



# Conditions of Play & General Guidelines

Effective 1 January 2018

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# **SECTION 1**

## **GENERAL INFORMATION**

### **1.1 Introduction**

- (a) All Bowls ACT events are conducted under the World Bowls: Laws of the Sport of Bowls – Crystal Mark 3rd Edition January 2015, **including any subsequent amendments**. These Laws include the Domestic Regulations for Australia, and are the primary point of reference for the conditions governing the playing of all Bowls ACT events.
- (b) This document provides additional information relating to the Conditions of Play covering the conduct of Bowls ACT events. It includes information on matters such as player eligibility criteria, format, etc. The document also includes information on any variations to the Laws of the Sport of Bowls that Bowls ACT has introduced for certain events.
- (c) In summary, unless otherwise covered in this document, the Conditions of Play outlined in the Laws of the Sport of Bowls apply to the conduct of Bowls ACT events. This document is divided into four sections:
- Section 1: General Information.
  - Section 2: Conditions of Play applying to all Bowls ACT events.
  - Section 3: Additional Conditions of Play applying to Pennant Competitions.
  - Section 4: Additional Conditions of Play applying to specific Bowls ACT events.
  - Appendices
- (d) The last amendment to the Conditions of Play was published on 2 February 2017. Some changes have been made in this edition of the Conditions of Play for 2018. They are summarised in Appendix A.
- (e) **Inevitably situations will arise that are not specifically covered by these Conditions of Play of General Guidelines. It is expected that in such circumstances any decision taken will reflect the spirit of this document and embody the ideals of fair play and good sportsmanship supported by good common sense. Amendments may occur to this document, as and when necessary.**

### **1.2 Match Committee Role**

(a) **Purpose**

The purpose of the MC is to:

1. Provide recommendations and advice to the Board, and Executive Officer (EO), on strategic and/or policy matters relating to the conduct of Pennant and Championship events conducted under the auspices of Bowls ACT.
2. Assist the EO in relation to the planning, preparation, conduct and review of Pennant and Championship events.

(b) **Duties**

1. Provide recommendations to the Board to assist it in ensuring that Bowls ACT Pennant and Championship events are conducted efficiently, effectively and fairly, in accordance with the needs of the Association and its members.

2. Alert the Board to any matters that may put the Board, its staff, or its members, at risk (legally, financially, or otherwise), in relation to the conduct of on-green events conducted by Bowls ACT.
3. Develop proposals to improve Bowls competitions in the ACT region (including, but not limited to, those that increase participation, have positive economic impact, and improve participant health, welfare and enjoyment of the game).
4. Provide input and/or recommendations on the development of the draft annual Calendar of Events (COE), and review and edit the Conditions of Play (COP) annually, and on an 'as needed' basis.
5. Provide advice on operational matters or rules interpretations that are not covered by the Laws of the Sport, the Domestic Regulations, BA and BACT policies, or the COP (or where they are covered, but the interpretation is not clear).

### 1.3 Member Conduct

Bowls ACT has developed a Code of Conduct to ensure that the sport of bowls is played in a safe and enjoyable environment for all who participate in it. The Code specifically applies to all Members, as defined in the Bowls ACT Constitution, as well as others present at events where Bowls ACT (or its delegate) is the controlling body, including officials, coaches, volunteers, administrators, parents and spectators. The events to which this Code applies are those covered in section 1.4 (below).

Bowls ACT members and staff are also expected to abide by the BACT "Use of Social Media" policy, particularly noting that such use:

- Must not contain, or link to, libelous, defamatory or harassing content. This also applies to the use of illustrations or nicknames;
- Must not comment on, or publish, information that is confidential or in any way sensitive to, its affiliates, partners or sponsors; and Bowls ACT
- Must not bring the organisation or the sport into disrepute.

Penalties for breaching either of these policies may include:

- Requesting a person to change their behaviour
- Issuing a formal or informal warning
- Asking a person to leave a facility
- Banning a person from entering a facility
- Imposing a fine on a player, club or league
- Imposing a match ban on a player, spectator, official
- Deducting championship points from a player, team or club

### 1.4 Disciplinary Action by a Club

Clubs are required to notify Bowls ACT when disciplinary action has been taken against a bowling member of a club affiliated with Bowls ACT in accordance with the policy "Disciplinary Action by a Club". The policy provides for differentiation between a **Bowls Related Incident** and a non- Bowls Related Incident and stipulates the process of notification of the **Bowls Related Incident**. The policy also makes clear the constraints on a player following a disciplinary hearing.

NB: [A **Bowls Related Incident** includes, but is not limited to, an incident that occurs during the course of a game of bowls, and/or that involves behaviour by officials, coaches, volunteers,

administrators, parents or spectators that is deemed to be in breach of the Bowls ACT Code of Conduct.] Refer to the “Disciplinary Action by a Club Policy” and the form for reporting such, in Appendix B.

### **1.5 Bowls ACT Events**

(a) The following are defined as Bowls ACT events:

- Men’s and Women’s State Pennant
- Men’s and Women’s State Championships
- Junior State Championships
- Men’s and Women’s Champion of Club Champions
- Men’s and Women’s Rookie Singles
- Men’s and Women’s 60 and Over Pairs
- Men’s and Women’s 60 and Over Fours
- Mixed Winter Jack Attack Tournament
- Doran Bowl
- Mixed Pairs
- Club Major Singles/Pairs/Triples/Fours & Mixed Pairs.
- Open Singles
- Approved representative fixtures played at Bowls ACT member Clubs.
- Such other events as may be declared by the Board as a Bowls ACT event.

In addition, Bowls ACT conducts the Australian Indoor Singles Championship (ACT Qualifying) on behalf of Bowls Australia and in accordance with Bowls Australia’s Conditions of Play for that event.

- (b) Club Major Championships are considered to be Bowls ACT events because they are feeder competitions for the Bowls ACT Champion of Club Champion events. The Club Major Championships are also considered to be Bowls ACT events for the purposes of determining player eligibility (see also Clause 2.3).
- (c) Other Club events such as Club Minor Championships, handicapped events and tournament style events are not defined as Bowls ACT events and are therefore not governed by the Bowls ACT Conditions of Play. Bowls ACT formally delegates the authority for the conduct of these events to the Clubs, which as the Controlling Bodies for such events, are responsible for determining the Conditions of Play. In all cases, however, participating players must be registered with Bowls ACT or another STA affiliated with Bowls Australia. Players from other countries must be registered with their own national Bowls organisation.

### **1.6 Bowling Season**

The Bowls ACT bowling season, also known as “the bowling year” and “the playing year”, commences 1 January and concludes 31 December. Clubs operating on different bowling years do so at the risk of their players being ineligible for certain Bowls ACT events.

### **1.7 Transfers**

- a) Players transferring into and out of a Bowls ACT member Club and a Club of another State and Territory (STA) body, must complete the BA approved form “Interstate Transfer” and

- have it approved by both the current and intended STA.
- b) Players transferring between Bowls ACT member Clubs are required to complete a “Club Clearance Form” and lodge it, with payment, to the Bowls ACT Office.
  - c) Players who change Clubs are able to play Championship events at their new Club **provided they have not played in the same discipline** at their former Club in the same playing year. For example, if a player has played Singles (only) at his/her original Club, they are not eligible to play in a singles Championship event at their new Club, but are eligible to play Pairs, Triples and Fours etc.
  - d) The forms referred to above are available on the Bowls ACT website, and can also be requested by contacting the Bowls ACT office.

### **1.8 Attire**

- (a) Unless otherwise stated, all players and officials participating in Bowls ACT events are required to wear approved Club attire affixed with the BA logo. Headwear and articles of clothing required for sun protection or adverse weather conditions are excluded from this requirement, however these are expected to be white/cream or in Club colours. Discretion lies with the controlling body to prohibit the wearing of novelty items or such items that feature obscene, or offensive, words or images.
- (b) Further, unless otherwise stated, players participating in those Bowls ACT events identified in Sections 3 & 4 of this document that require players to be from the same Club are to be similarly (but not necessarily identically) attired. This applies to all garments identified in the national dress guidelines as comprising team wear, but is especially relevant to the colour and image of the shirt.
- (c) In accordance with Bowls Australia obligations, Clubs are required to seek prior approval to change the design of their uniforms. Once approved, Clubs have a 2 year transition period to adopt the new uniform fully. During this period, players may wear either the old or the new uniform, notwithstanding the requirement of 1.8 (b) above.
- (d) Players participating in Bowls ACT events are required to wear BA approved footwear.
- (e) The ACT representative team uniform (currently the “flames” shirt and pants/shorts) is not to be worn for non-representative events.

