

Tasmanian Badminton Association Inc. Bylaws

Any item not covered in the TBA bylaws will be referred to Badminton Australia & Badminton World Federation Rules.



Table of Contents

Table of Contents	2
1. OFFICE BEARERS	5
1.1 Executive	5
1.2 State Squad/Team Selectors	5
1.3 BA Delegate/s	5
1.4 Nominations	5
1.5 Public Officer	5
1.6 Registrations.....	6
1.7 Unfinancial Persons	6
1.8 Tribunal.....	6
1.9 Blazers.....	6
2. GENERAL ADMINISTRATION	6
2.1 Voting.....	6
2.2 Correspondence	6
2.3 State Functions	6
2.4 Dress	7
2.5 Committees	7
2.6 Rankings	7
2.7 Duties & Reports of TBA Officials	7
2.8 Meetings.....	7
2.9 Sponsorship	7
2.10 Grading List.....	8
2.11 Service Awards.....	8
Service Awards Qualification.....	8
2.12 Development Plan	8
2.13 Shuttles	8
2.14 Police Check	8
3. COACHES COMMITTEE	9
3.1 TBCC.....	9
3.2 Office Bearers	9
3.3 Affiliations	9
3.4 Reports.....	9
3.5 Development Plan	9
3.6 State Team Coach	9
3.7 Coaching Equipment.....	9
3.8 Correspondence.....	9
4. COURT OFFICIALS COMMITTEE	10
4.1 TBCOC	10
4.2 Office Bearers	10
4.3 Affiliation	10
4.4 Reports.....	10
4.5 Development Plan	10
4.6 State Team Umpires	10
4.7 Correspondence	10
5. STATE TEAMS	11
5.1 Travelling	11
5.2 Nominations.....	11
5.3 Obligations.....	11
(1) Pennant Play.....	11
(2) Exemptions.....	11
5.4 National Carnivals including Individual Events	11
5.5 Supporters.....	12
5.6 Selectors.....	12
5.7 Uniform	12

5.8	Training	12
5.9	Team Officials	13
5.10	Captains	13
5.11	State Team Coaches	13
6.	SELECTIONS OF TEAMS.....	13
6.1	Selectors.....	13
6.2	Selectors duties for all (teams) U/19 & Open	13
6.3	U/17 Selections	14
6.4	U/19 Selections	14
6.5	Selection Dates for Teams	15
7.	ADMINISTRATION OF STATE TEAMS.....	15
7.1	Media.....	15
7.2	Appointment of officials	15
7.3	Records	15
7.4	Team Trainings	15
7.5	Costs of halls & shuttles.....	15
7.6	Travel, travel insurance & accommodation costs	15
7.7	Sponsorship & fundraising	15
7.8	Training Shuttles	15
7.9	TBA badges	15
8.	TASMANIAN CHAMPIONSHIPS.....	16
8.1	Date.....	16
8.2	Rotation.....	16
8.3	Entries & registration.....	16
8.4	Championship Events	16
8.5	Eligibility	16
8.6	Entry Forms	17
8.7	Entry Fees.....	17
8.8	Prizes & Trophies.....	17
8.9	Results	17
8.10	Referee	17
8.11	Commencement of play	18
8.12	Seeding.....	18
8.13	The draw	18
8.14	Umpiring	18
9	SANCTIONED TOURNAMENTS.....	19
9.1	General	19
9.3	Entry forms	20
9.4	Entry Fees.....	20
9.5	Eligibility	20
9.6	Prizes.....	20
9.7	Referee	21
9.8	Results	21
9.9	Umpiring	21
10.	Duty Statement for State Team Coaches.....	22
10.1	Obligations.....	22
10.2	Duties in Tasmania	22
10.3	Duties while on tour	22
10.4	Duties following the Carnival.....	22
11.	UNDER 17 & UNDER 19 TEAM MEMBERS (obligations).....	23
12.	DUTIES OF TEAM CAPTAINS.....	23
12.1	Duties while in Tasmania.....	23
12.2	Duties while on tour.	23

13. MANAGER'S DUTIES – STATE TEAMS.....	24
13.1 Team Management.....	24
13.2 Travel & accommodation	24
13.3 At the Carnival	25
13.4 Reporting to TBA.....	25
14. DUTIES OF TBA SECRETARY	26
14.1 Correspondence	26
14.2 Records	26
14.3 TBA Meetings	26
14.4 State Teams.....	26
14.5 Publicity	26
14.7 Statistics.....	27
14.8 Promotion.....	27
14.9 Development Plan	27
14.10 Annual Report	27
14.11 Other	27
15. DUTIES OF THE TREASURER.....	28
15.1 Receipts.....	28
15.2 Payments.....	28
15.3 Accounts	28
15.4 Statements	28
15.5 Reports.....	28
16. STATE TEAM CIRCULARS & NOMINATION FORMS	29
16.1 Dates	29
16.2 Eligibility	29
16.3 Training.....	29
16.4 Costs	29
16.5 Obligation of players (incl relevant section from bylaws).....	29
16.6 Officials.....	29
16.7 Pro-forma	29
APPENDIX 1 - RANKING FORMULA.....	30
FOR OPEN, U/19 & U/17 EVENTS ONLY	30
APPENDIX 2 - SENIOR TEAM CAPTAIN GUIDELINES	31
APPENDIX 3 - TRIAL PROPOSAL FOR CITY OF L'TON 2007	32
APPENDIX 4 - ALCOHOL & ILLEGAL SUBSTANCES.....	33
APPENDIX 5 – LIFE MEMBERSHIP QUALIFICATION GUIDELINES	34

1. OFFICE BEARERS

1.1 Executive

- (1) The Executive will consist of one member from each Association who will be named by the Association at each Annual General Meeting. Executive members should be eligible to attend the TBA meetings.
- (2) The Executive will have the power to make decisions between meetings where there is insufficient time for each Association to give a written reply. Decisions of the Executive are not subject to ratification but must reflect the views of members respective Associations.

