

PMDTA Ranking Tournaments – *Rules & Regulations*



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1. Purpose and Applicability

Pune Metropolitan District Tennis Association (PMDTA) circulates these Tournament Regulations for the purpose of providing fair and reasonable rules for the orderly and uniform conduct of PMDTA Ranking tournaments. These Regulations shall be applicable to all PMDTA tournaments that form part of the PMDTA Rankings circuit.

Any ambiguity or uncertainty in connection with these regulations shall be resolved by PMDTA acting reasonably. PMDTA reserves the rights to interpret these regulations when necessary in order to resolve particular or unusual circumstances. In addition, it may be necessary to determine the most appropriate procedures to be utilised in special or unusual circumstances.

These rules and regulations take effect from January 1, 2016 and may be varied from time to time by PMDTA. Any new or revised policy, rule, procedure or regulation will be published on the PMDTA website (www.pmdta.org) / Facebook page (www.facebook.com/pmdta) and/or notified to tournament organisers and officials by email.

All persons participating in any way in PMDTA Ranking Tournament (including Players, officials, staff, coaches, representatives, agents, medical staff, relatives and associates of a Player, a Player's entourage and spectators) must refrain from making comments, including to representatives of the media or through social media, that attack, disparage or criticise players, organisers, officials or staff of PMDTA Ranking tournaments. Any failure or refusal to do so may be treated as a disciplinary matter and dealt with under the PMDTA Code of Behaviour.

2. Regulation Compliance

2.1 By the Event / Organiser

This document sets out the requirements for clubs / centres / associations to host the PMDTA event.

The following operating procedures for PMDTA tournaments are designed to raise the

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quality of tournament conduct throughout Pune district. They provide parameters to ensure all events sanctioned by PMDTA are managed professionally and with uniformity across the district and in so doing provide the most optimally positive playing experience for all players.

All PMDTA tournaments must be conducted in accordance with, in their most current form the following procedures & regulations;

- the PMDTA Code of Behaviour;
 - and any other policy, rule, procedure or regulation of which PMDTA may notify the relevant club /centre /association from time to time. In the event that these regulations do not cover a rule/procedure related item at an PMDTA tournament, Supervisors and Tournament Directors should refer to
- The ITF Rules of Tennis (available via <http://www.itftennis.com/technical/rules/index.asp>)
- The ITF Duties and Procedures;

Penalties for failing to comply with the following requirements (as determined by PMDTA) may include;

- a) the downgrading of an event's PMDTA Ranking points status for the following year;
- b) withdrawal of any previously awarded PMDTA financial support;
- c) non-sanctioning of other events also planned to be run by the host organisation deemed to be in breach of these regulations;
- d) removal of previously granted sanction of subsequent events already gazetted to be hosted by the offending organisation; or
- e) financial penalties that can be determined at the discretion of PMDTA. These financial penalties must be paid before sanctioning for the following year will be considered.

2.2 By the Player / Parent

By submitting the tournament entry form (or similar document) or entering into the tournament, all tournament entrants and parents or guardians will be deemed to have read and accepted such policies, rules, procedures and regulations.

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3. Categories of Tournaments

Tournaments will be classified annually by PMDTA into points/status levels, based on an evaluation of the relative success of that tournament in the previous year(s) whilst, and in addition including when considering the allocation of points/status levels to a new event, maintaining a geographical and population balance.

On the PMDTA Ranking tournament circuit, there will be three (3) categories of events:-

- **Gold Series** - where the prize money will exceed Rs. 11,000/- (Rupees Eleven Thousand) per event.
- **Silver Series** - where the prize money is minimum Rs. 5,000/- (Rupees Five Thousand) and will not exceed Rs. 10,000/- (Rupees Ten Thousand) per event.
- **Bronze Series** - where there will be not prize money for any event.

PMDTA will have PMDTA Ranking points assigned to under – 8 (U/8), under – 10 (U/10), under – 12 (U/12), under – 14 (U/14), under – 16 (U-16), under – 18 (U-18), Mens and Womens singles and doubles, and at select league / team tournaments events.

CASE: Are PMDTA points applicable to Special, Graded or mixed doubles / family doubles events if conducted at the same tournament?

DECISION: No, PMDTA points will not apply to Special, Graded or mixed / family events, etc. These ancillary events can be run in conjunction with PMDTA event but in doing so, this must not compromise a PMDTA's ability to fulfill the requirements herein described that specifically relate to the conduct of the PMDTA Ranking events.

Tournament Administration

4. Tournament Software

4.1 Tournament Draws

The tournament draws and individual match timings and schedule will be prepared **only** by

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the PMDTA appointed tournament supervisor. The PMDTA supervisor will use PMDTA approved software for preparing the draws. The draws **must** be sent to PMDTA through email (info.pmdta@gmail.com) before 6:00 pm on the day prior to the start of the event / tournament. No changes in the draw will be allowed once it is submitted to PMDTA. The draws and individual match timings and schedule will be displayed with relevant information on PMDTA website / Facebook page.

PMDTA will

- a) displaying the draws and individual match times and schedule on the draws for each round within a reasonable time during the tournament after each day's play;
- b) enter and maintaining all player data entered into the tournament (including non-PMDTA events);
- c) regularly publishing results and key messages from the tournament on the website / Facebook page throughout the tournament period;

NOTE:

Failure to use the PMDTA approved software will result in the tournament not being awarded PMDTA Ranking points.

Completed match results for the day should be sent to PMDTA through email within 3 hours of the last match completion. Failure to do this will result in a Rs. 1,000/- (Rupees One Thousand) penalty, per day per event, which must be paid before consideration is given to host a sanctioned tournament in subsequent years. Each PMDTA Ranking tournament must produce a pre-event online Fact Sheet.

4.2 Online Tournament Factsheet

Tournament organisers must prepare a tournament factsheet and advertise the following relevant information in the Fact Sheet at least two (2) weeks prior to the entry closing date:

- Main draw start and end dates;
- Entry Fees;
- Draw size restrictions for main draw events, if any;

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- Tournament organisation and contact person contact details;
- Venue(s) location and contact details;
- Additional information relevant to the conduct of the tournament e.g. court surface
- Whether artificial lighting is to be used for play

This Factsheet should have PMDTA logo and should be sent to PMDTA through email at least 2 weeks prior to the entry closing date.

