

# DEVON BRIDGE ASSOCIATION

**Affiliated to the  
English Bridge Union**

## **Rule Book Second Edition May 2015**

**This online version incorporates all changes since the original printed August 2011 Rules. The August 2011 book should now be recycled.**

**Issued to all Devon's affiliated clubs and committee members and posted on the website**



[www.devonbridge.co.uk](http://www.devonbridge.co.uk)

### **Revisions etc**

Amendments as follows have been made to Rule Book 2nd Edition May 2015  
2 Nov 2015 : VL rules corrected. March 2016 : changes to Teams of 8 Rule;  
section league rules July 2016. Mar 2017: changes to Teams of 8 Rule; June  
2017 amendments to DBA Constitution.

(A)

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### **Printable versions**

This Rule Book can be printed as an A5 booklet.

In addition follow the links to separate printable files for

- (B)(C) [General Rules](#)
- (C) [Directors](#)
- (D2)(D2a) \*[Devon Teams](#) and Plate (Western Morning News)
- (D3) [Devon Pairs](#) (Julia Chadwick)
- (D13) \*[Section Leagues](#)
- (E) [DBA Constitution](#)

\*Captains entering these events are responsible for obtaining a copy of their rules.

### **(A) Bridge in Devon**

The DBA organises events in Devon; it runs its own events and it licenses others such as charity events run by a club. Most listed events require players to be EBU members; some in addition require membership of DBA. Non-members of the EBU may also take part in some of the events. Please check with the organiser first.

The views of clubs are represented through the EBU Regional and National Club Committees. Devon's clubs elect a representative to the Regional Club Committee at the AGM in June. Individual views are represented at National level by Devon's two Shareholders, instructed by the DBA committee.

At County level the DBA is affiliated to the EBU and EBU members in Devon automatically become DBA members unless they nominate another county as their primary county of allegiance, in which case they may join DBA as secondary members.

The EBU is the national bridge organisation for England and as such represents the interests of players and clubs. The DBA promotes bridge and competitions for local players. Individual views at County level are represented at the four geographical sections whose committees are elected annually at Section AGMs. Each section nominates 2 representatives to the central DBA committee. The Chairman of the DBA as well as the vice-Chairman, the Hon Treasurer and the Hon Secretary are elected by the members at the AGM in June. Results and other information are on our website [www.devonbridge.co.uk](http://www.devonbridge.co.uk).

Within the county all out-of-club events which award master points have to be licensed by the DBA or the EBU. The DBA also organises its own congresses and competitions.

### **(B) General Rules And Regulations Of DBA Competitions**

It is DBA policy: (1) to own or have access to all the equipment needed to run the main events and congresses;

(2) for main County events and Section Congresses, the event to (a) be run by a non-playing Director; (b) have checking of scoring carried out separately; (c) have pre-dealt boards and hand records; (d) have automatic scoring where appropriate;

(3) to continue to participate in inter-County competitions with (a) expenses paid from the surplus from the Devon Congress; (b) level of expenses to be set by the DBA annually; (c) any format changes to be agreed by the DBA committee.

Green points will be awarded for the Devon Teams (Western Morning News Trophy) and the Devon Pairs (Julia Chadwick Trophy) and both events at the Devon Congress, local or blue points for all other events.

Agreements up to and including Level 4 (Blue Book as current) <http://www.ebu.co.uk/documents/laws-and-ethics/blue-book/blue-book-2014.pdf>.) will be permitted in all Devon Bridge events unless otherwise specified on event notices. All players should have completed system cards. In all Devon Bridge events mobile phones should be switched off at all times.

All competitions shall be played in accordance with The Laws of Duplicate Contract Bridge as adopted by the English Bridge Union, and following the guidelines in the associated EBU White Book (<http://www.ebu.co.uk/lawsandethics/misc/whitebook.htm>).

Tie-breaks are decided on the White Book guidelines at the time of the event. If a disqualification occurs and if prize money is involved, that money is distributed according to the amended final results.

Only players whose primary county is Devon can enter Devon Teams and Devon Pairs. The Devon Congress is open to members of any Home Union. The DBA Simultaneous Pairs For Devon Air Ambulance is open to all players at participating clubs and to non-affiliated clubs.

For one day events, the results are declared at the event and published on the DBA website by the following day at the latest. If there is an error in the result, then the latest time for a score correction is at mid-day two days following the publication on the website. (For example, this would normally be mid-day on the Wednesday

following a Sunday event). Awards such as prizes and cups which are made on the day are provisional until this correction period has expired.

For longer events, the results of all except the last day may become finalised before the start of play on the next day.

Section leagues are run under a set of rules agreed by the Central Committee. These rules are published below.

Any protests regarding an event should be referred to the person who directed on the day, or to the Hon Secretary after the result has been published. The Hon Secretary will refer the matter to the Tournament Sub-Committee, to the Conduct sub-committee, or to the Officers of the DBA committee as appropriate.

Full rules for the Devon Teams and the Devon Teams Plate are published on the DBA website and circulated to all team captains.

The start time for two session events is now 11 am and the estimated time of finish is 7.30 pm.

### **(C)Code of Conduct**

Devon Bridge Association have agreed to adopt a code of conduct for all County competitions from August 2005.

Players are expected to greet others, be good hosts at the table and do everything possible to make bridge enjoyable for themselves, partner and opponents.

#### **Unacceptable behaviour is as follows:**

Criticizing partner or opponents.

