



East Kanto Japan Cup Manual

2021



*References to the “Japan Cup Committee” below indicate the East Kanto Japan Cup Committee unless otherwise specified.

1. General Principles

- A) The Japan Cup is a national competition starting with regional competitions and concluding with national finals. The Japan Cup provides an entry to the player pathway at senior level. The national finals also provide an opportunity for the best players in the country to compete on the same stage.
- B) The objectives of the competition are:
 - 1 To expand the player base
 - 2 To provide a pathway to the national finals to all
 - 3 To enhance the Spirit of Cricket
 - 4 To enhance a positive image of Cricket in Japan.
- C) Management
 - 1 The day to day management of the Japan Cup in each region is the responsibility of the Japan Cup Committee.
 - 2 The Japan Cup Committee is appointed by the regional association from volunteers from the clubs.
- D) Format
 - 1 Regional qualifying competitions leading into the national finals
 - 2 20 overs a side
- E) Expand the player base
 - 1 A recent survey has revealed that the time required to travel to grounds and the time required to play a match are two of the biggest issues preventing people taking up the sport. The Japan Cup aims to address these two issues by adopting a T20 format which only takes 3 hours to play and flexible standards for grounds to enable the matches to be played locally.
 - 2 Relaxed criteria are set for joining the league to encourage new clubs to participate.
- F) Positive image of Cricket
 - 1 Neutral umpires will be allocated.
 - 2 Umpire education courses will be provided.
 - 3 Scores to be submitted on-line by the Monday after the match.
 - 4 Players must have sports insurance which covers injury and third party liability.
 - 5 Players must wear suitable cricket clothing which is consistent with the team and approved by the Japan Cup Committee.

- 6 Codes of Conduct will be strictly maintained. It is the responsibility of each Captain and Umpire to be familiar with the Code of Conduct. The Captains' Code of Conduct and the Umpires' Code of Conduct will be made available on the Japan Cup competition's webpage on the JCA website.

2. Club registration

- A) All clubs must register as a club member of the JCA. There is no membership fee as a club, but you will need to register more than 11 players as individual members which is 2,000 yen per year.
- B) All regional representative teams must be registered as JCA Regional Associations.

3. Fees

- A) Fees will be invoiced to each team by the regional association.
- B) Ground fees for cancelled matches will generally not be refunded and this will only be done at the discretion of the regional association and the Japan Cup committee. Competition fees should be regarded as the cost of participating in the league not as the cost of ground fees for individual matches.

4. Player registration

- A) Player registration must be completed by the day before the match the player plays in. Failing to register a player will result in penalties.
 - 1 Player registration and payment should be completed online on the JCA website cricket.or.jp.
 - 2 All teams are responsible for the on-line administration of their team on CricClubs and ensuring that all registered players appear in the CricClubs system.
- B) Each player is required to have sports insurance which covers not only injury, but also third party liability.
 - 1 Recommended insurance: Sports Anzen Insurance
 - 2 Sports Anzen Insurance: <https://www.spokyo.jp/spoannet.html>

5. Player Eligibility

- A) A player can only play in one team regardless of the league the team plays in. In other words, a player cannot play in one league with one team and then play in a different league for another team. This also applies for the National Finals. For example, if a player plays for Team A in the North Kanto League, that player cannot play for Team B in the South Kanto League or any other regional League associated with the Japan Cup. The player will not be eligible to play for another club team or regional representative team in the National Finals.
- B) To play in a final for any team in the regional qualification competitions in Kanto, a player

must (a) be registered to that team's club before the final round of matches and (b) must have played one game for that team before the final. With regard to (b) 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 Monday after that scheduled match. The captain is not obliged to submit the "Captain's Report for no-result or forfeited matches," but please note that 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." Note that this rule applies only to finals not semi-finals.

