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#### Affiliations

World Squash Federation  
Australian Commonwealth Games Association  
Oceania Squash Federation  
Confederation of Australian Sport  
Australian Olympic Committee

# Squash Australia Tournaments

Official Policies and Procedures

Australian Open

**Effective 2017**



#### VERSION CONTROL

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Principal Partner



Official Ball



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## 1.0 Section One – General Information

### 1.1 Introduction

The Squash Australia Championship regulations are divided into the following sections

- **Section One** contains information applicable to all Squash Australia Championships. This should be read in conjunction with one of the following sections two to five.
- **Section Two** contains information that applies specifically to the Australian Junior Championships (AJC) for Junior individual and team events.
- **Section Three** contains information that applies specifically to the Australian Junior Open (AJO) for Junior Men and Women.
- **Section Four** contains information that applies specifically to the Australian Open (AO) for Men and Women.
- **Section Five** contains information that applies specifically to the Oceania Junior Championships (OJC).
- **Section Six** contains information that applies specifically to the Australian Closed (AC) for Men and Women.

### 1.2 Changes to Policies and Procedures

Changes to Policies and Procedures that may be made by the Squash Australia Administration, subject to approval by the Squash Australia Board.

### 1.3 Definitions

**CHAMPIONSHIPS** is used when two events (such as AJC Individual and Team Championship) follow each other

**CLOSING DATE** is the day specified in the Entry Form when Championship entries close

**EVENTS MANAGER** is appointed by Squash Australia to oversee and manage the coordination, communication and evaluation of the Championship's preparation and the delivery. During the event they are the on-site Squash Australia Representative empowered to deal with all Squash Australia responsibilities impacting on event delivery and acts as the principal contact with the Host Association.

**GAMES** are components of a match.

**GENDER** words importing only the masculine gender shall be interpreted to include feminine gender.

**HOST ASSOCIATION** is the State/Territory Squash Australia, who's tender to host a Championship has been accepted and has been appointed by Squash Australia to assist in the delivery of the Championship.

**HOST ASSOCIATION EXECUTIVE/COORDINATOR** is the State/Territory Squash Association designated person to oversee and assist in the coordination, communication and evaluation of the Championship's preparation and delivery. During the event they are the on-site Host Association representative empowered to deal with the Host Association responsibilities impacting on event delivery.

**INSPECTION VISIT** will be arranged by Squash Australia Events Manager with the Host Association to inspect all facilities and to establish an early planning meeting with the Organising Committee to confirm deadlines, responsibilities and monitoring processes.

**MATCHES** are between individual players. All matches in the Championship are to be PAR 11, best of five games, unless otherwise stipulated.

**PAR 11** is Point-A-Rally scoring to 11 points.

**PLAYERS** are the competitors who compete in the tournament

**PSA** is the Professional Squash Association.

**RULES of the INTERNATIONAL GAME OF SQUASH** are the rules as approved by WSF and adopted by Squash Australia.

**SEEDING PANEL** is appointed by Squash Australia to seed teams and individuals at a Championship.

**SQUADS** are Teams plus reserves nominated for the Championship.

**SQUASH AUSTRALIA** is a company limited by guarantee, is the **NATIONAL ASSOCIATION** that is the sole, officially recognised, national organisation that is responsible for squash in the country (Australia).

**STATE or STATE/TERRITORY** the Member Associations of Squash Australia (New South Wales, Victoria, Tasmania, Queensland, Northern Territories, Western Australia, Australian Capital Territories).

**TIES** are between opposing teams.

**TOURNAMENT** refers to a single event.

**TOURNAMENT ADMINISTRATOR(S)** are Volunteer(s) from the Host Association or Squash Australia engaged to assist and prepare daily draws, match times, court allocations, plus the production of score sheets and all results during the event. They shall report to the Tournament Director on all matters.

**TOURNAMENT APPEALS COMMITTEE** is the body responsible for all appeals during the Championship. This committee is to comprise of the Events Manager, Tournament Director and Tournament Referee, and may include up to two other officials from States/Territories of players not involved in the appeal.

