



Australian Croquet Association trading as Gateball Australia  
**Gateball Tournament Regulations v1.3**

**Review history of Australian Croquet Association trading as Gateball Australia  
Gateball Tournament Regulations**

<b>Version</b>	<b>Date Reviewed</b>	<b>Date Endorsed</b>	<b>Content reviewed/purpose</b>
0.0	04.11.22		Preparation by NCGB
0.1		18.11.22	Endorsement of ACA Gateball Referee Committee
1.0		25.01.23	Adopted by the Board
1.1		21.03.23	Changes to naming conventions for entries for players and teams - Section 17 General – Entries.  Addition of ACA SportAus Facility Inspection Checklist requirement – Section 6 The Tournament Committee.  Adopted by the Board
1.2		17.07.23	Paragraph 10, Uniforms at sub-paragraph 3 – Medical certificate required for variation to clothing or footwear for medical conditions.  Alternative Rules for Singles paragraph 21, item 10 added for social games.  Adopted by the Board
1.3		07.11.23	Paragraph 5 and 6, Disagreeing with a Referee Decision were amended to further explain the process and timing required when challenging a referee decision.  Endorsed by the Gateball Referee Committee

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# TOURNAMENT REGULATIONS

## PREAMBLE

### 1. DEFINITIONS

**Australian Croquet Association (ACA)** – the Australian Croquet Association Incorporated, an incorporated association whose membership is made up of affiliated and financial State Croquet Associations.

**State Associations** – State Croquet Associations, one entity in each State, recognised as the controlling body responsible for ensuring the efficient administration of Croquet and Gateball in that State, which is an affiliated and financial member of the ACA. State Associations are incorporated associations whose membership is affiliated and financial Croquet and Gateball clubs.

**Affiliated clubs (Clubs)** – Croquet and Gateball clubs are affiliated and financial members of a State Association, that is an affiliated and financial member of the Australian Croquet Association. Affiliated Clubs are incorporated associations whose membership is affiliated and financial Gateball and/or Croquet playing members.

**Affiliated members (Members)** – Gateball or Croquet players who are affiliated and financial members of Clubs that are affiliated and financial members of a State Association that is an affiliated and financial member of the Australian Croquet Association.

**Gateball Australia** – the registered business name that the Australian Croquet Association (ACA) uses for its Gateball operations. References to Gateball Australia are to the Australian Croquet Association trading as Gateball Australia.

**Accredited referees** – ACA accredited referees including Referees in Training, Level 1 Gateball Referees, Level 2 Gateball Referees and World Gateball Union accredited International Referees as defined in the current “*Gateball Australia Referee Accreditation and Reaccreditation Framework*”.

**Competition**- the activity of a sport in which each of the individuals or teams are trying to win. In Gateball this includes any organised activity where individuals or teams are competing for a perpetual trophy or other trophies, rankings or placings, monetary or other prizes.

**Event** - a single competition, such as a team, triples, doubles or singles competition. An event may be hosted by one or more clubs, at one or more venues.

**Tournament** – two or more events conducted during a set period of time, such as a team competition and a doubles competition held together, for example, over a weekend or a three day period. A tournament may be hosted by one or more clubs, at one or more venues.

***Please note:***

***For the purposes of these Regulations, the word tournament refers to both events and tournaments. References to the Tournament Committee, Referee and Manager will also be references to the Event Committee, Referee and Manager.***

### 2. APPLICATION

1. Gateball Australia is the Australian representative member of the World Gateball Union (WGU) and the Asia Pacific Gateball Union (APGU).
2. The Australian Croquet Association trading as Gateball Australia Tournament Regulations (Regulations) dated 25th January 2023 cover all Gateball tournaments in Australia.
3. With the exception of the Eligibility to Compete requirements outlined in Section 4, State Associations and their affiliated clubs may adopt variations to the Regulations providing

they are published with the tournament notice and comply with applicable Australian, State and Territory laws.

## **GENERAL**

### **3. RULES AND REGULATIONS**

1. Gateball tournaments held in Australia are played under the current World Gateball Union Rules – the “*Official Gateball Rules and Guide for Referees*” and these Regulations unless otherwise advertised.
2. Where the “*Official Gateball Rules and Guide for Referees*” does not provide sufficient clarity, rulings of the Gateball Australia Referee Committee, a sub-committee of the Australian Croquet Association, are observed and form part of these Regulations.

### **4. ELIGIBILITY TO COMPETE**

1. Eligibility to compete in tournaments conducted by Gateball Australia, State Associations and Affiliated clubs is restricted to Affiliated members and overseas players affiliated to an organisation which is recognised by the World Gateball Union, the Asia Pacific Gateball Union or the World Croquet Federation.
2. Other international players will be welcomed at the discretion of the National Coordinator of Gateball (NCGB) provided any inclusion does not conflict with Gateball Australia’s obligations as a member of the World Gateball Union or Asia Pacific Gateball Union.
3. Affiliated members, Affiliated clubs and State Associations should not invite international Gateball organisations, clubs or individuals to tournaments in Australia without the prior agreement of the NCGB. Engaging with the international community is the responsibility of the NCGB and procedures for engaging with the international Gateball community are outlined in the International Engagement for Gateball Policy.<sup>1</sup>
4. The “*Official Gateball Rules and Guide for Referees*” allow the appointment of a non-playing Manager of a Gateball team. A non-playing Manager also needs to be an Affiliated member or, in the case of an overseas non-playing Manager, affiliated to an organisation which is recognised by the WGU, the APGU or the World Croquet Federation.
5. For a player to represent a State in the Interstate Cup, they must, at the date of close of entries, be (a) a resident of that State and be affiliated to that State, or (b) have been affiliated to the State they wish to represent for a minimum of twelve (12) months.

### **5. OFFICIALS**

#### *COMMITTEE OF MANAGEMENT*

1. The Committee of Management referred to in these regulations is the governing committee for Gateball Australia, the State Association or the Affiliated Club controlling the tournament. The Board of the ACA is the Committee of Management for tournaments controlled by Gateball Australia. Governing Committees of the various State Associations that control state tournaments and governing Committees of clubs which organise tournaments are the Committees of Management for those tournaments.

#### *TOURNAMENT COMMITTEE*

1. The Tournament Committee (TC) is appointed by the Committee of Management to be responsible for the tournament. Gateball tournaments will have a TC consisting of at least the Tournament Referee (TR), who must be at least an ACA accredited Level 1 Gateball referee, and the Tournament Manager (TM). The TC may include an Assistant Tournament Manager (ATM), Assistant Tournament Referee (ATR), a Venue Manager (VM) and the State or National Coordinator of Gateball (for State or National tournaments).
2. All TC members must be Affiliated members and must have agreed to be bound by the current ACA Code of Conduct.
3. The TC members are not prohibited from playing in a tournament at which they are officiating. If a TR is a player, Chief Referee (CR) or an Assistant Referee (AR) in a tournament game and a dispute arises, the processes outlined in Disagreeing with a Referee Decision should be followed (see Section 9 - Tournament Referee, Assistant Tournament Referee and Refereeing below).

