



RULES  
&  
REGULATIONS  
2022

**LOHANA SPORTS & CULTURAL FESTIVAL  
EAST AFRICA**

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# THE LOHANA SPORTS AND CULTURAL FESTIVAL RULES AND REGULATIONS

## ARTICLE I: NAME

The name of this Festival shall be:

**“THE LOHANA SPORTS & CULTURAL FESTIVAL”**

## ARTICLE II: AIMS & OBJECTS

- a) To promote Sports and Cultural activities within the Lohana Community members.
- b) To promote fellowship amongst the Lohana Community members.

## ARTICLE III: PARTICIPANTS

- a) All the members of the Lohana Community of Kenya, Tanzania and Uganda provided the following conditions are met:
  - The participant should be a legal resident as of 15th November of that particular year.
  - Any Lohana person residing overseas whose immediate family is based and is a resident in East Africa is eligible to participate in the Festival.
- b) For sports the following Centres are the recognized participating Centers i.e. Youth League of Nairobi and the Mahajans of Mombasa, Kisumu, Nakuru, Dar-Es-Salaam, Mwanza, and Kampala (and Rest of Uganda). The other smaller Centres should be represented through the above-recognized Centres as determined by the Executive Committee from time to time.
- c) Invited Centres from outside of East Africa can collectively form an 'International Centre' if approved by the Secretary General and the Executive Committee. Alternatively, these players can, subject to approval, be allowed to represent any of the current participating Centres.

## **ARTICLE IV: PROGRAMME**

The Festival will be organized for four (4) days during the Christmas holidays every year on the dates agreed at the previous Annual General Meeting. It will be hosted by a centre, which was duly endorsed by the Executive Committee at the previous Annual General Meeting.

**FIRST DAY:**

- Arrival of participants.
- Registrations.
- Official opening of the Festival.

**SECOND DAY:**

- Commencement of sports tournaments.
- A suitable program should be organized at night to promote fellowship and to last no more than 2 (two) hours.

**THIRD DAY:**

- Continuation of the sports tournaments during the day.
- At night hosts are expected to present an Indian Cultural Program of Maximum 16 (Sixteen) Items and to last not more than 2 (Two) hours.

**FOURTH DAY:**

- Continuation and end of the sports tournaments.
- At night - Prize Presentation Ceremony.
- End of Festival.

## **ARTICLE V: OFFICE BEARERS**

### **THE SECRETARY GENERAL:**

The Executive Committee at the Annual General Meeting elects him/ her for a term of (2) two festivals. The Secretary General preferably should not be above the age of 45 years at the time of his election. Proof of this will need to be given. No Person can hold this position for two Consecutive terms. If for any reason a Secretary General resigns or withdraws from his duties, then the immediate Past Secretary General will be called upon to complete his term. For a candidate to be qualified to be elected as a Secretary General, he/she must have previously served in the capacity of either a Festival Chairperson, Festival Secretary or Festival Treasurer or been duly elected and served as a chairman of a Youth League of an East Africa Lohana Centre or served on the Festival Executive Committee for at least two (2) Festivals.

## **ARTICLE VI: DUTIES OF THE SECRETARY GENERAL**

- a) He is the Chief Executive and Co-Ordinating Officer of the Festival.
- b) He should liaise with all the Centres regarding all information pertaining to the Festival.
- c) He should obtain the permission, if need be, from the relative Sports Council, to host the forthcoming Festival.
- d) He should send relevant circulars and notice for the Pre-Festival meeting

- and the AGM and any other special meetings.
- e) He should invite the Chairman of various Mahajans to attend the Pre-Festival Meeting and the AGM, as observers.
  - f) He should invite the Chairman of Lohana Mahajans of East Africa to attend the Pre-Festival Meeting and the AGM, as an observer.
  - g) He, together with any two Past Secretary Generals will be signatories of the Emergency Fund Account.
  - h) He will make arrangements to replace the trophies, which have been out rightly won.
  - i) He will write and circulate Minutes of AGM (latest by 30th March) and all other official meetings of the Festival.
  - j) He will give advice and rulings on all Festival Matters.
  - k) To attend to all correspondence.
  - l) In the event of a Force-de-major, the Secretary General after consultations and approval of the majority of the participating Centres can take a decision in the best interest of the Festival and the Community members.
  - m) Chair the disciplinary committee composed of Past Secretary Generals present at the festival.

The responsibilities of the Disciplinary Committee are:

- Observer status
  - Implement the Rules and Regulations
  - Take appropriate disciplinary action
  - Decisions are to be made by the simple majority of those present.
  - The Secretary General will only communicate with the official representative of each participating center and not individuals regarding festival matters.
- n) He will officially open and close the festival and the respective programmes.
  - o) invite new Centres to participate in the Festival.
  - p) He will ensure compliance of these Rules & Regulations by all Centres, including the Host Centre and the Festival Chairperson. He will equally comply with these Rules & Regulations.
  - q) As the Chief Executive and Co-ordinating Officer of the Festival, the Secretary General will give due respect to all Centres, including the Host Centre and equally get due respect from all Centres, including the Host Centre.
  - r) He will assign the duties to each member of the Festival Executive to oversee the relevant activities in coordination with the host center conveners.
  - s) The Secretary General may at his option and in consultation with the Executive Committee arrange to collect funds from donors/ well-wishers and fund a “Fun Day Out” after the conclusion of the Festival (i.e. on the Fifth Day) but the Host Mahajan will provide logistics, man-power (volunteers) and full support for the “Fun Day Out” and look after the well-being of all visiting guests and participants on the Fifth Day until such guests/ participants depart to return to their respective home centres on the Sixth Day. Attendance at the “Fun Day Out” is optional for other participating Centres and the visiting individual participants.

## **ARTICLE VII: THE EXECUTIVE COMMITTEE**

Each recognized participating Centre will nominate 2 (two) voting members to this committee. These voting members will form this Executive Committee. Each Centre can also send 1 (one) observer to the meeting, but he will not have a voting right. The Immediate Past Secretary General and the Immediate Past Festival Chairman will be automatic Ex-officials of the committee. The committee may co opt maximum five members on the Executive Committee for a period of one year. Each Executive Committee Member (whether nominated or co-opted) has a voting right with one vote each. They can vote through proxies as well. Past Secretary Generals who attend the meetings will be eligible to vote.

## **ARTICLE VIII: DUTIES OF THE EXECUTIVE COMMITTEE**

- a) To formulate Rules and Regulations pertaining to the festival and to see that under no circumstances new Rules and Regulations related to sports are made except at the Annual General Meeting held in December. Issues not related to Sports can be discussed and agreed upon at the Pre-Festival Meeting and / or at the team managers meeting prior to the commencement of the festival games.
- b) To implement all Rules and Regulations duly passed by the Executive Committee.
- c) To decide on the next host and dates for the forthcoming Festival.
- d) To supervise all financial matters.
- e) If need be to form sub-committees.
- f) To form a one-year term Executive Committee.
- g) To attend the Pre-festival and the Annual General Meeting.
- h) The SG will assign duties to each of the Festival Executive Committee member to oversee the relevant activities of the festival in coordination with the host center conveners.

## **ARTICLE IX: PROCEDURE AT THE PRE-FESTIVAL MEETING AND ANNUAL GENERAL MEETING (AGM)**

**Notice** - A notice of 14 days must be given.  
- A Nomination Notice of 14 days be given by a Centre Proposing Its candidate to the Secretary General (when applicable).

**Minutes** - The Secretary General will record all the minutes or delegate the recording.

**Chairman** - The meetings will be chaired by the Secretary General.

**Pre-Festival Meeting** - Must be held by the Host center before 30<sup>th</sup> June in the year of the festival.

**Agenda at the Pre-Festival – Meeting Called to Order.**



1. Roll Call and Apologies.
2. Introduction of all present.
3. Welcome Address by Festival Chairperson.
4. Welcome Address by Secretary General.
5. The xx Lohana Sports & Cultural Festival:
  - Presentation of Reports by all Conveners of the Festival Organizing Committee
  - Discussion with Q & A on the presentations
  - Presentations of the Budget and Funding of the Festival
  - Festival Rules & Regulations (Review and change Non-Sports related issues)
  - Return and Replacement of Overall Trophies.
6. Any Other Business with the permission of the Chair.

Before the Pre-festival meeting, the host center conveners will give take all the delegates for a tour to view all the sporting and accommodation venues.

**Annual General Meeting** - Must be held at every Festival in two (Three if necessary) sessions.

**Agenda at first session** - Meeting called to order.

1. Roll Call and Apologies.
2. Introduction of all present.
3. Welcome Address by Festival Chairperson.
4. Welcome Address by Secretary General.
5. Confirmation of Last Annual General Meeting minutes and Pre-Festival Meeting.
6. Confirmation of the host for the next Festival.
7. Election of Secretary General (when applicable).
8. Matters arising.
9. Accounts.
10. Correspondence

**Agenda at second session** -

1. Sports matters
2. A.O.B.

## **ARTICLES X: FINANCE**

- a) Each participating centre will contribute Kshs. 5000/= (Kenya Shillings Five Thousand Only) annually to a Reserve Emergency Fund which will be banked in an interest earning account. The use of this fund will be at the discretion of the Executive Committee.
- b) Surplus generated from the jointly hosted 24th Lohana Sports and Cultural Festival is to be invested in a fixed deposit account maintained by the Secretary General. The principal sum is to remain intact but interest earned will be used to purchase Recognition Awards and Memento Gifts given to the Hosting Festival Committee including the Secretary General.
- c) Any surplus from all future jointly funded and/or hosted festivals will be paid by the Host Centre to the Secretary General's Fund and will be placed in an interest-bearing account. All such funds will be accumulated and held by the Secretary General. All such funds should be directly deposited in the account by the center Strictly by electronic transfer.



- d) The signatories of the above accounts will be the current Secretary General and any two representatives from the participating centers nominated at the AGM. One of whom will be nominated as the treasurer.
- e) In the event a Host Centre has a shortfall in its funding requirements for any particular Festival, the Secretary General will arrange for all interest earned and accrued from the Secretary General's Fund between the date of the last festival and the present festival to be paid to the Host Centre. This interest payable to the Host Centre will be the balance of interest after deducting costs of (i) Secretary General's sports recognition awards, (ii) momentos and (iii) the expenses of the Secretary General (set out in e. below) are paid for.
- f) The Secretary General will be entitled to claim a reimbursement of out-of-pocket expenses of up to a maximum of United States Dollars one thousand (U.S.\$1,000.00) per festival for expenses of travel and accommodation for attending pre-festival meetings, the festival and any other meetings or events.
- g) The appointed treasurer will circulate the income and expenditure statement at the end of each calendar year to all participating centers including the details and copies of the Fixed Deposit certificates or any other investments made from the account with relevant bank confirmations where necessary,
- h) In the year of the AGM, the information should be circulated 14 days prior and presented at the AGM for ratification.
- i) With effect from 2nd July 2011, all future Festivals will have a maximum ceiling budget of US\$60,000.00 (US Dollars Sixty Thousand Only) until revised at the Annual General Meeting. An inflationary raise in the maximum ceiling budget of up to 10% will be allowed for each subsequent Festival (over the maximum ceiling budget of the previous Festival).  
Based on this, the cost sharing percentages were decided as follows: -

33.3% - Nairobi  
33.3% - Dar es Salaam  
33.3% - Kampala

These three Centres will be responsible for remitting their respective contributions to the Host Centre by the due date of the Festival year. Each of Nairobi, Dar es Salaam and Kampala Centres will also be responsible for making a suitable arrangement with other Centres within their respective Country for sharing the said Contribution percentages if they so desire.

- j) The host will be accountable for every cent spent during the Festival to the Secretary General and the Executive Committee Members (being the centre representatives).
- k) The final accounts showing the budget vs expense details for each expense head approved at the Pre-Festival meeting will be forwarded to the SG by the host centre within 90 days from end of the festival and the SG will circulate the same to all Centres.
- l) The accounts will be audited by an auditor to be appointed at the AGM. The auditor shall not be from the host center.
- m) The contribution for the festival should be forwarded to the Host centre by the 30th of November of the festival year or by the date decided at the Pre-Festival meeting.

- n) In this budget the following items will not be included:
- Trophies for winners and runners up
  - Mementoes for participants and delegates attending the Festival. But Centres can contribute their proportion of the budget in the following manner:
  - In cash
  - By way of advertisements if Souvenir Magazine is being published.

## **ARTICLE XI: DUTIES OF THE HOSTING CENTER**

### **APPOINTMENT OF THE FESTIVAL CHAIRPERSON AND THE HOST CENTER CORE COMMITTEE (Festival Organizing Committee):**

The host center should at an AGM or SGM, appoint the Festival Chairperson and the core host center committee which will be responsible for hosting the Festival in conjunction with and under the guidance of the Secretary General. The Festival Chairperson preferably should not have attained the age of 45 years at the time of his election. In case a center wishes to appoint a person above the age of 45 years, based on the experience and capability, the maximum age should not exceed 50 years at the time of election.

The Festival Chairperson and the core committee should be given a full mandate to plan for the Festival. It is advisable for the host center to appoint the Festival Chairperson and the core host committee in good time to enable them to sufficiently plan, prepare and execute actions well ahead for the Festival.

