

# Representation Agreement

## 2018-2019

**This Representation Agreement applies to all  
persons approved or sanctioned by  
NZB to participate as Representatives at  
International Events  
and to all players from approved Squads seeking  
selection for that purpose**

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**NAME:**

# New Zealand Bridge Incorporated

## Representation Agreement

### 1. Interpretations

In this document, unless the contrary is stated:

1. "NZB" means New Zealand Bridge Incorporated.
2. "NZB Board" means the Board of New Zealand Bridge Incorporated.
3. "IC" means the International Committee that reports to the NZB Board.
4. "NZB Code of Conduct" means the Code of Conduct promulgated as such by the NZB Board from time to time.
5. "Chef de Mission" means the person appointed from time to time by NZB as Chef de Mission for any international event or events or for any specified period.
6. "Director" means the Chief Director from time to time of NZB and any other qualified New Zealand Director who is appointed to act as a Director for a specific identified tournament/championship event.
7. "National Coach" means the person (if any) appointed from time to time by NZB as National Bridge Coach and "Coach" or "Assistant Coach" means any person or persons appointed from time to time to such role/s by the National Coach to assist with the International Programme.
8. "NPC" means any person or persons from time to time appointed to a Non Playing Captain position in relation to any Representative Team/s.
- 1.8 "Official" means any Chef de Mission, National Coach, NPC, Director and any other support staff appointed from time to time to assist with selection and/or operation of a Representative Team and/or the conduct of an international event.
- 1.9 "Partnership Plan of Preparation" is the formal preparation plan from time to time submitted by a pair selected to a squad or team and accepted and approved for that purpose by the Chef de Mission and/or National Coach.
- 1.10 "Representative" or "Representative Team" or "Team" means any individual or group of players and/or Officials who are approved or sanctioned by NZB from time to time to participate as Representatives in any squad or in any capacity at one or more designated International events. For this purpose

the word team encompasses a Pair partnership if selected as such whether for a Teams or a Pairs format event.

- 1.11 "Team Captain" means the person from time to time appointed or designated as NPC or Team Captain as the case may be in relation to any Representative Team or to any part of a Squad formed as a team for any purpose.
- 1.12 "Squad" means a designated group of players from which a Representative Team is intended in due course to be formed whether it be by selection, trial or in any other manner.
- 1.13 "Team Member" means any player or players selected or appointed to a Representative Team or to a Squad.

## **2. Acceptance of Agreement**

1. This Agreement points out the rights and obligations of any person who from time to time is appointed or sanctioned to be a Representative.
2. This document constitutes a binding agreement between NZB and the named Representative. Any person considering becoming a Squad or Team member or an Official should read this document carefully so as to understand it and, if necessary, seek independent legal advice. A person should not agree to be a Squad or Team member or an Official unless he/she is able and prepared to fully comply with the terms of this Agreement.

## **3. Conduct and Behaviour**

The NZB Code of Conduct and the terms of this Agreement identify standards of behaviour that are expected and/or required by NZB of all Squad and Team Members & Officials who are approved or sanctioned as a Representative. Anyone who accepts such a position with NZB is deemed to have acknowledged and agreed to abide by these standards.

Failure to comply with the NZB Code of Conduct and/or the terms of this Agreement may result in disciplinary action including losing the right to be or continue to be a Representative for the purposes of ongoing participation in any selection process or event or events and/or referral to NZB's Conduct Discipline and Disputes Committee in accordance with Rule 27 of the Constitution and the imposition of any one or more of the sanctions set out in Rule 27.3.

For the purposes of clarity:-

1. NZB is committed to providing an environment for bridge players in which individuals are treated with respect.
2. Representatives shall conduct themselves at all times in an appropriate, proper and responsible manner.

