation

A coach pick-up will be made available to teams at the Host Team cost to transport the Visiting Team from their arrival and departure airport to their designated accommodation site, regardless of the arrival and departure date, excepted for the teams coming with their own bus.

Local Transportation costs to all official competition events or meetings from one day before to one day after the Match are Host Team costs. Transportation for optional activities required by the visiting teams are Visiting Team's costs.

Local Transportation before and after these dates (transfer to the airport excepted) are Visiting Team Costs.

4.5. ACCOMMODATION AND MEALS

Participating Teams will be accommodated according to the following principles:

4.5.1. Standard Accommodation Provision for Team Delegations

The Visiting Team shall bear the cost of accommodation. Host team will propose at the latest three months before three possibilities of full board accommodation facilities to the Visiting team.

Visiting Team will respond at least one month prior the KO day the accommodation chosen. Visiting Team will have the possibility to pay to the hotel directly or to the Host Team upon agreement.

NOTE: All Rugby Europe Match Officials and staff if present (Match Commissioner, Referee and Assistant Referees, Rugby Europe staff) must be accommodated in single rooms, in a 3 stars Hotel (European standard) minimum, four stars preferably. This is a Host Union cost as per participation agreement.

4.5.2. Extra Team Members and VIP Officials Accommodation

Each Team delegation is responsible for arranging accommodation at its own cost for its extra Team Members and VIPs.

4.5.3. Hotel House Rules and Compliance

The Team Officials are responsible for conduct of their Team to ensure all house rules are complied with at all times for the duration of their stay.

No improper behavior will be accepted during the stay at the Team Accommodation compound. Any incident will be treated with highest severity, and misconduct charges may be decided by RUGBY EUROPE in case of incident.

4.5.4. Visitors

Persons requesting to visit Team Members should be referred to the Team Manager or SPOC.

4.6. TICKETING

The Visiting Union will be entitled to receive an allocation of tickets for the match (Normally two tickets per member). This request must be done at least one month prior. Host Union will respond at least one month prior the KO.

For each game, the Host Team must provide free of charge to Rugby Europe for its commercial partners:

- Up to 100 first category tickets;
- Up to 20 access to hospitality;
- Up to 10 access to post-game functions with players and officials.

Rugby Europe shall have the right to purchase additional tickets and hospitality access at cost.

In addition, Rhino can benefit free of charge for each Match of the Competition:

- 4 first category tickets;
- 4 access to hospitality;
- 2 access to post-game functions with players and officials.

In addition, O'NEILLS can benefit free of charge for each game of the Men's and Women's Championship:

- 4 first category tickets
- 4 access to hospitality

Request will be confirmed by Rugby Europe 15 days before each game at the latest.



5. MATCH OFFICIALS AND MATCHDAY PERSONNEL

Rugby Europe provides a certain number of International Technical Officials for each Rugby Europe Super Cup Match, while the Host Team will provide National Technical Officials and Volunteers for each Rugby Europe Super Cup Match.

RUGBY EUROPE INTERNATIONAL TECHNICAL OFFICIALS

- 1 Match Commissioner
- 3 Referees
- 1 Referee Performance Reviewer (on remote)
- 1 Citing Commissioner (on remote)
- When applicable Rugby Europe Staff may attend matches

5.2. HOST TEAM NATIONAL TECHNICAL OFFICIALS

- 1 Assistant Match Commissioner, either WR certified or approved by RE, or an international Referee (the latter subject to RE approval)
- Referees n°4 and Referee n°5. Names to be provided on the game info sheet no later than one week before matchday. Referee 4 and 5 must be WR level 2 Certified.

In addition, the Host Team must provide Ball Kids and other volunteers for Match Day Operations.

5.2.1 Ball Kids

At least ten kids must be available for each match, supervised by a designated Ball Kids Manager and briefed.

For each match, Ball kids teams will be supervised by one Ball Team Manager (BTM). Each Ball Boy/Girl must wear a harmonized and recognizable official outfit.

5.3. MATCH COMMISSIONER ROLE AND DUTIES

The Match Commissioner is the RUGBY EUROPE representative at each of the Rugby Europe Super Cup Match Venue and is responsible for matters related to the playing enclosure, the conduct of the Matches and the elements related to Teams. Such responsibilities shall include decisions related to the delay of the Rugby Europe Super Cup Matches KO or the implementation of the Competition Manual Provisions.

For the avoidance of doubt, the Match Commissioner on the RUGBY EUROPE SUPER CUP can be from the home team country or from another country. In any case, Host Union remains responsible for covering accommodation and meals where relevant (up to two nights).

Before, during and after the match, all players, members, directors, officials, officers, members of staff, employees, contractors, agents and representatives of the Host and Visiting Teams must comply with the reasonable instructions of RUGBY EUROPE Match Commissioner if necessary. This includes, but is not limited to, instructions relating to the teams' departure from the dressing rooms.

The day before the match:

- Conducts the match preparation meeting with the team managers (time and venue suggested by Host Team), and collects team sheets,
- Controls the playing kit's colours and conformity to WR Regulations and the presence of Rugby Europe Super Cup Emblem of the right shoulder of the jersey,
- Controls match documents as listed in section 12 and remind Teams regarding the insurance policy,
- Controls together with the referees that the playing area is regulatory (technical zone, painting, protections...),
- Controls that Rhino Match ball are present and that any others ball brand is visible within the stadium and the playing enclosure,
- Controls that Rugby Europe advertising board, corner flags and others branding elements as per the RE marketing department guidelines are present and correctly implemented.
- Control the positioning of the main camera and inform the Team managers on how the pre-game protocol will unfold and especially which side of the ground the players must face during the Competition Anthem,
- Prepare the game sheet.
- Confirms the runsheet

On Match Day:

- Is responsible for the smooth delivery of operations according the runsheet
- Control the presence of Medical services on ground and the security in the Stadium. This includes the presence of an ambulance before the KO and all medical devices listed in this Manual, including resuscitation devices,
- If necessary; recheck any of the points mentioned above.

During the match:

- Fills in the game sheet and other working papers requested,
- Controls the number and quality of replacements (specific positions), and at
- Controls that the technical zones are respected together with Referees N°4 and 5 (if any).

Immediately at the end of the match:

- Communication of the results on Sportlomo and to RE staff: supercup@rugbyeurope.eu (+ text message, WhatsApp, phone call),

- Fills in the official match report and collect the signatures of the managers and referees, sends the game sheet to supercup@rugbyeurope.eu (electronic file), secretariat, and World Rugby results department as well as all the other documents.

After the match:

- The Match Commissioner has also to complete all working papers and send it to RUGBY EUROPE Head office within the next 48 hours.

Should any reason prevent the safe travel of Rugby Europe Match Officials (testing, travel restrictions, flights cancellation etc...), Rugby Europe observes the right, and only under truly exceptional circumstances, to appoint the Assistant Commissioner as Main Commissioner.

5.4. ASSISTANT COMMISSIONER:

Must be either an already WR or RE Commissioner, or an aspiring Commissioner at Rugby Europe level, or a retired Commissioner, or an active Commissioner at national level, or an International Referee. The duties of the assistant commissioner are:

- Before the game, to assist and shadow the Commissioner in all its meetings and visits, and serves as translator when necessary,
- During the game, to help monitoring changes and recording game events on the Game sheet in real time through Sportlomo or through the manual Game Sheet,
- After the Game, to confirm the game sheet information together with the Commissioner and Referees and help sending it as quick as possible.

Their name must be listed on the Game info.

5.5. COSTS MATRIX FOR ITOS

The Host Team will bear for the ITOs:

- Airport pickup and drop off at arrival and departure
- Shuttle between Hotel and Venue
- Hotel room (single) for each ITO
- All Meals from arrival to departure

Rugby Europe will cover the following costs for the ITOs :

- International travel tickets
- Travel allowance

5.6. REFEREES' COMMUNICATION KIT

In order to allow referees to enhance their communication during matches, each Host Team must secure the procurement of wireless high quality communication devices between the Referee, and Assistants 2, 3 and 4.

It is also desirable, but not mandatory to connect the time-keeper when possible.

Host Teams have the freedom to choose their provider, however Rugby Europe recommends the use of the VOGO – VOKKERO Elite Kit.

Please contact Rugby Europe for more details on this matter and VOGO Malik Sayadi - m.sayadi@vogo-group.com

Any Host Team not providing those kits or providing malfunctioning kits will be fined.

5.7. FLOOR MANAGER

Host Team is responsible for appointing a designated Floor Manager to oversee the general operations liaising sport and media. Missions include:

- Ensuring coin toss is managed according to standards: captains in playing kit, in front of approved backdrop, referee is in RE outfit, official photographer and TV are present;
- Ensuring Match Day Runsheet is posted in dressing rooms, media room, referees locker, and that all stakeholders have their own copy (Team Managers, TV, etc);
- Ensuring entrance protocol is according to RE standards and liaison with Match Commissioner: flags and anthems are checked and in place, escort kids and/or flag bearers are briefed, teams and officials are positioned correctly in the tunnel and know their way on the pitch, etc ;
- Liaising with speaker/public announcer where relevant for latest team sheets and players announcement;
- Ensuring the communication system between referees and TV is working correctly;
- Ensuring the proper delivery of pre/half/post match interviews: liaise with Team Managers for coach/player presence on time and in order, checking backdrop elements, etc



6. MEDICAL ARRANGEMENTS

Medical responsibilities are shared between Rugby Europe, Host Union and each Participating Team. This section sets out the role and responsibilities of each organisation and its medical personnel.