### **1.9 Smoking**

Bowls ACT strongly supports anti-smoking measures and encourages all participants to abide by a smoke free environment for the health and safety of their fellow participants and spectators.

ACT Member Clubs are bound by legislation that prohibits smoking at their venues, except in Designated Outdoor Smoking Areas. Bowls ACT recognises that in NSW it remains the absolute discretion of individual clubs to introduce and/or enforce ‘smoke free greens’ at their own venues. However, Bowls ACT supports the initiative of any club that may introduce a smoke-free environment on their own premises in the best interest of the comfort, health and wellbeing of Bowling Members.

### **1.10 Personal Electronic/Communication devices**

The use of Mobile Phones/MP3 Players/iPods/iPads/Pagers/Communication Devices and/or other similar Sound/Communication Devices on the green by a player is not permitted.

Hearing aids and/or similar devices are exempt from the above ruling.

A failure to comply can result in the Umpire applying an Instantaneous Penalty.

### **1.11 Use of Mobility Devices**

If an Umpire by his/her own observation decides a player using a mobility device (eg wheelchair, walking frame, sticks etc) is causing damage to the green, that player must retire from the green when requested to do so by the Umpire. If a player retires from the match a substitute player is permitted. If a player refuses to leave the green, they will be a defaulting player and be removed from the match and no substitute player permitted. (refer BA Policy on Use of Artificial Devices.)

### **1.12 Use of Bowling Arms**

In accordance with BA requirements, an affiliated member must gain approval to use an artificial device (bowlers arm). A medical certificate stating that the affiliated member requires the bowlers arm to continue to participate in lawn bowls is required to be presented to obtain approval. The choice to use the bowlers arm for any part or all of the game is at the discretion of the user at any stage of the game. (refer BA Policy on Use of Artificial Devices.)

### **1.13 Death of a Player**

If a match including a Final has commenced and a participating player passes away all games in progress at the Club will be abandoned.

Matches other than a Final abandoned because of the death of a player will count as a tie unless the scores are such that one Side must win the match if all the remaining ends were played.

In that case, the Side will be awarded the match with the scores as at the abandonment.

Final matches abandoned for this reason will be resumed under such conditions as the Bowls ACT decides with the scores carried forward as they were when play was abandoned.

### **1.14 Movement of Players**

Restriction on movement of players during a match is in accordance with Appendix A4 of the Laws of the Sport of Bowls - Crystal Mark 3rd Edition January 2015.

Any variation of these restrictions must be agreed to by the Skips, and the umpire notified of this agreement.

### **1.15 Use of Photography, Video and Life Streaming**

Participants and spectators at Bowls ACT events may be photographed, filmed or be included in livestreaming for purposes including:

- Use on the Bowls ACT Website;
- Use on social media;
- Use in promotional materials; and
- Use in reports and/or other documents whether published or not (Refer to Bowls ACT Videoing and Photography Policy and Use of Social Media Policy).

### **1.16 Order of Precedence**

The following order of precedence applies to all players and officials involved in:

1. Bowls Australia events, functions and meetings.
2. Bowls ACT interstate, inter-district or zone team, including scheduled practice matches/sessions.
3. Bowls ACT events, functions and meetings.
4. Club events, functions and meetings.
5. Other STA events.

## **SECTION 2**

### **CONDITIONS OF PLAY**

### **APPLYING TO ALL BOWLS ACT EVENTS**

#### **2.1 Introduction**

This Section outlines the Conditions of Play applying to all Bowls ACT events. The following Sections outlines the additional Conditions of Play applying to Pennant (Section 3) and other (Section 3) Bowls ACT events.

#### **2.2 Entries**

- (a) Nominations for entry to all Bowls ACT events must be made online either by the relevant Club Secretary or by individuals through the Bowls ACT website. Entries must be received by Bowls ACT prior to the closing time for entries.
- (b) Nominations for entry to a Bowls ACT event must be accompanied by the entry fee and, if stipulated in the notice of the event, the relevant green fees. Entry fees can be paid by any of the following methods: **Cheque:** Payable to 'Bowls ACT'. **Credit Card via phone** 6257 3560. **Cash, Credit Card or EFTPOS in person** to the Bowls ACT Office, Unit 1, Chifley Health and Community Hub, Maclaurin Cr, Chifley. (Opening hours generally 9.00-5:00 M-Th) **Direct Debit** - Account Name: Bowls ACT, BSB 062-907 Account No. 1023 5814

In all cases the entry fee must be received by Bowls ACT prior to the closing time for entries. The entry fee for each event is set as part of the Bowls ACT annual budget process. Notice of the entry fee applying to each event is included on the Bowls ACT circular seeking entry nominations. (NB: Should the anticipated new IT system have requirements other than those listed above, Clubs will be notified of the changes.)

- (d) Nominations for a Champion of Champions event can only be made by an authorised Club representative, who must vouch for the current Championship status of the team or individual entered (see also Clause 4.4).
- (e) No "To Be Advised" entries will be accepted, except for a Champion of Club Champions event where the nominating Club has not yet completed their feeder Club Championship but anticipates it will be completed before the first scheduled day of play of the Champion of Club Champions event. In all other events and circumstances the entered players must be named at the time of entry.
- (f) Late entries or late receipt of entry fees will result in the entry being excluded, unless the Bowls ACT determines there are exceptional circumstances.
- (g) At its discretion, Bowls ACT may seek additional entries after the closing time of an event in order to avoid unnecessary byes, or introduce a new player or players to fill a vacancy in a team if this is deemed necessary to facilitate the conduct of the competition.

#### **2.3 Player Eligibility**

- (a) To enter and play a Bowls ACT event, a player shall be a bowling member of an affiliated Club (i.e. registered with Bowls ACT by that Club) **and have their details recorded in the Bowls ACT membership database.**
- (b) Unless otherwise specified, players comprising a team or side in any Bowls ACT event must be

from the same Club. For the purposes of Mixed Pairs, members from the following are deemed to be from the same Club:

- Bungendore MBC and Bungendore WBC.
- Tuggeranong Vikings MBC and Tuggeranong Valley WBC
- Weston Creek MBC and Weston Creek WBC; and
- Yass MBC and Yass WBC;

- (c) A player's declared Club is the Club with which they first play in a Bowls ACT event in any bowling season. This includes playing in a Club Championship that feeds into a Bowls ACT Champion of Club Champion event.
- (d) Unless otherwise specified (eg Clause 1.6 (c)), a player can only play Bowls ACT events for their declared Club in any bowling season.
- (e) State Pennant is exempt from the rules applying to a player's declared Club. Accordingly, a player may play pennant for a Club other than their declared Club. There is no requirement for a player to seek approval to play pennant for a Club other than their declared Club, nor do both Clubs need to agree to this happening. However, for administrative purposes, the player is required to notify Bowls ACT using the Bowls ACT Pennant Member Notification Form prior to that player participating in any games.
- (f) A player who's declared Club is in another STA (State or Territory Association) is required to complete an "Interstate Pennant Declaration" prior to playing in an ACT Pennant competition. Clubs intending to play an interstate player must notify Bowls ACT in writing of their intention at least three clear days prior to that player first playing in the Pennant competition for that season.
- (g) A player can only play Pennant for one Club in any one Pennant season.
- (h) Notwithstanding the foregoing, any Club Champion remains eligible to continue to represent that Club in the relevant Champion of Club Champion event, irrespective of any change of Club membership, provided they are a registered player at a Club affiliated with an appropriate state body.

## **2.4 Controlling Body**

Bowls ACT is the Controlling Body for all Bowls ACT events. Bowls ACT may delegate the functions of Controlling Body to the host club and/or the umpire in charge of the event.

## **2.5 Format/Draws**

- (a) Bowls ACT shall decide the format of each event after taking into account factors such as number of entries received, availability of greens, etc.
- (b) Unless otherwise specified, events will normally be conducted on a straight knockout basis.
- (c) The draw for each event will be conducted as soon as practicable after the closing date for receipt of entries. The draw will be sent to Clubs via circular, and posted on the BACT website.
- (d) A draw for a Bowls ACT event shall not be added to, amended, altered, or in any way interfered with, by any player or Club.
- (e) Bowls ACT reserves the right to limit the number of entries accepted to an event where venue access and/or available playing dates is limited.

## **2.6 Forfeits or Withdrawals**

- (a) A player, team or side forfeiting or withdrawing shall notify Bowls ACT, the opponent and the host Club at least 24 hours prior to the start of the first game. Bowls ACT, at its discretion, may impose penalties (refer Clause 2.17) for failure to advise of forfeits in a timely manner.
- (b) Where player contact details have been provided, Bowls ACT or the host Club will attempt to make timely contact with any players affected by a forfeit or withdrawal.
- (c) Entry fees may be refunded on request where a player, team or side withdraws prior to the draw being completed. No refund of fees paid will be made for withdrawals or forfeits once a draw is completed.

