

**BY-LAWS INDEX**

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## **BY-LAWS**

Please read carefully – Ignorance of the By-Laws does not constitute grounds for an appeal. Breaches of the By-Laws will incur penalties at the discretion of the DDPL Executive Committee. By-Laws to be added or amended during the current season are to be submitted in writing, to the Secretary of the DDPL at least one meeting prior to a vote being taken.

### **1. *Forms***

**1.1** The Forms attached to this document are the only official Forms of the DDPL. Any past versions or faxed forms will no longer be accepted. The Current Forms are –

<b>1.1.1</b>	Club Membership	DDPL001-3
<b>1.1.2</b>	Club Contacts	DDPL002-3
<b>1.1.3</b>	Club Bulk Sheet	DDPL003-4
<b>1.1.4</b>	Player Registration	DDPL004-4
<b>1.1.5</b>	Player Clearance	DDPL004-4
<b>1.1.6</b>	Scoresheet	DDPL006-1
<b>1.1.7</b>	Ladder	DDPL007-1

### **2. *Player Conduct***

**2.1** It is up to each club to ensure their members have an understanding of the DDPL By-Laws thus ensuring a better competition for all members.

**2.2** The game is to be played in a sportsman like manner as set out by the DDPL rules. Proper etiquette must be adopted by all players and spectators at all times.

**2.2.1** The following will be the minimum etiquette standards expected:

**2.2.1.1** All players should call their own fouls.

**2.2.1.2** No player or spectator will make any derogatory comments to any other player or spectator.

**2.2.1.3** Mobile phones should be turned off at all times during competition.

**2.2.1.4** No player or spectator will “barrack” for their player unless they are in control of the table.

**2.2.1.5** No player will deliberately position themselves in the line of sight of an opponent during a shot.

**2.2.1.6** Supper should be supplied to all players as a group not each side only.

**2.3** Team Managers and Captains will be responsible for the discipline and general conduct of the team. Any incidents likely to reflect on the good name of the DDPL will be brought to the notice of the DDPL Executive.

**2.4** Any member who causes a disturbance or by way of intimidation of any nature during home and away games, finals, meetings or any functions organised by the DDPL will be brought before a Tribunal.

**2.5** Any Member proved guilty, of maliciously damaging DDPL property or the property of any fellow member or Hotel/Club shall be liable to make good such damage at the order of the Executive Committee. Further disciplinary action may be given at the discretion of the Executive Committee.

**2.6** Defence on Inquiry: Notice shall be given to those referred to in By-Laws (2.2, 2.3, 2.4 and 2.5) by the DDPL Executive Committee of the intention to hold an inquiry.

- 2.6.1 The member charged will be notified of the specific charge alleged. If the defendant wishes for an advocate to represent them at the Inquiry a letter stating such, and detailing the name of the advocate, must be in the hands of the Secretary at least three days before the due date to hold the Inquiry.
- 2.6.2 At the inquiry, witnesses to the alleged conduct shall be called to give evidence and the defendant, or their nominated advocate, will be given the opportunity to cross-examine or question witnesses on or relating to their evidence.
- 2.6.3 The member charged is entitled to be present and also entitled to call witnesses on his own behalf.
- 2.6.4 Witnesses, so called, must give a truthful account or be subject to the discipline of the Executive Committee.
- 2.6.5 Fines and/or suspensions imposed on a member by his own Club shall not be read out prior to the inquiry by the Executive Committee.
- 2.7 All members will abide by Hotel/Club rules, including signing of visitor's book.
- 2.8 It shall be the duty of all members to cooperate with all appointed officers of the DDPL in the lawful carrying out of their duties.

### 3. *Dress Code*

- 3.1 It is the responsibility of each Club to enforce upon their members a clean, neat casual standard of dress is required at all times. A Club shall not permit a Player to compete in any Competition Match in any Division unless they comply with the Standard Dress Code. The following is the Standard Dress Code.
  - 3.1.1 **All Matches – Black Slacks, DDPL Current Club Approved Shirt and Black Dress Type “Leather” Shoes.**
    - 3.1.1.1 Definitions – Black Slacks must be Suit Type Dress Pants, **Not Grey Suit Pants. Shoes must be Black Dress Type “Leather”, (although preferably leather they do not have to be).**
- 3.2 **Any Player in breach of this Dress Code could forfeit their frame, as long as they were advised of the breach before the Frame has commenced. (Subject to Executive Committee Discretion).**
  - 3.2.1 **Exception: A Player competing under By-Law 4.3 is exempt from By-Law 3.1.**
- 3.3 Umpires for Finals Matches - All Club Umpires for Finals Matches shall comply with the standard dress code for Finals' Matches. It is expected that all Club Umpires will also be dressed in their Club Tops.
- 3.4 Executive Committee at Finals Matches - All Executive Committee shall comply with the standard dress code for Finals' Matches with the exception of Club Tops if they are not in the competition.
- 3.5 Captains wishing to lodge a notice of protest in regard to the dress code must do so in accordance with By-Law (10.0). A fee of \$50.00 is applicable and must accompany the above but will be returned if the protest is deemed not to be frivolous.