1.2 State Squad/Team Selectors

- (1) Each Association will nominate a selector for each State Squad/Team
- (2) A person who has immediate family or known relatives standing/nominating for a State Squad/Team is not eligible for appointment as a selector for that Squad/Team.
- (3) A person who has nominated for a State Squad/Team selection is not eligible to be a selector for that Squad/Team.

1.3 BA Delegate/s

- (1) At each Annual General Meeting the TBA will appoint a delegate/s to the BA meetings for the following year.
- (2) The BA delegate/s will be paid all reasonable expenses for each BA meeting attended.
- (3) Of the two (2) delegates that are appointed at Annual General meeting the immediate past President will be the voting delegate, if so appointed.

1.4 Nominations

- (1) Where only one nomination is received for any position under the control of the TBA, it may not necessarily be accepted.
- (2) Nominations for TBA positions must be forwarded through an affiliated Association or committee of the TBA. All nominations received by Associations or committees are to be forwarded to the TBA. There is no restriction on the number of nominees.
- (3) Where by there is a tie/deadlock of nominations to official position/s of the TBA, which can not be determined by an elimination vote the result, will be determined by lot.

1.5 Public Officer

- (1) The Public Officer will be appointed at each Annual General Meeting.

1.6 Registrations

- (1) A player can be registered with only one Association (NTBA, NWBA & STBA.) at the one time.
- (2) Temporary permits may be granted by an Association for a set period.
- (3) The TBA is to be notified when temporary permits are granted by an Association.
- (4) Each Association will send to the TBA Secretary by 30th June in each year, a list containing the number of all players registered for the current season.

1.7 Unfinancial Persons

- (1) Each Association will forward a list of their unfinancial players to the TBA Secretary by the 31st March each year.
- (2) No Unfinancial person will be considered for any position.

1.8 Tribunal

- (1) Exemplary conduct is expected of all players & officials under the auspices of the TBA, on & off the court. The Council reserves the right to deal as it thinks fit with any player or official failing in this respect.
- (2) The TBA council will appoint an independent tribunal for the hearing of all protests & appeals.
- (3) A fee of \$100 must accompany each written application.

1.9 Blazers

- (1) The TBA Secretary, Treasurer & President are entitled to a State blazer at their own expense.

2. GENERAL ADMINISTRATION

2.1 Voting

- (1) At each TBA meeting the Secretary must record the voting of all Associations.

2.2 Correspondence

- (1) The TBA Secretary shall set a deadline on correspondence which requires a decision from each Association. The Secretary shall act on the correspondence to hand by the set deadline. The Executive shall be empowered to make the decision when no replies to correspondence are to hand by the set deadline.

2.3 State Functions

- (1) The TBA Council Delegates, Officials & Life Members shall receive official invitations to all TBA functions, invitations sent by the State Secretary in conjunction with the Event Director.

2.4 Dress

- (1) BWF & BA regulations will be observed.

2.5 Committees

- (1) The TBA has the power to appoint & dissolve committees.

2.6 Rankings

- (1) State rankings for Open & all age groups will be awarded to TBA registered players only & will be judged on performances in the sanctioned tournaments & Tasmanian Championships unless under extenuating circumstances.
- (2) The State Team selectors may rank up to 10 Singles, 4 Doubles & 6 Mixed Doubles in their respective groups.
- (3) The rankings will be finalised during the play of the Tasmanian Championships or the last sanctioned tournament & handed to the State Secretary.
- (4) Rankings are to be ratified by the TBA Council members present.
- (5) Ranking method - see attached Appendix 1.

2.7 Duties & Reports of TBA Officials

- (1) Reports of Managers & Coaches submitted to the TBA will be circularised to each Association prior to their being received at the next General Meeting.
- (2) Persons nominating as team officials, will not be appointed, if official duties from previous appointments have not been satisfactorily fulfilled.

2.8 Meetings

- (1) The Annual General Meeting will commence at 9.00am.
- (2) General Meetings will commence at 10.00am unless agreed to by Associations.
- (3) Only listed agenda items shall be discussed at TBA meetings, except urgent business through the Secretary.
- (4) The Secretary to use discretion on all matters relating to bylaws & only consult the Executive if it is not a clear cut decision.

2.9 Sponsorship

- (1) Approval must be given by the TBA before any approaches are made for official team sponsorship.
- (2) Approval must be given by the TBA before any approaches are made for official individual sponsorship.

2.10 Grading List

- (1) Each Association will send a copy of their Association grading list to the TBA Secretary by 1st November in each year for adoption at the December general meeting. These lists to contain all players graded Open, B, C, D & E.
- (2) The TBA Secretary will advise all Associations in writing, of any players regraded after the original grading lists have been approved.
- (3) Players returning to the game after an absence will retain their previous grading.
- (4) Where appropriate, a grading may be adjusted on the recommendation of the Association registering the player & the discretion of the TBA.

2.11 Service Awards

- (1) The TBA shall have the power to present Service Awards to worthy people nominated by the Associations & committees.

Service Awards Qualification

- (1) An award may be made to a player, administrator, court official, coach or supporter who has given outstanding service but has not qualified for Life Membership.
- (2) The nomination together with supporting documentation must be put forward as a notice of motion at a TBA meeting & voted on at the next meeting.
- (3) The motion to make a Service Award must be carried by a unanimous vote.
- (4) Confidentiality should be observed before the nomination is voted on.
- (5) The award should be presented at a time & place suitable to both the TBA & the recipient.
- (6) The award will be given a certificate stating the type of service & the person's name, & shall be signed by the President & the Secretary.

2.12 Development Plan

- (1) Each Association & Committee must provide the TBA with a development plan by 31st July in each year if required.

2.13 Shuttles

- (1) At each December general meeting the TBA will name the brand of shuttles to be used for all TBA fixtures for the following year.

2.14 Police Check

- (1) All TBA officials will provide a police check every (3) three years, to be cited by the TBA Secretary.

3. COACHES COMMITTEE

3.1 TBCC

- (1) The Tasmanian Badminton Coaches Committee (TBCC) is a committee of the TBA.
- (2) Coaching activities within the State shall be co-coordinated by the Tasmanian Badminton Coaches Committee.

