



**By-laws: Modus Operandi  
Selection Standing Committee**

## Table of Contents

	Page
1. Committee Operations	4
1.1 Number of Committees	4
1.2 Committee appointment – key dates	4
1.3 Convener Appointment	4
1.4 Appointment of Replacement Member	4
1.5 Convener Absence	4
1.6 Quorum	4
1.7 Responsibility and Accountability	4
1.8 Executive Liaison	5
1.9 Committee Meetings	5
1.10 Power to Convene Meetings	5
1.11 Lodging of Meeting Minutes	5
1.12 Split Vote	5
1.13 Presidential Consent	5
1.14 Reimbursement of Expenses	5
1.15 Bank Accounts	5
1.16 Purchases	5
1.17 Cash/ Cheque Advance	5
2. Selector Appointment Criteria	6
2.1 Personal Bias	6
2.2 Total Commitment to a Singular Task	6
2.3 Technical Knowledge	6
2.4 Laws of the Sport of Bowls	6
2.5 Achievement	6
2.6 Availability	6
2.7 SASCOG / BSA Rules	6
2.8 Compatibility	6
2.9 Negotiation Skills	6
2.10 Management Skills	7
3. Selection Duties	7
3.1 Statutory Selections	7
3.2 Executive Directed Inter District Players	7
3.3 Bowls Development Selections	7
3.4 Executive Directed Selections	7
3.5 Open / Senior Masters and President's Invitation Singles	7
3.6 Withdrawal / Unavailability Vacancies	7
3.7 Ekurhuleni Bowls Club Liaison	7
3.8 Player Record Maintenance	7
3.9 Attendance at Championships and Tournaments	7
4. District Selection Policy	8
4.1 Philosophy	8
4.2 Prioritization of Competitors	8
4.3 Squad Training	8
4.4 Composition of Under 15/18/25/30 Squads	8
4.5 Composition of Open and Senior Squads	9
4.6 Composition of Open Inter-District Sides	9

4.7	Composition of Senior Inter-District Sides	9
4.8	Composition of U15, U18 and U25 Inter-District Sides	9
4.9	Composition of the Under 30 District Sides	9
5.	Squad Selection	10
6.	Player Profiles	10
7.	Ekurhuleni Bowls Masters Singles	11
8.	Ekurhuleni Bowls President's Invitation Singles and Junior Singles	11

## **1. Committee Operations**

In terms of Clause 13.1 of the Ekurhuleni Bowls Constitution, each year, immediately after the Open Inter-District tournaments, the Ekurhuleni Bowls Executive (hereinafter referred to as the Executive), shall appoint separate Men and Women's Selection Committees from nominations submitted by the Executive, Clubs and the Players Association (hereinafter referred to as Izimbali). Nominations shall be made on the official form, accepted by the nominee, which shall be accompanied by the nominees' curricula vitae. Veteran players (60 years and older) may be nominated and will **not** be precluded from consideration as a player but will recuse themselves if under consideration to play. No Selector shall be eligible for nomination once he/she has served in that capacity for five consecutive years but shall be eligible for re-appointment after a period of one year. Each Committee shall consist of five persons and, preferably but not necessarily, from different clubs.

### **1.1 Number of Committees**

Two separate Committees (one for the men and one for the women) will be appointed and this Modus Operandi will apply to both Selection Committees;

### **1.2 Committee appointments - key dates**

Nomination forms for the year's Standing Committees will be made available to the District by the end of the second week of March at latest with the close of acceptance of nominations fixed at the first Friday of April. The Executive will publish appointments to the respective committees by the last Friday of April;

### **1.3 Convener Appointment**

The Convener for each Selection Committee shall be appointed by the Executive annually;

### **1.4 Appointment of Replacement Members**

The appointment of replacement members to the Committee shall be at the sole discretion of the Executive;

### **1.5 Convener Absence**

In the event of the Convener not being present at any scheduled meeting, the Committee shall elect one of the members to act as Convener for that meeting;

### **1.6 Quorum**

Not less than three members of a Selection Committee shall form a quorum;

### **1.7 Responsibility and Accountability**

The Committees shall be responsible and accountable to the Executive;

