PACIFIC NORTHWESTJUNIOR LACROSSE LEAGUE

League Agreement

2014

Amend 12 November 2010

Ratified by BCLA Executive Feb 25, 2014

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A. NAME

The name of the organization shall be the Pacific Northwest Junior Lacrosse League (PNWJLL).

B. AFFILIATION

This League shall be subject to the terms and conditions imposed by the Constitution and By-Laws and the Operating Policy of the B.C. Lacrosse Association (BCLA), and the Canadian Lacrosse Association (CLA), as well as under the auspices of the BCLA Senior Directorate. This policy does not take priority over the policies of those of the Governing bodies. Operating policy changes for the PNWJLL must be submitted in writing to the executive of the PNWJLL as per section 'G' below.

C. PURPOSE

The purpose of the organization shall be to administer the Pacific Northwest Junior Lacrosse League.

D. OBJECTIVES

- 1. To promote, foster and govern the game of Box Lacrosse for the players seventeen to twenty-one.
- 2. To provide coaching, instruction, certification, and to encourage fair play and sportsmanship.

E. PLAYER AGES

Players must be a minimum of seventeen years old in the current playing year, and must not be turning twenty-two years old in the current playing year.

F. PLAYING SEASON

League play shall commence on a date set by the scheduling committee, in discussion with the League Governors. It shall end in time to allow for League Championships, to determine the team(s) for the Provincial Championship.

G. LEAGUE ANNUAL MEETING

The League Annual General Meeting shall be held no later than November 15 th of each year. At the Annual General Meeting, any changes to the PNWJLL Operating Policy will be the order of business. Election of officers for chair and secretary on odd years (2009) and vice chair and treasurer on even years. Any proposed changes to the policy must be submitted forty-five (45) days prior to the Annual General Meeting, and forwarded to each member club thirty (30) days before such meeting.

H. AMENDMENTS

This document may be amended by a two-thirds vote of the members present at the Annual General Meeting, or at an extraordinary meeting. Required conditions for changes are as per section 'G' above.

I. EXECUTIVE

The Executive of the organization shall consist of a Chairperson, Vice-Chairperson, Secretary and Treasurer. All positions shall be filled by election at the Annual General Meeting. Should positions be left vacant at the Annual General Meeting, the Chair shall be empowered to appoint persons to the vacant positions.

J. OFFICERS AND DUTIES

Elected Positions

J.01 Chairperson

The league Chairperson shall be elected at the Annual General Meeting (odd years) by a majority vote of the members present. The Chair will administer the league as per the Operating Policy of the league, and of the BCLA. He/she will chair all meetings of the league, and will have a vote only to break a tie.

J.02 Vice-Chairperson

The Vice-Chairperson shall take over the duties of the Chair in his/her absence. The vice-chair will head any committees as required.

J.03 Secretary

The Secretary will be responsible for scheduling and arranging meetings, recording and keeping minutes of all meetings, and keeping record of all correspondence. He/she will assist in the distribution of correspondence to all member clubs.

J.04 Treasurer

The Treasurer will keep records of all financial matters pertaining to the PNWJLL, including all fines. He/she will present financial statements at the Annual General Meeting.

Appointed Positions

J.05 Commissioner

The Commissioner will be appointed by the PNWJLL Executive and will be responsible for the operation of the league. The Commissioner will determine penalties for infractions as per guidelines, examine the data of score sheets for accuracy and conformance with league standards including, but not limited to, player eligibility, penalties and statistics. He/she will also ensure that score sheets are promptly forwarded to the Statistician.

He/she will prepare league schedules, as well as League Championship schedules, in conjunction with the League Scheduler. The Commissioner will also be responsible for the collection of all PNWJLL player registration forms, coaching form 100s, and ensure all pertinent information and fees are forwarded to the BCLA Office by their deadlines.

J.06 Officials- Co-coordinator

This person will be responsible for scheduling and evaluation of referees for league games and tournaments. This person will also ensure that referee assignments shall be provided for the Commissioner.

If this position is not filled, referee allocation for league games is the responsibility of the Home Team.

J.07 Statistician

The league shall appoint a statistician who shall record the team and individual statistics. The statistician shall make a monthly report to the Chairman of the PNWJLL, the Commissioner and all the registered clubs. He/she will maintain a register of league awards, trophies and personal recognition.