3.2 Office Bearers

- (1) The TBCC will appoint its office bearers, the names of whom must be forwarded to the TBA Secretary within (14) fourteen days of the appointment.

3.3 Affiliations

- (1) The TBCC will affiliate with the ABCC.

3.4 Reports

- (1) The TBCC will forward a report & financial statement to the TBA for presentation at the Annual General Meeting. The report & financial statement must be in the hands of the TBA Secretary ten (10) days prior to the Annual General meeting. The TBA may request a report from the TBCC at any time. One months notice must be given for the report to be provided.

3.5 Development Plan

- (1) The TBCC will provide the TBA with a development plan by 31st July in each year if required.

3.6 State Team Coach

- (1) The TBCC will call for nominations of coaches for all State teams.
- (2) All nominations received must be forwarded to the TBA with copies of C.V.
- (3) Official State team coaches must be currently registered & an accredited coach.
- (4) The State team coach will accompany the official State team to Under 17, Under 19 & Open carnivals.
- (5) Nominations for a coach to accompany the Under 17, Under 19 & Open teams to carnivals, will close at a date set by TBA.

3.7 Coaching Equipment

- (1) This will be under the control of the TBCC.
- (2) The Secretary of the TBCC will be responsible for the management of the equipment.

3.8 Correspondence

- (1) A copy of all relevant (i.e., State matters) correspondence to/from the TBCC office must be forwarded to the TBA Secretary.

4. COURT OFFICIALS COMMITTEE

4.1 TBCOC

- (1) The Tasmanian Badminton Court Officials Committee (TBCOC) is a committee of the TBA.
- (2) All umpiring activities within the State shall be co-coordinated by the TBCOC.

4.2 Office Bearers

- (1) The TBCOC will appoint its office bearers, the name of whom must be forwarded to the TBA Secretary within (14) fourteen days of the appointment.

4.3 Affiliation

- (1) The TBCOC will affiliate with the ABCOC.

4.4 Reports

- (1) The TBCOC will forward a report & financial statement to the TBA for presentation at the Annual General Meeting. The report & financial statement must be in the hands of the TBA Secretary ten (10) days prior to the Annual General Meeting. The TBA may request a report from the TBCOC at any time. One months notice must be given for the report to be provided.

4.5 Development Plan

- (1) The TBCOC will provide the TBA with a development plan by 31st July in each year if required.

4.6 State Team Umpires

- (1) The TBCOC will call for nominations of Umpires for all State teams.
- (2) All nominations received must be forwarded to the TBA with copies of C.V.
- (3) Official State team Umpires must be currently registered & an accredited umpire.
- (4) The State team umpire will accompany the official State team to Under 17, Under 19 & Open carnivals.
- (5) Nominations for an umpire to accompany the Under 17, Under 19 & Open teams to carnivals, will close at a date set by TBA.
- (6) The State team umpire will be accommodated with the team.

4.7 Correspondence

- (1) A copy of all relevant (i.e., State matters) correspondence to/from the TBCOC office must be forwarded to the TBA Secretary.

5. STATE TEAMS

(These bylaws relate to all State teams except where they specifically refer to a certain team.)

5.1 Travelling

- (1) State teams will travel by the method designated by the TBA.
- (2) All officials of State teams (managers, coaches & umpires) will receive a contribution toward travel costs. This contribution will be determined at each December General meeting.
- (3) Team members are to be advised that if travel arrangements are changed (by the player or official) any refunds may not be returned to the player & official & any additional charges will be borne by the player & officials.
- (4) Teams will travel to carnivals at least (2) two days before the commencement of the carnival. This only applies when the TBA deem it possible.

5.2 Nominations

- (1) Players available for State teams will be required to lodge a nomination form by the prescribed date. The form will provide dates & obligations for each State team & players are to be made aware that they are not covered for travel insurance. This is a contract between yourself & the TBA.
- (2) Nomination forms must be signed by a parent/guardian if the nominee is under legal voting age.

5.3 Obligations

(1) Pennant Play.

Players wishing to nominate for State team selection must be a full time registered player in their appropriate local roster. A player may apply to the TBA for consideration of extenuating circumstances.

(2) Exemptions.

In the event of the player not being able to fulfil their obligations, the TBA may consider such cases on their merits & if deemed appropriate a player may be eligible for selection in the team.

5.4 National Carnivals including Individual Events

- (1) All team members will be under the control of team official/s for the duration of the carnival.
- (2) Team accommodation will be reserved for the duration of the carnival.
- (3) Any player or official leaving the carnival early will be responsible for their full financial commitment, i.e. accommodation, bus, transport, etc, or pro-rata as approved by the TBA.
- (4) Under 19 & under 17, only under exceptional circumstances, when the team is on tour, will any member be permitted to travel separately from the rest of the team.

5.5 Supporters

- (1) A supporter travelling with the State team must pay all travel, accommodation & related expenses by a date determined by the TBA.
- (2) Supporters failing to pay by the set date will be excluded from the TBA party.
- (3) Any costs incurred by the TBA on behalf of the supporter/s must be paid by the relevant supporter/s.

5.6 Selectors

- (1) For the duration of the carnival, the captain (except the Under 17 team), manager & coach will be the team selectors. The Under 17 coach will have the casting vote if required.

5.7 Uniform

- (1) State team members will wear walking out uniform (as designated at each December general meeting) for travelling to & from carnivals, for opening ceremonies & all official functions.
- (2) Playing uniform for female members is green or white skirt or shorts with the State white shirt & white socks or as designated by the TBA. Playing uniform for the male members is white or green shorts & the State shirt & white socks or as designated by the TBA.
- (3) It is the player's responsibility to supply tracksuits as approved by the TBA. Officials may purchase a tracksuit at their own expense.
- (4) State shirts, white sandshoes/runners & white socks to be worn with the tracksuit.