Any query on medical matters can be addressed to new email medical@rugbyeurope.eu

6.1. RUGBY EUROPE RESPONSIBILITIES

Rugby Europe is the entity responsible for putting in place the measures that guarantee player's welfare and safety during any event. Rugby Europe's Player Welfare Sub-Committee is available for consultation. Please contact Rugby Europe for further details. Rugby Europe will also be responsible promoting the World Rugby '**Recognise and Remove**' concussion message.

Rugby Europe is also responsible for appointing a Medical Delegate to the Tournament/Match, when applicable.

Teams medical staff are primarily responsible for the care of their players and staff. Team medical staff must ensure that they meet the match doctor the day before the match or at the latest, immediately upon arrival at the stadium on match day. Clear agreement must be reached on the match day protocols and management of injured players.

6.2. HOST UNION RESPONSABILITIES

The Host Union is responsible for the provision of medical services and facilities at the match venues and the coordination of medical services available to Teams while in the Host Country. The Host Union will produce a medical directory which will be issued to all Participating Unions no later than two weeks prior to each event. This document will detail all the medical services available and contact details of key Tournament medical personnel.

The Host Union is responsible for the appointment of the following key medical personnel, all of whom must be English speaking:

- Tournament Medical Manager (when applicable)
- Match Day Doctor (when possible)
- Immediate Care Lead
- Match Day Medical team

Definitions of each of the above are available at Minimum Medical Standards.

6.2.1. Tournament Medical Manager (TMM)

When applicable, the Tournament Medical Manager acts on behalf of the Host Union and is ultimately responsible for the planning, co-ordination and governance of medical services

provided by tournament medical staff to Players, officials, and Team Members during the Tournament (both at the venue and at team hotels).

The person appointed to this position must have a medical qualification and should have experience working at an international Tournament or competition. He/she may or may not personally deliver medical services in the other roles for example, Match Day Doctor (MDD) and/or Immediate Care Lead (ICL) but only if appropriately qualified and World Rugby accredited.

The name and contact details of the holder of this role (and all other relevant roles: MDD, ICL) must be made clear to Participating Unions two weeks in advance of the event.

The TMM will:

- Ensure that all Laws, Regulations, medical standards, guidelines, procedures, policies and protocols in relation to Match-day medical management, including blood, concussion and substitution, are explained to all Match day medical staff;
- Be responsible for appointing at all Matches, a MDD and appropriately qualified and experienced medical support staff including an ambulance consistent with the standard and needs of elite international Rugby;
- Confirm with World Rugby that all MDDs have completed as a minimum the World Rugby Immediate Care in Rugby Course (ICIR) level 2 or equivalent;
- Prior to each event, the Tournament Medical Manager is responsible for contacting World Rugby or Rugby Europe to confirm the compliance of all medical and healthcare personnel who will be entering the field of play with respect to medical accreditation;
- The TMM must provide certificates for all the Host Union medical staff who will be active pitch side.

Note: It should be noted that this compliance accreditation requires both on-line and face to face education.

When applicable, the Tournament Medical Manager (TMM) must also provide to all teams prior to the Tournament, the name and contact details of the following:

- Doctor responsible for providing non-match day medical support including prescriptions, general medical consultation coordination and priority radiology access;
- Dentist;
- Physio supply company (tapes, braces etc);
- Medical and surgical supply company;
- Oxygen supply company (if allowed);
- Massage services;
- Closest hospital to hotel and training grounds;
- Closest swimming pool to hotel and training grounds.

6.2.2. Match Day Doctor (MDD)

A match day doctor (MDD) shall be appointed to all Matches/Match days. The MDD is responsible for enforcing all World Rugby Laws, Regulations, medical standards, guidelines,

procedures, policies, and protocols in relation to match day medical management, including blood, concussion, and substitution. This person is responsible for decisions on Match day regarding replacement for blood and head injury.

This person must be a medical practitioner and have completed the World Rugby's on-line education modules – **Immediate Care in Rugby, Concussion Management for Elite Level Match Day Medical Staff, Medical Protocols for Match Day Medical Staff** and **HIA protocol for match day staff**. If this person is providing any on-field care or there is no Immediate Care Lead this person **must also have completed the face-to-face Level 2 ICIR accreditation** (or an approved equivalence).

In circumstances where the provision of medical staff is limited, the Immediate Care Lead and the Match Day Doctor may be the same person.

The duties of the MDD include:

- Adjudicating on blood injuries in accordance with Regulation 15.2.1.;
- Implementing the applicable pitch side concussion protocol (**Recognise and Remove**);
- Observing any Head Injury Assessment conducted by the Team Doctor or conducting the Head Injury Assessment themselves if required/requested;
- Adjudicating on Head Injury Assessments to ensure the enforcement of all Laws, Regulations, medical standards, guidelines, procedures, policies and protocols pertaining to head injuries, concussion and/or suspected concussion.

The powers of the MDD include:

- The power to permanently remove a player from the game under the **Recognise and Remove Protocol** for concussion.
- Remove a player for the management of a blood injury (for the avoidance of doubt this includes without limitation the power to overrule team doctors, team management and any other person on match day).
- The MDD may communicate with the Match Officials via the Technical Zone Manager or by such other means as appropriate in the circumstances and/or with the relevant Team doctor and/or Team Officials;
- For avoidance of doubt, this includes without limitation the power to overrule team doctor, team management and any other person on match day. The MDD may communicate with the Match Officials via the Technical Zone Manager or by such other means as appropriate in the circumstances and/or with the relevant Team doctor and/or Team Officials;
- Adjudicating on which blood injuries can access temporary replacement in accordance with Regulation 15.2.1 (or equivalent provision as directed by World Rugby in the event of any regulatory change);
- The power to direct that a Player may not return to play on the entire tournament where he has been removed under the **Recognise and Remove protocol** or any other injury pursuant to Regulation 15.2.1(c) (for the avoidance of doubt this includes without limitation the power to overrule team doctors, team management and any other person on match day).

The MDD may make such directions orally or by written or other means.

6.2.3. Immediate Care Lead (ICL)

This person is responsible for coordinating and providing on-field Matchday immediate medical care services and onward referral to secondary care if appropriate at the Match/Tournament. The person(s) covering this position must be a medical practitioner and have a minimum Level 2 ICIR or equivalent accreditation.

The Immediate Care Team is a group of medical personnel who will assist the Immediate Care Lead and/or Immediate Care Doctor during on-field emergency. They will also be the team primarily responsible for removing seriously injured players from the field of play.

The Immediate Care Lead (ICL) enters the field of play if the hand signal used by Team Doctor indicates that a stretcher is required, or a spinal injury is suspected. Entrance to play is also indicated if the ICL sees Team Doctor commence CPR and if the player is still receiving attention from the Team Doctor more than 1 minute after arrival of the TD at the scene of the injury. The Team Doctor remains in charge of the injured players care until handed over to the Immediate Care Lead.

6.2.4. Match Day Medical Team (MDMT)

Ideally the MDMT is comprised of the following support staff, all of whom will attend the match venue:

- Medical room doctor x1
- Medical room nurse/physio x1
- Ambulance Team x2

6.2.5. Match Day Medical facilities

An ambulance and/or an appropriate room for the use of Players (from both participating Teams) and Match Officials (including referees and assistant referees) who are injured or ill. Such a facility will include:

- Resuscitation equipment, defibrillator, IV fluid and essential drugs;
- Airways Management - ability to intubate/manage airway; oxygen & suction available;
- Analgesic control;
- Stiff neck collars;
- Standard stretcher, Jordan Frame, Spinal Board or Scoop stretcher;
- Readily available telephone with permanent listing of ambulance, rescue helicopter (where available) and local hospital;
- Adequate lighting including wall light for suturing;
- Sink and hand washing facilities;
- Facility for disposal of used needles, syringes and contaminated dressings.

Access to all such medical facilities will be such that there is unobstructed access for a stretcher from the field of play and ready access for an ambulance, including no staircase or steps.

Medical room must be available from 90 minutes before Kick Off.

A game cannot start without an ambulance.

All the medical facilities will be checked by the Match Day Doctor appointed to make sure that the players', officials', and spectators' safety is optimal.

6.3. PARTICIPATING UNION RESPONSIBILITIES

All on-field team medical staff have completed the following [World Rugby online education modules](#):

- Concussion Management for Elite Level Match Day Medical Staff;
- Medical Protocols for Match Day Medical Staff;
- Concussion Management for Match Day Medical Staff using the HIA Protocol and Immediate Care in Rugby (if HIA Protocol in place)
- Mindset - A Mental Health Resource;
- [World Rugby Keep Rugby Clean anti-doping](#) or equivalent module;
- [World Rugby Keep Rugby Onside anti-corruption and betting](#) or equivalent module.

They must also have completed the relevant face-to-face course (L1FAIR or ICIRL2, according to the level of the competition and Rugby Europe Minimum Medical Standards).

All Players and Team management must have completed a concussion education session (delivered by the Union CMO or another qualified medical or healthcare practitioner) within the year prior to commencement of the tournament. This education session as a minimum must cover the essential information outlined in HIA Protocol.

6.3.1. Players' Medical Records

Each Participating Union shall:

- Ensure that its Players are suitably fit to participate in the competition and that its Players comply in all respects with the medical requirements set out in this document (see **8.3.5. Participating Team checklist** below);
- Be required to report any injuries sustained during the competitions to RUGBY EUROPE (using the Injury Surveillance Study form available);
- Team Managers must check the game sheets to be sure all injuries are fully reported.

