# **NORTHERN IRELAND** FOOTBALL LEAGUE

Womens League Cup RULES & REGULATIONS 2024

# Northern Ireland Football League Ltd

## Womens League Cup Rules & Regulations Season 2024

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#### NIFL WOMENS LEAGUE CUP

## 1. Title

The competition shall be called the NIFL Women's League Cup.

## 2. Participant Clubs:

Only the clubs in membership of the NIFL Women's Premiership shall participate in the Competition.

## 3. Competition Format

- (a) The competition shall be played on a knockout basis. All ties shall be played to a finish. If at the end of normal playing time the scores are equal then two periods of fifteen (15) minutes each way will be played. If there are no goals scored during extra time the tie shall be decided by kicks from the penalty mark in accordance with the conditions set out in the laws of the game.
- (b) There shall be two (2) entry levels;
  - Preliminary Round will consist of 1 tie drawn from the 3 lowest ranked clubs from the previous NIFL Women's Premiership season plus the 1 newly promoted club
  - II. Quarter finals will consist of the winner of the Preliminary Round plus all remaining Women's Premiership clubs (7)
- (c) In principle the Club that is first drawn in the ballot shall play at their registered home venue in all matches up to and including the semi-finals. However, the first drawn Club may forfeit home advantage with the agreement of their opponents and in such circumstances written confirmation of same must be notified to the secretary by both clubs not later than five (5) days following the date of the relevant draw.
- (d) The final tie shall be played at venue determined by the NFL Competitions Committee.

## THE NIFL COMMITTEES

## 4. NIFL Competition Committee

- a) The NIFL Competition Committee shall be formed in accordance with the appropriate Articles of the Association and shall have powers to deal with all matters delegated to it by the Board.
- b) The Competition Committee will be responsible for the drafting of competition rules and for the organisation of all the cup competitions played within the League, this will include decisions as to which clubs may participate, the eligibility criteria for players playing in these competitions, and the drawing of ties and dealing with all matters pertaining to the Competitions.

The Competition Committee will be appointed annual by the NIFL General Assembly and consist of 7 members:

- (i) Three representatives from clubs playing in the Premiership
- (ii) Two representatives from clubs playing in the Championship
- (iii) One representative from clubs playing in the PIL
- (iv) One representative from clubs playing in the Women's Premiership

The Committee shall appoint annually a Chairman and Vice-Chairman who may serve for a period not exceeding two years. A Chairman retiring after a period of two years may not seek election either to the office of chairman or that of Vice-Chairman until a further period of two years has elapsed. Notwithstanding the above, the Committee reserve the right to extend the terms of the Chairman and/or Vice-Chairman by one year on an annual basis.

# 5. NIFL Discipline Committee

- a) The NIFL Discipline Committee shall be formed in accordance with the appropriate Articles of the Association and shall have powers to deal with all matters delegated to it by the Board.
- b) The NIFL Discipline Committee will deal with off field discipline issues delegated to it by the Board or Staff for consideration.

The committee shall not deal with on field matters which shall remain the responsibility of the Irish Football Association.

c) All clubs participating in any Competition under the auspices of the NIFL shall as a prerequisite of entry into such Competitions agree to be bound by this Rule.

# 6. Subdivision Committees

The Premiership subdivision committee shall meet as and when required to discuss matters of mutual interest to the clubs and where required to elect members to sit on the NIFL Board and IFA Council and Committees.

Each Division playing under the auspices of NIFL shall have a committee made up of one representative of each club playing in them.

## OFFENCES, INQUIRIES AND COMMISSIONS THEREON, DISPUTES AND APPEALS

## 7. Inquiry into and Punishment of Offences

- a) The NIFL Competitions Committee, and any Commission or Sub-Committee duly appointed by the Board shall have power of enquiry into all financial arrangements between clubs and players, and into all matters constituting or pertaining to breaches or a breach of Regulations of the NIFL Women's Premiership, and they shall be entitled for that purpose to require the attendance of all officials, players and other persons and for the production of all books, letters and other documents.
- b) The NIFL Women's Premiership irrespective of whether or not it shall have appointed a Commission or Sub-Committee to hold an inquiry shall have full power to deal with all clubs, officials, and players which they shall deem guilty of having offended against or committed a breach of the Regulations of the NIFL Women's Premiership, and they shall be entitled to take such action and award such punishments either by way of reprimand, fine, suspension, expulsion or any other form of punishment as they may think fit in the circumstances.