5.8 Training

- (1) Any player missing State squad/ team training must advise the TBA Secretary. The Secretary is to be advised with documentation within (7) seven days of the training session.
- (2) If a player has an injury a medical clearance must be obtained before playing again. If for any other reason, then the TBA be notified & the Associations will make the decision.
- (3) Players will be omitted by the TBA from the squad/team if attendance/ performance at squad/ team trainings is deemed unsatisfactory by the coach, in consultation with the TBA.
- (4) State Open team players who are eligible for under age carnivals are required to attend squad selections, team selection & team practices but are not required to attend squad practices.

5.9 Team Officials

- (1) The TBA will appoint all team officials.
- (2) Persons nominating as team officials will not be appointed if official duties from previous appointments have not been satisfactorily fulfilled.
- (3) Nominations for Open, U/19, U17 Manager, Coach & Selectors will close at a date set at the December General meeting.
- (4) In the event of a mid-term resignation by a team official, the vacancy is to be referred back to each Association for re-nomination. Where there is insufficient time thirty (30) days to do this, the vacancy is to be referred to the Executive for action.

5.10 Captains

- (1) Senior team captain as per attached Appendix 2.
- (2) The Associations, manager, coach & selectors may recommend to the TBA a suitable nomination for captain for U/17 & U/19 teams.

5.11 State Team Coaches

- (1) Coaches to be paid 50% of the scheduled fees as per bylaws after the second team training session, the remaining 50% to be paid at the completion of the training schedule.

6. SELECTIONS OF TEAMS

6.1 Selectors

- (1) Each Association must nominate one (1) selector per State team.
- (2) All selectors will be appointed for a twelve (12) month term & where possible should remain the same.
- (3) The TBA will nominate one (1) person from each selection panel to be the convenor.

6.2 Selectors duties for all (teams) U/19 & Open

- (1) Squads/teams will be announced by the State President, or in his/her absence, the convenor of selectors, after ratification by the TBA council members present.
- (2) Selectors meetings must be kept in confidence, with all discussions remaining in committee at all times.
- (3) State team will consist of up to five (5) men & five (5) women, except in special circumstances, e.g. change in carnival format.
- (4) Selectors for Open & U/19 squad/team must be in attendance at the three (3) sanctioned tournaments & the Tasmanian Championships for the duration of the respective player's competition.

- (5) Selectors to adhere to the required number for squads/teams as per TBA bylaws.
- (6) The strongest squad/team will be selected.
- (7) The relative strengths of players to be judged over performances in singles, doubles & mixed doubles in the U/19 events.
- (8) The practice of playing singles to determine final places should be discouraged.
- (9) Proof of age may be required by players where under-age selections take place.
- (10) When players are unable to participate on the team selection day through injury, sickness or any other acceptable reason, then performances at sanctioned tournaments & Tasmanian Championships will be used for selection.

6.3 U/17 Selections

- (1) The coach or his/her nominee will put games on for both squad/team selection day/s, as directed by the selectors.
- (2) Training dates for the squad/team to be notified before the selections.
- (3) The squad may be added to if circumstances develop which warrant additions being made, e.g. unforeseen rapid development of a player, new permanent resident to the State (which will include a C.V. of most recent performances & meet BA residential requirements). To add to squad, Associations to write to TBA – then if required TBA advise selectors.
- (4) A squad of up to 10 girls & 10 boys will be selected.
- (5) Team selection will be held at a date to be set by T.B.A.
- (6) A nominee must be a registered member of an Association affiliated with the TBA.
- (7) To be eligible for a regional team, players must nominate for selection in the Tasmanian squad.
- (8) Performances in U/17 events in the three sanctioned tournaments, Tasmanian Championships will be taken into consideration. Head to head results in other grades may be taken into account.

6.4 U/19 Selections

- (1) A nominee must be a registered member of an Association affiliated with the TBA.
- (2) Compete in the (3) three sanctioned tournaments (non compulsory, although competing in these tournaments may enhance selection in the Tasmanian Squad through positive results achieved).
- (3) Nominations close for U/19s (2) two weeks prior to the Tasmanian Championships.

- (4) Must compete in the Tasmanian Championships
- (5) An U/19 squad will be named at the conclusion of the Tasmanian Championships.
- (6) A challenge event day will be held in February/March.
- (7) Those attending the challenge day will be the U/19 squad & invited players wishing to challenge.
- (8) The State team will be decided on this challenge day.

6.5 Selection Dates for Teams

- (1) The Open team will be selected & announced following the Tasmanian Championships in each year, or at a date set by TBA.

7. ADMINISTRATION OF STATE TEAMS

7.1 Media

The TBA Secretary will be responsible for announcing all teams to the media.

7.2 Appointment of officials

Managers, coaches, umpires & captains are to be advised by the TBA Secretary of their appointment.

7.3 Records

A record of all under-age players, complete with date of birth, will be maintained by the TBA Secretary.

7.4 Team Trainings

Appointed coaches must submit a list of dates, proposed location/s & times for all team training sessions. These must be approved by the TBA before training sessions are held & the booking confirmed by the TBA Secretary. As a general rule it is recommended that training sessions be held at a central location.

7.5 Costs of halls & shuttles

The TBA shall decide on financial arrangements to cover costs of halls & shuttles.

7.6 Travel, travel insurance & accommodation costs

Travel, travel insurance & accommodation costs for all team practices will be at the players' own expense unless otherwise notified by the TBA.

7.7 Sponsorship & fundraising

Sponsorship & fundraising (e.g. raffles) for State teams must be approved by the TBA. All prizes for State team raffles must be available on the day the raffle is drawn.

7.8 Training Shuttles

Shuttles; two dozen new feather shuttles will be allowed for each day of training.

7.9 TBA badges

Each State team manager may be given two (2) complimentary State badges to be given away as gestures of goodwill at Australian carnivals.

8. TASMANIAN CHAMPIONSHIPS

8.1 Date

The date of the Championships will be set at each December General Meeting of the T.B.A.

8.2 Rotation

Each Association will conduct the Championships on behalf of the T.B.A. in rotation (i.e. 1999 STBA, 2000 NWBA, 2001 NTBA etc.).