**TOURNAMENT DIRECTOR** is appointed by Squash Australia to schedule matches and courts, and is accountable to Squash Australia and the Host Association for the efficient conduct and delivery of the Championship. The TOG consists of Events Manager, Tournament Director, Tournament Referee and Host State Executive/Coordinator, plus others at the discretion of the Events Manager.

**TOURNAMENT ORGANISING COMMITTEE (TOG)** is formed by the Events Manager in consultation with the Host Association and is charged with ensuring that the Championship is administered and coordinated effectively with Squash Australia.

**TOURNAMENT REFEREE** is appointed by Squash Australia to allocate match officials and make final decisions on matters arising in matches on court that relate to the Rules of the Game. Any matters concerning interpretations of the rules and disputes are to be referred to the Tournament Referee.

**VENUE CONTROLLER** is appointed by the Events Manager in conjunction with the Host Association to be responsible for the efficient conduct of the Championships at a specific rate.

**WADA** is the World Anti-Doping Agency.

**WSF** is the World Squash Federation – the world governing body for the sport of squash.

### *1.4 Tendering for Tournaments*

Please see “Squash Australia Tournaments - Official Bidding Document 2017 – 2020” for details on bidding for Squash Australia Tournaments.

The following Squash Australia Championships are played with the following frequency.

#### Australian Open:

- Includes both Men’s and Women’s Individual events
- Open event
- Hosted annually around week 33 (dates subject to approval by Squash Australia)

#### Australian Junior Open:

- Includes both Junior Men’s and Women’s Individual events
- Age Group Divisions
- Open event
- Hosted annually over Easter or week 3 (dates subject to approval by Squash Australia)

#### Australian Junior Championships:

- Includes both Junior Men’s and Women’s Individual events
- Includes the Team event
- Age Group Divisions
- Restricted to Australian Residents / Citizens (Squash Australia members)
- Hosted annually around weeks 39/40 (dates subject to approval by Squash Australia)

#### Oceania Junior Championships:

- Includes both Junior Men’s and Women’s Individual events
- Age Group Divisions
- Restricted Oceania countries / members
- Hosted bi-annually between Australia and New Zealand.

#### Australian Closed:

- Includes both Men’s and Women’s Individual events
- Potential to become a doubles tournament
- Open event
- Hosted annually (dates subject to approval by Squash Australia)

### *1.5 Control of the Tournaments*

At least seven (7) months before the Start Date, the Event Manager will form an Organising Committee to meet a member of the Host Association who will ensure that Committee members are briefed on the squash Australia Deadlines and Regulations. They will also ensure that the Host Association is aware that all those appointed to help run the Championship. All parties must agree that they are subject to the WSF’s Anti-Doping Rules & Regulations.

At least six (6) before the Start Date, the Event Manager will nominate a Tournament Director to the Championships Committee. The Tournament Director will be responsible to Squash Australia and the Host Association for the overall conduct of the Championship. They may not officiate or play in any match in the Championship. The Tournament Director may appoint Tournament Desk Administrator(s) as necessary to be

responsible for all scheduling and administration at a venue including the tournament office, computer input, draw printouts and a results service (for participants, public and media).

The Tournament Director (or delegate) must be present at the venue and will ensure that teams/players orders are checked for each Tie/Match, that the names of players are displayed publicly before the matches start and that referees are provided with score sheets naming both players in each match.

If the Tournament Director fails to resolve a dispute, they will refer it to the Tournament Appeals Committee.

At least four (4) months before the start date, the Event Manager shall nominate a Tournament Referee. The Tournament Referee is responsible for the allocation of match officials and to make final decisions on matters arising in matches on court that relate to the Rules of the Game. Any matters concerning interpretations of the rules and disputes are to be referred to the Tournament Referee. They are also to act as the primary contact for WSF in all matters relating to rules and allocation of additional referees.

If the Tournament Referee fails to resolve an appeal, they will refer it to the Tournament Appeals Committee.