J.08 Club Governor

A Club Governor shall represent each team at all PNWJLL meetings, and shall carry the club's vote. Club Governors shall be named by February 1st of each year.

J.09 Scheduler

The Scheduler and/or the commissioner will prepare league schedules and league championship schedules.

K. MEMBERSHIP

Membership is open to all and any association or organization that is registered with the BCLA and who, at the time of application is in good standing.

L. FEES / PERFORMANCE BOND

L.01 League Administrative Fees

The league administrative fee per team will be set at the AGM each year (*currently* \$300.00) and must be paid on or before March 15th, of the current playing year. The League Governors at the May League meeting of the current playing year may assess additional fees after review.

L.02 BCLA Fees

As set by the BCLA fee schedule. Clubs are responsible for ensuring the BCLA office receives their team, insurance and fundraising fees.

L.03 League Performance Bond

At the leagues discretion, a performance bond can be assessed. For the current playing season, the bond will be \$200.00. This bond may be used to compensate teams for box fees, referees fees, etc., should a team not fulfill their scheduled commitments. The Commissioner shall make a request in writing to the executive committee to make a withdraw from the bonds on deposit, for fines assessed to any member or club and charge

that withdrawal to the specific club fined. That member or club, before commencement of their next scheduled game, must replace this deficit to the bond.

The bond must be posted with the Commissioner on or before April 15th of the current playing year. Bonds will be returned to the clubs in good standing, at the league's Annual General Meeting.

M. REGISTRATION

M.01 Team / Player Registration

Clubs must submit a Protected List to a maximum of twenty-five (25) players, on or before April 20th of the current playing year. Clubs must register a minimum of twelve (12) or a maximum of twenty-five (25) players prior to the first league game. Players eligible for registration shall be those who are named and eligible on the protected list, and/or are free agents (Senior Directorate Operating Policy 4.35).

N. LEAGUE EXPANSION

N.01 New Clubs

New clubs registering teams must submit a written application, including an *anticipated* team roster, a list of club executive, description of home facilities, and a list of certified coaches on or before November 1st.

N.02 Procedure for Encompassing New Teams in One Boundary Area Where a Team Already Exists

In the event of an area within a set residency boundary, expanding to more than one club, where an existing club operates, the following ground rules shall apply:

- The new club shall meet the criteria of the League Operating Policy (N.01).
- · New clubs must be able to show a potential team roster of at least 12 players from within their boundaries to qualify for a new team.
- The existing team must provide a protected list of up to 25 players by February 1st. The Protected List is restricted to those players who signed a card with the team the previous season.
- The new team must provide a list of players, up to the same number of players on the existing team's Protected List, by February 20th. This list is restricted to free agents and unprotected players from within their boundaries.
- Graduating Intermediates, or players of graduating Intermediate age, do not qualify as free agents or unprotected players.
- · The remaining unprotected players, graduating midgets, and players of graduating Intermediate age, shall be put into a pool for these two teams to draft from the existing

team will have first selection. The draft will cease at a maximum twenty-five players per team.

- · In the event that two new clubs are formed, a draft out of the graduating players and unprotected players between the two new clubs shall commence up to the number of players that the existing club has returning in that year. First pick will be decided by a flip of a coin.
- The remaining unprotected players shall be put into a pool for the three teams to draft from. The existing club will have first selection, the new team that selected second will have the second pick, and the new team who drafted first will have the third pick, up to twenty-five players per team. The draft will continue until all available players are drafted, up to a maximum of twenty-five players per team.
- · If an area has two existing clubs and a new third club is created, the new club will draft the average number of returning players of the two existing clubs. The remaining unprotected players will be drafted, with the last place existing team drafting first, the second existing team drafting second and the new club drafting last.
- Any new player to come into the area, after the selection process has taken place, shall go to the club with the next existing pick, if the clubs are not at full roster (25).
- · If this player is available before the selection process, he shall be put into the pool of players that are graduating.
- · In the event that there are enough players to warrant a fourth team, a Junior A team will be considered with tryouts of all eligible players (new and existing).
- If there are no new clubs joining, the team that ends up in last place will draft first from the list of graduating Intermediates and unprotected players, up to and including twenty-five players. Teams may trade players for draft positions.
- Teams may participate in trades up to the final signing date of July 15th, if the player was released prior to July 1st (Senior Directorate Operating Policy 8.09)

O. SCHEDULING OF GAMES

O.01 League Schedule

The Commissioner and/or Scheduler will make up all league schedules. All league games will take precedence over exhibition games. Each club must present their confirmed home arena times and dates by February 15th.