### 4. *Member Registrations*

- 4.1 Any person is eligible for membership provided he/she is a member of a DDPL

- Club.
- 4.1.1 Premier Team Registration to be supported with a fee of \$1000. This Fee is due and payable at or before the April Delegates Meeting.**
- 4.2** Any person wishing to register with the DDPL must complete their details on a bulk sheet, registration form and pay the required fee. It is the clubs responsibility to ensure all forms and fees are received by the DDPL Treasurer or their nominated alternative by the deadlines listed.
- 4.2.1 Registration Forms and Bulk Sheets** must be submitted before the **February Delegates Meeting**, which is ideally at least **six** weeks before the start of the season.
- 4.2.1.1** Exception: Registration Forms are required after the first match of the season at least three working days before the player wishes to compete.
- 4.2.2** Any Club wishing to enter a side in the DDPL must list all their prospective players on an approved Bulk Sheet, **one side per sheet**. This Bulk Sheet must accompany all Registration Forms as detailed above.
- 4.2.3** All registration fees must be paid at or before the first delegates meeting after the first match of the season. Ideally this will be at least four weeks after the first match.
- 4.2.3.1** All registration fees will be invoiced on the following basis: Clubs will be invoiced at the April Delegates Meeting per team nominated. Clubs will then be invoiced at subsequent Delegates Meetings for additional registered players.
- 4.2.3.1.1** Exception: Any Club that wishes to remove a registered player from their list, and not incur a registration fee, must request this in writing before the May Delegates Meeting.
- 4.2.4** If the forms or fees are not forwarded on time, the unlisted player is considered to be unregistered and the following will occur:
- 4.2.4.1** The team will be fined or may lose all points gained for that match and any other match in which the player plays. (Subject to Executive Committee discretion).
- 4.3** When a person is recruited to fill a position in a team on a night where that team would otherwise not have eight players, no form or fee is required. This exemption is only available once per player and is on the condition the Secretary is notified within 24 hours of the Match.
- 4.3.1** This exemption is not applicable to Premier Division, former DDPL registered players, or players ranked above seven points.
- 4.4** Registrations will be allowed from the day after the Annual General Meeting up until the half way mark of the home and away matches.
- 4.4.1** That is Registrations will be allowed up to three working days before the ninth game of an eighteen game season (two rounds).
- 4.5** All registration forms and bulk sheets must be complete with entire correct details including all the relevant signatures. Faxed forms will not be accepted.
- 4.6** Each club will keep an up to date Bulk Sheet (DDPL003) of its registered members; this must be available to the DDPL for reference when required.
- 4.6.1** A club, which fails to comply, shall be liable to a monetary fine the amount of which shall be decided upon by the DDPL Executive.