- 1.8 Executive Liaison**  
The District President or his/her nominee should attend all selection meetings in the capacity of Executive Liaison and shall be entitled to take part in all proceedings but shall have NO vote, deliberative or otherwise other than in the event that the selectors are unable to reach consensus;
- 1.9 Committee Meetings**  
The Committees shall meet as and when required to perform their functions. The nature and purpose of the Committees are such that many of the functions can be performed through telephonic or electronic communications between members of the Committees reducing the need for physical meetings to the minimum;
- 1.10 Power to Convene Meetings**  
The Convener may convene Selection Committee meetings at his/her discretion or as directed by the Executive;
- 1.11 Lodging of Meeting Minutes**  
All Minutes of Meetings and copies of correspondence must be submitted to the Ekurhuleni Bowls Office within 15 days of such meeting;
- 1.12 Split Vote**  
In the event of the Committees not being able to reach consensus, the matter must be referred to the Executive Liaison;
- 1.13 Presidential Consent**  
The consent of the District President must be obtained prior to the announcement of any team(s) or individual(s) selected to represent Ekurhuleni Bowls at any tournament or competition;
- 1.14 Reimbursement of Expenses**  
Members of the Committees shall be entitled, upon submission of satisfactory documentation to the Ekurhuleni Bowls Office, to be reimbursed for travelling from home clubs to practice and trial venues, other Exco pre-approved travel and accommodation, subsistence and communication expenses;
- 1.15 Bank Accounts**  
The Committees may not conduct banking accounts of any nature either in its name or in the name of Ekurhuleni Bowls;
- 1.16 Purchases**  
No credit, purchases, travel or accommodation arrangements may be made without the prior written consent of the Executive;
- 1.17 Cash/cheque Advance**  
The Ekurhuleni Bowls Office may make cash or cheque advances against an agreed budget for specific courses or events available. Reconciliation of these advances together with supporting documents must be submitted to the Ekurhuleni Bowls Office within 15 days of closure of course or event.

## 2. Selector Appointment Criteria

Selectors appointed should meet most of the following criteria:

### 2.1 Personal Bias

A District Selector must be accepted as being completely unbiased in terms of both individuals and clubs or areas. Any suspicion of bias would render a Selector as completely non-functional and most certainly unacceptable in the eyes of the community in which he or she serves;

### 2.2 Total Commitment to a Singular Task

A Selector cannot be seen to have even the slightest leaning or affinity to areas of previous loyalty and it follows, therefore, that he/she may not, preferably and not necessarily, serve as a Club Official;

### 2.3 Technical Knowledge

A Selector must have a good technical knowledge of the game and should have accumulated this knowledge through being an Umpire / Coach and or District player;

### 2.4 Laws of the Sport of Bowls

Selectors are required to have a good understanding of the Laws of the Sport of Bowls;

### 2.5 Achievement

Selectors should ideally have played at District level;

### 2.6 Availability

Considerable amounts of time need to be given to the task of Selection as the process requires that the Selector would need to be in touch with players and future prospects performances on a regular basis so as to ensure that an ongoing program of talent identification is operational. Selectors need to be able to commit themselves to the task and to have the necessary time available;

### 2.7 SASCOC/BSA Rules

Selectors need to have an understanding of SASCOC and BSA's rules and requirements regarding selection criteria. The necessary documentation will be supplied by the Executive;

### 2.8 Compatibility

The psychological aspects of team dynamics and team compatibility need to be well understood in terms of team selection as these dynamics affect both the individual teams and the total team composition;

### 2.9 Negotiation Skills

Selectors need to have good negotiation and debating skills, as the process of selection requires good argument and proposal. Outdated voting type systems are not acceptable in the real world of team selection and any Selector must have the courage of his/her convictions and be able to well justify a proposal for selection;

## 2.10 Management Skills

To be an effective and efficient Selector, these are a most basic pre-requisite for this most demanding and serious function.