The Festival Organizing Committee should consist of:

1. Festival Chairperson
2. Festival Vice Chairperson
3. Festival Secretary
4. Festival Treasurer
5. Sports Convener. He / She will be independent from the host team manager.
6. Cultural Convener

The Festival Organizing Committee, once formed, may appoint Assistant committee members or co-opt other members where required. The core host Committee may also appoint conveners for the various areas like:

1. IT & Communications Convener
2. Accommodation Convener
3. Special Events Convener
4. Logistics and venues Convener
5. Transport and Security Convener
6. Culture and Decorations Convener
7. Catering Convener
8. Volunteers Convener

9. Registration and Information Convener
10. Public Relations Conveners
11. Medical and emergencies

A convener for each sport will be appointed by the host center to oversee the sport and to ensure that the rules for each game are followed. He or she should not be the captain for any sport of the host center

## **DUTIES AND RESPONSIBILITY OF THE FESTIVAL ORGANIZING COMMITTEE**

- a) To provide suitable venues and necessary equipment for the sports, cultural and social gatherings.
- b) To provide catering facilities to participants.
- c) To provide accommodation when requested for.
- d) To provide trophies & certificates to winners and runners up of all the Sports events.
- e) At their discretion, may give mementoes to all sportsmen, sportswomen and cultural participants who are the registered participants.
- f) To provide transport - when requested for.
- g) To provide coupons for refreshments to the registered participants only.
- h) To print and produce a souvenir brochure, which shall at least have the following messages and articles:
  1. Message from the Chairman - host.
  2. Message from the Festival Chairperson.
  3. Message from Secretary General to the Lohana Sports and Cultural Festival.
  4. Message from the Chairman of Lohana Mahajans of East Africa.
  5. Message from Immediate Past Secretary General.
  6. Message from Chairman - all Mahajans.
  7. Message from Chairman - all Mahila Mandals.
  8. Message from Chairman - all Youth Leagues.
  9. Message from the Founders of the Festival (only at decade & anniversary festivals).
  10. Record of the results of the past Festivals (overall trophies).
  11. Record of individual winners of all events in the previous Festivals.
  12. Any articles of interest.
  13. Must have The Lohana Sports & Cultural Festival Logo on the Front Cover.
- i) To host Cultural Programmes, that should promote Hindu Culture.
- j) To arrange with the Secretary General and call a Pre-Festival meeting before 30th June in the year of the Festival to discuss the progress and problems concerning the forthcoming Festival. All sporting venues will be viewed during a Pre-Festival meeting together with other facilities. Other centers will endeavor to send their Team Managers to all such Pre-Festival meetings.
- k) During and thru-out the festival to display, at a central prominent place, a notice board with all the Programmes, Venues, Fixtures, Results, etc.
- l) To send and receive the Registration forms, Seeding lists, etc.
- m) To prepare score sheets for every game and keep them safe until the end of the

Festival. Their need may arise in the event of disputes.

- n) If the Hosts cannot make arrangements to host any game, then through the Secretary General three months' notice to this effect should be given to all the Centres.
- o) To invite officially the Secretary General, Chairman, Secretaries of all Mahajans, Mahila Mandals, Ladies Circle (if applicable) and Youth Leagues of all Centres, Chairman or representative of known small Centres and all Past Secretary Generals.
- p) The Festival Host Centre may recognize all its major donors only by way of mentioning the names of such donors in a speech by the Festival Chairperson during the opening ceremony (First Day) and also by acknowledgements in the Festival Souvenir magazine (If Printed).
- q) Festival Conveners may be recognized by the Host Centre on the evening of the Second Day of the Festival. This recognition ceremony should not exceed 20 minutes.
- r) A Host Centre shall comply with and adhere to these Rules and Regulations.
- s) To respect the decisions made the Secretary General.
- t) To use the approved and annexed Festival Logo in all places where necessary.
- u) To use the approved and annexed Festival Letterhead format as official stationery during the Festival.
- v) To use the approved and annexed Festival Participation Certificate format as official certificate and to be presented to all participants before the conclusion of the Festival.
- w) To arrange for non-sporting activities for spectators and families of participating players and children in the form of, but not limited to, workshops, demonstrations, debates, talk shows, play area, games, etc.

## **ARTICLES XII :**

### **TROPHIES**

1. Suitable trophies should be presented by the hosts to the winners and runners-up of each event in each game including marathon and swimming events.
2. Suitable trophies should be presented for highest score in Darts and highest break in Snooker.
3. In Golf - Prizes for 3rd, 4th, best nine 1<sup>st</sup> Day & Best nine 2<sup>nd</sup> Day should be given by host Centre.
4. The Overall Floating Trophies for each game will be donated by well-wishers from the Lohana Community of East Africa. Equal chances should be given to all the Centres so that there is equal distribution from all the Centres.
5. Any overall Trophy won 3 consecutive times shall be outrightly won by the Centre and shall be replaced as mentioned above.
6. A shield of the host Centre (provided by all the Centres) will be handed over to the next centre at the closing ceremony thereafter retained by the next host Centre until the end of their closing ceremony.
7. To ensure the safety of the Floating Trophies, the Trophies should be kept in the office of the winning Centre or at a responsible person's residence.
8. The winning Centre will be responsible for any damage to the Overall Trophies. For an

- Overall Trophy damaged by a Centre or player the Centre will be responsible for the replacement value and a fine of Ksh5, 000.00 will be levied to the centre responsible.
9. All floating trophies should be submitted back to the Secretary General at the start of the Pre-Festival Meeting.
  10. The names of donors of the Trophies must be announced at the time of the presentation.
  11. The trophies for the swimming events must be given immediately after the swimming gala. All other trophies are to be given at the prize presentation night.

### **RECOGNITION AWARDS**

1. These awards are only applicable to recognition in excellence in the field of Sports by representing their respective country with the territory of East Africa, namely, Kenya, Uganda & Tanzania.
2. Suitable trophies should be purchased from the Interest earned from the Fixed Deposit account of the LSCF.
3. Only awards & records achieved between the before 31<sup>st</sup> September of the festival year will be accepted for nominations.
4. All applications for this award should be sent in writing to the Secretary General in writing by the respective centre before the 30 November of the festival year and under no circumstances will applications received after this date.
5. The Secretary General's decision will be FINAL, and no correspondence will be entertained thereafter.
6. The awards will be presented during one of the Cultural Nights.

### **FESTIVAL MEMENTOS**

The host should give mementos to all the participants in all Sports events and the Cultural programmes. Mementos will not be given to Marathon and Swimming participants until they have completed the event.

## **ARTICLE XIII:**

### **OPENING CEREMONY**

1. Seating arrangements on stage should at least include
 

|                                  |  |
|----------------------------------|--|
| Chairperson                      | - of Festival                            |
| Vice Chairperson                 | - of Festival                            |
| Secretary                        | - of Festival                            |
| Treasurer                        | - of Festival                            |
| Sports Convener                  | - of Festival                            |
| Cultural Convener                | - of Festival                            |
| Secretary General                | - of Lohana Sports and Cultural Festival |
| Chairman                         | - of Lohana Mahajans of East Africa      |
| Chairman                         | - of Host Mahajan                        |
| Chairperson                      | - of Host Mahila Mandal                  |
| Chairperson                      | - of Host Ladies Circle (if applicable)  |
| Chairperson                      | - of Host Youth League (If applicable)   |
| Immediate Past Secretary General | - of Lohana Sports and Cultural Festival |

After the formal speeches the above dignitaries may take seats with their spouses in a reserved front row seating arrangement.

The following dignitaries with their spouses should be given preferred front row sitting:  
 The Trustees - of the Host Center Mahajan  
 The Trustees - of Lohana Mahajans Of East Africa  
 Chairman or most senior office bearer - of all visiting Centres (Mahajan, Mahila Mandal , Ladies Circle & Youth League.)  
 All Past Secretary Generals  
 Current Festival Executive Committee Members  
 Members of the Festival Organizing Committee  
 Any other person at the discretion of the SG and the Festival Chairperson.

## 2. Conduction of Opening Ceremony:

- i. Master of Ceremony to individually invite all invited delegates to take their seat on the dais.
- ii. Past Secretary Generals of Lohana Mahajans of East Africa to escort the current Chairman to the dais and thereafter take their respective seats.
- iii. Past Secretary Generals of Lohana Sports & Cultural Festival to escort the Secretary General to the dais and thereafter take their respective seats.
- iv. The Chairman of Host Mahajan, Chairperson of Host Mahila Mandal and Ladies Circle (if applicable) to escort the Festival Chairperson to the dais and take their respective seats
- v. Speeches
  - Welcome by Master of Ceremonies
  - Necrology ceremony
  - Festival Chairperson
  - Secretary General of Lohana Sports and Cultural Festival
  - Chairman of Host Mahajan
  - Chairman of Lohana Mahajans of East Africa
- vi. Acknowledgment of Donors - Maximum 10 minutes
- vii. Parade and Lighting of Festival Torch.
- viii. Master of Ceremonies will invite the Secretary General of Lohana Sports & Cultural Festival to Officially Open the Festival.
- ix. Any other entertainment (not to exceed 15 mins)

## **CULTURAL PROGRAMME EVENING (Third Day)**

1. Entries to be sent to the host Centre by 15th November
2. Host Centre can give maximum of 5 (five) items
3. Nairobi, Mombasa, Kisumu, Dar-Es-Salaam and Mwanza are allocated two items each while Nakuru and Kampala are allowed one item each. All other centers to present items though recognized center's only.
4. Items presented by all must be cultural and nothing else.
5. Introduction of Secretary General Elect and Presentation of Recognition awards by the Secretary General and Introduction of Chairman Elect of Lohana Mahajans of East Africa should be allocated maximum of 15 minutes and not more.
6. All Cultural Functions will commence as early as possible every evening without fail and must finish latest by 22.30hrs.

## **SEATING ARRANGEMENT FOR ALL THE OTHER 2 DAYS EVENING PROGRAMMES & CLOSING CEREMONY**

1. The Host Centre must consult the Secretary General on all matters pertaining to seating arrangements.
2. Special provision should be made for the following dignitaries and their spouses during the evening programmes:
 

|                                  |  |
|----------------------------------|--|
| Chairperson                      | - of Festival                            |
| Vice Chairperson                 | - of Festival                            |
| Secretary                        | - of Festival                            |
| Treasurer                        | - of Festival                            |
| Sports Convener                  | - of Festival                            |
| Cultural Convener                | - of Festival                            |
| Secretary General                | - of Lohana Sports and Cultural Festival |
| Secretary General Elect          |  |
| (If Applicable)                  | - of Lohana Sports and Cultural Festival |
| Chairman                         | - of Lohana Mahajans of East Africa      |
| Chairman                         | - of Host Mahajan                        |
| Chairperson                      | - of Host Mahila Mandal                  |
| Chairperson                      | - of Host Ladies Circle (if applicable)  |
| Chairperson                      | - of Host Youth League (If applicable)   |
| Immediate Past Secretary General | - of Lohana Sports and Cultural Festival |
| The Trustees                     | - of the Host Center Mahajan             |
| The Trustees                     | - of Lohana Mahajans Of East Africa      |

Chairman or most senior office bearer - of all visiting Centres (Mahajan, Mahila Mandal, Ladies Circle & Youth League.)

All Past Secretary Generals

Current Festival Executive Committee Members

Members of the Festival Organizing Committee

Any other person at the discretion of the SG and the Festival Chairperson
3. Dignitaries (other than those listed in these Rules & Regulations) may be invited to the Cultural Evening Programme (Third Day) and reserved seats may be given to such dignitaries, but behind and after all other Lohana dignitaries have been seated in the manner provided in these Rules & Regulations as mentioned in ii above.
4. Reserved seats may be given to Festival donors after the reserved sitting of all the Lohana and Invited Dignitaries as listed in these rules and regulations mentioned in ii and iii above.
5. Elders attending the festival to be given priority seating at all functions.
6. All Centres to inform the Secretary General in writing Fourteen (14) days prior to the Festival whether they will be attending or not and also the names of their official mandated representatives. If this notification is not received, there may be no preferential seating provided for them.

## **CONDUCTION OF PRIZE PRESENTATION & CLOSING CEREMONY**

1. Speeches
  - Welcome by Master of Ceremonies
  - Festival Chairperson
  - Secretary General of Lohana Sports and Cultural Festival
  - Chairman of Host Mahajan
  - Chairman of Lohana Mahajans of East Africa
  - Invitation from next Host centre
  - Vote of Thanks
2. Presentation of Memento Gifts to Festival Committee.
3. Prize Giving Ceremony.
4. Handover of Festival Shield to the next hosting centre.



5. Official Closing of the Festival by the Secretary General.

### **SPEECH PROTOCOL AT ALL OFFICIAL FUNCTIONS**

The Festival Chairperson in all his / her official speeches during the festival will address the floor as follows:

- i. The Secretary General Lohana Sports & Cultural Festival
- ii. The Chairman Lohana Mahajans of East Africa
- iii. Chairman Host Mahajan
- iv. Chairperson Host Mahila Mandal
- v. Chairperson Host Ladies Circle (if applicable)
- vi. Trustees of Host Mahajan
- vii. Secretary General Elect Lohana Sports & Cultural Festival
- viii. Past Secretary Generals of Lohana Sports & Cultural Festival
- ix. Past Secretary Generals of Lohana Mahajans of East Africa
- x. Members of the Executive Committee
- xi. Visiting dignitaries of all Lohana Mahajan Institutions of East Africa
- xii. The Guest of Honor (if applicable)
- xiii. Ladies and Gentlemen

Thereafter all speakers including the Secretary General will address as follows

- i. The Chair
- ii. Ladies and Gentlemen
- iii. All Protocols Observed

### **TROPHIES PRESENTATION & OTHER PRESENTATION**

Presentation of Overall Trophies will be done by the dignitaries of the Festival and the Lohana Institutions except on the first occasion when the Donor will present the Overall Trophy. The name of the donor of the Overall Trophy must be announced.

The Trophies for Winners and Runners Up to be presented by the Donors of each event in each game. The name of these donors must be announced.  
The Trophies for the Swimming Events must be given immediately after the Swimming Gala at the venue.

#### Memento Gifts

The Memento Gifts will be presented to the following

- i. The Festival Chairperson
- ii. Festival Vice Chairperson
- iii. Festival Secretary
- iv. Festival Treasurer
- v. Sports Convener
- vi. Cultural Convener
- vii. The Secretary General of Lohana Sports and Cultural Festival

The cost of which will be obtained from interest earned from Joint Festival Fund.

## **ARTICLES XIV: SPORTS FORMAT**

The following different formats will be implemented.

1. League and Knock out format.
2. League format only.
3. Stable ford format - for Golf.
4. International Rules - for Swimming Gala.

These are further explained in detail as under:

### **LEAGUE & KNOCK OUT FORMAT**

Each Centre is expected to hold an internal tournament to decide on the players who may represent their Centre at the Festival. In case it has not been implemented then each Centre can hopefully decide to send their best players to represent their Centre. If in any event, there are less than 4 (four) Centres participating, then each Centre in that event will be allowed to send 2 (two) players i.e. Seed I & II only to represent their Centre in that event.