Note – This rule will not apply to any field offences or any other matter which would normally be dealt with by the appropriate Divisional Association or in the case of two teams playing from different Divisional Associations, by the IFA Disciplinary Committee.

## 8. Commissions and Reports

- a) The NIFL Competitions Committee may at any time appoint a Commission or Sub-Committee consisting of such number of persons as they deem the circumstances warrant for the purpose of inquiring into any matter appertaining to the NIFL Women's Premiership or its affairs.
- b) The NIFL Competitions Committee or any duly appointed Commission or Sub-Committee shall be entitled to publish in the public press or in any other manner they shall think fit report of their proceedings, acts, resolutions, and findings whether the same shall or shall not reflect on the character or conduct of any club, official or player and all evidence tendered on such inquiries, and all such inquiries and reports shall be privileged and every such club, official, player or spectator shall be deemed to have assented to such inquiry and to such publication, and to regard the same as privileged in law. On any inquiry such order may be made as to payment of expenses by clubs, players, or officials as the NIFL Women's Premiership may think fit.

# 9. Misconduct in Pre-arranging Results/Gambling on NIFL Women's Premiership matches

- a) Any club, official or player offering or receiving a payment or any form of inducement from any other person or organisation to win, lose or draw a match shall be deemed guilty of misconduct and shall be liable to a fine of £500 and shall be subject to such further sanction as the NIFL Competitions Committee shall see fit.
- b) All players, technical staff and club officials are forbidden from taking part, either directly, or indirectly, in betting, gambling, lotteries and similar events and transaction connected with football matches under the control and organisation of the NIFL Women's Premiership.
- c) The NIFL Competitions Committee shall have the power to investigate any such allegations brought to their attention and to impose such sanctions as they consider appropriate.

# 10. Protests

- a) Protests by all clubs must be received by the Chief Operating Officer of the NIFL per via email within four days after the cause of the protest, accompanied with a deposit of £100, payable via e-banking, which shall be forfeited in all cases where the Protest has not been sustained. A copy of the Protest must also be sent by the appellant club by email to the club protested against, if appropriate, within four days after the cause of the Protest
- b) Upon receipt of a Protest the NIFL Competitions Committee shall, in accordance with Rule 11, appoint a Sub Committee or a Commission consisting of a minimum of three persons to hear and determine the Protest. No person shall sit on a Protest which involves himself/herself or any club in which he/she may have an interest. All Protests shall be heard, where possible, within fourteen days of receipt of the Protest.
- c) In the case of a Protest, if the NIFL has any doubts as to the qualification of any player taking part in any competition it shall have power to call upon such player, or the clubs to which he/she belongs or for which he/she played, to prove that he/she was qualified according to the Rules and Regulations of the NIFL Women's Premiership, and failing satisfactory proof shall deduct three points in the competition from the offending club or may disqualify it from the competition, and may expel, fine or otherwise deal with the offending player as they think fit.
- d) A club may be represented at the hearing of a Protest or Inquiry by one or more of its members. Any person summoned to attend a Protest or Inquiry must attend personally.
- e) All questions of eligibility or qualification of clubs or players, or of the application of the Laws of the Game, or of the Articles of Association or Rules shall be referred for a ruling to the NIFL Board.

## 11. Appeals

All appeals against a decision of the NIFL Competitions Committee or any relevant body must be made to the IFA in accordance with the relevant IFA Articles of the Association.

## GROUNDS

#### 12. Registration of Ground

- a) Each club shall register its ground with the NIFL and no club shall register another ground without first obtaining the consent of the NIFL.
- b) Ground sharing will only be approved at the discretion of the NIFL Competition Committee.

#### 13. Objection to Ground

Any objection to the field of play or goal posts, which must include adequate netting, must be lodged with the Referee before the game is started, and the Referee shall have power to have such objections made right before the match is started.

#### 14. Technical Areas

(a) Each club shall provide separate areas adjacent to the pitch for the sole use of team officials, medical staff and substitute players for both teams in accordance with the Laws of the Game.

6 team officials (must include physio) and 7 substitute players are allowed to sit on the substitutes' bench. The names of all these persons and their functions must be listed on the match sheet. In addition, clubs may nominate a club doctor to take up a position in the technical area.