Teams must give 48 hours notice of cancellation to the Commissioner/Scheduler and Head Official. It will be up to the teams to reschedule their games, in event teams can come agreement the commissioner will make the decision on the game schedule.

O.02 Play-Off Schedule

The Governors of the PNWJLL will determine a playoff format no later than June 15th.

O.03 League Performance

Teams not fulfilling their scheduled league commitments will be declared not in good standing and therefore not be eligible for provincial play.

O.04 Provincial Championships

Participation in the Provincial Championship Tournament will be at a venue, time and under the format and rules of the BCLA.

P. BOX and GAMES

P.01 Game Time and Box Availability

A list of times and box and/or arena locations for each team must be submitted to the Commissioner by February 15th.

P.02 Home Team Responsibility

- a) Outdoor Box or Arena
- b) 30 second clocks
- c) Nets
- d) Timekeeper, score keeper and 30-second clock keeper
- e) Balls
- f) Certified Box Lacrosse Referees
- g) It is the responsibility of both teams to keep their spectators to the sidelines opposite the players benches, wherever possible

P.03 Score-sheets

The winning team is responsible for a verbal report of the score to the Commissioner within twenty-four (24) hours of the completion of the game. The winning team is responsible for sending score sheets (top copy) to the Commissioner within three (7) days of the game date. Facsimile copies are acceptable. Failure to meet either of these commitments will result in forfeiture of the points for the game.

Score-sheets are to be filled out properly and must be legible. Improper score-sheets may be considered invalid for league results and player eligibility for the Provincials.

P.04 Problem Reporting

All expulsions, suspensions and defaults must be reported verbally within twenty-four (24) hours, and in writing within five (5) days by the host team and referee of the game (faxes are acceptable). Any Game reports must be in with 24 hours to the league Commissioner by on-line reporting, and or by fax.

P.04a Complaints

Any complaints against Officials, Coaches or Team Personal SHALL be in writing to the league Chair and Commissioner. The Complaint must state the reason why, who, what where. The Chair and Commissioner will replay within 7 day to the complainant how the matter was handled and if any further action will be carried out.

P.05 Game Length

Games will consist of three (3) twenty-minute stop-time periods with an intermission of 10 minutes between periods.

P.06 Team Standings

Team standings will be decided as per Regulation 13 of the Senior Directorate Operating Policy.

Q. OFFICIALS

Q.01 Game Officials

A minimum of two officials are required for each game.

Q.02 Officials Credentials

Each official must be certified as a Box lacrosse referee. To qualify as an official they must be a minimum Level III, preferably 23 years of age or older.

Q.03 Payment of Officials

The Home Team shall be responsible for the payment of officials.

Game fees are those set by the BCLA Operating Policy *OR* those recommended by the league and accepted by the officials. Game fees are \$50 per official.

Any officials who travel outside their city boundaries will also receive a travel fee. If two referees are traveling from the same starting city, they will be assumed to be traveling together, and only one travel fee shall be paid.

Travel Fees: Please See the Attachment

Officials are to be paid in cash prior to the start of the games unless other arrangements have been made.

If only one official is present to referee a league game, that official will receive his/her game fee. The coaches involved have the right to call off the game if there are concerns about the official's ability to maintain control. The official will receive both game fees if the game is played.

If neither of the appointed referees is present at the start of the game, the coaches of the two clubs shall agree on substitute referees, only certified referees (Rules of Box Lacrosse

23 (k)). Once agreed, the game will count for league play. Both coaches must sign the top right hand corner of the game sheet to verify this agreement, before the start of the game.

Officials will still receive payment if the team(s) does not show up for a scheduled game.

Officials must be given 24 hours notice of cancellation; otherwise they are entitled to their fees. Officials must give 24 hours notice or receive a fine of one game fee.

