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REGULATIONS OF THE IRISH TABLE TENNIS ASSOCIATION **COMPANY LIMITED BY GUARANTEE**

(Amended by resolutions passed on 19 May 2007, 18 August 2007, 7 June 2014 and 12 June 2021)

THE REGULATIONS CONTAINED HEREIN SHALL BE CONSTRUED IN ACCORDANCE WITH BUT SUBJECT TO AND SUPERCEDED BY ANY PROVISION IN THE MEMORANDUM AND ARTICLES OF ASSOCIATION OF THE THE IRISH TABLE TENNIS ASSOCIATION COMPANY LIMITED BY GUARANTEE.

1. NAME

The Association shall be known as the Irish Table Tennis Association CLG.

2. INTERNATIONAL AFFILIATION

The Association shall be affiliated to the ETTU and ITTF.

3. OBJECTIVES

The objectives of the Association shall be to promote, foster and regulate the game in Ireland, in every legitimate way. To hold competitions and to arrange representative matches.

4. CONSTITUTION

The Association shall consist of:

- (i) President, Honorary Life Members, duly elected Directors and appointed officers and staff.
- (ii) Provincial Branches
- (iii) County Associations
- (iv) Local Associations
- (v) Other organisations may be accepted into affiliation at the discretion of the AGM or an Extraordinary General Meeting.

5. AFFILIATION/MEMBERSHIP

- 5.1 Application for membership of the Association must be made via the membership portal on <https://tabletennisireland.ie/membership/>
- 5.2 Special organisations in good standing with the Association may affiliate directly to the Secretary/ Finance Director of the Association.
- 5.3 The official affiliation form, duly receipted should be displayed in a prominent position in each club's playing premises.

6. AFFILIATION FEES

- 6.1. An annual affiliation fee will be payable by each member directly to the ITTA. The Board of Directors shall fix the amount of the affiliation fees so however that any increase in the affiliation fee for Senior members must be approved by members at AGM by a simple majority of those eligible to vote thereat. This will not debar individual Branches from raising a separate affiliation fee.

- 6.2. All affiliation fees shall be paid via the online membership system not later than the date stated in the Affiliation Policy of the ITTA. Failure to comply with these regulations will incur penalties, as laid down in regulation 7.8, without notice.
- 6.3 In addition to the annual affiliation fee to the Association, members shall pay such subscriptions as may be required by their Provincial Branch.

7. ANNUAL GENERAL MEETING

- 7.1 The AGM shall be the supreme legislative body of the Association.
- 7.2 Fully paid members, over the age of 18 years at the date of the relevant meeting, shall be entitled to attend and vote at the AGM and any General Meetings of Members. Fully paid members, under the age of 18 years at the date of the relevant meeting, shall be entitled to attend but not vote at the AGM and any General Meetings of Members.
- 7.3 The AGM shall be held not later than 31st July each year subject to the provisions of Company Acts 2014 except where external regulation or other special circumstances do not permit the convening of the AGM by such date. The Board may also determine that the AGM may be held online where regulations or special circumstances apply
- 7.4 The Association year shall commence on the 1st January each year and end on the 31st December.
- 7.5 At least 21 (twenty one) days notice, specifying the place, date and hour of the AGM shall be circulated to all affiliated members. Such reports and documentation that is due for consideration at the AGM may be made available on <https://tabletennisireland.ie/> at least 21 days before the AGM. A fully paid member may contact the office prior to the meeting and request a hard copy of all such documents.
- 7.6 Items for inclusion on the agenda for the AGM must be forwarded in writing to the Secretary of the Association, not later than 5 calendar weeks before the date set by the Association for the AGM. Such items may be submitted by individual clubs, Branch Secretaries or individual members if counter signed and supported by 6 other members.
- 7.7 At the AGM all Officers shall be elected as per Regulations 7.11 and 8, and the Secretary's report and the Finance Director's duly audited Statement of Accounts shall be presented in accordance with Regulations 9.2 and 9.3.
- 7.8 Any organisation or individual in arrears with affiliation fees in accordance with Article 6.2 shall not be eligible to attend the AGM or to take part in the activities or affairs of the Association until these fees are paid to the Finance Director or a satisfactory explanation is given.
- 7.9 Each Provincial Branch must, at the AGM submit an Annual Report and a Statement of Accounts. Failure to comply with this requirement will result in the members of the offending Provincial Branch losing the right to vote at subsequent meetings until such reports have been submitted to the Secretary of the ITTA and circulated to the other Provincial Branches.
- 7.10 No provisions of these Regulations shall be altered except at the AGM or an Extraordinary General Meeting and sanctioned by at least 2/3 (two thirds) of the votes cast.
- 7.11 Except as otherwise provided in the Articles of Association of the Company every question at the AGM shall be determined by a simple majority of the votes of the members present and voting, every member other than the Chairman, having one vote and in the case of equality the Chairman shall have a casting vote.
- 7.12 At the AGM all administrative functions shall be delegated to the Board of Directors.
- 7.13 The AGM shall elect the Board of Directors in accordance with Regulation 11.
- 7.14 The AGM shall elect a Disciplinary Committee in accordance with Regulation 14.
- 7.15 The AGM shall elect an Appeals Committee in accordance with Regulation 15.

