

SELECTION COMMITTEE MANUAL

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Disclaimer

The information provided in this manual is for guidance purposes only. On occasions, it may be inconsistent, become out of date or the actions and timeframes may prove to be impracticable. The SC retains the right to vary or disregard any of the information provided in this manual.

GLOSSARY

“SC” means the Selection Committee

“Chairman” means the Chair of the Selection Committee

“Union” means the Northern Ireland Bridge Union

“NPC” means the Non-Playing Captain

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

“Member” means a member of the Selection Committee.

“BGB” means Bridge Great Britain.

“TD” means Tournament Director

Section One: GOVERNANCE AND POWERS.

1. The Committee, normally comprising 7 members, will be elected at first meeting of Council following the AGM and a convenor appointed by Council.
2. Should a vacancy arise during the year, the Committee will co-opt a replacement member from those who have previously expressed an interest in serving.
3. Committee members will elect a Chairman at the first meeting.
4. Minutes of all meetings will be posted on the Union’s website.
5. Members will agree on which items of business are confidential. Such items must remain privy to Committee members and will not be detailed in the minutes.
6. The NIBU “Conflict of interest” policy will apply to all proceedings.

7. The Committee will publish an annual calendar of events for which it has responsibility accompanied by a timeframe for action as early as is practicable

Section Two: ROLE OF THE SELECTION COMMITTEE

The primary duty of the Selection Committee is to select players and teams to represent the NIBU and Ulster in the events for which it has responsibility.

Events for which the Committee has selection responsibility.

Bridge Great Britain events:-

- a) Camrose Trophy
- b) Lady Milne Trophy
- c) Junior Camrose*
- d) Peggy Bayer*
- e) Senior Camrose

** (The Committee may delegate selection responsibility for these events to the Youth Committee)*

Irish Bridge Union events:-

- a) Inter-Regionals
- b) Moylan Trophy
- c) Egan Trophy

NIBU/CBAI events:-

- a) Sonya Britton Trophy aka North/South match (except Officials team).

For each of these events the Committee is required to select what it considers to be the most suitable team. It is the sole judge of the methods it uses to do this. It may choose to hold trials of any description to advise it and may, at its discretion, make commitments to entrants based on the outcome of any trial. It may restrict entry to any trials held on any basis it sees fit. It is responsible for appointing Captains for all teams as appropriate and ensuring that Captains are properly briefed.

It is responsible for publicizing any arrangements it might make for any of the above events, including the setting of conditions of entry, place and time and entry fees of any trials it deems appropriate and notification of teams selected

to the appropriate bodies. This includes the inclusion in the NIBU Diary of all relevant material including dates.

It is responsible for ensuring that all relevant information is made available to those selected for an event.

On all these matters its decision is final.

Section Three: HOME INTERNATIONAL COMPETITIONS

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

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

1. To select the strongest team available using whatever criteria is deemed to be appropriate.
2. The Committee will normally hold trials.
3. The names of the players selected and the non-playing captain(s) will be published on the website at the earliest opportunity.
4. Select a NPC from an approved list after due consideration which may include consultation with selected players.
5. The Committee has full and absolute authority on all matters concerning trials, team selection and de-selection.
6. For any trial, the Committee will appoint a TD who is fully empowered to make decisions on behalf of the Committee.
7. Any trial will be played under the Laws of Duplicate Contract Bridge with WBF approved modifications if desirable.
8. The Notice of Trials including closing date for entries will be posted on the website at the earliest opportunity.
9. The Committee reserves the right to accept late entries or changes to nominated teams/pairs
10. All participants must be members of the Union qualified to represent the NIBU under current BGB regulations.
11. Any player NOT willing to accept selection must disclose this restriction at the time of submitting entry to the trials.

Section Four: IRISH BRIDGE UNION AND CBAI-NIBU COMPETITIONS

<p><i>Inter-Provincial Championships (November)</i></p>	<p>Teams event with each province having 3 senior teams and 3 intermediate teams NIBU teams selected by the Selection Committee. Non-NIBU Ulster counties have agreed representation</p>
<p><i>Moylan Trophy (April)</i></p>	<p>All Ireland pairs event with NIBU allocated 8 pairs. NIBU pairs selected by the Selection Committee</p>
<p><i>Burke Trophy</i> <i>O'Connor Trophy (Intermediates) (February/March)</i></p>	<p>All Ireland inter-county inter-club teams event. Clubs play off in each County to qualify. Selection Committee is not involved.</p>
<p><i>Egan Trophy (June)</i></p>	<p>All Ireland teams event with 3 teams from NIBU and 7 teams from CBAI. NIBU teams will be selected by the Selection Committee.</p>
<p><i>(Non-IBU) Sonya Britton Trophy (NIBU / CBAI match) (August)</i></p>	<p>North Vs South match each with 6 teams: Open – Masters – Officials – Ladies – Intermediate B – Intermediate A&B. NIBU teams will be selected by the Selection Committee with the exception of the 'Official' team which will be selected by the NIBU Chairperson</p>

Section Five: Timeframe – to be updated annually

The exact 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
June	<p>Announce Camrose trial dates.</p> <p>Announce players selected for North/South match</p> <p>Seek entries for Inter-Pros</p>
July	
August	Issue trial details for Camrose and request systems
September	<p>Announce team for Inter Provincials</p> <p>Announce Lady Milne trial dates</p> <p>Announce Junior Camrose and Peggy Bayer trial dates (Delegated to the Youth Committee)</p>
October	<p>Issue trial details for Lady Milne and request systems</p> <p>Announce Camrose team for first weekend</p>
November	Issue trial details for Junior Camrose and Peggy Bayer and request systems
December	<p>Announce Senior Camrose trial dates</p> <p>Announce teams for Junior Camrose and Peggy Bayer</p>
January	<p>Issue trial details for Senior Camrose and request systems</p> <p>Announce Camrose team</p>
February	Announce players selected for Moylan Cup