Technical areas shall be clearly marked 'Home' and 'Away', shall have direct access onto the pitch, shall be located equidistant from the halfway line on the same side of the pitch (unless not possible) and shall be under cover.

- (b) Any player who is dismissed from the field of play shall proceed immediately to a suitable location as directed by a club steward.
- (c) Smoking/Vaping is not permitted in the Technical Area. Any club found in breach of this will be dealt with by the NIFL Competition Committee.

#### MATCHES

#### 15. Matches and Kick Off Times

(a) Matches may be played on natural turf or artificial turf, provided that such artificial turf meets the "FIFA Quality Standard".

The owner of the artificial turf and the home club must be in receipt of a valid FIFA Certificate.

The NIFL cannot be held responsible for any damages to third parties resulting from the use of artificial turf.

All pitches, including grass pitches, must be maintained in a standard acceptable to the NIFL Competition Committee. Should a Protest be made in regards to the condition of a pitch by a club, or should it come to the attention of the Committee by other means, the League Cup Committee reserve the right to have said pitch inspected by such competent persons as they may appoint.

A club whose pitch is deemed to be unfit for play shall then be responsible for arranging an alternative venue(s) which meets all League Cup requirements, until such time as the work deemed necessary to make the pitch suitable for play has been carried out, the pitch has been re-inspected and the NIFL League Cup Committee has given approval for matches to take place on the pitch.

(b) All matches shall be played under the Laws of the Game as approved by the International Football Association Board and in accordance with the Articles and Rules of the IFA.

All NIFL League Cup matches shall be played on the dates scheduled at the commencement of the season, except:

- i. When otherwise directed by the NIFL Competition Committee; or when
- ii. National and regional association senior cup ties take precedence.
- iii. Agreed in writing by both clubs and approved by the NIFL Competition Committee.
- (c) The kick-off time for all matches shall be 7.45pm unless otherwise directed by the NIFL Competition Committee, or agreed by the two competing clubs and approved by the NIFL Competition Committee.
- (d) Clubs failing to comply with the above (15b) shall be fined in a sum of £250 and shall forfeit three points, such points shall be accredited to the opposing team and a score line of 3 goals to nil awarded to their opponents.

## 16. International Duty

- a) In normal circumstances International Duty applies only to Full International and Under 19 International call up.
- b) A club whose goalkeeper is selected for International Under 17 duty and has made first team debut in a senior NIFL competition may also be considered.
- c) In the event of a club having two (2) or more players selected and/or on standby to represent their National Association representative team(s), they shall be permitted to request a postponement of their scheduled fixture during the period of release in respect of such International Duty. Furthermore, a club whose goalkeeper is selected for such International Duty shall also be permitted to request a postponement due to the specialist position.
- d) The NIFL Competitions Committee shall consider all such requests and determine whether or not such requests are approved or rejected.

# 17. Kit Approval

The NIFL Kit Approval Regulations are made pursuant to Irish FA Football Regulations and to the Laws of the Game. Clubs participating in other International competitions, such as UEFA Cup Competitions, must also comply with all relevant regulations. For more information on approval and permission please see <u>NIFL Kit Regulations.pdf</u>

In season;

- Both teams will, not less than 72 hours before the scheduled match, submit to The League, Match Referee and their opponents the details of the colours of shirts, shorts and socks of all players via Comet.
- 2. The colour of the Goalkeeper's shirt must, in all cases, be clearly distinguishable from the colours of the shirts worn by the Match Officials and all other Players.
- 3. In the event that The League requires either Club (Away or Home) to make amendments to its selection, the Club will, within 24 hours of receiving the notification of the same, resubmit its selection to The League, Match Referee and opponent via Comet.
- 4. A team may be requested to combine items from more than one of its approved outfield player and/or goalkeeper attires (shirt, shorts or socks), in order to create a visible contrast with the other team. The order of priority for the selection of colours for a match is as follows:
  - a. home team outfield player attire;
  - b. away team outfield player attire;
  - c. home team goalkeeper attire;
  - d. away team goalkeeper attire;

## e. referee team attire.

However if there is a clash for one of the above participants that cannot be resolved (i.e. none of the approved attires offer the required level of colour contrast) then other participants may have to change (in reverse order) until a suitable contrast can be found.