4.3 Code Violations

Any code violations given during the PMDTA tournament should be entered into the results sheets within 2 hours of the violation event. Players in the membership database with a valid email address will be sent a confirmation of the code violation given at the tournament the following week. If a player reaches a certain level of code violations (as mentioned in point 13 and 14 herein) within a 12-month period, they shall also receive an automatic suspension notice. It is the responsibility of the player to ensure the email address in the membership database is current.

5. Financial

5.1 Royalty Fees

The tournament organisers will pay the prescribed royalty fees to PMDTA in cash, bank transfer or by cheque in Indian Rupees. Payment of royalty fees must be done at least three (3) days prior to the start of the tournament.

For Gold Series: Minimum Rs. 3,000/- (for events of 2 age category) plus Rs. 950/- per additional event plus Rs. 1,000/- per day per supervisor for the entire event.

For Silver Series: Minimum Rs. 2,500/- (for events of 2 age category) plus Rs. 850/- per additional event.

For Bronze Series: Minimum Rs. 2,000/- (for events of 2 age category) plus Rs. 750/- per additional event.

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5.2 Entry Fees

PMDTA Tournaments can charge an entry fee of:

Gold Series: -

A maximum of Rs. 800/- for a singles event and a maximum of Rs. 450/- for a doubles event (per player)

Silver Series: -

A maximum of Rs. 600/- for a singles event and a maximum of Rs. 350/- for a doubles event (per player)

Bronze Series: -

A maximum of Rs. 400/- for a singles event and a maximum of Rs. 300/- for a doubles event (per player)

These maximum fees are inclusive of all association, sanction, royalty, administrative, etc. fees and also includes any online processing fee charged by the payment gateway, if any.

Tournament organisers are obligated to provide all requirements and benefits to players as outlined within these rules and regulations.

Tournament organisers are obligated to provide trophies for the winner and runner-up, mementos / medals for the semi-finalists and certificates for all the participants of each category.

NOTE #1: Tournament organisers have the right to refuse an entry if the payment is not made. It is recommended that all player entry fees are collected prior to a player stepping onto court for their first match of the tournament.

NOTE #2: Coaches can collect the entries and send it to the tournament organisers provided, the respective coaches take the responsibility to collect and handover the entry fee to the tournament organisers.

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NOTE #3: From this entry fee, tournament organisers have to pass on “coaches incentive fess” Rs. 100 (Rupees One Hundred) per player entry per participating singles event and per player entry per participating doubles event to the respective coach of that player. This amount should be handed over to the PMDTA Supervisor along with the list of players and respective coaches, prior to the draws are made by the Supervisor.

5.3 Entry Fee Refunds

PMDTA ranking tournament entry fees will be refunded only if the player has withdrawn before the withdrawal date. For all other cases, the fees will not be refunded.

A full refund must be issued if a tournament is cancelled (due to weather or other extenuating reasons) before the completion of the first match within that tournament with no deduction.

5.4 Prize Money

Prize money at all PMDTA Tournaments shall be paid by the club / centre / association conducting the tournament at the conclusion of the tournament, unless otherwise approved by PMDTA. The minimum prize money distribution is listed below. Tournaments are permitted to distribute more than the minimum with the prior approval of PMDTA.

	Main Draw - Singles			Main Draw – Doubles (per player)		
Category	Winner	Finalist	Semi-Finalist	Winner	Finalist	TOTAL
Gold Series (Rs. 11,000)	Rs. 3,200	Rs. 2,000	Rs. 1,000	Rs. 1,100	Rs. 800	Rs. 11,000
Silver Series (Rs. 5,000)	Rs. 1,500	Rs. 900	Rs. 450	Rs. 500	Rs. 350	Rs. 5,000

Table 1: PMDTA minimum prize money distribution

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NOTES:

- a) Prize money shall be paid only for matches played, with the exception of abandoned tournaments.
- b) A match won by “no-show” or “walkover” will NOT count as a match won for Prize Money unless the player has already won a round.
- c) No Prize money will be awarded to a player or team who withdraws without playing their first match.

CASE: If a player in a 16-player main draw receives a “bye” as a top-four seed, then receives a walkover into the QF’s and then loses, eligibility to receive prize money?

DECISION: No, a player who receives a “bye” and then a walkover into the QF’s is not eligible to receive prize money, as they have not won a match prior.

- d) Any ‘no show’ default where a player makes no contact within one (1) hour of the scheduled match time will receive no prize money at the discretion of the Supervisor.
- e) Singles player or doubles team(s) that withdraws from a match will receive prize money applicable to the round reached and points of previous round.
- f) Singles player or doubles team(s) that retire during a match will receive prize money and points applicable to the round reached.

Any player who is defaulted shall lose all prize money earned for that event at the tournament, unless:

- The player was defaulted for a violation of the Punctuality i.e. No Show (see above), but contacts the supervisor and is subsequently excused within one hour of the default.
- A member of a doubles team did not cause any of the misconduct Code Violations that resulted in the team being defaulted.

5.5 Prize money distribution in the case of abandoned tournaments

Where it is not possible to complete the singles or doubles final, affected players will receive an equal distribution of the advertised winner & runner-up prize money. If

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tournaments are abandoned before the singles final, but having reached the prize money distribution stage, any players that are still in contention to win the event should receive an equal distribution of the prize money being offered. *For example - If the event is abandoned at the quarterfinal stage, the tournament should total up the prize money on offer (winner, runner-up, semi-finals) and distribute this equally to the eight remaining players. If tournaments are abandoned after a player's first match is completed, but before reaching the prize money stage, players that are still in contention to win the event should receive a full refund of their entry fee with no deduction for administration fees.*

NOTES:

- a) A player needs to win a match to be entitled to prize money.
- b) Players who have not won through to prize money round but have completed a match are not entitled to any prize money.
- c) Players who have not completed their first match at the time of the abandonment will be entitled to a full entry fee refund.
- d) A “bye” does not count as a win but a retirement/walkover or default does.
- e) Players who do not complete a match are entitled to a full refund of entry fees.

5.6 Payment method for prize money

Prize money can either be paid in cash, bank transfer or by cheque in Indian Rupees. Payment of prize money must be completed either on-site or by no later than three (3) days following the completion of the tournament.

5.7 Unpaid entry fees and prize money payment

Where a Player has unpaid entry fees, the Tournament Committee may decide to deduct those fees from any prize money won by the Player and/or withhold all or a part of any prize won by the Player until the outstanding fees are paid.