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<sup>1</sup> Australian Croquet Association trading as Gateball Australia International Engagement for Gateball Policy – 9<sup>th</sup> November 2022

4. The TC is to conduct tournaments in accordance with the “*Official Gateball Rules and Guide for Referees*” and these Regulations, unless these are otherwise varied and published with the tournament notice issued by the TC<sup>2</sup>, or are inconsistent with the health and safety of players, officials and spectators.
5. The TC acts as the grievance and/or discipline committee of the tournament. Grievance or discipline issues that cannot be resolved by the TC at the tournament should be escalated to State Associations or the ACA. Please note - issues relating to the “*Official Gateball Rules and Guide for Referees*”, these Regulations or refereeing decisions should be managed according to the procedures outlined in Disagreeing with a Referee Decision.

#### **TOURNAMENT OFFICIALS**

1. Every tournament must have a TR and a TM who are together responsible, each so far as their powers and duties are defined, for the interpretation and application of the “*Official Gateball Rules and Guide for Referees*” and these Regulations and the administration of the tournament. These appointees have equal authority within their areas of responsibility.
2. The powers and duties of both officials may be discharged by one person, however this does not waive the requirement for the TR to be at least an ACA accredited Level 1 Gateball Referee.
3. The TM may appoint an Assistant Tournament Manager (ATM) to carry out duties as required and to deputise for the TM when the TM is absent.
4. A Venue Manager (VM) may be appointed at each venue. The VM is responsible to the TM and performs the duties of the TM at the appointed venue.
5. The TR may appoint a Venue Referee (VR) as an Assistant Tournament Referee (ATR).
6. It is recommended that an individual intending to be a TM attend a tournament manager training course offered by their State Association, prior to becoming a TM.
7. It is recommended that an individual intending to be a TR attend the tournament referee education program offered by the ACA, prior to becoming a TR.

### **MANAGEMENT OF TOURNAMENTS**

#### **6. THE TOURNAMENT COMMITTEE**

##### ***SAFETY OF PLAYERS***

1. The Tournament Committee (TC) has a duty of care to all players, officials and spectators and so have responsibility for the final decisions concerning any matters that affect safety and may make any necessary changes to the tournament program to account for conditions that impact safety.
2. The TC must ensure that first aid and incident response procedures appropriate for the tournament and the venue are agreed and documented.
3. The TC should ensure the ACA AusSport Facility Inspection Checklist has been completed for the venue.

#### **7. THE TOURNAMENT MANAGER**

##### ***POWERS AND DUTIES***

1. A TM is to manage the tournament in all respects, except refereeing, to ensure the tournament is well managed and safe for players, spectators, officials and all others involved. This includes:
  - i Being a member of the TC.
  - ii Being responsible for the conduct of all events contained in the tournament program.
  - iii Observing and adhering to all conditions for the tournament as contained in these Regulations or approved by the Tournament Committee for the tournament.
  - iv The TM may delegate these powers and duties to VMs but remains responsible to see that the duties are correctly performed.

##### ***BEFORE TOURNAMENT***

1. Before the commencement of the tournament, the TM is to:
  - i. Ensure that the TR and/or VMs are conversant with their duties.
  - ii. Provide the TR with the details of teams that do not have, at a minimum, an ACA accredited Level 1 Gateball referee.

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<sup>2</sup> Consistent with Regulation 2(3).

- iii. Familiarise the TR and/or VMs with the clerical preparation required, including the allocation of games to courts for semi-finals and finals, and the recording and reporting of game results, including the use of Gateball Scores.
- iv. Prepare programs, forms, result sheets etc. as required by the TR and/or VMs in the performance of their duties.
- v. Arranging draws for the tournament and allotting courts to games. This should be done in consultation with the TR.
- vi. The TM must ensure that the tournament entry forms containing the contact and emergency contact information for each player, are available at the venue, to be used in the event of an emergency.

#### *DURING TOURNAMENT*

1. During the tournament, the TM is responsible for:
  - i. Advising all participants at the beginning of the tournament, the arrangements for first aid and incident response.
  - ii. Deciding, if necessary in consultation with the TR (or VR) and the VMs, the suitability of weather (including whether it is too hot for play to start or continue) and court conditions for playing games. Due to differences in climate, specific conditions promulgated by the Host State are to apply. The ACA Adverse Weather Policy will not apply unless specifically advertised in the tournament announcement.
  - iii. Ensuring that courts are ready for play prior to the scheduled commencement of play.
  - iv. Allowing or refusing practice on the tournament courts.
  - v. Allowing the 5 minute practice (or as otherwise prescribed) on each court immediately prior to the game.
  - vi. Ensuring that games commence at the designated starting time each day.
  - vii. Reporting in writing to the Committee of Management any player guilty of misconduct (for example, deliberate substantial damage to equipment or courts is classed as misconduct).
  - viii. Recording results and posting regular updates of the results in a visible position at the venue and/or recording results on Gateball Scores.
  - ix. Forwarding results to the ACA, State Association or Affiliated Club if required by the relevant Committee of Management;
  - x. Submitting a report including recommendations to the ACA, State Association or Affiliated Club if required by the relevant Committee of Management.

### **8. ASSISTANT TOURNAMENT MANAGER AND VENUE MANAGERS**

1. The TM may appoint an ATM and VM who are to carry out duties as requested by the TM and deputise for the TM as required. They are responsible to the TM.

### **9. THE TOURNAMENT REFEREE, ASSISTANT TOURNAMENT REFEREE AND REFEREEING<sup>3</sup>**

#### *ELIGIBILITY*

1. The TR and ATR must be at least an ACA accredited Level 1 Gateball referee. They must have a good understanding of the rules and the game.
2. The TR must have a personal copy of the current *“Official Gateball Rules and Guide for Referees”* and the *“Game Rules Q&A Guide”* at the tournament.

#### *BEFORE TOURNAMENT*

1. Before the commencement of the tournament, the TR is to:
  - i. Make arrangements for accredited referees to assist teams without referees with their refereeing duties or approve a RIT from the team to fulfil the referee duties during the event.
  - ii. Make a reasonable effort to ensure that:
    - a all team games at an Australian or State Championship have a Chief Referee, Assistant Referee, a Recorder and Linespersons and for other tournaments, at a minimum, all games are conducted with a Chief Referee and a Recorder and

<sup>3</sup> Adapted from the 2018 Event/Tournament Referee document published by the Gateball Referee Committee, April 2018 – Gateball Information Pamphlet 22 – now superseded



- b either the Chief Referee or Assistant Referee are an ACA accredited Level 1 Gateball referee or higher accredited referee.
- iii. Approve a referee in training<sup>4</sup> (RIT) to fulfil referee duties if they so choose.
- iv. Consult with the State Coordinator of Refereeing – Gateball (SCRGB) to ascertain the names of any candidates for referee assessment at the tournament and ensure, in consultation with the TM, that the draw, where possible, provides for sufficient assessors and assessing opportunities.

