

JAPAN CRICKET LEAGUE MANUAL

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OUTLINE

The Japan Cricket Association (the “**JCA**”) issues this Japan Cricket League Manual (this “**JCL Manual**”) to provide information about the principles, format, and administration of the Japan Cricket League (the “**JCL**”). This JCL Manual, the Laws of Cricket (THE LAWS OF CRICKET 2017 CODE), and the Japan Cricket League Playing Conditions (the “**JCL PCs**”) are the main, but not only, documents governing the JCL.

The captains and representatives of all JCL clubs and all umpires participating in the JCL are required to read this JCL Manual, the JCL PCs, and other related documents (see “Documents Governing the JCL” below). The JCA also recommends that all players in JCL matches be familiar with these documents.

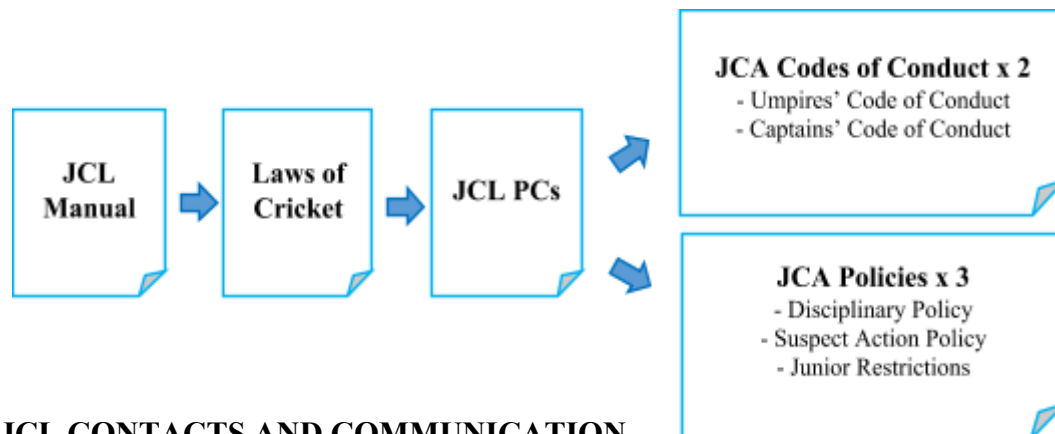
DOCUMENTS GOVERNING THE JCL

**All of these documents are available at:*

<https://cricket.or.jp/archives/competition/japan-cricket-league>

- This JCL Manual
- Laws of Cricket (link available at the following:)
- JCL PCs
<https://cricket.or.jp/wp-content/uploads/2017/03/JCL-Playing-Conditions-2017.pdf>
- JCA Umpires’ Code of Conduct (“**Umpires’ Code of Conduct**”)
<https://cricket.or.jp/wp-content/uploads/2016/06/JCA-Umpires-Code-of-Conduct-20150317.pdf>
- JCA Captains’ Code of Conduct (“**Captains’ Code of Conduct**”)
<https://cricket.or.jp/wp-content/uploads/2016/06/JCA-Captains-Code-of-Conduct-20150317.pdf>
- Japan Cricket Association Disciplinary Policy for Matches (“**Disciplinary Policy**”)
<https://cricket.or.jp/wp-content/uploads/2016/06/JCA-Disciplinary-Policy-for-Matches-20150317.pdf>
- JCA Suspect Bowling Action Policy (“**Suspect Action Policy**”)
<https://cricket.or.jp/wp-content/uploads/2016/06/JCA-Suspect-Bowling-Action-Policy-20150317.pdf>
- JCA Junior Playing Restrictions for Senior Cricket (“**Junior Restrictions**”)
<https://cricket.or.jp/wp-content/uploads/2016/06/JCA-Junior-Playing-Restrictions-for-Senior-Cricket-20150317.pdf>

The framework for these documents is illustrated on the next page.



JCL CONTACTS AND COMMUNICATION

JCL Committee

Committee email address: jcl-committee@googlegroups.com

Chairman: Takuya Kudo (Wyverns CC)

Administration Manager: Ragesh Nair (Tigers CC)

Reports Manager: Vasanthan Jayakumar (Alpha Quashers CC)

JCA Representative: Dhugal Bedingfield (JCA)

General Communication

The JCL Committee will use the email group below to communicate with the JCL clubs. The JCL clubs can also use this group to communicate with each other.

JCL Clubs Email Group: jcl-teams@googlegroups.com

Abusive, disrespectful or obscene language, and personal or other verbal attacks, will not be tolerated in this email group. The JCL Committee may remove or restrict a member's access to the mailing group and apply further penalties, such as suspension or deduction of competition points, etc.

Communication directed solely to the JCL Committee should be sent to the JCL Committee's email address.

