



**BOWLS BY-LAWS  
REVISION (9)  
18/12/2018**

**CLUB RULES FOR  
CHAMPIONSHIPS  
SOCIAL & PENNANT  
BOWLS FOR 2019.**

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## **8. AMENDMENTS**

**8.1** DATE: 02/02/15 At Special Board Meeting: Item 6.4 Selection Committee: No 1 grade sole selector BM / CSC. Panel A / Panel B criteria deleted. **8.2** DATE 20/10/15. Item 1.4 Club Championship Events Format altered, Item 3.5 Representative Expenses added, Section 6 Selection Committee appointment and make up altered. **8.3** DATE 19/01/16 Item 7.8 Interim "Extreme Weather Policy" added. **8.4** DATE 19/02/16 Item 2.8.4 lucky losers added, Items 3.1 & 3.3 Eligibility criteria modified Item 4.4.4.2 T shirts OK Social Bowls. **8.5** DATE 17/02/17 Item By Laws applicable to Men's Bowling only, Item 2.4 Bowls Events altered, hams Day added, Item 5.5 umpires remuneration increased to \$30, Item 7 Drugs and Alcohol Policy amended to include Disciplinary Committee and Sanctions. **8.6** DATE 16/01/18 1.4 Senior Singles & Pairs added 1.5 Eligibility for Championships clarified 1.6 Requirements for Calcutta added, 2.7 Fine for non attendance at In house Tournaments added, 4.2 Pennants Payments for players 7 team Managers altered in line with BOD decisions at SB Meeting 18/07/17, 6.1 election Committee make up, 7.11 Composition of Disciplinary Committee altered 7.16 Extreme Weather Policy altered including Heat Stress Index reference Chart. List of Abbreviations added. DATE 18/12/18 4.5 Pennants Penalties & Disciplinary Action added. Chairman of Umpires added to DC.

## **9. ABBREVIATIONS**

List of abbreviations used in the By Laws

- CEO - Chief Executive Officer
- BOD - Board of Directors
- CB - Controlling Body
- BM - Bowls Manager
- BC - Figtree RSL Bowling Club
- DC – Disciplinary Committee
- RNSWBA – Royal NSW Bowling Association

## BOWLS BY-LAWS FOR 2019

REVISION (9) 18/12/18

### CLUB RULES FOR CHAMPIONSHIP & SOCIAL BOWLS

THESE RULES HAVE BEEN APPROVED BY BOD AT A THE BOARD MEETING ON THE 16/12/14, Rev 3 Amendment No 8.1 at a Special Board Meeting 02/02/15, Rev 4 Amendment No 8.2 at the monthly BOD meeting on the 20/10/15 and Rev 5 Amendment No 8.3 at the monthly BOD Meeting on the 19/01/16, Rev 6 Amendment No 8.4 at a Special Board Meeting on the 19/02/16. Rev 7 Amendment 8.5 on the 21/02/17. Rev 8 Amendment 8.6 at the monthly BOD meeting on the 16/01/18. Rev 9 Amendment 8.7 approved at the monthly BOD meeting on the 18/12/2018.

**THESE BY LAWS ARE APPLICABLE TO THE MENS BOWLING ONLY. THE WOMENS BOWLING CLUB OPERATE UNDER THEIR OWN "BY LAWS / STANDING ORDERS".**

THESE BY LAWS MAY BE CHANGED OR AMENDED AT ANY TIME BY THE BOD.

## 1. CHAMPIONSHIPS

- 1.1 Nominated Bowls Manager and Chief Executive Officer (CEO) are ultimately responsible for the organisation & running of all bowls in the Club. The nominated Bowls Manager will be directed by the CEO, & assisted by the Directors, Selectors, Bowls Assistants, Green Keeping Staff & Umpires.
- 1.2 All Championships will be organised and the games will be played in accordance with
  - 1.2.1 The World Bowls "laws of the Sport of Bowls Crystal Mark 3<sup>rd</sup> Edition" including Domestic Regulations for Australia.
  - 1.2.2 The RNSWBA Rules & Conditions of Play as gazetted for 2019-2020.
  - 1.2.3 The Zone 16 Rules & Conditions of Play as gazetted.
  - 1.2.4 Figtree RSL Bowling Club conditions & rules of play as detailed below.
- 1.3 **Controlling Body:** All Championships will be controlled by a nominated Controlling Body in accordance with the requirements of Laws A1.1.1 to A 1.4.16 & RNSWBA Conditions of Play, Duties of the Controlling Body Items 14.1, 14.2, 14.3:

- 1.3.1 The Nominated Bowls Manager will be responsible for organising a Controlling Body for the Championship event and /or a session of play in a championship event.
- 1.3.2 The Controlling Body will comprise a minimum of 2 persons for Championship games.
- 1.3.3 The members of the Controlling Body for the championship or games are to be made known to the Players & Umpires prior to commencement of play.
- 1.3.4 Members of the Controlling Body nominated for a game/s are to be available & on the Club premises during the entire game/s.
- 1.3.5 Controlling Body Members must be current full bowling members of the Club being the Nominated Bowls Coordinator, Director, Selector, Life Member or Umpire all of whom are preferably not participating in the game/s. A non playing Umpire can officiate as a member of the Controlling Body & be the nominated Umpire for the game/s.
- 1.3.6 The Controlling Body must ensure that all players clearly understand the Conditions of Play & Laws pertaining to the game/s prior to nomination for an event or commencement of the game/s.