5.8 Prizes and Non-Cash Awards

In addition to on-site prize money, each PMDTA ranking tournament organisers will give to each singles and doubles winner and finalist during the on-site awards presentation one

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trophy and certificate, to each semi-finalist one memento / medal and certificate and to each participant a certificate.

5.9 Additional prize money above the minimum

PMDTA recommends that any additional prize money paid above the minimum distribution stated in Rule 5.3 above is done equally across the applicable prize money rounds with prior approval from PMDTA tournament committee.

6. Tournament Staff

6.1 Tournament Committee

The Tournament Committee will be responsible for the organisation and administration of the PMDTA Ranking tournament. In particular, the tournament committee will:

- a) Submit a tournament sanctioning application form to PMDTA each year by the date specified by PMDTA for approval by PMDTA;
- b) Be responsible for providing to PMDTA (accurately and in accordance with any deadline imposed by PMDTA) all relevant dates in respect of the tournament (including at least the deadlines for entry, the start date and finish date of qualifying and main draw in order that PMDTA can publish such dates on the PMDTA website / Facebook page;
- c) The Tournament Committee will support the Supervisor in, but not interfere with, the proper execution of his/her duties;
- d) Decide upon matters arising out of the day-to-day running of the tournament save for those matters to be decided by the Supervisor pursuant to paragraph 6.3, and/or decide on any matter at the request of the Supervisor;
- e) Ensure that suitable facilities are available at the tournament site and/or at additional locations for the completion of the scheduled events, assuming reasonable weather conditions;

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- f) Ensure that suitable ancillary facilities, such as toilets, changing rooms, drinking water, are available at the tournament site and any additional locations;
- g) Be responsible for health and safety and child welfare/protection at the tournament and for the keeping of good order on the tournament site;
- h) It is recommended that all tournament venues are affiliated with PMDTA;
- i) Be bound by these Rules and Regulations and the PMDTA Code of Behaviour.

6.2 Tournament Director

The club/association or tournament committee shall designate a Tournament Director to administer the tournament. He/she must be fully aware of the responsibilities of his/her position.

The Tournament Director must agree to:

- a) Be on-site throughout the whole tournament, or appoint a capable deputy if circumstances arise when the tournament director must be away from the venue;
- b) NOT be an active participant in the event and officiating the event.
- c) In preparation of the event,
 - Ensure a complete Fact Sheet is produced, sent via email to PMDTA and check if the same is appropriately displayed on the PMDTA website / Facebook page and that this Fact Sheet is accurately modified if and when required
 - Be responsible for promotion of the event (in conjunction with the Tournament Committee)
 - set up, in full, the Acceptance List of the enrolled players for the event and send this file via email to the Supervisor. NOTE: It is the primarily the responsibility of the Tournament Director to maintain the accuracy of the Acceptance List, but the duty of the Supervisor to verify this is the case.

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- Forward to the Supervisor and Tournament Committee a copy of the Acceptance List.
- ensure the draws, match timings and schedules are republished regularly at the venue and forward the same to Tournament Committee.
- ensure that any player who withdraws after the Withdrawal deadline is placed into the “Exclude” roster.

d) During the event

- Ensure that the results are republished regularly during each day's play or at least at the end of every day's play
- Ensure the changes are republished during play to reflect changes in match times as a result of new 'Not Before / Followed By' times or where there have been significant delays due to weather interruptions
- Ensure they do not go on court during a match (including warm-up) in order to make any decisions based on rules or procedures, or otherwise become involved in any Code of Behaviour matter;
- Be responsible for the administration of the tournament office
- Be responsible for the collection of entry fees, payment of prize money, trophies and certificates.

e) In conjunction with the Supervisor,

- be responsible for the tournament's compliance with all rules and regulations and minimum standards as directed by PMDTA
- be involved in making, approving, and where necessary altering the draws subsequent to withdrawals or administrative errors . **Note:** Draws shall not be published (or re-republished in the case of any subsequent alterations) without

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express approval and consent of the Supervisor.

- Be responsible for obtaining and collating late withdrawal documentation
- Be responsible for creating and releasing “Orders of Play” both before and during a tournament
- Be responsible for posting and updating draws and Orders of Play on a Public Noticeboard on site
- Be responsible for keeping players informed of delayed match times due to weather or other unforeseen circumstances as well as revised “Not Before” times. **Note:** The Supervisor should be primarily responsible for determination of ‘Not Before’ times
- Be ready to assist in solving any issues related to the organisation of the tournament, players, officials, media and spectators;
- Maintain a continuous dialogue with the Tournament Supervisor about the day to day conduct of the event and submit a report to PMDTA;
- Allocate matches to courts as directed by the supervisor.

f) After the event

- submit a report to PMDTA and the tournament committee evaluating the Tournament;
- Ensure the draw / result sheet is complete including all scores
- Ensure the final result sheet (or summary of codes and draws) is reviewed by the Supervisor and upon the Supervisor’s endorsement of the completeness and accuracy of the sheet, ensure it is emailed to PMDTA
- Pursuant to this consultation with the Supervisor, make necessary alterations to the Late Withdrawal Codes pursuant to the receipt (or non-receipt of late

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withdrawal documentation) and where necessary, due to any resultant changes, resubmit the information to PMDTA and tournament committee.

- Ensure all necessary entry fee refunds are appropriately processed

6.3 Tournament Supervisor

It is a mandatory requirement for PMDTA Ranking tournament to appoint a Supervisor (and, if appropriate, Assistant Supervisor/s) for the tournament and delegate the powers and responsibilities set out below to the supervisor. The Tournament Supervisor will be appointed by PMDTA.