If in any event, there are less than 4 (four) Centres participating, then each Centre will be allowed to send 4 (four) players i.e. Seed I, II, III & IV to represent their centre in that event.

In case of a Centre not being able to send 2 (two) or 4 (four) players, then even one player or one pair (for doubles) may represent their Centre in any event.

The way in which the tournament will be played is elaborated below:

### **STAGE I**

Here initially players from each Centre are divided in different groups. Let us take an example of a Singles Tournament where there are 8 (eight) Centres and each Centre sends 2 (two) players to this event. So totally we would have 16 players. We form 4 (four) Groups i.e. groups A, B, C & D and each Centre's players would be placed in two different groups i.e. either upper groups A or B or lower groups C or D. This is done to avoid early clashes between players from one centre. So, each group would have four players of different Centres.

Once the players have been drawn into different groups then each group players will play each other on League basis.

The seed 1 and the seed 2 of a center in any sport should be placed in two separate groups i.e the Upper group and the Lower group.

By winning against an opponent player (say score 2-1) the winner gets 2 points for winning while the loser gets 1 point. For a straight two wins, the winner gets 3 points and the loser does not get any point. A walk over or a bye should fetch 3 (three)

points. So, in each group (after League matches) we hopefully would have a winner and a runner-up. In the event of a tie the winner will be judged on the following basis: -

Number of games won

Number of games lost.

Total score in games lost.

In games where scores are not recorded: In case of a tie in stage 1 (conclusion of league format), a re-match of the tie holders is to take place to decide winners of that group.

Only the winner and runner-up will progress in the tournament. The other two players from each group are eliminated from tournament.

**P.S.** In the time available is short then at the end of Stage I we could allow only 4 (four) players i.e. only the winners to progress into Stage II

## **STAGE II**

The remaining 8 (eight) players who are winners are runners-up of Stage I will now start to play on Knock - out basis as per the following arrangements: -

UPPER HALF: - Winner of group A v/s runner-up of group B

Winner of group B v/s runner-up of group A

LOWER HALF: - Winner of group C v/s runner-up of group D

Winner of group D v/s runner- up of group C

The winners of this game will progress on straight Knock-out basis until we get a winner and a runner-up.

**P.S.** Similar combined League + Knock-out format should apply to Doubles etc. (see diagram in next page.)

The winner and runner-up will be awarded their individual personal trophies in recognition of their achievements.

To declare the overall winner of each event, the following point systems will be calculated from the beginning of the knock-out system:

~ Overall winners in each event in singles, doubles, etc. - 3 (three) points.

~ Runner-up in each event - 1 (one) point.

Please note that all entries including the names and seeding list of the players should reach the host by 15th December so that a draw can be made with names. Any Centre not complying will not be allowed to participate.

## DIAGRAMMATICALLY

**STAGE I  
LEAGUE BASIS  
4 GROUPS  
16 PLAYERS**

**STAGE II  
STRAIGHT KNOCK OUT BASIS  
8 PLAYERS**

**GROUP A: UPPER GROUP**

PLAYER  
PLAYER WINNER  
PLAYER &  
PLAYER RUNNER UP

WINNER OF GROUP A  
  
RUNNER UP OF GROUP B

**GROUP B: UPPER GROUP**

PLAYER  
PLAYER WINNER  
PLAYER &  
PLAYER RUNNER UP

WINNER OF GROUP B  
  
RUNNER UP OF GROUP A

**GROUP C: LOWER GROUP**

PLAYER  
PLAYER WINNER  
PLAYER &  
PLAYER RUNNER UP

WINNER OF GROUP C  
  
RUNNER UP OF GROUP D

**GROUP D: LOWER GROUP**

PLAYER  
PLAYER WINNER  
PLAYER &  
PLAYER RUNNER UP

WINNER OF GROUP D  
  
RUNNER UP OF GROUP C

O W  
V I  
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A E  
L R  
L

**The other formats are played as played internationally.**

The following games will be played under the following formats:

**1. LEAGUE & KNOCK OUT FORMAT** (even if there is only one group)

**I) TABLE TENNIS**

- Men's Singles
- Men's Doubles
- Ladies Singles
- Boys (under 16 years) Singles
- Girls (under 16 years) Singles
- Boys (under 12 years) Singles
- Girls (under 12 years) Singles
- Mixed Doubles

**II) BADMINTON**

- Men's Singles
- Men's Doubles
- Ladies Singles
- Boys (under 16 years) Singles
- Girls (under 16 years) Singles
- Boys (under 12 years) Singles
- Girls (under 12 years) Singles
- Mixed Doubles

**III) LAWN TENNIS**

- Men's Singles
- Men's Doubles
- Ladies Singles
- Boys (under 16 years) Singles
- Girls (under 16 years) Single

**IV) SQUASH**

- Men's Singles
- Ladies Singles
- Boys (under 16 years) Singles

**V) DARTS**

- Men's Singles
- Men's Doubles
- Ladies Singles
- Ladies Doubles

**VI) SNOOKER**

- Men's Singles
- Men's Doubles

**VII) CRICKET**

- Six a Side Cricket Tournament

**VIII) FOOTBALL**

- Six a Side Football Tournament

**IX) VOLLEYBALL**

- Traditional 1 touch – 11 players – 9 players on the ground, 2 substitutes

**X) THROWBALL**

- 11 players – 9 players on the ground, 2 substitutes

**2. STABLEFORD FORMAT:**

**XI) GOLF**

- Stable Ford Format  
Golf

**3. MINI MARATHON**

**XII) 3 Kms**

- Men over 60 years
- Ladies over 60 years
- Men 50 – 60 years
- Ladies 50 – 60 years

- Men 40 – 50 years
- Ladies 40 – 50 years
- Boys 12 – 16 years
- Girls 12 – 16 years
- Boys under 12 years
- Girls under 12 years

**XIII) 5 Kms**

- Men 16 - 30 years
- Ladies 16 – 30 years
- Men 30 – 40 years
- Ladies 30 – 40 years

**4. SWIMMING GALA TO INCLUDE FOLLOWING EVENTS:**

**XIV) 25M FREESTYLE** (seed 1 and seed 2 for all events listed in this category)

- Boys 5 – 7 years
- Girls 5 – 7 years
- Boys 10 years and under
- Girls 10 years and under
- Men 30 years and over
- Ladies 30 years and over

**XV) 50M FREESTYLE** (seed 1 and seed 2 for all events listed in this category)

- Boys 10 – 12 years
- Girls 10 – 12 years
- Boys 12 – 14 years
- Girls 12 – 14 years
- Boys 14 – 16 years
- Girls 14 – 16 years

**XVI) 50M FREESTYLE** (seed 1 and seed 2 for all events listed in this category)

- Men 16 – 18 years
- Ladies 16 – 18 years
- Men 18 – 30 years
- Ladies 18 – 30 years

**XVII) 4 x 25M RELAY FREESTYLE**

- Men
- Ladies

**XVIII) 25M BREAST STROKE** (seed 1 and seed 2 for all events listed in this category)

- Boys 5 – 7 years
- Girls 5 – 7 years
- Boys 10 years and under
- Girls 10 years and under
- Boys 10 – 12 years
- Girls 10 – 12 years
- Boys 12 – 14 years
- Girls 12 – 14 years
- Men 30 years and over
- Ladies 30 years and over

**XIX) 50M BREAST STROKE** (seed 1 and seed 2 for all events listed in this category)

- Boys 14 – 16 years
- Girls 14 – 16 years

**XX) 50M BREAST STROKE** (seed 1 and seed 2 for all events listed in this category)

- Men 16 – 18 years
- Ladies 16 – 18 years
- Men 18 – 30 years
- Ladies 18 – 30 years

**XXI) 25M BACKSTROKE** (seed 1 and seed 2 for all events listed in this category)

- Boys 10 years and under
- Girls 10 years and under
- Boys 10 – 12 years
- Girls 10 – 12 years
- Boys 12 – 14 years
- Girls 12 – 14 years
- Men 30 years and over
- Ladies 30 years and over

**XXII) 50M BACKSTROKE** (seed 1 and seed 2 for all events listed in this category)

- Boys 14 – 16 years
- Girls 14 – 16 years
- Boys 16 – 18 years
- Girls 16 – 18 years
- Men 18 – 30 years
- Ladies 18 – 30 years



**XXIII) 25M BUTTERFLY** (seed 1 and seed 2 for all events listed in this category)

- Boys 5 – 7 years
- Girls 5 – 7 years
- Boys 10 years and under
- Girls 10 years and under
- Boys 10 – 12 years
- Girls 10 – 12 years
- Boys 12 – 14 years
- Girls 12 – 14 years

**XXIV) 50M BUTTERFLY** (seed 1 and seed 2 for all events listed in this category)

- Men 16 – 18 years
- Ladies 16 – 18 years

**XXV) 4 x 25M MEDLEY RELAY**

- Men
- Ladies

## **ARTICLE XV: SPORTS**

### **A. GENERAL RULES**

- A player can play a maximum of two different games for his own Centre or for any other Centre (after obtaining the necessary consents from both the Centers). After mutual consent a player may play one game for one Centre and second game another Centre. In case of a conflict, Secretary General is to be contacted for guidance. Swimming and Marathon are not to be considered as one of the two games for a player. Team Manager to inform host center of any such arrangements and should furnish clear communications containing consent from one center to the other to allow that player to participate in the particular sport.
- In all sports, if a player is playing singles, he/she cannot play doubles of the same sport and vice-versa.
- Mixed doubles in any sport can be played as a second sport.
- Please note that all entries including the names and seeding list of the players must reach the host by 1st December, thereafter players will not be accepted from respective Centers, so that the draw (with names) can be made, thus giving adequate time to the host to make all the other necessary arrangements.
- Once submitted, the seeding list cannot be changed.
- One week before the festival, the draws, the venue and the timings of all the sports should be released to all participating centers.
- The team captain of each center should ensure that all the participants are informed about the draws, venues and timings of the sport they are participating in before they leave for the festival.
- For all sports and games, the entries should be attached with a photocopy of the Birth Certificate and/or passport as proof of age in all age group categories. The operative date for counting the age will be 20th December, of the current year.
- Players should check the notice board fixtures for their respective games.
- Players should avail themselves 15 minutes prior to the starting time of the game.
- A grace period of 15 minutes only will be allowed. The latecomer, when demanded by the opponent should give a walk over. However, if possible, the players demanding walkover should exhibit sportsmanship.
- The decision of the referee /umpire shall be final and binding.
- No game will start before the referee/ umpire is in place.

- The referee in any event can temporarily stop the event due to too much noise or use of abusive language. The event will resume only after the stopping of noise or abusive language. Use of very noisy equipment is not allowed at all at ANY games BEFORE and/or DURING and/or AFTER games.
- All games will be played in accordance with the international rules of the game except for some local rules, which are mentioned in the Festival rules and regulations and also find them below, all of which are downloadable from <http://lscf-ea.org>
- Substitution is only allowed before the start of the tournament and must follow the ladder system.
- Trophies will be given to all winners and runners-up, even if there are only 2 (two) Centers participating.
- Seeding positions 1 & 2 will apply to group games and priority to be given to previous year's finalists.
- All Centers should send their teams with appropriate dressing codes.
- In case of a tie for the overall trophy, the two Centers concerned will share the trophy.
- Team Captains will be responsible for their supporters.
- In event of disputes the disciplinary committee will be responsible for making the ruling.
- The Secretary General, along with the Festival Chairperson, who may join him, will flag off Marathon.

## **B. LOCAL RULES**

### **VOLLEYBALL - Played Traditionally**

#### **1. GENERAL RULES**

- The matches will be played in the Traditional 1 Touch Volleyball style.

- Ball type to be used will be Alright Hard play (Recommended). Any other make can only be considered if Alright Hard play Brand is not available at all due to some unavoidable reason as decided mutually at the Pre-Festival Meeting or by Center Volleyball Captains 30 days prior to commencement of the Festival. The festival sports convener to co-ordinate with the Centers with the help of the Sports Director to ensure that captains are at mutual understanding and sample balls have been shared to avoid conflict and confusion.
- The normal ball pressure will be 20 units (psi) and will be the standard. The Referee whose decision will be final will decide upon any complaints on the pressure.
- The competition will be on a League basis followed by Knock-out.
- Based on number of teams one or more grouping will be created.
- Each team will play against each other in that group.
- Any protests over a referee's decision must be communicated by the Captain of the Team to the Center Team Manager, who will take it up with the Volley Convener. If a dispute still remains, the matter will be handed over to the Festival Sports Convener and thereafter the Secretary General of the LSCF.
- Teams with most points will move onwards to the Knockouts.

## **2. SERVICE**

- Service man has to wait for the score to be declared by the Referee before serving.
- Service shall be done once Referee blows the whistle.
- Normal service from below the shoulder height is allowed.
- Service must be done within the service box. The player serving the ball is free to enter the ground after serving the ball.
- Service should be direct; a served ball touching the net will be considered a foul.
- Service return touching the net is considered to be a valid return.
- A service ball falling on the line in the opposite court shall be judged correct.

## **3. HITTING / TOUCHING & DIGGING**

- A maximum of 3 (three) touches/hits of the ball shall be allowed. If the ball hits the center net a second touch will be allowed if the player touching/hitting the ball

second time did not hit it himself into the net in the previous hit/touch. On the second touch the ball can either be played over the net or be passed for play by any other player from the same team.

- If a player touches any ball before it has touched the ground, it will be considered as having been played. This is true even for a ball, which might land outside the ground.
- Player crossing the center net line or touching the net during course of play is considered a foul.
- One or two-handed digging will be permitted but the ball must be hit below the elbow level.
- During play if the ball hits/touches either of the net poles it shall be considered a foul.
- Hitting the ball with open palm(s) shall be considered a foul.
- Hitting the ball with a fist will be allowed only on the first touch.
- Hitting the ball with a fist on the third touch will be considered a foul.
- Hitting the ball with underarm one hand lift will be allowed.