6. COVID-19 Precautions

Players in Japan Cup matches must follow the COVID-19 precautions stipulated by the JCA.

https://cricket.or.jp/wp-content/uploads/2020/07/20200701_COVID-19-Check-List-for-Participants_by-JCA.pdf

7. Scores

- A) It is the responsibility of each team to provide scorebooks (paper) and scorers for the match. Scores should be recorded by two separate people at all times. Each of the following means of scoring are acceptable:
 - 1 Two paper score books
 - 2 One paper score book and one digital score card, which will be scored using the CricClubs app on a digital device.
- B) The winning team has the responsibility of entering the on-line score card on CricClubs and a photo of the original score sheet by the Monday immediately following the match. Failing to send a photo will also result in penalties.
- C) To use the CricClubs on-line scoring system, you need a login ID and password which can be obtained by contacting Dhugal Bedingfield (d-bedingfield@cricket.or.jp).
- D) Send the photo of the score sheet to:
east-kanto-japan-cup-committee@googlegroups.com

8. Umpiring

- A) For each match, the Japan Cup Committee will appoint neutral umpires from another JC team or umpires that the Japan Cup Committee authorizes to adjudicate JC matches.
- B) If the Japan Cup Committee designates a JC team to provide neutral umpires for a match, then in principle that team will provide two umpires for that match, unless otherwise instructed by the Japan Cup Committee.
- C) If a team designated to provide umpires provides no umpires for a match, it will be penalized two competition points.
- D) If a team designated to provide umpires provides only one umpire for a match, it will be

penalized 0.5 competition points.

- E) If a team designated to provide umpires wishes to send a person who is not a member of their team as an umpire, that team must obtain the Japan Cup Committee's permission to do so by the end of Thursday before the match.
- F) If a team designated to provide umpires provides only one umpire for a match, that umpire will umpire from the non-striker's end, and the batting team will provide a square leg umpire. In that case, the square leg umpire will do only the following:
 - 1 assist the neutral umpire with counting the number of deliveries in the over
 - 2 adjudicate run outs and stumpings at the striker's end
- G) If, in a match where two neutral umpires are present, one umpire is inexperienced and the team providing that umpire considers it appropriate that the inexperienced umpire should only umpire from square leg, the inexperienced umpire will be permitted to umpire from square leg, upon the two captains being notified of this arrangement.
- H) The two teams playing in a Japan Cup match will equally share the costs of transportation (actual cost of public transportation) and of the umpires standing in their match, if requested by the umpires (the umpires may, at their discretion, choose not to request that amount if they are playing a match at the ground on the same day).
- I) Neither team may object to an umpire's appointment made by the Japan Cup Committee.
- J) The umpires will be present at the ground at least 45 minutes before the scheduled start of play.
- K) Umpires must adhere to the Umpire's Code of Conduct and submit an Umpire's Report and the team sheets from both teams upon the conclusion of each completed match.
- L) It is the responsibility of the Captains to ensure that their players respect the umpire's decision totally. Please see Captains' Code of Conduct for details.

9. Team Sheets

- A) Both teams playing in the match must fill a team sheet and submit it to the Umpire at the toss.
- B) Players not listed on the team sheet will not be able to play in the match.
- C) The Umpire must submit a photo of the team sheet to the committee by the Monday immediately following the match. Failing to do so will result in penalties.
- D) Team sheet:
<https://cricket.or.jp/en/archives/competition/japan-cup/japan-cup-east-kanto>
- E) Team sheet must be sent to:
east-kanto-japan-cup-committee@googlegroups.com

10. Captain Reports

After each match, the captains must complete the on-line Captains Report at the below link by the Monday immediately following the match. Failing to complete it on time, will result in penalties.

<https://cricket.or.jp/en/play-cricket/leagues-tournaments/japan-cup-east-kanto-documents-and-links>

11. Umpire Reports

After each match, the Umpires must complete the on-line Umpires Report at the below link by the Monday immediately following the match. Failing to complete it on time, will result in penalties.

<https://cricket.or.jp/en/play-cricket/leagues-tournaments/japan-cup-east-kanto-documents-and-links>

12. Ground Info

- A) In principle, all matches will be played at Sanbu no Mori Fureai Park in Sammu City, Chiba; however, **matches may be relocated to the Sano River Grounds in Tochigi Prefecture** if the local authorities make Sanbu no Mori Fureai Park unavailable (due to COVID-19 precautions, etc.).
- B) The address is: 千葉県山武市埴谷 1884-1 (1884-1 Haniya, Sanmu-shi, Chiba Prefecture)
- C) 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).
- D) A storage room is located at the south end of the ground, and the ground equipment is stored in that room.
- E) Equipment includes:
 - Wickets and bails
 - Counters
 - Bowlers markers
 - Markers for 30-yard circle
 - Boundary rope (4 for Ground 3)
 - Score board
- F) 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).
- G) 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.
- H) The change rooms and toilets at the ground are closed with an automatic roller door in the afternoon. **Ensure you confirm what time the door will close and that you are not**

trapped inside!