**1.4 Club Championship Events:** The following Club Championship Events will be played annually:

- 1.4.1 Fours- 2 Bowls per player played over 21 ends
- 1.4.2 Triples- Format to the discretion of the Bowls Manager
- 1.4.3 Major Pairs- 4 Bowls per player 2 x 2 sequence played over 21 ends
- 1.4.4 Minor pairs- 4 Bowls per player 2 x 2 sequence played over 21 ends
- 1.4.5 Major Singles- 4 Bowls per player, 1<sup>st</sup> player to 31
- 1.4.6 Minor singles- 4 Bowls per player, 1<sup>st</sup> player to 31
- 1.4.7 Major / Minors- 4 Bowls per player 2 x 2 sequence played over 21 ends
- 1.4.8 Mixed Pairs- 4 Bowls per player 2 x 2 sequence played over 21 ends
- 1.4.9 Senior Singles- Format to the discretion of the BM
- 1.4.10 Senior Pairs- Format to the discretion of the BM

**1.5 Eligibility for Championship Events:** To be eligible for a Club Championship event the player must:

- 1.5.1 Be a current financial Full Bowling Member of the Figtree RSL Bowling Club. The financial year being the 1<sup>st</sup> July to the 30<sup>th</sup> of June of the following year.
- 1.5.2 Has not played or intending to play Championships at another Bowling Club in the calendar year of joining Figtree RSL Bowling Club.
- 1.5.3 Has not played or intending to play Pennants at another Bowling Club in the calendar year of joining Figtree RSL Bowling Club.
- 1.5.4 For graded events Major & Minor Singles & Pairs & Major/Minors comply with the grading & eligibility as determined by the Club Selectors.

- 1.5.5 Players who have won the Singles Minor Championship or Major Championships at other Clubs are not eligible to play in Minor Club Championships.
- 1.5.6 Figtree RSL Bowling Club Players who have won the Minor Singles Championship are designated as Majors & not eligible to play again in a Minor event.
- 1.5.7 A Minor player who has won a Minor Pairs Championship is still eligible to play in the Minor Singles Championship.
- 1.5.8 A Minor Player who has won a minor Singles Championship is not eligible to play in a minor Pairs Championship.
- 1.5.9 A Nominating Player or Substitute Player in pairs cannot play Minor and Major Singles or Minor & Major pairs in the same year.
- 1.5.10 Major / Minor Substitutes: To be approved by the Controlling Body & be a Player of equal Pennant grading or ability as determined by the Selectors. Substitutes can skip. Substitutes to be approved by Selectors for grading & eligibility by the Controlling Body.
- 1.5.11 Mixed Pairs a Female Player can skip but an approved substitute cannot skip. (Refer Laws 32,33 & DR2-3)
- 1.5.12 Senior Singles and Senior Pairs: Players must be 60 years or over on or before the closing date for nominations. Playing in these events does not preclude a player from playing in the Minor & Major Singles or Major & Minor Pairs Events.

#### **1.6 Rules & Conditions for Championship Events**

- 1.6.1 A Program for Club Championships integrated with Zone requirements will be prepared by the Nominated Bowls Manager & approved BOD.
- 1.6.2 Nomination forms for Championships will be posted a minimum of 6 weeks prior to the closing date of the Championship
- 1.6.3 The draw for the event will be completed & posted on the notice board a minimum of 2 weeks prior to the start of the 1<sup>st</sup> round. The Major Minors Championship and any other event which includes a Calcutta the teams will be posted prior to the Calcutta draw usually one week prior to the event and the draw will be posted immediately after the completion of the Calcutta auction.
- 1.6.4 Closing dates for entries & proposed playing dates must be clearly shown on the nomination sheet & Championship Draw. Draw will include dates for 4 rounds plus the Semi Final & Final.
- 1.6.5 Championships will be scheduled & played on Saturday's starting before 9.30am and before 1.00pm & Sunday's starting before 9.30am with Sunday pm available if required.
- 1.6.6 **The Club preference** is for all games to be played at the scheduled times & dates allowing the nominated Controlling Body to facilitate the necessary control supervisory & umpiring requirements.
- 1.6.7 Games can be played prior to the scheduled date. The request must be entered in the "Request for Play Prior to Scheduled Date" Sheet &

approved by the Nominated Bowls Manager and/or the Controlling Body. The Nominated Bowls Manager and/ or the Controlling Body reserves the option to insist that an Umpire is present for preplayed games and the game is played at the scheduled time & date.

- 1.6.8 If a player or team is unable to play at the scheduled time & date & a request for a preplayed game has been denied the player or team will forfeit the game as stated in Law 1.3.10.
- 1.6.9 If both teams and or players fail to turn up on the scheduled time & date both teams will be disqualified. This applies equally to approved preplayed games.

**1.7 Replacement & Substitute Players:** The replacement & substitution of players in a team must be approved by the Controlling Body. The Controlling Body will apply the Law Book, Domestic Regulations for Australia Section DR 2. The exception to the Substitution of eligible players applies to the Major / Minor Championships wherein a substitute player can skip the game/s.

- 1.7.1 Appeals against a Controlling Body decisions are to be in writing with a \$20 fee to accompany the appeal and received by the Nominated Bowls Manager within 24 hours, for review & determination by the BM and BOD. The \$20 fee will be returned if the appeal to the BOD is successful.
- 1.7.2 Postponed or unfinished games are to be played by the next available date. Stoppage & resumption of a game on the same day or later date will comply with (Laws 32.1 to 32.4)
- 1.7.3 Representative games Zone 16 & above take precedence over Club Championship Games. **Tournaments do not take precedence over club games.**
- 1.7.4 Umpires: The Nominated Bowls Manager is responsible for requesting Umpiring attendance at Championship Games. Umpires are to be allocated based on the posted roster & liaison with the Chairman of Umpires.
- 1.7.5 Markers for singles games for the 1<sup>st</sup> round will be organised by the players involved in the event. Subsequent rounds the losers to mark the next game. If the marker is not available for the next round that marker is responsible for organising a replacement & must advise the Nominated Bowls Manager of the intended replacement.
- 1.7.6 Markers for the Major & Minor Singles finals should be the previous year's winner. If winners are not available the President or a suitable substitute marker will be appointed by the Controlling Body.
- 1.7.7 Inclement weather prior to start of play: The game will not be called off before the allotted time unless the Green Keeper, Controlling Body and/or Directors have closed the green for the day.
- 1.7.8 Inclement weather during play: Stoppages will comply with (Laws 32.1 to 32.4) & Figtree RSL Bowling Club OH & S Policy.
- 1.7.9 Bowls Clothing for Championships: Refer to Section 5.4 (Bowls Dress Regulations)