Badgering, rudeness, insinuation, profanity.

Over indulgence of alcohol.

Negative comments concerning opponents' or partner's play or bidding.

Discussing hands after the round is called.

Gloating over good results.

Objecting to a call for a director.

Poor personal hygiene, grooming or dress.

Disputing a director's ruling during a game.

(Filing an appeal is the appropriate action).

#### **In case of unacceptable behaviour please call the Director**

#### **Code of Conduct- briefing for Directors**

#### **Copies of the above notice are to be placed on all tables for players**

#### **As well as what the notice says, Directors please note :**

Before play, please announce that Code of Conduct is in operation. Please explain that they should call the TD if they think anything might be wrong & that is the preferred action.

Should the TD find any of the above unacceptable behaviour occurring then Tournament Directors should first issue a warning before using their powers to issue Disciplinary Penalties under Law 91A for breaches of this code. They are also asked to inform the Secretary of penalties applied as a tracking device for the code.

**Notes on the application of Law 91A**

[a] In the absence of strong mitigating factors, a first offence will receive a minimum of 3imps or 10% of a top penalty. The offenders should also be warned that according to the Code a second offence may result in their suspension or disqualification from the event.

Please note that the 3imps or 10% of a top are the minimum amounts & the TD may increase this at his discretion up to & including disqualification from the event should circumstances warrant it. This may be when there is no reasonable expectation of the unacceptable behaviour being immediately rectified, e.g. extreme inebriation, entirely inappropriate dress.

[b] In the absence of strong mitigating factors, a second offence may result in suspension or disqualification from the event. Whilst disqualification remains the last resort for the TD & all other avenues should be explored before using it, the TD is empowered to disqualify serious or persistent offenders against the Code [approval under Law 91B is hereby conferred on the TD for this procedure]. . Note that such disqualification or suspension automatically involves the rest of his pair or team as appropriate.

[c] While these penalties are not normally appealable, if there is a reasonable case the Tournament Director will usually allow it to be considered by an Appeals Committee. The Tournament Director is not bound to follow their advice.

**(D)Notes – Competitions****D1. THE KEVIN and ANN SLEE TROPHY (VICTOR LUDORUM).**

*Restricted to players whose primary county is Devon. Limited to the events marked with an asterisk in the Calendar, and starting with the AGM Swiss Teams. Players will score 14 points for a win reducing by one point to 14th place. There are two exceptions; The Julia Chadwick Pairs which will be 21 points reducing by one to 21st place, and The Western Morning News where 7 points will be awarded to a match in a round not involving any byes. Tied places will share the points of the two places.*

**The following County (or section) events currently qualify as VL events**

**Devon Teams For The Western Morning News Trophy**

*7 points will be awarded to a match in a round not involving any byes with a bonus 7 for the winners up to a maximum of 28.*

**Devon Pairs For The Julia Chadwick Trophy**

*The awards are 21 for 1<sup>st</sup> place reducing to 1 for 21st place.*

**The Devon Swiss Teams****The John Woolcott Weekend****The North Devon Congress****The Graphic Cup****The Plymouth Congress**

*For each of the above where there are 28 or more entries the awards are 14 for 1st place reducing to 1 for 14th place. For pairs events in which there are fewer than 28 entries, the awards start at the half way point with 1 VL point and go upwards from there to 1st increasing by 1 point each time. e.g. with, say, 16 entries, the top pair/team would get 8 VL points reducing by 1 down to 8th place.*

*For teams events in which there are fewer than 28 entries, the awards start at the half way point with 2VL points and go upwards from there increasing by 2VL points each time. e.g. with, say 8 entries, the top team would get 8VL points reducing by 2 down to 4th place.*

***The following County (or section) events are currently dormant but did qualify as VL events: Jack And Jill; Pivot Teams; Ali Khan Cup***

**D2. DEVON TEAMS FOR THE WESTERN MORNING NEWS TROPHY**

*The Devon Bridge premier Teams of Four Championship. It is a condition of entry that the winning team, or the runners-up, will represent the County in the EBU's Pachabo Cup (The Inter-Counties Teams of Four event). Entry fees, but not expenses, will be paid by the Association. At least four teams are seeded into the second round; if entries exceed 22 then more teams will be seeded based on the previous year's results. Teams may be of 4, 5, or 6 players of whom all may play in any round, changes of players only being made at the end of a set of boards. Teams of less than 6 may add members up to a total maximum of 6 up to and including the quarter finals, provided that the reserves have not played for or been nominated by any other team. To qualify for master points (green) team members must play at least one third of the total number of boards in that match. Written entries naming all team members and including entry fees must be submitted not later than 7 October. A referee will always be on call for all matches. Note: The Home Team is responsible for providing adequate refreshments.*

**D2a. DEVON TEAMS PLATE COMPETITION** *Teams losing their first match played in the Devon Teams (Western Morning News) will be automatically entered into the draw for the plate competition which will be played on a knockout basis over 24 boards.*

**Rules common to all Devon knock-out teams competitions.****1. DRAWS AND DATES**

**The draw for (D2) will be made by the DBA Committee early in October; the draw for (D2a) in December.**

Rounds in (D2) are to be completed by the following dates:

Round 1	31 October
Round 2	30 November
Quarter Finals	31 January
Semi Finals	31 March
Final	31 May

*Teams losing their first match in (D2) will play in the Plate event.*

Rounds in (D2a) are to be completed by the following dates:

Round 1	31 January
Quarter Finals	10 March
Semi Finals	30 April
Final	31 May

If matches are not played by these dates, one or both teams may be disqualified. In exceptional circumstances an extension of no more than SEVEN DAYS may be granted by the Tournament Administrator.

