

Registration and Match Day Procedures

Wednesday prior to match by 10pm

Deadline for registering Overseas & Overseas Resident players (category 3)
Download the form from the download section of www.hertsleague.co.uk.

Match Day (Saturday) by 10am

Deadline for registering all category 1 (i.e. UK citizen) players in your club's section at www.hertsleague.co.uk - select Registration from the menu to login.

- Players' full First and Surnames must be registered (initials will not be accepted).
- Same full registered name must be used on team sheet and in scorebook.
- Players aged under 19 must be identified on registration site and team sheet

Match Day - before the toss,

A minimum of 15 minutes and maximum of 30 minutes before the start time, both captains shall hand a completed team sheet to the umpires or, where no non-playing umpire, to the opposing captain.

A match cannot start until completed team sheets have been exchanged

The Toss.

In Divisions 2b and above it is a requirement that the two umpires are present at the toss. Captains and umpires are requested to ensure that this requirement is met. In Division 3a and below it is recommended that the umpires are present at the toss. This is to ensure that all relevant match rules and regulations are discussed and agreed, including but not limited to the various ECB directives.

After the match - team sheets

Any substitutes used shall be added to the team sheet. All team sheets must be countersigned as valid by one non-playing umpire (where there are umpires) and by the opposition captain. **Team Sheets to be entered into the Herts League app by 9pm on match day.**

Penalties

Any player who takes part in a league match and is not registered on the League web site by the stated deadlines, or incorrectly registered, shall be deemed ineligible for that match. In the event of an allegation against an ineligible player being proven (subject to appeal) the team fielding the ineligible player will have 5 points deducted on each occasion (10 points after 1 Aug)

Other Match Day Requirements

Umpires

Cancellation: In the event of cancellation through wet weather, umpires should be notified where possible no later than 2 hours before the scheduled start time, otherwise both umpires' expenses will be payable. In the event of a cancellation, the HOME club is responsible for contacting BOTH umpires.

Umpires positions. If there is only one non-playing umpire he shall stand at the bowler's end throughout the match.

Cricket balls

The home club is required to supply umpires with all match balls and sufficient spare balls (which must be of the make and specification in line with the League rules - see the inside back cover for details).

After the Match

Results (see pages 46-47)

Home team to report the results via the smartphone app by 9pm on match day.

Penalty: 5 point fine for failure to report by the deadline.

Note: Any fines for non-provision of an umpire / scorer or where bonus points should be deducted for taking wickets outside the time limits should be reported to the Results Secretary, Richard Mason **via email to results@hertsleague.co.uk**.

Team sheets

Each captain (or designated person) must record their players' names, using the Herts Cricket app, by 9pm on the day of the match.

Facilities marking - divs 1-6B (see pages 48 & 49-51)

Marks to be entered via form on league website www.hertsleague.co.uk (link on home page) by 9pm Wednesday evening following the game. Any problems should be reported immediately to admin@hertsleague.co.uk.

Penalty: Failure to submit a report or late submission by a team will incur a deduction of 5 points on each occasion.

Umpires marking (see page 48)

Umpires reports must be entered by **both captains** for **all** matches down to division 6b, by **11pm on the Friday following every match**. Please note that the date and time of each report is automatically recorded.

Note: In the Premier Division, Championship and Divisions 1 to 2b inclusive, umpires marks are to be entered via the form on the 'Who's The Umpire' system (www.whostheumpire.com)

Results, Facilities & Umpire Reporting

A Herts Cricket App has been designed to report match results.

In order to access the App visit www.hertsleague.co.uk and select the download button from the home page. The App is available for both Android and Apple IOS. You can also report results directly from options on the website which will work on a PC, mobile phone or tablet.

Once you click on download on the relevant operating system, you will be directed to either the Google Play store or the Apple App Store. Simply follow the download instructions.