2.10.1 Management skills;

2.10.2 Accurate record keeping;

2.10.3 Time management;

2.10.4 Effective communication skills;

2.10.5 Organizational skills.

## 3. Selection Duties

The selection committee will be expected to:

### 3.1 Statutory Selections

Select players to represent Ekurhuleni Bowls in Inter-District and other fixtures subject to the criteria of the relevant Statutory Body;

### 3.2 Executive directed Inter District Selections

Select players to represent Ekurhuleni Bowls as directed by the Executive and subject to the conditions applicable to the Inter-District Tournament or other fixture and as directed by the Executive;

### 3.3 Bowls Development Selections

Select players to represent Ekurhuleni Bowls within the framework of development of the game of bowls and the creation of role models as directed by the Executive;

### 3.4 Executive Directed Selections

At the request of the Executive, selectors to select teams to participate in events as required;

### 3.5 Open/Senior Masters and President's Invitation Singles

Select participants for the Open, and Seniors Masters and Presidents Invitation Singles, within the Modus Operandi of the Tournament as created by Ekurhuleni Bowls;

### 3.6 Withdrawal/unavailability Vacancies

Should players selected subsequently withdraw or become unavailable the Selection Committee shall fill the vacancy;

### 3.7 Ekurhuleni Bowls Club Liaison

Consult with all Club Selectors to be aware of emerging and prospective inter-district players;

### 3.8 Player Record Maintenance

The EKB Office Administrator to maintain an accurate database of player's performances, which must be available to the Selectors;

### 3.9 Attendance at Championships and Tournaments

Be present at Championship, League events or tournaments as directed by the Executive.

## **4. District Selection Policy**

### **4.1 Philosophy**

This policy is designed with due cognizance of Ekurhuleni Bowl's mission statement of seeking superiority and in keeping with the vision that Ekurhuleni Bowls should be recognized as a leader in South African Inter-District Bowls.

The main objective is to identify and select players who have the greatest ability to compete successfully at Inter-District level. Selected player's behavior in terms of leadership, attitude and performance should contribute positively to the dynamics of the chosen team. It must be fully supportive of the ethos of total commitment ;

### **4.2 Prioritization of Competitors**

The national, inter-district and district championships are prioritized in terms of their prestige value/nature with the view to assist the Selectors with the implementation of medium and long term development strategies and career planning for identified elite players:

4.2.1 BSA Inter-District Tournament;

4.2.2 Ekurhuleni Bowls Masters Singles;

4.2.3 Ekurhuleni Bowls Presidents Invitation Singles;

4.2.4 Gauteng Bowls Challenge, other Gauteng Bowls or District Tournaments;

### **4.3 Squad Training**

The squad training system is invaluable to the training and preparation of players for Inter-District competitions. Training sessions are to coincide with the Inter-District, and Quadrangular fixture list and players to be nominated well in advance as directed by the President of Ekurhuleni Bowls.

Squad practices are the responsibility of the Convenors until such time as teams are selected and Managers appointed. Practices and the final preparations of the teams then become the responsibility of the appointed Managers;

### **4.4 Composition of Under 15/18/25/30 Squads**

The Under15, Under 18, Under 25 and Under 30 squads consists of players under the age of 15 (Under 15), 18 (Under 18), 25 years (Under 25) and 30 (Under 30).

4.4.1 Provision must be made for the long-term development of the junior players to take part at Inter-district level;

4.4.2 Taking into account their record of achievement, these players may be considered as the feeder candidates for promotion to the Quadrangular sides and the Inter-District sides;



**4.5 Composition of Open and Veteran Squads**

- 4.5.1 Squads of not more than 24 Open and 16 Veteran players of each gender shall be selected;
- 4.5.2 The squad players must take part in the District Saturday Leagues in order to qualify for selection;
- 4.5.3 Time is to be set aside for assessment of the players in these squads through trials, assessment sessions for skills and compatibility;

**4.6 Composition of the Open Inter-District Sides**

The best in-form players, irrespective of their age, are to be selected to fill the 8 positions in the Open Inter-District Sides. The next best in-form players are to be selected to fill the 8 positions in the “B” Inter-District Sides. Only two former Open side players that represented EKB at the immediately passed Inter District Championship are allowed to be selected for the “B” side;

**4.7 Composition of the Veteran Inter District Sides**

The best in-form Veteran players (8 of each gender and 60 years and older) are to be selected to fill the positions in the Senior Inter-District Sides;

**4.8 Composition of the Under 15, Under 18 and Under 25 Development Sides and Under 30 Inter-District Sides**

The number of teams to be selected will be determined based on the size and quality of the respective squads; this will be determined by the EKB Executive.

