

BY-LAWS & REGULATIONS OF THE BRISBANE TABLE TENNIS ASSOCIATION INC. (BTТА)

BY-LAWS OF BRISBANE TABLE TENNIS ASSOCIATION GENERAL

1. INTRODUCTION

These by-laws are for the internal use of the Brisbane Table Tennis Association Inc. hereafter known as BTТА. They are governed by the over-riding Rules (CONSTITUTION) under which the BTТА is incorporated.

2. COMPOSITION

As determined in the Rules the BTТА shall consist of ordinary members who may constitute individual members or club members, and life members

3. COUNCIL

The members of the BTТА duly elected to the Council at the AGM, will elect the office bearers of the Association

4. OFFICE BEARERS.

As well as those positions stipulated in the Rules, the Council may appoint a person as, or Councillors to fill the following positions:

- * Assistant Secretary
- * Assistant Treasurer
- * Publicity Officer
- * Records Officer

The duties of these positions are to be determined at the time of appointment of these officers.

5SUB-COMMITTEES OF THE ASSOCIATION

The Council may establish any number of sub-committees to undertake specific tasks on behalf of the BTТА. These sub-committees may include the following:

* **Tournament Sub-Committee** which will be responsible for planning, regulating and controlling all fixture matches, tournaments, championships, and other matches of whatever nature that other bodies do not have jurisdiction. It will also be responsible for the monitoring of the grading of players and teams ,

The sub-committee will be comprised of at least two members of the Council who will have the the power to co-opt other suitably qualified members to assist as required.

The sub-committee will arbitrate disputes arising from any of the above matches. It will convene and hear complaints about players' conduct, decide on action required and execute appropriate penalties as required. If the sub-committee deems that a penalty of over 3 months suspension is warranted, it must refer the matter to the Council for consideration and/or ratification.

The Council will not appoint any individual to multiple positions within a tournament or fixture organising structure. This is to ensure that checks and counterbalances are carried out by different individuals. (*Council 19 July 2007*)

- * **Promotions Committee**
- * **Finance and Planning Committee**
- * **Coaching Committee**
- * **Junior Committee**
- * **Auxiliary Committee**

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These Committee's compositions and roles will be determined by the Council when it deems them necessary and will be so noted in the Council minutes.

6SELECTORS.

Selectors will be appointed by the BTTA and will be responsible for the selection of players/teams to represent the BTTA in tournaments and championships and to nominate eligible players for selection in State teams. The selectors shall comprise of up to 5 people, 3 of whom shall be council members and their decision shall be final. In making their decisions they must use the eligibility test as laid out in the constitution

7. NIGHT CONTROLLER

The Council will appoint a person or persons to be responsible for the efficient running of the centre during fixtures and social events night. Their duties may include:

- * collection of playing fees
- * sale of equipment
- * arranging and clearance of replacement players
- * grading of players/teams prior to and during the season subject to monitoring by the Tournament Committee.
- * announcements
- * ensuring that score sheets are correctly completed and collected.

The night controller(s) need not be members of the Council but must be financial members of the Association.

8. DELEGATE TO TABLE TENNIS QLD INC (TTQ)

The Council will appoint a delegate to represent the BTTA at the annual general meeting of TTQ. The delegate may vote on behalf of the BTTA on any matter raised at the meeting.

9. PROTESTS - PROCEDURES

All protests, charges or matters in relation to the running of fixtures and tournaments shall be submitted in writing to the Secretary of the Association. The complaint should contain a full description of the alleged incident(s) and must be lodged within 7 days of the date of the alleged incident..

The Tournament Committee (in accordance with by-law 5) will consider the complaint. The Secretary will advise the parties involved of the decision made by the Tournament Committee within 7 days of its submission to the BTTA.

If the parties concerned are not happy with the decision made, they may appeal the decision made by the Tournament Committee to the Council. This appeal must reach the Secretary within 10 days of the date of the Secretary's advice to them of the decision. The appeal should state why they believe the decision of the Tournament Committee is incorrect and/or why the penalty is excessive. The Council will consider the appeal within 14 days of receiving it. If it so deems, the Council may seek the interested parties to appear before it and give explanations or expand on the written appeal. In such an instance the Secretary will advise all parties at least 7 days prior to the date of the hearing. The non-appearance of either party shall not prevent the hearing from proceeding. Attendance at the hearing by interested parties shall be confined to the giving of evidence or explanations. With the approval of the Chairman of the Appeal Committee an interested party may seek clarification from another interested party but a general cross-examination will not be allowed.

10. SEASONS.

Fixture seasons shall be determined by the Tournament Committee from time to time.

11. GRADING OF PLAYERS.

The Tournament Committee will grade players and teams into competition appropriate for their standard of play.

12. AVERAGES

The Council shall have calculated throughout the season player averages to ascertain player performance. At the end of the season a player must have played in at least 75% of singles matches to be eligible to be awarded the highest average trophy for that grade. Averages are calculated as a percentage of wins against rubbers played. In the event of a forfeit by

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the opposing team or a player/s of that team then the rubbers won on the score sheet shall be calculated as a win in terms of calculating averages. Conversely a forfeit offered by a player will count as a loss.