8. OFFICERS

- 8.1 The officers duly elected at the AGM shall be:
Chairperson, Finance Director, Company Secretary and other Directors.
- 8.2 The Annual General Meeting or an Extraordinary General Meeting shall have power to create and fill by election, any other office which in its opinion is necessary and be at liberty to remunerate any officer who is not appointed on an honorary basis.
- 8.3 Directors shall retire at the AGM as provided in the Articles of Association.
- 8.4 Any vacancy in an office shall be filled by election at a duly convened meeting of the Board of Directors.

9. DUTIES OF THE OFFICERS

- 9.1 A President shall also be elected. The position of President will be that of a ceremonial role and the President will not be present or vote at Board meetings. The President's duties shall include representing the Association on appropriate occasions as determined by the Board of Directors.
- 9.2 The Secretary or a duly appointed deputy shall convene all General Meetings and Meetings of the Board of Directors, keep approved minutes of such meetings, conduct the correspondence of the Association in accordance with the instructions of the Board of Directors and submit a report to the AGM.
- 9.3 The Finance Director shall keep regular accounts of the sums paid in to the credit of the Association and of accounts paid by him for the Association and shall furnish the Board of Directors with particulars of same from time to time as may be required. He shall submit a Statement of Accounts to the AGM, such reports to be duly audited by the Auditor. The financial year of the Association shall end on 31st December in each year. The funds of the Association shall be lodged at a bank, and all cheques, drafts, etc., drawn on the accounts shall be signed by the Finance Director and either the Chairman or the Secretary of the Association.
- 9.4 The duties of the Officers shall, unless otherwise specified in these Regulations be defined by the Board of Directors.

10. EXTRAORDINARY GENERAL MEETINGS

- 10.1 An Extraordinary General Meeting of the Association shall be convened as provided for in the Articles of Association.
- 10.2 An Extraordinary General Meeting shall transact only the business referred to in the resolution or application at Regulation 10.1
- 10.3 Eligibility to attend, and procedures and voting shall be as defined for the EGM in accordance with the Articles of Association.

11. BOARD OF DIRECTORS

- 11.1 The Board of Directors shall consist of the Chairperson, the Finance Director, and such other Directors appointed at the AGM or appointed by the Board to fill a casual vacancy .
- 11.2 All authorised expenses of the Board of Directors shall be paid by the Association.
The Board of Directors shall have the power to:
 - i. Ensure the development of a strategy and periodically review the implementation of same.
 - ii. Decide on questions referred to them by the Provincial Branches and all those mentioned in Regulations 4 of these Regulations and decide upon matters relating to the Association.
 - iii. Administer the funds of the Association in furtherance of the objectives thereof, including the authorisation of the expenses of the members of the Board of Directors.