## 5. *Clearances*

- 5.1** Any person who has participated in competition 8-ball with any registered club/association/league within Victoria in the last four years preceding the first Committee Meeting in February must, on applying to the DDPL to become a member, complete an official DDPL Clearance Form (DDPL005). Failure to do so will see the player being classed as a Non-Registered Player.
- 5.2** It is the Club's responsibility to ensure members clearance form is received by the DDPL Treasurer or his nominated alternative by the deadlines listed.
- 5.2.1** A clearance form is required a minimum of four weeks before the first match of the season.
- 5.2.1.1** Exception: Clearance forms required after the first match of the season are required at least three working days before the player wishes to compete.
- 5.2.2** All clearance fees must be paid at or before the first delegates meeting after the first match of the season. Ideally this will be at least four weeks after the first match.
- 5.2.2.1** All clearance fees will be invoiced on the following basis: Clubs will be invoiced at the April Delegates Meeting for any clearances submitted. Clubs will then be invoiced at subsequent Delegates Meetings for additional clearances.
- 5.2.2.1.1** Exception: Any Club that wishes to remove a cleared player from their list, and not incur a clearance fee, must request this in writing before the May Delegates Meeting.
- 5.2.3** If the forms or fees are not forwarded on time, the player is considered to be unregistered and the following will occur:
- 5.2.3.1** The team will lose all points gained for that match and any other match in which the player plays. (Subject to Executive Committee discretion).
- 5.3** **Clearances not obtained** - Team will lose all points scored on that night, as they have in fact played an unregistered player.
- 5.3.1** If member falsified to the Club his need for a clearance and participates, then that member alone will face disciplinary action by the DDPL Executive Committee.
- 5.4** **Clearance Denied** - A player who has made application to his current club for a Clearance and has had such application denied or objected to, should contact the DDPL Secretary, who will take up the matter with the Club concerned.
- 5.4.1** Failure by that Club to provide within seven days, suitable evidence as to why the player should not be cleared could result in the DDPL Executive, clearing the player.
- 5.5** **Clearance Unobtainable** - A player should contact the DDPL Secretary if a clearance is unobtainable by way of a person or persons being not contactable or by way of a club being disbanded.
- 5.6** Clearances will not be granted on the following –
- 5.6.1** Any player that is suspended from any Club or Associated Body will be ineligible.
- 5.6.2** Any player that owes monies to any former Club or Association will be ineligible.
- 5.7** Clearances will be allowed from the day after the Annual General Meeting up until the half way mark of the home and away matches.
- 5.7.1** That is Clearances will be allowed up to three working days before the ninth game of an eighteen game season (two rounds).

- 5.8** No member will be granted more than one clearance in any one season. (Subject to Executive Committee discretion).
- 5.9** No more than three players from any one club may transfer to any one other club in any season.
- 5.9.1** Further applications that may be requested will be at the discretion of the DDPL Executive Committee.
- 5.9.2** All applications must be in writing to the DDPL Secretary with the approved DDPL Clearance Form and Fee stating reasons why consideration should be given.

## **6. Match Procedures**

- 6.1** Competition Rules of Play are to be those adopted by the Australian Eight Ball Federation.
- 6.2** The Home Team shall supply two competition tables. They shall be of equal size and as near as possible to the standard table, i.e. 7' x 3'6" (2134cm x 1067cm). Tables must be reasonably level, clean and have ample surrounding space so that the player is unimpeded.
- 6.3** The Home Team shall supply "Competition Balls" for use on all Competition Tables. These Balls shall be:
- 6.3.1** A "Cue Ball" - being a "1 7/8 Red Spotted Aramith Belgium White Ball" as per WEBF regulations.
- 6.3.2** Fifteen "Object Balls" - consisting of:-
- 6.3.2.1** A group of seven red balls and a group of seven yellow balls
- 6.3.2.2** The "Eight Ball" - being a black ball marked with the number "8".
- 6.4** The Home Team shall supply one "stop watch" for each table being used on competition nights.
- 6.5** The Home Team shall provide a minimum of one "spider" and one "bridge" for use on competition nights.
- 6.6** **Both Teams** shall provide Umpires for competition nights. A minimum of one Umpire is required for each frame.
- 6.6.1** Umpires should rack the balls after the completion of their duty to stop any possible delays.
- 6.7** All Matches will consist of a minimum of 8 players contesting 32 frames except in Premier Division (By Law 6.8.2)
- 6.7.1** Each player will play a maximum of 4 frames.
- 6.7.2** Each team will select 8 players to contest two "round robin" competitions of four players.
- 6.7.3** Three Substitute Players are allowed.
- 6.7.3.1** These Players cannot play in the "first quarter".
- 6.7.3.2** A "Starting Player" if substituted, can only be returned to their original position after a quarters rest.
- 6.7.3.3** No Player will play the same player twice.
- 6.7.3.3.1** When a dispute arises from (By-Law 6.7.3.3) the home team will have the right of player placement.
- 6.8** Each Premier team will select (6) six players to contest (6) six round robin competitions of (6) players as long as there is a minimum of 9 teams entered.
- 6.8.1** Two Substitute Players are allowed.
- 6.8.1.1** These Players cannot play in the "first round".