- I) 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.

13. Match Times

- A) The following match times apply for **Sammu** matches.

Morning Matches

10:00 Start of 1st innings

11:25 End of 1st innings

INNINGS BREAK

11:35 Start of 2nd innings

13:00 End of Match

Afternoon Matches

13:30 Start of 1st innings

14:55 End of 1st innings

INNINGS BREAK

15:05 Start of 2nd innings

16:30 End of Match

- B) The following match times apply for **Sano grounds** matches.

Morning Matches

10:30 Start of 1st innings

11:55 End of 1st innings

INNINGS BREAK

12:05 Start of 2nd innings

13:30 End of Match

Afternoon Matches

14:00 Start of 1st innings

15:25 End of 1st innings

INNINGS BREAK

15:35 Start of 2nd innings

17:00 End of Match

14. Interrupted Matches

- A) Rules for interrupted matches (by rain, etc.) are provided under Law 21.7 of the Playing Conditions.
- B) The CricClubs app for smartphones will be used for making DLS Calculations as required.

15. Ground Preparation and Clean up

- A) It is the responsibility for both teams to prepare the ground, such as setting up the wicket, preparing the 30-yard circle as Appendix A (the 15 yard marks are not required), placing the boundary rope, setting up the score board, tents, tables and chairs. Do not let the other team do all the work. If the ground is already set up when you arrive, you should volunteer to do the clean up on your own.
- B) No garbage should be left at the ground. After the match all teams/players should look around and pick up any garbage regardless of whose it was or when it was disposed.

16. Important Documents

Important Documents are listed at the following links:

<https://cricket.or.jp/en/archives/competition/japan-cup/japan-cup-east-kanto>

<https://cricket.or.jp/en/play-cricket/leagues-tournaments/japan-cup-east-kanto-documents-and-links>

17. Penalties

- A) A team will be subject to a deduction of 0.5 competition points on each occasion it falls under any of the following:
 - 1 fails to register players by the day before a match;
 - 2 fails to submit a score sheet on CricClubs by the Monday following a match (winning team);
 - 3 fails to submit a photo of the score sheet by the Monday following a match (winning team);
 - 4 fails to submit a Captain's Report by the Monday following a completed match;
 - 5 fails to submit a team sheet before the match;
 - 6 fails to submit a photo of the team sheet by the Monday following a match;
 - 7 it provides only one umpires for a match at which it is scheduled to provide umpires (if it provides no umpires, it will be penalised two competition points);
 - 8 an umpire provided by the team fails to wear approved umpiring attire (see Umpire's Code of Conduct);
 - 9 fails to submit an Umpire's Report for a completed match at which it provides

umpires by the Monday following the match; or

- 10 fails to wear approved cricketing attire (see Captain's Code of Conduct for approved cricketing attire).
- B) A team will be subject to a deduction of two competition points on each occasion it fails to field a team (the team forfeits the match). In addition, the forfeiting team must (a) pay a fee corresponding to a subsidized amount of the other team's competition fee for that match and (b) pay the other team'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 team fails to field a team multiple times, the Japan Cup Committee may impose more severe penalties.
- C) Penalties for actions including, but not limited to, those set out in this document will be imposed at the discretion of the Japan Cup Committee and may be based, among other factors, upon Captain's Reports and Umpire's Reports submitted after matches.

18. Communication

For communication from the Committee to clubs and between clubs, the below mailing list will be used. Please note that this is not a platform for discussion. Abusive, disrespectful or obscene language and personal or other verbal attack will not be tolerated. The Japan Cup Committee may remove or restrict a member's access to the mailing list as well as apply further penalties such as suspension or deduction of competition points etc.

