

OPERATIONAL PROCEDURE

GENERAL INFORMATION

Lead Area:	Rugby Operations
Lead Procedure Title:	Results Procedure
Procedure Reference Number:	NT011
Authors:	Brian Anderson
Date last modified:	5 March 2014

SCOPE OF RESPONSIBILITY

- The purpose of this procedure is to provide the Media with accurate records of the result of each match.
- This procedure is to be followed after each Round of the Season in which a Junior, Senior or Women's Rugby Match has been played.

STEP BY STEP PROCEDURES

STEP	DESCRIPTION OF ACTION	RESPONSIBLE
1.	Report Results to NT Rugby in accordance with NT001 Official Match Report Procedure	Club / Team Manager
2.	Post Results of Senior Matches on NT Rugby Union's Facebook Page as soon as practical after the last match of the Round has been completed.	NT Rugby Union Social Media Coordinator
3.	For matches played at a venue other than at Rugby Park, or matches at Rugby Park that are designated as a Home Game for a Darwin Club, the Results of First and Reserve Grade Matches shall be sent via by SMS to 0439 482 501	Club / Team Manager
4.	Collate results of Senior Matches in an email and send to Media distribution list (Newspaper, Radio and Television) on Saturday as soon as practical after the last match has been completed.	NT Rugby Union Results Collator
5.	For matches played at a venue other than at Rugby Park, or matches at Rugby Park that are designated as a Home Game for a Darwin Club; Step 4 shall be undertaken on the first business day following the matches.	NT Rugby Union Results Collator
6.	Results, Competition Points earned, and Competition Ladder to be updated in My Rugby Admin by Midday on the Tuesday following the Round of Matches.	NT Rugby Union Results Collator
7.	Media Report of Game Scores, Scorers and Ladder for all Grades to be generated from My Rugby Admin and sent via email to NT News by Midday Tuesday following the Round of Matches.	NT Rugby Union Results Collator

OTHER INFORMATION

- For matches played at a venue other than at Rugby Park, or matches at Rugby Park that are designated as a Home Game for a Darwin Club, the Home Club will advise NT Rugby the name and phone contact of their Match Day Controller.

RELATED PRODEDURES

- NT001 Official Match Report Procedure