- 6.8.1.2** A "Starting Player" if substituted, can only be returned to their original position after a rounds rest.
- 6.8.1.3** No Player will play the same player twice.
- 6.10** The first mentioned player on the Scoresheet will break (1.1.6).
- 6.11** All Matches shall commence by 7.30 p.m.
- 6.11.1** If the first frames are not commenced by 7.35 p.m. The Team responsible for the delay will be penalised with a loss of the delayed frame.
- 6.11.1.1** Exception: Unless mutually agreed to by both Captains.
- 6.12** Full names of all players including substitutes are to be given to the opposing Captain prior to 7.20 p.m.
- 6.12.1** Substitutes - If a player is not listed as a substitute they cannot compete.
- 6.12.2** Substitutes can be used to replace any player before the commencement of their second scheduled frame.
- 6.12.2.1** If a player is unable to complete a frame through illness, injury or any other cause that frame will be forfeited.
- 6.13** The Annual Fixture is the table setting out teams, dates and venues for matches. This is to be adhered to unless the Executive Committee notifies a change.
- 6.14** A match not started or completed on the date listed is to be noted on the score sheet and the Assistant Secretary verbally advised. Score sheet shall be held pending the results of said match.
- 6.14.1** Ideally the unstarted or unfinished match must be held at the same venue before the date of the next competition match. Other venues may be sought if the original venue is unavailable. Captains are to agree on a date and venue if other than original.
- 6.14.2** Non appearance of players involved will result in forfeit of frames/games.
- 6.15** A frame will be forfeited by any player who in the opinion of the Umpire or Captains behaves in a manner detrimental to the interests of the DDPL.
- 6.15.1** In such instances the player must be reported to the DDPL Executive Committee.
- 6.16** A Match will be forfeited by any team that:
- 6.16.1** Fails to appear at a venue by 7.45 pm unless mutually agreed to by both Teams.
- 6.16.2** Fails to have the minimum number of six players compete.
- 6.16.3** A team that is in receipt of a match forfeit (walkover) shall:
- 6.16.3.1** Lodge score sheet in normal manner with the DDPL.
- 6.16.3.2** Players named on score sheet shall receive the maximum game score and shall be deemed to have played that match.
- 6.16.3.3** Receive four premiership points and percentage.
- 6.17** All Matches during the home and away season will be scheduled for Tuesday nights.
- 6.17.1** Exception: All Premier and Division 4 Matches will be scheduled for Monday nights.
- 6.18** When a team disbands during a season the Executive Committee may change the competitions' results to establish the fairest outcome in the affected divisions.

## 7. *Players Eligibility*

- 7.1** Ordinary Players are eligible to play in any seasons scheduled home and away game providing:
- 7.1.1** They are a current financial registered member of the DDPL.
  - 7.1.2** Have not played in another Match in the same round.
    - 7.1.2.1** A player who is listed as a substitute which does not compete in a frame is classed as having not played.
  - 7.1.3** They have not transferred to a club illegally.
  - 7.1.4** They are not under suspension from the DDPL.
  - 7.1.5** They are not barred from the relevant venue.
  - 7.1.6** They are not under eighteen years of age.
    - 7.1.6.1** Exception: Any person under the age of eighteen years may apply to the Executive Committee for registration as a member. Such application shall include a letter detailing the names and signatories of Legal Guardians that must be in attendance during any Match.
    - 7.1.6.2** No member under the age of eighteen may participate in any competition game unless approval, other than that required in By-Law 7.1.6.1 is given, in writing, by the relevant Manager of the venue.
  - 7.1.7** They have not played in more than half of the seasons scheduled home and away games in a higher division.
    - 7.1.7.1** Ideally the Club will be made aware of any breach of By-Law (7.1.7) before the next scheduled Match. If, however, this does not occur the Team concerned will not be penalised with a Match Forfeit for any direct subsequent occurrence until notification is received.
  - 7.1.8** A player cannot play in a lower division if they played in the higher division in the last round and that higher division has a bye, unless the player moved up from the lower division in the round previous to the bye.
  - 7.1.9** They cannot play in a lower division if their last match was in a team two divisions higher unless the player moved up from the lower division in any previous round.
  - 7.1.10** Any "Stand Alone Team" can name two players from the division below at the start of the season, these players may fill in during the season at anytime and then return to their normal division as long as they have not qualified for the higher division, but these two players cannot play in the other side of the higher division at their club.
- 7.2** **Winter Competition Player Ranking** - The Ranking Committee has the power to grade players and teams.
- 7.2.1** Information applicable is at 1st January of the current year.
  - 7.2.2** Players points are based on written documentation, (not verbal).
  - 7.2.3** Where two point values are relevant for any player the higher value will be used.
  - 7.2.4** Players wishing to appeal against a grading may do so once per year through their clubs in writing to the DDPL in writing to the Secretary.
  - 7.2.5** Each team will be limited to a maximum of **fifty-five** player points for any **round** of any match.
  - 7.2.6** The criteria used by the Ranking Committee in relation to the above are as follows:
    - 7.2.6.1 14 Points** Current World Team.  
Current National Singles Finalist.

