

**SOUTHERN TASMANIAN TABLE TENNIS ASSOCIATION  
(INCORPORATED)**

**BY-LAWS**

**1. SUB-COMMITTEES**

1.1 Rule 21 in the STTTA Constitution makes the following statements in relation to sub-committees.

- (1) The committee may at any time appoint a sub-committee from the committee as it may think fit and shall prescribe the powers and functions thereof.
- (2) The committee may co-opt as members of a sub-committee such persons as it thinks fit, whether or not those persons are members of the Association.
- (3) More than one-half of the appointed members of a sub-committee shall constitute a quorum at a meeting of the sub-committee.
- (4) The chairperson of each sub-committee shall be appointed by the committee and shall be responsible for calling meetings of that sub-committee.

1.2 The committee shall, at its first meeting each year, appoint a Rules and Technical Sub-Committee and a Kingborough Sports Centre Liaison Sub-Committee. Other sub-committees may be appointed as necessary, and might include sub-committees such as Finance, Publicity, Senior Players, Junior Players, Veterans, Tournament, Fund-Raising, and Selection, Classification and Ranking.

1.3 Rules and Technical Sub-Committee:

This sub-committee shall normally have three members.

*Duties:* To draft Rules, Laws and Regulations for presentation to the Committee, to make recommendations on matters regarding Rules, Laws and Regulations and where required to interpret Rules, Laws and Regulations.

1.4 KSC Liaison Sub-Committee:

This sub-committee shall normally have two members.

*Duties:* to liaise with the Manager and staff of the Kingborough Sports Centre on matters relating to maintenance of the Table Tennis Stadium.

**2. ROSTERS**

Roster regulations and procedures shall be detailed in a separate document 'STTTA Roster Information and Rules'.

**3. DISCIPLINARY PROCEDURES**

**3.1 Expected standards of behaviour**

There are expected standards of behaviour.

The following are examples of unacceptable behaviour which may render members subject to disciplinary proceedings:

- Displays of bad temper;
- Deliberately kicking a barrier;
- Throwing a bat or deliberately striking the table with a bat;
- Offensive language;
- Excessive noise;
- Smoking in the stadium;
- Littering;
- Having and/or drinking intoxicating liquor on the premises;
- Non-payment of fees (match or practice);
- Incorrect dress (including shoes);
- Interference during progress of matches;
- Failure to comply with conditions in the Membership Application
- Behaviour contravening the Member Protection Policy (e.g. harassment);
- Any other conduct not in the best interests of the Association.

### **3.2 Procedure for initiating formal complaints**

- 3.2.1 A formal complaint may be made by a:
- (i) member, or
  - (ii) parent or guardian of a player under the age of 18 years.
- 3.2.2 The complaint must be made on the prescribed form 'Report to the STTTA Committee'.
- 3.2.3 The person lodging the complaint must submit the completed form to the Secretary, STTTA Committee at the earliest opportunity.
- 3.2.4 The Secretary shall inform the member against whom the complaint has been made:
- (i) of the details of the complaint;
  - (ii) that the complaint will be considered promptly at a special meeting of the Committee (or normal meeting if this is to be held within two weeks);
  - (iii) that he/she is entitled to put his/her case in writing to the Secretary, STTTA Committee.
- 3.2.5 The Committee will consider the complaint within two weeks of its receipt and in accordance with Rule 15 of the Constitution.
- 3.2.6 Nothing in these by-laws shall preclude the making of a complaint outside of the scope of these by-laws to the Committee by a person who is not a member or the making of a complaint against a person who is not a member, nor limit the actions the Committee may take in dealing with unacceptable behaviour by a person who is not a member.

**SOUTHERN TASMANIAN TABLE TENNIS ASSOCIATION (INC)**

**REPORT TO THE STTTA COMMITTEE**

(Prepared in accordance with By-Law 3. Disciplinary Procedures)

A person wishing to lodge a complaint against a member for unacceptable behaviour must complete this form and submit it to the Secretary, STTTA Committee, at the earliest opportunity.

<b>Member Reported:</b>			
<b>General nature of complaint:</b> e.g. displays of bad temper; deliberately kicking a barrier; throwing a bat; deliberately striking the table with a bat; offensive language; excessive noise; smoking; littering; having and or drinking intoxicating liquor in the Centre; non-payment of fees; incorrect dress, interference in matches, harassment, etc.:			
<b>Date and time:</b>			
<b>Details:</b>			
<b>Signatures:</b>			
<i>Person making report</i>	Name	Signature	Date
<i>Witnesses: (if possible)</i>	Name	Signature	Date
	Name	Signature	Date
<b>Office use only:</b>			
<i>Received (Secretary)</i>	Name	Signature	Date