3. Representatives shall refrain from comments or behaviour that is disrespectful, offensive, racist, sexist, abusive or that constitutes harassment
4. Representatives shall refrain from making derogatory comments in public, whether in New Zealand or elsewhere on any matter relating to a Representative Team, any Representative of NZB, the playing conditions of any event or NZB policies and all processes including acceptance of entries, selection of Squads and the selection (including non-selection) or composition of NZ Teams. Comments in public shall include comments made verbally or in writing or using social media during the period of coverage of this Agreement as set out in in Clause 11.2. In addition the Chef de Mission shall be the sole spokesperson in respect of comments that are to be made on behalf of any Representative Team while participating in any international event or travelling to or from such event provided that nothing shall preclude players being interviewed by arrangement through the Chef de Mission or NPC for any relevant team on site should the Chef de Mission not be present.
5. During the course of all competitive bridge events and the associated social activities and the occupation of accommodation Representatives 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.
6. Representatives shall not use illicit drugs, narcotics or performance enhancing drugs or doping 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 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 or regulations promulgated from time to time by either the IOC, WBF and/or the organising body for an event in which they participate. 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 but the Representative accepts that compliance with the terms of this Clause remains at all times the sole responsibility of the Representative.
7. Representatives 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.
8. Representatives 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 his or her safety or the safety of others.

#### **4. A Squad or Representative Team member is expected to**

1. Maintain the highest standard of behaviour in public both at and away from the bridge table and to comply promptly with all proper instructions and/or directives given by the Team Captain and/or by any Chef de Mission or Coach or by NZB.

2. Maintain a high standard of personal hygiene while taking part in any event or acting as a Representative at any time.
3. Accept both victory and defeat with dignity and grace.
4. Behave and dress in a dignified manner both in the domestic and international arena and abide by the Laws of NZ and any country to which the Representative has travelled.
5. Neither possess nor use any prohibited drug, narcotic, or illicit substance.
6. Accept any and all disciplinary measures including suspension or termination of representation status imposed for any breach of the NZB Code of Conduct or the terms of this Agreement.
7. Refrain from any conduct or activity that may bring the Team or any Team Member or NZB into disrepute or into conflict with the organiser of any event or any Director.
8. Refrain from being involved in any conduct or activity that may harm the name or reputation of any event sponsor or infringe or impede New Zealand Bridge's relationship or contractual obligation(s) with any NZB or Team sponsor.
9. Avoid involvement in any situation that brings any team member into disrepute, contempt or ridicule.
10. Comply with the Conditions of Contest laid down by the relevant organising body, abide by all policies determined by NZB from time to time as they affect Representatives in the domestic and international arena.
11. Accept, acknowledge and support of the role and functions of the National Coach and/or Chef de Mission and 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 and for the benefit of both the present and future Representatives. In the above regard, the Representative agrees:

1. To wear the official uniform (if any) designated from time to time by NZB for that purpose if and when required or requested in competition and at other official functions and occasions.
2. To wear the 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 Captain or Chef de Mission.

3. To refrain from wearing or using any clothing, footwear, badge, logo, accessory, headgear or item other than as expressly authorised or approved by the Chef de Mission or Team Captain whilst representing the Team in any event, medal ceremony, press conference, photo session, or other official event.
4. To keep 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 an item in any way or attach or apply anything extra to any such item and to ensure that the relevant authorised supplier's trade mark and/or name are clearly visible at all times.
5. To provide all media clips and interviews first to NZB Bridge Development Officer and media liaison person before publication. Representatives are to be mindful that NZB as the major sponsor of the international squad may have entered into exclusive interview and media deals with sponsors.
6. To prioritise NZB social media forums (eg. NZB Facebook page) in any appropriate postings regarding the event.

## **6. National Coach**

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

1. The National Coach is an ambassador for NZB and will be expected to conduct him/herself in an appropriate manner at all times.
2. The National Coach will work closely and cooperatively with the NPC's (who will have responsibility for their respective teams) and with NZB's Bridge Development Officer and media coordinator.
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:
  1. Prepare training schedules appropriate to the needs of the group of players in the light of the events for which they are preparing.
  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.
  3. Give feedback to the players (as part of the continuing evaluation of the preparation and condition of the players).
  4. Work as part of the team supporting other team members.
  5. Support all team members during and in immediate preparation for competitive sessions.
  6. Support all team members during and in immediate preparation for media interviews/releases.

7. Organise a photo call at the tournament venue for team photos prior to the start of any NZB funded event with Representative Teams in uniform and to provide shots as required in any media plan and send electronically to the media liaison person promptly.
8. Prepare a written report upon the completion of the team event.

