

**PAPUA NEW GUINEA
SQUASH RACKETS FEDERATION
CONSTITUTION**

1. NAME

The Federation shall be called the Papua New Guinea Squash Rackets Federation.

2. DEFINITIONS

In this constitution and in any by-laws made hereunder:

- 2.1 **"The Federation"** means the Papua New Guinea Squash Rackets Federation (PNGSRF).
- 2.2 **"The Headquarters"** of the Federation shall be at the residence of the current Secretary.
- 2.3 **"International Squash Rackets Federation"** (or ISRF) means the Federation of the name, being the governing body of Squash Rackets.
- 2.4 **"Affiliation Association"** means any duly constituted body having jurisdiction and control over the game of Squash Rackets in any area or province of Papua New Guinea, which is for the time being recognized by, and affiliated with the Federation.
- 2.5 **"Member"** shall mean a person or body duly elected, appointed or otherwise being or becoming a member of the Federation under Clause 4 of this Constitution and for the time being remaining a member.
- 2.6 **"Delegate"** means a person for the time being appointed as such by a member pursuant to Clause 8 of this Constitution.
- 2.7 **"The Council"** means the Committee of that name constituted as provided in Clause 10 of this Constitution.
- 2.8 **"General Meeting"** and **"Meeting"** mean any general meeting of members of the Federation whether annual or otherwise, unless the context otherwise requires.
- 2.9 **"Special Resolution"** shall mean a resolution which has been passed by a majority which includes not less than sixty percent (60%) of the votes cast by such members as, being entitled to do so, vote either in person, by delegate or by proxy and the affirmative votes of at least two (2) in number of the Affiliated Associations at a general meeting of which not less than twenty-eight (28) days' notice specifying the intention to propose the resolution as a special resolution shall have been given.
- 2.10 **"Financial Year"** shall mean a year commencing on the 1st day of April and ending on the last day of March.
- 2.11 **"The Independent State of Papua New Guinea"** shall include all the Provinces, islands and trust territories of the Independent State of Papua New Guinea unless the context otherwise requires.

2.12 Words Importing the singular include the plural and vice versa, and words importing the masculine gender shall include the feminine or neuter gender as the case may require.

3. OBJECTS AND POWERS

The Federation shall be the central authority In and for the Independent State of Papua New Guinea in all matters connected with the organization and playing of the game of Squash Rackets and shall act in the interests of all players and bodies. In particular, but without limiting the generality of the foregoing, the Federation's power shall be:

- (a) To promote and regulate the game of Squash Rackets in the Independent State of Papua New Guinea and to maintain and uphold the Rules of the Game as determined from time to time by the ISRF;
- (b) To promote such other sports, games, amusements, recreations and entertainments in conjunction with Squash Rackets or otherwise as the Federation may deem expedient;
- (c) To arrange and control national or Papua New Guinea Championships, inter-provincial matches, tournaments or exhibitions in the Independent State of Papua New Guinea, international visits to or from Papua New Guinea by teams or individuals;
- (d) To delegate the management of any such championships, match, tournament, exhibition, visit or other event In the Independent State of Papua New Guinea or elsewhere to such person, persons, body or bodies as it deems fit;
- (e) Arrange for the representation of the Federation on the ISRF and on any other body formed for the purpose of promoting and controlling the game of Squash Rackets;
- (f) To hear disputes arising between members of the Federation and/or doubtful points in connection with the game;
- (g) At its discretion to hear and determine appeals by members or from the decisions of members on matters of dispute and to hear and determine matters or questions referred to it by members or Individuals or bodies where the matter or question concerns a member or members;
- (h) To invest and deal with the moneys of the Federation not immediately required in such manner as may from time to time be determined;
- (i) To lend money to any member, individual or body, and to guarantee and give guarantee or indemnities for the payment of money or the performance of contracts or obligations by any person association or company; to secure or undertake in any way the repayment of moneys lent or advanced to or the liabilities incurred by any person; association or company; and otherwise to assist any person, association or company.
- (j) To raise money for the purposes of the Federation by subscriptions or by such other means as the Federation may deem fit.