RESIDENCY RULES

R.01 Boundaries

Boundaries shall be recognized as those stated in the *B.C. Lacrosse Association Zones* and all players living within these boundaries must register with their home club unless the player has been released.

A Junior player resident in a municipality or area with no team entered for which they are eligible shall be given the choice of the team for which they will play as per the BCLA Senior Directorate Policy Regulation 9.06.

R.02 Releases

All requests for releases must be submitted to the home club and the decision given to the Commissioner in writing. Teams releasing a player shall with in 7 days to the commissioner of the league in writing, the name of the player, copy of the player's card (If you have a copy). This will ensure that that the commissioner can inform BCLA and the other teams in the league if they can pick up a released player.

S. CERTIFICATION REQUIREMENTS

S.01 Coaches

All coaches must be certified as per the requirements of the BCLA Form 100Bs.

T. TEAM COLOURS

T.O1 Campbell River: Blue, Silver and White Cowichan: Black, White and Blue

Juan de Fuca: Green, White and Black

Mid Island: Black and Red Nanaimo 2: Red, Black & White Peninsula: Burgundy, Gold and Black Victoria Esquimalt: Blue and White

Saanich: Orange and Black

Westshore Bears: Black & Silver; 2nd set Silver & Black

Appendix One

FINES

- Any club who presents an N.S.F. cheque shall automatically be fined \$25.00. If the cheque is not made up within seven (7) days, the said club shall be suspended and forfeit all games until the cheque is made up.
- Failure by a club to attend a league meeting called by the Chair will justify a fine of \$75.00.
- Players or team management leaving the player's bench or penalty box, to participate in an altercation on or near the playing area shall be assessed a minimum of three (3) games suspension and/or a fine of up to \$100.00.
- **Intent to injure penalties** shall be assessed a minimum of three (3) games suspension and/or a fine of up to \$100.00.
- Verbal abuse or throwing any material at a game official, by a player or team management, during or after a game, there shall be a minimum one game suspension and/or a fine of up to \$100.00. The Commissioner may also recommend a suspension of up to the balance of the season or more.
- For obscene gestures or verbal abuse there shall be a minimum one game suspension and/or a fine of up to \$100.00. The Commissioner may also recommend a suspension of up to the balance of the season or more.
- Striking an official will be an automatic hearing to the Senior Directorate.
- **For fighting incidents** there shall be a fine and/or game suspensions levied at the discretion of the Commissioner.
- Suspended players or suspended team management must be in attendance at their games
 for the game to count toward their suspension. They cannot participate in any team function
 but are required to sit in the stands. Any problems they cause during this time may add
 additional fines or suspensions. Only the Commissioner may waive this requirement, for just
 cause.
- Payment of Fines. Payment of fines shall only be paid by personal check, team check or bank draft. This will ensure the player or team get back in proof of payment of fine.

Appeals may be made as stated in the B.C.L.A. Operating Policy, Appendix "A"

Appendix Two

REGISTRATION PROCEDURES

THE PLAYER

Complete the form in its entirety.

CLUB REGISTRAR

Check that all information required is filled in, including the Team Name.

Check that the Medical Insurance Number is recorded.

Players who are under 19 years of age at the signing of the registration form must have a parent or guardian's signature on the registration form.

Be sure the form is dated. Sign in "Authorized Team Official" box.

Turn completed cards and club cheques (one cheque per club, made out to PNWJLL) over to the league commissioner. These will then be forwarded to the BCLA Senior Registrar.

LEAGUE COMMISSIONER

Check each form for full information.

Verify eligibility (e.g. age, etc.).

Sign each form.

Send completed registration cards to the BCLA office.

IMPORTANT NOTES

Players whose 17th or 18th birthdays fall in the playing year must be registered as Intermediates

Players whose 16th or younger birthdays fall in the playing year must have releases from their home association and approval from the BCLA Minor Directorate and the BCLA Senior Directorate before being signed.