#### **4. SUBSTITUTIONS**

- Minimum of 6 players are required for team to start. A total of 11 Players can be registered. A total of 9 players can feature on the Ground for a Game.
- Players can be substituted from the 2 extras during any of the time-outs called or if a player is injured and the referee allows substitution.
- In the event of an injury while game is being played, the injury time for that particular player shall not exceed three (3) minutes after which play MUST resume. In case the delay is beyond three (3) minutes then the player can resume play in the next point with the consent of the referee. In the event the payer is substituted he can only resume paying in the next game. If the number of players falls below six (6) after the injury and no substitute is available, the game shall end with the other team being declared the winner.
- The game will commence immediately once 6 players for both teams are present on the ground. Players that turn up late due to unavoidable reasons can join into the play in their respective teams after the consent of the Referee.

## **5. TIME-OUTS & DURATION**

- Each Game will be 20 Minutes or 30 Minutes depending on number of teams participating.
- A maximum of 2 time-outs of 60 seconds (1 Minute) each per game will be allowed to both teams. For quarterfinals, semifinals and final and if third game is played then a total of SIX (6) time-outs).
- After a game, only FIVE minutes of rest period shall be allowed after which the referee shall start the next game.
- If the teams are tied on points when the end of play occurs due to time, the referee shall stop the game and the team that held the service shall commence the play for a Golden Point. The team that manages to score the next point from holding serve shall be adjudged the winner. For the Golden Point play there shall be a time limit of 2 minutes for the team holding the serve to try to win the Golden Point. After the elapse of the 2 minutes the referee shall stop the game and service will revert to the opposite team. The two minutes service change rule shall apply until a team manages to get the winning Golden Point.
- All Matches will commence at set times as per the fixture; a grace period of 15 minutes will be allowed. After the elapse of 15 minutes, the side that is on the ground shall be adjudged the winner by the way of a walk over.
- In case of interruptions from e.g., heavy rain and if the game cannot be continued after an elapse of 30 minutes, the whole match shall be postponed to a later time or day if possible. If that is not possible – then the Teams will share a point each. If the game can be played at a later time or day then the result of the interrupted match shall be considered void. The Festival Sports Convener shall be the final authority to decide if the interrupted game can be played at a later time or day given that the Festival needs to complete within the set period and players can have other sports to play at a later time or date.
- During a time-out or injury, the Referee will stop the timer.

## **6. DISCIPLINE**

- Players must observe strict discipline. Only the team captain is allowed to protest or discuss any of the Referee's decision. The referee will have the authority to sideline any player who misbehaves, and a player sidelined may only resume in the following game.
- Players must wear proper sports attire during play.

- Smoking, alcoholic drinks and tobacco chewing is strictly prohibited on the grounds and during play.
- Abusive or offensive language is also not permitted.
- The Referee's decision shall be final

## **7. SCORING & POINTS SYSTEM**

- Teams with most points will move onwards to the Knockouts.
- If points are tied then the winner of the match between these two teams will determine the qualifying team.
- If two or more teams are tied with points then scores between the teams when played against each other will be compared and teams with high points qualify. For example: 3 Teams. A, B, and C are sitting on 4 Points each – then game points that A accumulated in games against B and C will be added and same goes for B and C e.g. A beat B 2-1 (Game Scores were 16-9, 10-5, 9-6, Total for A would be 16+10+9). The two teams with most points will progress further.
- All Games will be best of 2 at Group Stage if we have many teams, that is 5 or more, and best of 3 if fewer than 5 Teams.
- Each Game is of 21 points.
- Finals will also be a Best of 3 Games.
- Each game won in the League Basis is equivalent to 1 Point at Group Stage for a 1-1 Result or 3 Points for a Straight 2-0 if best of 2 Games is played.
- Each game won in the League Basis is equivalent to 1 point if the result is 2-1, and 3 Points if the result is 2-0 if best of 3 Games is played.
- In cases of a third game, the teams will change sides upon any team scoring 10 points or an elapse of 15 minutes, whichever occurs first.

## **CRICKET - Played on single inning basis**

- Each team to consist of 6 (six) players and 2 (two) reserves
- 5 (five) overs of six balls
- No bowler will bowl more than one over.

- The bowler should only be allowed five steps whilst bowling.
- A batsman scoring 15 (fifteen) runs automatically retires. A retired batsman is eligible to come back only after all the wickets have fallen. No batsman will be allowed to score more than 15 (fifteen) runs but if at the 14th run - a 'Four' OR 'Six' is hit it should count in the score. Team's total score shall be interpreted similarly.
- A special award will be given for highest number of sixes.
- A batsman is automatically out if he fails to score a run on the third consecutive ball, If on the 3rd ball, runs are scored through byes, no ball or wide ball, these will be counted towards the score and the batsman can continue.
- Teams (if 5 (five) or more) divided in 2 (two) groups
- Teams in each group play round robin tournament
- By winning the team gets one (1) point
- In case of a tie, the team, which will have lost the least number of wickets, will be the winner. In case of a further tie, a replay consisting of two overs will be played to determine the winner.
- Red cricket rubber ball to be used.
- Cricket ground size should be a minimum of 50 yards and will be based on international rules for six-a-side.
- International Rules for a six-a-side will be adopted and followed.
- If a center has two (2) teams, the second team could play for another center on a "first come" basis.
- Trophies will be awarded for highest number of 6's and most wickets taken throughout the tournament.

## **DARTS**

### **- Best of three games up to final**

- Best of five games in final
- Singles played by starting from 501
- In singles - the player must start straight and end in doubles



- Doubles will be played by starting from 501
- In doubles the players start straight and must finish in doubles.
- The number of Tries to finish or complete the games will be 7. If the game does not end in 7 tries - 3 darts from each Team will be thrown and one that accumulates the highest score will be declared winner
- Special Trophy for highest score made first (MALE & FEMALE)
- Ladies Singles and doubles played from 301 up to finals, finals from 501.
- Ladies singles and doubles will start straight and finish in doubles but for finishing, if doubles is not scored within 30 minutes, the match would be decided on a 3-dart finish.
- Only Nodor Dartboards are to be used.

## **GOLF**

- One day 18-hole competition.
- The format of play will be stable ford with full handicap.
- Each player is to give his handicap, supported by a valid certificate from his home Club Captain and CHID Number. Participants without valid Handicap will not be allowed to play.
- Caddie fees shall have to be met by the individual player.
- Special trophy for the Best Lady Golfer to be awarded.
- Up to 50% of the green fees can be charged to the participants by the Host Center.
- No restriction on the number of players from each Centre.
- Player playing Golf, even as a marker cannot play any other game.
- The Points of the top 3 players from each Center to be added to get overall trophy winner.
- First day draws shall be selected based on names out of a hat. Second day draws will be based on scores from individuals on the First day.
- Any uncertainties relating to free drops/penalties etc on the course during play, the player must play a substitute ball and consult with the Golf Convener with regards the ruling. The Golf Convener's ruling is final.
- In case of players bringing in equal points after the two days, the winner shall be decided upon by way of count back based on the total of the back nine holes first and then the total of the front nine. If this is also deemed equal for both days scorecards then we will revert to hole by hole starting with the last hole played.

- Players must be at the venue 15 mins prior to the tee off time. Any changes in the tee off time will solely be at the discretion of the Golf Convener.

## **THROWBALL**

- The concept of the game is “Throw and Catch” and it’s a game for ladies. The game requires two teams and each team comprises of 9 players plus maximum 2 extra players. A team cannot have more than 9 players on the ground.
- Pitch size same as volleyball (court dimension to be advised at pre-festival meetings).
- Pressure of the ball shall be between 12 - 14. The ball pressure may be changed with mutual consent from both captains but will remain within this range. Should no consensus be reached on the exact pressure, the referee will fix the pressure at 13 for that game.
- A minimum of 6 players should be on the ground for the game to start. In the event a team has less than 6 players on the ground, a walkover shall be given to the opponent team.
- Each team should have a Captain and Vice-Captain to represent the team.
- Throughout duration of the game, the player must throw the ball in maximum of 3 seconds.
- If a player crosses the line below the net (center line), it is a foul at any time of the game.
- Only MIKASA MV 210 balls to be used.

### **1. GAME FORMAT**

- At least two games must be played. If one team wins both the games, then that team is the winning team. But if both teams win one game each, a third game is played to find the winning team.
- The game is best of three. If a team wins 2 straight, it shall be awarded 3 points and if a team wins 2 to 1, the winning team gets 2 points, and the losing team 1 point.

- Depending on the number of teams participating, the Sports Convenor shall decide with the Secretary General on the playing format – A league throughout or grouping (more than five teams).

**GROUP FORMAT FOR SEMI'S: 1st position plays 3rd position & 2nd plays 4<sup>th</sup>**

## **2. TOSS**

- Before the game begins, the referee shall call the two captains for a toss to decide which team starts serving or choice of ground.
- **First & third set of the game:** Toss will be done by the referee, toss winning captain will have first option of choosing to serve first or choose the ground.
- **Second set of the game:** No toss is required. Teams to exchange sides(courts). First service of the set is to be done by losing team.
- **Third game:** change of sides after 11 points or 17 minutes whichever comes first.

## **3. POINTS & DURATION OF THE GAME**

- Each game of **21** points, **25** minutes time limit.
- GAME to finish EITHER on completion of **21** points or **25** minutes time limit. This applies even if a team is leading with 7 OR 11 points and opponent team has not achieved any points.
- All games must start on time. A grace period of 15 minutes shall be given before a team gets a walkover, unless the team that failed to appear shows good cause.
- A time of five minutes rest shall be allowed between set of games.

## **4. TIME-OUTS**

- Total of three-time outs are allowed, each of 1 minutes maximum.
- During the timeout, the time count shall stop.
- Time-outs are only allowed before the services, team appealing for the time out **MUST** have service on their side.
- Player replacement and shuffling of positions can take place during the time outs. However, service person **cannot** change the position OR cannot be replaced in any circumstances.

- Opponent team **CANNOT** make any changes at the same time and wait for their service and take a time out.

## **5. INJURY**

- In the event of an injury while the game is being played, the injury time for that particular player shall not exceed three (3) minutes after which play **MUST** resume.
- In case the delay is beyond three (3) minutes, then the player can resume play in the next point with the consent of the referee.
- In the event the player is substituted (same position to be maintained) then the injured player can only resume in the next time out in the same game.
- However, if the team has NO time outs left, the injured player can only resume play from the next game.
- In case of any serious injury to a team player, 5 to 7 minutes (depending on the condition of the player) of recovery period/replacement in the same position of injured player will be granted (**NO SHUFFLING OF POSITION ALLOWED**). However, this will not be counted as a time out for the team.

## **6. DISCIPLINE**

- Highest level of discipline is expected of any sports person, captain of the team should ensure that her team members observe the highest standards of sportsmanship.
- Any player found to be intoxicated during a game shall be banned to play that set of the game.
- A team shall forfeit any game in which it uses an unregistered player.
- The power to stop play is discretionary and such discretion shall only be used by the captains and referee.
- Host center to appoint experienced referees, time keepers & score keepers.
- Lineperson to be among the centers.
- The decision of the referee is final.

## **7. SERVICE**

- Service will be on a rotation basis, thus Rotation on the court is compulsory. Z rotation format must be followed. Failing to this, opponent team will be given the service and team will be penalized with 2 points deductions.

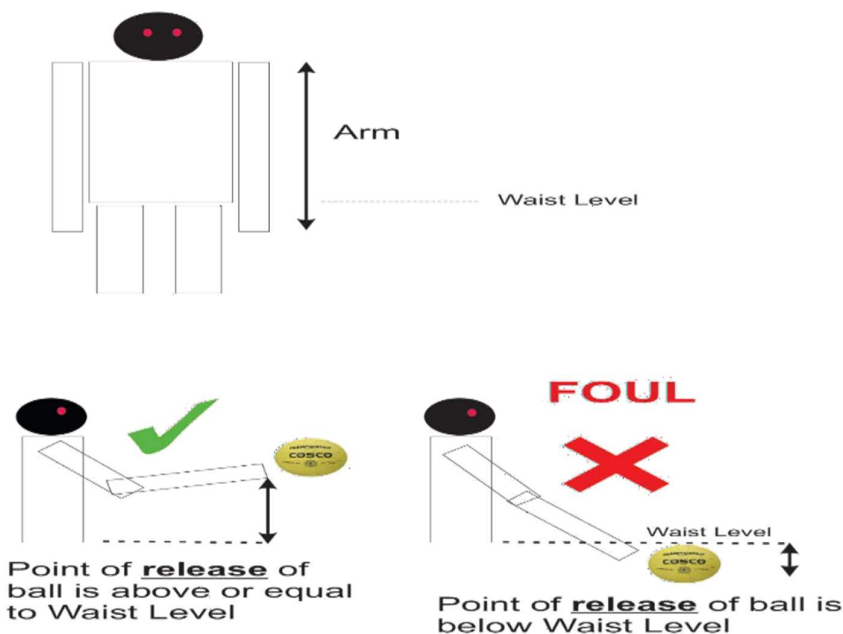
- Service to be caught by one person and no help can be given if missed.
- Service has to be done only from the service court and the player who is serving has to wait for the referee's whistle and then serve. A maximum of three seconds is allowed for the service person to serve after the whistle is blown.
- Service person must keep both feet in the service court. Any foot touching the service box boundary while serving is a foul and therefore, the service is given to opponent team.
- The service person cannot cross the service box boundary until the ball has crossed the net after the service.
- If the service touches or grazes the net is a foul. The same applies with return throw of service after catching the service ball.
- Service touching on the boundary line of the ground is a foul. The same applies to return throw after catching the service ball.

## **8. CATCH**

- A player can catch the ball with two hands but has to throw with only one hand.
- If the person catches the ball and misses, any other player can help to catch it (not in the case of a service return throw). Maximum help allowed is 2 catches after the first missed catch.
- Doubling is a foul.
- Body touch (any part of the body – except the palms) is a foul while catching and throwing the ball.
- Four hands are a foul (multiple players attempting to catch the ball at the same time).
- A player cannot catch the ball jumping with both feet off the ground, one foot has to be on the ground while catching the ball.
- If during a catch, a player goes out of the ground and catches, then during the return throw, the player must have one foot on the ground.
- 360 spin while catching is allowed.

