



# ***CODE OF CONDUCT & DECLARATION FORM***

***NAME*** .....

***SIGNATURE*** .....

***This Agreement covers  
Persons Representing NZB at  
Overseas & Home Events  
&  
All Players from Squads seeking  
selection to a Representative Team***

# ***New Zealand Bridge Incorporated***

## ***Code of Conduct***

***Effective 17 September 2011***

### **1 Interpretations**

In this document, unless the contrary is stated:

- 1.1 "NZB" means New Zealand Bridge Incorporated.
- 1.2 "NZB Board" means the Board of New Zealand Bridge Incorporated.
- 1.3 "National Coach" means the National Bridge Coach position of the New Zealand Bridge Incorporated representative teams.
- 1.4 "Coach" or "Assistant Coach" means the Assistant National Coach or Coaches of the Representative Teams of New Zealand Bridge Incorporated as appointed by the National Coach to assist with the International Programme.
- 1.5 "Chef de Mission" means the Chef de Mission position for a squad of New Zealand Bridge Incorporated Representative Teams, as appointed by the National Coach. In the event that the position of National Coach is vacant the Board of New Zealand Bridge Incorporated will appoint the Chef de Mission.
- 1.6 "NPC" means the Non Playing Captain position(s) of the New Zealand Bridge Incorporated Representative Teams as appointed by the National Coach or "Chef de Mission" to assist with the International Programme.
- 1.7 "Director" means the Chief Director of the New Zealand Bridge Incorporated or any other qualified New Zealand Director who is appointed for the specific tournament/championship identified.
- 1.8 "Squad" means the group of players from which a New Zealand Bridge Team will be formed whether it be by selection, trial or appointment.
- 1.9 "NZ Team" means a group of players who will represent New Zealand at one or more designated International events.
- 1.10 "Team Member" means any player selected or appointed to a NZ Team or Squad
- 1.11 "Officials" mean Chef de Mission, National Coach, NPC, Directors and any other support staff appointed by NZ Bridge to assist with selection and operation of a NZ Team.

## **2 Acceptance of Agreement**

- 2.1 This agreement set out below points out the rights and obligations of any person who agrees to become a Team member or Official at both overseas and home events.
- 2.2 This policy constitutes a legally binding agreement between the NZB and the team member. Any person considering becoming a team member should read this policy carefully so as to understand it and, if necessary, seek independent legal advice. A person should not agree to be a team member unless he/she is able to fully comply with this policy.
- 2.3 NZB acknowledges Officials participate in New Zealand Bridge teams on a voluntary basis, and that they are committed to improving the sport of bridge at all levels and to achieving the highest possible standards for competitors representing New Zealand in the sport of Bridge at all levels.

## **3 Code of Behaviour of New Zealand Bridge Incorporated**

This Code of Conduct identifies the standard of behaviour that is expected of all Team Members & Officials. Anyone who accepts such a position with NZB is deemed to have accepted and agreed to abide by these standards.

Failure to comply with this Code of Conduct may result in disciplinary action by NZB. Such action may result in a person losing the right to represent or continue to represent NZB and may also include losing the right to play any bridge sessions conducted under the auspices of the NZB or by any Affiliated Club. It may also result in a requirement to meet the costs of conducting an enquiry whether a breach of this Code of Conduct has occurred and any subsequent disciplinary hearing.

For the purposes of clarity Representatives are to ensure that they are aware of the following policy guidelines;

- 3.1 NZB is committed to providing an environment for bridge players in which individuals are treated with respect.
- 3.2 Team Members & Officials shall conduct themselves at all times in a proper and responsible manner.
- 3.3 Team Members & Officials shall refrain from comments or behaviour that is disrespectful, offensive, racist or sexist or abusive and in particular, behaviour that constitutes harassment or abuse will not be tolerated by NZB and could be the subject of separate disciplinary proceedings against the representative concerned.