**2. HOME & AWAY TEAMS, FAILURE TO FIX A DATE**

- a) The higher team in the draw is the home team and shall be responsible for organising the venue after consultation with the opposing captain.
- b) It is the responsibility of the home team to provide boards and stationery
- c) It is the responsibility of the home team to provide refreshments and a suitable break from play in which to consume them.
- d) Within 7 days of the end date of the previous round, the lower team in the draw (the away team) must offer at least four dates to their opponents, not all in the same week. At least one of these (but not all) must be on a Saturday or Sunday. Within a further 7 days, one of these dates must be accepted by their opponents.
- e) If the two teams fail to agree on a date to play (or in the case of any other dispute) the matter shall be referred to the Tournament Administrator, who may refer to the Appeals Committee, to which committee the disputants also have the right to appeal.

**3. ALLOWED SYSTEMS, BIDDING BOXES**

- a) Agreements up to and including Level 4 (Blue Book as current <http://www.ebu.co.uk/documents/laws-and-ethics/blue-book/blue-book-2014.pdf>.) will be permitted in D2 and D2a.

- b) Bidding boxes should be used for all matches. If a team is unable to obtain these for a match, please contact the Tournament Administrator

**4. REFEREE**

Those listed below will be willing to give rulings:

Bob Blackmore	07837 174079
Steve Quinn	01392 420050
Terence Treeby	01803 844342

**5. COMPOSITION OF TEAM**

- a) Teams of less than 6 are allowed to add members up to a maximum of 6 at any stage up to and including the Quarter Finals, provided that the total number who play for the team does not exceed 6 persons, and reserves have not been nominated by, or played for, any other team.
- b) Devon must be the first county of allegiance for all members of a team, and all members of the team must be fully paid up at the date of play; otherwise the team will be disqualified.
- c) In order to qualify for master points, a team member must play at least one third of the total boards in the match.

**6. NUMBER OF BOARDS (D2)**

Matches are of 32 boards in 4 sets of 8 (*rounds 1, 2 & quarter-finals*); 40 boards in 5 sets of 8 (*semi-finals*) or 48 boards in 6 sets of 8 (*final*).

**NUMBER OF BOARDS (D2a)**

All matches shall be played over 24 boards played in 4 sets of 6.

**7. SEATING RIGHTS for D2 and D2a**

**(a) The captain who wins the toss may take the first choice or pass that choice to his opponent. Choices are made as follows:**

1. For matches of 32 or 24 boards in 4 sets of 8 or 6 : 1<sup>st</sup> choice : the captain selects one stanza in which he will have seating rights (ie how to place his own pairs after opponents have nominated their line-up), 2<sup>nd</sup> choice : the other captain next selects two of the remaining 3 stanzas in which he will have seating rights, and the remaining stanza is then taken by the captain who had first choice.

2. For matches of 40 boards in 5 sets of 8 : 1<sup>st</sup> choice : the captain selects 2 stanzas, which may not be both stanzas 4 & 5 (but may be one or other of these), in which he will have seating rights, 2<sup>nd</sup> choice : the other captain then has seating rights in the remaining 3 stanzas.

3. For matches of 48 boards in 6 sets of 8 : 1<sup>st</sup> choice : the captain selects 2 stanzas, which may not be both stanzas 5 & 6 (but may be one or other of these), in which he will have seating rights, 2<sup>nd</sup> choice : the other captain next selects 3 of the remaining 4 stanzas in which he will have seating rights. The remaining stanza is then taken by the captain who had first choice.

- a) IT IS A CONDITION OF ENTRY THAT THE WINNERS OF THE FINAL (or, in the event of illness, the runners-up) WILL COMPETE IN THE PACHABO CUP TO BE HELD IN JUNE (see EBU diary).  
If the winner of the Final is reduced by circumstances to three or fewer players (registered as above) available to represent Devon in the Pachabo cup, substitute players may be brought in (up to a maximum of 3) from the runners-up team, but only so as to make up a team of **4 players** in all.
- c) FAILING THAT the county may be represented by the runners-up team comprising 4, 5 or 6 players registered as above. It is the duty of the winning team in these circumstances to inform the runners-up within 1 week of the Final match.

**8. NOTIFICATION OF RESULT**

The winners of each match must forward to the Tournament Administrator within 24 hours of completion of the match a completed result form signed by both captains, giving the players' names and the result of the match. **(OR an email from EACH captain).** If such notification is not given, then the winning team will be disqualified and the match awarded to the opponents.

**9. MASTER POINTS AWARDS****Main event**

Round 1	½ Green Point
Round 2	¾ Green Point
Quarter Finals	1¼ Green Points
Semi finals	1¾ Green Points
Final	2¼ Green Points

**Plate** Local Points**D3. DEVON PAIRS FOR THE JULIA CHADWICK TROPHY**

*The Devon Bridge Premier Pairs (green point) Championship. Each club may hold one qualifier in the 3 weeks prior to the second Saturday in February with pairs scoring 50% or more qualifying for the two-session final, where each pair plays as many of the other pairs as practicable. Clubs must forward a dated list of qualifying pairs to the Tournament Administrator by the end of the qualifying period, stating if known whether any qualifiers will not be attending the final. Any player who plays in more than one qualifier will be judged on the earliest dated result unless the Tournament Administrator is notified in advance of an alternative selected date.*

*The final will be played at Exeter as a two-session event with all pairs playing as many of the other pairs as possible. (See also general rules and regulations of DBA competitions. The leading 4 pairs qualify for the EBU's Reg Corwen Trophy (The Inter-Counties Pairs Championship) and the entry fees, but not expenses, will normally be paid by the Association. Pairs playing MUST notify the Tournament Secretary if they will not be available to attend the Reg Corwen Event if so qualifying.*

**D3. NOTES FOR CLUBS HOLDING DEVON PAIRS QUALIFIERS**

The Tournament Administrator and/or Secretary should be notified in advance of the date.

