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THE ROYAL LOGISTIC CORPS RUGBY UNION FOOTBALL CLUB

Home Ground: Buckley Bks, Hullavington, Wiltshire
Colours: Navy Blue
www.rlcrufc.co.uk

President: Brigadier Martin Moore (Late RLC)
Chairman: Lt Col Jon West RLC
Director of Women's Rugby: Maj Alan Tindale RLC
Club Secretary: Major Robert Futter RLC

RHQ 29 Regt RLC
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RLC RUFC/BSF/17

See Distribution

15 Mar 17

THE BRIGGS EQUIPMENT UK SHIELD (INTER UNIT) FINAL & RLC FESTIVAL OF RUGBY

General

1. The Briggs Equipment UK Shield is the annual RLC inter-unit knockout competition for those units not in ARU Premiership 1. It is a 15-a-side tournament for men, open to all Regular and Reserve RLC units and has been played as a knockout competition throughout the 2016/17 season. The 2016/17 Final will be played at South Cerney on **Wed 5 Apr 17 between 29 Regt and either 9 Regt or 13 Regt** (last semi-final match will be played NLT 29 Mar IOT confirm the finalists).

2. This year's event will also act as the annual RLC Festival of Rugby. To that end there will be two rugby matches – the President's v Chairman's select match playing for the *Sir Cecil Smith Cup* and the the Briggs Final playing for the *Briggs Equipment UK Shield*. Refreshments (BBQ) will be available throughout and at completion of the matches the Club Annual Awards will be presented in 29 Regt's Sports Bar¹ - all are strongly encouraged to attend throughout.

Competition

3. **Match Format.** Both matches will be 80 mins and shall be played in accordance with the Laws of the International Rugby Football Board as promulgated by the Rugby Football Union. If the games are tied at full-time, then 5 minutes each-way of extra time will be played with the first score deciding the result. If the scores remain tied after extra time then a sudden-death drop-goal competition from the 22m line will determine the winner.

4. **Squad Format.** Teams are to consist of a squad of 22; 15 players and 7 replacements. Replacements may only be permitted during matches as authorised by the Referee in accordance with the Laws of the Rugby Football Union. Each team must have a recognized and trained front row.

5. **Player Eligibility.** All players selected to represent a unit are to be on the posted strength of the unit on the day of the game. Affiliations are permitted through the Club Secretary but players cannot have represented another RLC team in this season. A maximum of 4 attached personnel

¹ To include Corps Colours, Corps Caps, Male Player's Player (Ed Newman Trophy), Best Male (Gareth Davies Trophy), Best Lady (Charlie Lloyd Trophy), Most Improved Player (Chris Christopher Trophy), and Best Veteran (Tinders Trophy).

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of other corps and regiments are permitted to play in the unit team, provided that all such players fill established posts in the authorised RLC unit establishment. Matches will be forfeited by any offending unit.

Coordinating Instructions

6. **RFU Insurance.** Insurance for this fixture is provided by that already held by the individual units from the start of the 2016/17 season. However, it is the responsibility of Unit Rugby Officers to ensure that players are annotated as playing on their own unit Part One Orders.

7. **Officials.** As per the separate request submitted via email, the ARURS senior appointer is requested to provide a suitably qualified team of officials for the games. All officials are invited to attend the evening function².

8. **Prize Giving Area.** The RLC RUFC Team Manager is requested to provide the RLC RUFC gazebo, which is to be co-located with the Briggs trailer to facilitate pitch-side presentations and VIP hosting (the 29 Regt Team Manager is requested to liaise over collection and assembly).

9. **Presentations.** The RLC RUFC Treasurer is requested to liaise with OIC Rugby 13 Regt in order to return the Briggs Equipment UK Shield, polished and with up to date engraving, prior to 5 Apr 17. The Treasurer is also requested to ensure the following awards are available:

- a. Match officials will receive an individual memento (x 4).
- b. Briggs Equipment UK Shield winners (up to 22 players) will each receive an individual memento.
- c. Briggs Equipment UK Shield runners up (up to 22 players) will each receive an individual memento.
- d. The "Man of the Match" during the final (as selected by Briggs Equipment representatives and the family of Vince Clare) will receive the Vince Clare Memorial Tankard. This tankard must be engraved with ‘

‘Vince Clare Memorial Tankard

Briggs Equipment UK Shield - 2017

Man of the Match’

10. **Social and Feeding.** There will be a tented pitch-side BBQ for all from 1230-1430hrs in order to host the family, friends and colleagues of Vince Clare who regularly attend this event. There will also be post-match pie chips and refreshments in the 29 Regt Sports Bar³ to round the occasion off. To that end all RLC RUFC Committee members are strongly encouraged to attend this event to ensure hosting is of the highest standard. **Absence is to be cleared through the Club Chairman.**

Outline Timings

11. The timings for the day are as follows:

² Maj Tindale has signalled intent to referee the Final.

