

Chapter- 5



**VARIOUS COMMITTES
&
RESPONSIBILITIES**

VARIOUS COMMITTEES & 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 :-

Sl. No.	Name of Committee	Objective	Work	Members
1	Organizing Committee	All the responsibility of organizing National School Games	<ul style="list-style-type: none"> 1. Arranging all type of facilities related to National School Games. 2. Appoint all the committees related to National School Games. 	<ul style="list-style-type: none"> 1. Chairman, organizing committee-deputed by Competent authority of unit. 2. Secretary organizing committee-deputed by competent authority of unit. 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.	<ul style="list-style-type: none"> 1. To provide basic facilities like water, washroom, bed, electricity, drinking water in accommodation place & sufficient toilets etc. 2. One sweeper depute every accommodation place & who has to clean every day their arena. 3. To arrange accommodation at a hygienic place doctor, medical check up daily, mess checking. 4. Every day inspection of the accommodation place and to fulfill the requirements on finding inadequate arrangements. 5. Depute various volunteers for different jobs. 6. To arrange security for the players, participants, delegations etc. 7. To maintain a complaint register and to monitor it. 8. To provide fuel, gas, utensils, kitchen, shed, water, etc. to those teams who arrange their own mess 	<ul style="list-style-type: none"> 1. If hotel, then hostel in charge - Convenor 2. If school, then school principle-Convenor 3. Staff members of hostel / school, who are deputed by Hostel In charge / principle.
3	Transportation Committee	To arrange transportation facilities for all delegations. i.e. from their arrival, during the tournament and till their departure	<ul style="list-style-type: none"> 1. To pick & drop all the delegation from railway station / bus stand to the accommodation place. 2. One permanent vehicle at arranged tournament venue & accommodation. 3. To pick & drop all the delegations from accommodation place to tournament venue. 4. To provide transport facility if any sightseeing or cultural visit to all delegation. 5. To depute liaison officers with every team. 	<ul style="list-style-type: none"> 1. Convenor: One senior officer, Dist. level 2. Member: other officers deputed by organizing secretary. 3. Liaison officer
4	Control Room	To communicate all information related tournament to all delegations, officers, managers, referees & to media. To obtain all necessary documents from participating team in regard to entry in tournament.	<ul style="list-style-type: none"> 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. 2. To arrange 8hrs round the clock reception at railway station before the arrival of participating teams. 3. To collect documents regarding participation, online printed official entry form, eligibility certificate, date of birth certificate, previous year mark sheet registration fees etc. on arrival of participating teams. 4. To provide match schedules / fixtures to teams for team contingent. 5. To maintain complaint register to register 	<ul style="list-style-type: none"> 1. Convenor: Sr. officer or Sr. Principle 2. Members : Their staff teachers and such other teachers & officials who will be deputed by organizing

			<p>6. To arrange meeting of chief de mission every day and provide information & after hearing the problems registered, solve the same through organizing secretary.</p> <p>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.</p> <p>8. To provide media all information regarding tournaments & match results.</p> <p>9. To arrange first aid at control room.</p> <p>10. To arrange 3 computers, 3 printers, internet facility and computer operators at control room, which is mandatory.</p> <p>11. To depute telephone operator & electrician for 24 hrs</p>	
5	Play Ground & equipment Committee	To arrange facilities of National Level Playground / equipment's	<p>1. To arrange facilities of National Level playground/ court / equipments before 10 days prior to tournament.</p> <p>2. To arrange the medical & Drinking water on ground.</p> <p>3. To conduct inspection & maintain upto norms of playground every day.</p> <p>4. To arrange cleaning of playground, water facilities, electricity, mic arrangement, furniture, stationary etc.</p> <p>5. To arrange doctors & security at playground during matches, which is mandatory.</p> <p>6. To conduct training session for players before tournament.</p>	<p>1. Convenor: Dist. Sports Officer.</p> <p>2. Member: PET/Sport person, who have technical knowledge.</p>
6	Technical Committee	To ensure matches are played fair & impartial and according to S.G.F.I. rules & regulation & norms.	<p>1. To publish and inform the rules of tournaments to all the affiliated units prior two month before.</p> <p>2. To prepare tournament schedule and depute technical officers & officials for collaboration during tournament.</p> <p>3. To register & depute referees / judges / umpires.</p> <p>4. To arrange clinic for all the persons in sports. one day before the tournament.</p> <p>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.</p> <p>6. Every day declare match schedules and match results to related persons.</p> <p>7. To obtain & analysis match report of every match from referee and instruct the referee accordingly.</p> <p>8. To monitor on referees fitness and his performance.</p> <p>9. To arrange the remuneration & TA DA of referees associated with matches and other officials.</p> <p>10. To give technical Suggestion/report to jury of appeal Discipline Committee in case of any technical protest/case arises during the tournament.</p>	<p>1. Convenor : Sr. sports officer.</p> <p>2. Member: Technical Experts of Specific discipline.</p> <p>3. Appointed Technical officer by S.G.F.I.</p>
7	Jury of Appeal	To solve the protests arising during the tournament	<p>1. To resolve the protest made by coach, captain, manager during the tournament.</p> <p>2. To resolve the protest in regard to over age on the base of available records / medical test.</p> <p>3. To solve technical protest thorough the consent/report of technical committee.</p>	<p>1. Convener : Observer K.F.I. / deputed person by K.F.I.</p> <p>2. Member: organizing secretary</p> <p>3. Convener, technical committee.</p>
8	Disciplinary Committee	To recommend action of penalty on indiscipline cases	<p>1. On receiving complaint indiscipline cases from organizing secretary, convener technical committee, convener jury of appeal & other side</p> <p>2. On receiving complaint about sexual harassment of Women</p> <p>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.</p>	<p>1. Convener: deputed most sr. officer by organizing secretary (preferably women officer)</p> <p>2. Member: K.F.I. officials.</p> <p>3. Member Convener Technical committee</p> <p>4. Third party Counsellor</p>

9	Medical & Dope Test Committee	Medical Test for age verification & Wada code Nada Rules Test	<p>1. Conduct the medical test for age verification under the Guideline of GOI, MYAS No. F-32-18/2009/SP-III</p> <p>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</p> <p>3. Doctors & medical facility should be available both at play ground and at accommodation. • Everyday medical check up will be conducted • For any emergency 10 beds shall be/reserved in an local hospital</p>	<p>Convenor :-</p> <p>1. District Sports Officer</p> <p>2. Member- Medical Officer District Hospital</p> <p>3. Doping control officer deputed by organizing Secretary/SAI</p>
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