## **2.7 Venues, Start and Finish Dates and Times**

- (a) The venues where determined, and playing dates for Bowls ACT events (other than Pennant competition), will be published with the call for nominations.
- (b) The starting times for Bowls ACT events (other than pennant competition) will be published with the issue of the draw. Bowls ACT reserves the right to alter these times to suit local conditions.
- (c) Refer to Clause 3.9 for starting times of pennant events.

## **2.8 Number of Bowls Used**

- (a) Unless otherwise stated in this document, the number of bowls to be used for Bowls ACT events is as follows:
  - Singles Four bowls
  - Pairs Four bowls (In order: Lead two bowls, Skip two bowls, then repeat)
  - Triples Two bowls (At Club level only may be played as three bowls)
  - Fours Two bowls
- (b) For Bowls ACT events all bowls must carry a World Bowls stamp. However, except for matches at state/territory or higher level, there is no requirement for the stamp to be current. That is, bowls showing an expired date stamp may be used.

## **2.9 Bowls Stickers**

- (a) Bowls Stickers are not required to be used except where the Controlling Body determines that they are required to distinguish between sets of bowls, or if requested by a player for this purpose.
- (b) Where stickers are being used, all bowls belonging to players within a team or side must have these stickers on them and the stickers must all be the same design and colour. Damaged or faded stickers must be removed or replaced.
- (c) The Controlling Body is to provide stickers on request.

## **2.10 Duration of Matches**

Unless otherwise stated in this document, Bowls ACT events will be conducted as follows:

- Fours 21 ends
- Triples 25 ends, two bowls (Triples at Club level may be 21 ends, three bowls)
- Pairs 21 ends
- Singles 25 shots

Unless otherwise specified, dead ends will be replayed.

At its discretion, Bowls ACT may apply time limits to matches.

### **2.11 Markers**

- (a) A marker shall be appointed for each singles game to perform the duties as stipulated in section 42.2 of the Laws of the Sport.
- (b) Players entering a singles event do so on the understanding that they may be required to mark another match prior to or after their scheduled game. This stipulation applies to matches that may be played on a different day to the player's scheduled game. A player failing to fulfil his/her marking obligations may be subject to penalties (refer Clause 2.17)

### **2.12 Umpires**

Bowls ACT as the Controlling Body for Bowls ACT events is responsible for appointing Umpires to each event. This responsibility has been delegated to the Club on whose green a Bowls ACT event is to be played. In such circumstances, the umpire appointed shall not, unless unavoidable, be a contestant in the said event, and shall, if possible, be accredited as a National Umpire.

The appointed umpire is expected to be suitably attired and to act responsibly in relation to consumption of alcohol.

At all times Bowls ACT reserves the right to rescind the delegation of responsibility for appointing Umpires in respect of any Bowls ACT event, venue, match or series of matches.

### **2.13 Coach**

Where a team or side chooses to appoint a coach:

- (a) The name of the team or side Coach shall be nominated to the Controlling Body before the commencement of play. The Umpires and Opposition shall also be informed of the name of the nominated Coach for the team or side.
- (b) The Coach is considered to be part of the team or side. A Coach must ensure that the player in possession of the rink is not interfered with, annoyed or distracted in any way under penalty as provided for in the Laws.
- (c) The Coach must ensure that, in giving advice, they are not delaying play.

### **2.14 Greens for Play**

- (a) Unless otherwise agreed by Bowls ACT, Clubs are to provide the best available surface for the conduct of Bowls ACT events. Men's and Women's events being played at the same venue must be given equal priority in green/rink allocations.
- (b) The playing surface may be either vegetation or synthetic but in either case must be prepared to the highest standard possible on each day of the day of the event.
- (c) Players and Clubs are required to adhere to the Bowls Australia Greens Protection Policy to help minimise any damage to greens.

### **2.15 Inclement Weather**

- (a) Bowls ACT events are to be conducted in line with the principles of the Bowls Australia Weather policy.
- (b) On days of extreme heat:

- (i) Where the ambient temperature at a venue of play reaches 38 degrees Celsius or the apparent temperature reaches 38 degrees Celsius players shall complete the end currently being played after which play shall be suspended by the Controlling Body until the temperature drops below these levels within 60 minutes of the suspension, play may be abandoned for the day at the discretion of the Controlling Body.
  - (ii) Temperature readings shall be taken at the venue no less often than half-hourly on days of extreme heat. Where there are no adequate facilities for gauging ambient and apparent temperatures at the venue of play the readings used shall be those posted on the Bureau of Meteorology (BoM) web site for Canberra Airport or Tuggeranong weather stations, whichever is closer to the venue of play. This web site must be checked half-hourly on days of extreme heat. Appendix C specifies the BoM weather station to be used for each respective Club.
  - (iii) If during Pennant competition the Controlling Body is unable to take temperature readings (or check the BoM web site) the readings should be taken (or the web site checked) by the side managers and reported to the Controlling Body half-hourly.
- (c) On days when extreme weather is likely at a Club where a Bowls ACT event is to be played, the host Club/s shall make a decision as to conditions and the fitness of the green for play on that day (by 9:00 a.m. for morning games and 11:00 am for afternoon games). Unless otherwise advised, players should assume play will proceed.
- (d) All Clubs should monitor environmental factors such as lightning both in matches and at any training session at the Club. The Club should assess the lightning risk by reviewing information provided by the BOM.
- The following general guidelines should also be followed:
- (i) If a lightning threat emerges, the Controlling Body should make a decision to delay, suspend or cancel matches (or training) in consultation with the team managers or other relevant personnel.
  - (ii) If players are on the green or surrounds when the lightning threat becomes real then they should leave the area immediately and take shelter inside a building or metal framed car. They should not shelter under or near trees.
  - (iii) Once the storm's path has been reassessed, there must be a minimum of 30 minutes elapsed before returning to the green.
  - (iv) When there is no access to the BOM, the "30/30" rule serves as a guide for the suspension and subsequent resumption of activities.
- (e) It is recommended that Controlling Bodies familiarise themselves with the NSW Sport and Recreation's "[Lightning Safety Recommendations](#)" (Lea Davidson, February 2007)
- (f) In all cases, the health and safety of players should be the prime consideration in determining whether play should be suspended and/or abandoned.
- (g) Due to the lack of available dates for rescheduling matches, the mere possibility, or probability, of rain will not result in matches being called off. Decisions on whether to call off or postpone matches due to rain will be made on the basis of the health and safety of participants (eg: the presence of lightning, hail, extreme cold/heat), the potential for damage to the green by continuing play, the degree to which play is no longer possible (due to water pooling etc). All decisions regarding cessation of play in those circumstances will be decided by the event's controlling body, in consultation of the Umpire/s of the day, and the host Club's greenkeepers.

## 2.16 Postponed Events

- (a) An event shall not be postponed except for extreme weather or other justifiable cause. If two events fall on the same date, the one with the higher precedence (see Section 1.14) will be played, including any scheduled practice matches for representative teams.
- (b) Notice of a postponed or cancelled event will be posted as soon as possible on the Bowls ACT web site. Where player email contact details have been provided, Bowls ACT or the host Club will attempt to make timely contact with players affected by a postponement or cancellation of play.
- (c) A postponed game shall be played on the next available playing date. This will be either the reserve playing date (if one has been specified in the Bowls ACT calendar or the notice of the event) or a date determined by Bowls ACT. If a player or team drawn to play cannot do so, a forfeit will apply unless:
  - a substitute or replacement player is permitted under Domestic Regulation 2, or
  - the opponents, by mutual arrangement, **obtain the express consent of the Controlling Body and play the game on another day.**

## 2.17 Penalties

- (a) The Board shall determine the penalty to apply where a Condition of Play is breached. This would normally involve disqualification from the event. In Pennant competition, a breach of eligibility shall result in the forfeit of all match points to the opposing side (if they have not also offended) for a Home and Away match, or loss of the match in the case of a Final. The Board may at its discretion also impose a fine.
- (b) In circumstances where disqualification from the event is not an option, and where a monetary fine is not specifically mentioned in the relevant condition of play, Bowls ACT may impose a monetary fine not exceeding \$200 for any one offence.
- (c) If a player or official does not pay the nominated monetary fine within 30 days of notification, they are liable to have their entry declined for Bowls ACT events for a period of up to 12 months.
- (d) If a Club does not pay the nominated monetary fine within 30 days of notification, the matter will be referred to the Bowls ACT Board for appropriate action.
- (e) For repeated or more serious breaches of a condition of play, Bowls ACT may decline entry to Bowls ACT events for a period of up to 12 months.
- (f) If a player, team or side is disqualified in a knockout phase of an event for any reason, the player, team or side last defeated by the disqualified player, team or side, shall take their place.