If players are selected to represent the BTТА, Queensland or Australia, at official table tennis events, then on application, the BTТА Council may exempt the attendance requirement for the games missed during the period of representation (13 April 2006).

13. COLOURS.

The colours of the Association shall be red and black.

14 EMBLEM.

The emblem of the Association shall be the poinsettia.

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15. REPORT OF CAPTAIN AND MANAGER.

Managers and/or captains of representative teams in a match or tournament shall forward a report of the match or tournament so that it will reach the Secretary within 2 weeks of the date of the match or tournament. Payment of any subsidy for representing BTТА will not be made to any individual until the manager's report is received and has been accepted by the BTТА that the player code of conduct has been complied with as outlined in *Playing Regulations paragraph 17*.

16. LENGTH OF COUNCIL MEETINGS.

The length of the Council meetings will be no longer than three hours with the option to extend the meeting for a further half hour to complete discussion on agreement of a majority vote.

17 EES.

The fees for playing, registration, and membership shall be as determined by Council from time to time and shall be notified by placement of a notice on the notice board in the BTТА centre and/or by written advice.

Fixture fees are payable in two ways. Either as a full fee for the whole season or in two equal instalments at the start of the season and half way through the season. In exceptional circumstances (approved by the night controller), fees may be paid on a nightly basis.

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**BY-LAWS OF BRISBANE TABLE TENNIS ASSOCIATION
PLAYING REGULATIONS**

All fixtures are played under the ITTF laws of table tennis. The following are local rules and override the ITTF rules where there is a conflict.

(1) TEAMS:

A team shall comprise of two or three players.

(2) MATCH

In three player teams a match shall consist of eleven rubbers made up of nine singles and two doubles rubbers. Each rubber will be the best of five games. Each singles player shall play each of the opposing players. A different pair shall play each doubles rubber but need not have played in the singles rubbers. The Tournament Committee may, in the interests of reducing playing time, determine that no doubles be played in a three player team competition.

In two player teams a match shall consist of five rubbers made up of four singles and one doubles rubber. Each rubber will be the best of five games.

(3) TIMES

Matches shall commence at 7.15pm SHARP, and finish at approx 10.30pm. If it appears that the match will not be completed on time, teams *must* make use of any vacant tables to play more than one rubber at a time to finish the match as close as possible to 10.30pm.

The Expedite Rule may be put into place where games are taking an inordinate times to complete.

(4) FEES

All registration and playing fees as determined by the BTTA Council **MUST** be paid by all players prior to commencement of matches. Any player not paying registration fees by second night of the start of their first competition shall be deemed as unregistered. Games won by any player or substitute whose fees have not been paid may not be allowed.

(5) SCORESHEETS:

Before commencement of any match, the scoresheet must be properly filled-in and show: Grade; Section; Night; Date; and the names of the competing teams as per the draw. Team captains should list the order of singles separately and must show the First name and Surname in the first section ABC or XYZ. The first name only may be used in the other sections, but if the first names are the same, the surname initial should be shown. All scoresheets **MUST** be totalled (rubbers & games) and be signed by both team captains before being handed in to the night controller by the captain or a member of the winning team. **POINTS** will not be awarded until correctly filled in scoresheets are handed in.

(6) ORDER OF PLAY:

Rubbers should be played in the order shown on the scoresheet. Both doubles pairs must be listed separately at the completion of the first three singles. Should a player, who is filling in for a team from another section, not be available when it is his/her turn to play, rubbers may be played out of order. It should be remembered that a player's first responsibility is to his own team. It is strongly recommended that teams arrange substitutes from a similar section or grade on another fixture night if at all possible. *Players playing two grades (one as a substitute) are not to umpire.*

(7) SCORING:

Winning teams shall score 3 (three) points and losing teams 1 (one) point. Winning incentive points of 0.1 for each possible played rubber will be added to the score of the winner and the loser. Should only two players be available for a team, a maximum of 0.7 incentive points only can be claimed even on a full forfeit.

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(8) FORFEITS

In the event of a complete forfeit the winning team shall score 4.1 points, PROVIDED, that a properly completed scoresheet, marked accordingly, and showing the full names of all players who were ACTUALLY AVAILABLE to compete, is submitted to the night controller. In the event of a team not having 3 (three) players available the team will be allowed to play 2 (two), provided they forfeit 4 (four) rubbers, or 1 (one) provided that they forfeit 8 (eight) rubbers. If no member of a team is available to play by 7.45pm the opposing team shall be entitled to claim a full forfeit. If a team or any member of a team is not available to commence play at the allotted time, the opposing team shall be entitled to claim one rubber for each 15 minute delay.

(9) ORDER OF SERVING

Service at the start of each rubber shall be decided by the toss of a coin, or, by agreement between teams, may be alternated after the first toss.

(10) UMPIRING

Umpiring of each rubber shall be by the team not having the first serve in that rubber, or by mutual agreement between teams. Players are reminded that umpiring is a duty and all players should umpire when it is their turn to do so.