- iv. Form or approve such rules and regulations as they consider proper for the management of tournaments sanctioned by them.
- 11.3 Every question at a meeting of the Board of Directors shall be determined by a simple majority of the members present and voting, every member, except the Chairman, having one vote and in the case of equality the Chairman shall have a casting vote.
- 11.4 All members of the Board of Directors shall be entitled to free admission to any Open Tournament, International, Representative Match or Inter Provincial Match.
- 11.5 The Board of Directors may delegate any of its duties and powers to an appropriate Sub-Committee.

12. STANDING COMMITTEES

- 12.1 The Management Committee, Disciplinary Committee and Appeals Committee shall be regarded as the Standing Committees of the Organisation appointed by and responsible to the Board of Directors of the ITTA and operating in accordance with their terms of reference. The Board may change the responsibilities and membership of such Committees from time to time. The Board and Management Committee may also appoint additional Committees from time to time.

13. MANAGEMENT COMMITTEE

- 13.1 The Management Committee shall have responsibilities including, but not limited to the management, development and promotion of table tennis. The Management Committee is assisted by the following Managers:

- Coaching Manager
- Events Manager
- Participation Manager
- Performance Manager
- Communications Manager
- Para Manager
- Volunter Manager

14. DISCIPLINARY COMMITTEE

- 14.1 The Disciplinary Committee shall consist of not less than three (3) persons appointed by the AGM as provided for in Regulation 7.14. They shall serve for one year and shall be eligible for reappointment.
- 14.2 Any casual vacancies arising may be filled by the Board of Directors.
- 14.3 Allegations of misconduct should be dealt with in the first place by the body immediately responsible in accordance with their own rules and regulations. However they may at their own discretion pass any case to the next highest authority for decision. Misconduct shall mean any breach of the rules and regulations of the ITTA or of any other relevent authority.
- 14.4 All other questions of alleged misconduct, outside the jurisdiction of 14.3 above, shall be reported to the Board of Directors who in turn shall refer it to the Disciplinary Committee for decision and all parties involved in such allegations shall be entitled to be represented. Other cases of misconduct not covered by 14.3 shall be as defined by the relevant authority.
- 14.5 The Disciplinary Committee shall have the power to order the member or organisation, guilty of such misconduct to be:
 - (a) Suspended, either indefinitely or for a stated period.
 - (b) Fined, (either in addition to suspension or not)
 - (c) Censured.

- (d) Dealt with in such other manner as the Disciplinary Committee may deem appropriate.
- 14.6 A decision may be taken by not less than three (3) members all of whom must be present throughout the hearing.
- 14.7 The decision of the Disciplinary Committee shall be recorded and conveyed to the parties concerned and the Board of Directors forthwith.
- 14.8 An appeal against such decision may be made by either party in accordance with Regulation 16.
- 14.9 Such decision shall not be implemented for at least fourteen days. In the event of an appeal being lodged within that time, Regulation 16.5 shall apply.
- 14.10 No affiliated player or club may take part in competition with any player or in exhibition in any club, or under any auspices, not registered or affiliated to the ITTA or other national association affiliated to the ITTF without the sanction of the Provincial Branch except as provided by specific concession to an organisation in good standing.
- 14.11 No member or affiliated organisation shall play table tennis with or against or take part in any table tennis function in conjunction with any suspended organisation or member.
- 14.12 No payment other than expenses shall be made to or received by any member for playing, coaching, umpiring, writing, filming, broadcasting, televising or for exhibitions or in relation to equipment unless he has been duly registered as a registered member: or has received specific exemption from registration from the Board of Directors.
- 14.13 The Board of Directors shall have power to make regulations governing the registration and conduct of registered members.
- 14.14 A player when representing his Association, Province or Club may receive necessary travelling and reasonable hotel expenses from such Association, Province or Club. Badges, colours and uniform may be awarded and accepted for participation in representative matches. No other form of payment must be accepted by players unless with the permission of the Board of Directors (other than permitted prizes), for playing in any competitive table tennis event.
- 14.15 In open tournaments and other competitions, no prize may exceed such amount as may be approved by the Board of Directors.
- 14.16 For the purpose of these Regulations the word 'prize' means the total of all awards won by a player in one event.
- 14.17 A player or team competing as ITTA members in an event under the jurisdiction of another national association shall observe the provisions of Regulation 14.14 in addition to relevant rules of the host association.
- 14.18 The restrictions imposed by Regulations 14.14 and 14.17 shall not however apply to members in respect of competitive play under contract within the jurisdiction of another National Association provided that the contract has been authorised under Regulation 14.20.
- 14.19 No affiliated player may knowingly permit a cinematographic record of himself or herself to be taken in connection with table tennis for public exhibition unless sanction has first been obtained from the Board of Directors
- 14.20 No affiliated player may enter into a written contract in return for capitalising his/her skills at table tennis without the sanction of the Board of Directors.
- 14.21 No affiliated player, organiser or official may knowingly take part in a televised table tennis event unless approval has been obtained from the Board of Directors.
- 14.22 At any meeting of a Committee or Sub-Committee a member with financial interest in a subject under discussion must declare his interest and withdraw from the meeting for the duration of the discussion.
- 14.23 Betting in any shape or form on players or matches is strictly prohibited.
- 14.24 Only a brand and grade of ball licensed by the Board of Directors may be used in play within, between, or organised by any organisations which are affiliated or in good standing.