Once you have downloaded the App you will need to ask your Club's League contact for the necessary Username and Password. You will need this to enter the main menu in the App. This should only need to be done once as the App will remember the details.

Results reporting

Results can be input via either the mobile App or the website.

All results, **including cancelled and abandoned games**, are to be reported by **9.00pm on the day of the match**.

It is the responsibility of all **home XI** captains to report the result by the required deadline. The home XI is the side that appears first in the fixture list in this Handbook, regardless of where the game is played. If the result is not reported before the deadline on the day of the match the **home XI will automatically be penalised 5 league points**.

App Login

1. Open the app on your device
2. Enter your username and password (only needs entering first time)
3. You will see the current and previous matches for the team which you captain
 - If logged in using the Admin user then all matches for your Club will be shown
 - Both League and Cup matches are shown
4. **A U** and **F** indicate if Umpire and Facilities Marks are entered (Green lettering when completed). New this season - **T** for team sheets.

BOTH teams to complete team sheets and mark umpires.

AWAY teams to mark facilities (divisions 1 - 6B)

Match Result Submission

1. Click on Submit Match Result
2. This will then take you to the reporting screen. (see opposite for the screen options)
3. Once you have input all the required information click "View result".
If any details have been missed or input incorrectly you will not be able to submit the results until corrected
If successful, a Results Summary page is shown detailing the result and points allocations.
4. Select "Report" to register the result
A confirmation screen will be displayed to confirm successful submission.
5. The results and tables on the website will be updated automatically

Name	Input Type	Options and Required information
Home Team	n/a	Displays the Home Team
Away Team	n/a	Displays the Away Team
Match Outcome	Selection List	Normal Result, Rain affected match, Cancelled match, Conceded, Duckworth-Lewis-Stern (Premier Matches only)
Innings One		
Team Batting First	Selection List	Select the team that batted first
1st Innings Total Runs	Numerical	Amount of runs in 1st innings
1st Innings Wickets Lost	Numerical	Total wickets lost in 1st innings
1st Innings Total Overs	Numerical	Total overs/balls in 1st innings (format nn.n)
Rain affected overs to be bowled	Numerical	Only applies for a rain affected match (and not DLS evaluated). The overs due to be bowled after rain affected the match
Innings Two		
Team Batting Second	n/a	Automatically selected
2nd Innings Total Runs	Numerical	Amount of runs in 2nd innings
2nd Innings Wickets Lost	Numerical	Total wickets lost in 2nd innings
2nd Innings Total Overs	Numerical	Total overs/balls in 2nd innings (format nn.n)
Toss / Umpire / Scorer		
Toss Won by	Selection List	Team Batting First, Team Batting Second
Umpires Provided	Selection List	Panel Umpires, By Both Teams, Only Home Team, Only Away Team, By Neither Team
Scorers Provided	Selection List	By Both Teams, Only Home, Only Away, By Neither Team

Facilities and Umpire Marks Reporting (through the app)

From the results screen, click on the **U** or **F** to allow entry of the Umpire Reports and Facilities Marks.

Enter all the options and submit the report. Validation of the input will ensure all information is completed

Facilities Marks

Divisions One-6B: Facilities marks must be entered by the **visiting captain** for all matches, **excluding cancelled or abandoned**, by **9pm on the Wednesday following every match**.

Please note that the date and time of each report is automatically recorded. **Failure to comply with the Wednesday deadline will result in the team incurring a deduction of 5 points for each offence.**

In the **Premier divisions**, facilities will be the sole responsibility of the umpires and will be entered into the *whostheumpire*.

Umpire Marking

Premier Division, Championship and Divisions 1 to 2b inclusive: Marks for umpires are to be entered via the form on the 'Who's The Umpire' system (www.whostheumpire.com) **by 11pm on the Friday** following every match. Any problems must be reported immediately to

Jon Holland. E: joncarole81@hotmail.co.uk T: 07948 718178.