- (k) To devote any part of the funds of the Federation towards the expenses of championships, matches, tournaments or exhibitions including any payments of or towards the expenses of teams or individuals and the provision of prizes and trophies; or to employ and remunerate any person or persons in such manner as may be determined from time to time.

4. MEMBERSHIP

- (1) The Federation shall be constituted by the following members:
 - (a) The Executive Office Bearers, namely:
 - i) President
 - ii) Vice-President
 - iii) Secretary
 - iv) Treasurer
 - (b) All Squash Rackets Associations properly constituted and affiliated with the Federation.

Associate Members, being any persons, organizations, associations or bodies elected as such by the Federation whose rights of membership shall be subject to such conditions and restrictions as may be determined by the Federation from time to time.
 - (c) Life Members as appointed by the Federation.
- (2) Members elected or appointed under paragraphs (a) and (d) of sub-clause (1) of this Clause 4 shall have no right to vote and shall not be entitled to receive notices of meetings of the Federation unless otherwise determined by the Federation Council.
- (3) Application for membership by an intending member under paragraphs (b) and (c) of sub-clause (i) of this clause 4 shall be made in writing and shall be submitted to the Secretary who shall as soon as possible place the application before a meeting of the Council for decision.
- (4) Candidates for election as Executive Office Bearers must be members of an affiliated association and shall be elected at the Annual Meeting in each year.
- (5) Nominations for the several positions of Executive Office Bearers shall be made in writing by one (1) or more members at the time entitled to vote. Nominations shall be lodged with the Secretary prior to the commencement of the meeting.
- (6) All offices shall fall vacant immediately before the election at the Annual Meeting and shall be filled at that meeting.
- (7) Any casual vacancies occurring among the Executive Office Bearers may be filled-up by the Council and persons so appointed shall hold office until the next Annual Meeting.

- (8) Notwithstanding the provisions of Clause 6 below the Federation may by special resolution passed at a General Meeting remove any Executive Office Bearer before the expiration of his period of office and may by a similar resolution appoint another person in his stead.

5. WITHDRAWAL FROM MEMBERSHIP

Any member may withdraw from membership of the Federation at any time by notice in writing to the effect sent to the Secretary provided that this withdrawal shall not relieve such member of his or its financial obligations to the Federation at the date of such withdrawal. The Federation may determine that a member shall cease to be member by a special resolution.

6. DUTY OF MEMBERS

Members agree to abide by the Constitution and By-laws of the Federation for the time being in force and resolutions duly passed from time to time by the Federation.

7. MEETINGS

- (a) The Annual General Meeting of the Federation shall be held each year where practicable during the holding of the Papua New Guinea Squash Championships and notwithstanding anything herein contained at least twenty-eight (28) days' notice in writing of this meeting accompanied by an Annual Report, Statement of Accounts, Balance Sheet, Auditor's Report and Agenda shall be given to members. The following special business shall be transacted at such meetings.
- (i) approval of minutes of the previous Annual General Meeting and consideration of any matters arising there from:
 - (ii) consideration of the Annual Report, Statement of Accounts, Balance Sheet, and Auditor's Report;
 - (iii) the election of the Executive Office bearers;
 - (iv) the election of committees pursuant to Clause 10 of this Constitution;
 - (v) notification of auditor/auditor's appointment
- (b) The Secretary shall whenever requested so to do by any two (2) members entitled to vote or any Executive Officer Bearer convene a General Meeting.
- (c) For all General Meetings at least twenty-eight (28) days notice specifying the place, the day and the hour of meeting shall be given to all members.
- (d) The notice convening a General Meeting shall contain an Agenda listing matters to be considered at the meeting including matters referred by members provided written notice thereof shall have been given to the Secretary at least twenty-eight (28) days prior to the date of the meeting. Each General Meeting shall deal with:
- (i) such matters as are included in the Agenda;
 - (ii) the President's report, and

