

OFFICIAL ROSTERS & VIOLATIONS PENALTIES

IREVA POLICY AND PROCEDURE

Adopted by IREVA 08/17/08 [authorities]

- 1) COMPLIANCE – use of Webpoint-based rosters is the most efficient and effective method of ensuring that tournament participants have proper membership, background checks and coaching qualifications.
 - a) Club Directors / Team Reps are responsible for ensuring proper registration of players and coaches before they participate in an event and submitting compliant rosters to the Tournament Director. The official team roster for use at IREVA events is as printed from Webpoint, the member registration system. This roster can only be printed if teams and clubs are set up properly in the system: club > team > main info > team roster.
 - b) Out-of-region teams entering IREVA events may use their region’s official roster; JO coaches for such teams must have a current USAV membership card showing a valid background check, or other suitable documentation.
 - c) An alternative roster can only be used if accompanied by copies of USAV membership cards for all participants.

- 2) TOURNAMENT DIRECTOR RESPONSIBILITIES
 - a) Tournament Directors are responsible for submitting compliant rosters to IREVA.
 - b) TDs should require rosters in advance of an event with the entry fee. TDs can put teams without proper rosters on a waiting list.
 - c) Copies of any one-day registrations must be attached to the roster before the one-day registration is submitted to the registrar.

- 3) PENALTIES
 - a) Tournament results, including rosters, are reviewed on a regular basis by IREVA. TDs who do not submit complete, timely event results will forfeit their bond.
 - b) Under several circumstances, a TD may choose to accept a non-compliant roster. The TD may penalize the team \$50 to cover the potential forfeiture of their bond.
 - c) When a question or concern arises via member inquiry, review of tournament rosters, etc., it is referred to the Registrar, who undertakes a preliminary investigation to confirm there is an apparent problem. As needed, the Registrar advises the Club Director and individual of the problem or complaint, provides a reminder of policy, provides an immediate cease and desist notice, and provides opportunity to respond and resolve.
 - d) As quickly and as thoroughly as possible [time is of the essence due the critical nature of this problem], and with due process for the affected individuals, the Registrar will establish relevant facts.
 - e) The Registrar will determine if penalties will be imposed, and will notify all parties.
 - i) The TD will forfeit their \$50 bond, and will require an additional bond for any additional events.
 - ii) The team will be penalized an additional \$50 by IREVA.
 - f) Penalized parties can appeal penalties imposed by Registrar via IREVA’s Grievance Policy.
 - g) Issues related to memberships and background checks [involvement with JO team prior to approval of background check, involvement while disqualified] are subject to separate policy and penalty.