- 1.7.10 Bowls (stick-on markings): All players within a team or side should have these markings on their bowls and the markings should be the same design & colour on all 4 bowls (Refer law 52.1.8.4). The Controlling Body will supply adhesive markings or request the all temporary markings be removed prior to commencement of play. (Refer Law 52.1.8)

#### **1.8 Penalties & Fines**

- 1.8.1 Deliberate non sporting action will be dealt with in accordance with (laws 36.1 to 36.3) including referral by the Controlling Body to the BOD for review & determination of appropriate disciplinary action. Where appropriate the Umpire will submit a written report to the Controlling Body & the Controlling Body will submit this report & a separate Controlling Body Report to BOD where appropriate. (Refer Incidents Register Book).
- 1.8.2 A \$20 fine will be imposed on any player competing in Club Championships if they fail to turn up for play without notifying the Nominated Bowls Manager within one day prior to the scheduled playing date. Application of the fine will be determined by the Controlling Body constituted for the championship and/ or game and / or referred to the BOD as appropriate.

#### **1.9 Championship Payments:**

The allocated Prize money for the 2019 championships will be allocated as detailed below:

- 1.9.1 Major Singles: Winner \$1000 Runner/up \$500
- 1.9.2 Major Pairs: Winners \$600 each player, Runner/Up \$300 each player
- 1.9.3 Triples: Winners \$300 each player, Runner s/ Up \$200 each player
- 1.9.4 Fours: Winners \$400 each player, Runners/Up \$200 each player
- 1.9.5 Minor Singles: Winner \$500 Runner/Up \$250
- 1.9.6 Minor Pairs: Winners \$300 each player, Runners/Up \$150 each player
- 1.9.7 Major/Minors: Winners \$250 each player, Runners/UP \$100 each player
- 1.9.8 Mixed Pairs: Winners \$250 each player, Runners /Up \$100 per player.
- 1.9.9 Senior Singles: Winner \$200, Runner Up \$150
- 1.9.10 Senior Pairs: \$150 each player, Runners Up \$100 each player
- 1.9.11 All winners receive a monogrammed shirt including the Figgy Bowlo Logo, the event, year and the winner's name.
- 1.9.12 The presentation of payments and shirts will be done on Presentation Day on a date determined by the BOD.
- 1.9.13 The total prize money available for Championships in 2019 is \$11,100.

## 2. SOCIAL BOWLS

2.1 The Nominated Bowls Manager is ultimately responsible for the organisation, administration & running of all Social Bowls, Tournaments, Bare Foot Bowls & Bowls Promotions. The Nominated Bowls Manager will be directed by the CEO & assisted by the Directors, Selectors, Bowls Assistants and Green Keeping Staff and Umpires.

2.2 All Social Bowls will be organised and the games will be played in accordance with:

2.2.1 The World Bowls "Laws of the Sport of Bowls Crystal Mark 3 Edition" including Domestic Regulations for Australia

2.2.2 The RNSWBA Rules & Conditions of Play as gazetted for 2019-2020.

2.2.3 Figtree RSL Bowling Club conditions & Rules of play for Social Bowling as detailed below.

### 2.3 Controlling Body:

The Nominated Bowls Manager is responsible for appointing a Controlling Body for all Social Bowls events. Social Bowls will be organised & controlled by the appointed Controlling Body in accordance with the requirements of Laws A1.1.1 to A1.4.16 & RNSWBA Conditions of Play, duties of the Controlling Body Items 14.1, 14.2 14.3

2.3.1 For Social Bowls the Controlling Body will comprise 1 person being the Nominated Bowls Coordinator, Director, Selector, Life Member, or Bowls Assistant. For Tournaments & Special Events the Nominated Bowls Manager can appoint additional Controlling Body members as appropriate.

2.3.2 The members of the Controlling Body for Social Bowls are to be made known to players & Umpires as applicable.

2.3.3 Members of the Controlling Body nominated for the game/s are to be available & on the premises during the entire game/s.

2.3.4 Controlling Body Members must be current financial full bowling members of the Club.

2.3.5 The Controlling Body must ensure that all players clearly understand the Conditions of Play & Laws pertaining to the game/s prior to commencement of the game/s.

### 2.4 Social Bowls Events:

The following regular Social Bowls games will be played:

2.4.1 Wednesday 9.30 am Nominated Pairs. (Format for the month to be selected by the BM and posted on the notice board in the preceding month. Players handicaps based on pennant rating or as nominated by the selectors.)

2.4.2 Thursday from 2.00pm to 5.00pm. Training and skills sessions supervised and guided by the BM.

2.4.3 Friday 1.00pm Nominated Triples (Format for the month to be selected by the BM and posted on the notice board in the preceding

month. Players handicaps based on the current pennant rating or as nominated by the selectors.)

- 2.4.4 Saturday 1.00 pm Men's, Ladies, Mixed Pairs, Club Select or Nominated. Winners off the table or highest margin as nominated on the day.
- 2.4.5 Sunday 9.30 am, Nominated Pairs Winners drawn off the table and once a month winning margins to suit.
- 2.4.6 In addition to the regular Social Bowls games Tournaments & Special Events will be organised & played on dates to suit the overall Bowls Program including Pennants, Club Championships & Zone 16 commitments.
- 2.4.7 Hams Day: Hams Day is an annual appreciation day to acknowledge the efforts put in to Bowls by Members during the Year. To be eligible to play in the Hams Day to players must be Full Male Bowling Members of Figtree RSL Bowling Club. The BOD will determine any other eligibility for the Event dependent on the format recommended by the Bowls Manager.
- 2.4.8 The Nominated Bowls Manager with the approval of the CEO and as appropriate the BOD reserves the option to alter Events & Conditions of Play to suit & facilitate the increased participation of players in all Social Events.
- 2.4.9 All the above events may be subject to change after due consultation and at the discretion of the BM and approval as appropriate by the BOD.

