## Chapter- VI

## VARIOUS COMMITTES \& THEIR RESPONSIBILITIES

For successful organization of tournament the competent authority of organising unit shall mandatorily depute the following committee. The name, objective, duties \& members are given below in detail :-

| $\begin{gathered} \hline \text { SI. } \\ \text { No. } \end{gathered}$ | Name of Committee | Objective | Work | Members |
| :---: | :---: | :---: | :---: | :---: |
| 1. | Organizing Committee | All the responsibility of organizing National School Games | 1. Arranging all type of facilities related to National School Games. <br> 2. Appoint all the committees related to National School Games. | 1. Chairman, organizing committee- deputed by Competent authority of unit. <br> 2. Secretary organizing committee- deputed by competent authority of unit. <br> 3. Member Head of Dept. Dist. Administration- deputed by chairman organising committee |
| 2. | Accommodation Committee | To arrange accommodation to the players, coach, manager, referee, official arrived at the venue of tournament. | 1. To provide basic facilities like water, washroom, bed, electricity, drinking water in accommodation place \& sufficient toilets etc. <br> 2. One sweeper depute every accommodation place \& who has to clean every day their arena. <br> 3. To arrange accommodation at a hygienic place doctor, medical check up daily, mess checking. <br> 4. Every day inspection of the accommodation place and to fulfill the requirements on finding inadequate arrangements. <br> 5. Depute various volunteers for different jobs. <br> 6. To arrange security for the players, participants, delegations etc. <br> 7. To maintain a complaint register and to monitor it. <br> 8. To provide fuel, gas, utensils, kitchen, shed, water, etc. to those teams who arrange their own mess. | 1. If hotel, then hostel incharge- Convenor <br> 2. If school, then school principle- Convenor <br> 3. Staff members of hostel / school, who are deputed by Hostel Incharge / principle. |
| 3. | Transportation Committee | To arrange transportation facilities for all delegations. i.e. from their arrival, during the tournament and till their departure | 1. To pick \& drop all the delegation from railway station / bus stand to the accommodation place. <br> 2. One permanent vehicle at arranged tournament venue \& accommodation. <br> 3. To pick \& drop all the delegations from accommodation place to tournament venue. <br> 4. To provide transport facility if any sightseeing or cultural visit to all delegation. <br> 5. To depute liaison officers with every team. | 1. Convenor: One senior officer, Dist. level <br> 2. Member: other officers deputed by organizing secretary. <br> 3. Liaison officer |


