



# BASKETBALL QUEENSLAND

## Sanctioning Policy for Events and Interstate Tours

### 1. Area of responsibility

Technical Development

### 2. Date Created

30 March 2008

### 3. Policy Number

POLTD1

### 4. Purpose

This policy has been developed:

- To provide policy and procedures to organizations requesting recognition and support from BQ in hosting events, competitions, carnivals and camps within Queensland; and touring other States of Australia.
- To outline the relevant sanctioning fees.
- To detail the benefits of sanctioned events and teams.
- To provide information for teams travelling domestically.

### 5. Policy

1. Sanctioning is required for any organisation hosting an event, competition or carnival in Queensland, and touring interstate or intrastate regardless of their BQ affiliation status. This is required for insurance, participation of registered players, officials, safety in relation to the use of facilities, and FIBA requirements.
2. The Chief Executive Officer of BQ is responsible for approving sanctioning requests through consideration of the following:
  - a. Whether the date and type of event complements the BQ calendar of events (events clashing with existing BQ sanctioned events may not be sanctioned).
  - b. Appropriateness and demonstration of how the event/competition/tour promotes and develops the sport of basketball in Queensland.
  - c. Financial capacity to conduct the event/competition/tour.
  - d. Satisfactory resources to conduct the event/competition/tour.
  - e. Satisfactory risk management procedures in place.
  - f. Financial standing with BQ.
  - g. Approval from the State Body of the touring team (if applicable).

3. To be eligible for sanctioning, the applicant must agree to abide by all BQ policies including anti-doping, anti-harassment, anti-discrimination, codes of conduct, privacy, child protection policy; and sign an indemnity form, indemnifying Basketball Queensland of any responsibility for administration and organisation of the event or tour. The applicant should also have access to an up-to-date BQ Calendar of Events.
4. The CEO/General Manager of BQ will provide approval/non approval to the applicant in writing and feedback will be included for unsuccessful applications.
5. BQ will provide the necessary forms for applicants including Basketball Australia forms if an Interstate Tour is proposed.
6. Once sanctioning approval has been provided by BQ, applicants will be able to use the official BQ logo on promotional material and team apparel.
7. The applicant will be required to provide a brief written report, to BQ within 21 days of the end date of the event/tour, outlining the outcomes and achievements of the event/tour.
8. Sanctioning will be required on an annual basis (calendar). With applications for the following year required by July for inclusion in the BQ calendar of events.

#### **6. Sanctioning Fees (including GST)**

|                              | Interstate/Intrastate Tours |           | 1-3 day competition/carnival | Intra – regional Competition | Inter – regional competition | 1-5 day camp/ clinic |
|------------------------------|-----------------------------|-----------|------------------------------|------------------------------|------------------------------|----------------------|
|                              | Inbound                     | Outbound  |                              |                              |                              |                      |
| Affiliated Associations      | No charge                   | No charge | No charge                    | No charge                    | \$55 per competition         | No charge            |
| Non-affiliated organisations | \$110                       | No charge | \$550 per event              | N/A                          | N/A                          | \$150                |

#### **7. Application Procedure - Step By Step**

1. **Complete the BQ Sanctioning Application Form (Appendix 1) OR if an Interstate Tour is proposed, complete the Basketball Australia Event Tour Approval Form.**
2. **Include the appropriate fees (as per above) with the application form. (Cheques can be made payable to Basketball Queensland).**
3. **Complete and attach the BQ Indemnity Form (Appendix 2) to the sanctioning application.**
4. **Obtain approval from the State Body of the inbound touring team or State Body where tour will go (if applicable).**
5. **Forward the application form, indemnity form, State Body approval and sanctioning fees to BQ as per the address provided no later than 14 days prior to the event. BQ will not consider applications received inside this 14-day period.**
6. **Provide a brief written report to BQ within 21 days of the end of the event, outlining the outcomes and achievements of the event.**

## **8. Benefits of Sanctioned Events/competitions/carnivals**

1. BQ will provide an official logo for use on event/competition/carnival promotional material, so that advertisement of official sanctioning can occur.
2. BQ will advertise event/competition/carnival/tour to membership via direct e-newsletter, BQ website, and regional committees.
3. BQ will place sanctioned event/competition/carnival/tour on Calendar of Events.
4. BQ will provide insurance coverage for all BQ members and participants. Non-affiliated organisations seeking sanctioning would be required to provide evidence of satisfactory insurance coverage for their players and or event.
5. BQ affiliated Associations will receive member discount on sanctioning fees.
6. BQ will publish all results and achievements of the event/tour on the BQ web site.
7. Sanctioned events/tours allow all affiliates and members to participate.