JCL Committee: jcl-committee@googlegroups.com

JCA Contacts

Club or competition related matters:

Dhugal Bedingfield, Community Cricket Manager

d-bedingfield@cricket.or.jp

090-8455-4441

Player registration related matters:

Makoto Kubota, Office Manager

m-kubota@cricket.or.jp

090-7178-4343

Naoki Alex Miyaji, CEO

n-miyaji@cricket.or.jp

090-6012-3068

GENERAL PRINCIPLES

The JCL is positioned at the core of the JCA's player pathway in the Kanto Region.

Objectives

1. To develop a sustainable club structure and encourage the establishment of 2nd XIs and/or 3rd XIs
2. To provide a competitive and positive environment for player development
3. To enhance the Spirit of Cricket
4. To enhance a positive image of cricket in Japan

Management

1. The day-to-day management of the JCL is the responsibility of the JCL Committee.
2. The JCL Committee is appointed by the JCA from volunteers from the clubs.

Format (General)

1. Three divisions with promotion/relegation system
2. 40 overs per innings

Principles of a Sustainable Club Structure

1. Encourage clubs to establish 2nd XIs and/or 3rd XIs
2. Prioritize accommodating the needs of the clubs who enter 2 teams or 3 teams
3. If a club enters 2 teams, the 1st XI will play in Division 1 or Division 2, and the 2nd XI will play in Division 2 or Division 3
4. Highly restrictive criteria are set for each new club that wishes to join the JCL. This is to promote the concept of new players joining existing clubs, rather than having new clubs replacing old clubs. The criteria are detailed here:
<https://cricket.or.jp/wp-content/uploads/2016/05/JCL-Entry-Criteria-2018.pdf>

Competitive and Positive Environment

1. Fuji/Sano grounds or similar standard grounds will be used.
2. Neutral umpires will be allocated.
3. Umpire education courses will be provided.
4. Scores must be submitted online by the Wednesday after the match.
5. Players must have sports insurance that covers injury and third party liability.
6. Players must wear suitable cricket clothing which is consistent with the team and approved by the JCL Committee.
7. The JCL PCs and codes of conduct and other policies, etc. that apply to the JCL must be strictly observed. It is the responsibility of each captain and umpire to be familiar with these materials.

Expectations of a JCL Club

1. Open to and actively seeks new players particularly in a focused region or area
2. Actively seeks opportunities to create links with university clubs and women's clubs or establish junior and women's teams
3. Actively seeks opportunities to secure and develop home grounds
4. Strongly encourages its best players to be available for selection for the Japan Premier League

5. Strictly abides by the JCL PCs, codes of conduct, policies, principles and fees of the JCL and the JCA—all JCL clubs are deemed to have agreed to these by participating in the JCL

JCA Commitments to the JCL and JCL Clubs to Achieve the Above:

1. Priority use of the best grounds to ensure that the competition is run in the best environment possible.
2. Assist in establishing links with University clubs or other schools where possible.
3. A Club Health Check is provided as a guide to develop a sustainable/healthy club. Clubs should contact Dhugal Bedingfield, the JCA Community Cricket Manager (d-bedingfield@cricket.or.jp), for any assistance in improving their club structure.
4. Club Health Check: <http://cricket.or.jp/en/archives/competition/japan-cricket-league>
5. Assist with documentation and negotiations in securing grounds
6. Assist with ground equipment in securing grounds
7. Assist with plastic equipment or coaching resources in establishing junior teams or programmes
8. JCA's commitment to supporting JCL clubs is not limited to the above and the JCA is prepared to assist in any way possible. Clubs should not be discouraged by difficulties or fear failure in pursuing any of the above activities. The JCA strongly encourages clubs to keep striving forward. All that matters is that we achieve our aims, not the number of failures it takes us to get there. Under no circumstances should any efforts listed above be criticised. If we face difficulties, we will find a solution, or help clubs work through difficult times. If you do not know who to contact in the JCA for any assistance, your first point of contact should be the Community Cricket Manager (see "JCA Contacts and Communication" above).

ADMINISTRATION DUTIES OF JCL CLUBS

Fees

Fees will be invoiced to each club.

Ground costs are a division of costs borne by the JCL for ground maintenance. The costs are calculated based on how many days the grounds are "booked" (not "used"), and there is no refund for cancelled matches, because ground maintenance is not affected by how many matches are played or cancelled. Thus, this cost should be regarded a cost for participating in the JCL. (This policy applies to other JCA official

competitions, such as the Japan Cup, and the Women's League.)

Player Registration

Each player must be registered on the JCA website and also registered on CricHQ by the end of the Wednesday before the match the player plays in. Failing to register a player will result in penalties. See "Administration-Related Penalties" below.

Insurance

Each player must be covered by sports insurance that covers not only injury, but also third party liability, before each match played.