8.3 Entries & registration

Entries will be received from badminton players, who will be registered with a body affiliated with Badminton Australia if they reside in Australia, or with the Badminton World Federation, if they reside in any other country.

8.4 Championship Events

(1) Championships may consist of the following events:

Open Men's Singles	B Grade Men's Singles
Open Women's Singles	B Grade Women's Singles
Open Men's Doubles	B Grade Men's Doubles
Open Women's Doubles	B Grade Women's Doubles
Open Mixed Doubles	B Grade Mixed Doubles
U/19 Men's Singles	C Grade Men's Singles
U/19 Women's Singles	C Grade Women's Singles
U/19 Men's Doubles	C Grade Men's Doubles
U/19 Women's Doubles	C Grade Women's Doubles
U/19 Mixed Doubles	C Grade Mixed Doubles
U/17 Boys Singles	D Grade Men's Singles
U/17 Girls Singles	D Grade Women's Singles
U/17 Boys Doubles	D Grade Men's Doubles
U/17 Girls Doubles	D Grade Women's Doubles
U/17 Mixed Doubles	D Grade Mixed Doubles
A Reserve Grade Men's Singles	E Grade Men's Singles
A Reserve Grade Women's Singles	E Grade Women's Singles
A Reserve Grade Men's Doubles	E Grade Men's Doubles
A Reserve Grade Women's Doubles	E Grade Women's Doubles
A Reserve Grade Mixed Doubles	E Grade Mixed Doubles

(2) All events listed in by-law 8. 4 (1) will be played under the current B.W.F. scoring system.

8.5 Eligibility

- (1) Entrants in the under age events will be under the age by the 31st December in the year the event is held. Proof of age must be shown upon request.
- (2) Exemptions: In the event of a player not being available for the full duration of the Championships, the TBA may consider such a case on its merits, & if deemed appropriate, a player may be permitted to enter the Championships.

8.6 Entry Forms

- (1) The TBA Secretary will circulate entry forms to all Associations interstate, six (6) weeks before the scheduled first day of play, & entries will close twenty one (21) days before the scheduled first day of play. The type of shuttle to be used will be notified on the entry form.
- (1) Feather shuttles must be supplied by all competitors & will be purchased by the host Association. Players must provide an adequate supply of shuttles for each match. By mutual agreement of the players, extra shuttles may be purchased for use in a match.
- (2) All forms & fees for the Championships, signed by the Association Official, must be forwarded direct to the host Association Secretary.
- (3) Entry forms must state that a 9.00am start may be necessary.

8.7 Entry Fees

- (1) Entry Fees will be set by the TBA at each December General Meeting.
- (2) The host Association will organise the draw in conjunction with the referee.

8.8 Prizes & Trophies

- (1) The winner/s of each event will hold any perpetual trophies until the next Championships, except if any event is won by a player not residing in Tasmania. In this case the trophies will be held by the Secretary of the TBA. The cost of engraving perpetual trophies will be borne by the TBA.
- (2) Winners of all events will receive cash prizes or trophies, the value of which will be set by the TBA at each December General Meeting.

8.9 Results

- (1) The host Association will provide the TBA Secretary with the results of each match in the Championships.
- (2) The host Association will submit the results of the Championships to newspapers in their home area.
- (3) The TBA Secretary will be responsible for forwarding the results to other area newspapers & Associations.

8.10 Referee

- (1) The host Association will nominate a Referee, in consultation with the TBCOC if required, for approval & appointment by the TBA.
- (2) The appointed Referee will be the sole judge of the TBA bylaws & of the BWF Laws of badminton.
- (3) In the event of no nomination being received from the host Association, the TBCOC shall nominate a Referee for appointment by the TBA.
- (4) The Referee will be named on the entry form.
- (5) The host Association will organize the draw in conjunction with the Referee.
- (6) The Referee will submit a written report on the event.

8.11 Commencement of play

- (1) Play may commence at 9.00am on Saturday morning. Semi-final commencement times will be notified with the draw. All Semi-finals must be played on Saturday. Finals commencing at 10.00am on Sunday. All night sessions must be finished by 12midnight.
- (2) All under age events will commence before 9.00pm Saturday night.

8.12 Seeding

All seedings should be based on the following criteria:

- (1) Current State grading.
- (2) Current seasons performances, e.g. Sanctioned tournaments.
- (3) Previous Championship performances.
- (4) Seed up to four (4) players if possible.
- (5) Finalists of previous years Championships be placed in separate halves of the current Championship.

8.13 The draw

- (1) The draw will be made by the host Association in conjunction with the Referee, in accordance with the Tournament Regulations of the IBF.
- (2) Any player who has no partner at the time of the draw will not be included.
- (3) State Open & under Age Singles Championship events must be played, even if there are only two (2) entries.
- (4) The host Association may cancel any other event, where there are fewer than four (4) entries, or conduct a Round Robin.
- (5) The host Association must send the full draw for the first session of play to the TBA Secretary & to each Association Secretary at least by the Monday prior to the first session of play.

8.14 Umpiring

- (1) The first named player/s on the umpire's sheet in opening matches shall provide the umpire for that match. Thereafter & whenever practical, the losing player/s shall provide the umpire for the next match on that court. The TBCOC shall be asked to provide umpires where possible for the duration of the Championships.
- (2) Umpiring levy: Each Association conducting the Championships will pay the TBCOC a percentage of the total entry fees. The percentage will be set at the December General meeting. Any Association not satisfied with the Umpiring, may submit a report to the TBA prior to the payment of the levy.
- (3) The umpiring levy must be forwarded to the TBCOC within fourteen (14) days of the Championships.