## **7. Chef de Mission**

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**

1. The Team Captain or Captains or Assistant National Coach or Coaches as the case may be will be responsible to the National Coach and the competitive members of the team while at any team event to:
  - a) 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.
  - b) 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.
  - c) Give feedback to the players and the National Coach (as part of the continuing evaluation of the preparation and condition of the players).
  - d) Work as part of the team supporting other team members.
  - e) 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.
  - f) Prepare reports or provide information to assist the National Coach in drafting his/her report upon the completion of the team event.
  - g) Exercise best endeavours to provide daily ad hoc photos of team members in action/resting/relaxing to NZ Bridge Development Officer and media liaison person.

## **9. Reporting**

1. The National Coach is required to supply a full written report to the International Committee within 45 days of the conclusion of the camp or competition.
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 based on information to be

supplied by the Treasurer of NZB. This report is to be a "confidential" report as between the National Coach and the NZB Board and the IC.

3. The Team Captains are required to supply a written report within 35 days of the conclusion of the camp or competition for presentation to the National Coach. The National Coach will then submit that report to the IC. After consideration by the IC it will be distributed to the Team Members.

## 10. Travel Insurance

### 10.1 Internal Travel

The Representative acknowledges:

- (a) That no form of travel Insurance is either required by, provided by or available from NZB for or in conjunction with internal travel undertaken by the Representative whether or not such travel is undertaken by the Representative pursuant to the terms of this Agreement and whether voluntarily or in the performance of any duties and responsibilities contemplated by this Agreement and whether or not the actual cost of such travel is or is intended to be indemnified by NZB or to be reimbursed wholly or in part by NZB.
- (b) That NZB has no liability or responsibility for any loss or damage, direct or consequential, suffered by the Representative arising from any travel undertaken by the Representative in the performance of any duties or responsibilities contemplated by this Agreement.

### 10.2 External Travel

The Representative and NZB acknowledge:

- (a) External travel undertaken by the Representative pursuant to and in accordance with the intention of this Agreement is subject to Travel Insurance cover arranged by NZB at no charge to the Representative. A copy of the current Policy document applicable for that purpose is available on the NZB website.
- (b) The Representative shall comply promptly with all directions given by the Chef de Mission, Team Captain and/or NZB Secretary regarding the documentation of travel arrangements intended to be included under the ambit of the above Policy.
- (c) Extended or "side" trips which may be scheduled by the Representative which are not directly related to the international event or competition involving the Representative Team are not intended to be covered under the NZB Policy and any travel insurance applicable to that extension or additional trip component is the responsibility of the Representative to arrange at his/her cost in all respects.
- (d) Cover offered under NZB's Policy is "door to door" and therefore does include an internal travel component where the journey is international.
- (e) NZ Bridge requires that players & officials in International events where NZ Bridge is officially represented are covered by the NZ Bridge Travel Policy for the duration of the overseas Bridge event that they are



contesting and up to 7 days either side of the event for the purposes of travel.

## **11. Disciplinary Action**

11.1 The National Coach or Chef de Mission in their sole discretion may take whatever disciplinary measures they consider appropriate to maintain discipline, good order and harmony of relationships within any Squad or Representative Team.

Without limiting the powers described above and by way of example any failure to submit, agree to or adhere to the Partnership Plan of Preparation provided for in the Declaration of Availability may lead to the Chef de Mission withdrawing a pair from a team and replacement with the reserve pair.

## **12. Coverage of Agreement**

12.1 With regards to Officials, such persons shall be bound by the terms of this Agreement upon signing for the duration of their appointment by NZB or their appointment to the event as the case may be.

12.2 With regard to Squad and Team Members, such persons shall be bound by this Agreement upon signing, and will remain bound until the end of the 2017 calendar year.



# Representation Agreement

I agree to abide by the terms and conditions of this Representation Agreement. I acknowledge that other terms, conditions, requirements and/or rules may be determined by NZB from time to time and that I will be given an opportunity to discuss these (should they arise) before commitment.

**Signed by the named Representative:-**

Name of Representative (*printed*)

Signature

Date

**Signed by or on behalf of New Zealand Bridge Inc:-.**

Name (*printed*)

Signature

Date