

Appendix 4

Written Decision Template

MATCH			
PLAYER'S UNION		COMPETITION	
DATE OF MATCH		MATCH VENUE	
RULES TO APPLY	Regulation 17 World Rugby Handbook		

PARTICULAR OF OFFENCE			
Players Surname		Date of birth	
Forename(s)			
Referees Name		Plea	Admitted Not admitted
Offence		Select: Red card Citing Other	
		If "Other" selected, please specify	
HEARING DETAILS			
Hearing date		Hearing venue	
Chairman/JO			
Other Members of Disciplinary Committee			
Appearance Player	Yes No	Appearance Union	Yes No
ESSENTIAL ELEMENTS OF CITING/REFEREE'S REPORT/DVD FOOTAGE			



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ESSENTIAL ELEMENTS OF OTHER EVIDENCE			
FINDINGS OF FACT			
DECISION			
Breach admitted	Proven	Not proven	Other disposal (please state)



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SANCTIONING PROCESS

ASSESSMENT OF SERIOUSNESS

Assessment of Intent – R 17.18.1	
Intentional/deliberate	Reckless
State Reasons	
Gravity of player's actions - R 17.18.1(c)	Nature of actions – R 17.18.1(d)
Existence of provocation – R 17.18.1(e)	Whether player retaliated – R 17.18.1(f)
Self-defence – R 17.18.1(g)	Effect on victim – R 17.18.1(h)
Effect on match – R 17.18.1(i)	Vulnerability of victim – R 17.18.1(j)
Level of participation/premeditation – R 17.18.1(k)	Conduct completed/attempted – R 17.18.1(l)
Other features of player's conduct – R 17.18.1(m)	



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ASSESSMENT OF SERIOUSNESS CONTINUED

Entry point					
Top end *	Weeks	Mid-range	Weeks	Low-end	Weeks
<p>*If Top End, the JO or Panel should identify, if appropriate, an entry point between the Top End and the maximum sanction and provide the reasons for selecting this entry point, below. In making this assessment, the JO/Committee should consider World Rugby Regulations 17.18.1(a), 17.18.1(h), and 17.18.1(i) or the equivalent provisions within the Tournament Rules referred to above.</p>					
Reasons for selecting Entry Point above Top End					

ADDITIONAL RELEVANT OFF-FIELD AGGRAVATING FACTORS

Player's status as an offender of the Laws of the Game – R 17.19.1(a)
Need for deterrence – R 17.19.1(b)
Any other off-field aggravating factors – R 17.19.1(c)

Number of additional weeks:

RELEVANT OFF-FIELD MITIGATING FACTORS

Acknowledgement of guilt and timing – R 17.20.1(a)	Player's disciplinary record/good character – R 17.20.1(b)
Youth and inexperience of player – R 17.20.1(c)	Conduct prior to and at hearing – R 17.20.1(d)
Remorse and timing of remorse – R 17.20.1(e)	Other off-field mitigation – R 17.20.1(f)

Number of weeks deducted:



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Sanction			
NOTE: PLAYERS ORDERED OFF ARE PROVISIONALLY SUSPENDED PENDING THE HEARING OF THEIR CASE, SUCH SUSPENSION SHOULD BE TAKEN INTO CONSIDERATION WHEN SANCTIONING			
Total Sanction		Sending off sufficient	
Sanction commences			
Sanction concludes			
Matches/tournaments included in sanction			
Costs			
Signature JO or Chairman			

NOTE: YOU HAVE 24 HOURS FROM NOTIFICATION OF THE DECISION OF THE CHAIRMAN/JO TO LODGE AN APPEAL. SEE WORLD RUGBY R 17.24 (15s) / R 17.38 (SEVENS) OF THE WORLD RUGBY HANDBOOK FOR MORE DETAIL. <https://www.world.rugby/handbook/regulations/reg-17>