## **2.5 Eligibility for Social Bowls:**

- 2.5.1 To be eligible for Social Bowls a player must be a financial member of the RNSWBA & a financial member of Figtree Bowling Club or other RNSWBA affiliated Club including interstate.
- 2.5.2 New Bowlers can play 6 games of Social Bowls at the invitation & in the team of the Figtree RSL Bowling Club Full Bowling financial member introducing the new member.
- 2.5.3 Submission of an application for full Bowling membership will allow new bowling members to continue playing Social Bowls until the acceptance by the BOD and RNSWBA of the Membership application.

## **2.6 Rules & Conditions for Social Bowls Events:**

Participation in Social Bowling Events by Members, Visitors, Guests, New and Junior Bowlers is essential in maintaining the viability & sustainability of Figtree RSL Bowling Club. The following rules & conditions will apply to Social Bowling Events.

- 2.6.1 Green Fees currently will be \$6.00 per game + \$1.00 jackpots. The BOD reserves the option to adjust these fees.
- 2.6.2 Ten (10) ends on all rinks constitutes a game for prizes to be paid as detailed in Item 8. If (10) ends are not played on all rinks the Green Fees will be refunded to the players.

- 2.6.3 During wet weather when it is obvious that the rain will not stop the Nominated Bowls Manager and / or the Controlling Body in consultation with the Greenkeeper, are authorised to call off play 60 minutes prior to the advertised starting time.
- 2.6.4 During games that are affected by inclement weather the Controlling Body can call off, postpone or delay the start of the event.
- 2.6.5 All players nominating for a game of bowls shall be given a game on Figtree RSL Bowling Club greens where numbers permit, no one is to be sent elsewhere for a game.

## **2.7 Penalties & Fines**

- 2.7.1 The Controlling Body appointed for the game can impose on a player/s a fine of \$10.00 for non-attendance at a Social Game or In House Tournament. The decision to fine players will be reviewed by the Nominated Bowls Manager and if required subsequent referral to the BOD if payment by the offending player/s is not accepted by the player/s & the fine paid.
- 2.7.2 The Controlling body appointed for the game can refer to the BOD any player whose conduct or actions are not consistent with the Laws of the Sport of Bowls or the By Laws of Figtree RSL Bowling Club. The Controlling Body will provide a written report to the BOD within 24 hours of the incident. (Refer Incident Register Book).

## **2.8 Social Bowls Prizes & Payments**

There must be a minimum of 12 players in an event for a prize to be paid.

The allocation of prizes for Social Bowls will be as follows:

- 2.8.1 12 to 29 players 1st prize \$20, 2<sup>nd</sup> \$10 (Lucky Draw)
- 2.8.2 30 to 38 player 1<sup>st</sup> \$30 & 2<sup>nd</sup> \$10
- 2.8.3 39+ players 1<sup>st</sup> \$30, 2<sup>nd</sup> \$20, 3<sup>rd</sup> \$10
- 2.8.4 "Lucky losers" draw and prize at the discretion of the Controlling Body on the day.
- 2.8.5 Jackpots can accumulate to a maximum of \$2,000 and if won shared equally by all players on that rink.
- 2.8.6 Social bowls players must be present in Club at the time of the presentation to collect the prize.

# **3 BOWLS INCENTIVES**

## **3.1 Qualification for all incentive payments:**

To be eligible for the following incentive payments a player shall satisfy the following criteria:

The player will be a current Full Bowling Member of Figtree RSL Bowling Club .The player will have played pennants and Club Championships for Figtree RSL Bowling Club in the previous 12 months commencing the 1<sup>st</sup> of February of each year.

- For players transferring from another Club to be eligible for the incentive payments the application for membership as a Full Bowling Member of Figtree RSL Bowling Club will be submitted prior to the 1<sup>st</sup> of February of each year.
- Incentive payments are not retrospective for the previous years.

### **3.2 Representative Incentives:**

- 3.1.1 Represent a Zone / District Team: A one off payment per season payment of \$700.
- 3.1.2 Represent a Country Team: A one off payment per season of \$1,300.
- 3.1.3 Represent a NSW Team: A one off payment per season of \$600
- 3.1.4 Represent an Australian Team: A one off payment per season of \$3,000
- 3.1.5 Junior Representation Zone / District: A one off payment per season of \$250.
- 3.1.6 Junior Representative NSW Country / City Team; A one of payment per season of \$450
- 3.1.7 Junior Representative NSW Team: A one off payment per season of \$450
- 3.1.8 Junior Representative Australian Team: A one off payment per season of \$1,000
- 3.1.9 Junior Zone Championship Winner: A one off payment per season of \$250
- 3.2.10 Junior State Championship Winner: A one off payment per season of \$250.
- 3.2.11 Over 60 Representation: as per items 3.2.1 to 3.2.4 50% of the above.

### **3.3 Eligibility Zone & State Championship Winners:**

To be eligible for the following incentive payments the player shall satisfy all the criteria included in Item 3.1 above:

- 3.3.1 Zone Championship winner \$500
- 3.3.2 State Championship winner \$1,000
- 3.3.3 The winners of Zone & State Championship events are **not** eligible for the 50% Club bonus.

- ### **3.4 Prize Money Tournaments:**
- Prize money won by any player or players in a Tournament where the player or team is representing the Club will be paid an additional 50% of the prize money. Before being eligible for the 50% Club prize money the Player or Team must gain approval from the CEO and/or Bowls Manager prior to entering the Tournament. The Club prize money will apply to 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place only and where the 3<sup>rd</sup> prize is a minimum of \$100 per

player in singles or a team. The Club prize money won by player will be up to a maximum of \$2,000 per player per year. For a team to be eligible **ALL** members of the team **MUST** be full financial members of the Club.