## 9. THROW

- While throwing, the ball has to be released above the waist. If the ball is released below the waist, it is an underarm foul. (Refer to below diagram). Smooth throw is foul.
- Lipstick/or acrylic will be used if a player is suspected doing a foul throw (body touch).
- One foot has to be on the ground while throwing.
- Throwing the ball has to be with one hand.
- If a player throws the ball and the ball bounces back from the net, then any other player (not the person who threw) can catch and throw back (allowed 2 times). However, this is not allowed for service return throw.
- Maximum of 3 seconds is allowed to throw the ball back after catching.
- A player has to throw the ball from the place where the ball was caught. However, one step is allowed. Walking with the ball while throwing is a foul.



## 10. TIE

- In case of both teams having 20 points simultaneously, then the points go down to 16 (difference of 5) for both teams. If both teams tie at 20 points again, the points go down to 18 (difference of 3) for both teams. If there is a tie at 20

points for both teams for the third time, then points go down to 19 for both teams (difference of 2).

- At the same time, if **25 minutes have elapsed with a tie of 20 -20**, 10 minutes extra will be given to achieve 1 point; at the end of extra time, if there is no lead by any team than team having service will be the winning team.
- In case of both teams having a tie at **less** than 20 points at the end of the **time limit**, the game will be played for a further 10 minutes and whichever team has more points wins. Should there be another tie after extra 10 minutes, the game will continue for a further 5 minutes, yet again if no points achieved by either of the teams than team having the service will be the winning team.

**DEMONSTRATION IS REQUIRED FOR THESE RULE BEFORE THE GAME STARTS & HAS TO BE AGREED BY ALL THE CAPTAINS.**

**IF THERE IS A CLASH BETWEEN THE GENERAL RULES AND SPECIFIC RULES OF THE GAME, THE GENERAL RULES OF LSCF SHALL PREVAIL.**

## SWIMMING

### SWIMMING GALA RULES AND REGULATIONS

- Age will be calculated as stipulated below:

|      |   |                                  |
|------|---|----------------------------------|
| e.g. | Date of Birth<br>Operative date for calculation | 21 - 12 - 1983<br>20 - 12 - 1997 |
|      | (Minus) Date of Birth                           | 21 - 12 - 1983                   |
|      | <b>Age of Child</b>                             | <b>1 - 00 - 0014</b>             |

i.e. 14 years 0 months 01 day. The child fits 14-16 years group  
The operative age for this championship is 20th December.

- No swimmers can swim out of their age groups.
- A photocopy of the birth certificate is required before the draw otherwise the entry will not be accepted.
- The competition will be held under International Swimming Rules.
- If in any event there are more than 6 (six) swimmers, heats will be held and timing will be compared to determine the position.
- Judges, referees and timekeepers will be provided.

- The point system will be as follows
 

|           |                 |     |     |     |
|-----------|-----------------|-----|-----|-----|
| Position: | 1 <sup>st</sup> | 2nd | 3rd | 4th |
| Points:   | 4               | 3   | 2   | 1   |
- No center will be allowed to send more than 2 (two) entries per event.
- Events Nos. 4.XVII & 4.XXV are open events irrespective of the age.
- Only one entry per Centre will be permitted. This will enable the best four swimmers from each Centre to challenge the best of the other Centers.
- A swimmer can take part in maximum 2 (two) swimming events and that also he or she must compete in the same age group.  
Relay is not counted as an event. (For e.g. a girl aged 9 cannot participate in the 10 to 12 years age group).
- Entries must reach by 1st December, to enable the host center to finalize the competition. The support of parents at the competition is essential for its smooth running.
- Prizes will be given immediately after the swimming gala.
- Use of Floaters or Any form of floatation devices is not allowed.
- The Festival Swimming Convener should be different from Host Centre swimming captain.

## **SIX A-SIDE SOCCER**

- Except where other provisions in these Rules are made, the Laws of Association Football applies. Each Rule is numbered to correspond with the appropriate Law of the Game. These Rules are mandatory.
- League Format to be applied so as semi-finals can be played.
- Can be changed to League and Knockout format depending on number of teams nearer to festival dates, with approval from the Secretary General.

### **1. PLAYING AREA**

- Six A-Side Side Soccer may be played with or without barriers.
- The following dimensions are recommended but the playing area must be rectangular.  
Maximum Length: - 140' (42.65 meters) Minimum Length: - 85' (25.91 meters)  
Maximum Width: - 85' (25.91 meters) Minimum Width: - 55' (16.76 meters)
- **Centre Mark**



- A suitable mark should be made in the exact center of the playing area on which the ball is dropped to commence a game. The center mark should be surrounded by a circle 3' (0.91 meter) in radius. A halfway line may be marked across the playing area.
- **Penalty Area**
  - A semi-circle of 25' (7.62 meters) radius shall be drawn from the center of each goal line. The extremities of these semi-circles should reach the wall, touchlines or barricades regardless of whether or not the goal posts encroach on to the playing area.
- **Penalty Mark**
  - A penalty mark should be placed at a point 20' (6.09 meters) from the center of each goal.
- **Goal**
  - The goals shall be 16' (4.89 meters) long by 4' (1.21 meters) high or 12' (3.65 meters) long by 6' (1.82 meters) high.
- **Substitution Area**
  - Where barricades are not in use two substitution areas shall be marked 9' (2.74 meters) on each side of the half-way line (if one is marked) from which substitutions must be made.
  - Each area will be 3' (0.91 meter) long and marked on the sideline and will be 3' (0.91 meter) deep. The appropriate sanctioning Association must approve any amendments to the above dimensions.

### **WARNING:**

In view of a number of accidents that have occurred it is necessary to ensure that portable goals of any size are either pinned or weighted to prevent them from toppling forward.

## **2. THE BALL**

- The ball used shall be a Mikasa Tiempo, Size Five (5).

## **3. NUMBER OF PLAYERS**

- Two (2) teams shall play the match. One (1) player of each team shall be the goalkeeper, who must wear distinguishing colors.
- Three (3) substitutes per team shall be permitted at any time during a game from a maximum of three (3) nominated substitutes.
- The Rules of a Competition may allow for "rolling" substitutes to be used. The number of "rolling" substitutions is unlimited except in the case of the goalkeeper (see next clause).

A player who has been replaced may return to the playing area as a substitute for another player. A “rolling” substitution is one which is made when the ball is still in play and is subject to the following conditions: -

- I. The player leaving the playing area shall do so from the sideline crossing over at the substitution area.
  - II. The player entering the playing area shall do so from the substitution area but not until the player leaving the playing area has passed completely over the sideline.
  - III. Where barricades are used a player must use the opening onto the playing area.
- Any of the other players may change places with the goalkeeper, provided that the referee is informed before the change is made and provided also that the change is made during a stoppage in the game.
  - A match shall be considered invalid if more than two players reduce the playing strength of either team.

#### **4. PLAYERS' EQUIPMENT**

- Footwear shall be worn in accordance with the Laws of the Game, and Subject to any local regulations.
- The wearing of shin guards, which must be covered by stockings, in accordance with the Laws of the Game is compulsory. Any player who fails to wear shin guards does so at their own risk.

#### **5. REFEREES**

- A referee shall be appointed to officiate in each game. He shall have the same powers and duties as laid down in the Laws of the Game.

#### **6. TIMEKEEPER/SCORER**

- An independent timekeeper/scorer may be appointed to assist the referee. This official shall: -
  - (a) record goals scored.
  - (b) act as timekeeper and signify half-time and full-time by an agreed signal.
  - (c) suspend time on the referee's instructions for all stoppages and add that time to the end of each half.
  - (d) supervise the use of “rolling” substitutes if permitted by the Rules of a competition.
- If an independent timekeeper/scorer is not appointed the above duties are the responsibility of the referee.

## **7. DURATION OF THE GAME**

- The duration of the game shall be divided into two an equal period of 10 (ten) minutes each, subject to the following: -
  - Allowance shall be made in either period for time lost through stoppages as decided by the referee and recorded by the timekeeper if appointed;
  - The duration of either half shall be extended to enable a penalty kick to be taken. At half time the interval shall not exceed two (2) minutes except by consent of the referee.

## **8. START OF PLAY**

- At the beginning of a game the choice of ends shall be decided by the toss of a coin.
- Play shall be started by the referee dropping the ball on to the center mark between one (1) player from each side, each of whom shall stand not less than 3' (0.91 meter) from the center mark.
- The game shall be re-started in like manner after a goal has been scored.
- After any other stoppage the game shall be re-started by the referee dropping the ball at a point nearest to where it was when play was suspended, unless it was in the goalkeeper's possession, when the player shall, at the referee's signal, re-start the game.
- The referee shall not drop the ball within 6' (1.82 meters) of the lines marking the goal areas or within 6' (1.82 meters) of surrounding walls, sidelines or barricades, if in use.

## **9. BALL IN AND OUT OF PLAY**

- The ball shall be in play at all times from the start of the game unless:
  - the ball has crossed the goal-line or side-lines surrounding the playing area.
  - the timekeeper, if appointed, has given the signal for half or full-time;
  - the game has been stopped by the referee.

## **10. SCORING**

- A goal is scored when the whole of the ball crosses the goal-line between the goal posts and under the crossbar, provided it has not been thrown, carried or propelled by hand or arm by a player of the attacking side, except in the case of a goalkeeper who is within his own penalty area.

- A goal is not allowed if a player of the attacking side whilst within either penalty area last played the ball. (If the ball is last played by a defending player whilst within either penalty area, unless taking a penalty, a goal shall be allowed, unless that player entered the penalty area accidentally).

## **11. OFFSIDE**

- There is no offside. Players may place themselves in any part of the playing area outside the penalty areas.

## **12. FOULS AND MISCONDUCT**

- Charging / sliding tackles are forbidden and shall be penalized by the awarding of a direct free kick.
- A player who unfairly impedes the progress of an opponent when not playing the ball shall be penalized by the awarding of an indirect free kick.
- A player who is sent off shall not be allowed to take any further part in the competition on that day.
- No substitute is allowed for a player dismissed for misconduct during the game in which the offence occurred.

## **13. FREE KICK**

- When a player is taking a direct or indirect free kick all of the opposing players shall be at least 6' (1.82 meters) from the ball until it is in play.
- All free kicks given against the defending side for infringements committed in or near the penalty area shall be taken from a distance not less than 6' (1.82 meters) outside the penalty area at the nearest point to where the offence occurred.

## **14. PENALTY KICK**

- A penalty kick shall be taken from the penalty mark and, except for the defending goalkeeper, only the player taking the kick can enter the penalty area and for that purpose only.
- Whether or not a goal is scored from the kick the player concerned must leave the penalty area immediately after taking the kick and before taking any further part in play.

### **15. GOALKEEPER RETURNING THE BALL INTO PLAY**

- After holding the ball, the goalkeeper must immediately return the ball into play.
- Punishment for Infringement (time wasting by goal keeper)
- An indirect free kick shall be taken by a player of the opposing team from a point 6' (1.82 meters) outside the penalty area nearest to where the infringement occurred.

### **16. PLAY WITHIN THE PENALTY AREA - WHERE APPLICABLE**

- Only the defending goalkeeper is allowed within the penalty area except when a penalty kick has been awarded, and then only the player taking the kick can enter the goal area.
- If a goalkeeper leaves the penalty area he is then treated as any other player.

### **17. PUNISHMENT FOR INFRINGEMENT**

- By the attack - a direct free kick at a point 6' (1.82 meters) outside the penalty area nearest to where the infringement occurred.
- By the defense - a penalty kick.
- (Note: Referees should distinguish between accidental and intentional entry into, or exit from, the penalty area. Only deliberate actions where the player either plays the ball or tries to play the ball should be penalized. Accidental entry or exit that has no effect on the play should be ignored.)

### **18. RESTRICTIONS**

- A player playing football can play a second sport of his choice (and participate in the two (2) open sports - marathon and swimming).

**\* \* ENTRY TO ALL GAMES IS ENTIRELY AT THE PARTICIPANTS OWN RISK \***

## **SUMMARY OF GENERAL SPORTS FORMAT:**

### ➤ **Table Tennis**

- League and Knockout Format
- Best of 3 Games comprising of 11 points
- Best of 5 Games from knock-out stage
- Mixed Doubles introduced
- Anti-Spin bats are not allowed
- Non-markable shoes to be worn
- Color of shirt/top should not be white during play
- International Table Tennis Rules Apply

### ➤ **Badminton**

- League and Knockout Format
- Best of 3 Games comprising of 21 points
- Mixed Doubles made a permanent category
- Non-Markable Rubber Sole Shoes
- International Badminton Rules Applied
- Only Yellow Yonex Mavis 300 blue band to be used

### ➤ **Lawn Tennis**

- League and Knockout Format
- Best of 3 Games
- Tiebreaker
- Only Wilson TP High altitude balls to be used
- Doubles will be treated as a Second Sport for the same Player
- A minimum of 3 centers are needed for the Sport to be Played
- International Lawn Tennis Rules Apply

### ➤ **Squash**

- League and Knockout Format
- Men's best 5 Games
- Ladies and Boys and Girls under 16 best of 3 Games
- A minimum of 3 centers are needed for the Sport to be Played
- Non-markable shoes to be worn during play
- Player is allowed only one service
- Only Dunlop Black Double Yellow dot to be used
- International Squash Rules Apply

### ➤ **Darts**

- League and Knockout Format
- Best of 3 Games in League/Knock-Out Format followed by best of 5 Games in Finals
- Singles Games to start off at 501
- The number of Tries to finish or complete the Games will be 7. If the Game does not end in 7 Tries – 3 Darts from each Team will be thrown and one that accumulates the highest score will be declared the Winner

- **Snooker**
  - League basis 30 Minutes Time Limit and Knockout No Time Limit
  - Best of 3 Frames
  - Special trophy for highest break made first
- **Cricket**
  - League Format
  - Red Hard Rubber Balls to be used
  - Six a side Team
  - A batsman scoring 15 runs automatically retires. Retired batsman is eligible to come back to bat later after all wickets have fallen. No batsman will be allowed to score more than 15 runs but if at the 14th run – a 'Four' or 'Six' is hit it should be counted in the score. Team's Total Score shall be interpreted similarly.
  - The Cricket Ground to be set to a Minimum of 50 Yards. Full Ground to be used if a suitable turf is not available
- **Football**
  - League Format
  - Mikasa Tiempo Size 5 Ball
  - Six a side Team
  - International Football Association Rules Apply
- **Golf**
  - Stable Ford Format
  - 1 Day Competition – 18 Hole each day
  - No restriction on number of players per Centre
- **Volleyball**
  - League and Knockout Format
  - 11-a-side Team, 9 Players on Ground, 2 Substitutes
  - Traditional 1 Touch introduced
  - 21 Point Game, Time Limit – 30 minutes per game, Best of 3 Games
  - Representatives from respective Centers have devised new Rules for Volleyball.
  - Traditional 1 Touch Volleyball Rules Apply
- **Throwball**
  - League and Knockout Format
  - 21 Point Game, Time Limit – 45 minutes per Game, Best of 3 Games
  - Dimensions – approximately 70 ft by 32 ft
  - A Red Flag to be given to all the Linesmen instead of a Whistle
  - Representatives from respective Centers have devised new Sets of Rules for Throwball. Refer to page 29-34 LSCF Rule Book