- 3.4 Team Members & Officials shall refrain from making derogatory comments in public, whether in New Zealand or elsewhere on any matter relating to the team, the captain, playing conditions of any event or NZB policies and processes during the period or periods of representation. In addition, while overseas, the team captain shall have absolute discretion in respect of comments that are to be made on behalf of a team.
- 3.5 During the course of all competitive bridge events and associated social activities and responsibilities, Team Members & Officials shall avoid behaviour that could bring NZB or the game of bridge into disrepute, including but not limited to excessive or abusive use of alcohol and the non medical use of drugs.
- 3.6 Team Members recognise the New Zealand policy on penalties for doping in sport and shall not use illicit drugs, narcotics or performance enhancing drugs or methods and shall further agree to submit to such drug testing as may be required by the rules of the International Olympic Committee (IOC), the World Bridge Federation (WBF) or any such organising body for an event in which they participate. They are expected to familiarise themselves with the list or lists of prohibited substances, compounds, narcotics or any other prohibited matter in accordance with guidelines from either the IOC or WBF which shall be published on the NZB website from time to time. In the event that a representative may be on medication which could include any prohibited substance, the representative shall have the responsibility of discussing this with team management at the earliest possible time.
- 3.7 Team Members & Officials shall at all times adhere to the NZB's operational policies and procedures, and to the rules governing any competitions in which the representative participates on behalf of NZB.
- 3.8 Team Members & Officials shall not engage in any activity or behaviour that interferes with a competition or with any player's preparation for a competition, or which endangers the safety of others.

#### **4 A New Zealand Team member will be expected to commit to:**

- 4.1 Maintaining the highest standard of behaviour in public both at and away from the bridge table and to comply with all proper directives given to the Representative as a member of the team by the team captain and / or by any team manager or coach appointed by NZB.
- 4.2 Maintaining personal habits of health and hygiene while away on national team duty.
- 4.3 Accepting victory and defeat with dignity and grace.

- 4.4 Behaving and dressing in a dignified manner when representing NZB both in the domestic and international arena.
- 4.5 Neither possessing nor using prohibited drugs.
- 4.6 Accepting any and all disciplinary measures including suspension or termination of representation status imposed for any breach of New Zealand Bridge Incorporated Code of Conduct or policies of NZB.
- 4.7 Refraining from any conduct or activity that may bring any team member of NZB into disrepute.
- 4.8 Refraining from being involved in any conduct or activity that may harm the name or reputation of any New Zealand sponsor nor New Zealand Bridge's relationship or contractual obligation(s) with any NZB sponsor.
- 4.9 Avoidance of involvement in any situation that brings any team member into disrepute, contempt or ridicule.
- 4.10 Complying with the Conditions of Contest laid down by the relevant organising body, abiding by all policies determined by NZB from time to time as they affect New Zealand representative teams in the domestic and international arena.
- 4.11 Acceptance, acknowledgement and support of the role and functions of the National Coach and/or Chef de Mission and to maintain open and supportive communication with the National Coach / Chef de Mission at all times.

## **5 Sponsorship and Team Clothing**

The purpose of this clause is to ensure the continued ability of NZB to realise funds to finance the team and the support services provided to the team and for the benefit of both the present and future representatives. In the above regard, team members agree:

- 5.1 To wear the official uniform of NZB if and when required in competition and at other official functions.
- 5.2 To wear only the sports clothing or uniform authorised and / or supplied by NZB at all times in all competitions, camps, pre-competition warm-ups, award ceremonies, photo sessions, press conferences, television interviews or at any other event designated by the Team Manager or Chef de Mission.
- 5.3 Refrain from wearing or using any sports clothing, footwear, or equipment other than as expressly authorised by NZB whilst representing New Zealand in any event, medal ceremony, press conference, photo session, or other official event

- 5.4 Keeping all official team clothing, footwear, or equipment as supplied to them (or purchased by the team member) and / or authorised by NZB in good condition and not to modify them in any way or attach anything to them and to ensure that the relevant authorised supplier's trade mark and / or name are clearly visible at all times on the items.

## **6 National Coach**

This section deals specifically with responsibilities and roles while on tour including during both national or international competition or camp or internal / domestic camp or training programmes.