- 5. If the referee decides on the spot (matchday) that the two teams' selected colours could lead to confusion, the home team must change playing attire, for practical reasons.
- 6. For a final, both teams should wear their first-choice outfield player attire. If this would create a colour clash, the designated away team must wear its second-choice (or other approved alternative) outfield player attire. If that too would create a colour clash, the administration decides on the playing attire to be worn by each team in consultation with the referee.
- 7. Disciplinary action in accordance with the Rules may be taken against a Club for any breach of these regulations.

## 18. Player Identification

- a) The players' shirts must be clearly numbered on the back and must correspond exactly with the instruction input into the IFA FMS system or the team sheet handed to the referee should the match venue not have a data signal.
- b) The team captain shall wear a distinguishing armband to indicate this.

# 19. Pitch Inspections

- a) In case of unfavourable weather conditions or concerns regarding the playing surface the Home Club must request the NIFL for an early inspection not later than five hours before kick-off. The Match Referee or an alternative Referee appointed by the NIFL must inspect the ground at least three hours or more previous to the advertised time of kick-off and shall decide as to the fitness of the ground not later than three hours prior to the pre-arranged time of kick-off, his decision being final after consultation with the Club Secretary and the NIFL.
- b) No game shall be postponed without an inspection by a referee appointed by the NIFL, who shall take due cognizance of local advice and the travelling supporters.
- c) Notwithstanding the above, in the event of extreme weather conditions and forecasts the NIFL Chief Operating Officer, in consultation with the NIFL Competition Committee Chair, may declare any match or matches postponed without a formal pitch inspection.
- d) Where possible the officially appointed match referee should carry out the pitch inspection but if he/she should not be available for an inspection then the NIFL will appoint an alternative

official from a panel approved by the committee, who will decide on the state of the pitch. If obviously 'playable' he will then declare his decision.

- e) It is agreed that in addition to the £5 fee an allowance of £5 per hour be paid up until 6:45pm when the referee would be due to arrive at the ground in normal circumstances. This will only apply when the match referee has had to travel 30 miles or more (single journey/one way). Any distances shorter than this would result in the match referee returning home following the inspection and travel back to the ground at the normal time and he would of course be entitled to add this extra travel and £5 inspection fee onto his expenses for the game.
- f) The Referee, Assistant Referees and 4<sup>th</sup> Official shall be paid half match fee and expenses for a postponed match which they have arrived at and inspected.

# 20. Postponed or Abandoned Matches

- a) In the case of matches where it is found necessary to stop play owing to weather conditions the referee must wait for a period of 15 minutes before deciding upon abandonment.
- b) If through any cause a match has been abandoned before the completion of the full playing time the NIFL Competitions Committee shall have power at its discretion to allot the points according to the goals scored at the time of such abandonment, or order the unfinished time to be played, or to order the match to be re-played in its entirety, on a subsequent date to be fixed by the NIFL Competitions Committee under such terms and conditions as it may impose.
- c) Postponed or abandoned matches shall be played on a date to be determined by the NIFL Competitions Committee.

# **21.** Completion of Team Sheet

- a) Each club shall input their team line up including the names of players and club officials and their functions taking part in each match (including names of the nominated substitutes) via the IFA FMS System not later than 60 minutes prior to kick off.
- b) Should a match venue not have a data signal secretaries or other responsible persons acting for competing clubs shall forty five minutes prior to kick-off notify in writing the names of players taking part in each match under the jurisdiction of the league (including the name of the nominated substitute or substitutes and club officials and their functions) to the referee.
- c) Clubs failing to do so will be fined in the sum of £50.

## 22. Substitute Players

- a) A club may at its discretion use five substitute players at any time in any match, except to replace a player who has been dismissed from the game by the Referee. The substitutions can be made in accordance with Law 3 of the Laws of the Game.
- b) Only five substitutions by each side will be permitted in any match and clubs may nominate up to a maximum of seven substitute players prior to the commencement of the match.
- c) Substitutions may only be made on at most 3 occasions during the game (excluding half time).
- d) One additional substitute may be used when a match goes into extra time (whether or not the team has already used the full number of permitted substitutes).
- e) A substitute player shall be construed as taking part in the game for which he was nominated only if he has actually played in such game.
- f) Should any nominated player or substitute sustain an injury or become otherwise incapacitated after the submission of the team sheet to the referee and before the kick-off he may be replaced provided that the referee and the opposing club are informed prior to kick-off.