EKJC Clubs Mailing Group:

east-kanto-japan-cup-clubs@googlegroups.com

EKJC Committee:

east-kanto-japan-cup-committee@googlegroups.com

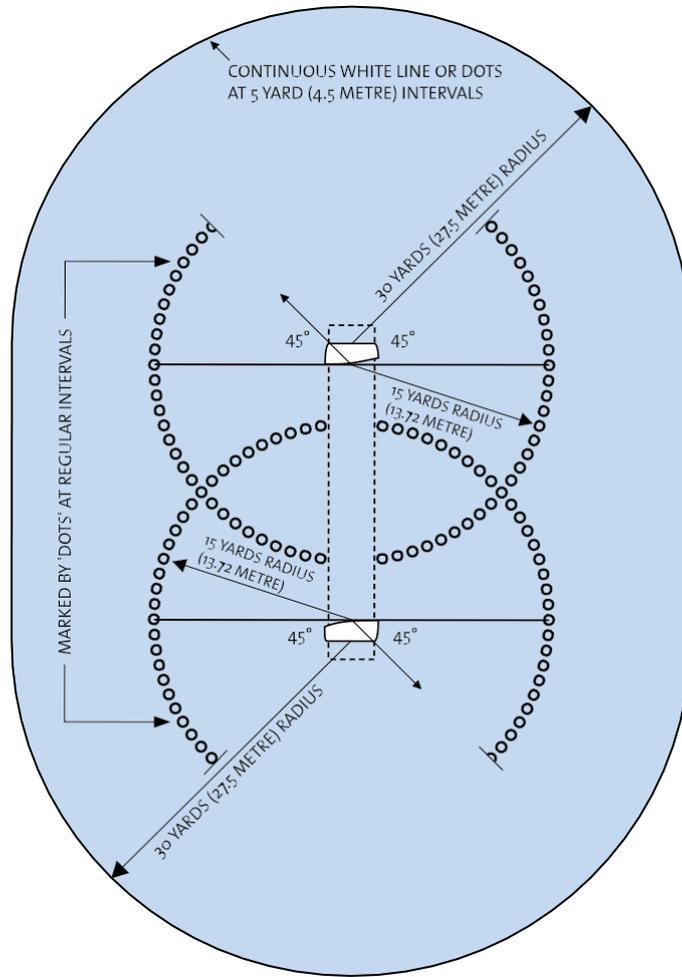
19. Committee Contacts

- A) east-kanto-japan-cup-committee@googlegroups.com
- B) Members of the Committee:
 - 1 Chairman: Manish Kapil
 - 2 Reports Manager: David Lollback
 - 3 Administration Manager: Devendra Mishra

20. JCA Contacts

- A) On Clubs or Competitions:
Community Cricket Manager, Dhugal Bedingfield:
d-bedingfield@cricket.or.jp
090-8455-4441
- B) CEO, Naoki Alex Miyaji:
n-miyaji@cricket.or.jp
090-6012-3068

30 Yard (27.5 m) Circle



Procedural Flow Before and After Matches

Before the Match: Wednesday & Thursday

Playing clubs

- ▶ Contact EKJC clubs email group
 - ▶ Announce captain & contact details
 - ▶ Request details about umpires
 - ▶ Confirm details about match prep (pitch, ground equipment, etc.)
 - ▶ Does equipment need to be returned or tidied?

Umpiring clubs

- ▶ Announce umpires & contact details
- ▶ Request transport if necessary

Before the Match: Friday (at latest)

Playing clubs

- ▶ Register new players on CricClubs and JCA
- ▶ Insure players

Match day

Captains

- ▶ Agreed-upon team (usually the “home” team for the morning game) gets the equipment and sets up the ground
- ▶ Pass team sheet to the umpire at toss
- ▶ Confirm scorecards are perfect & take photos of scorecards
- ▶ Agreed-upon team (usually the “away” team for the evening game) team wraps up the equipment and returns it to storage

Umpires

- ▶ Take photos of teams sheets
- ▶ Confirm scorecards are perfect
- ▶ Make sure teams remove all trash from ground!

After the match – no later than MONDAY

Captains

- ▶ **Both:** Submit captains' match reports
- ▶ **Winner:**
 - ▶ Send photos of scorecards to Committee
- ▶ **Winner (or "home" captain if "No Result"):**
 - ▶ Send summary of match to EKJC clubs
 - ▶ Enter scorecard in JCA scoring database (CricClubs)

Umpires

- ▶ Send photos of team sheets to Committee
- ▶ Submit umpire's match report (all umpires must do this)