Table money is ***normal club money***. Please note that from 2016 normal masterpoints should be awarded at the club. **REMIND YOUR MEMBERS PLAYERS AT THE FINAL RECEIVE GREEN POINTS.**

The following instruction should be passed to whoever is Directing and / or scoring on the night. In particular players must declare IN ADVANCE if their attempt to qualify is at another club on a later date. Also, no-one may make a second attempt to qualify if they miss first time.

After your qualifier please send to our Tournament Administrator a printed copy of the results on the night so that she can identify those scoring 50% or more and qualifying for the final.

Please mark against each pair one of the following

- Y = yes we intend to play in the final if we qualify
- N = no we do not intend to play in the final even if we qualify
- X = one or both players is playing in a qualifier at another club
- V = one or both players is NOT a member of the DBA.

If a player plays in more than one qualifier and is not marked X on the first result submitted, then only the first score is valid.

Each pair qualifying is asked to confirm their entry to The Tournament Administrator and to pay the entry fee.

**D4. THE DEVON COUNTY CONGRESS**

*The major Devon Bridge Congress. An open Congress held annually. Events include 10-round Green Point Swiss Pairs, 7-round Green Point Swiss Teams.*

**D5. THE DEVON SWISS TEAMS** A Devon Bridge Swiss Teams event played over two sessions on a Sunday.

**D6. THE DEVON CLUB TEAMS OF 8 CHAMPIONSHIP**

A one-day teams of eight competition which will not take place with fewer than 7 teams. The winning club qualifies to represent Devon in the Garden Cities Trophy. Any team of eight players from the same club may enter. There is no limit on the number of teams from each club. Each entry must be submitted by the club. (change from 2017-18) In addition, EBU rules for their Garden Cities competition will apply.

**D7. DEVON WINTER PAIRS**

Will be played at Newton Abbot at 7 pm on the first Tuesday of each month from October to April. Limited to EBU members. Prize money each month with bonus prizes to best pairs and individuals over the season.

**D8. DBA SIMULTANEOUS PAIRS for DEVON AIR AMBULANCE**

Will be played at participating clubs on 5 different dates throughout the year. Non-affiliated clubs may take part.

**D9. THE JOHN WOOLCOTT WEEKEND**

A Bridge Weekend consisting of Swiss Teams and Pairs Competitions organised by The Eastern section.

**D10. THE NORTH DEVON CONGRESS**

A Bridge Weekend consisting of Swiss Teams and Swiss Pairs Competitions organised by the Northern section.

**D11. THE SOUTHERN SECTION PETIT CONGRESS**

From 2013, the Graphic Cup teams competition has been run by the North Section and the Ali Khan Cup not run at all.

**D12. THE PLYMOUTH CONGRESS**

A two-day Congress with Tournament Pairs on Saturday and Swiss Teams on Sunday and Novice Pairs on Saturday.

**D13. SECTION LEAGUES**

The Eastern League for the Innals Trophy will be played on the first Friday in each month from October to April.

The North Section league will be played at The Cedars Hotel on the second Tuesday of each month from October to April.

The South Section league will be played in two divisions on the fourth Monday of each month from September to May inclusive.

The West Section league will be played on the third Friday of each month from October to April inclusive.

**(D13)DBA Rules for Section Leagues from 1 Sep 2016**

**Fully revised version incorporating all changes since the Sep 2004 version.**

**1. Administration**

Each Section within the DBA may run an annual League for teams of four. No entry fees will be charged. The Section Committee is responsible for the organisation and running of its League and will:

- 1.1 Decide the dates and venues for matches, which will be published in the DBA Programme. Any subsequent changes will be published as soon as practicable.
- 1.2 Determine the number of Divisions in the League and the number of teams that will be promoted and relegated from each Division.
- 1.3 Decide table monies and prizes.
- 1.4 One player will be registered as Captain. Otherwise no team may register more than a total of 7 players.
- 1.4 Nominate an Organiser, who will be responsible for recording and checking team and player registrations, drawing up the match schedules and publishing the League tables after each round.
- 1.5 Nominate a Director, who will be responsible for running each round of matches. Appeals against any Director's ruling should be notified to the Director within 30 minutes of the end of play and in the first instance dealt with by the Section committee.
- 1.6 Be the final arbiter in the resolution of any disagreements, disputes, or other organisational matters.

**2. Matches and Scoring**

- 2.1 Each match will be of 26 to 28 boards, played in two stanzas. A multiple teams format may be used for smaller leagues.



2.2 A team will field 4 players in each match; substitution of a player during a match will not be permitted, except (at the discretion of the Director) in an emergency.

2.3. Scoring will be by net IMPs converted to Victory Points as per the published scale.

2.4 At the end of a match the Captains must agree the score with their opponents and hand in the completed result forms to the Director. The Director will forward the full results to the Organiser.