## **9. Further requirements for Camps or Clinics**

Camps or clinics must:

1. Be endorsed by either an affiliated association, NBL or WNBL club
2. Maximum 16 players per half court with one coach minimum per half court.
3. Coaches must have suitability clearance (i.e. Blue Card) and a minimum current NCAS Level 1 accreditation.
4. At least one coach per 16 players must have a senior first aid certificate.
5. Should the camp be overnight, there must be one adult (over 18 years of age) supervisor (blue carded/senior first aid certified) per 6 young people.
6. Must not conflict (2 weeks before or after) a Basketball Australia/Queensland sanctioned camp/clinic.

Graham Burns  
Chief Executive Officer  
Basketball Queensland  
C/- The Sleeman Sports Centre  
Crm Old Cleveland and Tilley Rds  
**CHANDLER QLD 4155**



COMPETITION PLAN OUTLINE

List of organizing personnel and qualifications: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List of officials and qualifications: \_\_\_\_\_  
\_\_\_\_\_

Insurance (Directors and Officers Insurance/Public Liability/Personal Injury Insurance):  
\_\_\_\_\_

Has there been any claims made previously? If so please give a brief outline \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Venues to be used: \_\_\_\_\_  
\_\_\_\_\_

List associated sponsors and what they are providing \_\_\_\_\_  
\_\_\_\_\_

Supporting organisations: \_\_\_\_\_  
\_\_\_\_\_

Expected numbers participating in event / carnival / competition: \_\_\_\_\_

Outline how this event/tour will assist in promoting and developing the sport of basketball  
in Queensland \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Indemnity form signed and attached to application: Yes

BQ Sanctioning Policy and related policies received and read: Yes

I acknowledge that in submitting this application and receiving subsequent approval that I will agree to abide  
by the above mentioned policies in relation to the organisation of and during the course of the outlined event.  
I will provide a brief written report no later than 21 days after the event.

..... Date: ...../...../.....

**COMPETITION / EVENT ORGANISER'S SIGNATURE**

**Note: Applications will not be considered without a budget.**  
No competition/tour can commence without Basketball Queensland's approval.  
**Please return to BQ no later than 14 days prior to event start date.**

\_\_\_\_\_

*Basketball Queensland Office use only*

Date received \_\_\_\_\_ Fee enclosed \$ \_\_\_\_\_

BQ Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Sanctioning Number: \_\_\_\_\_ Notify recipient: \_\_\_\_\_ (Date)



# **BASKETBALL QUEENSLAND**

## **INDEMNITY**

**Basketball Queensland  
C/- The Sleeman Sports Centre  
Crn Old Cleveland and Tilley Rds  
CHANDLER QLD 4155  
Ph: 07 3377 9100**

THIS DEED made the \_\_\_\_\_ day of \_\_\_\_\_ (year)  
BETWEEN BASKETBALL QUEENSLAND of The Sleeman Sports Complex, Cnr Old  
Cleveland & Tilley Road, Chandler ('The State Association')

AND

\_\_\_\_\_. ('The Organiser').

RE: \_\_\_\_\_ (Name of Event)

\_\_\_\_\_ to \_\_\_\_\_ (Date/s of Event)

\_\_\_\_\_ (Venue)

**RECITALS:**

- A The State Association is authorised by its Constitution and By-Laws:
- i) to arrange the conduct and control of Basketball and other matches and competition and
  - ii) to promulgate, by management or otherwise rules, regulations and directions for any Basketball Competition run by Basketball Queensland relating to the competition, its image and playing, including without limitation, sanctions, expulsion, fines and suspension and players contracts payment, registration, replacement, drug testing, codes of behaviour, disciplinary and misconduct rules.
- B The State Association has agreed to sanction, sponsor and promote the Tournament to be conducted by the Organiser.
- C The State Association requires an Indemnity from the Organiser with respect to liability or any other loss as a result of any incident during the Tournament.

NOW THIS DEED WITNESSES that in consideration of the premises and of the covenants herein contained it is agreed as follows:

1. Except to the extent caused or contributed to by the State Association through its Related Employees, the Organiser shall indemnify and keep indemnified the State Association from and against all actions suits proceedings costs claims damages and demands whatsoever brought prosecuted or made against the State Association ('Liability') for or on account of loss of life or injury or damage ('The Loss') to persons property suffered or sustained in consequence of the acts or neglect or default of the Organiser through its Related Employees, whether:
  - i) the Liability or Loss occurs or arises at or during the time the Tournament is being played; or