- (iii) such other business as the meeting may resolve shall be dealt with whether or not it appears on the said Agenda.
- (e) No business shall be transacted at any General Meeting unless a quorum of members is present. A quorum for a General Meeting shall comprise one (1) delegate from three (3) of the affiliated associations and two (2) Executive Office Bearers. For the purposes of this paragraph a delegate or an Executive Office Bearer shall include a person attending by proxy.
- (f) If within one (1) hour from the time appointed for the meeting a quorum is not present the meeting shall stand adjourned to such other time and place as the Council may determine and if at the adjourned meeting a quorum is not present within one (1) hour from the time appointed for the meeting the members and delegates present shall be a quorum.
- (g) The President, or failing him the Vice-President or failing him the Secretary, shall preside as Chairman at every General Meeting or if there is no such person present and willing to act within one (1) hour after the time appointed for the holding of the meeting the members and delegates present shall elect one (1) of their number to be Chairman of the meeting.
- (h) The Chairman may, with the consent of any meeting at which a quorum is present (and shall if so directed by the meeting) adjourn the meeting from time to time and from place to place but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place. No meeting can be adjourned for more than thirty (30) DAYS. It shall not be necessary to give any notice of an adjournment except for an adjournment for lack of quorum or of the business to be transacted at an adjourned meeting.
- (i) No member shall be entitled to vote at any General meeting unless all sums presently payable by him or it to the Federation shall have been paid.
- (j) Any member or delegate of a member may appoint a person as his proxy to represent and act for him at any particular meeting of the Federation. The instrument appointing a proxy shall be in writing (In the common or usual form) under the hand of the appointer or if the appointer is an Affiliated Association under the hand of the President or Secretary for the time being of that Affiliated Association. A proxy may but need not be a member or delegate. A proxy for a delegate may act and vote only in the absence of any other delegate of the relevant Affiliated Association.
- (k) The instrument appointing a proxy shall be deposited with the Secretary of the Federation before the holding of the meeting or adjourned meeting at which the person named in the instrument proposes to vote and in default the instrument of proxy shall not be treated as valid.
- (l) All General Meetings shall be held at a place determined by at least two (2) members of the Executive Office Bearers.
- (m) General Meetings may be attended by members and delegates of any association, organization or body, which is a member. Only members who are entitled to vote and delegates of such members shall be entitled to vote and speak on any matter before the meeting provided that the Chairman of the meeting may at his discretion invite any person present to speak.

8. DELEGATES

Such of the members who are not individuals shall be entitled to act and vote at meetings of the Federation only by means of a delegate from time to time appointed for the purpose. Notice of each such appointment shall be given by the member concerned to the Secretary in writing and the appointment shall remain in force until notice of revocation shall have been given to the Secretary by the member either expressly or by notification of the appointment of another delegate.

9. VOTING AT GENERAL MEETINGS

- (a) Each member not being an Affiliated Association, or a member not entitled to vote shall be entitled to one vote. Each Affiliated Association shall be entitled to two (2) votes plus one (1) vote for each hundred (100) or portion of one hundred (100) registered players affiliated with that Affiliated Association on the 30th day of November of the previous year.
- (b) In the case of an equality of votes the Chairman of the meeting shall be entitled to a second or casting vote.
- (c) No objection shall be raised to the qualification of any voter; except at the meeting or adjourned meeting at which the vote objected to is given or tendered and every vote not disallowed at such meeting shall be valid for all purposes. Any such objection made in due time shall be referred to the Chairman of the meeting whose decision shall be final and conclusive.

10. COMMITTEES

(a) The Council:

- (i) The Council shall consist of the President, the Vice President, the Secretary and the Treasurer for the time being and one (1) delegate from each of the Affiliated Associations. The last-mentioned members of the Committee shall be nominated by their particular association and may or may not be a member of that association but must be a member of an Affiliated Association and shall except as hereinafter provided hold office until the particular association should change this nomination. Any of the afore-mentioned Executive Office Bearers may also be a nominated Affiliated Association delegate in which case for voting purposes such a person would count as two (2) votes.
- (ii) The Federation may by special resolution passed at a General Meeting remove any member of the Council before the expiration of his period of office and may by a similar resolution appoint another person in his stead.
- (iii) The Council shall meet at intervals no greater than four (4) calendar months and at such time or times as may be deemed necessary. An Executive Officer Bearer may and the Secretary shall note the requisition of such Executive Office Bearers summon a meeting of the Council at any time.
- (iv) The quorum necessary for the transaction of the business of the Council shall be three (3) including at least one (1) delegate of an affiliated association. In the case of an equality of votes the Chairman of the Meeting shall have a second or casting vote.