- a) Be on-site (or, where not reasonably practicable, ensure an appropriately qualified deputy is present) at the tournament venue a minimum of one hour prior to the start of play and at all times during the playing of matches (including any tournament sign-ins);
- b) Ensure the venue is suitable for play and in consultation with the Tournament Director ensure all facilities provide a safe environment for all players and other stakeholders.
- c) Prior to making the draws, the Supervisor will collect the coaches incentive fees, along with the players name and their respective coaches list as mentioned in point 5.2 herein and hand over the same to PMDTA for further distribution.
- d) Conduct all draws (open draws in presence of at least 2 participating players) before being published and any subsequent draw alterations before they are released;
- e) Conduct all order of play schedules before being published and any subsequent match time alterations before they are released;
- f) Act as final on-site authority ensuring that the tournament is conducted fairly in accordance with these Rules and Regulations as to all matters arising that require immediate resolution at the Tournament site;

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- g) Rule on matters in relation to the interpretation of the Rules of Tennis, at the request of a chair umpire or on appeal by a Player from the decision of a Chair Umpire or on appeal of a Court Supervisor (the Supervisor's decision on matters relating to the interpretation of the Rules of Tennis will be final and binding on all parties and no one will have the right to appeal against or otherwise challenge that decision);
- h) resolve any disputes between Players in matches played without a Chair Umpire;
- i) When weather or other conditions threaten the immediate safety of the players, spectators, officials or any other persons on the tournament site, the Supervisor may suspend or postpone the match(es) until such time that in his/her opinion the threat to safety is no longer evident;
- j) Monitor and implement the provisions of the Extreme Weather Policy where necessary
- k) Determine the suspension of play due to failing light conditions and decide the appropriate utilization of court lighting;
- l) Decide if a court is fit for play or decide if a match should be moved to another court;
- m) Be responsible for the application and interpretation of the code of behavior;
- n) Be responsible for decisions regarding No-shows, Late Withdrawals, Medical time-out & clearances;
- o) Direct, supervise, educate, instruct and evaluate on-court and off-court officials (where applicable), including the authority to:
 - Make the assignment of all Chair Umpires and approve all Line Umpires for Tournament matches; and
 - Remove a Chair Umpire and/or remove, rotate or replace any Line Umpire when necessary to improve the officiating of a match.

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- Conduct Officials meetings and briefings during the tournament to ensure the best possible Officiating service is provided.
- p) Maintain a continuous dialogue during the tournament with the Tournament Director and submit a report (within 3 days of the tournament's completion) to PMDTA evaluating the Tournament;
- q) Ensure that on-court officials are competent and familiar with the relevant rules and procedures;
- r) Ensure Officials are made aware of all relevant tournament details including regulations, specific provisions and facilities.
- s) Rule on the acceptability of a Player's clothing and/or equipment;
- t) Have the authority to order a Player, coach, representative, agent, relative or other associate of a Player to move away from the side of a court and/or leave the tournament site;
- u) Use his/her best endeavors and in cooperation with the Tournament Committee and/or Director to complete the tournament within the scheduled time, including, where necessary, making any changes to the order of play or conditions of play (including match format changes), subject always to the health and safety of the relevant Players and others;
- v) Assist the Tournament Director to accurately include Code violations, No shows, Late withdrawals in the report file
- w) Not take part as a Player in the tournament;
- x) In relation to matters for which there is no provision in these Regulations or any other relevant rules or regulations, have a general discretionary power to take such action as he/she considers appropriate.

CASE: Can a person undertake the role of both the Tournament Director and Tournament Supervisor at a tournament?

DECISION: No, there must be a separate Tournament Director and Tournament Supervisor assigned to each tournament.

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6.4 Officiating Requirements

Tournament organisers are required to provide chair umpires for semi-finals and finals of all events.

6.5 Chair Umpires

The Chair Umpire will:

- a) Be the final on-court authority for all questions of fact arising during a match, including making any line or net calls where no line and/or net umpire is assigned (the Chair Umpire's decision on questions of fact will be final and binding on all parties and no one will have the right to appeal against or otherwise challenge that decision);
- b) Make the first determination on all questions of interpretation of the Rules of Tennis arising during a match, subject to the right of the chair umpire to refer the matter to the Supervisor and the right of a player to appeal the chair umpire's determination to the Supervisor;
- c) Delegate duties to line and net umpires (where assigned) and remove, rotate or replace any line and/or net umpires where the Chair Umpire decides it is necessary to improve the officiating of a match. A Chair Umpire may overrule a line and/or net umpire's decision only where the Chair Umpire is certain that a clear mistake has been made and the overruling is done promptly. Where a line and/or net umpire cannot make a decision, the Chair Umpire will make the relevant decision. Where the Chair Umpire cannot make a decision, the point will be replayed;
- d) Be responsible for all ball mark inspections on clay courts;
- e) Ensure that the net is at the correct height throughout the match;
- f) Be responsible for the timing of the warm-up and breaks in play;
- g) Announce the score after each point in accordance;
- h) Mark an official scorecard during the match, and sign and return it to the Supervisor at the end of the match, along with a report of any Code Violations issued pursuant to the PMDTA Code of Behaviour;
- i) Use his/her best endeavors to control the spectators and, where the spectators are

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- impeding the progress of the match, address them respectfully and request their cooperation;
- j) Ensure the appropriate number of tennis balls are provided for the match, including replacement balls
 - k) Be responsible for ball changes and for determining whether a ball is fit for play (the Chair Umpire will replace any lost balls or balls unfit for play as soon as reasonably practicable);
 - l) Not officiate in any match in which he/she has a relationship with one (or more) of the Athletes that might be considered to give rise to a conflict of interests (for example, a family relationship);
 - m) Ensure that the match is played fairly and in accordance with the Rules of Tennis and these Regulations.

6.6 Conflict of Interest for Staff / Volunteers & Officials

Where reasonably practicable, a Supervisor must not accept an appointment as Supervisor of PMDTA ranking tournament in which he/she has a relationship with one (or more) of the players in the tournament that might be considered to give rise to a conflict of interests (for example, a family relationship). Where it is not reasonably practicable to avoid accepting such an appointment, another official must be appointed to deal with any issues involving the Player(s) in question.

6.7 Sports Physiotherapist

Gold Series Tournament: Mandatory Requirement for duration of the tournament

Silver and Below Series Tournament: Recommended for all Silver PMDTA ranking tournaments, a qualified Sports Trainer or Physiotherapist must be onsite and accessible for the duration of play for sole use of the competing players (including qualifying). All other PMDTA ranking tournaments are encouraged to provide a qualified Sports Trainer or Physiotherapist. At an event where there is no Physiotherapist, an appropriately stocked first aid kit should be available. The tournament organiser is required to provide details of the nearest doctor and hospital to all players during the event, upon request.

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6.8 Stringer

A stringer on site at the main host venue is a requirement for the duration of the tournament for Gold series tournaments. This requirement is recommended for all other tournaments. Pricing must have two categories, one for players providing their own string and the other for players not providing string. In the instance where a stringer cannot remain on-site, the tournament must have a suitable alternative through which racquets requiring attention can be promptly re-strung and returned to the player in a timely manner.