Players who represented the District in the previous Under 15, Under 18, Under 25 and Under 30 Inter-District Tournament, plus players identified through talent development and the development management team are to form the squads.

The best in-form players from these squads are to be selected to fill the positions in teams requested by the Executive;

**4.9 Composition of the Under 30 District Sides**

The best 8 in-form players of each gender shall be selected. (Not gender based, it is Men’s, Women’s or Mixed Teams)’

Players who represented the District in the previous Under 15, Under 18 and/or Under 25 National Tournament, plus players identified through talent development and the selectors/development management team are to form the squad.

The best in-form players from this squad are to be selected to fill the positions in teams requested by the Executive.

## **5. Squad Selection**

General principles for the criteria of selection for all District Sides are as follows:

- 5.1 The best available players, irrespective of age, shall be selected to the Open Inter-District sides;
- 5.2 Age is not a deciding factor in the selection of Open Side players;
- 5.3 Senior Players shall be 60 years of age and older;
- 5.4 The Players Achievement Record will serve as a guide to their players form and consistency;
- 5.5 Current form will be a considered factor in team selection;
- 5.6 Specialist positions within the team will be a considered factor
- 5.7 A high level of physical fitness must be attained and maintained.;
- 5.8 Compatibility within the team is of high priority;
- 5.9 The teams will be selected as the best possible teams available with the age proviso above;
- 5.10 The behavior of a player, on and off the green, will be taken into account;
- 5.11 Mental strength is of cardinal importance;
- 5.12 Previous performances during Inter-District and Quadrangular events will be taken into consideration;
- 5.13 Identification of potential medal winners will be the main objective;
- 5.14 Selectors, team management and District Coaches will continually monitor the players' performance and progress.

## **6. Player Profiles**

- 6.1 Updated player's achievement records must be submitted to the Ekurhuleni Bowls office for the attention of the Convenor of Selection by the end of JUNE each year, or earlier if called for by the Convenors;
- 6.2 The motor skills, psychological capacity and biometric qualities of players are to be considered as some of the main criteria for identification of players. This can however only be determined after squad selection;
- 6.3 Players not conforming to the physical protocol, physiological application or not submitting to the required skills practice control sheets may be replaced at any time;
- 6.4 The playing record of candidates as well as the statistical data of their performances accumulated during squad training will be duly considered in the final analysis of the selection process;
- 6.5 Code of Conduct:
  - 6.5.1 All Squad Players accepting the invitation to participate in the Trials must sign the Code of Conduct Number 1. The signed Code of Conducts to be returned to the EKB Office Administrator by the Convenors;
  - 6.5.2 All Selected Players accepting the invitation to represent the District, must sign the Code of Conduct Number 2. The signed Code of Conducts to be returned to the EKB Office Administrator by the Convenors;
  - 6.5.3 Convenors of the Selectors to obtain the Code of Conducts from the EKB Office Administrator.

## **7. Ekurhuleni Bowls Masters Singles**

- 7.1 Ekurhuleni Bowls Masters Singles shall be arranged for:
  - 7.1.1 Open: 12 Men and 12 Women
  - 7.1.2 Senior: 12 Men and 12 Women;
- 7.2 The Players to take part in the Masters Singles shall be sourced from following:
  - 7.2.1 Winner and Runner-up of the current year District Singles Championships;
  - 7.2.2 Winner and runner-up of the previous year's Masters;
  - 7.2.3 Winner of the current Presidents Invitation Singles;
  - 7.2.4 Players having shown above average performance in major Championships;
  - 7.2.5 Current Inter-District and representative players with a proven track record.

## **8. Ekurhuleni Bowls President's Invitation Singles**

- 8.1 Ekurhuleni President's Invitation Singles and Under 25 Junior Presidential Singles shall be arranged for:
  - 8.1.1 Open: 12 Men and 12 Women;
  - 8.1.2 Junior: 12 Men and 12 Women where possible;
- 8.2 The Players to take part in the Open President's Invitation Singles shall be sourced from:
  - 8.2.1 Semi Finalists and Quarter finalists of the Open Singles;
  - 8.2.2 The next best in-form Open players showing potential for advancement;
  - 8.2.3 The winner of the previous year's Junior Invitation Singles;
- 8.3 The Players to take part in the Open President's Invitation Singles shall be sourced from the best in-form players as determined by the development management team.