- (v) Unless otherwise determined by the President, or, in his absence, the Vice-President, at least twenty-eight (28) days' notice shall be given of meetings.
- (vi) The President shall be Chairman of the meetings of the Council and failing him the Vice-President but if at any meeting neither the President nor the Vice-President is present within one (1) hour after the time appointed for holding the meeting the members present may choose one of their number to be Chairman of the meeting.
- (vii) The Council may appoint sub-committees whether consisting of members, delegates or otherwise for any purpose and may invest the same with such of the powers of the Council as it deems fit. The President and the Secretary shall be ex-officio members of all such sub-committees.
- (viii) The Executive Office Bearers shall submit to all members of the Federation at least once in each four (4) months a report (in the form of a President's report), on all decisions made and all actions taken from time to time.
- (ix) The Secretary shall not less than twenty-eight (28) days prior to any meeting of the Federation submit to each member an agenda for the meeting provided that the period aforesaid may be shortened with the authority of the President or in his absence the Vice-President.

(b) SELECTION COMMITTEES

- (i) The Council shall appoint the Chairman of the Selection Committee from within the executive office bearers and shall appoint two women and two men to preside with the Chairman on men's and women's selection committee, respectively, and if any casual vacancies occur by any means, these shall be filled by a resolution of the Council.
- (ii) The selection committee shall meet whenever requested so to do by the Council and it shall be the function of the selection committee to recommend to the Council the composition of all teams to represent Papua New Guinea or the Federation, and the gradings of players therein and in any Championships conducted by or on behalf of the Federation and the Committee shall make such recommendations upon whatever basis shall be advised to it by the Council.
- (iii) Questions arising at any meeting of the section committee shall be determined by a majority of votes of the members present and members who, being absent, vote as hereinafter provided. In the case of an equality of votes the Chairman shall have a second or casting vote. An absent member shall be entitled to vote on any issue by telephone, letter, telegram, telex, cablegram or facsimile.
- (iv) The quorum necessary for the transaction of the business of the selection committee shall be three (3) and for this purpose an absent member who votes as above shall be included.
- (v) Should the chairman wish to be considered eligible for any representative team, he must step down from the committee.

(c) **OTHER COMMITTEES**

The council may from time to time appoint other committees and may invest the same with such powers, being not inconsistent with this constitution or the By-laws, as it deems fit. The President and the Secretary shall be ex-officio members of all such committees.

11. ADMINISTRATION

- (a) The affairs of the Federation shall be managed by the Council which may exercise all such powers as are not by this Constitution or by the By-laws required to be exercised by a general meeting subject nevertheless to any provisions of this constitution and of the By-laws and to such resolutions and directions, being not inconsistent with the aforesaid provisions, as may be passed or given by the Federation in general meetings; but no resolution passed by the Federation in a general meeting shall invalidate any prior act of the Council which would have been valid if that resolution has not been passed.
- (b) If, in the exercise of its powers, the Council shall believe on reasonable grounds that any contemplated action may not be approved by the Federation in a general meeting, it shall refer the matter to a general meeting before taking any action.

12. SUBSCRIPTIONS

- (a) In respect of each financial year each member shall pay to the Federation such subscriptions as deemed necessary by the Council.
- (i) **ASSOCIATION AFFILIATION FEES**
Each association member shall pay annually to the Federation an affiliation fee as determined by the Council. This fee shall be paid by the last day of the month prior to the Annual Meeting held in that financial year.
- (ii) **ASSOCIATION MEMBERSHIP LEVY**
Each association member shall pay annually to the Federation a levy which is based on the number of members registered with that association on the 30th November, which is due on the 30th December of that financial year.
- (b) Each other member shall pay to the Federation such subscription as determined by the council.

13. EMPLOYMENT OF FUNDS

The property and income of the Federation wheresoever derived shall be applied solely towards the promotion of the objects of the Federation as set out in this constitution and no portion shall be paid or transferred directly or indirectly by way of profit to the members of the Federation provided that nothing herein shall prevent the payment in good faith of remuneration to any officers or servants or persons employed by the Federation or to any member of the Federation or individual for services rendered to the Federation.