At least three (3) months before the start date, the Event Manager in consultation with the Tournament Referee will assign additional referees. Those being WSF Referees (WSFRs), National Referees (NRs), Regional Referees (RRs) and Additional Referees (ARs) from the Host Region. The number of Referees will be determined by the Events Manger in consultation with the Tournament Referee. This will be based on WSF standards and dependant on the maximum number of courts used in any session of play, budget and any other influences such as the use of 3- Referee systems etc.

The Tournament Referee shall supervise the referees and markers; and with the assistance of the Tournament Director will be responsible for scheduling them to ensure as far as possible that neutral referees are appointed to officiate at all matches. Higher standard Referees (i.e., WSFR's, NR's) will be allocated priority matches such as semi-finals and finals as far as possible. All allocations are subject to Tournament Director approval.

The Tournament Referee may not play in any match during the Championships, but maybe required to officiate on agreement with the Tournament Director. Their decision shall be final for matters arising in matches on court that relate to the Rules of the Game.

At the commencement of the Championships, all Officials and Sub-Committees will be confirmed and made available to all participants.

Additionally, Squash Australia may nominate a suitably experienced Media Director for the Championship. The Media Director may invite international, national and local media representatives to the Championship in consultation with the Host Association.

The Squash Australia Seeding's Panel will be responsible for seeding of teams and/or individuals in the Championship as required. The Squash Australia Office will convene the Panel in time to meet the timescales and requirements outlined in in each Championship. Seeding will be done in accordance to WSF standards. The Seeding details can be seen on Appendix One.

The Tournament Director and/or the Events Manager, who may not officiate or play in any match in the Championship, will:

1. Make an initial Inspection Visit and arrange an early planning meeting with the Host Association's Organising Committee to confirm deadlines and responsibilities as well as to establish a clear monitoring process. During the Visit they will check the suitability of venues, accommodation and transport; will advise on organisational arrangements; will ensure that the Championship Regulations are applied.
2. Oversee entries, draw formats and playing schedules.
3. Chair the Tournament Appeals Committee and be responsible for communicating its decisions.

4. Chair the Seeding Panel and be responsible for communicating its decisions.
5. Prepare a report for Squash Australia after the end of the event.

The Championship shall be played under the current Rules of the Game (<http://www.worldsquash.org/ws/rules>).

The Official Ball of PSA will be used at the Championship, with details of the ball being communicated to all entrants on the entry form. The Squash Australia Office will assist Host Associations to acquire supplies of the Official Ball if required. Appropriate reference to the use of the Official Ball together with the logo selected by the supplier will be printed on all Championship Entry Forms, programme covers, promotional posters and ticket booking forms.

Competitors enter and play in the Championships at their own risk. Neither the WSF, PSA, Squash Australia, the Host Association nor venues will accept responsibility for injury arising from participation in a Championship. This shall be stipulated on all Entry Forms and competitors may be required to sign a disclaimer to this effect.

All players who are under 19 years of age during the Championship must be made aware in the Entry Form that the use of protective eyewear in compliance with WSF, is mandatory whilst under 19 and is a Condition of Entry.

Anti-doping tests may be carried out at all Championships in accordance with the WADA Code. A notice to this effect must be included on Championship Entry Forms.

The Entry Form must state that as a condition of entry all participants (including managers, coaches and physiotherapists) must agree that they are subject to the WSF's Anti-Doping Rules & Regulations. The WADA Prohibited List may be accessed on the WADA website [www.wada-ama.org](http://www.wada-ama.org).

Any player refusing to undergo a doping control and any player guilty of a doping infraction proven by a positive laboratory test result immediately prior to, or during, a Championship will be subject to the disciplinary action and sanctions specified in the WADA Code ([www.wada-ama.org](http://www.wada-ama.org)). If the doping infraction occurs during a Team Championship and the guilty player has competed, the player's team will be withdrawn immediately from the event and will be placed last in the final Championship order. If confirmed only after the end of the event, the team they have represented will be placed last and all other teams shall move up the final order accordingly. If the doping infraction occurs during an Individual Championship, the guilty player will be withdrawn immediately from the event. If confirmed only after the end of the event, there will be no readjustment of prizes but the guilty player will be required to return any medals or prizes.