2.5 **Walkovers:** Should a team be unable to field four eligible players then the match will be conceded to their opponents. The conceding team will be awarded 0 VPs and their opponents will receive the maximum of:

(a) 12 VPs.

(b) One half of the total of :

20, plus the average number of VPs scored by their team in all matches, minus the average number of VPs scored by the conceding team in all matches played.

2.6 Local points will be awarded for all matches actually played; walkovers will not qualify for local points.

2.7 If a team concedes more than half of its matches as walkovers, or withdraws from a league before it has played half of its matches, all results of that team's matches will be cancelled.

2.8 EBU Regulations apply in all other circumstances (e.g. late arrivals).

### 3. Team Composition

3.1 Every player must be a member of the DBA (primary or secondary) prior to playing in a match, except that if there is more than one division, non-EBU members may play in the lowest Division. Players whose county of allegiance is not Devon may become DBA members by paying an annual subscription. This fee is waived for Cornish members.

3.2 A player may only register for one team in a League (but may play in any number of DBA section leagues).

3.3 All registrations must be made in writing and accepted by the Organiser before the registration becomes effective. Once accepted, a registration remains in effect until the end of the season.

3.4 After initial registration, a Captain may register further players during the season (up to the half way stage of the competition) provided that rules 1.4, 3.1 and 3.2 are complied with.

3.5. Any player who is not a registered player may play as a reserve for any team, subject to Section conditions.

3.6 In each match, each team must include at least two of the registered players.

3.7. In the top division no team may use more than 7 players in a season.

### Substitute Players

4.1 A registered player may only act as a substitute in a higher Division.

4.2 In all divisions except the top Division, no substitute may be of higher EBU rank than the highest ranked registered player in the two teams in the match, unless agreed by the opposing captain before the start of the match. For this purpose, the "star" grades within each ranking are ignored.

### 5. Promotion and Relegation

5.1 If the final positions in a Division are tied on VPs, the tie will be broken on the result of the match(es) between the teams. If this is also tied then the IMPs in those matches will determine the position. If these are tied then the tie will be broken on the total IMPs over all the matches played.

5.2 At the end of each season the bottom team(s) of each Division may be relegated to the next lower Division and the top team(s) promoted to the next higher Division..

5.3 Where the number of teams in a higher Division needs to be increased (e.g. as a result of a team withdrawing) teams from the next lower Division may be invited, in their finishing order, to make up the number in the higher Division.

5.4 A team will be considered to be the same team if either:

(a) The Captain and one other member are the same as registered in the previous year

(b) Three members excluding the Captain are the same as registered in the previous year.

5.5 Any team not meeting the criteria in 5.4 will be considered a new team. If the criteria are met by two entries, the Captain's entry will take precedence.

5.6 New teams will join the lowest Division.

## 6. Discretion

6.1. The Section organiser has discretion to vary the rules in exceptional circumstances.

## D14. THE WESTERN LEAGUE

*An inter-county league of 8 counties in 3 divisions. Devon's A team is selected by the Selection Committee and B and C teams by the four sections according to a rota, taking advice from the Selection Committee. The winners of each division qualify for a National final. C teams are restricted to players with fewer than 50 green points. Players interested in participating should apply to the Selection Committee.*

*For each match, a nominated captain will be appointed to be in overall charge. Normally this will be the A team captain. Captains will be responsible for the conduct of their teams, courtesy to the opposition, domestic / refreshment arrangements for home matches, transport arrangements for away matches, the availability of their team members and arranging substitutes if necessary. Each match is of 40 boards in 4 sets of 10, scored in IMPs and converted to VPs. The results are published on the website. At the end of play, the nominated captain will ensure that the members of all the 3 Devon teams will discuss the boards with each other to establish lessons learned (particularly helpful to the members of the B & C teams.)*

*The Western League organisers are responsible for the various rules and regulations governing these matches. These are discussed at the annual fixture meeting preceding the final round of matches in May.*

## D15. EBU COMPETITIONS (full details in EBU diary and on [www.ebu.co.uk](http://www.ebu.co.uk))

*Devon as a County sends and pays for entries to (a) Tollemache Cup for teams of 8; (b) Corwen Trophy; (c) Pachabo Cup; (d) Garden Cities Trophy. The EBU holds a Masters Pair heat and a National Pairs Regional qualifier in Devon as well as the Riviera Congress at Torquay*

## (E) DBA Constitution

# DEVON BRIDGE ASSOCIATION

**CONSTITUTION amended at the AGM on 1 October 2010 replacing that accepted at the AGM on 14 June 2009, being an amended version of the 2006 Constitution.**

**Further amended at the 2012 AGM, 2013, 2014, 2016 and 2017 AGMs to take effect immediately.**

### 1) NAME

The Association shall be called The Devon Bridge Association [the Association] and shall be a constituent member of The English Bridge Union (EBU).

### 2) COMMENCEMENT

This document shall supersede all previous Constitutions and Rules promulgated in the name of the Devon Bridge Association.

### 3) OBJECTIVES OF THE ASSOCIATION

- To promote and assist in the development of Duplicate Bridge in the County.
- To organise and / or manage all forms of duplicate bridge competition in the County.
- To promote participation in County duplicate bridge events.
- To promote the affiliation of Clubs to the County Association and EBU.
- To maintain and enforce the decisions and rules of the EBU.
- To assist members / affiliated clubs in dealings with the EBU.
- To ensure that every member of the Association has equal access to the benefits of membership of the Association.