Recommended insurance: Sports Anzen Insurance

Sports Anzen Insurance: <https://www.spokyo.jp/spoannet.html>

TEAMS, DIVISIONS & ROUND-ROBIN FORMAT

The JCL will be played in three divisions, with each team playing the other teams in its division on a round-robin basis, followed by semifinals and a grand final in each division (and if required, a promotion/relegation play-off).

Division 1

1. Wyverns 1st XI
2. Tigers 1st XI
3. Alpha Quashers 1st XI
4. Chiba Sharks 1st XI
5. Tokyo Falcons 1st XI
6. Men In Blue 1st XI
7. Tokyo Wombats
8. MAX

Each Division 1 team will play the other Division 1 teams **at least once** in the round-robin phase.

Division 2

1. Wyverns 2nd XI
2. Tigers 2nd XI
3. Alpha Quashers 2nd XI
4. Chiba Sharks 2nd XI
5. Sano
6. Paddy Foley's
7. Adore
8. Rising Stars

Each Division 2 team will play the other Division 2 teams **at least once** in the round-robin phase.

Division 3

1. Wyverns 3rd XI
2. Tigers 3rd XI
3. Alpha Quashers 3rd XI
4. Men in Blue 2nd XI
5. Tokyo Falcons 2nd XI
6. Keio University United

Each Division 3 team will play the other Division 3 teams **at least once** in the round-robin phase.

POINTS TABLES

The following points system applies for round-robin matches:

Regular Win: 4 points

Bonus Point Win: 5 points

Tie or No Result:	2 points	
Loss:	0 points	
Forfeit:	-2 points	* The non-forfeiting team in the same match will also receive 5 points.

Bonus Points

The team batting second will receive one bonus point if the target is reached no later than when 80% of the overs it was entitled to receive have been bowled.

The team bowling second will receive one bonus point if it bowls the opposition out no later than when 80% of the overs it was required to bowl have been bowled.

The winning team will not be eligible for a bonus point if the match is delayed due to the winning team's late arrival.

If there is any dispute, the JCL Committee will make a ruling, and its ruling will be final.

PRE-FINALS RANKINGS

After the round-robin phase of the competition, if two teams or more finish on an equal number of competition points, then the methods set out below will be used to decide the ranking of those teams in the order of priority in which those methods are listed (i.e., method (1) will be used first, and if the teams remain level even after method (1) has been used, then method (2) will be used, and so on).

- (1) Net run rate (the higher the net run rate, the higher the ranking; scores from any match that ends as a "no result" will not be counted in net run rates)
- (2) The number of wins by the tied teams in the round-robin phase (the higher the number, the higher the ranking)
- (3) Head to head results between the two teams.
- (4) Coin toss

FINALS FORMAT

The following finals format applies to all Divisions.

Semifinals

Semifinal A: 1st plays 4th

(to be played at Sano International Cricket Ground if available)

Semifinal B: 2nd plays 3rd

(to be played at Sano International Cricket Ground or Sano River Ground depending on ground availability)

All finals will be played at Sano International Cricket Ground (if available) where possible with the 1st v 4th semi final taking priority over the 2nd v 3rd semi final if both are played on the same day.

Grand Final

Winner of Semifinal A v Winner of Semifinal B

(to be played at Sano International Cricket Ground if available)

Notes:

- (a) If a semi final or final ends in no-result due to weather then a reserve day will be used. The JCL Committee will decide the date and location of these reserve days.
- (b) If any semifinal or grand final match ends in no result (after all reserve days, if applicable, have been exhausted), the winner of the match in question will be determined by the ranking each team in that match held at the end of the round-robin phase of that division.

PROMOTION AND RELEGATION

The JCL has a system of relegation and promotion that applies to each JCL club that has one team or two teams in the JCL (i.e., a club that has only one team in the JCL; a “**One-Team Club**”, a club that has two teams in the JCL; a “**Two-Team Club**”, a club that has three teams in the JCL; a “**Three-Team Club**”). The JCL Committee will decide on the relegation and promotion of One-Team Clubs and Two-Team Clubs based on the provisions set out below.