➤ **Mini Marathon**

- 5 Km Marathon applies to the below categories;
- Men 16-30 Years
- Ladies 16-30 Years
- Men 30-40 Years
- Ladies 30-40 Years

➤ **Swimming Gala**

- Length of Pool – 25 meters
- Freestyle, Breaststroke, Backstroke, Butterfly and Medley Relay for various Age Groups
- 5-7 Years Age Group added for 25m Freestyle, Breaststroke and Butterfly
- 30 Years and above Age Group added for 25m Freestyle, Breaststroke and Backstroke International Swimming Gala Rules Apply

**IMPORTANT:**

- **ALL GOLFER CAN PLAY 1 OTHER SPORT EXCEPT SWIMMING.**
- **SWIMMING AND GOLF TO BE HELD SIMULTANEOUSLY ON SECOND DAY OF SPORTS.**
- **GOLFER NEEDS TO HAVE CHID AND HANDICAP NO. TO BE PART OF THE SPORT.**



## **ARTICLE XVI: AMENDMENTS TO THESE RULES AND REGULATIONS**

Subject to the approval of the majority of the Executive Committee members present at a Pre-Festival Meeting, general rules (but not relating to Sports) under these Rules & Regulations can be amended (for example, rules for seating arrangements) for the forthcoming Festival only. A permanent amendment can only be affected and carried out at an Annual General Meeting or at a Special General Meeting. Rules and Regulations relating to sports can only be amended at an Annual General Meeting or at a Special General Meeting.

## **ARTICLE XVII: EDITIONS**

This is compiled from the minutes of the Executive Committee Meetings. Only the Executive Committee can make changes to the above Rules and Regulations.

1st Edition - 1985 - Nakuru

2nd Edition - 1992 - Nakuru

3rd Edition - 1995 - Nakuru

4th Edition - 1996 - Nairobi

5th Edition (revised) - 1998 - Dar-Es-Salaam

6<sup>th</sup> Edition (revised) - 2001 - Nakuru

7<sup>th</sup> Edition (revised) - 2003 - Kisumu

8<sup>th</sup> Edition (revised) - 2004 - Nairobi

9<sup>th</sup> Edition (Revised) - 2011 - Nairobi

10<sup>th</sup> Edition (Revised) - 2012 – Nairobi.

11<sup>th</sup> Edition (Revised) - 2016 - Kisumu

12<sup>th</sup> Edition (Revised) – 2022 - Nairobi

## **ARTICLE XVIII: FESTIVAL STATIONERY**

### **Festival Logo**



### **Participation Certificate (Format)**



## Festival Letterhead

|  |   |
|--|---|
| <p><b>FESTIVAL TITLE</b></p> <p><b>JOINTLY HOSTED &amp; FUNDED BY:</b></p> <p><b>NAIROBI, MOMBASA, KISUMU, NAKURU,</b></p> <p><b>KAMPALA, DAR ES SALAAM &amp; MWANZA</b></p> <p><b>ADDRESS &amp; CONTACT INFO OF HOST</b></p> <p><b>CENTRE</b></p> | <p>FESTIVAL LOGO</p>  |
|  | <p>SECRETARY GENERAL</p> <p>FESTIVAL CHAIRPERSON</p> <p>FESTIVAL SECRETARY</p> <p>FESTIVAL TREASURER</p> <p>FESTIVAL SPORTS CONVENER</p> <p>FESTIVAL DATES</p> <p>NAME OF HOST TOWN</p> |

## ARTICLE XIX: INTERNATIONAL RULES



# INTERNATIONAL RULES

## **RULES ON SQUASH**

This abbreviated version of the World Singles Squash Rules is to help players to understand the basics. All players should read the complete rules. The Rule numbers in brackets in each heading refer to the full Rules.

### **THE SCORING**

A match is the best of five games. Each game is to nine points, unless the score reaches eight-all.

At eight- all the receiver (non-server) has to choose to play either to nine points (known as "Set One") or to ten points (known as "Set Two"). (There is no requirement that a player needs to be two points ahead to win a game).

Points are scored only by the server. When the server wins a rally he or she scores a point; when the receiver win a rally he or she becomes the server.

### **THE WARM-UP**

Before the start of a match, the two players are allowed up to 5 minutes (2½ minutes on each side) to "warm-up" themselves and the ball on the match court.

When a ball has been changed during a match, or if the match has been resumed after some delay, the players warm-up the ball to playing condition. The ball may be warmed up by either player during any interval in the match.

### **THE SERVICE**

Play commences with a service. The player to serve first is decided by the spin of a racket. Thereafter, the server continues serving until losing a rally, when the opponent becomes the server and the server becomes "hand out"

The player who wins the preceding game serves first in the next game.

At the beginning of each game and when the service changes from one player to the other, the server can serve from either service box. After winning a rally the server then continues serving from the alternate box.

To serve a player stands with at least part of one foot on the floor within the service box. For a service to be good, it is served directly onto the front wall above the service line and below the outline so that on its return, unless volleyed, it reaches the floor within the back quarter of the court opposite to the server's box.

### **GOOD RETURN**

A return is good if the ball, before it has bounced twice on the floor, is returned correctly by the striker onto the front wall above the tin and below the outline, without first touching the floor. The ball may hit the side walls and/or the back wall before reaching the front wall.

A return is not good if it is "NOT UP" (ball struck after bouncing more than once on the floor, or not struck correctly, or a double hit); "DOWN" (the ball after being struck, hits the floor before the front wall or hits the tin) or "OUT" (the ball hits a wall on or above the outline).

## **RALLIES**

After a good service has been delivered the players hit the ball in turn until one fails to make a good return.

A rally consists of a service and a number of good returns. A player wins a rally if the opponent good service or return of the ball or if, before the player has attempted to hit the ball, it touches the opponent (including racket or clothing) when the opponent is the non-striker.

**NOTE: AT ANY TIME DURING A RALLY A PLAYER SHOULD NOT STRIKE THE BALL IF THERE IS A DANGER OF HITTING THE OPPONENT WITH THE BALL OR RACKET. IN SUCH CASES PLAY STOPS AND THE RALLY IS EITHER PLAYED AGAIN ("A LET") OR THE OPPONENT IS PENALISED.**

## **HITTING AN OPPONENT WITH THE BALL**

If a player strikes the ball, which, before reaching the front wall, hits the opponent, or the opponent's racket or clothing, play stops.

If the return would have been good and the ball would have struck the front wall without first touching any other wall, the striker wins the rally, provided the striker did not "turn".

If the ball either had struck, or would have struck, any other wall and the return would have been good, a let is played.

If the return would not have been good, the striker loses the rally.

## **TURNING**

If the striker has either followed the ball round, or allowed it to pass around him or her - in either case striking the ball to the right of the body after the ball had passed to the left (or vice-versa) – then the striker has "TURNED".

If the opponent is struck by the ball after the striker has turned, the rally is awarded to the opponent.

If the striker, while turning, stops play for fear of striking the opponent, then a let is played. This is the recommended course of action in situations where a player wants to turn but is unsure of the opponent's position.

## **FURTHER ATTEMPTS**

A player, after attempting to strike the ball and missing, may make a further attempt to return the ball. If a further attempt would have resulted in a good return, but the ball hits the opponent, a let is played. If the return would not have been good, the striker loses the rally.

## **INTERFERENCE**

When it is his or her turn to play the ball, a player is entitled to freedom from interference by the opponent.

To avoid interference, the opponent must try to provide the player with unobstructed direct access to the ball, a fair view of the ball, space to complete a swing at the ball and freedom to play the ball directly to any part of the front wall.

A player, finding the opponent interfering with the play, can accept the interference and play on, or stop play. It is preferable to stop play if there is a possibility of colliding with the opponent, or of hitting him or her with racket or ball.

When play has stopped as a result of interference the general guidelines are:

The player is entitled to a let if he or she could have returned the ball and the opponent has made every effort to avoid the interference.

The player is not entitled to a let (i.e. loses the rally) if he or she could not have returned the ball, or accepts the interference and plays on, or the interference was so minimal that the player's access to and strike at the ball was not affected. The player is entitled to a stroke (i.e. wins the rally) if the opponent did not make every effort to avoid the interference, or if the player would have hit a winning return, or if the player would have struck the opponent with the ball going directly to the front wall.

## **LETS**

A let is an undecided rally. The rally does not count, and the server serves again from the same box.

In addition to lets allowed as indicated in the paragraphs above, lets can be allowed in other circumstances. For example, a let may be allowed if the ball in play touches any article lying on the floor, or if the striker refrains from hitting the ball owing to a reasonable fear of injuring the opponent.

A let must be allowed if the receiver is not ready and does not attempt to return the service, or if the ball breaks during play.

## **CONTINUITY OF PLAY**

Play is expected to be continuous in each game once a player has started serving. There should be no delay between the end of one rally and the start of the next one.

In between all games an interval of 90 seconds is permitted. Players are permitted to change items of clothing or equipment if necessary.

## **BLEEDING, INJURY AND ILLNESS**

If an injury occurs which involves bleeding, the bleeding must be stopped before the player can continue. A player is allowed a reasonable time to attend to a bleeding wound

If the bleeding was caused solely by the opponent's action, the injured player wins the match.

If the bleeding recurs no further delay is allowed, except that the player can concede a game, using the 90 second period between games to attend to the wound and stop the bleeding. If unable to stop it, the player must concede the match.

For an injury not involving bleeding, it must be decided whether the injury was either caused by the opponent or self-inflicted or contributed to by both players.

If caused by the opponent, the injured player wins the match if any recovery time is needed.

If self-inflicted, the injured player is allowed 3 minutes to recover and must then play on, or concede a game using the 90 second rest period between games to recover. If contributed by both players, the injured player is allowed an hour to recover. A player who is ill must play on or can take a rest period by conceding a game and using the 90 second interval to recover. Cramps, feeling sick and breathlessness (including asthma) are considered illnesses. If a player vomits on court, the opponent wins the match.

## **DUTIES OF PLAYERS**

Rule 15 provides guidelines for players. For example 15.6 states that deliberate distraction is not allowed. Players should read this rule in full.

Some of the 8 sub-sections deal with situations related to matches under the control of officials (Referee/Marker). The use of officials is not covered in this abbreviated version.

## **CONDUCT ON COURT**

Offensive, disruptive or intimidating behavior in squash is not acceptable

Included in this category are: audible and visible obscenities, verbal and physical abuse, dissent, abuse of racket, court or ball, unnecessary physical contact, excessive racket swing, unfair warm-up, time-wasting, late back on court, deliberate or dangerous play or action and coaching (except between games).



## LAWS OF BADMINTON

### DEFINITIONS

**Player:** Any person playing Badminton.

#### Match

The basic contest in Badminton between opposing sides each of one or two players.

#### Singles

A match where there is one player on each of the opposing sides.

#### Doubles

A match where there are two players on each of the opposing sides.

#### Serving side

The side having the right to serve.

#### Receiving side

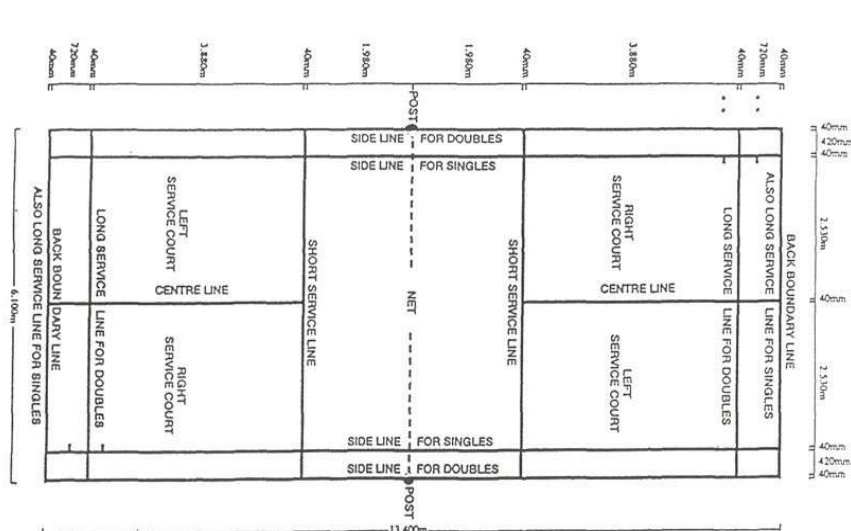
The side opposing the serving side.

#### Rally

A sequence of one or more strokes starting with the service, until the shuttle ceases to be in play.

#### Stroke

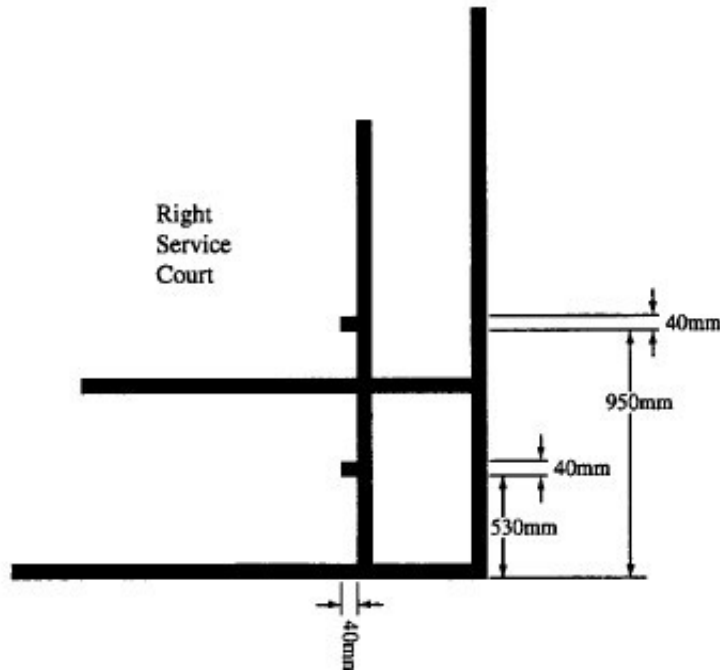
A forward movement of the player's racket.



