

Selection Committee Manual

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Glossary

“BGB” means Bridge Great Britain

“Chairperson” means the Chair of the Selection Committee

“Committee” means the Selection Committee

“Competitions” means the competitions organized by BGB, the Irish Bridge Union, the North/ South match and any other event in which members of the Union are invited to play as representatives of the Union set out in Section Two

“Council” means the Council of the Northern Ireland Bridge Union

“Constitution” means the constitution of the Northern Ireland Bridge Union

“Member” means a member of the Selection Committee

“North/South match” means the annual match between the Contract Bridge Association of Ireland and the Union for the Sonya Britton Trophy

“Secretary” means the Secretary of the Union

“Union” means the Northern Ireland Bridge Union

Section One: Powers and Governance

Appointment of Members

1.1 The Members of the Committee comprising at least five members and not more than seven members are appointed by Council for a term ending at the next Annual General Meeting of the Council or as provided in the Constitution.

1.2 An Officer of the Union is not eligible for appointment to the Committee

1.3 The Secretary, or an Officer appointed by the Secretary shall attend each meeting but shall have no vote.

Function of the Committee

2.1 The Committee shall select players, teams and, if considered appropriate, a playing or non-playing captain to represent the Union in the Competitions to be held during the year from September through August subject as in 2.2.

2.2 The Chair of the Union shall select the Officials team to represent the Union in the Sonya Britton Trophy from the members of Council, Officers and delegates of the Union.

Chairperson

3.1 The Chairperson is the first among equals with no powers greater than any other Committee member except for a casting vote when votes are tied.

3.2 The Committee shall elect a Chairperson from among the Members at the first meeting of the Committee.

3.3 In the absence of the Chairperson the meeting shall be chaired by a member elected at that meeting.

3.4 A decision taken by the Chairperson without the agreement of a majority of the Committee members either at a meeting or in a manner resolved by the Committee at a meeting, shall not bind the Committee.

3.5 When the Committee deals with an agenda item in relation to which the Chairperson is conflicted under the provisions of the Union's Conflict of

Interest Policy, the Chairperson shall relinquish the chair to a non-conflicted Committee member agreed to or elected by the Committee to act as chair while dealing with that agenda item.

Quorum

- 4.1 No business shall be transacted at any meeting of the Committee unless there is a quorum of Members present at the time when the Committee proceeds to business.
- 4.2 A meeting of the Committee is quorate if more than half the Members of the Committee are in attendance.
- 4.3 In the absence of a quorum within 15 minutes of the time for which a meeting was called, the meeting may be postponed.

Notice of meetings

- 5.1 Each Member shall be given at least 7 days' notice by e-mail of each meeting of the Committee together with an agenda of the meeting.
- 5.2 The notice convening each meeting and the agenda shall be published on the Union website at least 7 days prior to each meeting of the Committee.
- 5.3 The date of the next meeting of the Committee shall be fixed by agreement at each meeting of the Committee.
- 5.4 50% or more Members may require the Secretary of the Union to call an emergency meeting of the Committee with at least 24 hours' notice given per clause 5.1.

Resolution

- 6.1 Any resolution put to a vote at a meeting shall be decided by a show of hands or, if considered appropriate by the Members, by secret ballot and the votes cast shall be recorded in the minutes of the meeting.
- 6.2 The chairperson of the meeting shall have a casting vote, if necessary.
- 6.3 All decisions of the Committee shall be taken at a meeting of the Committee unless the Committee at a meeting shall resolve otherwise.

Minutes

- 7.1 The Secretary or in his absence the chairperson of the meeting shall arrange for minutes of each meeting to be taken.

7.2 The minutes shall record inter alia each resolution put to a vote, the decisions taken at a meeting and the actions to be taken to implement such decisions.

7.3 The draft minutes of each meeting shall be circulated to all Members for comment and after agreement by the chairperson and the secretary of the meeting published on the Union website within 4 days of a meeting.

7.4 The minutes of each meeting shall be approved at the commencement of the next meeting.

7.5 Unless it shall be resolved otherwise at a meeting all correspondence of the Committee shall be sent by the Secretary.