March	Announce Lady Milne team
April	Announce Senior Camrose team
May	Selection for North/South match

Section Six: Non-Playing Captain – Appointment Procedure

1. The Committee will invite nominations for an approved list of NPC's. The list will be updated at the start of each season.
2. When deciding appointment, the committee will consider a range of criteria for suitability including previous performance, bridge knowledge and availability.
3. The Committee may decide to canvas player's preferences but is under no obligation to do so.
4. The NPC will be appointed at the earliest opportunity following the completion of trials and/or selection of players.
5. The Chairman will fully brief the NPC upon appointment.

APPENDIX ONE: GUIDANCE FOR TD'S

- 1 The Committee may permit an eligible substitute for one day of a trial OR one weekend of a multi-weekend trial and attach any conditions considered appropriate. Should a quota vote by members be impractical, the Committee Chair may rule on its behalf.
- 2 The TD may authorize an emergency substitution on the day itself. A full report will be made to the Committee which will then decide whether the trial result has been affected.
- 3 Systems and Conventions permitted are published on the BGB website
- 4 Highly Unusual Methods (HUM's) are only permitted in trials for events in which such methods are allowed.
- 5 Bidding boxes will be used throughout
- 6 Screens will be used in the Camrose and Lady Milne trials.
- 7 All hands should be computer dealt and with accompanying hand records.
- 8 Players may not talk loudly or discuss hands within the playing area until the round has been completed.
- 9 A pair not seated and ready to play at the start of a session will be fined 1VP and a further VP for every 5 minutes thereafter. If a pair is late at the start of a session, the fines for slow play in the same round will be based on the time at which all players were seated at the table.
- 10 At the end of the allocated time the Tournament Director must impose, for any table still in play, a fine of 1VP for any delay up to 5 minutes, and an additional fine of 1VP for each further delay of 5 minutes or part thereof. Such penalties may apply to either one or both pairs depending on circumstances.
- 11 Smoking and alcohol are banned in the playing area.
- 12 Mobile phones* must be kept switched off at all times in the playing area from the start of play until after the last competitor has finished playing in that session.
- 13 A competitor who believes he has a sufficient reason to have his mobile phone kept switched on, such as family illness or medical alert, during a competition may request the Tournament Director for permission so to do. The decision of the Tournament Director shall be final.
- 14 A fine of 2 victory points or 12 imps or 40% of a top [according to the form of scoring for the competition] shall be imposed on any pair or team

if a mobile phone belonging to or carried by a competitor in that pair or team sounds or vibrates during the competition

* (Or any electronic communication device)

- 15 Establish a committee to hear appeals against decisions of the Tournament Director. Such appeals will carry a deposit of £30 to be forfeited if the appeal is considered frivolous.
- 16 Appeals must be made to the TD normally within 30 minutes of the end of a stanza.
- 17 The Appeals Committee to be fully independent of the trial with no potential conflict of Interest.
- 18 The result of each trial will be published on the website at the earliest opportunity.

APPENDIX TWO: GUIDANCE FOR NPC'S

Role of the NPC – Pre-Tournament.

1. Once appointed, the NPC 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 NPC – During the Tournament

1. Ensure self and encourage all players to attend opening ceremony
2. Ensure all players comply with any NIBU dress code.
3. Attend captain's meeting
4. Familiarise self with venue & 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 all 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, NIBU flag etc.
13. Ensure all players co-operate with BBO operators.

Role of the NPC – Post-Tournament

1. Attend post-match dinner, draft suitable speech and fulfil all social obligations.
2. Submit report to the Committee within two weeks of the event.
3. Camrose NPCs should 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 will NOT be posted on the website.
6. The NPC to present the report in person to a meeting of the Committee.

**NPC'S AND PLAYERS – DUTIES AND RESPONSIBILITIES
CHECKLIST**

TIME	ACTION	CHECKBOX
BEFORE THE TOURNAMENT	Arrange all travel and accommodation for participants having sought preferences of team members	
	Consider arranging team meeting as soon as possible and set up email discussion group	
	Consider a programme of practice games both live and online	
	Ensure submission of system notes & c.c's to organiser	
	Submit pen portraits of all team members to organiser	
	Liaise with SC and Match Manager over any extraneous matters	
DURING THE TOURNAMENT	Attend opening ceremony with all team members	
	Attend captain's meeting	
	Carry out pre-match briefing to team.	
	Ensure familiarisation of venue, playing area & facilities	
	Attend to any special needs of team members	
	Determine line-ups for each match stanza	
	Observe all partnerships regularly and be on site at all times during play	
	Seek out quiet area for scoring and agree policy on post-mortems and hand discussion.	
	Deal with all appeals both for and against	
	Attend post-match dinner and any social gatherings with all team members	
	Make prepared speech	
	Enforce NIBU Dress code	
AFTER THE TOURNAMENT	Ensure team members have settled all accounts, expenses etc.	
	Within a fortnight, submit full written report on all aspects of team performance, event	

	with any recommendations	
	Attend meeting of the SC for full de-briefing	
PLAYERS RESPONSIBILITIES	To comply fully with the NPC's decisions and instructions including in those areas where the NPC has discretion.	
	To make the NPC aware of any special needs	
	To maintain team spirit and not engage in destructive discussion.	
	To alert the SC on any deficiencies in the NPC's management of the team. Any such submission will be privy to the Committee and NOT published on the website.	