9 SANCTIONED TOURNAMENTS

9.1 General

- (1) Sanctioned Tournaments: City of Hobart, City of Launceston & North West Invitation & any other, as approved by the TBA.
- (2) All matches will be played under the Laws of Badminton as adopted by BWF, BA & TBA bylaws.
- (3) All events are open to members registered with an affiliated body of the BWF.
- (4) Sanctioned Tournaments may consist of the following events:

Open Men's Singles	B Grade Women's Doubles
Open Women's Singles	B Grade Mixed Doubles
Open Men's Doubles	
Open Women's Doubles	C Grade Men's Singles
Open Mixed Doubles	C Grade Women's Singles
	C Grade Men's Doubles
U/19 Men's Singles	C Grade Women's Doubles
U/19 Women's Singles	C Grade Mixed Doubles
U/19 Men's Doubles	
U/19 Women's Doubles	D Grade Men's Singles
U/19 Mixed Doubles	D Grade Women's Singles
	D Grade Men's Doubles
U/17 Boys Singles	D Grade Women's Doubles
U/17 Girls Singles	D Grade Mixed Doubles
U/17 Boys Doubles	
U/17 Girls Doubles	E Grade Men's Singles
U/17 Mixed Doubles	E Grade Women's Singles
	E Grade Men's Doubles
A Reserve Grade Men's Singles	E Grade Women's Doubles
A Reserve Grade Women's Singles	E Grade Mixed Doubles
A Reserve Grade Men's Doubles	
A Reserve Grade Women's Doubles	Veterans Men's Singles
A Reserve Grade Mixed Doubles	Veterans Women's Singles
	Veterans Men's Doubles
B Grade Men's Singles	Veterans Women's Doubles
B Grade Women's Singles	Veterans Mixed Doubles
B Grade Men's Doubles	
- (5) Where fewer than four (4) entries are received for any event, the host Association may cancel the event or play a Round Robin.
- (6) Feather shuttles must be supplied by all competitors & will be purchased by the host Association. Players must provide an adequate supply of shuttles for each match. By mutual agreement of the players, extra shuttles may be purchased for use in a match.
- (7) Matches in all grades will be the current BWF scoring system.
- (8) Players entering in two grades may be required to play consecutive matches.
- (9) Players must be ready to play when called upon & absent players will automatically forfeit their match.
- (10) All under age events will commence before 9.00pm. Saturday night.
- (11) Players may enter up to a maximum of (5) five events as indicated under the rules on the entry form.

9.2 Commencement of play

- (1) All tournaments will commence at 10.00am on Saturday morning or earlier if required
- (2) All Semi-finals must be played on Saturday.
- (3) Finals of all events will commence at 10.00am on Sunday unless otherwise advised by the referee.
- (4) The host Association must send the full draw for the first session of play to the TBA Secretary & to each Association Secretary at least, by the Monday prior to the first session of play.

9.3 Entry forms

- (1) The host Association will provide a pro-forma entry form for each Sanctioned event, including rules of play.
- (2) Entry forms will be provided to Associations, by the host Association thirty five (35) days before the event.
- (3) All forms & fees for the Sanctioned Tournaments, signed by their Association Official must be forwarded direct to the host Association Secretary.
- (4) Entries will be accepted in accordance with the current TBA grading list.
- (5) Entries will close fifteen (15) days before the event is held.
- (6) The draw for the first session of play is to be available on the Monday prior to the tournament.

9.4 Entry Fees

- (1) Entry fees for all tournaments will be set by the TBA.

9.5 Eligibility

- (1) Entrants in the under age events will be under the age by the 31st December in the year the event is held. Proof of age must be shown upon request.

9.6 Prizes

- (1) Winners of all events will receive cash prizes or trophies, the value which will be set by the TBA at each December General Meeting.

9.7 Referee

- (1) The host Association will nominate a Referee, in consultation with the TBCOC if required, for approval & appointment by the TBA.
- (2) The appointed Referee will be the sole judge of the TBA bylaws & of the BWF Laws of badminton.
- (3) In the event of no nomination being received from the host Association, the TBCOC shall nominate a Referee for appointment by the TBA.
- (4) The Referee will be named on the entry form.
- (5) The host Association will organise the draw in conjunction with the Referee.
- (6) The Referee will submit a written report on the event.

9.8 Results

- (1) The host Association will provide the TBA Secretary with the results of each match in the Championships.
- (2) The host Association will submit the results of the Championships to newspapers in their home area.
- (3) The TBA Secretary will be responsible for forwarding the results to other area newspapers & Associations.

9.9 Umpiring

- (1) The first named player/s on the umpire's sheet in opening matches shall provide the umpire for that match. Thereafter & whenever practical, the losing player/s shall provide the umpire for the next match on that court. The TBCOC shall be asked to provide umpires where possible for the duration of the Championships.
- (2) Umpiring levy: Each Association conducting the Championships will pay the TBCOC a percentage of the total entry fees. The percentage will be set at the December General meeting. Any Association not satisfied with the Umpiring, may submit a report to the TBA prior to the payment of the levy.
- (3) The umpiring levy must be forwarded to the TBCOC within fourteen (14) days of the Championships.

10. Duty Statement for State Team Coaches

10.1 Obligations

Official State team coaches:

- (1) Will attend all team practices that have been approved by the T.B.A.
- (2) Will have a thorough knowledge of the bylaws that pertain to State teams.
- (3) Will set an example in conduct & dress that is appropriate to the position.
- (4) Will be a current registered & accredited qualified badminton coach.

10.2 Duties in Tasmania

- (1) Submit a list of dates & times of team practices for approval by the T.B.A.
- (2) In conjunction with the T.B.A. Secretary arrange venues & shuttles.
- (3) Organise team training/practice sessions.
- (4) In conjunction with team officials, be responsible for establishing team doubles pairings & order of merit for both singles & doubles.
- (5) In conjunction with team officials, provide team manager with seedings for the National Championships.
- (6) May recommend disciplinary action by the T.B.A. on any team member.

10.3 Duties while on tour

- (1) Act as team selector in conjunction with appointed tour selectors.
- (2) In liaison with team manager, arrange for teams to be submitted to the organising committee as required.
- (3) Attend all matches & be responsible for the physical & mental preparation of all players.
- (4) Be empowered by the T.B.A. to discipline any player in relation to on-court behaviour & play.

10.4 Duties following the Carnival

- (1) Prepare a written report for the T.B.A. of the team & individual performances & submit it to the T.B.A. Secretary within four (4) weeks from the conclusion of the Carnival.