### *1.6 Duties of Squash Australia*

Squash Australia shall:

- a) Ensure an Events Manager is available
- b) Appoint a Tournament Director who appoint and oversee subsequent sub-committees.
- c) Appoint a Tournament Referee
- d) Convene a Seeding's Panel
- e) Invite Referees / Officials
- f) Invite international and national media representatives
- g) Provide WSF, PSA, Squash Australia and Squash Australia sponsors' logos
- h) Prepare Entry Forms
- i) Distribute the Entry Form to all eligible State/Territories.
- j) Collect entry fees and control entries.

- k) Produce the seedings and make the draws
- l) Scheduling of matches and allocation of referees
- m) Provide or assist with the supply of official squash balls
- n) Provide medals for the top three teams or individuals, or prize monies as required.
- o) Ensure that perpetual trophies (which cannot be won outright) are available for presentation to winning teams or individuals.

### *1.7 Duties of Host Association*

The Host Association will organise the Championship in accordance with these Regulations listed below and any regulations included in "Squash Australia Tournaments - Official Bidding Document 2017 – 2020" for a specific Tournament. The Host Organisation will also be in compliance with any special instructions given by the Events Manager. The host will be responsible for:

- a) The venue is open and available for play at least one hour prior to the commencement of play and one-hour post completion of all matches, for each day of the Championship.
- b) The courts are cleaned daily during competition. This includes sweeping and mopping of the courts and cleaning any spectator viewing windows, including glass back walls.
- c) Amenities such as change areas, bathrooms and lounges are open, clean and equipped.
- d) Providing additional staff and officials to run the Championship.
- e) Arranging an Inspection Visit by the Events Manager / Tournament Director or delegate.
- f) Preparation and on-going maintenance of the squash venue(s) for the Championship, including all facilities. A maximum of two venues may be used for a Championship unless approved otherwise by Squash Australia
- g) Obtaining, briefing and supervising team liaison officers and host clubs as appropriate.
- h) Supplying healthy meal arrangements as appropriate for players and officials (ensuring that suitable food is available for vegetarians and non-eaters of specific meats). The Host Association will be responsible for payment for meals/functions only as accepted in the Championship Tender.
- i) Meeting officials on arrival.
- j) Ensuring that all courts used have unsealed floors and have been built to WSF/PSA specifications. The height of the tin must be agreed with Squash Australia prior to the start of the Championship.
- k) Ensuring that all signage on the courts has been approved by the Squash Australia Office in respect of possible television and general restrictions (Please refer to "Squash Australia Tournaments - Official Bidding Document 2017 – 2020").
- l) Ensuring that all courts used for Championship matches with viewing through the back wall have a viewing position immediately behind the back wall erected for refereeing purposes. Where the three-referee system is in use, the two Side Referees should be seated behind the back wall in line with the inside line of the service box on each side and below the Central Referee. This requirement may be waived by the Squash Australia Office only on the basis that the building configuration enables refereeing to be carried out with a similar quality of view from alternative locations.
- m) Providing adequate viewing facilities. Each squad at a Team Championship will be allocated six seats on the front row behind the back wall for each session on the court on which its team is playing. Each player at an Individual Championship will be allocated two seats on the front row behind the back wall of the court on which he is playing.
- n) Organising for reasonable practice facilities at the Championship as defined in the Bid Document.
- o) Organising Welcome and Farewell Social Functions.
- p) Providing facilities required for Management Meetings as well as associated functions as prescribed in the Tender Form.
- q) Organising medical, physiotherapy and related facilities. The minimum provision will be:
- r) Trained first-aid staff on-site during all matches and during formal practice sessions.