- (1) **The JCL committee may adjust the number of teams in each division as well as promotion and relegation as necessary**, for example if a new Club has been accepted for admission to the JCL or a club is entering another team. The JCL committee will announce this at the JCL Club Meeting immediately before the start of the season.
- (2) Up to two teams can be relegated from Division 1 to Division 2, and up to two teams promoted from Division 2 to Division 1. Up to two teams can be relegated from Division 2 to Division 3, and up to two teams promoted from Division 3 to Division 2. The upper rank of "One-Team Club" or "Two-Team Club" of the final phase normally has a right of promotion to the upper division, and the lower rank of "One-Team Club" or "Two-Team Club" of the round robin phase may normally be relegated to the lower division.
- (3) There are no promotion / relegation play-off match at the end of each season. Where a team is due to be promoted / relegated to the other division, it will only be decided by the rank of the round-robin phase or finals phase.
- (4) Where a 2nd XI is due for promotion to the same division as the Club's 1st XI no promotion will take place, and the next eligible team in the lower division may be promoted instead.
- (5) Where a club's 1st XI is due to be relegated to the same division as its 2nd XI, its 2nd XI will be relegated to the next lower division and may be replaced by the next eligible team from that division.
- (6) Where a team has a qualify of the promotion to the upper division as the result of the final phase, the intention of the promotion has a priority over the automatic promotion, that is if a team have no intention to promote to the upper division, a request may be accepted by the JCL Committee, and the next eligible team in the lower division may be promoted instead.
- (7) A team will normally only have a possibility to be promoted if it finishes in the top two OR wins the semi final. A team will normally only have a possibility to be relegated if it finishes in the bottom two.
- (8) The highest-ranked One-Team Club or Two-Team Club in Division 2 or Division 3 at the end of the **finals** phase will be determined according to the following order:
 - (a) the winner of the Division 2 or Division 3 grand final;
 - (b) the loser of Division 2 or Division 3 grand final; and
 - (c) the loser of a Division 2 or Division 3 semifinal.

In the case of (c) above, for example, if two One-Team Clubs or Two-Team Clubs are losers in the Division 2 semifinals, then the team ranked higher of those two teams after the round-robin phase will be considered the highest-ranked team in Division 2.

FORFEITURE OF MATCHES

By agreeing to participate in the JCL, each JCL club, regardless of whether it is a One-Team Club, Two-Team Club or Three-Team Club, affirms that it has an adequate number of players to field a legitimate team in each match it participates in and promises to use its best efforts to field a full team of eleven players (preferably with a 12th man) at each of those matches. Each JCL club also acknowledges that **failing to field a team** in a match (or “forfeiting”) causes inconvenience to the JCL and, in particular, the opponent club in the forfeited match.

As stated in “Point Tables” above, **two competition points will be deducted** from a team on each occasion it forfeits a match.

In addition, the forfeiting club must:

- (a) pay the other club’s share of the ground booking for that match and the ball fee for the other club; and
- (b) pay the other club’s share of the umpire costs (if any have been incurred; this includes the cost of any pre-booked car or train tickets, etc.).

If a match is forfeited, the ground that was to be used in the forfeited match may be used for practice. In this case, the non-forfeiting club has preference with regard to use of the ground for practice (if the non-forfeiting club does not wish to use the ground, the forfeiting club may then use the ground). Regardless of whether the ground is used for practice and which team uses the ground for practice in that case, the forfeiting team will pay the amounts set out in (a) and (b) above in all cases. No other club may use the ground for practice on that day without the express permission of the JCA.

If a club fails to field a team multiple times, the JCL Committee may impose more severe penalties.

DELAYED MATCH START DUE TO LATE ARRIVAL

If both teams have at least seven players present before the scheduled start time of the match, the match shall start on time and no penalties shall apply.

If, one hour after the scheduled start time of the match, a team still has fewer than seven players present at the ground, they shall be deemed to have forfeited the match. The

winning team shall receive 5 points, the forfeiting team -2 points.

If team A is ready to start at the scheduled start time but team B is not, the match may be started late (no more than one hour). However:

- Team B is penalised 1 JCL penalty point. (This does not apply in case of forfeit).
- Team B loses one over of their innings for every four minutes late the match starts (latest possible time is one hour after the scheduled start time. In this case team B innings = 25 overs). Any fractions of overs lost shall be rounded up.
- Team A still receive their allocated 40 overs (regardless of whether they bat first or second).
- Team B is not eligible to receive a bonus point for this match
- Team A may still receive a bonus point if in the second innings they bowl out team B within 32 overs or they reach the target score within 32 overs.

If neither team are ready to start by the scheduled start time, both teams will be penalised 1 JCL penalty point. Each team's innings shall be reduced by one over for every four minutes until they are ready to take the field. Neither team is eligible to receive a bonus point.

Note: the aforementioned rules for late arrival apply to every case, including those caused by external factors such as train delay and traffic congestion.

PLAYER ELIGIBILITY (1ST, 2ND AND 3RD XI; GENERAL, FINALS, AND PLAY-OFFS)

By fielding two teams or three teams in the JCL, clubs are expected to select separate teams for each round of matches. Naturally, the selection of 1st XI and 2nd XI teams will differ from round to round due to player performance, availability and other factors. However during any given round players should not be selected in both 1st XI, 2nd XI and 3rd XI.

Penalties

For each player who is selected on the team sheets of two or more XI for a club in a particular round, all of the XI of the club will be penalised 1 competition point, regardless of the result of the matches.