#### ***COURT, EQUIPMENT AND OFFICIALS***

1. The TR is responsible for all aspects of refereeing at the event.
2. The TR must check that the dimensions of the court and all of the court measurements including position, height, width, alignment and firmness in the ground of the gates and the position, height and alignment of the goal pole abide by the *“Official Gateball Rules and Guide for Referees”* prior to the commencement of, and periodically throughout, the tournament.
3. Court inside lines will be painted or marked with line tapes, or string. Preference is for painted lines. Outside lines should also be painted or marked whenever possible or the TR should remind players to stand back at least 0.5m from the outside line of the inner field if the line is not marked.
4. If tape or string is used to designate the court size, the TR must ensure that it is secured to avoid trip hazards and that it has a minimal effect on the movement of the balls going out or coming into the court. The TR must ensure that where possible any clips securing the tape or string are outside the start area and will not impact on the balls entering the court.
5. The TR must check the court before each day’s play for hazards such as trips and sharp objects.
6. The TR must check the condition of the balls in use.
7. The TR must ensure that a clock or suitable electronic timepiece (which may include a watch timer or central timing system) is available to enable each game to be timed accurately by the Recorder.
8. The TR must ensure that the host club has supplied scoreboards, score sheets, pens and pencils, clip boards and 75x100mm markers as appropriate for the event.
9. As part of the opening proceedings prior to commencement of the tournament, the TR is to prepare and present a short talk on a game rules subject relevant to the particular event and again during the tournament if a situation arises that requires clarification. This may be done by the SCRGB or delegated to another accredited Gateball referee.
10. Together with the TM, organise the officials for the semi-finals and finals.
11. The TR will assist referees and teams with resolving issues related to the *“Official Gateball Rules and Guide for Referees”* and these Regulations.
12. If necessary, report after the event, to the relevant SCRGB about any issues, problems or complaints relating to the refereeing at the tournament.
13. The TR must use reasonable efforts to ensure that the ACA Code of Conduct is observed by all tournament participants.
14. The TR must consult with the TM and make any necessary changes to the program due to unforeseen events such as adverse weather conditions or other incidents.

#### ***REFEREE OFFICIALS CODE OF BEHAVIOUR***

1. The TR must ensure that all refereeing officials (referees, recorders and linespersons) at a tournament act as an impartial judge of sporting competition and that this duty is performed with accuracy, consistency, objectivity and the highest sense of integrity.
2. In order to preserve and encourage confidence in the professionalism and integrity of officiating, referees must display ethical behaviour.
3. Officials must:
  - i. Place the safety and welfare of the players above all else.
  - ii. Operate within the rules and spirit of Gateball.
  - iii. Encourage and support opportunities for people to learn appropriate behaviours and skills.
  - iv. Support opportunities for participation in all aspects of Gateball.
  - v. Treat each person as an individual.

<sup>4</sup> A referee in training is defined in the Gateball Australia Referee Accreditation and Reaccreditation Framework

- vi. Display control and courtesy to all involved in Gateball.
- vii. Respect the rights and worth of every person regardless of their gender, ability, cultural background or religion.
- viii. Respect decisions of officials, coaches and administrators in the conduct of Gateball.
- ix. Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where power of imbalance will exist) with people under the age of 18 years.
  - x. Adopt appropriate and responsible behaviour in all interactions.
  - xi. Adopt responsible behaviour in relation to alcohol and other drugs.
  - xii. Act with integrity and objectivity, accepting responsibility for their decisions and actions.
  - xiii. Ensure that their decisions and actions contribute to a harassment free environment
  - xiv. not tolerate harmful or abusive behaviours.
  - xv. Be consistent and impartial when making decisions.
  - xvi. Address unsporting behaviour and promote respect for all people.
- 4. Officials must deal with behaviour that is not consistent with the ACA Code of Conduct and report such matters to the TC.

#### *DISAGREEING WITH A REFEREE DECISION<sup>5</sup>*

1. The TR is responsible for ensuring that the Gateball Australia procedures for disagreeing with a referee decision outlined below are followed at the event.
2. To encourage players to train as referees, the Gateball Community needs to see that referees are respected and supported. Any occasional lapses need to be managed to maintain standards and the self-confidence of referees. However it is acknowledged that players and team captains may occasionally disagree with actions taken by referees.
3. A team manager or captain may question the referee. The questioning, however, must be done at the time the action in question arises. Once the question has been addressed by the referee, the manager or captain may not repeat the question.<sup>6</sup>
4. If the captain still believes the referee's action is not appropriate, they must accept the decision and the game continues. Captains need to recognise that they may ask about a judgement call by a referee (for example, whether a ball has passed a gate) but cannot challenge these types of decisions.
5. At the end of the game a captain may wish to discuss a refereeing issue with the CR. Similarly, the CR may wish to discuss an issue with a captain. This discussion should take place after the team has lined up, the score announced, the referee team thanked for their role and the record sheet signed. During this post-game process the referee may recognise that they made an error, then, in the spirit of the game, they may agree what would have been the correct course of action in the game, apologise for their error and no further action may be warranted. The referee would note the issue in their log book as a self-reflection. On the other hand, if the captain now accepts that the referee was correct, it is their duty to acknowledge that, and similarly, to have apologised. In some situations, the referee and the captain may agree that it is worth suggesting to the Tournament Referee that all players are reminded about the correct procedure in this type of situation.
6. If the captain and referee discussion does not resolve the issue, the captain or the referee may decide to raise it with the TR for resolution. Both parties should be aware that this will happen. If a referee or captain approaches the TR without both being aware that this action is to be taken then the TR should refer the matter back to the captain and CR to clarify the situation according to 5 above.
7. The TR may be able to resolve the issue, in which case, no further action is required.
8. Alternatively, the TR may identify that a genuine problem exists in relation to the interpretation of the *"Official Gateball Rules and Guide for Referees"* or these Regulations. In this case, the TR may need to make a ruling for the remainder of the tournament which will need to be announced to all players. In the event that the issue raised with the TR or TM affects player safety, then the issue will be discussed by the TR and TM and both must agree with the decision. Any ruling implemented at the tournament by the TR must be referred to the Gateball Australia Referee Committee for future clarification.
9. When a TR is a player or an AR in a game, the CR for that game is responsible for all final decisions related to that game. Following the game, the processes described above shall be followed.

<sup>5</sup> Adapted from Disagreeing with a Referee Decision – Gateball Information Pamphlet Number 14 – August 2022 – now superceded

<sup>6</sup> Article 4, Managers and Players, Clause 1 Duties of the Manager 3(1) of the *"Official Gateball Rules and Guide for Referees"*.