11. UNDER 17 & UNDER 19 TEAM MEMBERS (obligations)

- (1) The group travels as a team & not as individuals.
- (2) Team members are expected to remain with the team & offer support to competing members.
- (3) All players must participate in line judging &/or umpiring.
- (4) For the duration of the Carnival, "LIGHTS OUT" (as decided by the coach & manager) will signal the end of activities for the day.
- (5) Permission from the manager & coach must be obtained before:
 - (a) leaving the badminton hall or team accommodation;
 - (b) attending functions arranged by other teams;
 - (c) allowing visitors into team accommodation rooms;
 - (d) leaving courtside during a team match;
 - (e) non-members will travel or be accommodated with team members.
- (6) Consumption of alcohol &/or illegal substances by team members is strictly forbidden. (See Attached Appendix 4).

12. DUTIES OF TEAM CAPTAINS

12.1 Duties while in Tasmania.

- (1) Assist with training sessions in liaison with the team coach.
- (2) Liaise with manager on player requirements.
- (3) Assist manager & coach with seedings for the team & individual entries.

12.2 Duties while on tour.

- (1) Act as a selector (except U/17 team Captain).
- (2) Liaise with coach re players & assist with team morale.
- (3) Assist the manager in preparation for functions, such as team photos, opening ceremonies, social events, transport etc.
- (4) Set an example for the whole team in regard to presentation, conduct & sportsmanship.

13. MANAGER'S DUTIES – STATE TEAMS

13.1 Team Management

- (1) Liaise with State Secretary for copies of correspondence from Carnival Committee.
- (2) Attend State team trainings & be responsible for shuttles at training.
- (3) Arrange uniforms, tracksuits, for team & officials, & be responsible for general appearance of team while on tour.
- (4) Obtain rankings from Coach & selectors (singles, doubles, mixed) & hand to State Secretary to forward with individual entries.
- (5) Inform players of flight times, arrival & departure & accommodation arranged.
- (6) Points to be raised at last practice:
 - (1) What is required of players re; umpiring, line judging, general behaviour, etc.;
 - (2) What time players must be at the airport;
 - (3) When & where the uniforms must be worn;
 - (4) Carnival program, practice sessions & functions to be attended'
 - (5) If necessary, discuss how many sets of playing clothes, spending money, etc.
- (7) Collect all monies & hand to TBA Treasurer at least two (2) weeks prior to departure for the Carnival.
- (8) Liaise with TBA Treasurer re payment of team expenses & travel costs.
- (9) Be responsible for the behaviour & take disciplinary action if necessary during the whole Carnival.
- (10) Manager to escort players to functions & see that under age players are safely accommodated before Manager leaves function.
- (11) The Manager must have a thorough knowledge of all TBA bylaws that cover State teams, players, captains, coaches & general administration.

13.2 Travel & accommodation

- (1) Book Accommodation in liaison with State Secretary.
- (2) Liaise with State Secretary regarding travel.
- (3) Make suitable arrangements for transport of players to & from the hall.
- (4) Where possible the Manager is to sound out Accommodation for the following year's team.
- (5) Teams are to be preferably booked into units

13.3 At the Carnival

- (1) Attend Managers meetings at the Carnival.
- (2) Make sure practice shuttles are available at Carnival.
- (3) Have some knowledge of the laws of Badminton & the BA bylaws applicable to the Carnival.
- (4) Submit team list at appropriate time to Carnival committee.
- (5) Fill out score sheet, distribute shuttles, organize umpires & line judges for matches. Be prepared to arrange for injuries to be treated & attend to personal problems which may occur.

13.4 Reporting to TBA

- (1) Bring back all relevant information sheets & scores from the Carnival for the TBA Secretary.
- (2) Submit Managers report to the TBA Secretary within four (4) weeks of the conclusion of the Carnival.
- (3) Arrange for Carnival results to be forwarded to the TBA Secretary.
- (4) The Managers report should include;
 - (1) whether travel & transport was satisfactorily,
 - (2) whether accommodation, venue, hall facilities, shuttles satisfactorily,
 - (3) availability of meals,
 - (4) Umpires – satisfactorily performance,
 - (5) individual players conduct off the court,
 - (6) any injuries sustained,
 - (7) any undesirable occurrences or desirable events,
 - (8) shield results,
 - (9) recommendations,
 - (10) If the Coach does not travel with the team, then the Manager should include a report on individual player's contribution to all games.
 - (11) When an official Umpire accompanies State teams, it will be the duty of the Manager to report on the standard of umpiring & conduct.

14. DUTIES OF TBA SECRETARY

14.1 Correspondence

- (1) Receive all inward correspondence; & date & number each item as received.
- (2) Send a copy of all inward correspondence to each Association Secretary & TBA President.
- (3) Be responsible for & date all outward correspondence.
- (4) TBA Secretary is empowered to resolve decisions as per the bylaws when appropriate.

14.2 Records

- (1) Retain all TBA correspondence & records as follows:
 - (1) Correspondence for two (2) years.
 - (2) BA minutes for two (2) years.
 - (3) Annual reports to be kept indefinitely.
 - (4) Carnival reports for two (2) years.
 - (5) TBA minutes to be kept indefinitely.
- (2) Retain a current copy of the TBA & BA constitutions.
- (3) Retain a current copy of TBA & BA bylaws.

14.3 TBA Meetings

- (1) In conjunction with the TBA President, call meetings of the TBA in accordance with the bylaws & act as minute Secretary at such meetings.

14.4 State Teams

- (1) Liaise with State team Coaches & Managers re team requirements & be responsible for practice venues & shuttles.

14.5 Publicity

- (1) Be responsible for supplying relevant Tasmanian media with results of Tasmanian Championships, Rankings, State Squads, State Teams, & any other statements as required by the TBA President or Council.