For example, if the 2nd XI in question wins the match they will still receive 4 competition points but will then be deducted 1 competition point for each player who also played in the 1st XI in that round.

***Notes:**

- To participate in a team as 12th man (or a substitute fielder), the player in question must be registered as a member of that team's club for the JCL. The 12th man will not be regarded as being selected in the playing XI. Therefore it is acceptable for a 12th man or substitute fielder to participate in a team having already been selected in a different XI for that round. No points deductions will apply in this case.

Finals and Play-Offs

To play in a semifinal or grand final, a player, regardless of whether he plays for a One-Team Club, Two-Team Club or Three-Team Club, must be registered for that club before the final round of the round-robin phase. The rules set out below also apply.

- (1) To play in a semifinal, or grand final for a **One-Team Club**, a player must have played at least one game for that club before the semifinal.
- (2) To play in a semifinal or grand final for a **Two-Team Club or Three-Team Club**, a player must have played at least one game for that club before the semifinal if:
 - (a) the **Two-Team Club or Three-Team Club** has a team in a semifinal or grand final for their 1st XI **only**; or
 - (b) the **Two-Team Club or Three-Team Club** has a team in a semifinal or grand final for their 1st XI and has a team in a semifinal or grand final for their 2nd XI or both 2nd XI and 3rd XI.
- (3) To play in a semifinal or grand final for a **Two-Team Club or Three-Team Club** that has a semifinal or grand final for their 2nd XI or both 2nd XI and 3rd XI only, a player must comply with the following:
 - (a) he has played at least one game in their 2nd XI if he intends to participate in the semifinals or grand final of the division which his 2nd XI belongs to. Also he has played at least one game in their 3rd XI if he intends to participate in the semifinals or grand final of the division which his 3rd XI belongs to; and
 - (b) of the matches played by him for that club in that JCL season, at least 50% were 2nd XI (if he intends to participate in the semifinals or grand final of the division which his 2nd XI belongs to) or 3rd XI (if he intends to participate in the semifinals or grand final of the division which his 3rd XI belongs to) matches (the "50% Rule").

***Notes:**

- With regard to (1), (2), and (3) above, if a match is a “no-result” due to rain, forfeiture, etc., then a captain may list a player as being in the playing XI for that match by listing that player in the “Captain's Report for no-result or forfeited matches” submitted before the Wednesday after that scheduled match.
- The captain is not obliged to submit the “Captain’s Report for no-result or forfeited matches.” But it will be deemed that a player has not played any match during the season if, in addition to that player not appearing in any scoresheet for a completed match during the season, the player has not been listed in a “Captain's Report for no-result or forfeited matches.”
- “Captain’s Report for no-result or forfeited matches” need not be considered when determining a player’s eligibility under the 50% Rule.
- Participation in any semifinal is not considered when determining a player’s eligibility to play in the Division 2 or Division 3 grand final under the 50% Rule.
- Under no circumstances may a player play in semi final of two or more divisions.
- Under no circumstances may a player play in grand final of two or more divisions.
- Clubs are permitted to change their XIs between the semi final and grand final. For example, a player may play in a 2nd XI semi final and then be “promoted” to the 1st XI for the grand final. A player may also play in a 1st XI semi final then be “dropped” to the 2nd XI for the grand final as long as (i) both XIs are playing in the grand final OR (ii) he is eligible under the “50% rule”.
- If a player plays in a 2nd XI or 3rd XI semi final he is automatically eligible to be selected for the 2nd XI or 3rd XI grand final. The 50 % rule does not apply in this case.
- If a player is ineligible to play in a semifinal or grand final under the 50% Rule, but would otherwise be eligible to play in the semifinal or grand final (i.e., the player is registered and has played at least one game for that club before the semifinal and is not subject to any penalty that stops his or her participation), then the player in question may participate as 12th man (or a substitute fielder).

CANCELLATION OF MATCHES (IN ROUND-ROBIN PHASE)

Each club **must endeavour to** play each match on the scheduled day and to avoid cancelling matches. Cancellation are to be considered a “last resort”. A decision to cancel a match must be made in accordance with the “**Guidelines on Fitness for Play in Wet Weather**” set out in the JCL PCs.

JCL Groundskeeper, Yoshi Uehara, will update all clubs of the status of the grounds in Sano on the Friday before each match. In addition, club representatives may contact him

on the morning of each match to confirm weather conditions on the morning of the match in Sano.

Yoshitaka Uehara: 09095309267, y-uehara@cricket.or.jp

Reserve Dates: Division 1

There will be no reserve days scheduled for Division 1 round-robin matches in 2019.

Reserve Dates: Division 2

There will be no reserve days scheduled for Division 2 round-robin matches in 2019.