## 23. Replacement of Players on the Team Sheet

After the team sheets have been completed and submitted to the Football Management System to the Referee and if the match has not yet kicked off, the following shall apply:

- (a) If any of the first eleven players named on the team sheet are not able to start the match due to unexpected physical incapacity, they can be replaced only by any of the seven (7) substitutes named on the initial team sheet. The substitute(s) in question can then be replaced by a player(s) not named on the initial team sheet, so that the quota of substitutes is not reduced. During the match, five (5) players can still be substituted. The replaced player(s) must be removed from the team sheet and not be available for selection for this fixture.
- (b) If any of the seven (7) substitutes named on the team sheet are not able to be fielded due to unexpected physical incapacity, they can be replaced by any player not named on the initial team sheet, so that the quota of substitutes is not reduced. During the match, five (5) players can still be substituted. The replaced player(s) must be removed from the team sheet and not be available for selection for this fixture.

Any amendments to the team sheet in accordance with points (a) and (b) above must be communicated to the opposing team manager by one of the Match Officials as soon as possible prior to the commencement of the match.

## 24. Late Start

The NIFL Competitions Committee may fine clubs for late start of matches in the sum of £250 except in exceptional circumstances. Referees must report late starts to the NIFL.

## 25. Official Match Ball & Goal Nets

- a) The official match ball to be used in all matches shall be the ball approved by the NIFL and supplied to the clubs at the commencement of the Season. Additional match balls, if required, may be purchased from the NIFL.
- b) Goal nets must be used in-line with UEFA regulations.

## 26. Processional Entry and Fair Play Handshake

The match officials shall lead both teams on to the field of play five minutes prior to kick-off time. The teams shall line up either side of the officials, at the half way line and the visiting team shall move towards the home team, when both teams will shake hands with all match officials and players

## 27. Half-time Interval

In all matches the half time interval shall be 15 minutes.

#### FINANCE

#### 28. Admission Charges

Attendance admission fee to be set by the home club but should be no greater than the maximum admission fee for League matches.

## 29. Gate Receipts

- (a) In all ties previous to the Final, the gate receipts after payment of the costs pertaining to referees, hospitality, professional security company, turnstiles, ambulance/first aid cover and ticketing shall be equally divided between the two (2) competing clubs. (The home club shall ensure that copies of the receipts for such costs are furnished to the away team upon request)
- (b) Payment shall be made to the away team within 7 days following the date on which the match was played, except when the match has been designated as an 'all ticket' match. In such circumstances, all revenue generated from the sale of tickets by the away Club shall be paid to the home Club within 7 days following the date on which the match was played together with a reconciliation of unsold tickets (the Home Club shall then make payment to the Away Club within seven (7) days of receiving such revenue.
- (c) Non-payment by the deadlines for either the Home or Away Clubs shall result in an automatic increase of 10% of the monies due for up to seven (7) days late payment and 20% between seven (7) to fourteen (14) days late payment. All other cases shall be referred to the committee who will deal with the matter as they consider appropriate.
  - a. Members' tickets shall not be valid for any tie played in this competition.
  - b. In the Final 20% of the net profit shall be payable to the NIFL, and the balance divided equally between the two competing clubs.
  - c. All money generated from the sale of tickets in respect of the final must be submitted by the respective clubs to the league within fourteen (14) days following the date of the match together with a reconciliation of unsold tickets. Non-payment by this deadline shall result in an automatic increase of 10% of the monies due for up to seven (7) days late payment and 20% between seven (7) to fourteen (14) days late payment. All other cases shall be referred to the committee who will deal with the matter as they consider appropriate.

d. In respect of the use of facilities in the final tie 10% of net gate receipts shall be paid to the host club except in the case that the host club is participating in the Final.

## 30. Fines

- a) All fines imposed by the NIFL, unless appealed against, shall be paid within 21 days from the date of the letter imposing the fine unless a payment plan has been agreed with the club.
- b) Otherwise offending clubs will be fined £50 per week or part of a week that a fine is outstanding.
- c) If any club fails to make any payment to the NIFL in accordance with the requirements of these rules NIFL shall be empowered to deduct the amount of any such payment(s) from any money payable to the debtor club.