6.3.2. Medical Costs and Fees

As from 1st of July 2018, Rugby Europe does no longer cover for accidental bodily injury to players engaging in RE competitions, including:

- body injury occurring during rugby practice at training for and/or attending official RE competitions
- body injury occurring during journey to attend official RE competitions or trainings to RE competitions

6.3.3. Medical Insurance

In respect of World Rugby Regulation, [article 23](#) :

"23.2.1 Unions are responsible for and shall have in place appropriate financial arrangements or insurance to cover each Player (and/or their Primary Employer as applicable) in respect of losses and expenses incurred as a result of injury sustained when such Player is on International Duty. Such financial arrangements and/or insurance cover should include Medical Expenses, loss of Emoluments, Temporary Total Disablement, Career-Ending Injury and Catastrophic Injury incurred as a result of injury sustained at the time that the Player is on International Duty."

It is the responsibility of each Union to contract the appropriate Medical Insurance for its players and abide by the Terms and Conditions set out by this Manual and the participating agreement.

6.3.4. Participating Team Medical Staff Responsibilities

All Team Medical Staff (including any Team doctors, physiotherapists, and other health care professionals) shall:

- Ensure they fully understand, implement and comply with all Laws, Regulations, and all medical standards, guidelines, procedures, policies and protocols, including as set out in this Section 6, without limitation related to blood injury, concussion and substitution.
- As per the Rugby Europe Minimum Medical Standards, all medical staff entering the field of play must have completed the relevant face to face course or equivalent and the previously identified on-line education modules. Participating Unions must provide a copy of the certificate.
- Cooperate and comply with the Injury Surveillance Studies.
- Ensure that Players who have sustained a confirmed concussion follow a Graduated Return to Play protocol as outlined in the [World Rugby Concussion Protocol](#);
- For the avoidance of doubt players who have sustained a confirmed concussion and who have not completed the 'Graduated Return to Play' protocol shall not play in any Tournament/match until such time as they have completed the protocol.
- Ensure that players who meet the criteria identified in the concussion protocol/ HIA procedures for removal from the field of play are removed from play and do not return to play the same day.
- Hold appropriate professional indemnity insurance to an appropriate level which shall remain in force at least for the duration of the competition and shall state the exact nature of their role.
- Where reasonably practicable, possess a post-graduate diploma or equivalent in sports and exercise medicine.

6.3.5. Team Medics Meeting

A Team medics meeting is planned at each event. The team doctor or medic must attend.

6.3.6. Participating Team Checklist

- Team medical staff education requirements:
 - (i) Concussion Management for Elite Level Match Day Medical Staff
 - (ii) Medical Protocols for Match Day Medical Staff
 - (iii) Concussion Management for Match Day Medical Staff using the HIA Protocol and Immediate Care in Rugby (if HIA Protocol in place)
 - (iv) Face to face level 1 First Aid in Rugby (L1FAIR) or face-to-face Level 2 Immediate Care (L2ICIR)* in Rugby (according to Rugby Europe Minimal Medical Standards)
 - (v) World Rugby Keep Rugby Clean anti-doping or equivalent
 - (vi) World Rugby anti-corruption and betting or equivalent
 - (vii) World Rugby Mind Set mental health module

***L2ICIR mandatory for all competitions with HIA protocol, irrespective of Rugby Europe Minimum Medical Standards in place**

- All Players and Team Management have completed Concussion and AntiDoping education within past 12 months;
- All players have SCAT 5 baselines completed within past 12 months;
- A risk stratification has been completed on all players within past 12 months;
- Player consent for participation in injury surveillance and HIA research has been collected;
- Player cardiac screening has been completed as per Cardiac Screening Guidelines;
- Players and team management have been assessed as medically, dentally and physically fit to attend and participate in the Tournament;

Note: Teams may be asked for confirmation that activities have been completed and records must be available for review on request.

6.3.7. Other responsibilities

Unions, prior to the Tournament must confirm that all Players and members of the travelling squad have been assessed by appropriate medical staff as being medically, mentally, and physically fit to attend and participate in the Tournament

Unions must confirm that each player has completed the World Rugby Cardiac Screening Questionnaire and cardiac examination including an ECG as described in the World Rugby Cardiac Screening document.

Note: The responsibility for the delivery of primary care to players rests with the Medical Practitioners (Team Doctor / Team Physio) from that Team.

The Tournament will provide Medical Resources and Facilities throughout the Competition as detailed in this Competition Manual, in accordance with best practice standards.

6.4. CONCUSSION MANAGEMENT

As the entity with overall responsibility for the Tournament, Rugby Europe will apply the World Rugby **'Recognise and Remove'** concussion protocol by default, during all Rugby Europe's Tournaments.

This means that any player who has lost consciousness or presents any Criteria 1 or Criteria 2 signs/symptoms of concussion, must be removed immediately from the Field of Play for care and monitoring and MAY NOT return to the match.

Exception: When requested by Rugby Europe and granted by World Rugby, the HIA Protocol can be used in Elite Rugby Tournaments (e.g. Championship level, both men and women, sevens and fifteens).

Even when HIA protocol is not in place, each Player must have completed a baseline concussion assessment in the year prior to commencement of the tournament and the results of this baseline must be available to the Team medical staff. As a minimum, this baseline should be a SCAT6, but it is recommended that teams also include a computer neurocognitive assessment as part of a player's annual baseline assessment.

A concussion risk stratification must have been completed on all Players, at least annually, to support concussion management on an individual basis.

Please refer to the following link to World Rugby to understand more about the management of Concussion and the need to **'Recognise and Remove'**.

<https://playerwelfare.worldrugby.org/concussion>

6.5. MEDICAL PROTOCOL - MATCH DAY SIGNALS

The following hand signals are to be used across the whole Tournament by all personnel involved with the management of injuries to all competing Players. All images have been retrieved from the **World Rugby Website**.

Call for the STRETCHER: - In the event of fractures, dislocations and severe soft tissue injuries (move hands up and down by your side):



Side on view

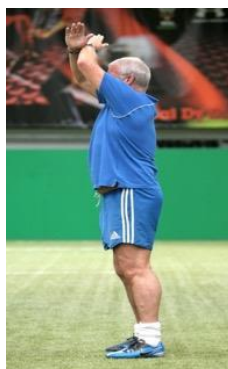


Front on view

Signal for BLOOD injury or management:



Side on view



Front on view

Signal for '**Recognise and Remove**' (referee flexes and extends and abducted straight arm touching head three times) :



Call for Match Day Medical Team including the resuscitation doctor for assistance with any suspected SPINAL INJURY:



Front on view



Side on view

6.6. HOSPITAL

Details of Hospitals and Other Medical Assistance will be provided at the Pre-Match or Pre-Tournament Medical Meeting and communicated through each respective tournament Handbook.

Please note that if a player is required to be removed from the Field of Play and Taken to Hospital, the Team Manager must nominate a member of their staff to accompany the player for the duration.

Further, in the event that a player requires hospital treatment which extends beyond the length of the Team's stay in the Host Union, the Team Manager must nominate someone to remain with the player until such time as they can be repatriated.

THIS BEING THE CASE, THE TOURNAMENT DIRECTOR OR THE HOST MEDICAL STAFF SHOULD BE IMMEDIATELY INFORMED.

6.7. RUGBY EUROPE INJURY SURVEILLANCE PROGRAMME

6.7.1.

Rugby Europe is committed to collecting and assessing injury data in the international Game. The aim is to monitor Match and training injuries sustained by every Team Member competing. The studies are conducted in the interests of the health and safety of the Players.

The recording procedures used in any study will be fully compliant with the international consensus statement on the definitions and procedures for epidemiological studies of injuries in Rugby. The reporting process is simple and requires the minimum amount of time from Team medical and fitness staff. Participating Unions will be provided with more details in advance of the commencement of the Injury Surveillance Programme (ISP).

It is a condition of participation that all Teams maintain full compliance with the ISP requirements for recording injuries and reporting Team Match and training exposures throughout the event time in order to ensure the high quality required for the database and the validity of the conclusions and recommendations resulting from the ISP.

6.7.2.

The Participating Union agrees to participate in the Rugby Europe ISP and to procure that its Team Members contribute thereto and that they confirm their agreement by way of the team member Consent Form.

It is a condition of participation that all Teams maintain full compliance with the requirements of this project to ensure that the data set is complete, and the conclusions drawn from it are applicable. Report must be completed by Team Doctor, Team Injury Reporter or Union's CMO after each match for any injury occurred.

Dr. Roberto Murias Lozano (rmurias@ucjc.edu) may contact Teams with further information.

7. MEDIA RULES

In order to promote the competition to achieve favourable coverage in local, national and international media, any Team Member, with the approval of his team manager of Participating Team, may communicate with media and provide television, radio or newspaper interviews, provided always that his comments do not bring the game of rugby, Rugby Europe or the Competition into disrepute.

In order to ensure consistent media management and a balanced Team approach, any request from media for interview, filming or conference on non-Match days, must be referred to Rugby Europe Communications Department (communication@rugbyeurope.eu) in advance for approval.

All video content of the competition (full game and highlights) is the ownership of Rugby Europe and cannot be given or used without Rugby Europe approval.

RUGBY EUROPE digital and social media platforms are the official channels of the competitions.

Participating Teams are responsible for reminding their Team Members of the World Rugby and Rugby Europe Code of Conduct and Code of Ethics and all applicable rules regarding any comments made on social media (e.g. Facebook, Twitter, Instagram, Snapchat, Tik Tok, VK, etc...).