14. ACCOUNTS

- (a) The Executive Office Bearers shall cause to be kept such accounting and other records as will sufficiently explain the transaction and financial position of the Federation.
- (b) All cheques and other negotiable instruments and all receipts for money paid to the Federation shall be signed, drawn, accepted, endorsed or otherwise executed, as the case may be, by two (2) Executive Office Bearers or in such other manner as the Council from time to time determines.

15. AUDIT

- (a) One or more auditors (who shall act in an honorary capacity) shall be appointed by the council and shall continue in office until the appointment of a successor and where possible the auditor/auditors shall be domiciled in the area of the Treasurer.
- (b) The Auditor for the time being shall report to each annual general meeting and this report:
 - (i) shall state that the balance sheet and ancillary accounts are in his opinion properly drawn up so as to give a true and fair view of the state of the Federation's financial affairs.
 - (ii) so report if he has not obtained all the information and explanation that he required; and
 - (iii) so, report if in his opinion, proper accounting and other records have not been kept by the Federation.
- (c) The Auditor shall be entitled to attend any meeting of the Federation and to be heard on any part of the business of the meeting, which concerns him as Auditor.

16. BORROWING POWERS

If at any time the Federation shall determine by resolution to borrow money, the Council shall thereupon be empowered to borrow for the purposes of the Federation such amount of money either at one time or from time to time and at such rate of interest and in such form and manner and upon such security (if any) as shall be specified in the resolution and enter into such agreements in relation thereto as the council may deem proper for giving security for such loans and interest. All members, whether voting on such resolution or not, and all persons or bodies becoming members after the passing of such resolution shall be deemed to have assented to the same as if they had voted in favour thereof.

17. ISRF AFFILIATION

The Federation shall be and shall remain affiliated with the ISRF and as far as may be consistent with local conditions and this constitution, shall observe the rules of that Federation.

18. RULES OF THE GAME

The game of Squash Rackets shall be played in the Independent State of Papua New Guinea in accordance with the rules of the game as laid down and from time to time determined by the ISRF.

19. BY-LAWS

The Federation shall have power from time to time, by resolution carried by a majority of votes and with the affirmative vote of at least three (3) in number of the affiliated associations at the time entitled to vote, to make such By-laws, being not inconsistent with this constitution, as it deems fit for the orderly administration and regulation of the affairs of the Federation. Any such By-Laws may be altered or repealed by the Federation at any time by a like majority.

20. NOTICES

Any notice required to be given under this constitution shall be in writing. Service of such notice shall be deemed to be effected by properly addressing, prepaying and posting an envelope containing the notice to the last known or notified address of the intended recipient and to have been effected five (5) days after the date of its posting. All notices shall be sent by airmail. In computing the length of notice the day on which the notice is served or deemed to have been served shall be excluded and the day for which the notice is given shall be included.

21. INDEMNITY

The members of the Federation including the Executive Office Bearers, the delegates, the members of any committee or sub-committee duly appointed shall be indemnified out of the funds of the Federation in respect of all liabilities and expenses properly incurred by them in the execution or purported execution of their functions or duties as such members or Executive Office Bearers.

22. AMENDMENT OF CONSTITUTION

This constitution may be added to, repealed or amended by special resolution.

23. DISSOLUTION

If at any meeting a resolution for the dissolution of the Federation shall be duly passed and such resolution shall be confirmed by a special resolution at a meeting called specially for the purpose and held not less than two (2) months from the first meeting, the Council shall thereupon or at such future date as shall be specified in such resolution proceed to realize the funds of the Federation and after the discharge of all liabilities shall divide the surplus (if any) among the Affiliated Associations rateable in proportion to the amount paid or to be paid by each such association in respect of the then current financial year. Upon completion of such division the Federation shall be and be deemed to be dissolved.