Confidentiality

8.1 All views expressed by Members to each other at Committee meetings concerning the ability and/or behaviour of players, pairs, teams or captains shall be treated as confidential and shall not be included in the minutes.

8.2 E-mails circulated between Members of the Committee shall be treated as confidential.

Attendance

9. A Member who fails to attend 3 successive meetings of the Committee shall be deemed to have resigned unless the Committee is informed in advance of mitigating circumstances acceptable to the Committee.

Conflict of Interest

10.1 The 'Conflict of Interest' policy of the Union shall apply at each meeting of the Committee.

10.2 All members of the Committee present at a meeting shall decide which members of the Committee are conflicted on an agenda item.

Section Two: The Role of the Selection Committee

1. The Competitions for which the Committee selects players and captains to represent the Union are:-

Bridge Great Britain competitions:-

Camrose Trophy
Lady Milne Trophy
Junior Camrose Trophy
Peggy Bayer Trophy
Teltscher Trophy [formerly known as Senior Camrose]

Irish Bridge Union competitions:-

Inter-Provincial Championships
Moyle Trophy
Egan Trophy

NIBU/CBAI match:-

Sonya Britton Trophy also known as the North/South match

Any other event in which members of the Union are invited to play as representatives of the Union

2 The duties of the Committee

2.1 The primary duty of the Committee is to select the strongest pairs and the most suitable captains to represent the Union in the Competitions and the North/South match [excepting the Officials team], and Ulster in the Inter-Provincial Championships.

2.2 At the discretion of the Committee selection may be made with or without trials.

2.3 The Committee may organise trials to select players under such conditions including as to format, place and time of trials and entry

restrictions and fees as the Committee in its discretion considers appropriate. It shall also be made clear how many places players are competing for, in the event that any pair has been exempted from the trial.

2.4 The Committee shall publish the dates reserved for trials and the dates of the Competitions in the Union diary and on the Union website.

2.5 The Committee shall appoint a Tournament Director or Tournament Directors to manage each trial on behalf of the Committee and experienced players as appropriate for the Tournament Director to consult with in the event that decision of the Tournament Director is appealed against. The names of the 'experienced players' shall be made known and posted on a notice board at any trial.

2.6 The Committee shall publish the names of the players selected to represent the Union and the reserve pair(s) in the Competitions on the Union web-site and inform each player selected by e-mail within 4 days.

2.7 The Committee may appoint a playing or a non-playing captain for a team selected to represent the Union.

2.7.1 In July the Committee shall invite members of the Union to apply to be non-playing captain of any representative team

2.7.2 The Committee shall consider the preferences of the players selected as to the identity of a captain or a non-playing captain

2.7.3 The Committee shall not be restricted to selecting a non-playing captain from among the members of the Union who have applied to be captain or the preferences of the players selected

2.7.4 A non-playing or a playing captain shall be appointed within 14 days after selection of the players

2.8 A substitute player shall be allowed for no more than 25% of the boards played in a trial. Where there is a substitution which the Committee considers significantly affects the strength or weakness of a pair the results during the substitution may be amended by the Committee.

2.9 The decisions of the Committee in the exercise of its discretion in carrying out its duties are final. An appeal against any other decision of the Committee lies to Council under Article 5.7 of the Constitution.

Section Three: Home International competitions

Team competitions between teams representing the Union, the Contract Bridge Association of Ireland, the English Bridge Union, the Scottish Bridge Union and the Welsh Bridge Union