Rugby Europe Communication Department will provide Unions with communications tools (Press kits, press releases, logos, social media details...) to be used during the Competition.

To achieve a wide and favourable coverage of the competition, The Teams are asked to provide Rugby Europe Communication Department with all requested information and materials:

- Team's and individual photos and players list two weeks before the start of the competition
- Team's communication elements (official logo, twitter accounts, communication/media contacts).

The Host Team must ensure the promotion and media coverage of the Competition by delivering optimal services around each Match of the Competition:

- Before the match: Promotional communication and media information (Press release, promotional materials, Press-conference, practical information, media database);
- During the match: Welcome desk at the stadium, accreditation, media-dedicated area, useful information, players and coach interviews, pictures of the game for all media (on-site and abroad), coordination with all targets (media, photographer, digital managers, TV-producers and broadcasters);
- After the game: Pictures of the game, press release, election of player of the Match useful information for media reports.

A dedicated skilled person must be in charge of all these missions - Good language skills (local and English) are essential to be able to help media from different countries.

The Host Team is responsible to manage the media accreditation passes and could reserve the right to approve or deny any Media accreditation request. In this case, the Host Team must inform the Rugby Europe communication Department and motivate the decision.

The List of accredited media can be sent to Rugby Europe if requested for any purpose.

The Rugby Europe Super Cup logo must appear on the first side of the accreditation.

7.1. MEDIA CENTRE / AREA

It is recommended that Host Teams must provide for a media center, which functions as a media working area with desks, chairs, fast internet connection and an area where catering is provided (when possible).

The Media Centre should provide easy access to and from other media-related facilities such as the media and the press conference room and adequate toilet facilities. The Media Centre shall be open at least 3 hours before the game and closing 1,5 hours after the end of the game.

The accredited journalists should be provided with all information necessary for their mission:

- Press Kit presenting the competition, calendar, results and ranking and linked to rugbyeurope.eu website.
- A Team Sheet for each Participating Team as soon as possible once the Teams have been confirmed and well in advance of the start of the match.
- Some pictures of teams / games – Free of Charge.
- Accreditation to circulate in the authorized areas

7.2. MEDIA TRIBUNE

Each match venue shall have a media tribune in a central position in the main grandstand that offers working conditions for accredited journalists.

This area must be organized and identified to host different media

- The written media have reserved seats with desks including electricity (and dedicated internet access/network if possible),
- Radio commentators,
- TV-broadcaster/commentators,
- Media observers.

The media tribune must be marked, well-lit and must provide easy access to the media working area and the press conference room.

7.3. MIXED ZONE AND INTERVIEWS AREAS

Each Match Venue shall have a mixed zone outside of the playing ground between the pitch and the dressing rooms where accredited media can interview the players and staff after the game. Players and coaches shall be made available in the mixed zone area after the game. The mixed zone area must include a backdrop interview in accordance with the Commercial Rules. Pre-game & post-game conference

7.4. PRE-GAME & POST-GAME PRESS CONFERENCE

The teams' captains and the head coaches of both teams will make themselves available. The press conference room must include a backdrop interview including Rugby Europe Super Cup logo and in accordance with the Commercial Rules. Post-match interviews must be conducted in front of a backdrop interview including Rugby Europe Super Cup logo and in accordance with the Commercial Rules.

7.5. POST-MATCH INTERVIEWS

The Captains, Coaches or any significant Players identified by the Communication Department or TV-broadcasters may be required to attend a television/media interview immediately after the final whistle of each Match. This interview is usually conducted on the pitch or in the tunnel.

The above Team personnel may also be required to attend a post-Match interview, five to ten minutes after the final whistle.

Any interviews given by any Team Members within a Match Venue or the Training Venue shall be given only to a duly accredited media representative or broadcaster.

Post-match interviews must be conducted in front of a backdrop interview including Rugby Europe Super Cup logo and in accordance with the marketing and commercial agreements. Rugby Europe provides with guidelines for the space layout.

7.6. PHOTO CONTENT

The Host Team is asked to have a or several official photographer(s) for each home Match of the Competition. The photographer(s) will be commissioned by the Host Team to work for Rugby Europe to cover the different parts of the event (press-conference, teams' arrivals, warm-up sessions, coin-toss, games, post-match interviews and conference).

For each Match, the Host Team is kindly asked to provide to Rugby Europe (communication@rugbyeurope.eu) and possible identified media a minimum of 10 pictures in high-resolution - free of charge – for promotion and report of the game.

- Pre-match images - Prior to kick-off of the game including team line-ups, build up, fans;
- Action images: To be sent at half-time;

- Post-match: Images at the end of the game sent after the final whistle.

All pictures of the game must be sent 30 minutes after the end of the game at the latest – including the credit to be added with pictures.

Photographers shall be considered as a media and treated in the same process for accreditation and facilities access.

The photographers shall have the possibility to take match photos from different sides of the stadium during the match, giving them easy accessibility around the pitch however, they must be restricted from crossing the Technical Areas and have no access to Team specific areas of the ground. The photographers shall also have the possibility to take pictures during the post-game press conferences and in the mixed zone. The photographers' working area may combined with the Media Centre.

Specific Bibs should be provided to photographers as well as a brief as to the areas they are permitted to work in.



8. VIDEO PRODUCTION AND BROADCASTING

8.1. PRINCIPLES

As defined in Participation Agreement signed, the cost of TV production of the home games can be assumed by the Participating Union (Black Lion, Castilla y Leon Iberians, Lusitanos and Romanian Wolves) or Rugby Europe (Bohemia Rugby Warriors, Brussels Devils and Delta) according to the media rights agreement defined in Section 9.3.

Rugby Europe will provide a clean feed and/or signal to international broadcasters from the international feed delivered to Rugby Europe signal distribution supplier, and Rugby Europe at its own cost is to ensure unencumbered access to international broadcasters and streaming partners.

8.2. OBLIGATIONS FOR THE PARTICIPATING UNIONS

If the Participating Union exercises its exclusive right to sell and retain revenue for the media and digital rights, the cost of the TV production of the home Matches of the Participating Union will be assumed by the Participating Union.

The production company / host broadcaster appointed by the Participating Union shall produce each game according to the Live Production Requirements detailed in the Participation Agreement.

If the Participating Union doesn't exercise its exclusive right to sell and retain revenue for the media and digital rights, the cost of the TV production of the home Matches of the Participating Union will be assumed by Rugby Europe.

In all cases, the Participating Union shall also provide:

- Access to the venue in the preceding 6 weeks for a recce (technical spotting) and 24 hours before and after a match for facilities installation and removal.
- Scaffolding and platforms for cameras (if necessary), power energy (electricity from venue and/or power generator and cables) for cameras and broadcasting, space for broadcasting and transmission trucks, Transmission connectivity through a **dedicated** Ethernet or sufficient 4G/5G WIFI network, guarding and security of TV production equipment;
- Provide one fully equipped commentary position (for use by Rugby Europe) free of charge,
- Provide support staff as reasonably requested by Rugby Europe or the host producer to assist in the broadcast and streaming production of the Competition, including but not limited to interviews and live updates to the Rugby Europe website;

- Arrangements for the accommodation and staff catering of meals provided at cost-prices during the tournament for broadcast and operational personnel (to be paid for by the relevant broadcasters(s)).
- Its best efforts to guarantee a level of TV production that will match or outmatch the minimum TV Production requirements detailed in Participation Agreement.
- Ensure that the Host Broadcaster provides recording of entire match for Rugby Europe at the end of the match,

The Participation Union must provide the contacts' details of the video-company to Rugby Europe 15 days at the latest before the game to set up the video-production elements (guidelines, connection protocol, running-order, technical aspects...).

It is advisable to coordinate the planning of the TV production with the Internet TV and match video production responsible, to coordinate cameras positioning and distribution of the produced signal.

At the end of the game, the Participating Union must provide copy of the game in electronic format (MP4 – 720p minimum) to the following person:

- 1 for the referee
- 1 for the match-commissioner or RE representative
- 1 for each team manager or video-analyst

Copies of the game must be provided no later than one hour after their match.

The Participating Teams undertake that no operator will be allowed to film any images of the Competition without the prior express approval of Rugby Europe and / or Host Broadcasters.

Participating Teams wishing to film their matches and those involving other teams must seek permission from Rugby Europe in advance of said Match. The local video-company will advise team analysts of an appropriate place from which to film.

Please note that the use of Drones over the Playing enclosure to record Video footage (or for any other use), is strictly forbidden.

9. COMMERCIAL RULES

9.1. RESPECT OF THE RUGBY EUROPE COMMERCIAL RIGHTS

Rugby Europe is the exclusive, absolute legal and beneficial owner of the Commercial Rights of the Competition. Rugby Europe is exclusively entitled to exploit, retain and distribute all revenues derived from the exploitation of such Commercial Rights.

The commercial model of the competition is a fully centralized model for media rights and central marketing rights. The model does provide significant direct commercial revenues opportunities for Participating Teams through local sponsorship, ticketing and hospitality sales.

For information, please contact Rugby Europe at marketing@rugbyeurope.eu.