7. Facilities and On-site Conditions

7.1 Courts / Venues

PMDTA Ranking tournaments are approved to be played on any one of the below court surfaces --

- Hardcourt / Cushioned Hardcourt
- Clay / Sand
- Synthetic Grass / Classic Clay
- Natural Grass
- Indoors - Either hardcourt or synthetic grass

Tournaments must conduct the entire event on the same advertised surface; however, the same event can be played across multiple venues. For the purposes of this rule, the qualifying draw and main draws are considered the same event, whilst the consolation events, if any, are considered separate and can each be played on a different surface.

CASE: What if the tournament is severely affected with weather delays and has to change surface mid-way through a tournament?

DECISION: In consultation with PMDTA or the tournament committee, a tournament severely affected by weather delays can change court surfaces if they believe it will help

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the tournament to finish on time. This also applies to moving matches indoors when facilities allow. But the event should resume on the originally advertised surface if and when they again become available at the discretion of the Supervisor.

7.2 Court Equipment

Tournaments Committees and the Tournament Director in consultation with the Supervisor must ensure that all tournament venues are satisfactory and safe for match play. The following is required;

- Nets in good order and able to be easily adjusted;
- Net straps securely attached to the court surface;
- Singles sticks;
- Player seating;
- Scoreboards (highly recommended)
- Suitable and safe umpires chairs (seat of the umpires chair 6-8 ft. above the court surface);
- Safe and effective fencing;
- Safe and playable court surface;
- Appropriately padded light poles where necessary; and
- Squeegees / Wipers in good condition and supply.

7.3 Warm-up / Practice Courts

PMDTA recommends for tournaments to open their venues free of charge to tournament players at least one hour prior to the start of scheduled matches for warm-ups. There is no requirement to provide practice courts at the venue once matches have started for the day, but PMDTA encourages venues capable of providing practice courts, either on-site at the

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venue or off-site within a close proximity to do this and to provide this as a benefit to competing players at no extra charge.

7.4 Artificial Lighting

Play is allowed under lights at the discretion of the Supervisor. It must be communicated during the entry process either in the tournament fact sheet that it is the tournaments intention to play matches under lights as part of normal tournament scheduling or if the tournament experiences scheduling difficulties or inclement weather. The final decision to play or complete matches under lights will be at the discretion of the Supervisor.

7.5 Balls

Tournaments are encouraged to use ITF / AITA / MSLTA / PMDTA approved balls only. Due to current contractual arrangements of MSLTA with Yonex, it is recommended all PMDTA ranking tournaments to use Yonex brand of tennis balls and they can purchase these balls from PMDTA at an agreed rate.

a) Number of Tennis Balls per match - **All PMDTA ranking tournaments**

- Minimums of three new / good condition balls are to be provided for each main draw & qualifying single and doubles match.
- Matches for age category Under-10 and below should be played with Green Dot balls.

b) Broken Ball

CASE: A ball in play breaks (no compression/broken or torn surface).

DECISION: Replay the point.

c) Soft Ball

CASE: After the point has been completed, the player claims that the point should be replayed because the ball is soft and unplayable.

DECISION: The point stands as played. A "soft" ball is not cause for replaying a point even if the official decides that the ball must be replaced.

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7.6 Venue Appearance and Amenities

Present a venue that is safe, neat and tidy. This includes the following areas --

- Entrance.
- Courts and surrounds.
- Clubhouse and equipment (recommended).
- Change rooms, showers and toilets (mandatory).
- Portable drinking water (mandatory).
- Noticeboards.
- Tournament office (which is to be staffed at all times during the day's play).
- Venues must provide an appropriately stocked first aid kit at each venue (mandatory).

7.7 Sponsorship/ Advertising / Branding

Each PMDTA ranking tournament shall identify itself clearly to the public as being part of the PMDTA Ranking tournament circuit and shall cooperate fully with PMDTA in furthering public awareness of the PMDTA Ranking tournament circuit. Participation in the PMDTA Ranking tournament circuit as a PMDTA event shall not restrict the right of the tournament to obtain individual sponsorship or to retain its usual title.

The tournament entry forms, players certificates, trophies, mementoes / medals, court branding, non-cash awards, etc. should clearly display PMDTA logo and Sponsors logo.

PMDTA has the right to brand nets, courts and venue surrounds if it so chooses. Signage kits may be provided, without cost, to all tournaments by PMDTA.

7.8 Canteen

It is strongly recommended that a canteen at the main tournament venue be open

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throughout the day (particularly for players involved in evening matches, who may need to eat after playing) where players can buy various types of food and drink suitable for player at a reasonable cost. The canteen service should adhere to the following criteria --

- Healthy and nutritious options, and
- Professional level hygiene and food handling processes.

7.9 Internet Access

It is a requirement that the main tournament venue have access to the Internet within the main tournament office. If multiple venues are used, PMDTA recommends a temporary internet connection (e.g. portable USB modems) be available to allow for simple transfer of data to and from the main venue.

7.10 Change rooms

Suitable change rooms must be available at the main tournament venue. Facilities must include toilets and showers (cleaned regularly throughout the day) and an adequate supply of water and soap.

8. Tournament Planning

8.1 Pre-Tournament Commencement Timetable

PMDTA recommends that the following timeline should be followed when conducting an PMDTA ranking Tournament or PMDTA event:

Closing Date for Entries – 1 to 3 day before start of main draw

Opening Date for Entries – 14 to 10 days before start of main draw

Withdrawal Deadline – 2 Days prior to start of main draw

Draw Released – before 6:00 pm on the day prior to the start of the event / tournament

Exemptions – Special regulations may apply to PMDTA team events / league tournaments, in which case these regulations will be advertised prior to the tournament via

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the event factsheet.

8.2 Event Structure at Tournaments

All the professional, non-professional, amateur, league and/or team events/tournaments held in Pune district, should have a written consent from PMDTA for the conduct of the event. These events will be acknowledged as “PMDTA approved” events. There is an expectation that clubs, associations and commercial operators that commit to hosting PMDTA tournament undertake sufficient planning prior to their tournament, especially in regards to the event structure of their tournament.

- a) PMDTA sanction tournaments to host a combination of under – 8 (U/8), under – 10 (U/10), under – 12 (U/12), under – 14 (U/14), under – 16 (U-16), under – 18 (U-18), Mens and Womens singles and doubles, and at select league / team tournaments events, which is advertised on the yearly tournament calendar. Tournament organisers may choose to hold other events (e.g. family doubles, mixed doubles or social events) in addition to what has been sanctioned.
- b) A Player would be allowed to participate in 3 events in all, in a Tournament, which involves more than one age group. This would be two Singles Main Draw and One Doubles Main Draw. A player is not allowed to participate in One Singles and Two Doubles Events.
- c) Tournaments should ensure they have the capacity to deliver the number of events they have advertised. If they don't, they should hire more venues to play the matches or restrict the number of entries they accept. Reducing match-scoring formats will not be allowed and is not an acceptable method of dealing with overcapacity issues.