### 4) MEMBERSHIP

4.1 All members of the Association must be Player Members of the EBU.

4.2 A Player Member of the EBU shall become a member of the Association when their primary allegiance to the Association is recorded with the EBU.

4.3 A Player Member of the EBU whose primary allegiance is not with this Association can become a member of the Association by meeting its terms and conditions in force at the time of the request for membership.

4.4 A member of the Association must be a paid up member for the relevant Membership Year in order to vote at its Annual General Meeting and to participate in its main competitions within that Membership Year.

4.5 The Membership Year for 2017-18 shall run from 1<sup>st</sup> April 2017 to 30<sup>th</sup> April 2018, and subsequent years for the twelve month period from 1st May to 30th April.

4.6 A member of the Association becomes a paid up member through payment of any Association Pay to Play county component when participating in events at an affiliated Duplicate Bridge Club, and/or through payment of an annual subscription for their Association membership category.

4.7 If any Association member has not paid their annual subscription by 30<sup>th</sup> June then that Association member will not be able to vote at the following AGM as a paid up Association member.

4.8 An Association member ceases to be a paid up Association member on 30<sup>th</sup> June if at that date the Association member has not paid any outstanding annual subscription. That member can subsequently become a paid up Association member on payment of the current Membership Year's subscription, but this late payment shall not override clause 4.7 above.

4.9 For the avoidance of doubt, if an Association member is within a membership category that has a nil Association Pay to Play county component and a nil annual subscription for a Membership Year, then that member shall automatically become a paid up Association member for that Membership Year.

4.10 The Association Pay to Play county component and each of the Association member category's annual subscription, for the Membership Year starting in the following 1 May, shall be determined by a simple majority of the paid up members at the preceding Annual General Meeting.

4.11 The Association membership categories shall be as follows:

4.11.1 Ordinary Association Member-a Player Member of the EBU who has their primary allegiance recorded with the Association on 1<sup>st</sup> May of the Membership Year. An Ordinary Association Member shall also be a new Player Member of the EBU whose EBU membership start date is within the Membership Year and that member's primary allegiance is recorded with the Association on their EBU membership start date.

4.11.2 Dual Member-a Player Member of the EBU who does not have their primary allegiance recorded with the Association by 1st April of the Membership Year.

4.12. Honorary Membership : Members who have given distinguished service to the Association may be elected Honorary Members for Life by the Association in General Meeting. Proposals to this effect must first be submitted to and endorsed by the Central Committee. An Honorary Life Member shall receive from the Association a voucher valid at County events to the value of the direct subscription to the EBU.

4.13: Any duplicate bridge club may affiliate to the Association and all such clubs shall be affiliated to the EBU. The Association has the right to determine at an Annual General Meeting through a simple majority of its paid up members the annual club affiliation fee to be charged for the twelve month period from the following 1 May.

## 5) SUBSCRIPTIONS

- Members and dual members shall pay a Pay-to-Play component to the Association for all sessions played at affiliated clubs in the county.
- Affiliated clubs shall pay a subscription to the Association.
- The annual subscriptions to the Association and the Pay-to-Play component shall be determined by the Central Committee and subject to its approval at the Annual General Meeting of the Association shall take effect in the following year.

## 6) ORGANISATION

The Association shall be managed by a Central Committee assisted by committees elected for each of the Sections representing the North, East, South and West parts of Devon. The Central Committee may vary the geographical areas covered by the latter committees.

## 7) CENTRAL COMMITTEE

- a) The Officers shall be a Chairman, Vice Chairman, Secretary and Treasurer.
- b) The Officers shall be elected by the members at the Annual General Meeting of the Association. Nominations for these posts must be proposed and seconded by members of the Association and submitted to the Secretary four weeks before the date of the AGM. The Chairman and vice-Chairman shall be elected at the AGM for a maximum of 3 consecutive years, which can be extended if approved by three-quarters of those attending.
- d) The Secretary is responsible to the Committee for the day to day management of the Association and the Treasurer is similarly responsible for the sound

management of the Association's financial affairs and the implementation of financial decisions of the Committee. The Treasurer shall coordinate the annual budget cycle which shall consist of:

1. presentation to the AGM of the consolidated Section and County income and expenditure for the preceding financial year for approval
  2. reporting to the Central Committee any funding shortfalls and significant variances to budget as they occur
  3. independent examination of Section and County income, expenditure and cash reserves
  4. maintaining records of all financial transactions.
- e) The Committee shall comprise the Officers and two additional members from each of the Section committees nominated by those committees. Any such member who is unable to attend a particular meeting may appoint a deputy.
- f) The Committee shall from time to time set up such committees or sub-committees as are thought proper, necessary or desirable for the conduct of the business of the Association and shall delegate to such committees or sub-committees such power and authority as may be considered desirable for the purpose for which they are formed, the terms of reference of such committees or sub-committees being laid down in their Minute of Appointment.
- g) The Committee may co-opt other members, as deemed appropriate from time to time, and shall have the power to fill any vacancies that arise from time to time to assist in the execution of its activities.
- h) A member of the Committee who has failed to attend three consecutive Committee meetings may be called upon by the Association to resign.
- i) The Committee, by a three-quarters majority of those present at any meeting, may suspend or dismiss any of its Officers, providing that the majority is more than half of the total number of the Committee.