Appendix Three

DEADLINES

B.C. LACROSSE ASSOCIATION DEADLINES

· As per Regulation 23 (Senior Directorate Policy)

PACIFIC NORTHWEST JUNIOR LACROSSE LEAGUE DEADLINES

New Clubs registering	January 1
First date for signing any players	February 1
List of box/arena times & locations	February 15
League Administrative Fees	March 15
Performance Bond	April 15
List of Protected Players	April 20
Form 100Bs & fees	May 15
Playoff format	June 15
Final date for signing new players	July 1
Final date for signing released players	July 15

Appendix Four

Commissioner and Disciplinary Guidelines

1. Role of the Commissioner

The Commissioner will determine penalties for infractions as per guidelines. (Source: Pacific Northwest Junior Lacrosse League Operating Policy, Appendix One)

In no case may a Commissioner levy a suspension for more than 5 games; but may recommend in writing a further suspension, which can only be authorized by the Senior Directorate. (Source: BCLA Senior Directorate Operating Policy, Regulation 18.01: Suspensions)

In the event a Commissioner asks for a levy of more than 5 games, there must be hearing, and the Commissioner and defendant should be present at the hearing. (Source: BCLA Senior Directorate Operating Policy, Regulation 16.01: Suspensions)

2. Match Penalty - Attempt to Injure

A minimum of three (3) games and/or a fine of up to \$100. (Source: Pacific Northwest Junior Lacrosse League Operating Policy, Appendix One and BCLA Senior Directorate Operating Policy, Appendix Three)

3. Abuse of Officials

Verbal abuse or throwing any material at a game official, by a player or team management, during or after a game, there shall be a minimum one game suspension and/or a fine of up to \$100. The Commissioner may also recommend a suspension of up to the balance of the season. (Source: Pacific Northwest Junior Lacrosse League Operating Policy, Appendix One)

4. Verbal Abuse

For obscene gestures or verbal abuse there shall be a minimum one game suspension and/or a fine of up to \$100. The Commissioner may also recommend a suspension of up to the balance of the season. (Source: Pacific Northwest Junior Lacrosse League Operating Policy, Appendix One)

5. Instigator or Clear Aggressor

- st offense One (1) game
- 2nd offense -Two (2) games
- 3rd offense Three (3) games and a \$100 fine
- 4th offense Five (5) games and a recommendation by the Commissioner to the BCLA Senior Directorate for further action.

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6. Face Masking, Spearing, Butt Ending and Head Butting

st offense - One (1) game

- 2nd offense -Two (2) games
- 3rd offense Three (3) games and a \$100 fine
- 4th offense Five (5) games and a recommendation by the Commissioner to the BCLA Senior Directorate for further action.

7. Fighting Off Playing Surface

If the fight occurs during the jurisdiction of the Referee (30 minutes before the scheduled game time and 30 minutes after the end of the game), suspensions will be assessed under the fighting guidelines.

8. Third Man In

Assessed under Rule 67(a) who is first to intervene in an altercation when in progress there will be an extra game suspension in addition to any suspensions given under the fighting guidelines.

9. Players Leaving The Penalty Box, Players Bench or Goaltender Leaving Their Creases to Join an Altercation

Players or team management leaving the player's bench or penalty box to participate in an altercation on or near the playing area shall be assessed a minimum of three (3) games suspension and/or a fine of up to \$100. (Source: Pacific Northwest Junior Lacrosse League Operating Policy, Appendix One)

10. Under the influence of Alcohol or Drugs

- 1st offense -Three (3) games and a \$100 fine
- 2nd offense Five (5) games and a recommendation by the Commissioner to the BCLA Senior Directorate for further action.

11. Major Penalty Last Five Minutes

A major penalty in the last five (5) minutes of the game receives an automatic one game suspension.

12. Fighting in Last 10 Minutes

A penalty for fighting in the last ten (10) minutes of the game receives an automatic one game suspension.

13. Three Majors in One Game

Any player who accumulates three (3) major penalties in one game (e.g. fighting, masking and kneeing) shall be assessed, in addition to the game misconduct, the following:

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- 1st offense One (1) game 2nd offense -Two (2) games
- 3rd offense Three (3) games and a \$100 fine
- 4th offense Five (5) games and a recommendation by the Commissioner to the BCLA Senior Directorate for further action.