### **3.5 Representative Expenses:**

- 3.5.1 The following remuneration of expenses will be applicable to Figtree RSL full Bowling Members.
- 3.5.2 Zone Representative: For playing outside the Zone 16 jurisdictions \$70 per day
- 3.5.3 Zone Representative: For playing within the Zone 16 jurisdictions \$25 per day

## **4 PENNANTS**

### **4.1 Playing Conditions**

- 4.1.1 **Eligibility:** Full financial member of Figtree RSL Bowling Club.
- 4.1.2 **Availability:** A player making himself available for playing pennants undertakes to play in the pennant team and position as determined by the Club Selectors.
- 4.1.3 Prepared to purchase and wear (Refer Section 5.4) the current Club uniforms.

### **4.2 Pennant Incentives**

- 4.2.1 Winning a Zone Pennant: \$ 100 per eligible player.
- 4.2.2 State Final Runners Up Pennant: \$ 200 per eligible player.
- 4.2.3 State Final Winners Pennant: \$400 per eligible player.
- 4.2.4 Pennant Players weekly incentives: Pennant players will receive \$30 per player for a team win during the normal playoff rounds.
- 4.2.5 Players will receive \$30 per player for a team win in the Zone 16 Quarter & semi final Playoffs.
- 4.2.6 Team Managers will receive \$15 per game win or lose during the normal playoff rounds.
- 4.2.7 Team Managers will receive 50% of a player's rewards for a team winning the Zone 16 Quarter Final Semi final or Zone 16 Pennant, Runner Up or Winner of a State Final
- 4.2.8 All Pennant incentive payments will be made to players & Team Managers on Membership card.
- 4.2.9 When representing at Pennant Rounds out of the Zone 16 Area (applicable to No 1 Pennants only), State Pennant play off Players & Team Managers will receive \$50 per day for expenses plus accommodation as appropriate.

- 4.2.10** In the event that Pennant State Play offs are held in Zone 16 or adjacent Zones and accommodation is not required players and Team Managers will continue to receive the \$50 per day expenses payment.

#### **4.3 Eligibility for payment of Incentives**

- 4.3.1 Zone Pennant Winners:** A player must have played a minimum of five (5) games in that winning pennant side.
- 4.3.2 State Final Runners Up:** A player must have played a minimum of five (5) games in the Zone Pennant winning Team and two (2) games in the playoffs and final.
- 4.3.3 State Final Winners:** A player must have played a minimum of five (5) games in the Zone Pennant winning Team and two (2) games in the playoffs and final.
- 4.3.4 Club shirt** to be provided for all players who have played four or more games in that team if the team plays in a State final.

#### **4.4 Bowls Dress Regulations**

- 4.4.1 All attire MUST** comply with Bowls Australia and Royal NSW Bowling Association Regulations. (Refer 2019-2020 Bowls NSW Conditions of Play item 1.7.1).
- 4.4.2 Club Uniform:** Approved bowls headwear, nothing other than the current Club logo to be featured, current Club shirt, jacket, trousers, white socks and approved bowls footwear.
- 4.4.3 Wearing the Club Uniform:** The Club uniform **MUST** be used for Pennants, District Events, Inter Club Tournaments and any other event where players are representing the Club. Creams and / or the Club Uniform **MUST** be worn for Club Championships.
- 4.4.4 Mufti Attire**  
Mufti dress regulations apply for all social bowls, roll ups and all other non uniform bowling activities
- 4.4.4.1** Appropriate headwear (at the discretion of the Controlling Body).
- 4.4.4.2** Wearing shirts with collars is acceptable. Singlets are unacceptable. "T shirts" are acceptable for roll ups and social bowls.
- 4.4.4.3** Wearing of shirts or "T shirts" with inappropriate or offensive signage or lettering will be assessed by and (at the discretion of the Controlling Body).
- 4.4.4.4** Wearing of shorts or trousers with a fly is acceptable. Track suit attire is unacceptable.
- 4.4.4.5** Approved footwear, bowls shoes or flat sole shoes with no tread are acceptable footwear.

4.4.4.6 Barefoot Bowls: Wearing flat soled thongs or socks is recommended.

4.4.4.7 All the above attire is at the discretion of the Controlling Body on the day particularly in relation to any player's specific medical requirements with referral to the Bowls Manager of any unresolved or disputed issues.

#### 4.5 Penalties Disciplinary Action

4.5.1 As stated in Item 4.1.2 above the nominating player is making himself available to play the entire season in the positions and grades nominated by the Selectors. After the posting of the initial teams selections on the notice board or during the pennant season a player by his dissention or actions impacts adversely on the Pennants side or Club Pennants overall **may** depending on the individual player's situation subject to Penalties and Disciplinary Action as determined by the Bowls Disciplinary Committee (DC).

4.5.2 **Disciplinary Action:** The disciplinary action and subsequent penalty will be based on the following premises, (**"If the player elects to unreasonably withdraw his services from a commitment he has made to the Club (Refer item 4.1.2) he is subsequently denied the choice and privilege of playing in the Club"**). Any player subject to the penalty will suspended from playing in both Club Championships and Club sponsored Tournaments and Events during the period of the penalty. The offending player will still be eligible to roll up and play in Social events. The maximum suspension a player can receive is a period equal to a full Pennants Season being the start of the first round until the completion of the State Finals.

4.5.3 **Determination of Penalty:** After reviewing all aspects of the players actions and dissention the DC will determine the length of the suspension and nominate a start date for the ban which maybe back dated to the occurrence of the player's action. The player will be notified in writing stating the details of the suspension.

4.5.4 **Championships:** If a suspended player has nominated for a championship team or tournament or is currently playing in a Championship or Club sponsored Tournament he becomes ineligible to continue in that event and a Substitute Player will be constituted in the Team. (Refer Law Book).

4.5.5 **Nominations for an Event:** A suspended player can nominate to play in an event if the start date of the event is the day after the suspension is complete.