## **8) SECTION COMMITTEES**

- a) The members of each Section shall at their AGM, which must be held between 1st of **May** and **30th June** each year, elect a Committee to assist in the management of bridge in their area. Each Committee shall comprise a Chairman, and Treasurer plus such additional members as the Officers see fit.
- b) Sections shall formulate their own local rules and procedures where necessary, paying due regard to the overriding authorities of the Central Committee and the EBU.

## **9) SECTIONAL RESPONSIBILITIES**

### **a) Financial Planning**

- Each Section shall participate in the annual budget cycle
- The annual accounts of each Section shall include a budget projection for the following fiscal year setting out its expected/estimated costs in covering running expenses (~~including replacement of equipment~~) and its plans to assist the Association in achieving the objectives set out in this constitution.
- Each Section shall submit proposed budgets, in the first instance, to the Association Treasurer by the end of February each year or by other agreed date to meet the requirements of the annual budget cycle, for onward submission with recommendations to the Central Committee who will agree it or make amendments.
- Sections shall endeavour to self finance their approved budget but shall be funded to cover these estimated costs at the direction of the Central Committee when necessary.
- Each Section may incur all expenditure approved by the Central Committee without further reference to that committee.
- Sections may hold Association funds in excess of its approved budget; but where it does so, it shall transfer to the DBA central account such part of that excess as the Association Treasurer with the approval of the Association Chairman may require provided that the Section shall not be required to deplete funds below the level required to meet its current year budget plus a contingency sum agreed by the Central Committee. Such transfers shall be effected within 14 days of the request.

### **b) General**

- A copy of the Minutes of all Section Committee meetings must be sent to the Association's Secretary.
- The certified annual accounts of the Sections shall be passed to the Association's Treasurer by **31 May**. Each Section Treasurer or another representative is required to attend the Annual General Meeting of the Association.

## **10) MEETINGS**

The following shall apply to all meetings of the Association.

Voting at meetings shall be conducted as follows:

- Items that are proposed and seconded shall be voted on by the members who shall have equal voting rights including the Chairman with the latter having an additional casting vote if there is parity.
- By a show of hands if the Chairman feels there is a consensus or more carefully by ballot if there does not appear to be a consensus or if there is a request from the floor for a ballot.
- A simple majority shall determine whether or not the item voted on is to be adopted.

### **a) Central Committee meetings**

- Quorum: the number of members to constitute a quorum shall be five.
- Meetings shall be held at least quarterly; the date, time and venue for meeting shall be notified to Committee members by the secretary together with any appropriate material for pre-read.
- The minutes of the meeting shall be documented and circulated by the secretary.
- The minutes of each meeting shall be agreed by the attendees and shall be retained by the secretary and shall be available for inspection at reasonable notice by any member.

### **b) Annual General Meeting**

The Annual General Meeting shall be held by the **31st of July** each year at a venue to be decided by the Central Committee. At least 28 days notice of the meeting must be given. A notice convening the meeting shall be sent to each member of the Association at least 21 days before the date of the meeting and multiple copies of an agenda listing the ordinary and special business to be transacted shall be sent to each affiliated club at least 21 days before the date of the meeting.

- A Statement of Accounts shall be submitted to the members for approval.
- Any resolution for submission to the A.G.M. must be proposed and seconded and sent in writing to the Association's Secretary at least 28 days prior to the date of the A.G.M. Any resolutions shall be included in the agenda.
- A quorum shall not be less than 30 members of the Association.

- Any member is entitled to attend any general meetings by proxy, provided that the nomination shall be valid only if it fulfils the following criteria:

It is in writing and signed by the member.

Both absentee and the proxy are members of the Association.

The nomination is notified to the chair prior to the meeting.

No member may act as proxy for more than one other member.

### **c) Extraordinary General Meetings**

- An extraordinary General Meeting shall be held within 28 days of a requisition calling for such a meeting, bearing the signatures of not less than 25 members, being presented to the Secretary. Such a requisition shall specify the business that shall be discussed at that meeting.
- A quorum shall not be less than 30 members of the Association.

## **11) CONFORMANCE**

- The constitution of the Association shall apply to each section.
- The Central Committee is accountable to the members of the Association for achieving the objectives of the Association and presenting the consolidated audited accounts of the association's income and expenditure.
- Each Section is accountable to the members of the Association for the income and expenditure and care of the assets of the Association.

## **12) ACCOUNTS AND BALANCE SHEET**

- The consolidated Section and County Accounts and Balance Sheet shall be made up each year to the 31 of March and shall be submitted to the Annual General Meeting for ratification.
- The annual account shall be examined by an independent examiner.

## **13) LICENCES**

- The eligibility to play in licensed events shall be governed by the rules of the EBU.

## **14) CONDUCT OF MEMBERS**

Each member of the Association shall be required in connection with the game of Contract Bridge and variations thereof to conform to the standards of fair play, courtesy and personal deportment prescribed in the Bye -Laws for the time being of the EBU. The Association shall have the powers and procedures for the enforcement of this requirement which are set out in the Schedule of this Constitution (which shall stand part of the Constitution and be subject to the same provisions as the Constitution for its amendment).

### **14A. CONDUCT OF MEMBERS IN CLUBS.**

The Association will deal with any disciplinary allegations referred to it from its affiliated clubs using the Disciplinary Procedures set out in this constitution. This may involve investigation, a hearing and an appeal. However if a proper hearing has already been held then the County Association should only convene an appeal hearing. Normally no action will be taken in respect of a complaint relating to an alleged offence which occurred three months or more prior to a formal complaint in writing made to the appropriate Officer.