9.2. DEFINITION OF COMMERCIAL RIGHTS

RESC	Means all elements of Rugby Europe Super Cup – including name of the competition, logos, sporting and promotional events, ...
RESC Commercial Rights	Means all commercial rights pertaining to the RESC or a match, official training session or other official activity thereof;
Rugby Europe Commercial Rights	means together the Commercial Rights and, as the case may be, the RESC Commercial Rights which are the property of RUGBY EUROPE & RUGBY EUROPE PROPERTIES Company;
International Feed	Means with respect to a match, training session or other activity, the international feed television signal originated by Rugby Europe TV-producer, which signal produces a clean, true and accurate picture of that match, training session or other activity (or part thereof) free of captions, tunes, words, logos, and any other graphic material save for the material authorized by the Parties;
Media Rights	Means the exclusive right to exploit world-wide and in all languages, all sound and moving picture rights (including, but not limited to, the International Feed) of any kind whatsoever whether now known or in the future created (including, but not limited to film, video, television, internet and mobile) in, of and pertaining to RUGBY EUROPE Events or a match, official training session or other official activity thereof, whether live or on delay or on demand;

9.3. MEDIA AND DIGITAL RIGHTS (TV AND STREAMING)

Rugby Europe is the owner of Media rights rules of the competition.

The commercial rules cover all forms of media, including but not limited to print, advertising media, broadcast media, mobile telephony communications, wireless data services, and any and all internet media.

9.3.1. Media rights

Rugby Europe has the exclusive right to sell and retain revenue from Matches' domestic and overseas broadcast and streaming rights.

By Derogation for the 2025-2026 season, the Participating Union has the right but not the obligation to exercise the exclusive right to sell and retain revenue for the media and digital rights for the Matches in the Participating Union territory, rights that shall consequently would not be exercised by Rugby Europe.

If the Participating Union exercises this exclusive right to sell and retain revenue for the media and digital rights, the Participation Union has the obligation to produce in HD quality all home Matches with a minimum of 5 cameras and has the right but not the obligation to purchase the signal of the away Matches for the Participating Union territory from Rugby Europe at a price of 2000 (Two-Thousand) Euros ex. VAT per away Match.

These rights must be exercised 30 days prior to the first Match of the season by the Participating Union by written notice to Rugby Europe.

The media and digital rights include:

- Rights for live or differed broadcast of all matches on Free-to-Air or Pay TV or OTT Delivery System (Satellite, Cable, IPTV, Mobile, Internet & VOD);
- Rights of replay;
- Rights for live-streaming and replay in addition to rugby europe.TV platform;
- Rights to transmit clips from match footage and archive footage in trailers, advertisements and/or other promotions, for the sole purpose of promoting the programs, (limited to 90 seconds maximum);
- Rights to sell broadcast sponsorship in relation to the programs, excluding Rugby Europe reserved categories notably including rugby balls manufacturers, apparel manufacturer and Competition's title sponsorship and official sponsorship categories;
- Rights to license the use of Competition titles and logos and player imagery on a collective basis only (at least three players from any single Participating Team and/or at least two players from different Participating Team) for the promotion of the Competition Matches;

If the Participating Union exercises this exclusive right to sell and retain revenue for the media and digital rights, those rights referred above are granted to the Participating Union on an exclusive basis for the Participating Union territory save that the Participating Union agrees and acknowledges that REP and/or RE may itself transmit, and/or may grant third parties the right to transmit, the following Match footage and recordings in the territory (each of which shall be permitted hereunder and shall not be deemed to be a breach of such exclusivity nor a breach of this Agreement):

- The full live and/or delayed transmission within the Participating Union territory by Rugby Europe TV;
- The inclusion of clips of footage of Matches (not exceeding 3 minutes per Match per week) within any transmission within the Participating Union territory of a Rugby Europe or World Rugby magazine programme, provided that footage of a Match may not be featured in such a programme until 48 hours after the final whistle of the relevant Match;

- The licensing directly or indirectly by REP or RE of any and all clips of the Matches (including, without limitation any and all in-match Internet and mobile clips and delayed Internet and mobile highlights) to third parties for exploitation within the Participating Union territory
- The transmission by REP or any licensee of REP of footage of Matches on any media as advertising on behalf of Competition Sponsors and/or Team Sponsors (subject to a maximum of 60 seconds of Match footage per advertisement)
- The transmission of footage of Matches for non-commercial and non-public purposes (including, by way of example, (a) training, analysis and instruction or for purposes of disciplinary proceedings, as well as (b) in private functions, board presentations, hospitality functions, charity functions, and launches;
- The use of any Match coverage by third parties within the Participating Union territory pursuant to Applicable Law (including all applicable codes of practice on news access) as may be in force from time to time; and
- The licensing of any Match coverage after a period of 6 months from the date on which it was played to any third party for exploitation within the Participating Union territory.
- The right to sell and retain revenue from official digital content created during the competition (Live-video, highlights, V.O.D., Footage).
- The right to exploit the Matches on any Transportation Network in-flight and/or in-transit entertainment services and by way of audio-only coverage.
- The right to exploit in play clips/ near live clips and highlight clips and extended highlight reruns on RE official platforms (including but not limited to RE website and Social Media Channels) with no duration limitation
- The right to exploit the Matches on any betting streaming services and operators solely for the distribution, exhibition, publishing, exploitation and use in betting and wagering purposes for use inside retail locations and bookmakers and via the internet and mobile wireless technology on fully licensed and regulated websites and mobile applications whose sole purpose is taking bets on sports.

9.3.2. Digital Platforms

The Rugby Europe Website shall be the official Competition website and Rugby Europe has the exclusive right to create a Competition mobile application and social media channels.

Each Participating Team has the right to create a team-specific website, mobile app and social media channels, and sell derived advertising, respecting the Competition exclusive sponsors.

Participating Teams are not authorized to live-stream the live games on Facebook Live or any other social media platforms.

Rugby Europe has the sole right to sell and retain revenue from official digital content created during the competitions (Live-video, highlights, V.O.D., Footage).

9.4. SPONSORSHIP RIGHTS

Rugby Europe has the exclusive right to sell and retain revenue from centralized sponsorship rights.

Host Team have the right to sell and retain revenue from local commercial rights.

Advertising on Team Kit (right sleeve location excepted) and local sponsorship rights as described in section 10.4.3 are exempt from this exclusivity and remains the right of each Participating Team.

9.4.1. Competition Title Partnership

Rugby Europe shall have the exclusive right to determine a title partner for the Rugby Europe Competition.

It includes:

- Naming Right: "{Sponsor Name} Rugby Europe Super Cup " or "Rugby Europe Super Cup presented by {Sponsor Name}";
- Composite logo rights: Title partner's trademark associated with the Competition trademark in a composite logo;
- Category exclusivity (above all other existing partnerships);
- Major visibility (in all competition and communication materials, including broadcast);
- Tickets and hospitality at all games;
- Trophy rights;
- Activation program.

9.4.2. Competition Official Partners and Suppliers

Rugby Europe's shall have the exclusive right to sell Centralized Commercial Rights without limitation of sector with the following rules of category exclusivity applying to such centralised sponsorship sales:

Rugby Europe can only sell under these exclusivity rules up to a maximum of seven centralized sponsorship positions including match balls and referee kit apparel:

- One title Sponsor;
- Up to a maximum of 3 official Sponsors;
- Up to a maximum of 3 official Suppliers.

Once Rugby Europe sells a sponsorship package, the category becomes exclusive to Rugby Europe. The Host Team shall not be entitled to sell sponsorship rights in relation to the Competition to a competitor of one of Rugby Europe Sponsors including Title Sponsor.

Rugby Europe's exclusivity period will apply to sales made for the Competition before July 31st each year for the following season, after which non conflicting categories will be released for local sales for the following season. It is Rugby Europe's intention to sign multi-year agreements with centralized sponsors so each Host Team can benefit from advanced visibility for their local sponsorship sales.

Up to date, Rugby Europe's sponsors for the Competition are:

- Rhino – Official Match-ball Supplier
- O'Neills – Official Apparel Kit Supplier

9.4.3. Host Team rights

A) Host Team Kits Sponsor

The Host Team has the right to sell any areas of his Playing and Training kits in accordance World Rugby regulation 11:

<https://www.world.rugby/organisation/governance/regulations/reg-11>

The rules and regulations of a country may limit or restrict the content permitted on the playing kits or other materials displayed during the competition, notably for the Visiting Team. Participating Teams are responsible to obtain the information of local countries and adapt their Kits in accordance with local laws.

As defined in section 4.9 , Rugby Europe Competition's logo must be present on the upper right sleeve of jersey. No other sponsors can be displayed in this area.

B) Concession Vending Rights

The Host Team has the right to sell and/or license the right to sell products through concession, vending, distribution or selling points in relation to the Matches of the Competition. For the sake of clarity, it does include food and beverage.

C) Sponsorship and Supplier Rights

Host Teams have the right to license and/or appoint sponsors and official suppliers in relation to the competition subject to the prior written approval of Rugby Europe and where such sponsors and suppliers do not conflict with or infringe Rugby Europe sponsors and/or commercial rights partners.

Host Teams sponsorship shall not damage the image of the Competition nor of Rugby Europe and not challenge any Rugby Europe ownership of any Media Rights, Marketing Rights, Intellectual Property Rights and all other commercial or other rights and opportunities.

Political, religious, or xenophobic sponsorship displayed by a team or any official member of the delegation of the Union on the competition's Kit will be sanctioned by disciplinary and financial sanctions.

Rugby Europe applies the World Rugby's Regulation 6 in relation to sports betting and the prevention of corrupt practices, and the subsequent sanctioning of offenders.

D) Competition Ticketing and Hospitality

The Host Team has the right to sell and/or license the right to sell corporate and/or other hospitality in relation to the Competition as a whole or as to any part thereof and to retain all revenues derived from it.

E) Venue

Host Team shall retain any payment made by a Host Team venue or training venue in return for staging a Match / training session in relation to the Competition.