10. When a TR is the CR in a game, they are responsible for all decisions related to the game. Following the game, the processes described above shall be followed but the TR is advised to request two experienced referees to take part in the discussion with the captain.
11. The Gateball Australia Referee Committee will review the ruling made by the TR or any other issues escalated by SCRGB.
12. Recommendations from the Gateball Australia Referee Committee could include:
  - i. issuing clarification of the particular rule for all Australian Gateball players where legitimate confusion about the interpretation of the rules could have existed;
  - ii. making amendments to the role of tournament referees about managing situations where differences of opinion may arise;
  - iii. monitoring a referee's performance;
  - iv. addressing gaps in a referee's knowledge of rules and their implementation; or
  - v. in extreme cases, cancelling a referee's accreditation.
13. If Gateball Australia's procedure does not produce an acceptable outcome for either party, then aggrieved individuals can use the ACA's complaints process.

## **RESPONSIBILITIES OF PARTICIPANTS**

### **10. RESPONSIBILITIES OF PLAYERS**

1. For the purpose of this regulation, players include non-playing team captains and team managers.
2. Players are required to provide their ACA registration (or identification) numbers when requested.
3. Players are to report to the TM or delegate on arrival and before leaving the venue and must furnish the TM with an email address and/or telephone number at which messages can reach them during the event.
4. Players may only practice on courts being used for the event with permission from the TM. After the toss, a five minute warm up with the balls to be used in that match and on that court is permitted.
5. Players may only take breaks between games as provided in the draw or as determined by the TC.
6. All players are required to assist with refereeing, recording, linesperson and scoring duties when their team has refereeing duties.

### **UNIFORMS**

1. Players will wear enclosed, flat soled foot wear which will not mark the court and provides adequate protection for themselves both on and off the court.
2. For team games, players must wear a team uniform as outlined in the "*Official Gateball Rules and Guide for Referees*".
3. The TC have the discretion to vary the uniform rules, and particularly the cold and wet weather clothing requirements for the health and wellbeing of players, provided the variations are published with the tournament notice or an announcement is made at the event. Where a medical condition requires a player to vary clothing or footwear, a player will provide a medical certificate to the TC for consideration and, if permitted, the player will play at their own risk.
4. For doubles or triples tournaments, it is sufficient for players to have a uniform of a matching shirt.
5. A player must wear neat, clean attire which the TM or VM judges will not cause significant offence to others.
6. A player in unsuitable clothing or foot wear will be given the opportunity to dress appropriately or they will not be permitted to participate in the event.

### **11. DOPING POLICY**

1. Doping is forbidden. The anti-doping policy of the Australian Sports Commission as in force from time to time is adopted as the policy of Gateball Australia. It is the responsibility of players to ensure that they are aware of the doping policy which applies to all tournaments.

### **12. ETIQUETTE**

1. For the purpose of this regulation, players include non-playing team captains and team managers.
2. Players are responsible for maintaining good standards of behavior towards other players, equipment, courts and spectators.
3. On courts where an outside line is not marked, players are asked to remain at least 0.5m from the outside line of the inner field where possible, or a maximum safe distance. This allows Referees, Linespersons and the Recorder to walk around the court without obstruction.
4. Players should indicate the direction they intend to spark a ball when the ball is likely to leave the inner-field.
5. Indicating where to stroke or spark a ball:<sup>7</sup>
  - i. Laser pointers are not to be used at any Gateball game, event or tournament in Australia.<sup>8</sup>
  - ii. It is not appropriate for captains or other players to hold Gateball sticks or any other equipment held in the hand above the court (outer-field and inner-field) to indicate where they wish a player to stroke or spark a ball.
  - iii. Holding a piece of equipment in this manner will be deemed as entering the court and according to the WGU this is “*absolutely inappropriate behaviour*”.<sup>9</sup> The rules also define a stick as a piece of equipment for stroking and sparking and no other use is condoned.
  - iv. If a player was entitled to point with a stick, a referee would have to make sure that balls and officials were not touched. This would divert a referee’s attention from their prime task of concentrating on the balls and the stroker’s actions.
  - v. Referees are obliged to identify competition hazards, assess risks and incorporate risk control strategies. Where there is any safety concern a CR may be required to “*make decisions to (address) problems arising during the game that are not included in the Game Rules*”.<sup>10</sup>
  - vi. Holding a Gateball stick or other equipment held in the hand above the court (outer-field and inner-field) to indicate where a player is to stroke or spark a ball is a hazard and to ensure the safety of players and officials, is not permitted.
  - vii. All Gateball referees in Australia are expected to ask anyone who is indicating where to stroke or spark a ball with a Gateball stick or other any other equipment held above the court, to cease the behaviour.
  - viii. Players, captains and managers are expected to follow this instruction from referees.
  - ix. Action by a referee in a situation where a player, captain or manager points with a stick or other device is governed by Article 19, Play Interference.<sup>11</sup>
6. A referee will apply the sanctions of Article 19, Play Interference to players, captains or managers who display unacceptable behaviour, including holding a Gateball stick or handheld device to indicate where to spark or stroke a ball.

## **RESPONSIBILITIES OF STATES OR CLUBS ORGANISING TOURNAMENTS**

### **13. EXPENSES**

1. The State or club hosting a Gateball Australia tournament is to complete the form ‘Tournament Expenses Estimate/Claim’, see Appendix B.
2. When accepted this becomes a de-facto contract with Gateball Australia.

### **14. TROPHIES**

1. Perpetual trophies are awarded for most State and National competitions. Medallion, badges or trophies are presented to winners and runners-up in Gateball Australia tournaments.
2. Should an overseas team or player win a tournament, any perpetual trophy is to remain in Australia in the custody of Gateball Australia.

<sup>7</sup> Gateball Information Pamphlet No.13 – Gateball Australia – Indicating where to stroke or spark a ball – now superceded

<sup>8</sup> ACA Gateball Referee Committee decision dated 11.03.2020

<sup>9</sup> WGU Q&A 2019, Q171, p179

<sup>10</sup> Article 23, Referees, Clause 2. Rights of the Chief Referee of the “*Official Gateball Rules and Guide for Referees*”.

<sup>11</sup> Article 19, Play interference of the “*Official Gateball Rules and Guide for Referees*”.

3. Engraving of a perpetual trophy will be arranged by the recipient, at Gateball Australia's expense, after receiving agreement to any relevant costs.
4. Trophies must be returned, carriage paid, to the National Coordinator - Gateball, in good order, not later than the first day of the next event for which the trophy will be awarded.