14.25 In all tournaments and matches sanctioned by the Board of Directors players must wear regulation dress.

15. APPEALS COMMITTEE

- 15.1 There shall be a Appeals Committee consisting of not less than three (3) persons elected at the AGM but not being members of the Disciplinary Committee of the AGM.
- 15.2 The procedures of the Appeals Committee shall be supplied, in advance, to all parties to an appeal.
- 15.3 Each appeal shall be adjudicated by at least three (3) members of the Committee who shall elect their own Chairman. Each member including the Chairman shall have only one vote.
- 15.4 The Committee shall decide the appeal, except that, where the appeal would be upheld on a technicality only, or due to a procedural irregularity by the body appealed against, then the Committee may remit the matter to be dealt with afresh by the body appealed against, with a direction regarding the technicality or procedural irregularity.
- 15.5 Where the appeal is against disciplinary action, the Committee shall have the power to overturn the decision reached, or vary the punishment imposed.
- 15.6 Relevant decisions issued by the Appeals Committee may be referred to Sport Dispute Solutions Ireland for resolution by mediation in accordance with the Sport Dispute Solutions Ireland Mediation Rules. If the dispute remains unresolved at the conclusion of the mediation process, the matter shall be referred to Sport Dispute Solutions Ireland for binding arbitration in accordance with the Sport Dispute Solutions Ireland Arbitration Rules. Any appeal to Sport Dispute Solutions Ireland shall be limited to a review by Sport Dispute Solutions Ireland of the legality of the procedures used by the ITTA in reaching its decision.
- 15.7 The decision of the Appeals Committee shall be recorded and a written minute of the decision shall be sent by the Secretary to the appellant and all other parties to the appeal, and any other body that the Board of Directors may deem appropriate within 7 days.

16. APPEALS

- 16.1 Any member, club or local league aggrieved by a decision or action of the Board of Directors or County or Provincial Associations, or a Committee, Officer or Official of the ITTA (except as provided by Regulation 14.2) may appeal against any such decision or action to the ITTA Appeals Committee. Appeals shall be made in the first place to the next highest authority above the body appealed against in accordance with the rules and regulations of such body.
- 16.2 All appeals to be in writing to the Secretary within 14 days of the decision or action appealed against and shall be accompanied by 50 Euros returnable if the appeal is upheld. There shall be no appeal against non selection for teams, squads or training sessions.
- 16.3 There shall be a right by either party to make representation to the Appeals Committee in person and or through a representative, who shall be nominated in writing. If it is decided that the appeal was not justified the applicant will be responsible for the costs of the appeal to a maximum of 150 Euros.
- 16.4 Pending an appeal against a decision which involves the termination, temporary or otherwise, of a right to participate in the playing or administration of Table Tennis, the decision against which appeal is made, shall not have effect. All other decisions shall take effect as and from the date decided by the Body making same unless and until the said decision is altered on appeal. An appeal is received by the Secretary. Copies of all relevant documents to the appeal shall be received by the Appeals Committee and all parties concerned at least 7 days before the hearing.
- 16.5 An appeal must be heard not later than 6 weeks after notice of appeal is received by the Secretary. Where an appeal is not heard within the time stipulated and the appeal is against a decision to suspend a right to participate in the playing or administration of Table Tennis, the appeal is deemed to have succeeded, unless the appeal hearing is deferred beyond the time specified at the request of the person making the appeal.