<p><i>Camrose Trophy</i> (January & March)</p>	<p>Open team of up to six players. Played as a round robin of head-to-head matches over one weekend in January and a second weekend in March with the venue alternating between the competing bridge unions. The bridge union hosting the final weekend provides a second team on both weekends</p>
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<p><i>Junior Camrose Trophy</i> (February)</p>	<p>Open team of up to six players all less than 25 years of age on the first of January of the appropriate year. Played as a round robin of head-to-head matches over one weekend with the venue alternating between the competing bridge unions</p>
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<p><i>Peggy Bayer Trophy</i> (February)</p>	<p>Open team of up to six players all less than 20 years of age on the first of January of the appropriate year. Played as a round robin of head-to-head matches over one weekend with the venue alternating between the competing bridge unions</p>
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<p><i>Lady Milne Trophy</i> (April)</p>	<p>Team of up to six lady players. Played as a round robin of head-to-head matches over one weekend with the venue alternating between the competing bridge unions The bridge union hosting the weekend provides a second team</p>
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<p><i>Teltscher Trophy</i> (May)</p>	<p>Open team of up to six players aged 60 years of age and above on the first of January of the appropriate year. Played as a round robin of head-to-head matches over one weekend with the venue alternating between the competing bridge unions. A sponsor or the bridge union hosting the event may provide a sixth team.</p>
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SELECTION POLICY FOR HOME INTERNATIONALS

1. All trial entrants must be members of the Union who qualify to represent the Union under the current BGB Regulations.
 - 2.1 Each trial shall be played under the appropriate regulations of the current BGB Regulations
 - 2.2 Each trial shall as far as possible replicate the relevant BGB play schedule
 - 2.3 The leading team in a team trial shall be automatically selected
 - 2.4 Provided that any pair(s) has not been exempted from a trial, the leading 3 pairs in a pairs trial shall be automatically selected.
 - 2.5 Where a competition is held over more than one weekend, the team shall remain unchanged except that the committee may decide to select the pair finishing 4th in the trial over 3rd after considering the results and Butler imp scores of each pair subject to Section Two clause 2.1 hereof.
 - 2.6 A late entry to a trial may not be accepted unless there is an adequate reason
3. The Committee reserves the right to delegate to the Youth Committee the duties of the Committee in the selection of the teams to represent the Union in the Peggy Bayer Trophy and the Junior Camrose Trophy.
 - 4.1 A pair entering trials who are not willing to accept selection to represent the Union shall so inform the Committee in writing at the time of submission of entry to the trial.
 - 4.2 A pair entering trials without having given notification under 4.1 who are selected to represent the Union and refuse selection without adequate reason shall be deemed to have withdrawn from the trial and Rule 8.2 of the Union's Conditions of Competition shall apply.

- 5 The Committee may consider the results of trials and the results of domestic and other competitions in determining the selection of players to represent the Union.
6. Each Camrose trial entrant shall indicate his/her availability to represent the Union in the Inter-Provincial Championships
7. The Committee may organise coaching for members and reserves of any team selected for the Home Internationals provided that Council approves the costs and the arrangements submitted to Council.
8. If at least two fifths of the members of the Committee, whether or not such members are conflicted or non-conflicted, consider that a team selected has been selected in contravention of the provisions of this Manual, the Chairperson shall refer the team selected to Council for validation by Council.
9. The captain's report shall be discussed at the next Committee meeting after receipt thereof in the presence of all members of the Committee.

Section Four: Irish Bridge Union competitions and North/South match

<p><i>Inter-Provincial Championships</i></p> <p><i>(November)</i></p>	<p>Teams event with each province fielding –</p> <p>3 intermediate teams [players with fewer than 10 red points];</p> <p>3 master teams [players with more than 10 but fewer than 40 red points]; and</p> <p>3 open teams</p> <p><i>Union teams selected by the Selection Committee. Non-Union Ulster counties have agreed representation</i></p>
<p><i>Moylan Trophy</i></p> <p><i>(April)</i></p>	<p>All Ireland pairs event with the Union presently allocated at least 8 pairs.</p> <p><i>Union pairs selected by the Selection Committee</i></p>
<p><i>Burke Trophy (Open)</i></p> <p><i>O'Connor Trophy (Intermediates)</i></p> <p><i>(February/March)</i></p>	<p>All Ireland inter-county inter-club teams event.</p> <p>Clubs play off in each County to qualify.</p> <p><i>Selection Committee is not involved.</i></p>
<p><i>Egan Trophy</i></p> <p><i>(June)</i></p>	<p>All Ireland teams event with 3 teams from the Union and 7 teams from CBAI.</p> <p><i>Union teams selected by the Selection Committee.</i></p>
<p><i>Sonya Britton Trophy (North/South match)</i></p> <p><i>Non-IBU. August</i></p>	<p>North versus South match each with 6 teams: Open – Masters–Ladies – Intermediate B – Intermediate A & B selected by the Selection Committee and Officials team selected by the Union chairperson</p>

SELECTION POLICY FOR IBU COMPETITIONS

A Open Inter-Provincial Championships

1 The Committee anticipates that the players entering for Camrose trials will indicate willingness to represent the Union on the open team in the Inter-Provincial Championships held in November after the end of the Camrose trials.