8.3 Tournament Match Plan

We recommend that tournament organisers compile a match plan of how the event will be conducted each day. This is a simple breakdown of what matches the tournament is planning to play each day.

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9. On-Court / Playing Conditions

9.1 Eligibility

The players sending the entry for the PMDTA ranking tournament should be a resident (permanent / temporary) of Pune district. For the year 2016, December 31, 2016 will be considered for all age calculations purpose.

For the year 2016 –

No player born after 01 Jan 2002 is permitted to play Mens or Womens PMDTA tournaments.

No player born after 01 Jan 2004 is permitted to play Under 18 PMDTA tournaments.

No player born after 01 Jan 2006 is permitted to play Under 16 PMDTA tournaments.

No player born after 01 Jan 2008 is permitted to play Under 14 PMDTA tournaments.

No player born after 01 Jan 2010 is permitted to play Under 12 PMDTA tournaments.

9.2 Grounds for refusing entry

PMDTA reserve the right to refuse a player or other participant entry into PMDTA event and/or or venue for such a tournament where PMDTA determines that the applicable player or participant:

- is currently suspended by PMDTA, MSLTA, AITA, ITF or another applicable tennis authority, or has any outstanding financial liability or otherwise to any of these organizations, or is otherwise ineligible under any applicable code, rule, regulation, policy or procedure; or
- is not of good standing or character or has or will likely embarrass or bring into ridicule or disrepute PMDTA, the applicable tournament and/or the sport of tennis; or
- has failed to comply with any conditions of entry or other applicable rule, regulation, policy or procedure provided that PMDTA must prior approve any decision not to refuse a player or participant's entry; or

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- has played a tournament / event not approved by PMDTA / MSLTA / AITA / ATF / ITF or another applicable tennis authority.

9.3 Entering two tournaments at the same time

A Player would be allowed to participate in 3 events in all, in a Tournament, which involves more than one age group. This would be two Singles Main Draw and One Doubles Main Draw. A player is not allowed to participate in One Singles and Two Doubles Events.

Under no circumstances can a player be an active participant in two overlapping tournaments on the same day.

The tournament organiser is under no obligation to accommodate unreasonable scheduling requests from players to enable them to play in overlapping tournaments including players who are playing MSLTA / AITA / ITF tournaments or have elected to play tournaments across different States/Territories. In addition, a player cannot retire, or withdraw from one tournament for the sole purpose of playing an overlapping event.

If a player is taking part in Singles and Doubles of a tournament and concedes from any event due to any reason, then he will not be permitted to continue in that tournament.

CASE: Player playing singles and doubles in under 14 and under 16 and decides to concede the doubles in under 16?

DECISIONS: The player will not be permitted to continue playing the Under 14 and Under 16 Singles of that tournament and his opponent will be given a walk over. His / Her doubles partner will however be permitted to continue to play.

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10. Match Format

For U/8 & U/10 matches:

Upto Quarterfinals: best of 9 games, single point deuce, 4-4 regular tie-break.

Semi-finals: best of 11 games, single point deuce, 5-5 regular tie-break.

Finals: best of 13 games, single point deuce, 6-6 regular tie-break.

For U/12, U14 & U16 matches:

Upto Quarterfinals: best of 11 games, single point deuce, 5-5 regular tie-break.

Semi-finals: best of 13 games, single point deuce, 6-6 regular tie-break.

Finals: *For singles* - best of 3 short set, two-point deuce and 4-4 regular tie-break, *For doubles* - best of 3 short set (final set super tie-break), one point deuce, 4-4 regular tie-break.

For U/18, Men's & Women's matches:

Upto Semi-finals: best of 17 games, two-point deuce, 8-8 regular tie-break.

Semi-finals & Finals: *For singles* - best of 3 set, two-point deuce and 6-6 regular tie-break, *For doubles* - best of 3 set (final set super tie-break), one point deuce, 6-6 regular tie-break.

11. Points Calculation Method

Points calculations for PMDTA ranking tournaments will be as follows:

Round Of	64	32	PQ	Q	SF	F	W
Bronze Series	-	1	3	4	5	6	8
Silver Series	-	2	6	8	10	12	15
Gold Series	-	4	8	10	15	20	25

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If the Singles Main Draw has less than 16 players or the Doubles Main Draw has less than 8 pairs. The tournament may continue however, no ranking points will be awarded. However, to encourage the players from Taluka places points will be awarded to all players taking part in any tournament played at Taluka places and having a minimum of eight players in Main Draw.

Points will be awarded to a player only if he or she plays the first round. A walk over / bye in the first round will not be considered as a win. If that player loses the second round after getting a Bye or Walkover in the first round he or she will not get any ranking points.

For the selection in District Championship tournament and benefiting the PMDTA ranking, it is mandatory for the player to participate in at least 6 (six) PMDTA ranking tournament.

Points Penalty - 2 (two) late withdrawals in a calendar year will be allowed, third late withdrawal, in a calendar year, will lead to minus 10 points. In case of No Show, points will be deducted as follows:

Gold Series – 10

Silver Series – 5

Bronze Series – 3

12. Ranking Calculation Method

Players PMDTA Ranking is calculated using the best six (6) singles results plus 25% of their best six (6) doubles results.

The PMDTA Ranking system works on a 12 calendar month rollover system - calculated by players total points in the immediate prior 12 calendar months. Once this 12-month period expires, acquired points will cease to contribute to an athlete's PMDTA ranking.

Men's / Women's Category – Rankings are prepared on the basis of best six (6) PMDTA ranking singles results plus 25% of their best six (6) PMDTA ranking doubles results.

Under – 18 Category: Rankings are prepared on the basis of best six (6) PMDTA ranking singles results plus 25% of their best six (6) PMDTA ranking doubles results, plus the points earned from Men's / Women's.

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Under – 16 Category: Rankings are prepared on the basis of best six (6) PMDTA ranking singles results plus 25% of their best six (6) PMDTA ranking doubles results, plus the points earned from U/18.