## **15) VARIATION OF THIS CONSTITUTION**

This constitution may be revoked, varied or added to by a resolution passed by a two thirds majority of those voting at an Annual General Meeting or an Extraordinary General Meeting convened for the purpose. All such alterations shall be effective immediately when approved by the requisite majority and by the EBU

### **THE SCHEDULE**

1. This Schedule is referred to under Section 14 of the Constitution and prescribes the powers and procedures for enforcement. It will comply with and follow the EBU disciplinary procedures and any variations thereof that are made from time to time. The Association shall act through its Conduct and Disciplinary Committees for the enforcement of standards prescribed in section 14 of the Constitution. The Association shall have additional powers as set out in the clauses below.

#### 2. Receipt of allegation

Any person making a complaint against one or more members of the Association under the terms of section 14 of the Constitution must do so in writing to the Secretary or the Chairman of the Association.

3. Conduct Committee. The Executive Committee of the Association shall appoint its Conduct Committee through its powers to appoint sub committees under Section 7(f) of the Constitution. The Conduct Committee shall be responsible for investigating complaints against the Association's members and to determine whether a disciplinary offence should be referred to the Association's Disciplinary Committee. The Conduct Committee shall consist of no fewer than three members of the Association and no more than five. A quorum for any meeting shall be three of its members. It shall act by simple majority vote and its appointed chairman, or whomsoever in his absence the Conduct Committee shall select to chair its meeting, shall have a second, or casting vote in the event that there is parity of voting.

#### 4. Disciplinary Committee.

The Executive Committee of the Association shall appoint the Disciplinary Committee through its powers to appoint sub committees under Section 7(f) of the Constitution. The Disciplinary Committee shall, determine sanctions for offences admitted by the defendant, hear charges of offences and determine whether those charges are proved and if proved, to determine the sanction imposed. The Disciplinary Committee shall consist of no fewer than three members of the Association and no more than five. At least three of its members must be present when it makes a decision to uphold a complaint and impose sanctions on the offending member. It shall act by simple majority vote and its appointed chairman, or whomsoever in his absence the Disciplinary Committee shall select to chair its meeting, shall have a second, or casting vote in the event that there is parity of voting.



## 5. Conflicts of Interest and Independence of the Conduct and Disciplinary Committees

Any member of either the Conduct or Disciplinary Committee who is in any way personally involved in the allegations within a complaint will be disqualified from participating in either Committee's handling of the complaint. A member of the Association cannot be a member of both the Conduct and Disciplinary Committees.

## 6. The Complaints Process

### 6.1. Notice of Meetings.

Where a written complaint is made, or a matter otherwise comes to the attention of the Conduct Committee, it shall first consider whether such complaint or matter falls within the scope of the Disciplinary Rules and whether further action is warranted. If it does the Conduct Committee secretary shall first write to the Defendant, seeking the Defendant's comments on the substance of the complaint or matter that has been raised. The Conduct Committee shall also be entitled to make such further investigations and enquiries as it in its absolute discretion considers appropriate. The Conduct Committee shall also be entitled to seek advice both from within the Association and from the EBU Laws and Ethics Committee, and to obtain external legal advice.

6.2. Complaint not justified. If the Conduct Committee decides that the complaint is not justified, all parties shall be notified and the matter ended.

6.3. Complaint justified If the Conduct Committee decides that the complaint is justified, it may, in its absolute discretion, offer a verbal caution to the offending member, which if accepted, ends the matter. If the caution is not accepted by the offending member, or the Conduct Committee does not feel a caution is appropriate, it shall refer the case to a hearing by the Disciplinary Committee. The Defendant shall be notified, in writing, within two weeks of this decision and of his right to make a written submission to the Disciplinary Committee and to attend the hearing. The Defendant shall have the right to be represented by legal counsel of his choice or may be accompanied by a person to speak on his behalf. The

Disciplinary Committee shall give at least two weeks' notice of the hearing to the Defendant.

6.4. Disciplinary Committee's Sanctions. If after the hearing the complaint is upheld, the Disciplinary Committee may in its absolute discretion:

(a) Give a written reprimand to the offending member(s), or

(b) Suspend the offending member(s) from all or some of the competitions sponsored or licensed by the Association for such period as it shall determine. If the complaint is against a member of the Executive Committee then in addition to any other sanctions applied, the Disciplinary Committee shall have the power to suspend such member from the Association's Executive Committee and any of its sub committees for such a period that it shall determine. Any sanctions imposed by the Disciplinary Committee must be communicated to the offending member(s) in writing within twenty one days of the hearing. Any Sanction imposed by the Disciplinary Committee shall take effect as soon as time for appeal has elapsed except that if the Defendant has filed Notice of Appeal within the time allowed the Sanction shall not take effect until such Appeal has been determined.

6.5. Appeal. Every Defendant found guilty of an offence by the Disciplinary Committee has the right to appeal to the EBU Laws and Ethics Committee. Appeals must be in writing and lodged with the Secretary of the EBU Laws and Ethics Committee within twenty one days of the written communication of the Disciplinary Committee's decision to the Defendant.

6.6. Referral to the EBU Laws & Ethics Committee. At any time the Disciplinary Committee may refer a complaint to the EBU Laws & Ethics Committee for its consideration. In doing so the Disciplinary Committee shall have fully discharged its responsibilities under this Schedule.