For these divisions, each failure to report by the Friday deadline up to the 30 June, 2 points will be deducted from the team's points total for the match in question and for each failure after 30 June, the points deduction shall increase to 5 points for each failure.

Divisions 3a-6b: Umpires reports must be entered by both captains for all matches in **by 11pm on the Friday** following every match.

Entering Team Sheets (through the app)

Team sheets are to be entered into the app. This should be entered before 9pm on the day of the match. This is in addition to the physical Team Sheet exchanged before the Toss. **There is a deduction of 5 points for each occurrence of not entering your team sheet by the day of match 9pm deadline.**

Please note, Team Sheets cannot be entered through the website.

A list of registered players is presented in the app and the players for the particular match can be selected by tapping on each player. An option is available to toggle between viewing all players and those you have already selected

Website Dashboard

Results can also be entered using the website together with facilities reports and umpire marks. Login to the website for your club's "Dashboard". Use options to edit the result (home team only) and enter facilities report (away team) and umpires marks (both teams).

Facilities Reporting

Objectives

Facilities. The continued improvement of standards throughout the League benefits all clubs and enhances the status of the League. To achieve this, we are able to offer guidance on methods of obtaining technical advice and the raising of funds via grants and loans.

Facilities Chairman: Mark Shepherd

Tel: 01895 23363; Mob: 07772 224390 Email: markshepherd01@aol.com

Reporting Procedure

In the **Premier divisions**, facilities will be the sole responsibility of the umpires officiating on the day and will be entered into the whostheumpire website.

For **divisions 1 - 6B**, it is the responsibility of the visiting Captain or his appointed representative to submit marks for the relevant facilities using the process set out in this handbook. The marks must be entered by 9pm on the Wednesday following every match. Note that the date and time of each report is automatically recorded. Failure to comply with the above deadline will result in the team incurring a deduction of 5 points for each offence. Please note that inaccurately entered data, e.g. the wrong opponent, wrong date or division, etc. will render the report void (not reported). Penalties will also be incurred in such circumstances.

For divisions 7B and below, if a visiting captain believes that the facilities of the home club do not meet those required by clause 3d of the constitution the captain shall report the ground in question to markshepherd01@aol.com with an explanation of the reasons.

Promotion Criteria (For facilities requirements see constitution, rule 3)

The results of each Club will have a bearing on the Club's ability to be either promoted or in extreme cases to remain in their current division or even in the League itself.

The Constitution sets out minimum facilities required in each division. As a general rule, to be considered for promotion a team needs to attain an overall average mark in excess of 6.5 for the top two divisions and 6.0 for all divisions thereafter, over a 2-3 year period.

Clubs failing to meet the marking criteria can expect an inspection of their facilities and will need to agree appropriate action before promotion (probably with conditions attached) can be confirmed.

Clubs will have the right of appeal (in writing) if there have been significant variations in the level of marks awarded or if for the ensuing season the Club has specific and finalised arrangements for the necessary improvements. The Committee will be able to exercise discretion but its decision will be final.

Notification of Facilities Marks

Clubs perceived to have problems with any facility will be advised approximately halfway through the season of its own results compared with the average for the Division, which should enable Clubs to start to take action on necessary improvements. At the end of the season full details on a Club-by-Club basis will be made available.

Facilities Reporting Scheme Guidelines

Marks below 7: These represent an area where there may be a shortfall in the basic requirements and where possible remedial action or extra effort is required. Marks of 6 and below must be accompanied by helpful comments on the reporting system and in exceptional cases a letter may be sent. A mark of 7 should indicate that the basic requirements have been met as described below.

Marks between 8 to 10: For achieving "additional" standard, described below, or making an outstanding and obvious effort.

Please Note: The Facilities Committee would like to remind all clubs that the marks awarded should be a clear reflection of the facilities provided on the day of the match and that the result of the match should not influence these marks unduly unless there are good reasons for doing so. In such instances please provide helpful clear comments explaining the reasoning for any apparent levels of marks awarded.