## 2.18 Appeals

- (a) Appeals arising out of the application of these Conditions of Play should be resolved by the relevant Controlling Body.
- (b) An appeal against a decision taken by a Club acting as the Controlling Body may be made to the Bowls ACT Board.
- (c) An appeal against a decision made by the Bowls ACT Board will be dealt with in accordance with the Bowls ACT Constitution.

## 2.19 Determining Winners

Unless otherwise specified, the winner and other finishing positions in a tournament event are determined as follows:

- (a) The number of wins.
- (b) If the number of wins is equal, the number of points (2 per win, 1 per draw, 0 per loss).
- (c) If the number of points is equal, the team with the highest margin (shots for minus shots against in all matches).
- (d) If level on points and margin, then the highest aggregate shots (shots for in all matches).
- (e) If two or more sides are still level, steps (a), (b), and (c) shall be recalculated in respect of only the matches between the sides that are level to determine the relative position of those sides. Wins and shots are to be calculated pro rata if the sides in contention have played an unequal number of games under this Clause.
- (f) If sides are still level after step (d), the positions between the sides that are level shall be decided by the toss of a coin (if there are two sides) or by lot (if more than two sides).
- (g) In Singles format, any shots scored in excess of the 25 shots that constitute a win in a Singles match will not be used when determining the values for Clauses 2.19 points (c), (d) and (e).

## 2.20 Duties of the Controlling Body When Hosting an Event for Bowls ACT

This section is intended as a guideline for those who perform the duties of the Controlling Body and/or other functions that may be required of the Controlling Body for certain events or under certain circumstances.

This guideline has been divided into four sections; Pre-Match, During Match, After Match and Other.

### Pre-Match

Bowls ACT will call for entries (refer to Clause 2.2) and prepare draws, cards and results sheets where required. The host club will allocate rinks and collect green fees unless paid as part of the entry fee. Bowls ACT will advise the Controlling Body of any non-standard conditions of play applying to the event. Bowls ACT recommends that the host Club appoints an event convener who will be ultimately responsible for ensuring the following are met.

- Prior to commencement of play, the Controlling Body should introduce the Umpire/s to the players, and identify the name(s) of the person(s) representing the Controlling Body if this is someone other than the Umpire.
- An umpire is expected to be present at all times during the match, plus for a reasonable time before the start of play and after play finishes.
- The Controlling Body/Umpire ensures that events are played in accordance with the Bowls ACT Conditions of Play, including any non-standard playing conditions as advised.
- They should ensure that there are markers in attendance for singles matches.
- Advising players of their eligibility for pre-match practice and the availability of rink space for that practice.
- They declare the position of a constituted member in a team to be vacant under conditions listed in DR2, they can then authorise an eligible member to join that team as a replacement player.
- They can authorise one (or more) team (s) in a side to play one player short if there is no eligible player or substitute available (as per DR2).
- They are responsible for ensuring that the player's attire is in accordance with the Conditions of Play
- They decide when to start or halt play in the case of adverse weather.

- They monitor declared start times and award the match to the opponent if a player, team or side fails to show or otherwise forfeits its match within the required time limits.

### **During Match**

The Controlling Body/Umpire can:

- Warn a player involved if he is causing damage to the green, then they can ask him to retire from the green and take no further part in the match.
- Replace a marker whose performance or behaviour is less than acceptable standard.
- Take action to have spectators refrain from disturbing, advising or interfering with players, including restricting movement or sitting at the end of the green.
- Allow variations in the position of players at both head and mat ends to facilitate viewing by spectators, or to assist television/live streaming coverage.
- Award the match to the opponent if advised by the umpire that there has been an infringement of a law that requires a penalty.
- Decide when to abandon play for the day because of darkness, the conditions of the weather or any other valid reason.

### **After Match**

The Controlling Body/Umpire is:

- The one to whom a set of bowls and the \$150 deposit is handed if there has been a challenge to a set of bowls. They arrange to have the confiscated bowls tested. (see Law 52)
- The official to whom the appellant gives his written appeal if there has been an appeal against the umpire's application of the Laws.
- Responsible for any necessary closing announcements being made.

The Host club is also responsible for ensuring that the **scores are recorded and provided to Bowls ACT immediately after the completion of the last match at the end of each day of competition**. This may be via fax to Bowls ACT (Fax Number is 6108 3557), scanned and emailed to [exec@bowlsact.org.au](mailto:exec@bowlsact.org.au) or photographed and sent by text to 0407 181 013. Ideally, results should also be lodged online with the Canberra Times at: <http://www.canberratimes.com.au/sport>. Clubs are also expected to return match cards to Bowls ACT at a convenient time.

### **Other requirements for hosting a Bowls ACT event**

**Green Preparation** - Greens are expected to be prepared prior to each day's play.

**Green Fees** - Clubs are expected to charge a green fee for each competitor on each day, including finals. The amount of this fee is determined by the Club but is expected to be line with the Club's usual fees.

**Forfeits** - As per the COP, players are expected to notify Bowls ACT of forfeits prior to 24 hours from the commencement of play. Bowls ACT will notify the host Club and the opponent (if applicable) as soon as possible upon receipt of this notice.

**Scoreboard Attendants** - Where the club is hosting a "Sides" event, (such as ACT State team event) the club is asked to provide people to maintain the master scoreboard/s.

**Catering** - Clubs are asked to provide Bowls ACT with details of in house catering etc two weeks prior to the event so that this information can be included when the draw is distributed.

It is expected that host clubs will make available tea/coffee and water FOC for visiting Bowlers.

**Photographs** - Where no Bowls ACT official is present at the conclusion of the event, the host club is asked to take a photograph of the winning player/team/side for the record and forward this to Bowls ACT.

## **SECTION 3**

### **STATE PENNANT**

#### **3.1 Competitions**

Separate pennant competitions are conducted for men and women. Two women's pennant competitions are conducted: one is played mid-week, the other is played on weekends.

#### **3.2 Number of Grades**

- (a) The pennant competitions shall be played in such number of grades as determined by Bowls ACT. Grades shall be titled and numbered No. 1 Pennant, No. 2 Pennant, etc.
- (b) In order to achieve a balanced distribution of sides, the number of grades for a pennant competition may be varied from year to year.

#### **3.3 Grading of Sides**

- (a) Each club may nominate one side for the No. 1 Pennant grade, and that nomination shall be accepted for that grade.
- (b) A club may nominate any number of sides for any of the remaining pennant grades.
- (c) In assessing the suitability of a side for inclusion in a grade other than the No. 1 grade, factors such as the performance of the side during the previous pennant competition, reasons put forward by the club for the nomination of the relevant grade, and the promotion and encouragement of participation in pennant bowls shall be taken into consideration.
- (d) Where two sides from a club have been included in a particular grade, each side shall be deemed to be a separate side.
- (e) Where a grade has been divided into two sections, sides shall be allotted to each section with the intention of having the two sections evenly matched overall in the strength of their sides.
- (f) Bowls ACT may establish a grade that is to be divided at a pre-determined point of the season into multiple grades. Where the intention is to establish higher and lower grades (rather than equal grades) the highest grade resulting from the division will retain its name (e.g. Grade 1) and subsequent grades will be numbered from there as required (e.g. Grade 2, Grade 3 and so on). Ranking of sides for the purposes of dividing them into multiple grades shall be done in accordance with the mechanisms described for finishing positions under 3.2.19. Where such a division has taken place and further home and away matches are to be played the grade table will not be reset for each of the new grades. That is, match points and shots for and against (earned prior to the division) are carried forward.

#### **3.4 Number of Sides in a Grade**

- (a) There is no upper limit on the number of sides that may contest the No.1 Pennant grade.
- (b) Where practicable, the remaining grades shall have six sides, with a Bye counting as a side.

### **3.5 Sides in the Same Grade**

- (a) If a club has two (or more) sides in the same grade, players may be interchanged between the two teams, however once a player has played two matches in one team, they must not play any further matches in the other team.

### **3.6 Composite Sides**

A Club may seek approval from Bowls ACT to partner with another Club or Clubs to enter a composite side into any grade.

The application must be made by the Club accepting responsibility for the Side and be accompanied by written approval of the partnering Club or Clubs.