## 5 UMPIRES

**5.1 Responsibility:** The chairman of Umpires and umpires who are members of Figtree RSL Bowling Club are responsible to the appointed Controlling Body for the day. Where a decision or direction given to the Umpires is in contravention with the RRNSWBA Rules & Conditions of Play 2019-2020 or the Laws of the Sport of Bowls the Conditions of Play and/ or the laws of Bowls will prevail.

**5.2 Eligibility and Accreditation:** Umpires officiating at any Zone, Club Championship or Tournament event played at Figtree RSL Bowling Club will be accredited and current in accordance with the requirements of Bowls Australia Accredited Official Level 1.

**5.3 Umpires Committee and Chairman:** The Umpires will elect a Chairman of Umpires who will report to the BOD and assist the Bowls Manager with any umpiring requirements. The Chairman of Umpires will arrange regular umpires meetings and prepare minutes of the meetings for distribution to the Bowls Manager, and Umpires. The Chairman of Umpires will if requested by the Nominated Bowls Manager attend the Zone 16 monthly meetings. The Chairman of Umpires, although not mandatory should represent the Club on the Zone 16 Umpires Committee.

**5.4 Umpires Rosters:** The Chairman of Umpires will prepare an Umpires Roster for Umpiring duties at Figtree RSL Bowling Club. Two Umpires will be rostered for a period of 2 or 3 weeks and it is the responsibility of the Nominated Bowls Manager to allocate the rostered umpires to events with as much prior notice as possible. The roster includes reserve umpires and if the two rostered umpires are not available the Chairman of Umpires should be advised by the Nominated Bowls Manager and a solution finalised. The current roster will be posted on the Umpires notice board and copies issued to each umpire and the BM. Umpiring allocation during the Pennants season will be done on a weekly basis dependent on selections, home and away and availability. Most pennant games will, by default be umpired by a playing umpire/s.

**5.5 Umpires Remuneration:** As approved by the BOD in February 2017 the Umpires receive a payment of \$30 for each session of umpiring a session being 9.00am to 12.30pm or 12.30pm to 4.00pm. If the umpire is required to officiate at an AM and PM session on the same day lunch will be provided by the BC. If an umpire is playing and umpiring in any session he has the option to not insist on payment but the session must be recorded in the Umpires session book located on the umpire's notice board. The Chairman of Umpires is responsible for authorising payment to the umpires.

**5.6 Umpiring Equipment:** The Club has two complete sets of umpiring equipment which require maintenance and replacement intermittently. The Club will pay for any replacement, repairs or purchase of new equipment.

**5.7 Reports and Incidents Register:** A Reports and Incidents Register is located on the Umpires notice Board. The register provides a reporting facility for umpires, selectors, the Controlling Body and Bowls Manager to report an offence or incident by individual players, teams, visitors and spectators and where the offence or incident is serious furnish a written report/s to the BOD for appropriate disciplinary action.

## **6 SELECTION GUIDE AND POLICY FOR 2019**

**6.1 The selection Committee for 2019** comprises the Bowls Manager, and Selectors appointed by the BOD annually with consideration to recommendations made by the Bowls Manager. The selectors have been chosen from the Members who have formally indicated an "expression of interest" in their appointment as a selector.

**6.2 Purpose:** The purpose of the Committee is to develop and implement the Men's bowling Club Team Selection Policy. The policy is to provide a comprehensive and transparent selection encompassing the RHSWBA Guidelines for Selection. A well developed process will have the following attributes.

- 6.2.1** A selection process that is seen and perceived to be fair
- 6.2.2** Members are fully informed of the process
- 6.2.3** Members have a right of appeal.

**6.3 Aim:** The aim of the selection process is select teams that will be highly competitive in the Pennant grades that the Club enters and eliminate the continuous changing of player's positions rinks and grades of the previous season.

### **Cornerstone Principals: (CONSISTENCY and CERTAINTY)**

The following are cornerstone principles that apply to the team selections guide

- 6.3.1** All Bowlers are to be made fully aware of the selections policy
- 6.3.2** The elements of impartiality and consistency are the principles to be adhered to in all aspects of the selection process.
- 6.3.3** Every player who makes himself available is to be treated equally and without bias in the selection process and selected on merit to play in the highest grade possible within the guidelines of this policy.
- 6.3.4** The Selection Committee is an independent committee appointed by the BOD annually and the Committee makes all the selection decisions. The Selection Committee will respond to any appeal lodged in accordance with the selection policy and appeals guidelines.
- 6.3.5** Management of players expectations by the Selection Committee is a critical element of the selection process and selectors must

communicate to players the reasons for decisions and provide Bowlers with constructive feedback when required.

- 6.3.6 The selection process is to be transparent in all respects.
- 6.3.7 Bowling is both a Club/Team, individual game. Selectors cannot satisfy the wishes of all bowlers all the time. Therefore it is the responsibility of the Bowlers to readily and willingly accept selected playing positions other than positions expected. If a Bowler is genuinely aggrieved and can demonstrate to the Selection Committee that the principle of natural justice has not been met he can appeal the decision in accordance with the criteria of the policy.
- 6.3.8 Selection will be based on "Getting it Right" RNSWBA Guidelines for Selections.

#### **6.4 Selection Committee**

- 6.4.1 The selection Committee is a Committee for Figgy Bowlo. The selection committee consists of 3 selectors appointed by the BOD. The Selectors will have equal input into the selection of all grades.
- 6.4.2 For a player to be selected and play in Pennants or Tournaments he MUST be a full financial Bowling Member of the Club.
- 6.4.3 Player's eligibility regarding club membership MUST comply with the Bowls NSW 2019-2020 Conditions of Play Law 2.6.

#### **6.5 Selection Process.**

- 6.5.1 Selection Plan: The Chairman of Selectors and the Selection Panel are to produce a Selection Plan. The plan will include the following elements:
- 6.5.2 Internal Club Trials including the 2 Bowl Pennant Preps on Thursday afternoons.
- 6.5.3 External Trials
- 6.5.4 Practice and Training Sessions
- 6.5.5 Notes taken by Selectors on the performance of players in all of the above.
- 6.5.6 The Selection Meeting Plan and Team Selections are to be posted on the notice board at least 2 days prior to the event.
- 6.5.7 Promotion or relegation will be done in accordance with the 2019- 2020 Bowls Conditions of Play by the Selection Committee.