14. Five Game Misconducts

Players or coaches who receive five Game Misconducts penalties or more shall be reported to the BCLA Senior Directorate by the Commissioner for possible extension of suspensions. (Source: BCLA Senior Directorate Operating Policy, Appendix Three)

15. Playing an Ineligible Player

Any team found guilty of playing a player over the age limit permitted in the division in which it is participating, shall be automatically suspended for the balance of the season. If this occurs during the playing of the original schedule, all games won by the team with the ineligible player on its lineup shall count as wins to the team formerly credited with the defeat. If, however, a player is not found to be over the age limit until the semi-final or final series is reached, then only the game or games in which they participated is such semi final or final series shall be awarded to the opposing side. (Source: BCLA Senior Directorate Operating Policy, Regulation 9.16: Player Eligibility)

Any team found guilty of playing an ineligible player, other than over the age limit permitted, during a regularly scheduled game shall forfeit all games won during which said player was a participant. Points will be awarded to the opposing side. Should this occur in the playoffs, only games said player played in the playoffs will be awarded to the opposing side. (Source: BCLA Senior Directorate Operating Policy, Regulation 9.17: Player Eligibility)

Clubs which play against ineligible players and which fully conceal knowledge from the league until it suits their convenience to use it in any protest which arises, shall be considered equally guilty with the offending club and shall be judged accordingly. (Source: BCLA Senior Directorate Operating Policy, Regulation 9.18: Player Eligibility)

The penalty for breaches of Regulation 9.01 to 9.17 will be \$100 for each offense and loss of the game, if applicable. (Source: BCLA Senior Directorate Operating Policy, Regulation 9.19: Player Eligibility)

16. Serving of Suspensions

Any player under suspension may play in any scheduled or any unscheduled exhibition games. These games shall not be credited towards his suspension(s); and further, any exhibition games played by a suspended player's team shall not be credited toward nor counted toward suspensions. (Source: BCLA Senior Directorate Operating Policy, Regulation 18.05: Suspensions)

Any member of a club, namely coach, manager, player, trainer or any person on the list of executives, who receives a suspension shall not be allowed to participate in a game operations and must remove

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themselves from the team area, including dressing rooms, outside or inside. If the suspended individual continues to participate in the game, this will constitute a loss of points and a further suspension. (Source: BCLA Senior Directorate Operating Policy, Regulation 18.05: Suspensions)

Suspended players or suspended team management must be in attendance at their games for the game to count towards their suspension. They cannot participate in any team function but are required to sit in the stands. Any problems they cause during this time may add additional fines and suspensions. Only the Commissioner may waive this requirement for just cause. (Source: Pacific Northwest Junior Lacrosse League Operating Policy, Appendix One)

17. Notification of Suspensions

A member may receive an initial verbal notification of a fine, suspension or decision face to face or by telephone. This must be followed by a formal written notification by fax, e-mail or post within 72 hours of the initial verbal notification. (Source: BCLA General Operating Policy, Appendix A, (b) Request for Appeal)

18. Fines

At the leagues discretion, a performance bond can be assessed. For the current playing season, the bond will be \$200.00. This bond may be used to compensate teams for box fees, referees fees, etc., should a team not fulfill their scheduled commitments. The Commissioner shall make a request in writing to the executive committee to make a withdraw from the bonds on deposit, for fines assessed to any member or club and charge that withdrawal to the specific club fined. That member or club, before commencement of their next scheduled game, must replace this deficit to the bond.

(Source: Pacific Northwest Junior Lacrosse League Operating Policy, L. Fees/Performance Bond)

19. Appeals

Appeals of suspensions over 5 games must follow the BCLA Operating Policy, Appendix A.

20. Running Time

Once a team leads another team by 10 goals or more, the losing coach can request that the game change from stop time to running time for the rest of the game.

Once the losing coach has made this request, the game cannot be changed back to stop time.

(Source: Passed at the Pacific Northwest Junior Lacrosse League AGM, October 2003, for a one-year trial)

Appendix Five

Injury Reserve List

During the calendar year teams may move up to three players from their active or protected list to an injury reserve list.

To be eligible for the injury reserve list, a player must have a medical condition that prevents them from playing for a minimum of 3 weeks.

A player may be placed on the injury reserve list after providing the Commissioner with a signed doctor's note explaining the nature of the problem.

A player on the injury reserve lists remains the property of his team and is subject to all the same rules and regulations of a protected player.

A team may replace a player moved to the injury reserve list with another eligible player. The replacement player is subject to all the same rules and regulations of a protected player.