2 The results of the Camrose trials, the Premier I League, Kelvin Cup and Lady Milne trials may be used by the Committee as an aid to selection of players to represent the Union.

3 The Committee shall select such other players from Cavan, Donegal, Monaghan or the Union as are required to complete vacant places in the Union team.

B Intermediate Inter-Provincial Championships

1 The team winning the Intermediate B League shall be offered the opportunity to represent the Union in the Intermediate Inter-Provincial Championships

2 The results of Union competitions may be used by the Committee as an aid to selection of players to represent the Union.

3 The Committee shall select such other players from Cavan, Donegal, Monaghan or the Union as are required to complete vacant places in the Union team.

C Masters Inter-Provincial Championships

1 The results of Union competitions may be used by the Committee as an aid to selection of players to represent the Union.

2 The Committee shall select such other players from Cavan, Donegal, Monaghan or the Union as are required to complete vacant places in the Union team.

Moylan Trophy

1 The winning pair from each of the Union pairs competitions completed in the 12 months prior to 31 December in each year for which red points by the Union are awarded shall be eligible for selection without trial to represent the Union in the Moylan Trophy.

2 The Committee shall select with or without trials such other pairs as are required to complete the number of pairs allocated to the Union.

Egan Trophy

- 1 The winners of the Premier I League, the Kelvin Cup and the Northern Ireland Teams shall qualify to represent the Union in the Egan Trophy.
- 2 If the same team wins two or more of the Premier League, the Kelvin Cup and the Northern Ireland Teams then the team finishing second in the Premier I League shall fill the vacancy and the team finishing second in the Kelvin Cup shall fill the second vacancy

SELECTION POLICY FOR NORTH/SOUTH MATCH

1 Open team

The Open team should consist of players who have represented Ireland, or failing that have represented the Union in Camrose matches

2 Masters team

The Masters team shall consist of pairs who have represented the Union

3 Officials team

The Officials team shall be selected by the Chairperson for the time being of the Union from officials of the Union and delegates of the Union

4 Ladies team

The Ladies team shall consist of players who have represented the Union in Lady Milne matches

5 Intermediate A

The Intermediate A team shall consist of players who have played in the Intermediate A League

6 Intermediate B

The Intermediate B team shall consist of players selected by the Committee

Section Five: Calendar

The dates of the Home Internationals and IBU events change from year to year. A revised calendar will be produced each year by the incoming Committee at its first meeting.

Date	Action to be posted on website
May/June	Announce players selected for North/South match Seek entries for Inter-Pros closing end July; ask Cavan/Donnegal/Monaghan for names of their players interested
July	Publish calendar of Competitions and trial dates Announce Camrose, Lady Milne and Teltscher trial dates
August	Issue notice of trial for Camrose and request entries, entry fees and systems
September	Announce team for all 3 Inter Provincials Issue notice of trial for Lady Milne and request entries, entry fees and systems Announce Junior Camrose and Peggy Bayer trial dates (may be delegated to the Youth Committee) – should be in diary
October	Announce Camrose team and captain for first weekend Announce team for open Inter-Provincial
November	Issue notice of trial for Junior Camrose and Peggy Bayer and request systems Seek entries for Moylan closing 30 November
December	Announce teams for Junior Camrose and Peggy Bayer
January	Issue notice of trial for Teltscher and request entries, entry fees and systems Announce Camrose team
February	Announce pairs selected for Moylan Cup
March	Announce Lady Milne team and captain
April	Announce Teltscher team and captain
May	Announce selection for North/South match

Section Six: Guidance for captains

Role of the Captain – Pre-Tournament.