17. TOURNAMENTS

- 17.1 All tournaments must receive the sanction of the Board of Directors and an application to hold such tournament accompanied by specimen entry forms must be made to the Secretary of the appropriate Provincial Branch in due time. Such sanction to be in writing signed by the Secretary of the Association and should be displayed in a prominent position at the venue of the tournament.
- 17.2 All competitors must be in affiliation with the ITTA CLG or the ITTF.
- 17.3 The fees for Open Tournaments, if requested, shall be determined by the Board of Directors. Such fees must be remitted to the Secretary of the Association by the Secretary of the Provincial Branch concerned together with the draw sheets within 14 days of the completion of the tournament.
- 17.4 Regulations relating to the staging of Open Tournaments shall be determined or approved by the Board of Directors.
- 17.5 'Home' events including International Matches, Open and Closed Championships, Exhibitions, etc., may be delegated to Provincial Branches and organised and staged by such Branches for and on behalf of the Association. The Board of Directors shall determine what fee, if any, is due, or the apportionment of net profit or loss accruing, from the staging of the event by the Provincial Branch.

18. IRISH OPEN CHAMPIONSHIPS

- 18.1 The Irish Open Championship may be held from time to time.

19. THE IRISH NATIONAL CHAMPIONSHIPS

- 19.1 The Irish National Championships shall be held every season.
- 19.2 The date and venue shall be fixed by the Board of Directors and notice of same be circulated through Provincial Branches to local and County Associations, leagues, and clubs by 30th September.
- 19.3 The following Championships shall be held:
Mens' Singles, Mens' Doubles, Womens' Singles, Womens' Doubles, Mixed Doubles and any other event which the Board of Directors, or a delegated sub-committee, may decide from time to time.
- 19.4 The Irish Junior Closed Championship shall be held every season.
- 19.5 The date and venue shall be fixed and notice of same be circulated as in Regulation 19.2
- 19.6 The following Championships shall be held:
Junior Boys' Singles, Junior Boys' Doubles, Junior Girls' Singles, Junior Girls' Doubles, Junior Mixed Doubles, Cadet Boys' Singles, Cadet Girls' Singles, Mini Cadet Boys' Singles, Mini Cadet Girls' Singles.
- 19.7 The eligibility for players in the National Championships are;
 - Affiliated to the ITTA and in good standing.
 - Hold an Irish/British passport from Northern Ireland and/or
 - Born on the Island of Ireland and/or
 - Proof of residence for 6 years, the onus on the player to produce the information.

20. THE INTER PROVINCIAL CHAMPIONSHIPS

- 20.1 The Inter Provincial Championships shall be held every season.
- 20.2 The date and venue shall be fixed by the Board of Directors, or a delegated sub-committee, and notice of same be circulated to the Provincial Branches by 30th September or other agreed date.