## **15. TOURNAMENT NOTICE**

1. A tournament notice should give the following information:
  - i. The name of the tournament, the organising body, the TM, the TR and the name and contact details of the contact person for the tournament.
  - ii. Date(s) of the tournament.
  - iii. Nature of each event and any qualifications or restrictions.
  - iv. Venue or venues of the tournament.
  - v. The entry fees.
  - vi. The entry forms to be used.
  - vii. Information about how to lodge and pay for entries.
  - viii. Time play will begin on the first day.
  - ix. The closing date for entries.
  - x. When the public draw will be made.
  - xi. Details of prizes and trophies to be awarded.

## **16. TOURNAMENT ENTRY FORMS**

1. A tournament entry form will include the following information:
  - i. The team name (as per section 17.3 below).
  - ii. The affiliated club the team is representing.
  - iii. The name, contact email and phone number of the team manager or team contact person.
  - iv. Each player's name, their ACA registration number, the affiliated club at which they are financial and their referee status.
  - v. Each player's telephone number or email address at which messages can reach them during the tournament.
  - vi. Each player's emergency contact person's name and contact number to be used in the case of an emergency.
  - vii. Each player's permission to use photographs and videos taken during the event for promotional purposes (Section 17 General – Photography and Videography).

## **TOURNAMENTS**

### **17. GENERAL**

#### *ENTRIES*

1. Entry forms with entry fees, must be received by the date specified in the tournament notice and/or published on the Gateball Australia website. Entry fees are set by the Committee of Management.
2. Except for the Interstate Cup (which has a minimum entry requirement), the TM, with the approval of the Committee of Management, may limit the number of entries.
3. An entry can only be accepted when the following naming conventions for teams and players are used:
  - i. For Gateball teams and triples events, the team name is the name of the affiliated club that the team members belong to, for example, Kew or East Freemantle.
    - a. In the event that there is more than one team from an affiliated club, teams must be distinguished by colours or numbers, for example Southport Red, Southport White, Pine Rivers 1 or Pine Rivers 2.
    - b. A composite team made up of players from more than one club, must be named as the affiliated club that has contributed the most players to the team, or all clubs must be named, for example Kew or Kew-Albury-Yarrowonga.
    - c. International teams must be identified by their local club name and/or their country of origin.

- ii. For Gateball doubles and singles events, the names of the players and their affiliated club must be used to identify the individuals or teams, for example Michael Black (Hyde Park) for singles or Mathew Brown (Newcastle) and Martin Green (Toronto) for doubles.
    - a. International players must be identified by their name, their local club name and/or country of origin
  - iii. For all other events, only affiliated State, Clubs or Individual names must be used to identify teams or players entering an event.
4. Entries will be recorded in Gateball Scores, all programs, draws, social media and the Gateball Australia website as per the naming conventions for teams and players set out in 3 (i) to 3 (iii).
  5. The TM has the final decision as to which entries are accepted. An entry for an event will only be accepted if eligibility requirements are met, the entry complies with the requirements in 3 (i) to 3 (iii) and the entry fee is paid prior to the closing date for entries or arrangements have been made for payment of the entry fee.
  6. Teams withdrawing before the closing date are entitled to a refund of the entry fee less an administrative charge. Withdrawals after the closing date may be refunded 50% if for a compelling reason or if a replacement is found.

#### *PRACTICE*

1. Courts may be available for practice a few days before an event commences at the discretion of the venue concerned.
2. During the tournament, courts being used for the tournament may only be used for practice at the discretion of the venue and VM.
3. In all cases, the TM has the discretion to vary the arrangements.

#### *THE DRAW*

1. The Tournament Committee prepares the program.
2. A draw should maximise the number of games each team can play in the time available while at the same time producing a clear winner. For Gateball tournaments “round robins” are the preferred format. At the completion of the round robin, when all games have been played, a winner and all places are identified. There is no requirement to conduct further games.
3. If numbers preclude a round robin involving all teams, a “block draw” format is used and a knockout final series is included.
4. The Tournament Committee will decide the final format for the tournament and any changes thereafter due to weather or other conditions.
5. The TM, in consultation with the TR, allocates courts, starting times and any modifications for local conditions.
6. The time allocated to each round is at the discretion of the Tournament Committee and may be adjusted throughout the tournament.
7. The draw may be adjusted only in order to avoid, as far as possible, an early meeting of: players from the same club/State or to avoid imbalance of playing strengths in tournaments.
8. The draw will be circulated prior to the event start date to participating teams and published with the event program for major tournaments. A copy will also be made available at the tournament venue.
9. A schedule of tournament draws are found here:  
<https://gateball.com.au/wp-content/uploads/2013/05/Draw-Details.pdf>

#### *PROGRAMMES*

1. Programs for major events will be provided to players at the tournament.
2. The TM may make any changes to the program, draw or other arrangements as necessary to complete the tournament in the time available.

## PHOTOGRAPHY AND VIDEOGRAPHY

1. Photography and videography may occur during the tournament. Tournament and award presentation photography may be used for promotional purposes.<sup>12</sup>
2. For personal reasons, individuals may not wish for their image to be shared on websites or social media.
3. Individual players are responsible for advising the TM, when they enter the event, that they do not consent to their image being used.
4. TM's may include a consent question as part of the tournament entry form or an image release form to record an individual's consent to use their image. For minors, consent must be provided by a parent or guardian.
5. As Gateball is a team event, one individual's refusal of consent may mean that a team photo cannot be used or will be used with their image obscured. It would be courteous for individual players who do not consent to their image being used to ensure at least one team photo is taken without them in the photo.

## 18. TIME LIMITS AND INTERRUPTION OF THE GAME

1. Time limits and Interruption of the game will be conducted in accordance with Article 6, Clause 2.1 and Article 22 of the *"Official Gateball Rules and Guide for Referees"*.

## 19. ABANDONMENT AND FORFEITING

1. Abandonment and Forfeiting of games is dealt with under Article 8 of the *"Official Gateball Rules and Guide for Referees"*.
2. At the discretion of the TR and TM, teams (including singles, doubles or triples) that are more than fifteen (15) minutes late for the start of the game may be deemed to have abandoned the game. The other team would win by forfeit.
3. The Default Forfeit Procedure<sup>13</sup> applies to a team that forfeits during a tournament and is as follows:
  - i. Points will not be awarded for a forfeited game.
  - ii. All the games involving the forfeiting team will be void of points and results for the tournament. This includes any games that were played before the forfeited game.
  - iii. During the tournament, the team that forfeited a game will not be able to participate in the remaining tournament games unless the opposing team agrees. These remaining games will be for practice only.

## 20. DECIDING THE WINNER

### *DECIDING A GAME WINNER*<sup>14</sup>

1. Article 7 Clause 2 of the *"Official Gateball Rules and Guide for Referees"* governs how a game winner is decided.
2. However, in Australia, a tied result is not permitted and Article 7 Clause 2(3) is not applied.
3. This means that a tie-break play-off (shootout) will continue until a winner is determined.