- 7.2.6.2 13 Points** Open State Team in each of the last 5 Years.  
National Team in 1 of the last 5 Years.  
Open State Team in 4 of the last 5 Years.  
Last 8 in National Open in 1 of the last 5 Years.  
Competitor in International Open in 1 of the last 3 Years.
- 7.2.6.3 12 Points** National Team in 1 of the last 7 Years.  
Open State Team in 3 of the last 5 Years.  
Finalist in Open State Title in 1 of the last 3 Years.
- 7.2.6.4 11 Points** National Team in 1 of the last 10 Years.  
Open State Team in 2 of the last 5 Years.
- 7.2.6.5 10 Points** Open State Team in 1 of the last 5 Years.  
Last 2 in Major Tournament in 1 of the last 3 Years.
- 7.2.6.6 9 Points** Open State Team in 1 of the last 7 Years.  
Top 20 Snooker Seeding in last Year.  
Last 4 in Major Tournament in 1 of the last 3 Years.
- 7.2.6.7 8 Points** **Final Round of Open State Team Selection in 1 of the last 3 Years.**  
Open State Team in 1 of the last 10 Years.  
Top 20 Snooker Seeding in 1 of the last 3 Years.  
Top 16 of a Major Tournament in the last Year.  
**Semi-Final Round of Open State Team Selection in 1 of the last 3 Years.**  
Interleague (Highest Division) in the last Year.  
National Junior in 1 of the last 3 Years.  
Top 20 DDPL, EDPL, MMPL Ranking in 1 of the last 3 Years.
- 7.2.6.8 7 Points** **Any other Player.**  
**Exception: Any Player that has not competed in more than 1/3<sup>rd</sup> of the scheduled home and away Matches in the highest division in the DDPL, EDPL or MMPL, in any one of the previous 3 years, is considered to be a 6 Point Player.**

**7.2.7** Failure to adhere to any part of By-Law (7) will result in a Match Forfeit.

## 8. *Scoring*

- 8.2** One point is awarded for each frame won nil points for a loss.
- 8.3** Winner of the match will be the team on completion who has the highest number of points.
- 8.4** A winning team will receive four premiership points.
- 8.5** No premiership points are awarded for a loss.
- 8.6** Where the result of a match is a Draw. Both Teams will receive 2 premiership points.
- 8.6.1** Where a Draw occurs in a Final both Teams will nominate three players, **in playing order**, to compete in one frame each to achieve a

result. **Captains will determine break with toss of a coin. Home Team will call and breaks will then alternate.**

- 8.7** A team that has a “bye” specified in the DDPL Fixture will receive no premiership points with any alteration to their percentage.
- 8.8** Percentage of each team is calculated by dividing the frames won by the frames lost and multiplying by 100.
- 8.8.1** When teams have identical premiership points the team with the higher percentage score shall be placed in the higher position on the Premiership Ladder.

## **9. *Score Sheets***

- 9.1** Match scores will be recorded on the DDPL Score Sheets (DDPL006).
- 9.2** Both teams are responsible for their score sheet.
- 9.3** Score sheet must be correct in all details, including full name of player as listed on the Registration Form and the Players Registration Number. Penalties will apply for non-compliance.
- 9.4** Alterations to score sheet must be initialled by the opposing Captain.
- 9.5** The Score sheet at the conclusion of the match is to be checked by both Captains and signed. **Once signed the Scoresheet is closed for any further alterations and is regarded as a true account of the Match.**

## **10. *Protests***

- 10.1** Captains should attempt to reach agreement on the matter under consideration and, if so, they may replay the game without formally protesting.
- 10.2** Those disputes, which cannot be settled by the Captains in collaboration, should be referred to the DDPL by forwarding a written protest to the DDPL Secretary.
- 10.3** The Protest must arrive no more than 72 hours after the incident, accompanied by a fee of \$50.00 together with phone numbers and names of the following:
- 10.3.1** Team Captain
  - 10.3.2** Umpire (if home team)
  - 10.3.3** Players Concerned
  - 10.3.4** Venue where Match was played
  - 10.3.5** Details of Protest.
- 10.4** Notice of the intention to lodge a Protest must be stated on Score Sheet if possible.
- 10.5** Protests concerning Umpires - These can only be made on what is considered to be the Umpires disregard for or lack of knowledge of the rules, and not on their inability to see every supposed foul.
- 10.6** The Fee will be returned if the protest is considered to be not frivolous.

