



CROQUET NSW

DUTIES OF TOURNAMENT OFFICIALS

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TABLE OF CONTENTS

1. THE TOURNAMENT COMMITTEE	1
2. THE TOURNAMENT MANAGER	1
3. THE VENUE MANAGER	2
4. THE REFEREES' COMMITTEE	2
5. THE TOURNAMENT REFEREE.....	2
6. REFEREES and UMPIRES	2
7. THE TOURNAMENT HANDICAPPER.....	3

1. THE TOURNAMENT COMMITTEE

With reference to a particular event, the Tournament Committee shall: -

- a) Receive all entries
- b) Check that each entry is valid. If prior to commencement of a competition, a handicap change will make a player ineligible, the player must be informed and given the option to transfer to another event (but see [clause 66](#), and [clause 67](#)).
- c) Appoint a Tournament Manager and if necessary an Assistant Tournament Manager and if clubs are involved, request clubs to appoint Venue Managers and Assistant Venue Managers.
- d) In the case of a knockout event, carry out the draw in accordance with the Bagnall Wild method and draw up a schedule of all games
- e) In the case of a round robin event, decide whether the event is to be played in one or more blocks, pursuant to [clause 53.1](#), and draw up a schedule of games including any redraw in terms of [clause 53.2.1](#).
- f) List any conditions which are not covered by these Regulations.
- g) If appropriate, prepare a programme of the event for publication. Forward a copy of the draw to the tournament manager(s), venue manager(s) and the tournament referee.
- h) After the draw has been carried out, ensure that the entry forms are given to the Tournament Manager.
- i) Distribute results and reports of tournaments as appropriate to the Records Officer, Newsletter Editor, Web Site Administrator, State Handicappers and World Rankings Controller.

2. THE TOURNAMENT MANAGER

The Tournament Manager shall: -

- a) Ensure that he is familiar with the Association Regulations for Tournaments, and in particular those which pertain to the event he is about to manage.
- b) Check that players hold the appropriate AHS handicapping cards if the event is a Singles event (reference [clause 51.8](#) and Section 7 of the ACA Handicapping Regulations relating to the AHS). Check the ID of the player by reference to the current copy of the CNSW Yearbook or the CNSW web site and enter it on the AHS1 form.
- c) The Tournament Manager has the discretionary power to deny entry of a player to any competition if such player refuses to produce and use the ACA AHS handicapping card.
- d) Where the Tournament Manager is also a Venue Manager, carry out the functions described in [clause 114](#) for that venue.
- e) If required rearrange the draw in terms of 53.2.2.
- f) Telephone all results to AAP (02 9322 8000) before 6.00 p.m. for publication next day.
- g) In the absence of a Tournament Handicapper, sign off AHS cards of all players whose handicaps have changed at the end of the event. (See [Appendix 13](#) for difference in the rules relating to handicap changes of Golf Croquet Players and Association Croquet Players). If a Rapid Improver has been identified then supply details to the State Handicapper.
- h) During and at the end of the event, check all results provided by the Venue Manager(s)
- i) Reschedule all postponed and pegged down games.
- j) After an event forward to the Tournament Committee Results Coordinator: Result sheet, grid, Manager's Report and send to the State Handicapper the completed AHS1 form as per the instructions on that form.
- k) Complete the form "authorisation for payment for lawn hire" and forward to the Treasurer so that payment may be made to clubs at the current rate
- l) If necessary, before the event, distribute Association balls to the relevant clubs. After the event collect the balls.

3. THE VENUE MANAGER

The Venue Manager shall: -

- a) Have the hoops swung on each lawn immediately before the event and during the event if necessary.
- b) Have all lawns in the best possible condition and equipment ready a quarter of an hour before the scheduled starting time each day.
- c) Ensure that all games are played according to the schedule provided by the Tournament Manager.
- d) In knockout events, advise players the times of their next games.
- e) Decide whether a competitor is eligible to continue playing in an event if he is unable to play at the scheduled time.
- f) Ensure that in handicap events players play off their correct handicaps.
- g) Ensure that participants are dressed according to Association regulations.
- h) Ensure that during a turn, spectators do not make unnecessary noise.
- i) At the conclusion of play each day, allow time for pegging down games if necessary.
- j) Be responsible for pegging down postponed or disputed games (see [clause 117.9](#)).
- k) Telephone all results to the Tournament Manager promptly after the conclusion of each round.
- l) At the conclusion of an event, forward all game result slips to the Tournament Manager.