THE PAPUA NEW GUINEA
SQUASH RACKETS FEDERATION

BY-LAWS

BY-LAW 1

PROCEDURE FOR THE CONDUCT OF THE P.N.G, SQUASH CHAMPIONSHIPS

a) DATES:

Unless otherwise determined by the Council the PNG Squash Championships shall be held over a period including the Queen's Birthday weekend each year.

b) Qualifications of Affiliated Associations to hold the P.N.G. Squash Championships:

The PNG Squash Championships shall be hosted only by associations able to fulfill the following minimum requirement.

That the association is able to secure the exclusive use of a squash centre or centres with at least four (4) courts in total at least two (2) of which shall be glass-backed and all of sufficient gallery capacity;

In addition, the period of time that has expired since the PNG Squash Championships were last held in that centre is to be taken into account as well as the number of registered players presently playing competition squash in that centre.

c) Venue

The venue of the following year's PNG Championships shall be confirmed at the Annual General Meeting held during the PNG Squash Championships each year.

Provided that each of the areas are able to fulfill the minimum requirement set out in (b) they may make application to the Council prior to the aforesaid meeting giving full details of squash centres to be used.

d) Duties of all Affiliated Associations:

At least two (2) weeks prior to the date of closure of entries for each PNG Squash Championships, each Affiliated Association shall forward to the Federation the names of the first eight (8) players in that area in order of merit irrespective of whether such players have entered in the Championships, the object of such ranking being to assist with the seeding of the players in the Championships.

e) CONTROL

The Affiliated Association granted the Championships will conduct the Championships on behalf of the Federation in conformity with the procedure outlined in the following clauses of this by-law.

f) Entry Forms:

Entry forms will be printed and distributed by the association conducting the Championships. Supplies of forms will be forwarded to all Associations not less than eight (8) weeks prior to the commencement of the Championships. Entries shall close with the Secretary of the conducting association two (2) weeks before the commencement of the Championships.

(a) Events

The Championships will be contested where practicable in the following events:

- (i) Men's and Women's individual titles in A (Open), Band C grades.
- (ii) Men's and Women's National individual titles, open to citizens of Papua New Guinea.

Other events may be added at the discretion of the conducting association where resources permit.

Plate events are to be played in all grades where practicable and must be played in men's and Women's A grades. Players eligible for plate events are those eliminated in the 1st round of any competition excepting:

- (i) where a seeded player is eliminated in the 1st round;
- (ii) where a player loses in the 1st, or later, round by forfeit.

Where a player receives a forfeit or walkover in the 1st round and is then eliminated in the 2nd round, that player shall become eligible for the plate event;

Special plate events may be conducted in any event where resources permit.

Seeding:

Where practicable the following procedures should be followed in all grades:

The conducting association will forward the list of entries to the Secretary of the Federation within 48 hours of the closing of entries. The seeding for the Mens and Womens A grades and National events will be done by the Federation Selection Committee. Eight (8) players shall be seeded and placed in the draw so as to achieve quarter final matches in the following order and manner:

1 X 8, 5 X 4, 3X6, 7X2

If more than 32 entries are received:

- i) approved overseas competitors and the first four (4) seedings in each area shall be included in the last 32.
- ii) any player seeded among the first eight (8) players but not included in (i) shall be included in the last 32.

- iii) a preliminary round or rounds shall be played if necessary to determine the remaining places required for a field of 32.

BY-LAW 4

THE HOLDING OF AREA CHAMPIONSHIPS

a) **Tournament Schedule:**

It shall be the responsibility of the Secretary to the Federation to circulate a draft Tournament schedule for the following year to all Affiliated Associations before 31 October of the preceding year.

Any association wishing to deviate from the date assigned in that draft schedule shall apply in writing with reasons for the proposed change by 31 December of that year.

The Council shall finalize the schedule and adjudicate in any clash or dispute over dates. Approval for a tournament date shall not be withheld unless the dates applied for make it impossible for a player to compete in both a particular tournament and the PNG Squash Championships, in which case the date of the PNG Squash Championships shall take precedence.

Every effort shall be made however, to ensure that no tournament takes place within two weeks of any other, including the PNGSRF Cup.

The finalized tournament schedule, including the dates of any international overseas tournament it is intended or anticipated that Papua New Guinea shall enter, shall be circulated to all affiliated associations by 31st January each year.

b) **Rules:**

The conditions and rules set out in paragraphs f), h), j), KO, LO and m) of By-Law 1 will apply to all area championships.