## **11. *Result of Matches***

- 11.1** The following procedure must be carried out after each match.
- 11.1.1** The Winning Team Captain, or their representative, will fax or deliver the scoresheet to the DDPL Assistant Secretary to arrive no later than 6.00 p.m. on the Thursday following the match.
- 11.1.1.1** **The Winning Team Captain, or their representative, will SMS the Match Results to the DDPL Secretary to arrive within 24 Hours of the Match. The SMS shall include the**

### **Division, Winning Team and Score and the Loosing Team and Score.**

- 11.1.2** The Loosing Team Captain, or their representative, will fax or deliver the scoresheet to the DDPL Assistant Secretary to arrive no later than the next scheduled Delegates Meeting.
- 11.1.3** Failure to comply with either By-Law 11.1.1 or By-Law 11.1.2 may result in disciplinary action such as premiership points deduction.
- 11.2** On receipt of all match results, the DDPL Assistant Secretary will calculate a ladder, a copy of which will be issued to all Clubs.
- 11.3** Where a Match Forfeit is awarded, the offending Team will lose all Points and Percentage. The non-offending Team will receive Premiership Points for a win and retain their Player Frame Scores.

## **12. Finals**

- 12.1** Finals in all Divisions shall be a Final Four (Page System). Once a season has begun (ie. first home and away game) there will be no change.
- 12.2** Format for the Final Four -
  - 12.2.1** Elimination Final (*Round 1*) - The third team shall play the fourth team, loser drops out.
  - 12.2.2** First Semi Final (*Round 1*) - The top team shall play the second team, winner straight into Grand Final.
  - 12.2.3** Preliminary Final (*Round 2*) - Winner of Elimination Final, plays the loser of the First Semi Final, winner straight into Grand Final.
  - 12.2.4** Grand Final (*Round 3*)
- 12.3** Players Eligibility to Play in Finals –
  - 12.3.1** A player must have played in more than half of the scheduled home and away games with that Club in that season.
  - 12.3.2** First Team - A player who has fulfilled By-Law (12.3.1) is eligible to play in the first team.
  - 12.3.3** Other Team - A player who has fulfilled rule (12.3.1) must have played more games in the division the player wishes to represent plus any lower divisions than any or all higher divisions.
  - 12.3.4** A Player can only represent one Division in the Finals. Once a Player has played a frame in a round of the Finals, that Player cannot be promoted or demoted for the duration of the Finals' Competition.
    - 12.3.4.1** Exception: Rule 12.3.4. is not applicable if a Club has two Divisions in the Finals competing in the same Round. In this situation a Player can be returned to compete in their "normal" side in the following Final if they were used as a substitute.
- 12.4** All officials for finals will be at the discretion of the DDPL Executive Committee.
- 12.5** All finals will have independent umpires.
  - 12.5.1** It is the duty of those clubs not represented in finals to supply umpires. Heavy Fines will be imposed on those not adhering to the above.
  - 12.5.2** All Clubs must supply a list, to the Secretary, of nominated umpires for duty during the Finals before the last Delegates Meeting before the Finals.
- 12.6** Teams participating in finals must give a written list of their team in playing order together with substitutes and emergencies to the Executive Committee Official **thirty** minutes before play is due to commence.