- s) An approved medical emergency procedure in place if required at all times during the Championship.
- t) A discreet area for medical treatments.
- u) Arranging computer generated match administration as well as display and print services to include:
- v) Draw formats
- w) Court schedules / Orders of play
- x) Match display cards
- y) Scoreboard projection of major matches for public viewing (optional but recommended)
- z) Internet linkage
- aa) Public display board kept up-to-date in prominent position in the main venue during each day's play.
- bb) Displaying the current Squash Australia Championship Regulations on a central notice board and making copies available for Team Managers/Players if requested.
- cc) All filming/photography of any sort including non-broadcast, internet etc., except for local television broadcast, is subject to the approval and permission of Squash Australia which owns all such rights.
- dd) The Host Association is not to produce any merchandise which uses the name and / or year of the Championship without the permission of Squash Australia.
- ee) The Host Association is to ensure a racket stringing service is available for the competitors either onsite or through a 'daily' pick-up and return service.

### *1.8 Trophies and Prizes*

Tournament trophies shall be available by the start date and shall be presented with any prizes which the Host Association may wish to present at the conclusion of the Tournament. The necessity of trophies and prizes vary between Tournaments. The Bidding Document provides all necessary information regarding the requirements for each Tournament.

Squash Australia shall be responsible for engraving trophies, however the State/Territory or Individual that "holds" a trophy shall be responsible for returning it clean and undamaged to Squash Australia by the Start Date of the next Championship. Should any trophy be damaged in any way whatsoever, Squash Australia shall be entitled to arrange for it to be repaired/replaced and to recover the cost of such repair from the State/Territory or Individual responsible. The holder shall be responsible for the insurance of the trophy whilst in his possession. Squash Australia also reserves the right to retain all perpetual trophies between Championships.

Team Championship Medals will be provided free of charge by Squash Australia and shall be awarded to all members of the squads that finish 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> in Team Championships and to individuals who finish 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> in Individual Championships.

Prize money may be paid at the discretion of the Squash Australia at Men's and Women's Championships but may not be paid to competitors in Junior Championships.

### *1.9 Eligibility*

A State/Territory is eligible to enter a team or an individual into a Championship provided:

- a) It is a paid-up Full Member of Squash Australia and is not indebted to Squash Australia or the State/Territory, or a recognised WSF (Junior) or PSA (senior) International Association that is affiliated and fully financial with Squash Australia, WSF or PSA.
- b) When required, players must have a WSF SPIN Number (as per the Entry Form requirements)
- c) A player is deemed eligible for an age group if that player has not turned that age on or before the last day of the Championship. Age groups are known by "Under the Age", i.e. Under 19s.
- d) It has not been prohibited from entering the team event and/or individual event.
- e) A player meets the eligibility criteria as defined as part of the 'Conditions for Entry' for the Championship.

- f) In all cases where a player's eligibility is in doubt, the responsible State/Territory and/or Individual must submit supporting evidence to the Squash Australia Office at least **21 days** before the submission deadline so that the player's eligibility can be reviewed and a decision made by the Championships Committee.
- g) Although a competitor may be phenotypically female, individuals born genotypically male may not participate in Women's Individual, Team or Doubles Championships or vice versa.
- h) Additional eligibility criteria based on age apply to Masters and to Juniors.

## 2.0 Australian Open (AO)

### 2.1 Overview

The Australian Open will comply with PSA's Rules and Regulations as seen on the following link [https://psaworldtour.com/squash/guides/20160211143006\\_psatourguide2015.pdf](https://psaworldtour.com/squash/guides/20160211143006_psatourguide2015.pdf). Where PSA does not provide detail specific to the Australian Open, please refer to the below information and the "Official Policies and Procedures – Australian Open, Effective 2017" and "Squash Australia Tournaments - Official Bidding Document 2017 – 2020".

The Australian Open is a PSA Tournament that rewards entrants with PSA World Ranking Points and Prize Money in the value of USD.

### 2.2 Graded Tournament

Running alongside the Australian Open PSA event, Squash Australia will host a Graded Tournament. This tournament will enable players to participate in the Australian Open at a lower standard. The Graded Tournament will cater for grades according to the national standard of A, B and C divisions. Premier players are encouraged to play in the Australian PSA Open.

### 2.3 Tournament Obligations

Tournament details and requirements can be seen on the following table. For an extensive list of all obligations including financial obligations, please refer to "Squash Australia Tournaments, Official Bidding Document 2017 – 2020".