BY-LAW 5

PRO-CEDURE FOR THE CONDUCT OF THE PNGSRF CUP

a) **Date:**

Unless otherwise determined by the Council the Federation Cup shall be held over a period including the first weekend in May each year.

b) **Qualifications of Affiliated Associations to hold the PNGSRF Cup**

The Federation Cup may be hosted by an Affiliated Association, other than those centres which host the PNG Squash Championships, provided that the association acting as host has a two-court complex available on which all of the matches in the tournament must be played.

c) **Venue:**

The venue of the PNGSRF Cup shall be confirmed at the Annual General meeting held during the PNG Squash Championships each year.

d) **Control:**

The tournament shall remain under the direct control of the PNGSEF Executive who shall appoint one of its number as Tournament Referee.

e) **Format:**

The Cup shall be competed for between the Affiliated and Associations, as the Council may determine from time to time.

g) **Association Co-ordinators:**

Each association shall appoint a co-ordinator responsible for the entry and organization of the team from that centre and who shall be the point of contact between the Federation and the association in matters pertaining to the Cup.

BY-LAW 2

PROCEDURE FOR THE CONDUCT OF THE PNG JUNIOR SQUASH CHAMPIONSHIPS

a) **Age Limit:**

The PNG Junior Squash Championships shall be restricted to players who are under the age of 19 years on the last day of such championships.

b) **Events:**

The championships shall be contested where practicable in the following events:

Male and Female individual titles in U/19, U/15 and U/12 age groups, for players under the respective ages on the last days of such Championships.

c) **Time of Play:**

The Junior Event each year may be held concurrently with the PNG Squash Championships or at any other date according to the entries forth-coming at the time or not at all.

d) **Rules:**

All other conditions and rules applicable to the PNG Squash Championships shall apply to the Junior Event.

BY-LAW 3

PROCEDURE FOR THE CONDUCT OF THE PNG MASTERS & VETERANS SQUASH CHAMPIONSHIPS

a) **Age Limits**

- (i) The PNG Masters Championship shall be restricted to players 35 years or over on the first day of such championships.
- (ii) The PNG Veterans Championship shall be restricted to players 45 years or over on the first day of such championships.

b) **Events:**

The championships shall each be contested where practicable in the following events:

Male and Female Individual Titles.

c) **Time of Play:**

The Masters and Veteran Events each year may be held concurrently with the PNG Squash Championships or at any other date according to the entries forthcoming at the time or not at all.

d) **Rules:**

All other conditions and rules applicable to the PNG Squash Championships will apply to the Master's and Veteran's Events.

e) **Teams:**

Each team in the Cup shall consist of three men and three women. There may also be one traveling reserve of each sex.

f) **Eligibility:**

To be included in a team a player must have six (6) months continuous residence in PNG prior to the date of the tournament having paid any membership/registration fees necessary to the association, which they are selected to represent.

g) **Entries:**

The Secretary to the Federation shall send entry forms to each Affiliated Association at least eight weeks before the tournament date. These are to be returned not later than three weeks before the tournament date and may list a squad of up to nine (9) men and nine (9) women in descending order of ability.

The specific team of six (6) for each fixture is to be taken from this squad and must respect the order originally given.

The Federation reserves the right to request the Selection Committee to vet the squad order.

Any match featuring a player not declared in the original squad shall be considered as forfeit (9-0, 9-0, 9-0) to the opposing tea irrespective of the actual result.

h) **Player:**

The Cup shall be competed for on a 'round robin' basis as shall be determined by the number of teams taking part, with the order of play in each match taking place in ascending order from number three (3) women, number three (3) man, number two (2) woman and so forth.

i) **Scoring:**

Points shall be awarded for each game won with bonus points for the team winning the match.

The winning team will be the one with the highest total of points after all scheduled matches have been played.

j) **Trophies:**

The Federation Cup shall be held by the winning team for one year with miniature trophies to each member of the team.