### 13. *Payment of Monies*

- 13.1** All monies paid to the DDPL shall be by cheque. All cheques should be made out to "Dandenong and Districts Pool League Inc" and forwarded to the DDPL Treasurer or his nominated alternative.
- 13.2 Fees -**
- 13.2.1** Members Registration - \$35.00
- 13.2.2** Clearance / Transfer - \$20.00
- 13.2.2.1** Clearance and Transfer Fees are only applicable when transferring from one DDPL Club to another.
- 13.2.3** Presentation Night - \$30.00 per member, (subject to costs).
- 13.2.3.1** Each team in each division will be levied six tickets to the Annual Presentation Dinner.
- 13.2.4 Team Registration – Premier \$1000.00**
- 13.3 General Fines -**
- 13.3.1** Teams not represented at DDPL Committee Meetings shall be fined \$10.00. This fine will increase by \$10.00 for each additional meeting not in attendance during the season.
- 13.3.2** Non attendance of at least one representative per Club at the DDPL Annual General Meeting - \$50.00
- 13.3.3** Unregistered Player - \$50.00 per player plus loss of Match points.
- 13.3.4** Loss of Game due to Forfeit - \$20.00 (exception By-law 6.12.2.1)
- 13.3.5** Loss of Match due to Forfeit - \$100.00. If a team has a Match Forfeit on more than one occasion, they will have to prove their ability to field a team the following season in writing to the DDPL Secretary.
- 13.3.6** Scores not faxed in on time or the wrong or incomplete information given - \$10.00 increasing by \$10.00 each subsequent offence.
- 13.3.7** Late Score Sheets - \$10.00 increasing by \$10.00 for every week late.
- 13.3.8** Score Sheet not completely filled out - \$10.00
- 13.3.9** Substantial spelling errors on score sheet - \$10.00 per Sheet.
- 13.3.10** Failure to supply the nominated number of umpires for the finals matches - \$50.00 per umpire not supplied.
- 13.3.11** Failure to attend Presentation Night when ticket has been allocated and paid for-\$20.00.
- 13.3.12** Any other fines may be imposed at the discretion of the Executive Committee.
- 13.4 Overdue Accounts -** Dates are set at each Committee Meeting and will be shown on each Invoice for the payment of accounts, if not paid by due date to the satisfaction of the Executive Committee the following fines will be incurred:
- 13.4.1** 10% of amount owing if not paid by due date.
- 13.4.2** 20% of amount owing if not paid within thirty days of due date.
- 13.4.3** 30% of amount owing if not paid within sixty days of due date.
- 13.4.4** Fine and suspension if not paid within ninety days of due date.
- 13.4.4.1** These fines are not compounding.
- 13.4.5** Any club that cannot fulfil their payment of account on the due date for reasons of temporary financial difficulties must apply for a temporary extension of time. This must be done in writing and submitted to the Treasurer a minimum of five days before the due date for the payment of monies.
- 13.4.5.1** Any Club that is granted a time extension under By-Law (13.4.5) must pay the amount due on the revised due date. Failure to do so will render the Club in arrears and

suspended until such payments are made. Fines may also apply.

**13.4.5.2** Clubs suspended in accordance with By-Law (13.4.4) will forfeit all matches due to be played at maximum point's score against until suspension is lifted.

**13.5 Tenders** - All tenders submitted **will be decided by the Executive Committee**, and must include any payment or sponsorship in full. This payment will be refunded if unsuccessful.

#### **14. *Trophies / Awards***

**14.1** All trophies and awards will be by Executive Committee decision.

**14.2** Finals -

**14.2.1** Premiers in each Division – 1 Silver Cup and Flag for Team. One Medallion for each member competing in Grand Final including substitutes. Premiership Shield to be held for twelve months.

**14.2.2** Runners Up in each Division – One Flag.

**14.2.3 The Finalists in Premier will receive the following:**

<b>Winner</b>	<b>50%</b>	<b>\$5000 (10 Teams)</b>
<b>First Runner-Up</b>	<b>25%</b>	<b>\$2500 (10 Teams)</b>
<b>Second Runner-Up</b>	<b>15%</b>	<b>\$1500 (10 Teams)</b>
<b>Third Runner-Up</b>	<b>10%</b>	<b>\$1000 (10 Teams)</b>

**14.3** Home and Away Competition -

**14.3.1** Trophies will be awarded in each division on completion of home and away matches.

**14.4** A player must have played at least half of the scheduled games in that Division to be eligible for selection for a trophy or award.

**14.5** Any player suspended, disqualified or otherwise disciplined by the DDPL is not eligible to receive a trophy or award in that season.

**14.5.1** Any "Illegal Player's" frame results will not count towards a trophy.

**14.6** Formula -

**14.6.1** Points scored by the player minus points scored against the player. In the event of a tie, the best player shall be:

**14.6.1.1** Firstly, the player who won most games **4-0 or 6-0**.

**14.6.1.2** Secondly the player with the most number of games played.

**14.6.1.3** Thirdly the player who has lost the least number of games **0-4 or 0-6**.

**14.6.1.4** Fourthly the player who has won the most number of games **3-1 or 5-1**.

**14.6.1.5** Fifthly the player that lost the least number of games **1-3 or 1-5**.

#### **15. *Alterations to By-Laws***

**15.1** Any By-Law that in the opinion of the Executive Committee, the Committee, and/or a current financial member not suspended, is not satisfactory, requires amendment and/or replacement may be altered or changed in the current year providing:

**15.1.1** Only written motions will be considered and a proposer and a seconder must sign these. Such motions shall be supplied 21 days in

advance of any vote taken unless done so by the full Executive Committee.