9.4.4. Rights Inventory

Rugby Europe sponsors shall have the following exclusive signage:

- Title sponsor on teams' playing kits right sleeve;
- Match officials kits;
- Match balls;
- Centre pitch painting;
- In-goals pitch painting;
- Post-protectors;
- Touchline flags;
- Toblerones;
- 50% of the TV Arc;
- 50% of media backdrop and flash interview backdrop;
- 50% of game program advertising pages;
- 50% of score board adverts.

Host Teams must provide LED signage for the TV arc unless an exception is granted to not do so in year one of the Competition.

Rugby Europe commercial partners are permitted to undertake activation activities and promotion in and around the Matches of the Competition at Match Venues.

The Host Teams shall ensure that it has the appropriate staff in place at all the times of the Competition to regulate the Commercial Rules. Direct costs related to Rugby Europe sponsors activation implementation will be borne by Rugby Europe.

At the end of the competition, winners' board will be designed by Rugby Europe and produced by the Host Team of the final at Rugby Europe cost.

Host Teams shall provide the detailed activations to Rugby Europe for approval for each of Host Team's sponsors requests in terms of visibility, tickets, hospitality and activations. Any attempt to instigate ambush marketing should be dealt with immediately by the Host Team and should be notified to Rugby Europe as soon as possible.

Host Teams will be responsible for installation, storage and maintenance of the Rugby Europe and Rugby Europe sponsors' signage during the whole season.

For information, please contact Rugby Europe at marketing@rugbyeurope.eu.

9.4.5. Promotion and marketing

Each Participating Team shall provide to Rugby Europe a promotion and marketing plan no later than three months prior to the start of the Competition.

9.5. COMPETITION MARKS

The logo of Rugby Europe and of the Competition is the ownership of Rugby Europe.

The unions cannot transfer the use of this Mark to anyone, especially to commercial companies/partners.

The use of these logos is submitted to Rugby Europe approval for any project. Teams are invited to ask the original file/artwork to be used and to submit project for approval before production. No merchandising or commercial activities can include Rugby Europe or Competition logo.

Participating Teams are allowed to use it for the promotion of the competition. Rugby Europe Competition's logo must be included in promotion material developed (posters, interviews backdrop, match-programme, tickets, website...) in respect of following guidelines.

Rugby Europe will provide an electronic link to access to all files, artworks and guidelines =

A) Posters

Competition's logo must be positioned on the Top left Corner of the artwork.
The size of the logo must be sufficient so that the content can be lisible.

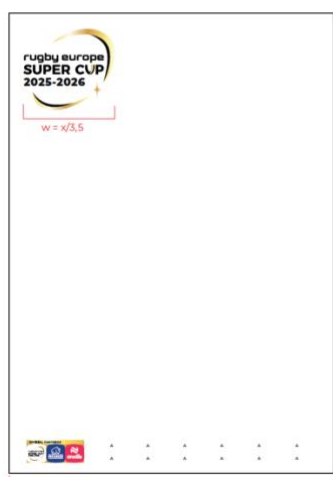
The Name of the Competition can be associated in English or Local language.

Rugby Europe logos and partners must not be associated to Teams commercial partners.

Rugby Europe logos and partners must be present on the poster.

Branding

Poster layouts (with partners and multiple brandings)



B) Press Conference & Flash-Interviews Backdrop

Competition logo must be present in the material developed for all Media activities (press conference, interviews).

It can be inserted among the local partners

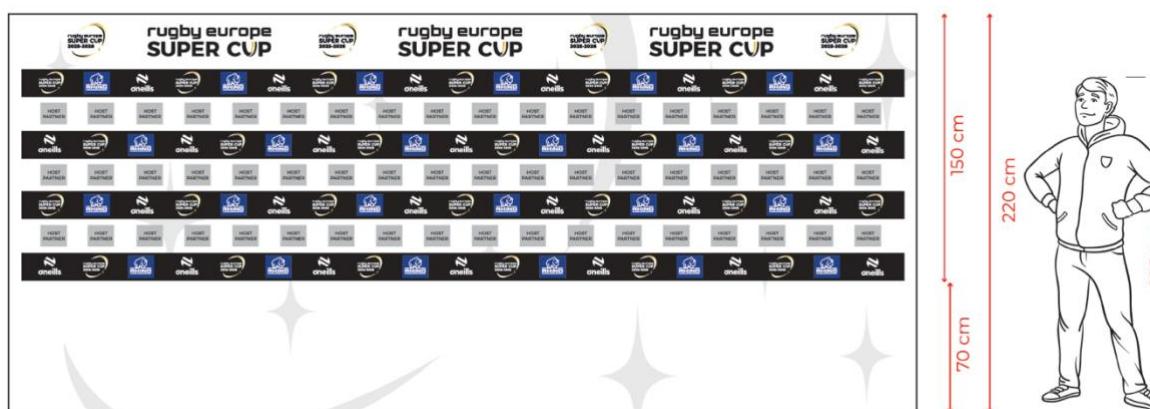
Name of the competition can be added to the material.

Rugby Europe logos and partners must be present on the backdrop

Branding

Backdrop interview

We have created a branded pattern with the super cup Star and the Arcs, in order to have a more proprietary visual. Note that for the interviews supports, **the first line of the sponsor logos should be at 185cm** (in order to be visible when interviewing someone).



Example : W : 5 m x H : 2,20m



High 2,20 x 1,40m

C) Boards around the pitch

The Host Teams must display visibility for Rugby Europe and its sponsors as follows:

- 1 “Rugby Europe” board 6X1m in the central Left position of the TV arc in the front-camera axis along the center line of the pitch or 10% of LED time



- 1 “Super Cup ” board 6X1m in the central right position of the TV arc in the front-camera axis along the center line of the pitch or 10% of LED time



- 2 “RugbyEurope.TV” board 12x1m in the axis of each post in perimeter arc or 5% of LED time



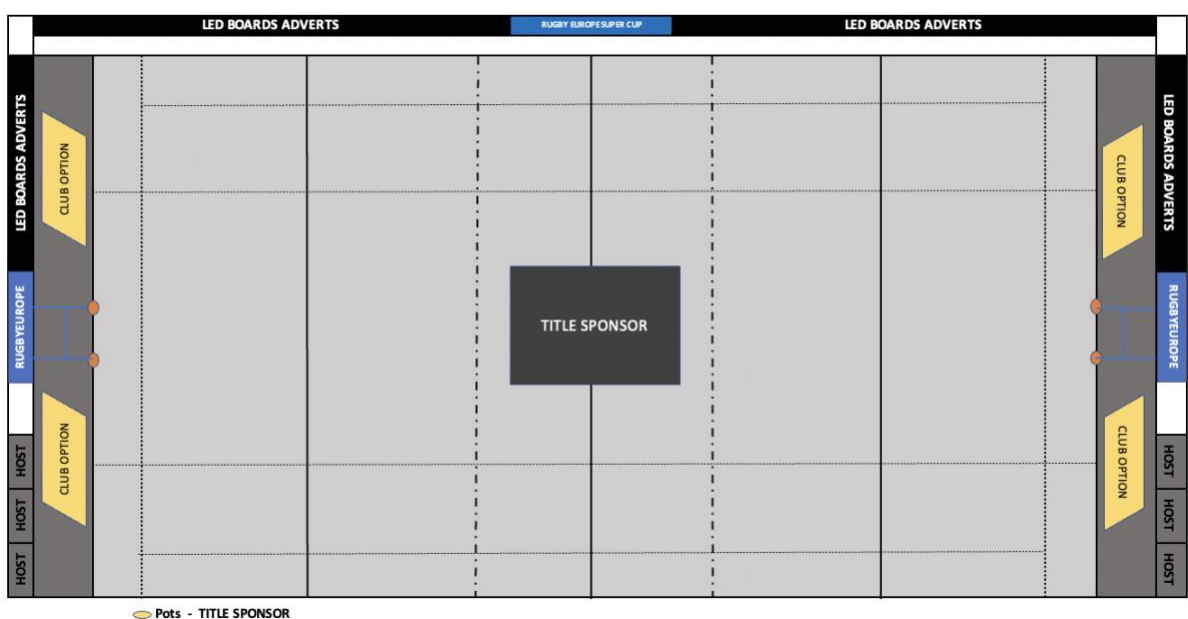
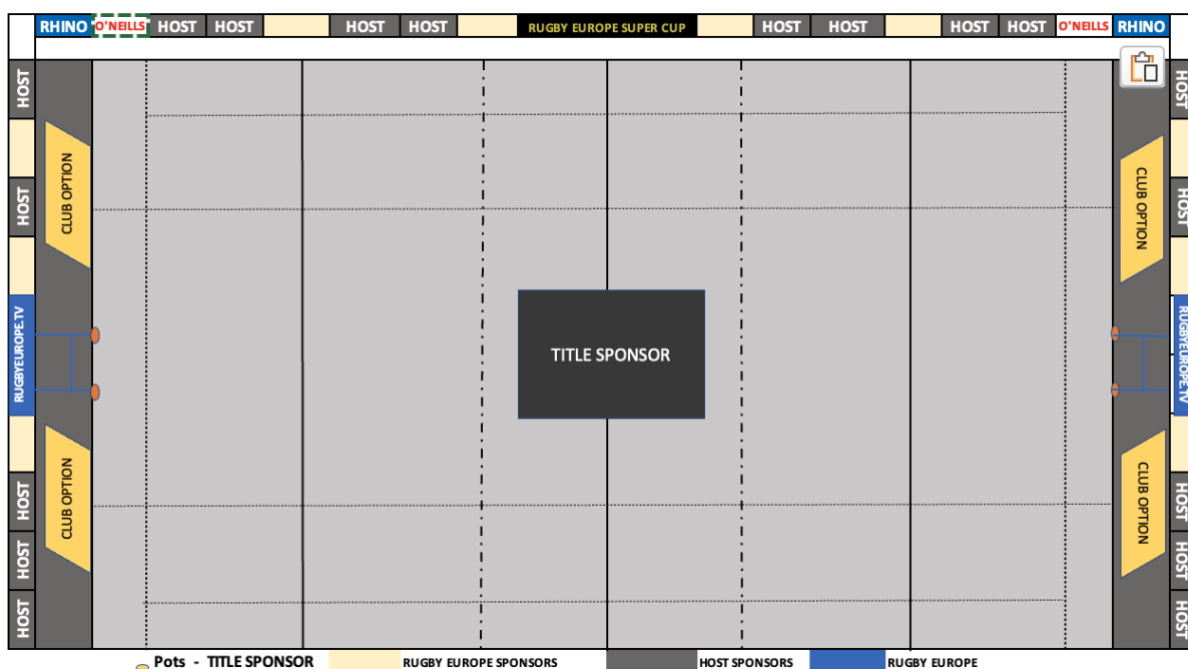
- 2 Rhino 6m X 1m boards in the Television Arc or 5% of LED time