BY-LAW 6

PRIVATE TOURS OVERSEAS/INTERNATIONAL MATCHES

1. A player is qualified to play for PNG provided that he or she:
 - a) is a citizen of that country, or
 - b) was born in that country, or
 - c) has resided in that country for a period of not less than two years immediately preceding the event, or
 - d) has resided in that country for a period of not less than four years in the aggregate during the five years preceding the event, or
 - e) whilst remaining a resident travels or is stationed abroad on duty, business or study.
2. Any team from Papua New Guinea must obtain the consent of the Council before playing matches overseas. The following conditions must be observed when applying for such consent:
 - f) the application must state the itinerary of the tour, the names of the teams to be met, and the name by which the touring team shall be known;

If fewer than 32 entries are received, then the number of players seeded shall be as follows:

- | | | |
|------|-----------------|-----------------|
| i) | Up to 8 entries | Two (2) seeds |
| ii) | 8 - 16 entries | Four (4) seeds |
| iii) | 16 - 24 entries | Six (6) seeds |
| iv) | 24 - 32 entries | Eight (8) seeds |

Except that in the case where the Men's and/or Women's A grade events are conducted under the auspices of ISPA or WISPA or their successor bodies then the rules of those organizations pertaining to seedings and the draw shall apply.

The conducting association will take all reasonable steps to ensure that no two (2) players from the same visiting area are drawn against each other in the first round of any event in the Championships.

i) **Time of Play:**

The association conducting the Championships shall endeavor to forward prior to the commencement of the Championships to each Affiliated Association a copy of the draw with times and venues for all 1st round matches.

j) **Balls:**

The type of ball to be used will be determined by the Council by 31 January each year after recommendation is made by the Selection Committee.

k) Trophies:

Trophies shall be provided with each event for the following:

Winner
Runner-up
Plate winner

l) Titles:

Championship events must always be referred to by their correct name.

Where sponsorship of these events is provided the sponsor's name may appear before the name of the Championships in advertising and in any other reference to the Championships.

m) Match Committee:

The conducting association shall appoint a Tournament Referee and set up a match committee to handle on behalf of the Federation all matters relating to the conduct of the Championships. One of the Executive Office bearers of the Federation shall be an ex officio member of this Committee and shall be entitled to attend all meetings.

n) Results:

Within two (20 weeks of completion of the Championships, the detailed scores including rubbers, games and points, shall be forwarded to the Secretary of the Federation. After the completion of the Championships a full report, including a financial statement, shall be forwarded to the Secretary of the Federation within two (2) months.

- o) Failure to fulfill any of the requirements of sub-clauses (f) to (n) inclusive shall render an association liable, at the discretion of the Council, to elimination from sub-clause © as a venue for future championships or to such other penalty as the Federation may determine.
- ii) the application must state the proposed financial arrangements for the tour, including the proportion of the expenses, if any, being borne by organizations or individuals outside Papua New Guinea and the source of the funds in Papua New Guinea from which expenses are to be met.
- iii) the application must state that due consideration has been given to the standard of play required.

BY-LAW 7

ANTI-DOPING RULES AND REGULATIONS

- a) Doping is strictly forbidden.
- b) Doping is the use by or distribution to a sportsman or sportswoman of banned substances as defined by the IOC Medical Commission from time to time.
- c) Any player must, if requested by an official designated by the IRSF, PNGSRF or any other national federation for the purpose of doping control, submit to a doping control test. Failure to do so will be taken as if a positive test result had been obtained and dealt with accordingly.
- d) The identification of a banned substance and/or one of its metabolites, or the presence of specified amounts of the endogenous, i.e. naturally occurring substances subject to quantitative analysis, in a body fluid will constitute an offence and the offender may be penalized.

for these regulations, caffeine will be dealt with as though it were an endogenous substance.

- e) Any person assisting or inciting others in the contravention of doping regulations shall be considered as having committed an offence and may be subject to disciplinary action.
- f) Any player found to have used a banned substance will be subject to a minimum 18 months suspension from all forms of competitive squash.

BY-LAW 8**PENALTIES**

The Council, through the Executive Office Bearers, may exclude any member from taking part in a competition promoted by the Federation directly or indirectly, such exclusion to be temporary or permanent as decided by the Council.