

CHAPTER XIII - GENERAL TOURNAMENT INFORMATION

G. TOURNAMENT DIRECTORS, FINANCE and TOURNAMENT ASSISTANTS

Section 1- Duties, Responsibilities and Remuneration

- 1.1 Management is charged with the ultimate responsibility for determining the rating and quantity of directors assigned to a tournament, subject however to the proviso that, whenever possible, individuals so assigned shall be those living in the closest proximity to where the tournament is held. This shall not supersede existing regulations giving the sponsor of a tournament the right to refuse to accept for cause any staff member thus assigned.
- 1.2 Directors shall be required to wear their name badges at every tournament and should be introduced prior to play.
- 1.3 TDs may dress in ACBL shirts approved and used for other days at NABCs.
- 1.3 An individual may not play professionally at a tournament at which he is assigned or employed as a Tournament Director.
- 1.4 Salaried employees of the ACBL are prohibited from campaigning for or against a candidate in the election of District Directors and Alternate District Directors. Nothing herein shall be deemed to deprive such employee of his right to vote.
- 1.5 The ACBL shall not engage for compensation, in any capacity whatever, any individual who himself or herself is a member of the board of directors of the American Contract Bridge League or a candidate for such position.
- 1.6 Active, rated tournament directors may not serve on unit and district boards as a voting member.
- 1.7 An active rated tournament director may not serve as a proxy to vote at unit and district meetings.
- 1.8 Management is given the authority to include or exclude the head director in considering the staffing guideline for larger tournaments.
- 1.10 Each director will be required to be certified in accordance with his rank.
- 1.11 Morning and Midnight games are excluded for the purpose of calculating the tables per director-session statistic. (Including morning Knockout sessions).

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Section 2 - Finance

- 2.1 The ACBL shall absorb the cost of providing tournament directors for the Charity games that are held on the Thursday evening prior to the commencement of each NABC.
- 2.2 The Board of Directors adopts the following goal: Revenues from tournaments will recover all direct costs, excluding any indirect cost allocations, attributable to tournament operations.
- 2.3 Compensation for all tournament directors will be as with other ACBL employees and will follow normal budgetary procedures.
- 2.4 Sponsor fees will be reviewed on an annual basis as a part of the ACBL budget.
- 2.5 The Director in Charge fee will no longer be a separate fee charged to the tournament sponsor. The Tournament Director fees charged to the sponsor will be increased to cover the DIC fee across the board.
- 2.6 When non-salaried TD's are assigned as Director-in-Charge, the tournament invoice will reflect the DIC fee and such fee will be paid to the TD. The salaried TDs annual salary includes an amount to cover serving as DIC.
- 2.7 Tournament Directors are entitled to single rooms. These rooms shall be located in the facility, except for American Plan or resort hotels, or where the facility is not a hotel. In such cases, Tournament Directors are entitled to single rooms at a hotel or motel in close proximity to the facility or, if provided elsewhere, suitable transportation arrangements must be made. Arrangements made for accommodations of Tournament Directors are subject to Management's review. The League will designate arrival and departure times when it forwards the list of the assigned staff.
- 2.8 Tournament directors who choose to drive rather than fly to tournaments shall be entitled to travel reimbursements of: a) mileage at IRS allowable rates plus tolls or, b) a reasonably priced available airfare (trailing at reasonable hours), plus ground transportation fare at both ends of trip, whichever is less. In cases of disagreement, final decision will be made by ACBL Management.
- 2.9 Units may request tournament directors of their choosing, given cause. When the sponsor of a sectional tournament requests and receives approval to have a tournament director other than one who would have been assigned by ACBL

(nearest Director of highest rank), that sponsor will assume the financial responsibility for the difference in the transportation expenses.

- 2.10 Tournaments will be charged IRS allowable per diem as paid to the tournament director in the US.
 - a. Tournament directors will be paid and tournaments will be charged the per diem amount specified as allowable by the Canadian Revenue Agency.
- 2.11 In Mexico and Bermuda the per diem amount paid to TDs and charged to the tournament will be the rate approved by the appropriate local taxing authority not to exceed \$42. If there is no approved rate by local taxing authority the charge will be \$42.00. The per diem rate charged for all non-conUS locations of the US will be equal to but not greater than the highest conUS rate.

Section 3 - Tournament Assistants (Formerly entitled Tournament Computer Operator Technicians in Canada)

- 3.1 Tournament sponsors may choose to hire a tournament assistant to work at their tournament. He or she must have passed the ACBL tournament assistant accreditation exam and meet the approval of the tournament DIC. All employment issues such as compensation, payroll taxes, insurance, etc. are the responsibility of the sponsoring organization. A form must be submitted to ACBL acknowledging acceptance of these employment issues.
- 3.2 The tournament assistant Exam is offered to those members who have previously been certified as a club or certified director
- 3.3 There is no geographic restriction on the use of Tournament Assistants..
- 3.4 The Director-in-Charge shall not recruit or initially recommend Tournament Assistants for a sanctioned tournament.