³ The 29 Regt Rugby Officer is requested to facilitate the Sports Bar being open from 1700-2200hrs.

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- a. 1230 - 1430hrs - Pitch-side BBQ lunch for all.
- b. 1230hrs - President's v Chairman's Select Match (Mixed Saxons v Vets) KO.
- c. 1400hrs - Briggs Final KO.
- d. 1600hrs - Prize giving (Briggs Shield, Sir Cecil Smith Trophy and Man of the Match).
- e. 1730hrs - Supper in 29 Regt Sports Bar.
- f. 1800hrs – Club Annual Awards.
- h. 1900hrs – Musical Entertainment in the Sports Bar.
- g. 2200hrs - Bar closes.

Administrative Requirements

12. **VIP Hosting.** Rugby Offrs of the finalist Regts are requested to confirm the attendance of key Regimental personalities to the undersigned as soon as possible. Suitable hosts will then be nominated from within the RLC RUFC Committee.

13. **Playing Strips & Match Balls.** Team Managers of the finalists are requested to provide match balls and playing strips. Please liaise with each other to ensure that playing strip colours are suitably contrasting.

14. **Changing facilities.** 29 Regt Team Manager is requested to ensure that suitable **separate** transit accommodation changing facilities are available (with doors marked up) from 1030hrs for teams and officials.

15. **Pitch Requirements.** RQMS 29 Regt is requested to:

- a. Ensure that the pitch is dressed (flags and post protectors) by 1030hrs, including a pitch length rope fence to keep spectators 5m clear of the pitch.
- b. Arrange for three 24 x 24 tents with rolled up sides to be erected pitch side (facing the black hangar) in case of inclement weather (cover for spectators and VIPs).
- c. Provide a 6ft table, Union flag and Corps flag for use at prize giving in the RLC gazebo.

16. **Medical.** Both teams are required to provide 1 x qualified pitch side first aider equipped with an RFU scaled medical bag. It is requested that the Guardroom is prepared to allow emergency services access to the airfield pitches if required. In the event of a medical emergency, the civilian medical services will be **called by the Club Secretary on 999.**

17. **Catering.** 29 Regt Master Chef is requested to provide a pitch side BBQ for 100 pax with tea/coffee/juice from 1230 - 1430hrs. Pie, chips and peas for 110 pax is also requested in the Sports Bar at 1730hrs. An invoice for all costs will be covered by RLC RUFC.

18. **Ablutions.** The nearest ablutions to the pitch are located at the Training Wing Portacabin toilets to the rear of th 59 SHQ building.

19. **Parking and Tac Signage.** The match will be played on the airfield pitch and all parking is to be within Duke Of Gloucester Bks next to the wash down point. Pedestrians can then

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transit onto the pitch via the Airfield Gate. Post code to reach Duke of Gloucester Bks is GL7 5RD.

20. **Overnight Accommodation.** Any personnel requiring overnight accommodation are to contact 29 Regt Ops on 94384 8413 iot book Transit Accommodation.

21. **Marketing/Sponsorship.** The RLC RUFC Marketing Director is requested to liaise with Briggs Equipment UK regarding the siting of any specific Briggs Equipment marketing equipment (trailer, sail banners etc). He is also requested to ensure this event is promoted widely within the Corps to maximise spectator attendance.

Summary

22. This event helps cement our relationship with Briggs Equipment UK, our very generous Club sponsor. It also presents the opportunity for the Corps Rugby fraternity to get together and celebrate all that is good about our sport. Please make the most of this event and support it to the full.

Original signed

R J FUTTER
Maj
For President RLC RUFC

Distribution:

All Regular and Reserve RLC UK units – Adjt / Rugby Offr
Cdo Log Regt – Adjt/Rugby Offr
All RLC RUFC Committee Members
29 Regt Rugby Team Manager
29 Regt RQMS
29 Regt Master Chef

Copy to:

Briggs Equipment UK – Commercial Manager
HQ the RLC – Adjt and CRSM