- 6.1 The National Coach is an ambassador for NZB and will be expected to conduct him/herself in an appropriate manner at all times.
- 6.2 The National Coach will work closely and cooperatively with the NPC's (who will have responsibility for their respective team).
- 6.3 The National Coach will provide guidance to the Assistant Coach or Coaches and the competitive members of the team while at any team event to:
- 6.3.1 Prepare training schedules appropriate to the needs of the group of players in the light of the events for which they are preparing.
  - 6.3.2 Undertake practical coaching sessions at venues and times allocated in accordance with the training schedules, providing players under their charge with technical and motivational support, with a view to gaining the most feedback from the session.
  - 6.3.3 Give feedback to the players (as part of the continuing evaluation of the preparation and condition of the players).
  - 6.3.4 Work as part of the team supporting other team members.
  - 6.3.5 Support all team members during and in immediate preparation for competitive sessions.
  - 6.3.6 Prepare a written report upon the completion of the team event.

## **7 Chef de Mission**

- 7.1 In the event the position of National Coach is vacant, the Chef de Mission appointed by the NZB Board will exercise those duties and functions of the National Coach as are delegated by the NZB Board.

## **8 Assistant National Coach or Coaches**

- 8.1 The Assistant National Coach or Coaches will be responsible to the National Coach and the competitive members of the team while at any team event to:
- 8.1.1 Work in partnership with the National Coach (if required) to prepare training schedules appropriate to the needs of the group of players, team, or individual players in the light of the events for which they are preparing.
  - 8.1.2 Undertake practical coaching sessions at venues and times allocated in accordance with the training schedules, providing players under their charge with technical and motivational support, with a view to gaining the most feedback from the session.
  - 8.1.3 Give feedback to the players and the National Coach (as part of the continuing evaluation of the preparation and condition of the players).
  - 8.1.4 Work as part of the team supporting other team members.
  - 8.1.5 Support all team members during and in immediate preparation for competitive sessions, including the accumulation of information requested by the National Coach to assist with continuing evaluation.
  - 8.1.6 Prepare reports or provide information to assist the National Coach in drafting his / her report upon the completion of the team event.

## **9 Reporting**

- 9.1 The National Coach is required to supply a full written report to the NZB Board within 30 days of the conclusion of the camp or competition.
- 9.2 This report is to include organisational matters, performance outcomes against expectation, an evaluation of other team management performance(s) and/or individuals (which may include any non-bridge performance comments) and a financial report. This report is to be a "confidential" report as between the National Coach and the NZB Board.
- 9.3 The National Coach is required to supply a full written second report for presentation to the team members within 30 days of the conclusion of the camp or competition.

- 9.4 The second report is to include statistics, performance outcomes against expectation, an evaluation of team management performance(s), an evaluation of accommodation and travel arrangements.

## **10 Disciplinary Action by NZB**

- 10.1 The National Coach or Chef de Mission in their sole discretion may take what ever disciplinary measures they consider appropriate in order to maintain the discipline within the Squad or New Zealand Teams subsequently selected.

In addition NZB may initiate any further disciplinary action for a breach of this Code of Conduct in accordance with Clauses 27 – 29 of the NZB Constitution.

## **11 Coverage of Agreement**

- 11.1 With regards to Officials, such persons shall be bound by the Code upon signing for the duration of the appointment by NZB
- 11.2 With regard to Team Members, such persons shall be bound by the Code upon signing, and will remain bound until the end of the 2012 Calendar year.



## **TEAM MEMBER DECLARATION**

For the duration of this Agreement, I consent to abide by the terms and conditions of New Zealand Bridge Incorporated. I acknowledge that other terms, conditions, and rules may be determined by NZB from time to time and that I will be given an opportunity to discuss these conditions (should they arise) before agreeing to them.

**Print Name**

**Signature**

**Date**

---

---

---

**Witness Print Name**

**Witness Signature**

**Date**

---

---

---

**Witness Address**

---

---

**New Zealand Bridge Incorporated Signature**

Signed & named by or on behalf of the Chair of the Board of NZ Bridge Incorporated.

**Print Name**

**Signature**

**Date**

---

---

---

**Witness Print Name**

**Witness Signature**

**Date**

---

---

---

**Witness Address**

---

---