If a composite side is approved the players are permitted to wear their respective Club attire.

Normal player eligibility rules will apply to the combined team as if the combined team was from either of the Clubs.

### **3.7 Number of Teams in a Side**

- (a) For Men's Pennant, all grades shall consist of sides of three teams of four players.
- (b) For Women's Pennant (Weekend and Mid-Week), all grades shall consist of sides of two teams of four players.

### **3.8 Number of Ends**

- (a) Each match shall be played over 63 ends (men) or 42 ends (women), with each team playing against a team from the opposing side over 21 ends.
- (b) If the match ceases due to inclement weather (excessively wet, cold, hot, windy, lightning, etc), bad light or other reasonable cause before 45 ends (men) or 30 ends (women) in aggregate have been completed, the match shall be continued on a day fixed by Bowls ACT.
- (c) In home-and-away matches if in aggregate 45 or more ends (men) or 30 or more ends (women) are completed and inclement weather, bad light or other reasonable cause prevents play from continuing on that day, the match shall be treated as completed. The shots scored by the respective sides and teams up to and including the last completed end shall determine the result of the match and the match points to be awarded.
- (d) For all finals matches the full number of ends must be played i.e. 63 ends (Men) and 42 ends (Women).
- (e) If a Home and Away match is postponed or could not be completed on the scheduled day, Bowls ACT will normally reschedule it for completion on another day. Bowls ACT may, at its discretion, declare the match to be "No Result" (i.e. it does not need to be completed) if it considers the outcome will have no bearing on the top four table placings for that grade after all rounds have been completed. No competition points will be awarded to either side for a "No Result" match.

### **3.9 Starting Times**

- (a) The normal starting time for the women's weekend pennants (home and away rounds, weekend and mid-week) will be 10:00 am. The normal starting time for the men's pennants (home and away rounds) will be 12:30 pm.
- (b) Bowls ACT may set different starting times for certain rounds or matches as it sees fit.

- (c) The starting time for Pennant finals will be determined by Bowls ACT and will be published after completion of the home and away rounds.
- (d) Trial ends shall commence not later than fifteen minutes before the starting time of the event.
- (e) Upon agreement from both sides, starting times may be varied. However Bowls ACT reserves the right to set limits on varied starting times for any round, match or venue.

### 3.10 Practice

Pennant players may practice on the green on which they are to play, but practice is not permitted on the rinks set down for that grade. Home clubs are to nominate the rinks for each grade prior to the opening of the green. Clubs are to make every effort to have greens available for practice at least 60 minutes prior to the commencement of trial ends. Players may practice up to 10 minutes prior to the commencement of trial ends, and are encouraged to attend the 'calling of the cards'.

### 3.11 Side Manager's Responsibilities

- (a) Each club shall appoint a Manager for each match played by a pennant side.
- (b) The Manager of a side in a pennant match is the club's representative in all matters relating to the match.
- (c) The home Side Manager shall toss for initial possession of the mat and complete the Pennant Result Form.
- (d) The Side Manager is responsible for ensuring that their final teams are recorded correctly in the online system as soon as possible after the completion of the game. NB: It is preferable that teams are recorded prior to the commencement of play as this can identify potential player eligibility breaches and allow for corrective action to be taken.
- (e) The Side Manager is responsible for ensuring that, for every home game, the results are recorded in the online system as soon as possible but no later than close of business on the Tuesday following each game. In addition, the Manager of the designated home side is to submit a completed Result Form to Bowls ACT as soon as practicable after the completion of play by: fax to 6108 3557, email to [admin@bowlsact.org.au](mailto:admin@bowlsact.org.au) or photograph text to 0407 181 013.. . Failure to do so may be considered a breach of these CoP.
- (f) The Side Manager of the home side is also required to submit an interim Result Form to Bowls ACT for any incomplete match, i.e. one that has been deferred after the commencement of play. This must be done as soon as practicable after the decision is taken to defer the match.
- (g) The Side Manager of the home side is responsible for submitting results to The Canberra Times using the following link <http://www.canberratimes.com.au/sport/act-sport/canberra-times-sports-results-submission-form-20170208-gu86v7.html>
- (h) Responsibility for the Side Managers duties for points (d) – (g) may be delegated to another club official but Bowls ACT must be advised prior to play of this person's name and contact details.

### 3.12 Rink & Team Draws

- (a) The Side Managers are requested to be at the host club thirty minutes before the event starting time.
- (b) For Men's Pennant, the draw for **rinks and opposing teams** shall be done at random in the presence of both Side Managers, who shall exchange cards and then shuffle them. The cards of one side shall be placed (separately) name downwards by one manager and the cards of the

other side placed one on each. The draw for the rink on which the teams shall play will be made by the Side Managers and placed on the cards as drawn.

For Women's Pennant, the first time two sides play each other, the procedure outlined above shall be followed. The second time two sides play each other, each team shall play the team they did not play the first time. Where the composition of teams has changed significantly so as to make this process unclear, then the same technique used the first time shall be used. For subsequent matches between the same two teams, including finals, the same procedure as used for the first time shall be used.

- (c) Once the draw for rinks and opponents is made, the teams drawn for a rink must play each other and the players in those teams cannot be altered, although their positions in that team may be altered before the first end is commenced. In effect the teams are considered to be constituted on completion of the draw.
- (d) If a player in a team falls ill or otherwise cannot commence or continue play, then a substitute player is permitted under the provisions of Domestic Regulation 2. If a suitable substitute is not available then the team may play a player short in accordance with the Laws.

### **3.13 Deferred Matches**

Where a home-and-away round is unable to be completed as scheduled because of inclement weather or other reason, Bowls ACT will re-arrange the fixtures so that the competition can be completed as close as possible to the original schedule.

### **3.14 Change of Venue**

If the greens of the Home Club are unplayable the match may be played on the away club's greens, by mutual consent. The Pennant Result Form and the Bowls Connect results shall be completed by the Manager of the designated home side.

### **3.15 Umpires**

The Club who is designated as the Home Club should appoint an accredited Umpire to officiate.

If the Home Club does not have an accredited Umpire available then a visiting accredited Umpire may be appointed to officiate. Alternatively, if no accredited Umpire is available then an accredited Measurer may be appointed Umpire.

If no accredited Umpire or Measurer is available then a competent player from the Home Club should be appointed to act as Umpire.

An Umpires' decision is final and cannot be contested, disregarded or appealed except for matters relating to the meaning and interpretation of a Law.

### **3.16 Method of Scoring**

Sides in a pennant match shall be allotted match points on the following basis:

- Six match points (men) or four match points (women) to the side scoring the greater number of aggregate shots
- Three match points (men) or two match points (women) to each side when sides are equal in aggregate shots
- Two match points to a side for each rink win
- One match point to each side when a rink is tied

### **3.17 Forfeits**

- (a) In the event of a side receiving a forfeit, it shall be awarded 12 match points (8 for women), together with the average 'shots for' scored by the winning sides in that round and the average 'shots against' for winning sides in that round (rounded to the nearest integer).
- (b) The side giving the forfeit shall be awarded no match points, and it shall also receive the opposite of the relevant 'shots for' and 'shots against' awarded to the side receiving the forfeit.
- (c) If a side forfeits a match, the penalty shall be a fine not exceeding \$200 and/or refusal of entry in a subsequent competition, at the discretion of the MC.

### **3.18 Byes**

No points shall be awarded to a side when it receives the Bye.

### **3.19 Withdrawals**

- (a) If a Club decides it must withdraw a side from the competition, it must withdraw the lowest grade side entered by that club.
- (b) Where a side withdraws from the competition after playing at least one match, all matches (played and yet to be played) involving the side shall be treated as byes. Any match points, shots for and shots against recorded for matches played against the withdrawing side shall be cancelled.
- (c) If a side is withdrawn, the penalty shall be a fine not exceeding \$200 and/or refusal of entry in a subsequent competition, at the discretion of the Bowls ACT.

### **3.20 Home-and-Away Rounds**

- (a) Bowls ACT will determine the number of matches to be played in the competition. Such matches are to be scheduled in rounds, specifying venues for each match, with the sides either playing or having a Bye in each round. These rounds are referred to as the home-and-away rounds.
- (b) If two sections are adopted in any particular pennant grade, or if a grade has been divided into multiple grades in mid-season, the sides in each section (or grade) shall play a home-and-away round as if each section (or grade) were a separate grade.
- (c) For Men's Pennant, the home-and-away rounds shall normally be played on Sunday afternoons subject to Clause 3.9 of these Conditions of Play.
- (d) For Women's Pennant, the home-and-away rounds shall normally be played as follows, subject to Clause 3.9 of these Conditions of Play:
  - Tuesday mornings for the mid-week competition
  - Saturday mornings for the weekend competition
- (e) With the permission of Bowls ACT, and subject to any conditions regarding the movement of players between grades, clubs may arrange to play a match on a day other than the scheduled day.
- (f) The home-and-away rounds shall be scheduled so that all rounds for all grades, and sections within a grade, are normally completed on the same day.