## 31. Prize Money

Prize money shall be distributed to participating clubs as determined by the NIFL Board annually and shall be subject to sponsorship being secured for the Competition.

## PLAYER REGISTRATIONS

## 32. NIFL Player Registration/Eligibility Guidelines

- (A) All players must be registered in accordance with the IFA Professional Game Player Registration Regulations and the NIFL Player Registration Regulations.
- (B) No individual shall play for more than one Club in the NIFL League Cup in the same season.
- (C) For the avoidance of any doubt to be eligible to play in this competition a player must also be eligible to participate for his club in the relevant league competition and must have been registered during first professional game registration period;
- First registration period 12 February 2024 until 5pm on 30 April 2024
- (D) An exception is a professional whose contract expired prior to the end of a registration period. In this scenario the player may be registered outside a registration period and is eligible for the League Cup. However, no player who is registered by his club after 30 June shall be eligible to participate in the League Cup that same season.

## **33.** Ineligibility of Players

Failure to comply with any of the conditions relating to the IFA Professional Game Player Registration Regulations, the NIFL Player Registration Regulations or the rules of the NIFL Women's Premiership will render the player ineligible to play for the club concerned as not being a bona-fide player.

# 34. Penalty for Playing Unregistered or Ineligible Players

- a) Any club playing an ineligible player or players in any match under the auspices of the NIFL Women's Premiership shall be fined a sum of £250 per player for the first offence and £25 for subsequent offences involving the same player. In addition, should the match(es) in question result in a win for the offending team, or end in a draw, then such points shall be forfeited by the offending club and its opponents awarded three points in respect of that match and a score-line of 3-0 recorded in its favour.
- b) Should the match(es) in question result in a defeat for the offending team a score line of 3-0 shall be recorded in the favour of their opponents. Notwithstanding the above the winning team shall not be disadvantaged if the original score line was of greater benefit to that teams goal difference.

- c) Should both clubs play an ineligible player or players in any match under the auspices of the NIFL Women's Premiership then both clubs will be fined £250 per player for the first offence and £25 for subsequent offences involving the same player. In addition, neither club will be awarded any points for the fixture and both clubs shall have a minus three (-3) goal difference recorded against them.
- d) Nothing in these Regulations shall entitle the NIFL Women's Premiership to deduct points or impose fines for registration committed by any club during any previous season. (For the purpose of all NIFL Women's Premiership regulations a season will be deemed to end on 31<sup>st</sup> October in each year).

#### MISCELLANEOUS

#### 35. Medals

The NIFL shall award up to eighteen (18) winners medals and eighteen (18) runner up medals to players each of whom shall have taken part in the final.

#### 36. Trophies

The club declared Champions shall receive a trophy, which shall at all times remain the property of the NIFL and must be returned in good order when requested by the NIFL. It is the responsibility of the Champion Club to abide by the conditions imposed by the NIFL Insurers in respect of the safe keeping of the trophy throughout the period it is held by the club and arrange appropriate insurance cover for the trophy throughout the period when it is held by the Club.

## 37. Referees

Referees shall be appointed by the IFA. Once an appointment has been made no objections to such appointment can, under any circumstances, be entertained by the NIFL. Two Assistant Referee's will be appointed for all NIFL Women's League Cup matches. Their role and duties are as outlined in the guidelines approved by the IFAB.

## 38. Ball Tenders

- a) The colours of clothing worn by ball tenders must not clash with the colours of either of the competing clubs.
- b) Clubs may utilise a multiball system to the immediate replacement of a match ball when it has left the field of play. Clubs who adopt this procedure must ensure that the system is used consistently for the duration of the match, and for both teams, unless directed otherwise by the referee and/or the host club safety officer.

Any club found guilty of removing mulitball system without direction will be referred to the NIFL Competition Committee for an appropriate sanction.

## **39. Unforeseen Circumstances**

The NIFL Competition Committee shall be empowered to take decisions on all matters not provided for in these rules and such decision shall be final.

Should a club be disqualified from the competition at any stage and for any reason whatsoever the club concerned shall forfeit all claims to any monetary award to which it may have otherwise been entitled.

Clubs competing in the Final of the competition at a neutral venue are advised to inspect the ground facilities, and especially the seating at such venues, prior to and immediately after each game so that any damage caused can be identified as soon as practicable.