(11) BALL SUPPLY

The first named team ABC as per the draw shall supply the ball for all fixture matches. An approved ball must be used and changes of ball used during a match are not permitted, unless a ball is cracked or lost and a similar colour/brand ball is unavailable. The Association will supply the ball for grand final matches.

(12) TABLE & PLAYING FLOOR:

The second named team XYZ as per the draw shall be responsible for cleaning the table tennis table and the play area if required.

(13) SUBSTITUTES:

Players from a particular grade may be permitted to compete in the same grade (or higher grade) on another night or in a higher grade on the same night, subject to the prior approval by the night controller. A player from a lower grade team may play with a higher team until he or she has completed 4 (four) matches at which time continuation as a member of the lower grade team will be subject to the approval of the Tournament Committee and Selectors. Players from one team MAY NOT play for another team in the same grade on the same night. All substitutes shall be subject to the prior approval by the night controller, and if any questions arise as to the eligibility of a player, the matter shall be referred to the Tournament Committee and Selectors.

(14) GRADING:

Acceptance of registration to play in any particular grade or section is subject to acceptance by the Tournament Committee. In the event of approval being withdrawn, any rubbers won by players in question may be disallowed.

(15) FINALS AND ELIGIBILITY:

The format for finals (if any) for each competition will be determined by the Tournament Committee and included in the draw for each competition.

To be eligible to complete in any finals, a player must have played at least four rounds in a fourteen round competition; three rounds in a ten round competition; and two rounds in a five round competition. Forfeits will count as played rounds provided the player was available to compete and his/her name appears on the scoresheet.

(16) PROTESTS:

Any protest must be in writing, setting out full details, and must be in the hands of the Secretary within seven (7) days of the match from which the protest arose. All decisions made by the BTTA Council on the protests shall be final and binding.

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(17) PENALTIES:

Any team playing an unregistered player or otherwise infringing the rules and regulations of the BTТА shall be liable to forfeit any points gained by that team for the match in which the infringement or offences occurred. Any player not paying registration fees by the second night after due date shall be deemed as unregistered.

(18) PLAYER CONDUCT:

The BTТА Council expects all players to abide by a code of conduct when playing fixtures or representing the Association..

- a. Your primary goal is to have fun playing table tennis.
- b. Play by the rules.
- c. Judge yourself by the effort that you put in, not by the result of the game.
- d. Accept defeat and victory without undue joy or disappointment.
- e. Acknowledge good play by your opponent.
- f. Do not publicly question an official's judgement and never their honesty.
- g. Be a good sport, acknowledge edges and double hits.
- h. Respect your opponent and your fellow players and particularly remember there are women and children in the stadium – no yelling, temper tantrums or swearing while playing.

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GENERAL REGULATIONS

BTТА has determined the following dress regulations:

CLOTHING:

- * Playing clothing shall normally consist of a short sleeved shirt and shorts or skirt, socks and playing shoes. Other garments, such as part or all of a track suit, shall not be worn during play except with the permission of the night controller.
- * Shirts, shorts and skirts may be of any colour except that the main colour of a shirt, skirt or shorts, other than sleeves or collar of a shirt and trimming along the side seams or near edges, shall be clearly different from that of the ball in use.

Shirts must be worn in the centre unless otherwise sanctioned by the night controller.

FOOTWEAR:

Shall be worn at all times while playing and shall be non-marking rubber soled shoes. Bare feet, thongs, or boots are not permitted.

NOISE:

Do not create excessive noise during matches

TABLE:

Do not place your free hand on the table or move the playing surface in any way during play. Do not touch the net. Do not wipe the sweat from your hands on to the table surface as this damages the surface.

DELAYS:

Must be kept to a minimum.

You are entitled to a 2 (two) minute hit up before each rubber. A 2 (two) minute break between games is permitted. Players should not leave the court during rubbers except to retrieve balls.

Any undue delay can be reported by to Tournament Committee for disciplinary action.

BAT CHANGES DURING A RUBBER

Players are not permitted to change their bat during a rubber except with the approval of the opposing player or the night controller

UMPIRING:

Some hints:-

- * Umpiring is the responsibility of all players and all should do their share.
- * Concentrate on the match you are umpiring, not on the one on the next table.
- * Give a clear call of score at all times.
- * If you give a decision and you are sure you are right, stick to it
- * Only if you are uncertain and both players agree should you change your decision.
- * When you are umpiring, remember that you are no longer a member of a team, so treat all players equally.
- * If you are in doubt about anything a player does, such as incorrect serving etc, warn player before penalising that player.
- * The three cardinal points of good umpiring are FIRMNESS, FAIRNESS and CONSISTENCY.

ADDRESSES and PHONE NUMBERS:

All players should ensure they have the contact details of the other members of their team. If they are unable to attend fixtures they must notify their team captain of their intended absence so that a substitute player may be arranged before the fixture night instead of hoping to find a player on the night of the match. It is only common courtesy to let your team know in advance.

QUERIES:

If players have any further queries they should direct them to the Night Controller who will answer them or who will refer them to the BTТА Council for a ruling to be given.

Current as at 2009

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BTТА Council