- 2 O’Neills 3mx1 boards in the Television Arc or 5% of LED Time



Original artworks are available on the link : [Super Cup](#)



D) Touch Flags

Rugby Europe have sent one pair of RE branded touch flags to each Supercup Team, which must be supplied to touch judges at all home games.

These flags are the Team's responsibility. In case of loss or damage, the Team will be required to order a new pair at rugbyxv@rugbyeurope.eu, at their own costs – and request must be sent no later than two weeks before matchday.

Each Pair of Flags will be invoiced 50 euros.



10. ANTI-DOPING PROGRAMME

10.1. WORLD RUGBY REGULATION 21

The Anti-Doping programme and procedures to be applied at the Tournament are set out in [World Rugby Regulation 21](#).

10.2. TEAM MEMBER CONSENT FORM

Each Player, even new players replacing, nominated in the Participating Union's squad travelling to the Competition is required to read and sign the Team Delegation Consent Form to confirm that they have read and understood their obligations regarding Anti-Doping Education and Training and taken the opportunity to review and understand this section of the Tournament Manual. The Team Delegation Consent Form (Appendix 2) is to be submitted to Match Commissioner prior to the game (at managers' meeting and no later than 1h to KO)

10.3. THERAPEUTIC USE OF EXEMPTIONS (TUES)

Prohibited substances or methods could nevertheless be subject to a TUE for all details see <https://www.world.rugby/keep-rugby-clean/banned-substances/prohibited-list>

Details for TUE submissions: Form available as Appendix 4.

Under Reg 21 and World Rugby manual World Rugby is the body delivering all TUEs, which may be submitted by either fax +353 1 2409 289 or email TUE@worldrugby.org. If any part of the application is not suitable for transmission via these means, then the application and/or accompanying supporting evidence may be posted to Chairman of the TUE Committee, 8-10 Pembroke Street Lower, Dublin 2, Ireland.

10.4. COMPETITION TESTING

You can be subject to an In Competition or Out of Competition testing see World Rugby Regulation 21 <https://www.world.rugby/organisation/governance/regulations/reg-21> and World Rugby Handbook : http://keeprugbyclean.worldrugby.org/downloads/Reg21_EN.pdf

10.5. ANTI-DOPING EDUCATION

We remind you that in the TAC, you must justify the fact that you completed the World Rugby anti-doping educational information and resources to each Participating Union in advance of the start of the competition.

All World Rugby anti-doping educational information and resources are also available in English, French, Spanish and other selected languages in the resources section of the World Rugby Anti-Doping website <https://www.world.rugby/keep-rugby-clean>. It is the responsibility of each Participating Union to ensure that each Player, Team Manager, Team Coach and

medical support personnel who participates in the competition has either received or been given access to (in hard copy, electronic, or any other means) the World Rugby Anti-Doping educational resources in particular the World Rugby Anti-Doping Handbook.

The Participating Union is responsible for ensuring that any new Players, Team Managers, Team Coaches and/or medical support personnel who join its squad during the Tournament also receive a copy of the handbook.

Anti-Doping E-Learning:

Further to the World Rugby Anti-Doping Handbook, an Anti-Doping e-learning programme is available on www.keeperbyclean.com and it is compulsory that all Players, Team Managers, Team Coaches and medical support personnel complete this programme prior to their participation in the Competition. Unions must ensure that all of their Team Members access the website, register and complete the programme which should take about half an hour. The programme is currently available in 6 languages (English, French, Spanish, Italian, Romanian and Russian) Unions are requested to assist Teams which do not speak one of those languages to complete the programme.

10.6. OUTSTANDING ANTI-DOPING MATTERS

In accordance with Clause 34 of the Programme, it is the responsibility of each Participating Union to ensure that there are no outstanding Sample results, anti-doping rule violation cases and/or ongoing investigations in respect of Players or Persons (relating to possible anti-doping rule violations) who form part of or are intended to form part of the Participating Unions Team in respect of the Competition.

All Participating Unions shall not select a Player or Players to participate in the Competition if the Player or Players is/are suspended, even provisionally.

10.7. FURTHER INFORMATION / QUESTIONS

If any Participating Union requires any further information or has any questions on the Anti-Doping Programme, please contact David Baird Smith at antidoping@rugbyeurope.eu

11. ANTI-CORRUPTION AND BETTING

World Rugby's Anti-Corruption and Betting Regulations (Regulation 6) as in force from time to time apply to the Tournament, all Team Members, Union/Rugby Europe personnel and Match Officials. These Regulations impose a number of restrictions and obligations on Team Members (including Team Management) in relation to betting, inside information and reporting, in particular. Rugby Europe will be conducting education sessions at the Tournament for Teams to assist them to understand the Regulations. These sessions will be in a similar format to the Keep Rugby Clean Anti-Doping education which the World Rugby has successfully conducted at the Tournament for a number of years. World Rugby Regulation 6 is available at

<https://www.world.rugby/organisation/governance/regulations/reg-6>

Rugby Europe will be in contact with Team Managers in relation to attendance by Team Members, including Team Management, at the Anti-Corruption and Betting educational sessions to be conducted during the Tournament.

All Players and Team Management will be required to sign a form confirming that they understand their obligations in relation to Anti-Corruption and Betting.



12. DISCIPLINARY REGULATIONS

12.1. DISCIPLINARY REFERENCE DOCUMENTS AND FRAMEWORK

Rugby Europe General Assembly has approved a new regulatory framework during its General Assembly held on December 4 and 5 2020, that entered in force from January 1st, 2021.

Rugby Europe Disciplinary regulations are placed under World Rugby Regulations and are composed of the following documents:

- Terms of Reference of the Disciplinary Committee
 - o Details structure of the Committee
 - o Details its missions and duties
- [RE Disciplinary Regulations](#):
- [RE Code of Ethics](#):
- [World Rugby Regulation 17 \(Discipline – Foul Play\)](#)

These documents must be read and its instructions followed for all disciplinary related cases for foul play and misconduct.

12.2. BREACHES OF THE TERMS OF PARTICIPATION

12.2.1. Participating Teams bear full responsibility for the actions of their Team Members.

12.2.2. In accordance with the Terms of Participations (as defined in 1.1 of this Manual), disputes, issues and complaints (which do not relate to anti-doping, anti-corruption and betting, discipline and/or Misconduct or World Rugby Code of Conduct) shall be made in the first instance to the Competition Director (or their nominee, the Match Commissioner of each relevant Match

12.2.3. Where a matter relates to the day-to-day administration and management of the Competition, the Competition Director may either deal with the matter himself (standard breaches) or, in the case of breaches and/or all other breaches of the Terms of Participation and/or disputes which he considers to be of a sufficiently serious or complex nature, shall refer such breaches to the Disciplinary Committee.

12.2.4. For the purposes of guidance, the following levels of breaches have been identified which equate to the stage in the process where the matter shall be assessed:

- A) Standard breaches: These are identifiable, individual standard breaches which if they arise will result in an automatic financial sanction which will be imposed by the Competition Director in accordance with the Fines Table (in Section 12.5).
- B) Non-standard breaches: These are multiple, repeated, aggravated, exaggerated and/or other breaches of a non-standard nature such that they alter the character of the breach(es)

to the extent that a specific assessment of the breach(es) may, depending on the Competition Director's assessment of seriousness of the breach, be warranted by the Rugby Europe Disciplinary Committee.

12.2.5. Any financial sanction(s) imposed pursuant to this Section, may be withheld, deducted and/or set off from any payments and/or grants intended for the Participating Team as set out more particularly in the Participation Agreement.

Where the Competition Director considers that the circumstances of a non-standard breach is of a sufficiently serious or complex nature, the Competition Director may in the circumstances set out in this Section, refer a matter to the Disciplinary Committee.

12.3. STANDARD BREACHES – FINANCIAL SANCTION BY COMPETITION DIRECTOR

12.3.1. If a Participating Team and/or its Team Member(s) commit a breach(es) of any of the Terms of Participation which are specified in the Fines Table below and such breach(es) does not have any of the features set out under Clauses 12.4.1 (b) – (d) inclusive below then the Competition Director shall impose the specified financial sanction in respect of each breach on a per breach basis.