### *DECIDING A ROUND ROBIN OR BLOCK WINNER*

1. The method of determining a round robin or block winner is as follows:
  - i. The winner is the team who has won the most games.
  - ii. If there is a tie on the number of games won, the winner is the team who has the most net points.
  - iii. If there is a tie on the number of games and net points, the winner is the team that won the game between the teams involved in the tie.
  - iv. If there is still a tie, a tie-break of such form as the TM deems fit is to be imposed.

## 21. ALTERNATIVE RULES FOR SINGLES, DOUBLES AND TRIPLES TOURNAMENTS

<sup>12</sup> In Australia, photos can be taken of you and used without your consent (with some notable exceptions where images are explicit in nature). See <https://www.gotocourt.com.au/civil-law/photograph-someone-without-permission/>

<sup>13</sup> Gateball Information Pamphlet No. 21 – Gateball Australia Default Forfeit Procedure – now superceded

<sup>14</sup> Gateball Information Pamphlet No.12 – Gateball Australia – Deciding the winner when points are tied – now superceded

### SINGLES TOURNAMENTS<sup>15</sup>

1. All Singles games shall be played in accordance with these additional rules.
2. In Singles each player plays all five (5) balls in sequential order (either leading or following), is their own captain and may not receive external assistance. As there is only one player in each "team", there is no opportunity for substitution.
3. For competitive games, a minimum requirement is a Chief Referee and a Recorder.
4. The Recorder should also time the match and call a time warning at 15, 10 and 5 minutes left to play.
5. To keep score, both players should wear wrist scoring-calculators.
6. For competitive play, a scoreboard is essential.
7. If the game is being played without a Linesman, the waiting player is responsible for retrieving out-balls and placing them 10cm from the court boundary with the ball number facing towards the court.
8. The waiting player may walk onto or across the court provided that such action does not interfere with the stroker's play.
9. All other rules as published in the current version of the "*Official Gateball Rules and Guide for Referees*" and these Regulations, apply to Singles.
10. For social games without a Referee or Recorder, to keep score, both players should wear wrist scoring-calculators.

### DOUBLES TOURNAMENTS<sup>16</sup>

1. In Doubles, the two players on each team play alternate balls during the game (including during a tie-break). Either player may start their team. Alternate play continues irrespective of any Agari balls. This is called a rotational system.
2. The rotational system must be used for State and National tournaments.
3. Doubles can also be played using a relational system. One player plays 1,5,9 or 2,6,10 while the other plays 3,7 or 4,8.
4. Clubs can decide whether they wish to play a rotational or relational system for Club tournaments and the Tournament Notice must specify which method will be used.
5. A Doubles pairing shall consist of two players only. The Doubles pairing cannot be captained by a third person nor can it receive advice from spectators.
6. Substitution is not permitted.
7. If a player plays two consecutive balls (for example 5 and 7) then this shall be declared a foul. The ball played as a foul (in this example, 7) and any other balls moved as a result of the foul are placed where they were before the stroke, and that player loses the right as stroker. If, however, the foul is not discovered prior to the next ball being called (in this example, 8), the foul is ignored, and the new alternative sequence continues.
8. For competitive games, a minimum requirement is a Chief Referee and a Recorder.
9. The Recorder should also time the match and call a time warning at 15, 10 and 5 minutes left to play.
10. Recorders are encouraged to be particularly vigilant in monitoring the playing sequence.
11. For competitive play, a scoreboard is essential.
12. For social games without a Referee or Recorder, to keep score, both players should wear wrist scoring-calculators.
13. If the game is being played without a Linesman, waiting players are responsible for retrieving out-balls and placing them 10cm from the court boundary with the ball number facing towards the court.
14. Waiting players may walk onto or across the court provided that such action does not interfere with the stroker's play.
15. Waiting players shall not enter the court to provide advice to the stroker (such as pointing to a spot on the court or guiding partner's aim for a spark).
16. All other rules, as published in the current version of the "*Official Gateball Rules and Guide for Referees*" and these Regulations, apply to Doubles.

### TRIPLES TOURNAMENTS<sup>17</sup>

1. In Triples, the balls of each team are shared between the three players of each team according to the playing order.

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<sup>15</sup> Gateball Information Pamphlet No. 2 – Singles Rules - 15 May 2011 – now superceded

<sup>16</sup> Gateball Information Pamphlet No. 10 – Doubles Rules – 11 March 2021 – now superceded

<sup>17</sup> Gateball Australia Information Pamphlet – No 9 – Triples Rules – 11 March 2021 – now superceded



2. All Triples games shall be played in accordance with these additional rules.
3. Triples shall consist of three players only per team, one of whom is designated the captain. The team cannot be captained by a person who is not part of the team nor can it receive advice from spectators.
4. Substitution is not permitted.
5. For competitive games, a minimum requirement is a Chief Referee and Recorder.
6. The Recorder should also time the match and call a time warning at 15, 10 and 5 minutes left to play.
7. Recorders are encouraged to be particularly vigilant in monitoring the playing sequence.
8. For competitive play, a scoreboard is essential.
9. To keep score, at least one player from each set of triples shall wear a wrist scoring-calculator.
10. For social games without a Referee and Recorder, to keep score, all players should wear wrist scoring-calculators.
11. If the game is being played without a Linesman, all waiting players are responsible for retrieving out-balls and placing them 10cm from the court boundary with the ball number facing towards the court.
12. Waiting players may walk onto or across the court provided that such action does not interfere with the stoker's play. Waiting players shall not enter the court to provide advice to the stoker (such as pointing to a spot on the court or guiding partner's aim for a spark).
13. Triples will be played using Relational or Rotational play.
14. In Relational play:
  - i. Each player is designated a ball/balls to play. Numbers 1/7, Numbers 2/8, Numbers 3/9, Numbers 4/10, Number 5, or Number 6.
  - ii. At game commencement, players shall line up in the following order Numbers 1/7, Numbers 2/8, Numbers 3/9, Number 4/10, Number 5 and Number 6.
  - iii. It is a foul if a player strokes a ball other than their designated ball.
15. In Rotational play:
  - i. The three players from each team play alternatively in sequence.
  - ii. At game commencement the players shall line up in the alternate sequence i.e. the first player from the leading team, then the first player from the following team, second player leading team and so on.
  - iii. Alternative play will continue irrespective of any Agari balls and during a tie-break.
  - iv. It is a foul if a player plays out of sequence.
  - v. The ball played as a foul and any other balls moved as a result of the foul are placed where they were before the stroke, and that player loses the right as stoker. The Chief Referee then calls the next ball. If however, the foul is not discovered prior to the next ball being called, the foul is ignored and the play continues with the new alternate sequence.
16. Relational play will be used for all National tournaments and numbered bibs/discs are required to identify the players.
17. State or club tournaments can either be played using Relational or Rotational play. TMs have discretion as to whether the use of numbered bibs/discs are required. The tournament notice must specify whether relational or rotational play will be used and if bibs/discs are required.
18. All other rules, as published in the current version of the *"Official Gateball Rules and Guide for Referees"* and these Regulations, apply to Triples.