- 1 Once appointed, the captain has full authority as the Committee's representative, to manage the team.
- 2 Organise all travel, accommodation and related matters.
- 3 Be fully conversant with the Match Organiser's requirements.
- 4 Organise team meetings and practice sessions both live and online at their discretion.
- 5 Circulation and submission of system notes, convention cards, pen portraits and photos to the match organiser.
- 6 Be the link for intra-team communication and Committee matters.

Role of the Captain – During the Tournament

- 1 Attend opening ceremony and encourage all players to do so.
- 2 Ensure all players comply with any Union dress code
- 3 Attend captain's meeting
- 4 Familiarise self with venue and facilities and brief team accordingly
- 5 Attend to any special needs of team members
- 6 Determine line-ups and tactics as early as possible
- 7 Observe play of team members throughout
- 8 Be in attendance at the venue for the entirety of the event
- 9 Locate and utilise quiet scoring area
- 10 Clarify approach to post-mortems and hand discussion during/after play
- 11 Manage all appeals and potential problem areas
- 12 Ensure accuracy of BBO presentation e.g. player's profiles, Union flag etc.
- 13 Ensure all players co-operate with BBO operators.

Role of the Captain -Post-Tournament

- 1 Attend post-match dinner, deliver suitable speech and fulfil all social obligations
- 2 Submit report to the Committee within two weeks of the competition
- 3 Camrose NPCs shall make separate reports after each weekend
- 4 The report to include full details of any disciplinary matters or inter-personal disputes along with an assessment of the venue, organisation and any recommendations
- 5 The NPC report to be privy to the Committee and NOT to be posted on the website
- 6 The NPC to present the report in person to a meeting of the Committee if requested by the Committee so to do

Section Seven: Players' duties and responsibilities

To take part in practice matches and sessions organized by the Captain both live and on line

To attend post-match dinner and any social gatherings

To settle all accounts and expenses payable

To comply fully with the captain's decisions and instructions including in those areas where the captain has discretion.

To make the captain aware of any special needs

To maintain team spirit and not engage in destructive discussion

To alert the Committee on any deficiencies in the captain's management of the team. Any such submission shall be privy to the Committee and NOT published on the website.

Section Eight: Trials

Notice of trials for Bridge Great Britain competitions shall include the following information

Notice of trials 'X' Trophy

The competition for the Trophy will be held in on th – st 201

Trials

Trials to select the team to represent Northern Ireland are scheduled to be held at , in between th and th 201.

Trials are open to each NIBU member who meets the criteria set out in the current Home International Regulations [HIR] published on the Bridge Great Britain website at the discretion of the Selection Committee.

The provisions of the selection policy for home internationals in Section Three of the Selection Committee Manual shall apply to the trials.

The team shall be selected from pairs who have entered the trials or applied for exemption from the trials.

Each application for exemption from the trials shall be considered by the Selection Committee and accepted or rejected within 7 days of the closing date for entries.

The entry fee of £ per player who enters the trials, or such other sum as is set by the Selection Committee after the entries have closed, shall be paid before commencement of the trials.

Entries

Entries must be made electronically to Michael McFaul mjmcfaul@gmail.com before midnight on st 201 and must include the names and e-mail addresses of at least one player of each pair and an electronic copy of the pair's convention card in a format complying with HIR.

Format of trials

The trial's format shall be announced by e-mail to players and published on the NIBU website within 7 days of the closing date for entries.

Late entries shall not be accepted after announcement of trial's format.

The current HIR sections 1, 4, 7, 8, 9 and 10 shall apply to the trials.

A substitute player may be allowed for no more than 25% of the boards. Where there is a substitution which the Selection Committee considers significantly affects the strength or weakness of a pair the results during the substitution may be amended by the Selection Committee.

Notification to players who have been accepted to play in trials shall include use of the following information -

'X' Trophy trials

Participants

*The Selection Committee has accepted entries from the following pairs:-
The convention card for each pair is posted on the NIBU website.
The schedule of play is attached.*

Trial format

*The trial will be scored using Butler imps with the highest and lowest scores excluded in calculating the datum.
Imps will be converted to victory points on the appropriate WBF scale.
Each match will comprise boards.*