Reserve Dates: Division 3

There will be no reserve days scheduled for Division 3 round-robin matches in 2019.

SCORESHEETS AND CRICHQ SCORING SYSTEM

As indicated in the JCL PCs, each team is responsible for providing a scorebook and scorers for each match. The score must be recorded in each team's scorebook by two separate people at all times. The score may be recorded using the CricHQ scoring app, but at least one paper scorebook must be used at each match.

Teams have the option of scoring on paper and entering results into the CricHQ score system later OR scoring live using the CricHQ scoring app.

Note: at least one paper scorebook must be used at all times. A guide on how to score official matches using CricHQ can be found here:

<https://support.crichq.com/hc/en-us/sections/203874068-Learn-to-score-CricHQ-App->

For matches scored using paper score books only the winning team is responsible for entering the score in the CricHQ online scoring system and sending a photo of the original score sheet (paper) by the Wednesday immediately following the match. A photo of the original score sheet (paper) must be sent regardless of whether the match is also scored using the CricHQ scoring app or not. Failing to send that photo will result in penalties. See "Administration-Related Penalties" below.

For more information on scoring and club administration using CricHQ please refer to the "Club Guide to CricHQ Administration" document.

<http://cricket.or.jp/en/archives/competition/japan-cricket-league>

Send the photo of the score sheet to the following address
jcl-committee@googlegroups.com

TEAM SHEETS

Each team playing in a match must prepare a team sheet and submit it to the umpires at the toss.

Spellings of names on the team sheets must precisely match spellings of names registered in the JCA online scoring system.

Players not listed on the team sheet will not be able to play in the match.

The umpires must submit a photo of each team's team sheet to the JCL Committee by the Wednesday immediately following the match. Failing to do so will result in penalties. See "Administration-Related Penalties" below.

Team sheet:

<http://cricket.or.jp/en/archives/competition/japan-cricket-league>

Send photos of the team sheets to the following address:

jcl-committee@googlegroups.com

UNIFORMS

Each team must be attired in cricket clothing approved by the JCL Committee. In principle, approved cricket clothing means the following:

- cricket shirt (collared shirt or collared t-shirt);
- cricket trousers (not jeans or denim trousers);
- sports shoes;
- matching jumper or vest (in cool conditions); and
- Team hat or cap.

Each team must be wearing colored cricket clothing. Teams with white uniforms are permitted to continue wearing them during 2019 season with no additional penalty, but are strongly encouraged to wear colored one. The design of that clothing must be submitted in advance to the JCL Committee for approval.

Regardless of the colour of the uniform worn, all members of the playing XI must be wearing the same uniform. Differences in manufacturer labels and logos are permitted. If all members of the playing XI are not wearing the same uniform, penalties will apply. See "Administration-Related Penalties" below.

USE OF HELMETS FOR BATTING AND FIELDING

The JCA Junior Playing Restrictions for Senior Cricket apply to the JCL. Those restrictions stipulate compulsory rules regarding use of helmets by junior players.

Although senior players (players who are 19 years old or older as of 2 April in the relevant season) are not compulsorily required by the JCL to wear helmets when batting, fielding in positions close to the batsman, wicketkeeping close to the wicket, etc., the JCL Committee strongly **advises** the use of helmets by all players in such circumstances.

In line with recommendations made by the England & Wales Cricket Board, the JCA also recommends use of helmets that conform to the British Standard “BS7928:2013” for design and manufacture of cricket head protectors. Please refer to the following URL for more details:

<http://www.ecb.co.uk/information/ecb-and-pca-guidance-head-protectorshelmets>

UMPIRING FEES, REPORTS, & PENALTIES

The following applies in addition to the provisions set out in the JCL PCs.

- (1) The costs of transportation and lunch for the umpires standing in their match are covered from each team which provides the umpire.
- (2) Each umpire must submit an Umpires’ Report (via the online form) and the team sheets from both teams (see “Team Sheets” above; to be sent by email) upon the conclusion of each completed match. Failing to do so will result in penalties. See “Administration-Related Penalties” below.

Online form:

<http://cricket.or.jp/en/play-cricket/leagues-tournaments/japan-cricket-league-documents-and-links>

Email for team sheets: jcl-committee@googlegroups.com

- (3) Each team will be subject to the following penalties for not providing two umpires (unless otherwise instructed by the JCL Committee) at a match for which it is responsible for providing umpires. The number of points displayed below indicates the amount of the deduction
 - (a) Two club members: 0 points
 - (b) One club member and one non-club-member: 0.5 points
 - (c) One club member only: 1 point
 - (d) Two non-club-members: 1 point

(e) One non-club-member only: 1.5 points

(f) No umpires: 2 points

If any non-club-member is provided as an umpire (i.e., in the case of (b), (d), and (e)), the JCL Committee may, at its sole discretion, decide to forgo applying the penalty if it is satisfied that the non-club-members in question are qualified and experienced umpires. However, if a team provides a non-club-member, it may not object to the penalty, and the penalty will be applied in all but the rarest of cases.