- 20.3 The following Championships shall be held:
Men's, Womens, and any other as may be deemed desirable by the Board of Directors or a delegated sub-committee, may decide from time to time.
- 20.4 The Junior Inter Provincial Championships shall be held every season.
- 20.5 The date and venue shall be fixed and notice of same be circulated as in Regulation 20.2.
- 20.6 The following Championships shall be held:
Junior Boys', Junior Girls', Cadet Boys', Cadet Girls', and any other as may be deemed desirable by the Board of Directors or a delegated sub-committee, may decide from time to time.
- 20.7 The eligibility of players in the Inter Provincial Championships are;
- Affiliated to the ITTA and in good standing.
 - Born in the Province and/or
 - Two years residency in the Province.
 - Players cannot represent a different Province within two years.
- 20.8 Junior players are however permitted to play on Senior teams without affecting their eligibility to represent their Province in the Junior Inter Provincial Championships. U21 players who represent their Province at Senior level may revert to the U21 category in future seasons, subject to satisfying the age restriction.
- 20.9 Players cannot play in the U21 Inter Provincial Championships and in the Junior/Cadet Inter Provincial Championships in the same season.
- 20.10 The seeding positions in the Senior/U21/Veterans Inter Provincial Championships shall be determined by the finishing positions in the relevant section of the previous seasons event. In the Junior/Cadet/U12 Inter Provincial Championships the order of play and seeding positions will be the finishing positions of the overall event of the previous season. The order of play will be as follows:
First Session: 1 v 4, 2 v 3, Second Session: 1 v 3, 4 v 2, Third Session: 1 v 2, 3 v 4
- 20.11 Senior teams shall consist of 3 male and 2 female players.
Under 21 teams shall consist of 3 male and 2 female players.
Veterans teams shall consist of 3 male and 1 female players.
- 20.12 Matches in Senior and Under 21 events shall consist of 6 Men's singles and 4 Women's singles and 1 Men's Doubles. In Veterans event matches shall consist of 6 Men's Singles, 1 Women's Singles, 1 Men's Doubles and 1 Mixed Doubles – 2 male players required to play in Men's Doubles and the third male player in Mixed Doubles. Only players who are playing singles are permitted to play doubles. Before a team match the choice of home and away shall be determined by lot between the two team captains who shall name his/her teams to the Referee (or his/her representative). The pairs for the doubles match need not be nominated until the end of the immediately preceding singles match.
A sample of each match sheet should be available showing the sequence of play.
- 20.13 Players in U21 events must be under 22 on the 1st January in the year of the event.
Players in Junior events must be under 18 on the 1st January in the year of the event.
Players in Cadet events must be under 15 on the 1st January in the year of the event.
Players in U12 must be under 13 on the 1st January in the year of the event.
Players in Veteran events must be 40 years of age or over on the 31st December in the year of the event.

21. GENERAL

- 21.1 All members of the Association who receive correspondence relevant to the Association are obliged to forward same to the Secretary forthwith who in turn is obliged to bring same to the notice of the next meeting of the Board of Directors.
- 21.2 It shall be the duty of the Provincial Branches to ensure that all clubs under their jurisdiction are supplied with a copy of these Regulations and of any regulations made from time to time by the Board of Directors and notified to them.
- 21.3 The onus shall be on affiliated members to familiarise themselves with these Regulations.

22. ANTI - DOPING

- 22.1 The Anti Doping Rules of the Irish Table Tennis Association are the Irish Anti Doping Rules as amended from time to time.
- 22.2 The Association shall appoint a Doping Officer, who shall be responsible for the management of the Doping Control Policy of the Association.
- 22.3 All members must submit if required, to Anti Doping testing conducted under the auspices of the Irish Anti Doping Rules as amended from time to time.

23. GOOD PRACTICE IN CHILDREN'S SPORT

- 23.1 The Irish Table Tennis Association CLG is fully committed to safeguarding the well being of its Members. Every individual in the Irish Table Tennis Association CLG should at all times, show respect and understanding for members rights, safety, welfare and conduct themselves in a way that reflects the principles of the organisation and the guidelines contained in the Code of Ethics and Good Practice for Children's Sport.
- 23.2 The Association shall appoint a National Safeguarding Officer, who shall have such responsibilities as are laid down in the Code and also as may be laid down by the Board of Directors from time to time.

24. AMENDMENTS TO THE REGULATIONS

- 24.1 These Regulations may be amended only in accordance with Regulation 7.10.
- 24.2 Any such amendment will take effect in season following the AGM or Special General Meeting, unless resolved otherwise by the Meeting.

25. MATTERS NOT COVERED BY THESE REGULATIONS

- 25.1 In the event of any question or matter arising which is not provided for in these Regulations, such question or matter shall be dealt with by the Board of Directors whose decision shall be binding subject to ratification at the AGM.