Under – 14 Category: Rankings are prepared on the basis of best six (6) PMDTA ranking singles results plus 25% of their best six (6) PMDTA ranking doubles results, plus the points earned from U/16.

Under – 12 Category: Rankings are prepared on the basis of best six (6) PMDTA ranking singles results plus 25% of their best six (6) PMDTA ranking doubles results, plus the points earned from U/14.

Under – 10 Category: Rankings are prepared on the basis of best six (6) PMDTA ranking singles results, plus the points earned from U/12.

Under – 8 Category: Rankings are prepared on the basis of best six (6) PMDTA ranking singles results, plus the points earned from U/10.

Conversion for AITA / MSLTA points into PMDTA points:

Upto 25 AITA / MSLTA points, the ratio will be 1:1 i.e. 1 AITA / MSLTA point will be equivalent to 1 PMDTA point.

Above 25 MSLTA points, the ratio will be 1:2 i.e. 1 MSLTA point will be equivalent to 2 PMDTA points.

Above 25 AITA points, the ratio will be 1:4 i.e. 1 AITA point will be equivalent to 1 PMDTA points.

Players are discouraged from participating in non-approved PMDTA tournaments / events, failure to pursue, will result in losing the PMDTA points (if any), and the participation in District Championship tournament, league / team tournaments events and the forfeiture of scholarship / sponsorship and any other benefits offered by PMDTA / MSLTA.



13. Code of Behaviour

The following violations amount to breaches of the Code of Behaviour.

1. Commencement of play ('no show')

A player is not ready to commence play within 15 minutes of his/her match being called. The supervisor shall designate the official timepiece. This can also be deemed a 'no show'.

2. Physical abuse

A player physically abuses any official, opponent, spectator, or other person within the precinct. For the purposes of this rule physical abuse is the unauthorised touching of an official, opponent, spectator or other person.

In certain circumstances the matter may also be referred to the police for further investigation and subsequent possible action.

3. Verbal abuse

Players shall not at any time directly or indirectly verbally abuse any official, opponent, sponsor, spectator, or other person within the precincts of the tournament/competition site. For the purpose of this rule, verbal abuse is defined as a statement about an official, opponent, sponsor, spectator or other person that implies dishonesty or is derogatory, insulting, racially or otherwise abusive.

4. Audible obscenity

Players shall not use an audible obscenity within the precincts of the tournament/competition site. For the purposes of this rule audible obscenity is defined as the use of words commonly known and understood to be profane and uttered clearly and loudly enough to be heard by the court officials or spectators.

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5. Unsportsmanlike conduct

A player shall not during any tournament/competition engage in conduct that damages the image and integrity of tennis. Players shall at all times conduct themselves in a sportsmanlike manner and give due regard to the authority of officials and the rights of opponents, spectators and others. For the purposes of this policy, unsportsmanlike conduct is defined as any misconduct by a player, prior to, during or subsequent to a match that is clearly abusive or detrimental to the sport, including, but not limited to blatant cheating, but does not specifically fall within other violation categories. Without limiting the foregoing any conduct that is disrespectful or offensive to a players opponent/s, or to Officials, Tournament Directors or competition managers, tournament staff, spectators or players on other courts is deemed to be Unsportsmanlike Conduct under this section 5. This may include failure to return the ball appropriately to the server, inappropriate or unsportsmanlike comments or gestures (on court or on-site at a Tournament or within the precinct), sledging, intimidating, threatening or abusive acts or omissions [whether verbal, in writing or otherwise], overt celebrations consistently directed at opponents, excessive noise disrupting the Tournament Precinct, or any other unsportsmanlike acts or omissions that are inconsistent with commonly understood tennis etiquette.

6. Line Calling

Where a player has a point awarded to their opponent due to an incorrect line call by that player on a non-clay court (in accordance with Rules for Matches Played without a Chair Umpire) a Code Violation may be applied at the discretion of the relevant Official in addition to the loss of the point. Where a player is consistently making incorrect calls on a clay court resulting in numerous ball mark inspections a Code Violation may be imposed in addition to the loss of a point] at the discretion of the relevant Official. Additionally where a player is constantly showing the incorrect ball mark in order to justify line calls a Code Violation may also be applied at the discretion of the relevant Official. Any of the line calling situations described above that attract a Code Violation will be deemed to be Unsportsmanlike Conduct under this section 5.

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7. Unreasonable delays

A player unreasonably delays a match. A player shall commence the match after the expiration of the established warm-up period. Thereafter, play shall be continuous as provided in the Rules of Tennis and a player shall not unreasonably delay a match for any cause. When a violation is a result of a medical condition, refusal to play or not returning to the court within the allocated time a code violation (delay of game) penalty shall be assessed in accordance with the code schedule. Other delays may be dealt with as a time violation.

8. Visible obscenity

A player makes offensive or obscene gestures during any match or within the precinct. For the purposes of this rule, visible obscenity is defined as the making of signs by a player with his hands, body and/or racquet/balls that commonly have an obscene meaning.

9. Abuse of racquets or equipment

A player violently or with anger, hits, kicks or throws a racquet or other equipment, or in any way unreasonably interferes with any court fixtures and equipment within the precinct. For the purposes of this rule abuse of racquets or equipment is defined as intentionally and violently throwing, destroying or damaging racquets or equipment or intentionally and violently hitting the net, court, umpire's chair or other fixture during or after a match out of anger or frustration.

10. Abuse of balls

Players shall not violently, dangerously or with anger hit, kick or throw a tennis ball within the precinct except in the reasonable pursuit of a point during a match (including warm-up). For the purposes of this rule abuse of balls is defined as intentionally hitting a ball out of the enclosure of the court, hitting a ball dangerously or recklessly within the court or hitting a ball with negligent disregard of the consequences.

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11. Leaving the court

A player leaves the court area during a match (including the warm-up) without the permission of an official.

12. Best efforts

A player shall use his/her best efforts to win a match when competing in a tournament/competition. For the purposes of this rule, the supervisor shall have the authority to penalise a player in accordance with the Code of Behaviour.

13. Coaching

A player receives any type of coaching from any person while a match is in progress, except where special provision is made for a tournament/competition. Communication of any kind, audible or visible between a player and any other person may be construed as coaching. Coaching shall be permitted where there is an off-court break between sets or during interruptions to play caused by bad weather or light where players leave the court. Coaching is not permitted while a court is being serviced at the end of or during a set and players are still on court, or during a toilet break.

