



PETANQUE AUSTRALIA

TOURNAMENT ORGANISER CHECK LIST

- | Tournament..... | Date..... | Tick boxes |
|---|-----------|--------------------------|
| ➤ State League and State Director of Umpiring to nominate an Official Umpire. The Umpire to assist the Tournament Director, but he/she does not make the rules. | | <input type="checkbox"/> |
| ➤ The Officials (Organisers and umpires) to be present 30 minutes prior to the advertised starting time. | | <input type="checkbox"/> |
| ➤ The Tournament Director must check the advertised flyer, (Prize, starting time etc.) and check that the format to be used is as advertised. | | <input type="checkbox"/> |
| ➤ Risk management check/report by Tournament Director | | <input type="checkbox"/> |
| ➤ The terrain and piste markings are to conform to PA regulations. (Using PA rule of the game and local rules) | | <input type="checkbox"/> |
| ➤ Have all necessary paper "work/document/cash box" for registration and draw. | | <input type="checkbox"/> |
| ➤ Open registration , as advertised on flyer. | | <input type="checkbox"/> |
| ➤ Nominate a Jury 3 to 5 members, Umpire to be included in the Jury to advise the Jury on rule matters, with the Umpire having voting rights. Jury report form to be made available by Tournament Director. | | <input type="checkbox"/> |
| ➤ Players' licences are to be checked by the Umpire/s whether retained by the organisers or not. (State, National Championships, or Major Open Events) | | <input type="checkbox"/> |
| ➤ Never allow a player to participate without a licence or day licence | | <input type="checkbox"/> |
| ➤ The Official Umpire will allocate the tasks for assisting Umpires. | | <input type="checkbox"/> |
| ➤ The Tournament draw is to be supervised by the Official Umpire. | | <input type="checkbox"/> |
| ➤ Before the competition commences, make an announcement on any special rulings that will apply. | | <input type="checkbox"/> |
| | | <input type="checkbox"/> |

- **Close registration on time, as advertised.**
- When announcements are completed hand over the Tournament to the Umpire. The Umpire is responsible for the rules of the game, Tournament Director to liaise with Umpire, for all unforeseen situations as per PA rules of the game.
- At the starting time, the Umpire should blow the whistle and make a note of the time; this will be referred to in the case of players or teams arriving late.
- This will be repeated at the start of each phase of the Tournament, depending on the format. Control table to register the time of each finishing game.
- Allow 10' rest (drink, food) between game, to keep tournament flowing.
- Discuss any problems with the Umpire at the end of the Tournament.
- Return licences to players if retained.
- Non compliance of Pétanque Australia Ltd "Rules and Bylaws", could result in the State League taking appropriate actions against the Tournament Director and the Club.
- Results of the Tournament to be forwarded to the League Secretary or nominated person
- Tournament Director to lodge a report to the League, on the event.

Tournament Director/Official

Name.....

Signature.....