- 15.1.2** The Proposer and seconder must be present at the meeting where the vote is to take place. Failure to be present will result in the motion being withdrawn.
- 15.2** Any By-Law amendments will be presented for voting at Executive Committee or Committee Meetings unless a Special Meeting is deemed necessary.
- 15.3** Voting -
  - 15.3.1** If taken by the Executive Committee – 100% in favour.
  - 15.3.2** If taken by the Committee – ¾ majority of those present at the meeting and entitled to vote.
- 15.4** All alterations to the By-Laws shall be recorded at the rear of the By-Laws in Appendix 1. This Appendix shall record all the Rules by number and subject and the date of their inception or change.

## **16. *Tribunal Procedures***

- 16.1** Tribunals will be held at a venue decided by the DDPL Executive Committee.
- 16.2** Tribunal Panel to consist of one Chairman and three Delegates.
  - 16.2.1** Chairman and Delegates must not be from any Club involved in the Tribunal hearing.
  - 16.2.2** Chairman and Delegates to be selected from a pool of three Chairman and five Delegates. Which will be appointed at the first Committee Meeting of the year.
- 16.3** Once a complaint has been made, and determined by the Executive Committee to be justified, a tribunal has to convene within twenty-one days of the date of complaint.
- 16.4** Any complaint must be in writing and received by the DDPL Secretary, no later than 72 hours after occurrence of such incident, together with a \$50.00 fee.
- 16.5** Letters from the DDPL Secretary, notifying all concerned of Tribunal Hearing are to be sent to:
  - 16.5.1** Tribunal Chairman and Panel
  - 16.5.2** Delegates of Clubs concerned
  - 16.5.3** Presidents of Clubs concerned
  - 16.5.4** Defendant
  - 16.5.5** Any witnesses cited in letter of complaint
- 16.6** The fee of \$50.00 will be returned to the Club or person making the complaint, provided the complaint is not frivolous, in which case fee is retained by the DDPL.
- 16.7** Any witness who in the opinion of the Tribunal gives misleading or untruthful evidence will also be subject to penalties as deemed by the Chairman.
- 16.8** The Tribunal will hear all evidence – both for and against, and evaluate whether the defendant is guilty or innocent of charges.
- 16.9** The decision the Tribunal Committee is to be handed to the Chairman and the Chairman in consultation with the Tribunal Committee will decide on the penalty if any.
- 16.10** Delegates of both parties involved in the dispute may attend the Tribunal Hearing.
- 16.11** Defendant or his Advocate has the right to cross-examine all witnesses.
- 16.12** Duties of Chairman -
  - 16.12.1** Conduct Tribunal
  - 16.12.2** Announce penalties if defendant is found guilty.

**16.12.3** Enter decision into Tribunal book with relevant details showing name of defendant, charge, outcome and penalty given. This is to be done at the conclusion of the Tribunal.

**16.13** Right of Appeal -

**16.13.1** Defendant has the right of appeal.

**16.13.2** Appeal only to be heard on the basis of fresh evidence being available.

**16.13.3** Appeal on the result of a Tribunal decision is to be lodged with the DDPL Secretary in writing with a fee of \$100.00.

**16.13.4** Fee will be returned to Club or Person submitting appeal unless the Tribunal deems the appeal as frivolous in which case the fee will be retained by the DDPL.

**16.13.5** The same Tribunal panel as heard the original complaint will hear any appeal.

**17. Procedure for the Hearing of a Notice of Motion**

**17.1** The Motion is read and the Mover is announced.

**17.2** A Secunder is required.

**17.2.1** If there is no seconder the motion lapses.

**17.3** The Chairman has the discretion to terminate any of the speakers that follow if he believes that the speaker is repeating himself or moving into areas not relevant to the motion under discussion.

**17.4** The Mover speaks in support of the Motion.

**17.5** The Secunder may speak now or reserve this entitlement until after any other speakers for or against.

**17.6** The Chairman asks for any person who may wish to speak "for" or "against" the motion to raise their hands. Their names are taken and listed as either "for" or "against".

**17.6.1** The persons "for" and "against" are then allowed to speak alternatively in order that their names were taken.

**17.7** The Secunder will be allowed to speak now if he reserved the right as detailed above.

**17.8** The Mover is then allowed to have a final say.

**17.9** At no time during the above, can more than one person hold the floor.

**17.10** Each speaker, with the exception of the Mover, is granted only one turn to speak.

**17.11** The Motion is put to the vote.

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