### **3.21 Finishing Positions**

- (a) Positions after the completion of the home-and-away rounds, including positions within a section, shall be determined from the highest to lowest as follows:

- (i) the side having the greatest number of match points
  - (ii) if level on match points, the side with the highest margin (shots for minus shots against)
  - (iii) if level on match points and margin, then the highest aggregate shots (shots for)
  - (iv) if two or more sides are still level, steps (i), (ii), and (iii) shall be recalculated in respect of only the matches between the sides that are level to determine the relative position of those sides. Match points and shots are to be calculated pro rata if the sides in contention have played an unequal number of games under this clause.
  - (v) if sides are still level, the positions between the sides that are level shall be decided by the toss of a coin (if there are two sides) or by lot (if more than two sides).
- (b) Where a side in a grade, or in a section, has received more Byes than another side in the home-and-away rounds, the positions after the completion of the home-and-away rounds shall be determined by first dividing the match points, and the aggregate shots for and against for each club by the number of matches played by the club (i.e. excluding Byes) and then applying Clause 3.21 (a).

### 3.22 Determining Winners – No Finals

Where finals are not scheduled in a competition

- (a) The winner of a pennant grade shall be the side that finishes in the highest position after the home-and-away rounds. The finishing position will be determined as per Clause 3.21.

### 3.23 Determining Winners – Finals

- (a) Where finals are scheduled they will normally be conducted as a series of matches. The positions of sides after the completion of the home-and-away rounds shall determine their eligibility for the final series and, where appropriate, the venue for matches.
- (b) Grades that do not have sections will play a final series as set out below:

Major Semi Final	Side finishing first v Side finishing second
Minor Semi Final	Side finishing third v Side finishing fourth
Preliminary Final	Loser Major Semi Final v Winner Minor Semi Final
Grand Final	Winner Major Semi Final v Winner Preliminary Final

Semi and Preliminary Finals will normally be played at the club of the side that finished first after the home-and-away rounds. At Bowls ACT's discretion any of these finals may be allocated to a different venue.

- (c) Grades that have sections will play a final series as set out below:

Major Semi Final	First in Section A v First in Section B
Minor Semi Final	Second in Section A v Second in Section B
Preliminary Final	Loser Major Final v Winner Minor Semi Final
Grand Final	Winner Major Semi Final v Winner Preliminary Final

Semi and Preliminary Finals will be played on a neutral green or a green determined by Bowls ACT.

- (d) Grades that have only four sides will play a final series as set out below:

Preliminary Final	Side finishing second v Side finishing third
Grand Final	Side finishing first v Winner Preliminary Final

The Preliminary Final will normally be played at the club of the side that finished second after the home and away rounds. If that club cannot host the match then it will be played at the club of the side that finished third after the home and away rounds. At Bowls ACT's discretion this final may be allocated to a different venue.

- (e) Grades that have only three sides competing in the finals (e.g. after a grade has been split at the end of the home and away rounds) will play a finals series as set out below:

Preliminary Final	Side finishing second	v	Side finishing third
Grand Final	Side finishing first	v	Winner Preliminary Final

The Preliminary Final will normally be played at the club of the side that finished second after the home and away rounds. If that club cannot host the match then it will be played at the club of the side that finished third after the home and away rounds. At Bowls ACT's discretion this final may be allocated to a different venue.

- (f) Where a club is entitled to host more finals than it can accommodate on its available green space, some of the finals may be played at the club that finished second after the home-and-away matches. If this club is also unable to accommodate all such finals, some of the finals may be played at the club that finished third, and so on.
- (g) All finals matches, including the Grand Finals, shall be played under the same format as that played in the home-and-away rounds, subject to rule 3.2.7 (d) of these Conditions of Play. In the event of a tie after completion of all ends, all teams in a side shall play an extra end with the highest aggregate score determining the result. If scores are still tied, all teams continue playing extra ends in this manner until a winner is determined.
- (h) If play is stopped with the consent of the umpire, it shall be completed later that day if the umpire grants permission, or on such other day as determined by Bowls ACT. The match shall be continued with the scores as they were when the match was stopped, and if continued on a subsequent date, or on a different green, a roll-up each way shall be permitted. If an end was not completed when play was stopped and further play is impossible on that day, the incomplete end shall be replayed when the match is resumed.

### 3.24 Venue for Grand Finals

- (a) All the Pennant Grand Finals in a competition will be played at the same venue. Grand Finals for some grades will be played in the morning and the remainder will be played in the afternoon, as determined by Bowls ACT.
- (b) Hosting rights for the Grand Finals will normally be offered to a different club each year so that each competing club will have an opportunity to host the Grand Finals over a period of years on a rotational basis. However Bowls ACT reserves the right to vary the order of rotation if it considers there are special circumstances or if the proposed host club is unable to satisfy the requirements laid down by Bowls ACT for the host club.

### 3.25 Player Eligibility

**All Clubs are expected to act with integrity towards the concepts of the graded competition and eligibility criteria. Bowls ACT has grounds to declare a forfeit against a team of a club that, without satisfactory explanation, is deemed to have played a player or players from a higher ranked team in a lower ranked team in a manner likely to gain unfair advantage or distort the rankings of the lower ranked grade. Any Club that believes a violation of this principle has occurred should put in writing (via their Club Secretary or equivalent) their concerns (with appropriate evidence) to the Bowls ACT Board who will determine what if any action is to be taken.**

- (a) A player may be promoted to a higher grade at any time.
- (b) A player may not play in two grades in the one home and away round or the one finals round (ie Semi, Preliminary or Grand Final)
- (c) A player is eligible to play in the finals if they have already played two matches in that grade or below.
- (d) When a side has a bye in the first round of competition, a player who played in a lower grade in the first round is not eligible to play the following round in the side that had the bye.
- (f) When a side has a bye in a subsequent round of the competition, a player is not eligible to play in a lower grade in that round if they played in the previous round in the side that had the bye.
- (g) A player is not eligible to play in a lower grade at any stage of a competition, including the finals, once they have played five matches (men, and women's weekend pennant) or three matches in the case of women's mid-week pennant, in higher grades. See also Clause 3.2.24 (k).
- (h) For the purposes of determining player eligibility, a bye is not counted as a match.
- (i) For the purposes of determining player eligibility where a grade is to be divided into two separate grades after a certain number of home and away rounds, any games played for a side prior to the side being downgraded (e.g. from Grade 1 to Grade 2) will be treated as if they were played at the side's lower grade level after the division (Grade 2 in this example) and not as having been at the higher grade.
- (j) On request to Bowls ACT, Clubs having insufficient eligible players for any finals may seek an exemption to Clause 3.25 (g) for their lowest graded side. Such a request, if approved, will be for a maximum of 2 players per side per finals series. If this approval is granted, then such players may play no higher than second in any team.
- (k) On request to Bowls ACT, Clubs may seek an exemption to Clause 3.25 (g) where the player would otherwise be ineligible to play in any other Side for the remainder of the season. For this request to be approved, Clubs would need to demonstrate "exceptional circumstances".

**Penalty for breach of player eligibility clauses under 3.25:**

- **A side or sides proven to have breached eligibility clauses above shall have 12 (in the case of Men's Pennant) or 8 (in the case of Women's Pennant) competition points deducted from their total for each breach, regardless of the outcome of the match in which the breach occurred. The opposition will receive the maximum points for the match (ie 12 for men's grades, 8 for women's grades). If both sides breach, both sides will lose their points.**
- **For breaches of clauses 3.25 (d) the disciplinary action will be applied to the higher graded side.**
- **For breaches of clauses 3.25 (f) the disciplinary action will be applied to the lower graded side.**
- **In finals matches, the side is disqualified and the non-offending side is declared the winner.**
- **A fine not exceeding \$200 may also be imposed for each instance of a breach of eligibility. The application of any fines will be at the discretion of Bowls ACT.**

### **3.26 Bowls ACT Representatives**

- (a) Where a player from a club is selected to represent Bowls ACT and pennant matches are played while the player is representing Bowls ACT as either a player or an official, the player shall be deemed to have played on that day in the grade that they have played the majority of their matches to that date. If they have played an equal number of matches in more than one grade, the player shall be deemed to have played in the lower of these grades.
- (b) Bowls ACT shall advise clubs of players who have been selected as Bowls ACT representatives and the period that their representation covers (such period shall include reasonable travelling time).
- (c) Should a member of Bowls ACT be selected in a national side while Pennant is being played, the aforementioned conditions shall apply as if the player was representing Bowls ACT.