#### **6.6 Player Conduct and Bowls Etiquette.**

The player's will act at all times in a courteous and orderly manner respecting the Staff, Officials, and fellow players and visiting teams. Behaviour or actions on and off the Green will result in a warning and maybe reported to the Umpire, Controlling Body and BOD for the appropriate disciplinary action depending on the seriousness of the incident.

## **6.7 Attire.**

All players will wear the current Club uniform for all Pennant and Club Championship Events. (Refer to section 5.4)

## **6.8 Player Selection Criteria.**

- 6.8.1 While attempting to define objectives to base team selections on it must be recognized there is a high level of subjective judgement required by selectors. Selectors are subjected to considerable pressure to meet the Club's and individual bowler's personal expectations. This is not always achievable.
- 6.8.2 As a general guideline Selectors should select the best players available for each team however selection must be balanced against the criteria listed below
- 6.8.3 The Selectors must consider team harmony as an essential selection element to develop team spirit so the rink/team can become a competitive unit.
- 6.8.4 Selectors should consider players that will be available for the majority of play during the Pennants season. It is unreasonable to expect every player to be available for every game and trials, however an unavailability sheet will be posted on the Bowls Notice Board and Selectors will take into account the number of games players are available for when selecting the teams.
- 6.8.5 Selectors should consider players ability to play under all conditions and play a range of deliveries required for their selected playing position.
- 6.8.6 Selectors will continually review the performance of all pennant teams. Selectors are to discuss performances with the Teams Manager and skips after the completion of the pennant and trial games.
- 6.8.7 Selectors may seek reports on performances of teams from senior players who are considered to have mature judgement regarding skills where the selectors have insufficient observation time to make an informed judgement of team, rink and player.
- 6.8.8 Selectors are to ensure consideration and counselling for those who are not selected and those who may be selected in positions lower than their reasonable expectations. Selectors should also provide constructive feedback of areas of weakness that need improve. Selectors shall in the case where two or more players are of perceived equal ability show preference to the player who has competed in the club championships.
- 6.8.9 The decision of the Selection Committee is final and after consultation with the Chairman of Selectors (Refer 6.11.1) any complaints must be formalised in writing to the Chairman of selectors for resolution.

## **6.9 Selectors Solidarity**

- 6.9.1 It is essential that Selectors maintain a position of solidarity during the ongoing selection process. It is divisive and counterproductive to

discuss minute and personal details of the selection process outside selection meetings. Confidentiality is an essential element of all good selection programs.

#### **6.10 Reporting Process**

- 6.10.1 The Chairman of Selectors is to provide a monthly report to the board of directors on the activities of the selection committee.
- 6.10.2 Feedback to Selectors: Weekly reporting by each Skip / Team Captain/s in each grade is required to provide the necessary feedback to selectors to enhance the selection of players based on performance. BM to implement an appropriate system.

#### **6.11 Appeals Process:**

**All Bowlers have the right to appeal selection decisions.**

- 6.11.1 Bowlers who feel they have not been treated fairly should discuss this position with the Chairman of Selectors. If the player is still not satisfied he can exercise his right to lodge a written appeal to the Selection Committee advising the basis of his appeal. The written appeal is to be handed to the Chairman of Selectors.
- 6.11.2 The Selection Appeals Committee is to review any appeal and within seven days advise the appellant the result of the appeal.
- 6.11.3 Appeals must be based on failure of natural justice and transparency of the selection process. Appeals will not be accepted regarding the selectors judgement except when the principals of natural justice have been breached.
- 6.11.4 The Selection Appeals Committee will consist of the following members:
  - President of the Board of Figgy Bowlo
  - The Chairman of Selectors
  - One or two selectors as appropriate
- 6.11.5 The decision of the Appeals Committee is final.

#### **6.12 Definitions**

- 6.12.1 Natural justice in selection requires the following elements:
  - The Bowler must be aware of the selection process/criteria.
  - The selectors must make their selection without bias (especially playing selectors)
  - The selectors must at all times act in good faith
- 6.12.2 **Transparency and accountability** are fundamental to the notion of fairness in the selection procedure. That is there should be full and frank disclosure of all elements of the process to those involved. Transparency may be defined as the means by which bowlers understand the selection process and understand and are satisfied that

the process will be followed in every instance. The principals of transparency have been breached if the process attempts to:

- Hide matters from the Bowlers
- Change rules midstream
- Apply inappropriate criteria
- Do anything beyond the stated selection policy
- Do anything else outside the reasonable expectation of the Bowler

## **7 DRUGS , ALCOHOL AND EXTREME WEATHER POLICIES**

The Drugs and Alcohol Policy will be consistent with Figtree RSL Bowling Clubs existing guidelines:

### **7.1 Aim and Scope:**

The BOD and Management of Figgy Bowlo have made a proactive decision to promote the safe and responsible consumption of alcohol by introducing an enhanced Drug and Alcohol Policy that reflects the values of our organisation and community at large.

The aim of the Drugs and alcohol policy is to ensure that a safe, inclusive and enjoyable culture is fostered within the Club and the image of Figgy Bowlo is not tarnished by the misuse of alcohol or of a prohibitive substance.

The policy covers all Full Bowling Members of Figgy Bowlo and is to be applied consistently and without discrimination to everyone at the Club including players, staff, Board Members and visitors.

### **7.2 The Alcohol Policy:**

- All Full Bowling Members and Associates of Figgy Bowlo will at all times consume alcohol in a responsible manner when:  
Representing Figgy Bowlo in any capacity at any venue  
Wearing the Club uniform or any other identifying clothing that would lead a reasonable person to conclude that there was a connection between that person and Figgy Bowlo.
- Figgy Bowlo members, players officials and supporters will at all times will comply with the conditions recorded on the liquor licence which is on display in the main bar.
- If any person is considered by a member of Figgy Bowlo Staff to have consumed an excessive amount of alcohol, they will be refused service. Depending on the specific of the case, the sanction as outlined in Item 7.15 maybe applied.
- At any other time or place, where a reasonable person can make a direct connection between the misuse of alcohol and Figgy Bowlo the sanctions as outlined in this policy will be applied.