## 1. COURT AND COURT EQUIPMENT

1. The court shall be a rectangle marked out with lines 40 mm wide as shown in Diagram A.
2. The lines marking out the court shall be easily distinguishable and preferably be colored white or yellow.
3. All the lines shall form part of the area which they define.
4. The posts shall be 1.55 meters in height from the surface of the court and shall remain vertical when the net is strained as provided in Law 1.10. The posts or its supports shall not extend into the court.
5. The posts shall be placed on the doubles side lines as in Diagram A irrespective of whether singles or doubles is being played.
6. The net shall be made of fine cord of dark color and even thickness with a mesh of not less than 15 mm and not more than 20 mm.
7. The net shall be 760 mm in depth and at least 6.1 meters wide.
8. The top of the net shall be edged with a 75 mm white tape doubled over a cord or cable running through the tape. This tape shall rest upon the cord or cable.
9. The cord or cable shall be stretched firmly, flush with the top of the posts.
10. The top of the net from the surface of the court shall be 1.524 metres at the centre of the court and 1.55 metres over the side lines for doubles.
11. There shall be no gaps between the ends of the net and the posts. If necessary, the full depth of the net at the ends shall be tied to the post.

### DIAGRAM A



*Note: (1) Diagonal length of full court = 14.723m*

*(2) Court as shown above can be used for both singles and doubles play (3)*

## **2. SHUTTLE**

1. The shuttle shall be made of natural and / or synthetic materials. From whatever material the shuttle is made, the flight characteristics generally shall be similar to those produced by a natural feathered shuttle with a cork base covered by a thin layer of leather.

### **2. Feathered Shuttle**

- I. The shuttle shall have 16 feathers fixed in the base.
- II. The feathers shall have a uniform length between 62 mm to 70 mm when measured from the tip to the top of the base.
- III. The tips of the feathers shall lie on a circle with a diameter from 58 mm to 68 mm.
- IV. The feathers shall be fastened firmly with thread or other suitable material.
- V. The base shall be 25 mm to 28 mm in diameter and rounded on the bottom.
- VI. The shuttle shall weigh from 4.74 to 5.50 grams.

### **3. Non-Feathered Shuttle**

- I. The skirt, or simulation of feathers in synthetic materials, shall replace natural feathers.
- II. The base shall be as described in Law 2.2.5.
- III. Measurements and weight shall be as in Laws 2.2.2, 2.2.3 and 2.2.6. However, because of the difference in the specific gravity and other properties of synthetic materials in comparison with feathers, a variation of up to 10 per cent shall be acceptable.

Subject to there being no variation in the general design, speed and flight of the shuttle, modifications in the above specifications may be made with the approval of the Member Association concerned, in places where atmospheric conditions due to either altitude or climate make the standard shuttle unsuitable.

## **3. TESTING A SHUTTLE FOR SPEED**

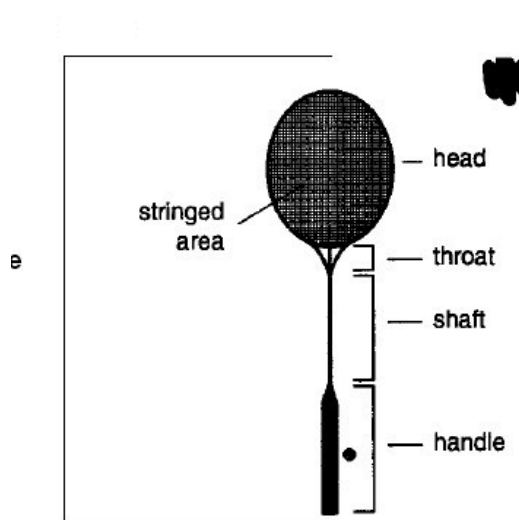
1. To test a shuttle, a player shall use a full underhand stroke which makes contact with the shuttle over the back-boundary line. The shuttle shall be hit at an upward angle and in a direction parallel to the side lines.
2. A shuttle of correct speed will land not less than 530 mm and not more than 990 mm short of the other back boundary line as in Diagram B.

DIAGRAM B

#### 4. RACKET

1. The racket shall be a frame not exceeding 680 mm in overall length and 230 mm in overall width consisting of the main parts described in Laws 4.1.1 to 4.1.5 as illustrated in Diagram C.
2. The handle is the part of the racket intended to be gripped by a player.
3. The stringed area is the part of the racket with which it is intended that a player hits the shuttle.
4. The head bounds the stringed area.
5. The shaft connects the handle to the head (subject to Law 4.1.5).
6. The throat (if present) connects the shaft to the head.

DIAGRAM C



##### Frame

1. The stringed area: shall be flat and consist of a pattern of crossed strings either alternately interlaced or bonded where they cross. The stringing pattern shall be generally uniform and, in particular, not less dense in the centre than in any other area; and

2. shall not exceed 280 mm in overall length and 220 mm in overall width. However, the strings may extend into an area which otherwise would be the throat, provided that:
  1. the width of the extended stringed area does not exceed 35 mm; and
  2. the overall length of the stringed area does not then exceed 330 mm.
3. The racket:
  1. shall be free of attached objects and protrusions, other than those used solely and specifically to limit or prevent wear and tear, or vibration, or to distribute weight, or to secure the handle by cord to the player's hand, and which are reasonable in size and placement for such purposes; and
  2. shall be free of any device that makes it possible for a player to change materially the shape of the racket.

## **5. EQUIPMENT COMPLIANCE**

The International Badminton Federation shall rule on any question of whether any racket, shuttle or equipment or any prototype used in the playing of Badminton complies with the specifications. Such ruling may be undertaken on the Federation's initiative or on application by any party with a bona fide interest, including any player, technical official, equipment manufacturer or Member Association or member thereof.

## **6. TOSS**

1. Before play commences, a toss shall be conducted and the side winning the toss shall exercise the choice in either Law 6.1.1 or 6.1.2:
  - i. to serve or receive first;
  - ii. to start play at one end of the court or the other.
2. The side losing the toss shall then exercise the remaining choice.

## **7. SCORING SYSTEM**

1. A match shall consist of the best of three games, unless otherwise arranged. (Appendix 2 and 3).
2. A game shall be won by the side which first scores 21 points, except as provided in Law 7.4 and 7.5.
3. The side winning a rally shall add a point to its score. A side shall win a rally, if the opposing side commits a 'fault' or the shuttle ceases to be in play because it touches the surface of the court inside the opponent's court.
4. If the score becomes 20-all, the side which gains a two point lead first, shall win that game.
5. If the score becomes 29-all, the side scoring the 30th point shall win that game.
6. The side winning a game shall serve first in the next game.

## **8. CHANGE OF ENDS**

1. Players shall change ends:
  - i. at the end of the first game;
  - ii. at the end of the second game, if there is to be a third game; and
  - iii. in the third game when a side first scores 11 points.
2. If the ends are not changed as indicated in Law 8.1, it shall be done so as soon

as the mistake is discovered and when the shuttle is not in play. The existing score shall stand.

## **9. SERVICE**

1. In a correct service:
  - i. neither side shall cause undue delay to the delivery of the service once the server and the receiver are ready for the service. On completion of the backward movement of server's racket head, any delay in the start of the service (Law 9.2), shall be considered to be an undue delay;
  - ii. the server and the receiver shall stand within diagonally opposite service courts (Diagram A) without touching the boundary lines of these service courts;
  - iii. some part of both feet of the server and the receiver shall remain in contact with the surface of the court in a stationary position from the start of the service (Law 9.2) until the service is delivered (Law 9.3);
  - iv. the server's racket shall initially hit the base of the shuttle;
  - v. the whole shuttle shall be below the server's waist at the instant of being hit by the server's racket. The waist shall be considered to be an imaginary line round the body, level with the lowest part of the server's bottom rib;
  - vi. the shaft of the server's racket at the instant of hitting the shuttle shall be pointing in a downward direction;
  - vii. the movement of the server's racket shall continue forwards from the start of the service (Law 9.2) until the service is delivered (Law 9.3);
  - viii. the flight of the shuttle shall be upwards from the server's racket to pass over the net so that, if not intercepted, it shall land in the receiver's service court (i. e. on or within the boundary lines); and
  - ix. in attempting to serve, the server shall not miss the shuttle.
2. Once the players are ready for the service, the first forward movement of the server's racket head shall be the start of the service.
3. Once started (Law 9.2), the service is delivered when the shuttle is hit by the server's racket or, in attempting to serve, the server misses the shuttle.
4. The server shall not serve before the receiver is ready. However, the receiver shall be considered to have been ready if a return of the service is attempted.
5. In doubles, during the delivery of service (Law 9.2, 9.3), the partners may take up any positions within their respective courts, which do not unsight the opposing server or receiver.

## **10. SINGLES**

### **1. Serving and receiving courts**

- i. The players shall serve from, and receive in, their respective right service courts when the server has not scored or has scored an even number of points in that game.
- ii. The players shall serve from, and receive in, their respective left service courts when the server has scored an odd number of points in that game.

### **2. Order of play and position on court**

In a rally, the shuttle may be hit by the server and the receiver alternately, from any position on that player's side of the net, until the shuttle ceases to be in play (Law 15).

### **3. Scoring and serving**

- i. If the server wins a rally (Law 7.3), the server shall score a point. The server shall then serve again from the alternate service court.
- ii. If the receiver wins a rally (Law 7.3), the receiver shall score a point. The receiver shall then become the new server.

## **11. DOUBLES**

### **1. Serving and receiving courts**

- i. A player of the serving side shall serve from the right service court when the serving side has not scored or has scored an even number of points in that game.
- ii. A player of the serving side shall serve from the left service court when the serving side has scored an odd number of points in that game.
- iii. The player of the receiving side who served last shall stay in the same service court from where he served last. The reverse pattern shall apply to the receiver's partner.
- iv. The player of the receiving side standing in the diagonally opposite service court to the server shall be the receiver.
- v. The players shall not change their respective service courts until they win a point when their side is serving.
- vi. Service in any turn of serving shall be delivered from the service court corresponding to the serving side's score, except as provided in Laws 12.

### **2. Order of play and position on court**

After the service is returned, in a rally, the shuttle may be hit by either player of the serving side and either player of the receiving side alternately, from any position on that player's side of the net, until the shuttle ceases to be in play (Law 15).

### **3. Scoring and serving**

If the serving side wins a rally (Law 7.3), the serving side shall score a point. The server shall then serve again from the alternate service court.

If the receiving side wins a rally (Law 7.3), the receiving side shall score a point. The receiving side shall then become the new serving side.

### **4. Sequence of serving**

1. In any game, the right to serve shall pass consecutively from the initial server who started the game from the right service court
2. to the partner of the initial receiver. The service shall be delivered from the left service court.
3. to the partner of the initial server
4. to the initial receiver,
5. to the initial server and so on.
6. No player shall serve or receive out of turn, or receive two consecutive services in the same game, except as provided in Laws 12.
7. Either player of the winning side may serve first in the next game, and either player of the losing side may receive first in the next game.

## **12. SERVICE COURT ERRORS**

1. A service court error has been made when a player:
2. has served or received out of turn; or
3. has served or received from the wrong service court;
4. If a service court error is discovered, the error shall be corrected and the existing

score shall stand.

### 13. FAULTS

It shall be a 'fault':

1. if a service is not correct (Law 9.1);
2. if, in service, the shuttle:
  - i. is caught on the net and remains suspended on its top;
  - ii. after passing over the net, is caught in the net; or
  - iii. is hit by the receiver's partner;
3. if in play, the shuttle:
  - i. lands outside the boundaries of the court (i. e. not on or within the boundary lines);
  - ii. passes through or under the net;
  - iii. fails to pass over the net;
  - iv. touches the ceiling or side walls;
  - v. touches the person or dress of a player;
  - vi. touches any other object or person outside the court

(Where necessary on account of the structure of the building, the local badminton authority may, subject to the right of veto of its Member Association, make bye-laws dealing with cases in which a shuttle touches an obstruction).

  - vii. is caught and held on the racket and then slung during the execution of a stroke;
  - viii. is hit twice in succession by the same player. However, a shuttle hitting the head and the stringed area of the racket in one stroke shall not be a 'fault';
  - ix. is hit by a player and the player's partner successively; or
  - x. touches a player's racket and does not travel towards the opponent's court;
4. if, in play, a player touches the net or its supports with racket, person or dress;
  - i. invades an opponent's court over the net with racket or person except that the striker may follow the shuttle over the net with the racket in the course of a stroke after the initial point of contact with the shuttle is on the striker's side of the net;
  - ii. invades an opponent's court under the net with racket or person such that an opponent is obstructed or distracted; or
  - iii. obstructs an opponent, i.e. prevents an opponent from making a legal stroke where the shuttle is followed over the net;
  - iv. deliberately distracts an opponent by any action such as shouting or making gestures;
  - v. if a player is guilty of flagrant, repeated or persistent offences under Law 16;

### 14. LETS

1. 'Let' shall be called by the umpire, or by a player (if there is no umpire), to halt play.
2. It shall be a 'let', if:
3. the server serves before the receiver is ready (Law 9.5);
4. during service, the receiver and the server are both faulted;
5. after the service is returned, the shuttle is:
6. caught on the net and remains suspended on its top, or
7. after passing over the net is caught in the net;



8. during play, the shuttle disintegrates and the base completely separates from the rest of the shuttle;
9. in the opinion of the umpire, play is disrupted or a player of the opposing side is distracted by a coach;
10. a line judge is unsighted and the umpire is unable to make a decision; or
11. any unforeseen or accidental situation has occurred.
12. When a 'let' occurs, play since the last service shall not count and the player who served last shall serve again.