4. THE REFEREES' COMMITTEE

The Referees Committee shall appoint a Tournament Referee for each event, and shall notify the Tournament Committee of the appointment before the close of entries.

5. THE TOURNAMENT REFEREE

The Tournament Referee shall:

- a) Act in accordance with the Regulation regarding the duties of Tournament Referees in the current edition of the Australian Laws Book.
- b) Arrange Referees and Umpires for all games according to the schedule provided by the Tournament Manager.
- c) Ensure that at least one qualified referee is present at the venue during all competition games, and that a referee or umpire is appointed for every game in which a player has a handicap of 9 or greater. In addition, a referee in charge (see Reg 5 ALB) should be appointed (subject to availability) for any game in which the players have handicaps of 14 or greater.
- d) Ensure that all Referees and Umpires act in accordance with the provisions of clause 117 below.

6. REFEREES and UMPIRES

Referees and Umpires shall:

- a) Act in accordance with the Regulation regarding the duties of referees and umpires in the current edition of the ALB.
- b) Check the accuracy of court settings and equipment.
- c) Check corner spots and around hoops for special damage.
- d) In handicap games, consult with the Manager regarding players' handicaps and the number of bisques to be given.
- e) After the toss, supervise a strictly timed practice period (see [clause 54.7](#)).
- f) At the start of a competition advise the players:
 - i) that they are entitled to ask the state of the game at any stage, including the time remaining in a time limit game.
 - ii) that they may approach the referee in regard to deterioration in the weather. The referee will then take up this matter with the Tournament Manger.
 - iii) that there is (in general) a time limit of 45 seconds between strokes.

- iv) that the players will normally be responsible for the clock which times their event. However, the referee is permitted to stop the clock at any time if it is judged that an action, such as a disputed wiring lift etc, is likely to infringe on the time left to the players
- g) Enforce ALB Regulation 6(d) regarding expedition in play. N.B Exceptions to the ruling shall be at the referee's discretion. Examples of exceptions are:
 - Lift and/or contact
 - Peeling
 - Pegging out
 - Difficulty in placing balls for a croquet stroke
 - Interference with a stroke
 - Imperfections on the surface of the court
 - Checking on balls--- critical positions, including possible wiring situations
 - Physical disability of players
 - Precedence of play in doublebanked games
- h) Report to the Manager regarding a disputed game or game under protest which may need to be referred to the Tournament Referee for decision;
- i) Assist the Manager in pegging down a game or resetting the court for resumption of play; ensure plan of the game is verified and signed as correct by the players concerned, the Manager and the Referee.
- j) Complete the Game Result slip and submit it to the Manager at the end of each game.
- k) In the absence of a player from the court, stop the clock/timer when all balls are correctly placed at the end of the current turn. The clock/timer is to be restarted when the player has taken his mallet with intent to resume play.
- l) During a game, refrain from conversing with spectators or players except in the discharge of his duties.
- m) If a ball is deemed to have been played, be aware of which ball the player has so deemed.
- n) Be aware of critical situations around the peg, hoops etc.
- o) Be in possession of a current Laws book, official ACA gauge and markers.

7. THE TOURNAMENT HANDICAPPER

- a) A Tournament Handicapper may be appointed by the Tournament Committee. If such appointment is made the State Handicapper shall be notified.
- b) The duties of the Tournament Handicapper are set down in Section 8 clause 8.1 to 8.6 of the ACA Handicapping Regulations. It is to be particularly noted that "A player who is a Rapid Improver" may have his handicap reduced before a game at any time, and from time to time during a tournament, but only if the tournament handicapper determines that the player's handicap is too high by at least two steps.