### **3.27 Pennant Flags and Badges**

Winners of Men's and Women's Weekend Pennant grand finals will be presented with a Pennant Flag and 16 pennant badges (men) or 12 pennant badges (women) following completion of the match. Pennant Flags and badges for the Women's Mid-week Pennant will be presented at a time agreed by the Club and Bowls ACT.

Teams scoring 8 shots on an end may apply to Bowls ACT to be issued with "8 Pins".

## **SECTION 4**

### **ADDITIONAL CONDITIONS OF PLAY APPLYING TO SPECIFIC BOWLS ACT EVENTS**

#### **4.1 Introduction**

- (a) This Section outlines additional Conditions of Play applying to specific Bowls ACT events. It should be read in conjunction with Sections 1 & 2, which outline the Conditions of Play applying to all Bowls ACT events.
- (b) The specific events covered in this Section (with the relevant subsection shown in brackets) are as follows:
- State Championships (4.2)
  - Junior State Championships (4.3)
  - Champion of Club Champion Events (4.4)
  - Sixty and Over Events (4.5)
  - Doran Bowl (4.6)
  - Rookie Singles Championships (4.7)
  - Mixed Winter Jack Attack Tournament (4.8)
- (c) All participants are reminded of the following “player” definitions which apply to all Bowls ACT events:
- (i) **“Nominated Player”** (DR 2.1.3) covers players from the lodging of entry to the close of entries.
  - (ii) **“Intended Player”** (DR 2.1.4) covers players from the close of entries until player is constituted (ie immediately their first game is commenced)
  - (iii) **“Substitute Player”** (DR 2.1.8) covers a player who is appointed to play in the place of an intended or constituted player.
  - (iv) **“Replacement Player”** (DR 2.1.7) covers a player who is appointed to take the place of a constituted player who cannot play in any round after the first round.  
(Note: see also DRs 2.2.4 & 2.2.5 regarding teams with byes in the first round).
- (d) Any changes to these Conditions of Play will be advised, via Circular, to all Clubs.

## **4.2 STATE CHAMPIONSHIPS**

### **4.2.1 Events**

Separate State Championship events are conducted for male and female players in Singles, Pairs, Triples and Fours, and for Mixed Pairs. In addition, in 2018, an Open State Singles event will be trialed.

Teams comprising all juniors (ie players under 18 years of age on day 1 of the event) may enter the Pairs, Triples and Fours in which case players do not need to be from the same club.

### **4.2.2 Eligibility**

The State Championships are open to all registered players who's declared Club is a member of Bowls ACT.

### **4.2.3 Format**

The first round of State Championship Singles events will normally be played in sections of three, where for each of the three matches in each section the non-playing entrant acts as marker. The winner of each section is determined under tournament rules as described in Clause 2.19. For subsequent rounds the format will revert to knockout format.

The winner each of the men's and women's State Championships will be entitled to compete as ACT entrants in the National Australian Championships in accordance with the Conditions of Play for that event.

### **4.2.4 Ranking Points**

These events attract Bowls Australia Ranking points.

## **4.3 JUNIOR STATE CHAMPIONSHIPS**

### **4.3.1 Events**

Separate Junior State Championship events are conducted for male and female players in Singles, Pairs and Fours, or any other event deemed suitable by the Board.

### **4.3.2 Eligibility**

- (a) The Junior State Championships are open to all registered players whose declared Club is a member of Bowls ACT and who are aged under 18 years as at the date of the first day of the event.
- (b) Players in a team need not be from the same Club.

## **4.4 CHAMPION OF CLUB CHAMPION EVENTS**

### **4.4.1 Events**

Separate Champion of Club Champion events are conducted for male and female players in Singles, Pairs, Triples and Fours.

### **4.4.2 Eligibility**

- (a) The Champion of Club Champion events are open to a Club's most recent Club Champions in their respective disciplines. (see also Clause 2.3 (h))
- (b) The winning of a Club Championship entitles the individual or team to compete in one Champion of Club Champion event. The individual or team is not eligible to play in a

subsequent Champion of Club Championship event unless they again win their Club Championship.

- (c) If a Club has not completed its Club Championship for the current year prior to the first scheduled day of play of the Champion of Club Champions for that discipline, the Club will not be permitted an entry in that Champion of Club Champions event.
- (d) If the Club called for entries for its Club Championship and received only one entry when entries closed the Championship will be deemed to be complete and the sole entry will be acceptable as the Club's entry into the Champion of Club Champions in that discipline, even though no matches were played.
- (e) A substitute and/or replacement player **will be** allowed for C of CC Pairs, Triples and Fours. For the purposes of determining eligible substitutes, the Champion of Club Champion events are considered to be a 'continuation' of the respective Club Championships. Therefore, a substitute or replacement player cannot be one who participated in the qualifying Club Championships.
- (f) The winners of the ACT Champion of Club Champion Singles (Men's and Women's) is entitled to compete as the ACT entry in the National Champion of Club Championships in accordance with the Conditions of Play for that event.

#### **4.4.3 Ranking Points**

These events attract Bowls Australia Ranking points.

### **4.5 60 AND OVER EVENTS**

#### **4.5.1 Events**

Events for 60 and over players are conducted in the following disciplines:

- Pairs – separate events for Men and Women.
- Fours – separate events for Men and Women.

#### **4.5.2 Eligibility**

These events are open to all players registered with Bowls ACT who are sixty years or over as at the date of the first day of play of the event.

#### **4.5.3 Format**

Unless otherwise specified, the format for all events will generally be tournament style on day 1 with the top 8 players or teams progressing to a seeded knockout on day 2.

### **4.6 DORAN BOWL**

#### **4.6.1 Event**

- (a) A Doran Bowl side consists of a team of 4 players, generally from the same Club. The exception to the same club rule is when a composite team is created to complete the draw.
- (b) Clubs may enter any number of teams in the event.
- (e) The Club of the winning team becomes the host for the following year's event. The composite team is eligible to win the event, but in this case, the next placed team will be the host for the

following year. Players may change positions between match 1 and match 2.

#### **4.6.2 Eligibility**

- (a) The Doran Bowl is open to currently registered women bowlers whose initial date of registration was less than 5 years prior to 1 January in the year the event is being held.
- (b) Registration is defined as having paid membership fees to any bowling Club affiliated with World Bowls. The date of registration is the date the player was first accepted as a full playing member of a bowling Club.
- (c) It is the responsibility of the member Club to determine a player's eligibility for this event.

#### **4.6.3 Conduct**

The draw will be an open draw conducted prior to or on the morning of the event. There will be 2 matches, each of 15 ends, separated by a lunch break. Two Bowls each. The winner will be determined as per Clause 2.19

Two (2) trial ends shall be permitted at the commencement of the first game.  
Dead ends do not count – ends to be replayed.

### **4.7 ROOKIE SINGLES CHAMPIONSHIPS**

#### **4.7.1 Events**

Separate events are conducted for Male and Female players.

#### **4.7.2 Eligibility**

- (a) The Rookie Singles events are open to all players (including juniors) who were registered bowlers for less than three years as at the start of the bowling season in which the event is conducted.
- (b) Registration is defined broadly as having paid membership fees to any bowling Club affiliated with World Bowls. The date of registration is deemed to be the date that the player was initially accepted as a full playing member of a bowling Club.
- (c) Clubs may request special consideration for a player to participate in this event where an individual's circumstance otherwise preclude them from meeting the eligibility criteria. However, in order for this approval to be granted, the player must be able to demonstrate "exceptional circumstances" and that the player's inclusion would not compromise the objectives of the event.

#### **4.7.3 Conduct**

- (a) The event will involve sectional play (normally three players in each section), with the winner of each section proceeding to a knockout stage. All matches will involve two nine-end sets, with a three-end tiebreaker played, if required.
- (b) There are no dead ends. If the jack leaves the rink, it will be re-spotted on the centre line at the 'T' spot two metres from the ditch. If this space is occupied, it will be placed on the centre line as near as possible to the mark.