Note: the penalty will apply to all the XI in the case of Two-Team Club or Three-Team Club fail to provide two club umpires.

CAPTAINS' REPORTS

After each match, the captains must complete the online Captains' Report at the link below by the Monday immediately following the match. Failing to complete it on time will result in penalties. See "Administration-Related Penalties" below.

Forms:

<http://cricket.or.jp/en/play-cricket/leagues-tournaments/japan-cricket-league-documents-and-links>

ADMINISTRATION-RELATED PENALTIES

A team will be subject to **a deduction of one competition point** on each occasion it falls under any of the following:

- (1) if it is the winning team (or the "home team" in the case of a tie or "no result"), it fails to input the score in the online scoring system and to send a photo of the score sheet by the Wednesday following a match;

A team will be subject to **a deduction of 0.2 (%) competition point** on each occasion it falls under any of the following:

- (1) if it fails to submit a Captain's Report by the Monday following a completed match;
- (2) an umpire provided by the team fails to wear approved umpiring attire (see Umpire's Code of Conduct), (In this case, both the captains need to have mentioned the case in their reports);
- (3) if it fails to submit an Umpire's Report and the teams' team sheets for a completed match at which it provides umpires by the Monday following the match; or
- (4) it fails to wear approved cricketing attire (see "Uniforms" above). In this case, the

team will be requested by the JCL committee to send a photograph of the entire team taken prior to the beginning of the next game.

Penalties for actions including, but not limited to, those set out above will be imposed at the discretion of the JCL Committee and might be based, among other factors, upon Captains' Reports and Umpires' Reports submitted after matches.

For information about other penalties imposed in relation to the actions of players in matches, please see the Disciplinary Policy.

DISCIPLINARY PENALTIES

The Disciplinary Policy regarding disciplinary penalties applies for events that occur during matches.

With respect to application of the Disciplinary Policy, please note the clarifications below. Match bans as provided for under Section 5 of the Disciplinary Policy are subject to the interpretations below.

- (a) In principle, match bans will only apply to JCL matches (including semifinals, grand finals, and play-off matches), and, as stated in the Disciplinary Policy, may be carried over to the following JCL season. However, in exceptional circumstances, if the JCA management believes that a match ban imposed by the JCL Committee should apply to non-JCL matches as well, then the JCA management will separately announce to that effect to the JCL Committee, to the player subject to the ban, and to other concerned persons and then impose that ban.
- (b) In the JCL, "match bans" are interpreted to mean "round bans." For example, if a player receives a "two-match ban" under the Disciplinary Policy, then in the JCL this will equate to a "two-round ban" (so, if the player received the ban for an incident in Round 1, he would be banned from playing all matches in Rounds 2 and 3, regardless of whether those matches are Division 1 matches or Division 2 matches).

(See the link for the Disciplinary Policy under "Documents Governing the JCL" above.)

SUSPECT BOWLING ACTIONS

In addition to rules provided in the Laws of Cricket and the JCL PCs, see the Suspect Action Policy regarding handling of suspect bowling actions.

For JCL matches, the reporting process mentioned in the Suspect Action Policy will be

conducted via the Umpires' Report that an umpire is required to submit before the Wednesday following a match.

(See the link for the Suspect Action Policy under "Documents Governing the JCL" above.)

JUNIOR PLAYING RESTRICTIONS

The Junior Restrictions apply to the JCL. All captains, umpires, and junior players are required to know, and to comply with, the Junior Restrictions

(See the link for the Junior Restrictions under "Documents Governing the JCL" above.)

GROUND INFO

Fuji

<https://cricket.or.jp/en/archives/ground/fuji-1>
<https://cricket.or.jp/en/archives/ground/fuji-2>

The container at the Fuji grounds contains all of the ground equipment. The container is locked using a key from Furuiya Ryokan. The teams playing a match at Fuji must organise for someone to pick up the key.

Furuiya Ryokan;
6 Heigakichō, Fuji-shi, Shizuoka-ken 416-0918 (TEL:0545-61-0233)

All players must be very polite and respectful with softball and baseball players at the Fuji grounds. The softball community has the power to ban cricket from the ground, and the baseball community south of Ground 2 has helped cricket a lot. Some softball players would love an excuse to ban cricket from the ground and it has taken a lot of effort to get regular access to the grounds.

If there is an issue please do not even argue. Immediately call JCA CEO Alex Miyaji (090-6012-3068).

Please make sure the container is kept tidy.