Table 1.0

Area	Description	AO
Year of Tournament	The Tournament will be held in the following year	All
Competition dates	The Tournament will aim to be held in the following approximate period (unless specified otherwise)	Week 33
Competition days	The Tournament requires the following amount of competition days	6
Sanction fee	Fee in AUD for being sanctioned by SA	\$0.00
Competition courts	The amount of total courts required: Courts must be in accordance with SA court regulations	6
Practice courts	The minimum number of warm-up courts required throughout the Tournament	2
Seating Capacity	The venue must provide a minimum seating capacity for the duration of the Tournament	500
Glass back court	The minimum number of courts that need to be glass backed for the Tournament:	1
Glass show court	The minimum number of recommended courts that need to be glass for use of a show court *Desirable but not required	1
Referees	Minimum number of Tournament Referees to be supplied by the host association	1
	Minimum number of National Referees to be supplied by the host association	1
Medical	The number of on-site physio/ sports	1

Area	Description	AO
	medicine personnel required * First Aid	
Streaming	Where marked with "X" the Tournament must be streamed in conjunction with SA	X
Broadband	The venue must have minimum 5MB upload speed	X

#### 2.4 Clothing Regulations

All players are to abide by "Squash Australia Tournament Clothing Regulations 2017". Players who don't comply with the regulation may face disciplinary action.

## 3.0 Appendices

### 3.1 Appendix One- Seeding

#### **DRAW OF 32 - (8 Seeds)**

No 1 seed	Slot 1	
No 2 seed	Slot 32	
Draw 3rd/4th seeds	1st drawn	Slot 9
	2nd drawn	Slot 24
Draw 5th/8th seeds	1st drawn	Slot 5
	2nd drawn	Slot 13
	3rd drawn	Slot 20
	4th drawn	Slot 28

#### **DRAW OF 64 - (16 Seeds)**

No 1 seed	Slot 1	
No 2 seed	Slot 64	
Draw 3rd/4th seeds	1st drawn	Slot 17
	2nd drawn	Slot 48 Draw
5th/8th seeds	1st drawn	Slot 9
	2nd drawn	Slot 25
	3rd drawn	Slot 40
	4th drawn	Slot 56
Draw 9th/16th seeds	1st drawn	Slot 5
	2nd drawn	Slot 13
	3rd drawn	Slot 21
	4th drawn	Slot 29
	5th drawn	Slot 36
	6th drawn	Slot 44
	7th drawn	Slot 52
	8th drawn	Slot 60

#### **DRAW OF 128 - (32 Seeds)**

No 1 seed	Slot 1	
No 2 seed	Slot 128	
Draw 3rd/4th seeds	1st drawn	Slot 33
	2nd drawn	Slot 96

Draw 5th/8th seeds	1st drawn	Slot 17
	2nd drawn	Slot 49
	3rd drawn	Slot 80
	4th drawn	Slot 112
Draw 9th/16th seeds	1st drawn	Slot 9
	2nd drawn	Slot 25
	3rd drawn	Slot 41
	4th drawn	Slot 57
	5th drawn	Slot 72
	6th drawn	Slot 88
	7th drawn	Slot 104
	8th drawn	Slot 120
Draw 17th/32nd seeds	1st drawn	Slot 5
	2nd drawn	Slot 13
	3rd drawn	Slot 21
	4th drawn	Slot 29
	5th drawn	Slot 37
	6th drawn	Slot 45
	7th drawn	Slot 53
	8th drawn	Slot 61
	9th drawn	Slot 68
	10th drawn	Slot 76
	11th drawn	Slot 84
	12th drawn	Slot 92
	13th drawn	Slot 100
	14th drawn	Slot 108
	15th drawn	Slot 116
	16th drawn	Slot 124

Unseeded players are drawn at the same time together for all sizes of draw. Place from top to bottom, filling vacant slots in continuous order.

When making public draws, always draw seeds last, i.e. draw unseeded first then draw i.e. 17th-32nd first, then 9th-16th, 5th-8th, 3rd-4th, 1st-2nd [placed].

Where it is necessary to have byes in the draw seeded players will receive them in descending seeding order