**7.3 The Drug Policy:**

The Board of Directors and Management of Figgy Bowlo will not tolerate the use of prohibited drugs by Members on Club premises or while representing the Club in any capacity.

**7.4 Persons unduly affected by drugs or alcohol.**

**Definition:** " A state of being in which a person's mental and or physical faculties are impaired because of the abuse or consumption of drugs or alcohol, so as to diminish the person's ability to think or act in which the ordinary prudent person if full possession of his faculties , and using reasonable care would act under like circumstances." By his actions the offending player **MUST** not bring or have the potential to bring the Game of Bowls or Figtree RSL Bowling Club into disrupt. This applies to all bowls activities including Social, Barefoot bowls and teams or players visiting other Clubs while representing Figtree RSL.

**7.5 What are the obvious signs of drug or alcohol abuse?**

- Difficulty moving around objects
- Altered speech patterns such as slurred speech
- Bumping knocking or stumbling over objects furniture or green surrounds
- Aggression, belligerence or the excessive use of bad language.

**7.6 Who can make this determination?**

A determination of the offending player's mental or physical faculties can be made by Figtree RSL Bowling Club Staff in consultation with the Duty Supervisor, The CEO, the Bowls Manager, Selectors, the Controlling Body and or the officiating Umpire appointed for the game. Serious incidents can be referred to the BOD for disciplinary action utilising the "Incidents Register Book."

**7.7 Prior to the start of a game:**

If a player is deemed to be affected sufficiently by drugs or alcohol he will be refused the right to play the game and **MUST** leave the Club premises and a suitable, eligible replacement player substituted or the game will be forfeited.

**7.8 During the game.**

If a player becomes affected by drugs or alcohol during the game he will receive a warning from the Controlling Body / Umpire. If this first warning goes unheeded by the offending player the Controlling Body / Umpire will stop the game and the offending player or the team in which he is playing in will forfeit the game. The event will be recorded in the "Incidents Register Book" and referred by the Controlling Body and / or the BOD for disciplinary action.

**7.9 Exceptions**

Notwithstanding the above consideration **MUST** be given to persons or players who may have a medical condition.

**7.10 Spectators**

The drugs and alcohol policy stated above applies equally to visiting players officials and spectators.

**7.11 Disciplinary Committee (DC):**

- Any breach or suspected breach of The Drugs and Alcohol Policy must be reported to the DC.
- The Committee will be made up of a minimum of 3 persons from the list below depending on availability and the circumstances of the breach:  
The President of Figtree bowling Club.  
A Director of Figtree Bowling club if the President is unavailable.  
A player representative as nominated by the member.  
A Life Member of Figtree Bowling Club.  
The CEO of Figtree Bowling Club  
Chairman of Umpires

**7.12 Breach and Policy Process:**

Any Figgy Bowlo Member, player or official, who becomes aware of a breach, or suspected breach, may report it to a member of the DC only.

That member of the DC is then obliged to call a meeting of the DC to address the breach or suspected breach.

The meeting will be conducted in private and adhere to the principles of due process and natural justice.

The DC will make its determinations on the balance of probabilities.

The DC, subject to due process and the rules of natural justice, is entitled to conduct the hearing in any manner it deems appropriate.

**7.13 Relevant Circumstances:**

When resolving the issues regarding the misuse of drugs or alcohol the DC of Figgy Bowlo will take into account the following circumstances:

- Whether there was an immediate risk to person or property
- The age of the person involved
- The history of the person with regards to the misuse of alcohol
- Relevant privacy issues
- Legal obligations

The DC may, at its sole discretion, consider any other facts it believes to be relevant when responding to an alleged breach.

**7.14 Sanctions:**

If in the opinion of the DC the truth of an alleged breach can be sustained on the balance of probabilities, then the DC will apply a sanction it believes appropriate given the severity and circumstances of the particular case.



#### 7.15 Sanction Guidelines:

Whilst the sanction imposed will be applied to each individual case given the principles of due process and natural justice, the following is a guide to assist the DC imposing sanctions.

- **First Breach:** Suspension for 1 Pennant match and / or 1 Championship game (Club or Zone).
- **Second Breach:** Suspension for 3 Pennant matches and / or 3 Championship games (Club or Zone).
- **Third Breach:** Suspension for 1 Pennant Season and / or unable to enter any Championship game representing Figgy Bowlo for a period of 12 months.

#### Extreme Weather Policy.

**7.16** Figtree RSL Bowling Club has elected to adopt the recommendations for Play In extreme Weather as recommended by the WBNSW. These recommendations are in line with the Bowls Australia Weather policy dated November 2016. The **temperature / humidity index chart** shows when play must be suspended and or cancelled. Play will be suspended or abandoned if the **temperature reaches 36 degrees or above.**

**Green Zone:** Conditions are suitable for play to continue.

**Yellow Zone:** Play must be suspended for 5 minutes for every 20 minutes of play.

**Red Zone:** Play must be abandoned temporarily. Once the index is in the red zone play must be suspended and can only be resumed when the temperature and humidity index moves out of the red zone into the yellow zone and the Controlling Body considers it safe to resume the event having regard to all factors. If play has not resumed within 2 hours of being suspended the Controlling Body should abandon play for the day and reschedule the games.

**The Figtree RSL Bowling Club Weather station** will be the reference point for all temperature and humidity measurements. (Temperature / Humidity Index Chart is attached and forms part of the By Laws.

NOTE: THESE BY LAWS WILL BE REVIEWED ANNUALLY

Campbell Thomas,

For and on behalf of the

BOD, Selection Committee, Disciplinary Committee and Umpires.