14.6 Carnivals

- (1) For BA Carnivals held in Tasmania, the TBA Secretary is to liaise with the Association/s conducting the Carnival.
- (2) For interstate Carnivals, the TBA Secretary will be responsible for;
 - (1) sending team nomination, individual entries & rankings to the Event Director,
 - (2) notifying the time of the teams arrival,
 - (3) forwarding copies of all correspondence to the State Team Manager,
 - (4) paying team & individual entry fees.

14.7 Statistics

- (1) Gather, hold (for 7 years) & be able to extract statistics which may be needed by the BA, TBA, & Government or other bodies in relation to the game of Badminton.

14.8 Promotion

- (1) Be prepared to assist with promotional activities which may be required to promote Badminton in Tasmania.

14.9 Development Plan

- (1) Be responsible for co-coordinating & lodging of the Development Plan to the Government at the appropriate time.

14.10 Annual Report

- (1) The TBA Annual Report to be circulated to the three Associations ten (10) days before the Annual General Meeting. The report will cover all activities of the TBA for the year.
- (2) Copies of the TBA Annual Report to be sent to Life Members after adoption.

14.11 Other

- (1) The Secretary is to notify Life Members of the Annual General Meeting.
- (2) The Secretary should ensure that duties are carried out in his/her absence by delegating to the Executive.

15. DUTIES OF THE TREASURER

15.1 Receipts

(1) Collect all monies owing to the TBA & receipt same & bank regularly.

15.2 Payments

(1) Have all accounts for payment approved by the TBA Council.

15.3 Accounts

(1) Send accounts for money owing to the TBA to Associations or individuals as required.

15.4 Statements

(1) At TBA meetings present a balance of TBA accounts as required. At each Annual General Meeting present financial statements as required by the Constitution. Prepare an annual budget for consideration by the 31st October.

15.5 Reports

(1) Treasurers report, audited statement & balance sheet to be circulated with the Secretary's Annual report.

16. STATE TEAM CIRCULARS & NOMINATION FORMS

All State Team circulars must contain the following information where possible:

16.1 Dates

- (1) The dates of the Carnival.
- (2) The dates the players will travel to & return from the Carnival.

16.2 Eligibility

- (1) For under age Carnivals, the date at which they must be under that age.
- (2) Events in which a player must compete to be eligible for selection.
- (3) Dates of the above events.
- (4) Closing date of nominations.

16.3 Training

- (1) Team training dates & venues.

16.4 Costs

- (1) Anticipated costs of uniforms, travel, accommodation, meals, etc. This to be on a separate form.

16.5 Obligation of players (incl relevant section from bylaws)

- (1) Withdrawal from team.
- (2) Emergencies.
- (3) Non attendance at trainings

16.6 Officials

- (1) Names, addresses, e-mail, phone numbers of the Team Manager, Team Coach, & TBA Secretary.

16.7 Pro-forma

A nomination form will accompany each circular & must contain the following:

- (1) Provision for nominees name, address, e-mail, phone number, date of birth (where required for under age events).
- (2) Statement that they will abide by the TBA bylaws & have read the conditions of nomination.
- (3) Provision for nominee's signature; & for under 17 & under 19, provision for Parent or Guardian signature.
- (4) Provision for an Association Secretary's signature verifying that the nominee is a registered member of the Association (NTBA, STBA, NWBA).

APPENDIX 1 - RANKING FORMULA**FOR OPEN, U/19 & U/17 EVENTS ONLY**

- (1) Players must compete in two (2) of the three (3) sanctioned tournaments & the Tasmanian Championships with all tournaments included in total points.
- (2) Rankings will be done in Open, U/19 & U/17 events only.
- (3) Double results will receive the same points for a pairing as for singles.
- (4) Selectors will keep their own set of points & compare at the Tasmanian Championships to make sure results are correct.
- (5) Higher points to be awarded for the Tasmanian Championships i.e. 15,10,7,4
- (6) For Sanctioned Tournaments i.e. 10,7,5,2

APPENDIX 2 - SENIOR TEAM CAPTAIN GUIDELINES

1. The election of Captain will take place at the first team training.
2. Election will be by secret ballot.
3. A maximum of three (3) nominations will be accepted.
4. All nominations must be accepted by the nominee & duly seconded to be valid.
5. Each player will vote for their preferred choice from the nominations received.
6. The team manager will have the casting vote only if necessary to resolve a tied vote, this casting vote will be pre recorded & handed to the returning officer in a sealed envelope.
7. The Team Coach will be the returning officer unless he/she is (a) nominee, (b) a team member having a vote.
8. In the event the Coach is so involved, the Executive member or TBA delegate from the area that the training is held will be used as the alternate returning officer.
9. Vote counting will be scrutinised by the team manager.

APPENDIX 3 - TRIAL PROPOSAL FOR CITY OF L'TON 2007

Players may compete in three (3) events in a nominated grade & a singles event in an alternative grade, provided they are eligible to compete in the grade/s nominated.

(N.B. Under age events will be classed as a grade for this tournament).

APPENDIX 4 - ALCOHOL & ILLEGAL SUBSTANCES

Badminton players, coaches, officials & administrators are subject to the Badminton Australia Anti-Doping Policy which TBA has endorsed.

You can obtain a copy of the policy from the Badminton Australia Website - www.badminton.org.au <<http://www.badminton.org.au/><

APPENDIX 5 – LIFE MEMBERSHIP QUALIFICATION GUIDELINES

This Appendix details what is meant under paragraph 2.11 (Service Awards Qualification, point 1), with the nomination remaining subject to points 2-6 of that section.

1. A person may be nominated for Life Membership of the TBA under Section 2.11 provided that they:
 - (a) have given 20 years of Service as a:
 1. Representative Player (of their Country, State, &/or affiliated Association)
 - OR
 2. TBA Official (includes Office Bearer, Delegate, Committee Member)
 - OR
 3. Coach, Umpire or Manager of State Teams

(i.e. this service may be accumulated e.g. 12 years as a player and 8 years as an Official etc. It is not necessary that service be over consecutive years.)
 - AND
 - (b) are of good standing with the Associations and TBA
2. Not with standing the above guidelines a person may be nominated for Life Membership if the nominating Association feels that they have sufficient outstanding service