The marks should only be entered on to the website by a designated member of the visiting club that was present on the day of the game.

1. Pitch

Basic: Properly prepared (mown and rolled) to a width of 10 feet. Properly and clearly marked to conform to MCC Regulations and Recommendations (i.e. 5 foot and 1 foot lines). Be of reasonably consistent bounce throughout match and not affording excessive spin or movement off the seam. Adequate set of stumps and bails to be provided together with bowling markers (not left to umpires to provide). Sawdust and cloths available during wet conditions. Roller available for use between innings. Pitch ends to be cleaned up between innings and necessary re-marking to be done.

Additional: Pitch to offer reasonable pace throughout match. 1st XI matches to be located in central area of square. Whole square to be closely and evenly mown and old wicket-ends repaired to give as true a fielding surface as possible. Stumps and bails to be properly matched sets and in good condition. Heavy set of bails to be available for windy conditions.

2. Outfield

Basic: Adequately mown to provide reasonably true fielding surface. Properly maintained and repaired so that it is free from stones, holes and other hazards. Reasonably flat (slight slopes and undulations not to be penalised)

Additional: Finely mown, free from grass cuttings and rolled to provide fast and true surface. Flat and spacious. Well grassed over entire area.

3. Sightscreens (Division 6B and above)

Basic: One provided at each end of ground. Adequate size (width and height), in good repair and of acceptable white/light coloured facade. Easily moved and in position before commencement of play. (No sightscreen = no points. 1 sightscreen = 4 points maximum). Positioned wholly outside playing area with boundary line adjusted where necessary.

Additional: Very large if single variety or two (split) screens at each end. Clean and in really good condition giving excellent sighting for batsmen.

4. Boundaries

Basic: Marked as per divisional requirements. Adequate number of flags and markers. Straight and uniform within contours of ground. At least 50 yards from centre of pitch.

Additional: Numerous and prominent markers or flags. Separately mown to give added prominence. Reasonably equidistant in relation to siting of pitch on square.

5. Scorebox

(not necessarily applicable to Divisions 7a and below; scoreboard to be marked)

Basic: Main total to be clear and moveable (flip-over or lights) to ensure promptness. Overs, wickets and 1st innings score also to be clearly displayed and easily changed. To be a score box and not just a board, internal seating and table for scorers, providing adequate protection from the elements. Box should be clean and tidy. (Old fashioned "telegraph" type scoreboard limited to a maximum of 5 points). A clock, visible from the wicket, must be provided. If no clock is provided this must be reported

Additional: Flip-over numbers or lights for all items mentioned above. Facility for recording individual scores of batsmen. Light or other clear method of acknowledging signals from umpires. Home" and "Visitors" boards available. Large, clear clock suitably positioned.

6. Pavilion

Basic: Changing rooms to be lockable, clean and tidy with rubbish from previous matches removed from the premises. Toilets and wash basins (with separate facilities for ladies) to be in a sanitary condition with adequate supply of requisites. Showers to have good supplies of hot water with temperature safely controlled. Cubicles to be clean and clear of debris / dirt from previous use. Tea to be served on clean crockery and hygienically protected until tea is taken by all players, umpires and scorers.

Additional: Changing rooms of above average size with adequate space for all kit bags. Showers separate from opponents with 4 or more shower spaces. Individual cubicles are of particular benefit. Toilets to be housed separately from changing rooms and showers. A separate changing area for umpires.

Mobile Edition of the Handbooks

This Match Day Handbook, the main handbook and player records are published on the Issuu digital publishing platform



You can view the handbooks online at www.issuu.com or through the Issuu app for Android, available on Google Play and for iOS from the Apple App Store (simply search for issuu)

https://issuu.com/hertsleague/docs/rules_book_2023

https://issuu.com/hertsleague/docs/handbook2023_online

<https://issuu.com/hertsleague/docs/performances>