## **SPECIFIC TOURNAMENTS**

### **22. THE AUSTRALIAN GATEBALL CHAMPIONSHIP**

1. The Australian Gateball Championship is held in each Gateball playing State in rotation unless by mutual agreement, States waive their rights and stand down, or change the order of the rotation.
2. The Australian Gateball Championship is held on dates and at locations approved by the ACA Board and Events Committee.
3. A team event and a doubles event are held.
4. The format for each event depends on the number of entrants. Where appropriate, tournaments will be played as round robin or blocks followed by knockout rounds.

5. Appendix A to the ACA Trading as Gateball Australia Tournament Regulations provides guidelines for State Associations who are hosting the Australian Gateball Championship.

### **23. THE GATEBALL INTERSTATE CUP**

2. The Gateball Interstate Cup will be held in each Gateball playing State in rotation unless by mutual agreement, States waive their rights and stand down, or change the order of the rotation.
3. The Gateball Interstate Cup and any events conducted with that tournament will be held on dates and at locations approved by the ACA Board and Events Committee.
4. The event is open to those State Associations that are members of the ACA.
5. One team may be entered from each State.
6. There will no contest unless there are at least three entries.
7. The rules and format for the Gateball Interstate Cup are still to be determined.

### **24. REPRESENTATIVE MATCHES**

1. Conditions for representative matches are at Appendix B to the ACA Trading as Gateball Australia Tournament Regulations.

# **AUSTRALIAN CROQUET ASSOCIATION TRADING AS GATEBALL AUSTRALIA TOURNAMENT REGULATIONS**

## **APPENDIX A - GUIDELINES FOR STATE ASSOCIATIONS HOSTING THE AUSTRALIAN GATEBALL CHAMPIONSHIP**

### **1. INTRODUCTION**

1. The National Coordinator of Gateball (NCGA) is to ensure that Australian Gateball tournaments are fixed by date and location at least two years in advance. That allows States to fix their dates at least a year in advance.
2. When a State bids for or is allocated an Australian Gateball Championship the State is to submit an estimate of costs, using the attached form "ACA Tournament Expenses, Estimate or Claim". When this is received and accepted by the ACA Executive it becomes a de facto contract between Gateball Australia and the host State. At the conclusion of the tournament the claim is not to depart from the estimate except for agreed changes.
3. The following guidelines were developed over many years and embody much experience, however they should be treated as a guide rather than being mandatory.

### **2. TWO YEARS PRIOR**

1. At the AGM notify the ACA of the dates selected for the event and proposed location.

### **3. ONE YEAR PRIOR**

1. Ascertain availability of courts and make provisional bookings with clubs.
2. Decide location of headquarters.
3. Decide whether or not a Dinner will be held and also what other functions will be held and make provisional reservations.
4. Subject to specific agreement from Gateball Australia, seek sponsorship and Government support.
5. Obtain from previous host State details of costs and any other relevant information.
6. Decide whether or not a badge, shirt or other merchandise will be made available and have the design approved by Gateball Australia and the ACA Office.
7. Submit estimate of expenses (see 1.2 above).

### **4. NINE TO TWELVE MONTHS PRIOR**

1. Order Badges. The State pays for the production of the badges, and all profits are retained by the State.
2. Opening reception - optional - decide and reserve venue.
3. Involvement in visitors' accommodation and tours, etc can be a major consumer of time and should be entered into with extreme caution. It is recommended that organisers limit their involvement to provision of information only. Alternatively, consider building a relationship with a local travel agent or hotel who can assist visitors with travel plans.

### **5. THREE TO SIX MONTHS PRIOR**

1. Confirm preliminary bookings for:
  - i. Club courts.
  - ii. Dinner and other functions if they are being held.
2. Follow up with any sponsorship arrangements.
3. Organise publicity via press, radio and television - advance warning for coverage is essential - follow up at regular intervals.
4. Appoint Assistant Manager and Club/Venue Managers.
5. Arrange printing of game record sheets and playing order sheets.
6. Arrange for a method for results of each game and overall scores to be communicated to teams after each round.

### **6. ZERO TO THREE MONTHS PRIOR**

1. Confirm and/or check all prior reservations.

2. Finalise Dinner arrangements and any other functions being held.
3. Prepare information sheet re locations of clubs where matches are to be played - how to get there from Headquarters - cost of refreshments, telephone numbers, etc - for circulation at the commencement of the tournament and afterwards at Headquarters.
4. Finalise arrangements for an Opening and / or Closing Reception if being held.

#### **7. RESPONSIBILITIES OF THE ACA AND NCGB**

1. Invite States to host tournaments or receive bids and allocate tournaments.
2. Set the entry fees (at previous AGM);
3. Approve the appointment of the Tournament Manager and Tournament Referee.
4. Approve Badge design if and when a badge is being made;
5. Approve dinner price if and when a Dinner is being held;
6. Call for, and receive entries, noting different timing schedules may apply for overseas teams;
7. Arrange draw and advise all entrants
8. Prepare and print programs;
9. Arrange for medals, gratuities, special guests etc;
10. Obtain sponsorship if possible;
11. Any costs must be negotiated with the ACA before any commitments are entered into.

#### **8. RESPONSIBILITIES OF HOST STATE ASSOCIATIONS**

1. Arrange use of courts for practice and play.
2. Arrange loan of equipment
3. Arrange club/venue managers as required.
4. Arrange catering at all venues. Catering profits are to be retained by the venue concerned.
5. In conjunction with the NCGB, organise opening function (optional) on the day prior to the commencement of the tournament, any social evenings, Civic receptions, closing ceremony and dinner (optional).
6. Conduct matches as programmed and provide office equipment and facilities such as stationery, computer, photocopier, phone/fax etc.
7. Retain total income from sale of badges, shirts, etc.
8. Obtain additional sponsors in consultation with Gateball Australia.
9. Conduct raffles if desired.
10. Arrange for reports of results to be
  - i. displayed on notice boards at all venues on a daily basis,
  - ii. reported on Gateball Scores
  - iii. placed on the internet at appropriate sites, and
  - iv. made available to all players at the conclusion of each event if production facilities are available.

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## AUSTRALIAN CROQUET ASSOCIATION

### Tournament Expenses Estimate/Claim (Delete one)

1. **Claimant** \_\_\_\_\_

2. **Event** \_\_\_\_\_

- 3.1 **Court Hire** at \$50 per court per day for courts required for competition.  
(Player practice on the day preceding the event is assumed to be covered by the event court hire fee)

	Dates	Number of Courts	Amount
3.1.1			\$
3.1.2			\$
3.1.3			\$
3.1.4			\$
3.1.5			\$
Total			\$

- 3.2 **Officials** at \$12 per official per day for lunch, morning and afternoon teas. Unless prior agreement has been obtained, claims for only the following will be allowed: one Tournament Manager, one Tournament Referee, one Venue Manager at each venue other than the main venue, and for the agreed number of referees.