## **4.8 MIXED WINTER JACK ATTACK TOURNAMENT**

### **4.8.1 Eligibility**

- (a) Entry is open to all registered members of Bowls ACT.
- (b) A team shall consist of up to five players, three of whom will play at a time. The other two players may be swapped on and off throughout the match. At least one female and one male player must be included in the three players on the green. Male and female players may play in any position and can swap at the completion of an end.
- (c) A Club may enter more than one team.
- (d) Players in a team shall be from the same Club. However, if a Club wishes to enter a team but has insufficient players or mix of players, they may invite players from other Clubs to participate. In this case, Bowls ACT must be notified of the invited players

### **4.8.2 Conduct**

- (a) The matches will be played in a two bowl triples format. The matches will consist of two sets of five ends with a one end tie-breaker if the sets are evenly split.
- (b) One optional roll up end per match.
- (c) There are to be no jack rolls – jacks are to be placed by team that controls the mat. Ideally, there will be two jacks for each rink of play (one jack at each end).
- (d) First set: teams will toss a coin and the winner of the toss can choose whether their team places the mat and jack, and then delivers the first bowl or tells the opposing team to place the mat and jack, and then deliver the first bowl (the opposing player cannot refuse). Second set: the winner of the first set shall place the mat and jack and then deliver the first bowl. If the first set is a draw, the winner of the last scoring end in that set shall place the mat and jack.
- (e) The first and any further ends of a tie-breaker: teams should toss a coin and the winner of the toss has the options as described above.
- (f) In all ends after the first end of each set, the lead of the winner of the previous scoring end shall place the mat, the skip of the same team shall place the jack and then the lead shall deliver the first bowl. If, however, the first end of the first set is a tied end, the first to play in that end shall also play first in the second end of the first set.
- (g) Each team will have one power play each set which will double the shots for their team only for one end. Teams must nominate to use a power play before the commencement of an end for the power play to take effect – the opposing team must be informed of the intention to use a power play before placement of the mat. Both teams can choose to use their power play on the same end. If a team has not utilised their power play before the fifth end of a set, then the fifth end will automatically become that team's power play.
- (h) If the jack is killed it will be re-spotted on the two metre mark at the end of the "T"
- (i) The winner is the team that wins the most sets, or the tie-breaker, if sets won is equal.

# APPENDICES

## APPENDIX A – Summary of Changes to the Conditions of Play

The following is a summary of all substantial changes to the Conditions of Play for 2017. Minor changes have been made to some other Clauses for clarity without changing the intent of the Clause.

### SECTION 1 – GENERAL INFORMATION

Small cosmetic changes. Pennant Clauses now in separate Section.

- 1.1 (d) New paragraph reinforcing the importance of the ‘spirit’ behind the document.
- 1.2 Replacement section reflecting the revised Match Committee terms of reference.
- 1.3 New addition emphasizing the existing Code of Conduct and Social Media Policy.
- 1.4 New addition reflecting policy approved 2017.
- 1.5 Former Mixed Winter Tournament now to be played as a Jack Attack competition. New event “Open Singles”.
- 1.6 Additional wording for emphasis.
- 1.7 Additional wording for clarity and to confirm eligibility change implemented late 2017.
- 1.8 Section rewritten to reflect a softening of some areas of the policy re wet weather and sun protection wear; clarification of requirements for clubs introducing new uniforms, addition of words re the wearing of approved footwear.
- 1.9 – 1.14 – all new sections reflecting policy intent (and to clarify the most often queried conditions)..

### SECTION 2 – CoP APPLYING TO ALL BOWLS ACT EVENTS

- 2.2 Clause rewritten to elaborate on entry processes.
- 2.3 (a) Words added to ensure that to be considered an affiliated member requires the membership database being updated.
- 2.3 (c) – (h) additional wording for clarity.
- 2.4 Clarification of “Controlling Body”.
- 2.5 (e) New Clause
- 2.9 – Slight rewording for clarity
- 2.11 (a) simplified
- 2.11 (b) added words to enable action to be taken where players refuse to fulfil marking duties.
- 2.14 (a) clarification that men’s and women’s events to be treated equally.
- 2.14 (b) clarification re green preparation
- 2.14 (c) added reference to BA Greens protection policy.
- 2.15 (b) (i) reference to apparent temperature amended – increased from 35 to 38 degrees in line with ambient temperature.
- 2.15 (d) – (g) additional statements.

- 2.19 (b) previous omission addressed.
- 2.19 (g) clarification of previously unaddressed matter.
- 2.20 existing guidelines but new to CoP.

### **SECTION 3 - PENNANT**

- 3.5 amended eligibility ruling to increase flexibility.
- 3.6 new Clause to assist participation.
- 3.9 (a) starting time of Womens weekend pennant amended to be the same as for mid week pennant.
- 3.11 general clarification of Managers responsibilities.
- 3.12 tightening up of processes to be used for drawing of cards and rinks following feedback received.
- 3.15 new clause for clarification.
- 3.25 The entire section on player eligibility has been reworded to be more flexible and “participation friendly”. For example, the eligibility requirement that related to the last round game has been removed. In addition, the requirements for ensuring player eligibility in a clubs lowest graded has been made less onerous. An “exceptional circumstances” clause has been added in relation to players dropping down a grade. In return for this, a new Clause has been added that stresses the importance of respecting the concepts and principles of the graded competition, with the ability for Bowls ACT to take action if this principle is abused. There is also clarification as to how penalties will be applied.
- 3.27 New Clause for information.

### **SECTION 4 - OTHER BOWLS ACT EVENTS**

- 4.1 (c) “player” definitions included for clarity as these terms are widely misunderstood.
- 4.2.1 additional statement regarding eligibility of juniors to play in composite (all junior) teams.
- 4.4.2 due to the already small number of teams involved in the C of CC events, the Board has determined that substitutes and/or replacement players will be allowed. This Clause also includes additional clarification statements regarding C of CC eligibility.
- 4.6 Specific CoP for Doran Bowl have been included.
- 4.7 flexibility clause included.
- 4.8 Due to declining interest, the former mixed winter tournament has been replaced with a new Jack Attack style event with appropriate CoP.

## **APPENDIX B – Relevant Policies**

The following is a list of the more significant relevant policies of Bowls Australia. It is provided to assist players and officials.

The current version of each of these policies should be available from the Bowls Australia website ([www.bowls.com](http://www.bowls.com)).

Any enquiries should be directed in the first instance to Bowls ACT ([admin@bowlsact.org.au](mailto:admin@bowlsact.org.au)).

### **Bowls Australia Policies**

Note that this is only a selection of the policies applicable to Bowls in Australia. A full list of Bowls Australia policies is available on the Bowls Australia website and in the Domestic Regulations.

- [Affiliation and eligibility to play policy](#)
- [Anti doping policy](#)
- [Appeals policy](#)
- [Artificial devices - wheelchairs and bowlers arms](#)
- [- Wheelchair manufacturers list](#)
- [Player and club clearance policy](#)
- [Green Protection Policy](#)
- [Match fixing policy](#)
- [Personal electronic devices policy](#)
- [Weather Policy](#)
- [Website disclaimers and privacy statement](#)

### **Bowls ACT Documents and Forms**

[Code of Conduct](#)

[Use of Social Media](#)

[Instantaneous Penalties Policy](#)

[Policy on Disciplinary Action by a Club](#)

[Disciplinary Notification Form](#)

[Use of Photographs, Videoing and Live Streaming Policy](#)

[Club Clearance Form](#)

[Pennant Member Nomination Form](#)

[Interstate Pennant Declaration Form](#)

[Pennant Result Form – Men’s Pennant](#)

[Pennant Result Form – Women’s Pennant](#)

[Incident Report Form](#)

[Request to Use Bowling Arm Form](#)

## **APPENDIX C – BUREAU OF METEOROLOGY WEATHER STATIONS**

For the purposes of 2.15 (Inclement Weather), where there are no facilities for taking reliable local temperature readings, the following Bureau of Meteorology (BoM) weather station reports are to be used for each Club as shown.

Where there are separate Men's and Women's Bowling Clubs at one venue, both Clubs are implied.

This table is based on proximity to weather stations that report readings half-hourly on the Bureau of Meteorology web site.

The relevant readings are shown on the BoM web site under the headings "*Temp (°C)*" and "*App Temp (°C)*". They correspond to Ambient Temperature and Apparent Temperature respectively.

<b>Bowling Club</b>	<b>BoM Weather Station</b>
Belconnen	Canberra Airport
Bungendore	Canberra Airport
Canberra	Canberra Airport
Canberra City	Canberra Airport
Canberra North	Canberra Airport
Captain's Flat	Braidwood
Goulburn	Goulburn Airport
Queanbeyan	Canberra Airport
Queanbeyan RSLM	Canberra Airport
Tuggeranong	Tuggeranong
Weston Creek	Tuggeranong
Yass	Canberra Airport
Yowani	Canberra Airport