## **15. SHUTTLE NOT IN PLAY**

A shuttle is not in play when:

1. it strikes the net or post and starts to fall towards the surface of the court on the striker's side of the net;
2. it hits the surface of the court; or
3. a 'fault' or a 'let' has occurred.

## **16. CONTINUOUS PLAY, MISCONDUCT & PENALTIES**

1. Play shall be continuous from the first service until the match is concluded, except as allowed in Laws 16.2 and 16.3.

### **2. Intervals:**

- i. not exceeding 60 seconds during each game when the leading score reaches 11 points; and
- ii. not exceeding 120 seconds between the first and second game, and between the second and third game shall be allowed in all matches.  
(For a televised match, the Referee may decide before the match that intervals as in Law 16.2 are mandatory and of fixed duration).

### **3. Suspension of play**

- i. When necessitated by circumstances not within the control of the players, the umpire may suspend play for such a period as the umpire may consider necessary.
- ii. Under special circumstances the Referee may instruct the umpire to suspend play.
- iii. If play is suspended, the existing score shall stand and play shall be resumed from that point.

### **4. Delay in play**

1. Under no circumstances shall play be delayed to enable a player to recover strength or wind or to receive advice.
2. The umpire shall be the sole judge of any delay in play.

### **5. Advice and leaving the court**

1. Only when the shuttle is not in play (Law 15), shall a player be permitted to receive advice during a match.
2. No player shall leave the court during a match without the umpire's permission, except during the intervals as described in Law 16.2.

### **6. A player shall not:**

1. deliberately cause delay in, or suspension of, play;
2. deliberately modify or damage the shuttle in order to change its speed or its flight;
3. behave in an offensive manner; or

4. be guilty of misconduct not otherwise covered by the Laws of Badminton.

#### **7. Administration of breach**

The umpire shall administer any breach of Law 16.4, 16.5 or 16.6 by:

- I. Issuing a warning to the offending side;
- II. Faulting the offending side, if previously warned. Two such faults by a side shall be considered to be a persistent offence; or
- III. in cases of flagrant offence, persistent offences or breach of Law 16.2, the umpire shall fault the offending side and report the offending side immediately to the Referee, who shall have the power to disqualify the offending side from the match.

### **17. OFFICIALS AND APPEALS**

1. The Referee shall be in overall charge of the tournament or event of which a match forms part.
2. The umpire, where appointed, shall be in charge of the match, the court and its immediate surrounds. The umpire shall report to the Referee.
3. The service judge shall call service faults made by the server should they occur (Law 9.1).
4. A line judge shall indicate whether a shuttle landed 'in' or 'out' on the line(s) assigned.
5. An official's decision shall be final on all points of fact for which that official is responsible except that if, in the opinion of the umpire, it is beyond reasonable doubt that a line judge has clearly made a wrong call, the umpire shall overrule the decision of the line judge.
6. An umpire shall:
7. uphold and enforce the Laws of Badminton and, especially, call a 'fault' or a 'let' should either occur;
8. give a decision on any appeal regarding a point of dispute, if made before the next service is delivered;
9. ensure players and spectators are kept informed of the progress of the match;
10. appoint or replace line judges or a service judge in consultation with the Referee; where another court official is not appointed, arrange for that official's duties to be carried out;
11. where an appointed official is unsighted, carry out that official's duties or play a 'let';
12. record and report to the Referee all matters relating to Law 16; and
13. refer to the Referee all unsatisfied appeals on questions of law only. (Such appeals must be made before the next service is delivered or, if at the end of the match, before the side that appeals has left the court).

## **LAWS OF TABLE TENNIS**

### **1. THE TABLE**

1. The upper surface of the table, known as the playing surface, shall be rectangular, 2.74m long and 1.525m wide, and shall lie in a horizontal plane 76cm above the floor.
2. The playing surface shall not include the vertical sides of the tabletop.

3. The playing surface may be of any material and shall yield a uniform bounce of about 23cm when a standard ball is dropped on to it from a height of 30cm.
4. The playing surface shall be uniformly dark coloured and matt, but with a white side line, 2cm wide, along each 2.74m edge and a white end line, 2cm wide, along each 1.525m edge.
5. The playing surface shall be divided into 2 equal courts by a vertical net running parallel with the end lines, and shall be continuous over the whole area of each court.
6. For doubles, each court shall be divided into 2 equal half-courts by a white centre line, 3mm wide, running parallel with the side lines; the centre line shall be regarded as part of each right half-court.

## **2. THE NET ASSEMBLY**

1. The net assembly shall consist of the net, its suspension and the supporting posts, including the clamps attaching them to the table.
2. The net shall be suspended by a cord attached at each end to an upright post 15.25cm high, the outside limits of the post being 15.25cm outside the side line.
3. The top of the net, along its whole length, shall be 15.25cm above the playing surface.
4. The bottom of the net, along its whole length, shall be as close as possible to the playing surface and the ends of the net shall be as close as possible to the supporting posts.

## **3. THE BALL**

1. The ball shall be spherical, with a diameter of 40mm.
2. The ball shall weigh 2.7g.
3. The ball shall be made of celluloid or similar plastics material and shall be white or orange, and matt.

## **4. THE RACKET**

1. The racket may be of any size, shape or weight but the blade shall be flat and rigid.
2. At least 85% of the blade by thickness shall be of natural wood; an adhesive layer within the blade may be reinforced with fibrous material such as carbon fibre, glass fibre or compressed paper, but shall not be thicker than 7.5% of the total thickness or 0.35mm, whichever is the smaller.
3. A side of the blade used for striking the ball shall be covered with either ordinary pimped rubber, with pimples outwards having a total thickness including adhesive of not more than 2mm, or sandwich rubber, with pimples inwards or outwards, having a total thickness including adhesive of not more than 4mm.
4. Ordinary pimped rubber is a single layer of non-cellular rubber, natural or synthetic, with pimples evenly distributed over its surface at a density of not less than 10 per cm<sup>2</sup> and not more than 30 per cm<sup>2</sup>.
5. Sandwich rubber is a single layer of cellular rubber covered with a single outer layer of ordinary pimped rubber, the thickness of the pimped rubber not being more than 2mm.
6. The covering material shall extend up to but not beyond the limits of the blade, except that the part nearest the handle and gripped by the fingers may be left uncovered or covered with any material.
7. The blade, any layer within the blade and any layer of covering material or

adhesive on a side used for striking the ball shall be continuous and of even thickness.

8. The surface of the covering material on a side of the blade, or of a side of the blade if it is left uncovered, shall be matt, bright red on one side and black on the other.
9. Slight deviations from continuity of surface or uniformity of colour due to accidental damage or wear may be allowed provided that they do not significantly change the characteristics of the surface.
10. At the start of a match and whenever he changes his racket during a match a player shall show his The ball is in play from the last moment at which it is stationary on the palm of the free hand before being intentionally projected in service until the rally is decided as a let or a point.
11. A let is a rally of which the result is not scored.
12. A point is a rally of which the result is scored.
13. The racket hand is the hand carrying the racket.
14. The free hand is the hand not carrying the racket; the free arm is the arm of the free hand.
15. A player strikes the ball if he touches it in play with his racket, held in the hand, or with his racket hand below the wrist.
16. A player obstructs the ball if he, or anything he wears or carries, touches it in play when it is above or travelling towards the playing surface, not having touched his court since last being struck by his opponent.
17. The server is the player due to strike the ball first in a rally.
18. The receiver is the player due to strike the ball second in a rally.
19. The umpire is the person appointed to control a match.
20. The assistant umpire is the person appointed to assist the umpire with certain decisions.
21. Anything that a player wears or carries includes anything that he was wearing or carrying, other than the ball, at the start of the rally.
22. The ball shall be regarded as passing over or around the net assembly if it passes anywhere other than between the net and the net post or between the net and the playing surface.
23. The end line shall be regarded as extending indefinitely in both directions.

## **5. THE SERVICE**

1. Service shall start with the ball resting freely on the open palm of the server's stationary free hand.
2. The server shall then project the ball near vertically upwards, without imparting spin, so that it rises at least 16cm after leaving the palm of the free hand and then falls without touching anything before being struck.
3. As the ball is falling the server shall strike it so that it touches first his court and then, after passing over or around the net assembly, touches directly the receiver's court; in doubles, the ball shall touch successively the right half court of server and receiver.
4. From the start of service until it is struck, the ball shall be above the level of the playing surface and behind the server's end line, and it shall not be hidden from the receiver by the server or his doubles partner or by anything they wear or carry.
5. As soon as the ball has been projected, the server's free arm shall be removed from the space between the ball and the net. The space between the ball and the net is defined by the ball, the net and its indefinite upward extension.

6. It is the responsibility of the player to serve so that the umpire or the assistant umpire can see that he complies with the requirements for a correct service.
7. If the umpire is doubtful of the legality of a service he may, on the first occasion in a match, declare a let and warn the server.
8. Any subsequent service of doubtful legality of that player or his doubles partner will result in a point to the receiver.
9. Whenever there is a clear failure to comply with the requirements for a correct service, no warning shall be given and the receiver shall score a point.
10. Exceptionally, the umpire may relax the requirements for a correct service where he is satisfied that compliance is prevented by physical disability.

## **7. THE RETURN**

1. The ball, having been served or returned, shall be struck so that it passes over or around the net assembly and touches the opponent's court, either directly or after touching the net assembly.
2. In doubles, the server shall first make a service, the receiver shall then make a return, the partner of the server shall then make a return, the partner of the receiver shall then make a return and thereafter each player in turn in that sequence shall make a return.
3. When two players who are in wheelchairs due to a physical disability are a pair playing doubles, the server shall first make a service, the receiver shall then make a return but thereafter either player of the disabled pair may make returns. However, no part of a player's wheelchair shall protrude beyond the imaginary extension of the centre line of the table. If it does, the umpire shall award the point to the opposing pair.

## **9. A LET**

The rally shall be a let

1. If in service the ball, in passing over or around the net assembly, touches it, provided the service is otherwise good or the ball is obstructed by the receiver or his partner;
2. If the service is delivered when the receiving player or pair is not ready, provided that neither the receiver nor his partner attempts to strike the ball;
3. If failure to make a service or a return or otherwise to comply with the Laws is due to a disturbance outside the control of the player;
4. if play is interrupted by the umpire or assistant umpire;
5. if the receiver is in wheelchair due to a physical disability and in service the ball, provided that the service is otherwise correct,
  1. Leaves the receiver's half after touching it in the direction of the net;
  2. comes to rest on the receiver's half;
  3. In singles leaves the receiver's half after touching it by either of its sidelines.
6. Play may be interrupted:
  1. To correct an error in the order of serving, receiving or ends;
  2. To introduce the expedite system;
  3. To warn or penalize a player or adviser;

4. Because the conditions of play are disturbed in a way which could affect the outcome of the rally.

#### **10. A POINT**

Unless the rally is a let, a player shall score a point

1. if his opponent fails to make a correct service;
2. if his opponent fails to make a correct return;
3. if, after he has made a service or a return, the ball touches anything other than the net assembly before being struck by his opponent;
4. if the ball passes over his court or beyond his end line without touching his court, after being struck by his opponent;
5. if his opponent obstructs the ball;
6. if his opponent strikes the ball twice successively;
7. if his opponent strikes the ball with a side of the racket blade whose surface does not comply with the requirements of 2.4.3, 2.4.4 and 2.4.5;
8. if his opponent, or anything his opponent wears or carries, moves the playing surface;
9. if his opponent, or anything his opponent wears or carries, touches the net assembly;
10. if his opponent's free hand touches the playing surface;
11. if a doubles opponent strikes the ball out of the sequence established by: the first server and first receiver;
12. as provided under the expedite system (2.15.2).

#### **11. A GAME**

A game shall be won by the player or pair first scoring 11 points unless both players or pairs score 10 points, when the game shall be won by the first player or pair subsequently gaining a lead of 2 points.

#### **12. A MATCH**

1. The winner may choose to serve or to receive first or to start at a particular end.
2. When one player or pair has chosen to serve or to receive first or to start at a particular end, the other player or pair shall have the other choice.
3. After each 2 points have been scored the receiving player or pair shall become the serving player or pair and so on until the end of the game, unless both players or pairs score 10 points or the expedite system is in operation, when the sequences of serving and receiving shall be the same but each player shall serve for only 1 point in turn.
4. In each game of a doubles match, the pair having the right to serve first shall choose which of them will do so and in the first game of a match the receiving pair shall decide which of them will receive first; in subsequent games of the match, the first server having been chosen, the first receiver shall be the player who served to him in the preceding game.
5. In doubles, at each change of service the previous receiver shall become the server and the partner of the previous server shall become the receiver.
6. The player or pair serving first in a game shall receive first in the next game of the match and in the last possible game of a doubles match the pair due to receive next shall change their order of receiving when first one pair scores 5 points.
7. The player or pair starting at one end in a game shall start at the other end in the next game of the match and in the last possible game of a match the players or pairs shall change ends when first one player or pair scores 5 points.

### 13. OUT OF ORDER OF SERVING, RECEIVING OR ENDS

1. If a player serves or receives out of turn, play shall be interrupted by the umpire as soon as the error is discovered and shall resume with those players serving and receiving who should be server and receiver respectively at the score that has been reached, according to the sequence established at the beginning of the match and, in doubles, to the order of serving chosen by the pair having the right to serve first in the game during which the error is discovered.
2. If the players have not changed ends when they should have done so, play shall be interrupted by the umpire as soon as the error is discovered and shall resume with the players at the ends at which they should be at the score that has been reached, according to the sequence established at the beginning of the match.
3. In any circumstances, all points scored before the discovery of an error shall be reckoned.

## 14. THE EXPEDITE SYSTEM

1. Except where both players or pairs have scored at least 9 points, the expedite system shall come into operation if a game is unfinished after 10 minutes' play or at any earlier time at the request of both players or pairs.
2. If the ball is in play when the time limit is reached, play shall be interrupted by the umpire and shall resume with service by the player who served in the rally that was interrupted.
3. If the ball is not in play when the time limit is reached, play shall resume with service by the player who received in the immediately preceding rally.
4. Thereafter, each player shall serve for 1 point in turn until the end of the game and if the receiving player or pair makes 13 returns the receiver shall score a point.
5. Once introduced, the expedite system shall remain in operation until end of the match.

## NOTES

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