	Dates	Number	Amount
3.2.1			\$
3.2.2			\$
3.2.3			\$
3.2.4			\$
3.2.5			\$
Total			\$

- 3.3 **Players** at \$1 per player per day if the organizers wish to avoid collecting for tea and coffee.

	Dates	Number		Amount
3.3.1			@ \$1.00	\$
3.3.2			@ \$1.00	\$
3.3.3			@ \$1.00	\$
3.2.4			@ \$1.00	\$
3.3.5			@ \$1.00	\$
Total				\$

- 3.4 Incidentals including photocopying, Internet connection and telephone for officials and use of club facilities are expected to be included in the court hire fees, however, if any other incidental expenses have been incurred by agreement with the ACA they should be shown here or a list attached.

Total \$

3.5 Grand Total \$

# AUSTRALIAN CROQUET ASSOCIATION TRADING AS GATEBALL AUSTRALIA TOURNAMENT REGULATIONS

## **APPENDIX B - CONDITIONS FOR REPRESENTATIVE MATCHES**

### **1. INTRODUCTION**

1. Representative matches are those played at World Gateball Championships<sup>18</sup> and the Asia Pacific Gateball Championships.
2. Three representative teams are often invited to attend each Championship and individual team captains and players will be endorsed by the ACA on the recommendation of the Gateball Selection Committee. These conditions will apply to the three representative teams and to any further Australian teams who are invited to attend the relevant Championship.
3. Ad hoc groups of players who agree to play against teams from other countries, associations or clubs are not considered to be playing in representative matches.

### **2. MANAGEMENT IN AUSTRALIA**

1. A Management Committee is established for each Championship event consisting of the Manager (the National Coordinator of Gateball (NCGB) appointed by the ACA) who will act as Chair, the Gateball High Performance Manager (HPM) appointed by the ACA and the representative individual team captains endorsed by the ACA on the recommendation of the Gateball Selection Committee.
2. The Management Committee is responsible for all team matters from the inception of the initial squad or team to the end of the event (including final debrief).
3. The Manager (NCGB) assists in the coordination of team travel, accommodation arrangements and matters concerned with the tour in general, including itinerary and fixtures, liaising with overseas teams, associations and the World Gateball Union and Asia Pacific Gateball Union.

### **3. DRESS**

1. A team uniform will be recommended by the Management Committee and approved by Gateball Australia and will comply with World Gateball Union uniform requirements.
2. All team members must wear the approved uniform.

### **4. MANAGER'S DUTIES**

1. During the tour to be responsible for all administrative matters concerned with the smooth running of the tour - attending to any problems that may arise on behalf of team members.
2. To cooperate with and assist the HPM as required.
3. To be the team's representative and spokesperson at official functions.
4. To be present at any meetings or functions concerned with the conduct of matches.
5. Forward the HPM's daily reports on games played and a report on the tour overall to the ACA Office.

### **5. GATEBALL HIGH PERFORMANCE MANAGER DUTIES**

1. To assist and cooperate with the Individual Team Captain's in practice sessions prior to commencement of the event/tour and in particular during the event/tour.
2. To take a lead in the discussion and execution of tactical situations to be adopted by each of the Australian teams.
3. To be present at any meetings or functions concerned with the conduct of matches.
4. To be responsible for the general conduct of players on the courts and to represent players' areas of concerns if considered warranted.
5. Prepare a daily report on games played and a report on the tour overall to the NCGB.

### **6. INDIVIDUAL TEAM CAPTAIN DUTIES**

1. To assist and cooperate with the Manager (NCGB) and HPM in practice sessions prior to commencement of the event/tour and in particular during the event/tour.
2. To take a lead in the discussion and execution of tactical situations to be adopted by the teams and individual players.

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<sup>18</sup> WGU event

3. To be present at any meetings or functions concerned with the conduct of matches.
4. To be responsible for the general conduct of players on the courts and to represent players' areas of concerns if considered warranted.

## **7. PLAYERS' RESPONSIBILITIES**

1. Team members are required to cooperate with and assist wherever possible the Manager, the HPM, and their individual team captain, in the execution of their duties, and generally contribute to the success of the tour on and off the courts.
2. They are required to attend all official functions.

## **8. MANAGEMENT OF OVERSEAS TOURS**

### **Manager (NCGB):**

1. Advises players of their invitation to be a member of a representative team.
2. Arranges for players and officials to complete an agreement and indemnity form.
3. Acts as the primary link between Gateball Australia and the national body of the host nation and provides Gateball Australia's response on "Regulations for the Competition" prepared by the host nation.
4. Acts as manager and ensures that appropriate travel, accommodation and administrative arrangements are made, based on advice from the World Gateball Union and the host nation.
5. Ensures that Gateball Australia is represented during the tournament.
6. Ensures that a team photograph is obtained during the event.
7. Ensures adequate transport facilities are provided to and from the airport (usually arranged by the host nation) and between the accommodation and the courts.
8. Obtains from each player a completed medical form. This will only be kept in case of emergency and will either be returned to the player or destroyed at the completion of the tour.
9. Receives daily progress reports from the HPM and aims to achieve press coverage and advises state associations and other interested people of results.
10. Is authorised by Gateball Australia, in conjunction with the HPM, to impose any disciplinary action on any member of the teams whose conduct is such that it will impair the good name of Gateball Australia. In this regard, the Manager may co-opt other appointed officials or members of the Management Committee who may be present.
11. Obtains from each player a recent photograph and playing history for inclusion on the program.
12. Arranges for accounts for payment to be passed to the Treasurer for payment. A cash advance may be provided if required.
13. Purchases, on behalf of Gateball Australia appropriate mementos for exchange between the opposing teams.
14. Provides a report to the Executive at the completion of the tour, including any necessary recommendations. Should a situation arise where a confidential addendum to the report needs to be written it is to go to the ACA Chair and ACA Office only.

### **Gateball High Performance Manager**

1. If possible, attends training sessions prior to departure to ensure a close working relationship with the teams.
2. From the time of meeting prior to leaving Australia, to the time of return to Australia, is the agent of Gateball Australia in all matters relating to the welfare and conduct of the team on tour.
3. In conjunction with the Manager, applies and enforces any additional rules which are necessary for the efficient management of the team or individual members notwithstanding any rules set down in these guidelines.
4. Encourages players to have clean and well presented playing clothes every day during the event.
5. Emails to the Manager a daily summary of results and any story of the days play during the event.

### **Players are to:**

1. Be encouraged, with the support of their own club, to obtain media coverage of their own selection and to heighten the profile of the sport in their own area.
2. Advise the Manager of the name and address of local newspapers who are to be given progress reports.
3. Forward copies of any coverage to the NCGB for onforwarding to the ACA.

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