12.3.2. The Competition Director may impose a maximum financial sanction in aggregate of 5000 Euros if there are multiple members of the same Participating Team connected to a breach or incident. If the aggregate sanction in following the Fines Table will be in excess of this amount the matter must be referred to the Disciplinary Committee

12.3.3. For the avoidance of doubt, each of the Participating Team and their Team Members acknowledges and agrees that the Fines Table in respect of the subject matter and the breach level (per breach); (i) is reasonable and proportionate in order to assist in achieving the compliance with the Terms of Participation and the orderly running of the Competition, and to preserve the general integrity of the Competition, (ii) represent a genuine pre-estimate of the loss and inconvenience flowing from such breach, and (iii) is commensurate with the seriousness and extent of the relevant breach.

12.3.4. Appeals from the decision(s) of the Competition Director in relation to standard sanctions:

A) There shall be no appeal in relation to (i) the level of a financial sanction(s) imposed pursuant to Clauses 12.3.1 and 12.3.2 above where such financial sanction(s) has been calculated for and applied in respect of each breach in accordance with the Fines Table; and/or (ii) of the Competition Director decision to refer a matter to the Disciplinary Committee.

B) If a Participating Team (on its own behalf and/or on behalf of its Team Member(s)) seeks to otherwise challenge a financial sanction imposed by the Competition Director, they shall notify the Competition Director in writing within 48 hours of their written decision,

specifying reasons for the appeal. Any such appeals received in due time and not excluded pursuant to Clause 12.3.4 (a) above, shall be referred to the Disciplinary Committee.

12.4. NON-STANDARD BREACHES

12.4.1. In addition to imposing fines in respect of standard breaches, which will result in an automatic financial sanction which will be imposed by the Competition Director in accordance with the Fines Table, the Competition Director shall also have the power, in their discretion, to refer to the Disciplinary Committee, breach(es) of any of the Terms of Participation committed by a Participating Team and/or any of its Team Member(s) which are:

- a) Not specified as having defined Financial Sanctions as set out in the Fines Table; or
- b) Involve a significant number of breaches (whether of the same nature or otherwise); or
- c) Involve a repeated breach by the same Participating Team or its Team Members (not arising from the same incident or Match) and whether of the same character or not; or
- d) Involve any other aggravating factors which may include but shall not be limited to intentional conduct, a large amount of exposure and/or involvement of multiple Team Members.

12.4.2. The Competition Director shall notify the relevant Participating Team (or the Team Member(s)), in writing of any referral to the Disciplinary Committee and the reasons for such referral. The Participating Team (on its own behalf and/or on behalf of its Team Member(s)) may within 48 hours of such notification, send to the Disciplinary Committee (copied to the Competition Director) any written documentation they would wish the Disciplinary Committee to consider. The Committee may proceed in the absence of any written submissions being received within the specified time period from the Participating Team and/or Team Member(s).

Any matter referred to the Disciplinary Committee by the Competition Director under Clause 12.4.1. will be processed as per the Article 5 “Disciplinary Cases Related to Misconduct” of the RE Disciplinary Regulations

12.5. FINES

TYPE OF BREACH	Amount (in Euros) * Maximum fee claim
RUGBY EUROPE SUPER CUP	
GENERAL	
Failure to attend official tournament function (including media related, per event/member)	2'000
Display of offensive, religious, racial or political message either worn, in written or verbally by any of the team member	5'000
Any other(s) act(s) out of the pitch which are contrary to good sportsmanship or reflect an inappropriate behaviour from any team member; as defined by RE Code of Ethics	2'000
VENUES (MATCH & TRAINING)	
Failure to submit or late submission of Venue documentation (details and maps)	5'000
Non-compliance with World Rugby regulation or absence of Venue dispensation Certificate	5'000
Non-compliance with Rugby Europe Commercial/Marketing requirements (per item)	2'000
Failure to guarantee Teams' / Players' / Officials' security	5'000
Damage to equipment / facilities (including out of stadium)	2'000
Non-compliance with RE requirements in terms of Medical/player welfare (incl. HIA)	5'000
DOCUMENTATION/ INFORMATION	
Late Submission of Union Consent form and Participation Agreement (>1 month)	5'000
Late submission of Venue and KO time	2'000
Late submission of Player's long list	2'000
Late submission of Eligibility document	2'000
Late or incorrect submission of Player's list/Team sheet (48h rule)	2'000
Non justified change on the Team sheet after the 48 hours rule	1'000
Non presentation of mandatory game documentation to the Commissioner upon request during Manager's meeting (per missing document)	1'000
Late submission of Team Member personal information (per item)	200
Non-compliance with squad photo specification (per item)	200
MATCH MANAGEMENT	
Non-compliance with specified Match timings (including last minute change in KO time)	5'000
Non-compliance with directions of Match Management Team in Match Venue:	2'000
Breach in Team Kit Specification: - No number on jersey	5'000

- Unidentifiable numbers on jersey	2'000
- Non-respect of Kit and Bibs rules	1'000
- Use of non-compliant clothing and equipment in Match Venues (sanction applied per item)	1'000
- Wrong jersey number on Player's list	1'000
Jersey colour conflict non-solvable	2'000
COMMERCIAL / MARKETING RULES	
Non-respect of commercial/marketing rules and RE sponsors requirements (including balls, boards, logos, per item)	2'000
Promotion of non-compliant commercial marks during games (especially RE sponsors competitors)	5'000
Unapproved use of Rugby Europe or Rugby Europe Super Cup Marks by participating Team and/or its commercial partner(s)	1'000
BROADCAST / LIVESTREAM	
Failure to assist the Video-producer or TV-broadcaster in the set up or delivery of a broadcast/livestream video feed of the game (for RE.TV or TV-partners)	5'000
Non-respect of Media-rights policy	5'000
MEDIA / COMMUNICATION	
Non-compliant use of Player images	5'000
Release of information before embargo lift from RE	5'000
Non-attendance of a specific team member to a post-match interview and/or Press Conference (per player)	1'000
Late cancellation or amendments of any previously agreed Team commitments e.g. media, open/closed training session, public engagements	1'000

*Reimbursement of broken items may be added to the fines payable to Rugby Europe.

12.6. PAYMENT

Any financial sanctions shall become payable immediately by the Participating Team concerned. In cases of non-payment, the fines and financial penalties may be enforced through the withholding of any monies otherwise owed by the Rugby Europe to the Participating Team.

13. RUGBY EUROPE CONTACTS

Philippe TUCCELLI - Director of Competitions

Phone: +33 6 43 89 44 39

E-mail: philippe.tuccelli@rugbyeurope.eu

Agathe MONTOCCHIO – Competitions Operations Manager

Phone: +33 6 43 47 93 86

E-mail: agathe@rugbyeurope.eu

Carlo DAMASCO - Referee Manager

Phone: + +39 339 509 9552

E-mail: referee@rugbyeurope.eu

Sébastien FAYE - Communication and Marketing Manager

Phone: +33 7 86 04 59 47

E-mail: sebastien.faye@rugbyeurope.eu

Ben FOX - Digital Manager

Phone: +33 6 08 90 27 22

E-mail: ben.fox@rugbyeurope.eu

Noémie LETELLIER- Corporate Affairs Manager & Discipline

Phone: +33 6 49 60 85 76

E-mail: secretariat@rugbyeurope.eu

Jean-Sébastien RABUS - Finance Director

Phone: +33 6 08 64 98 63

E-mail: jeansebastien.rabus@rugbyeurope.eu

Charlie BROWN - Regional Training Manager

Phone: +33 7 89 29 25 46

E-mail: rtm@rugbyeurope.eu

Jens AAGE SKARE NIELSEN –CEO

E-mail: jens.nielsen@rugbyeurope.eu

Chairman of Player Welfare Sub-Committee.
Contact

Antonio Ferreira (Chairman)
medical@rugbyeurope.eu

For all questions, the main contact email address is supercup@rugbyeurope.eu

14. APPENDICES

The following table contains all the forms mentioned in these Terms of Participation. It also includes a summary of all the forms which must be submitted to Rugby Europe.

	What	Who	When
2	Team Delegation Consent Information & Consent Form	To be signed by all players and management staff, including Teams Officials	Hard copies to be handed to the Rugby Europe Match Commissioner on the day before the game to be eligible to play. Template available through Sportlomo
X	Panel & Team Sheet	To be completed and submitted by the Team Manager	Panel (long list) must be created directly on Sportlomo by the Unions no later than August 31 Team sheet (23 players + staff) for each given match to be submitted on Sportlomo two days before each game of competition (48H to KO), and Hard copy signed by Team Manager to be handed to the Rugby Europe Match Commissioner on the day before the game. PDF copy to be sent to supercup@rugbyeurope.eu ; teamsheets@worldrugby.org and tournament.media@worldrugby.org no later than 48 hours before KO Any modification within the 24h to KO must be communicated ASAP to RE supercup@rugbyeurope.eu
4	Therapeutic Use Exemption Form	To be completed by the Player and the Medical Practitioner, where applicable	To be electronically sent to antidoping@rugbyeurope.eu & tue@worldrugby.org before the match with a hard copy for the Match Commissioner
5	Declaration of Player's Eligibility	To be signed individually by all Players	To be uploaded on Sportlomo for new eligible players
6	Forms for Player's Age Criteria Eligibility + Parental Consent	To be completed and signed by all relevant people	To be uploaded on Sportlomo for players requesting Age dispensation
9	Game Info		To be completed by both parties and shared with Match Commissioner and supercup@rugbyeurope.eu no later than one week before matchday.

All forms available on an online shared folder here :
[**Folder for Teams with Appendices RESC**](#)