14. Failure to complete a match

A player must complete a match in progress unless he/she is reasonably unable to do so. A violation of this section may subject a player to immediate default.

15. Spectator Interference

A player is deemed to be responsible for the behavior and conduct of their entourage and support team who attend their matches or attend a Tournament in which they are participating (i.e. parent, family member, coach, trainer or friend). Where a match is disrupted or interfered with by the action/s of a spectator who is part of a player's entourage (i.e. parent, family member, coach, trainer or friend] the relevant Official may at first instance attempt to address and eliminate any spectator interference at Tournaments/Competitions by discussing the relevant offences or behavior with the

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offending person and/or applicable player. This discussion may include a warning to the player and the interfering spectator that any further interference by the spectator may result in:

- a. the match being suspended until the Official determines that the issue is resolved and that play can continue without further disruption or interference;
- b. a Code Violation being issued in accordance with the provisions below; and/or the PMDTA [at a later date] refusing the player's entry into future tournaments/competitions pursuant to the procedure set out below.

However, notwithstanding the above, where matches are disrupted or interfered with by the actions of a spectator who is part of a player's entourage [i.e. parent, family member, coach or friend] the Official may also decide in their discretion to, and without having first issued a warning, to impose Code Violation(s) on the relevant player(s) whose entourage that spectator forms part of, in accordance with the standard Code Violation process. Disruption / Interference is defined as including the following:

- a. intimidation threatening or abuse of opponents;
- b. making or causing to be made disrespectful or inappropriate comments or gestures towards Officials, players, Tournament Directors/Staff, competition managers, coaches, other parents and other persons on-site at or involved with a Tournament at a Precinct;
- c. providing inappropriate instructions, comments or direction to a player including both the spectators own player or the opponent, of any type (although this may also be considered as "Coaching" in accordance with section 13 above); and
- d. any other inappropriate or Unsportsmanlike Conduct [as defined in section 5 above] of any type as determined by the applicable Official.

The Official may also choose to suspend the match until the relevant disruption or interference, or the situation, giving rise to that disruption or interference has improved or dissipated sufficiently so as to allow for the match to continue without disruption or

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interference.

For the avoidance of any doubt, any Code Violations issued under this section 14 will attract applicable athlete Disciplinary Points in accordance with this Code of Behavior document.

In addition to and without limiting the above the Official, Tournament Director or Competition Manager will provide a report regarding the applicable disruption and/or interference to the relevant PMDTA. In such circumstances, the PMDTA may elect to take further action against the player in accordance with this Code of Behavior, such further action which may include any of the following:

- a) providing written advice to the applicable player regarding the spectator interference in question which outlines possible future consequences of repeat occurrences;
- b) the PMDTA advising the applicable player and/or spectator in writing of the inappropriate behavior, and requiring the player and/or spectator to participate in a meeting with the PMDTA to discuss the issue. The object of the meeting will be to educate and counsel the interfering spectator and to act as a final warning. The spectator may be required to give a written undertaking not to attend future matches for a specified period in the case of interference at future tournaments/competitions; and
- c) referring the matter to a Tribunal constituted under this Code of Behavior, in which case the Tribunal may determine whether the player will have future tournament entries refused. The Tribunal may consider all relevant issues, including the severity of the specific interference and/ or disruption, and/or if there has been any failure to comply with previous directions regarding spectator interference or undertakings given by the spectator.

Without limiting any of the above, where a spectator engages in conduct that brings the sport of tennis or a Tournament into ridicule or disrepute, or that may be considered

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“conduct unbecoming” (except that the word “spectator” shall be deemed to be read in place of the word “player”) whilst that spectator is on-site at a Tournament and/or a Precinct;

- a) a Code Violation may be immediately issued by the relevant Official to the player whose entourage that spectator forms part of; Continue from last:
- b) the Official or Tournament Director will prepare and forward to the PMDTA a report regarding the spectator’s behavior for further action; and
- c) a player may be suspended from all remaining tournament matches at the discretion of the applicable Official or Tournament Director.

Conduct that may be considered as bringing the sport of tennis or a Tournament into ridicule or disrepute, or that may be considered “conduct unbecoming” may be conduct during a match or otherwise on-site at a Tournament or Precinct which may or may not directly interfere with a match i.e. verbal abuse directed at an Official or any other on-site person (including the spectators own player).

14. Disciplinary process

Breaches of the Code of Behaviour as detailed above will be dealt with in the following manner.

Match Offence	Immediate Penalty (during match)	Disciplinary points attracted
First Offence	Code violation	1 disciplinary point
Second Offence	Point penalty 2	2 disciplinary points (inclusive of first offence post
Third Offence	Match default*	4 disciplinary points (inclusive of first offence post

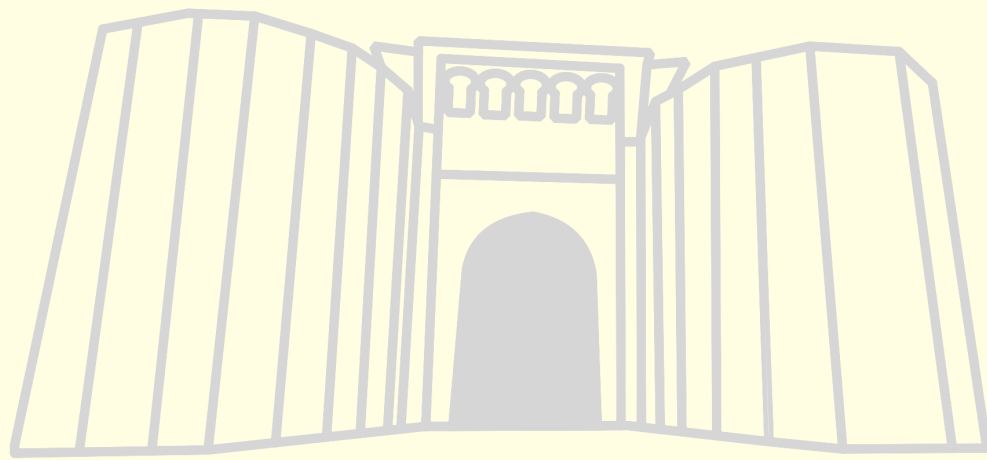
* The tournament supervisor can only administer a match default.

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The tournament supervisor, after consultation with any official and taking into account all the facts, may determine that a significant violation warrants an immediate match default without progressing through the above stages. In addition, after consultation with the tournament director it may be determined that the violation also warrants suspension from the remainder of the tournament.



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