| SI. <br> No. | Name of Committee | Objective | Work | Members |
| :---: | :---: | :---: | :---: | :---: |
| 4. | Control Room | To communicate all information related tournament to all delegations, officers, managers, referees \& to media. <br> To obtain all necessary documents from participating team in regard to entry in tournament. | 1. To provide all information in regard to tournament to all the affiliated units of S.G.F.I., before two months prior to tournament. <br> 2. To arrange 8 hrs round the clock reception at railway station before the arrival of participating teams. <br> 3. To collect documents regarding participation, online printed official entry form, eligibility certificate, date of birth certificate, previous year marksheet registration fees etc. on arrival of participating teams. <br> 4. To provide match schedules / fixtures to teams for team contingent. <br> 5. To maintain complaint register to register complaints during tournaments and monitor the same. <br> 6. To arrange meeting of chief de mission every day and provide information \& after hearing the problems registered, solve the same through organizing secretary. <br> 7. To check the validity of official entry form, eligibility certificate, date of birth certificate, etc. and inform the concerning team about the invalidity / inadequate documents if any. <br> 8. To provide media all information regarding tournaments \& match results. <br> 9. To arrange first aid at control room. <br> 10. To arrange 3 computers, 3 printers, internet facility and computer operators at control room, which is mandatory. <br> 11. To depute telephone operator \& electrician for 24 hrs. | 1. Convenor: Sr. officer or Sr . Principle <br> 2. Members: Their staff teachers and such other teachers \& officials who will be deputed by organizing secretary. |
| 5. | $\begin{gathered} \hline \text { Play Ground \& } \\ \text { equipment } \\ \text { Committee } \end{gathered}$ | To arrange facilities of National Level Playground / equipments | 1. To arrange facilities of National Level playground/ court / equipments before 10 days prior to tournament. <br> 2. To arrange the medical \& Drinking water on ground. <br> 3. To conduct inspection \& maintain upto norms of playground every day. <br> 4. To arrange cleaning of playground, water facilities, electricity, mic arrangement, furniture, stationary etc. <br> 5. To arrange doctors \& security at playground during matches, which is mandatory. <br> 6. To conduct training session for players before tournament. | 1. Convenor: Dist. Sports Officer. <br> 2. Member: PET/Sport person, who have technical knowledge. |
| 6. | Technical Committee | To ensure matches are played fair \& impartial and according to S.G.F.I. rules \& regulation \& norms. | 1. To publish and inform the rules of tournaments to all the affiliated units prior two month before. <br> 2. To prepare tournament schedule and depute technical officers \& officials for collaboration during tournament. <br> 3. To register \& depute referees / judges / umpires. <br> 4. To arrange clinic for all the persons in sports. one day before the tournament. <br> 5. To prepare match fixtures / put draw in presence of S.G.F.I. and other officers and inform the same to team coaches, referees, playground incharge and control room. <br> 6. Every day declare match schedules and match results to related persons. <br> 7. To obtain \& analysis match report of every match from referee and instruct the referee accordingly. <br> 8. To monitor on referees fitness and his performance. <br> 9. To arrange the remuneration \& TA DA of referees associated with matches and other officials. <br> 10. To give technical Suggestion/report to jury of appeal Discipline Committee in case of any technical protest/case arises during the tournament. | 1. Convenor:Sr. sports officer. <br> 2. Member: Technical Experts of Specific discipline. <br> 3. Appointed Technical officer by S.G.F.I. |


| $\begin{gathered} \hline \text { SI. } \\ \text { No. } \end{gathered}$ | Name of Committee | Objective | Work | Members |
| :---: | :---: | :---: | :---: | :---: |
| 7. | Jury Of Appeal | To solve the protests arising during the tournament | 1. To resolve the protest made by coach, captain, manager during the tournament. <br> 2. To resolve the protest in regard to over age on the base of available records / medical test. <br> 3. To solve technical protest thorough the consent/report of technical committee. | 1. Convener: <br> Observer S.G.F.I. / deputed person by S.G.F.I. <br> 2. Member: organizing secretary <br> 3. Convener, technical committee. |
| 8. | Disciplinary Committee | To recommend action of penalty on indiscipline cases | 1. On receiving complaint indiscipline cases from organizing secretary, convener technical committee, convener jury of appeal \& other side <br> 2. On receiving complaint about sexual harassment of Women <br> 3. After hearing above both cases, pass decision on the base of merit \& demerit. If any body found defaulter then penalty shall be recommended to competent authority. | 4. Convener: deputed most sr. officer by organizing secretary (preferably women officer) <br> 5. Member: S.G.F.I. officials. <br> 6. Member Convener Technical committee <br> 7. Third party Counselor |
| 9 | Medical \& Dope Test Committee | Medical Test for age verification \& Wada code Nada Rules Test | 1. Conduct the medical test for age verification under the Guideline of GOI, MYAS No. F-32-18/2009/SP-III <br> 2. Conduct dope test as GOI, MYAS Let. F-4-49-3/2008-SP-II dt. 18.9.08 complainer of WADA code and NADA Rules <br> 3. Doctors \& medical facility should be available both at play ground and at accommodation. <br> - Everyday medical check up will be conducted <br> - For any emergency 10 beds shall be/reserved in an local hospital | Convernor:- <br> 1. District Sports Officer <br> 2. Member-Medical Officer District Hospital <br> 3. Doping control officer deputed by organizing Secretary/SAI |