Sano River Ground

<https://cricket.or.jp/en/archives/ground/sano-1>
<https://cricket.or.jp/en/archives/ground/sano-2>
<https://cricket.or.jp/en/archives/ground/sano-3>
<https://cricket.or.jp/en/archives/ground/sano-4>

The teams playing a match at Sano must organise for someone to pick up the ground equipment from the storage shed located at the JCA Head Office in Sano.

JCA Head Office
2472 Kanayanaka-cho, Sano-shi, Tochigi, 327-0026

The equipment must then be returned after the match. Please make sure the storage shed is kept tidy.

Sano International Cricket Ground (Tanuma)

<https://cricket.or.jp/en/archives/ground/sano-international>

The teams playing a match at Sano International Cricket Ground must organise for someone to pick up the key for the gate, which is located inside the storage shed at the JCA Head Office in Sano (see **Sano** above).

JCA Head Office
2472 Kanayanaka-cho, Sano-shi, Tochigi, 327-0026

The equipment at Sano International Cricket Ground is located in the shed second from the right in the long row of sheds. The shed is locked using a combination lock. The combination will be informed to all clubs at the beginning of the season. The equipment must then be returned after the match, and the key for the gate must be returned to the Sano office shed.

Sammu

<https://cricket.or.jp/en/archives/ground/sanbu-no-mori>

The address is: 千葉県山武市埴谷1884-1 (1884-1 Haniya, Sanmu-shi, Chiba Prefecture)

A building called “Araragi-kan, Sanbu-no-Mori Kouryu Center” (さんぶの森交流センターあららぎ館) is located at the venue. This building can be accessed during the day. Car parks are located outside the building or closer to the actual ground (on the same level as the ground).

A storage room (which also has toilets) is located at the south end of the ground, and the Flicx pitch and other ground equipment are stored in that room.

To access the storage room, one of the club representatives must collect the key. It is not on-site. The key is stored at a Manager’s Office (さんぶの森公園管理事務所) which

is located about 800 m up the road from the ground (opposite a large supermarket). The address for the Manager's Office is 千葉県山武市埴谷1904番地3 (1904-3 Haniya, Sanmu-shi, Chiba Prefecture).

Normally, the key can be picked up from 08:15 and must be returned by 17:15. This means that the ground must be cleaned up quickly after matches in the afternoon.

Officials at the ground will inform the East Kanto Japan Cup Committee if the ground is playable at noon on Friday before the match. This information will be relayed to the clubs.

List of Ground Equipment

- Stumps
- Box with bails, counters, markers, chalk
- White disks for 30-yard circle
- Tape measure
- Boundary rope (four for Sano 3)
- Scoreboard
- Tent, table & chairs (table and chairs are not the JCA's, so they should be treated with utmost care)

Ground Preparation and Clean-up

Basically, Home team is responsible for preparing the ground before the match, such as setting up the stumps, preparing the 30-yard circle as shown in Appendix B (the 15-yard marks are not required), placing the boundary rope, and setting up the scoreboard, tents, tables and chairs. Away team is responsible for tidying up the ground after the match.

These responsibilities can be discussed between the teams and do not let the other team do all the work. If the ground is already set up when your team arrives, your team should volunteer to do the clean up on your own.

Do not leave garbage at the ground. After the match, each player should look around and pick up any garbage, regardless of whose it was or when it was disposed.

When using Sano River Ground 2, 3, or 4, and there are no softball or baseball people left at their ground, please close the two gates and lock them.

APPENDIX A: Match Preparation Flow

Captains, representatives, and umpires need to take the following actions as necessary before and after matches.

Before Match

Playing clubs

- Register new players by Wednesday
- Insure players before Friday



Wednesday & Thursday

Playing clubs

- Contact JCL Teams email group
 - Announce captain & contact details
 - Request details about umpires
 - Confirm details about match prep (pick up for umpire, key, equipment, etc.)
 - Does equipment need to be returned or tidied?

Umpiring clubs

- Announce umpires & contact details
- Request transport if necessary



Match Day

Captains

- Contact Uehara Yoshitaka regarding weather as necessary
- Pass team sheet to the umpire at toss
- Confirm score sheets are perfect & take photos of score sheets
- Return or tidy equipment as required
- Remove all rubbish from ground!

Umpires

- Take photos of teams sheets
- Confirm scorecards are perfect
- Remove all rubbish from ground!



No later than Monday after match

Umpires

- Submit umpire's match report (all umpires must do this)

Captains

- Both captains: Submit captains' match reports
- Winner (or "home" captain if "No Result"):
 - Send summary of match to JCL clubs



No later than Wednesday after match

Captains

- Winner: Send photos of scoresheets to JCL Committee
- Winner (or "home" captain if "No Result"):
 - Enters scoresheet in JCA online scoring database

Umpires

- Send photos of team sheets to JCL Committee

APPENDIX B: 30-Yard (27.5 m) Circle

