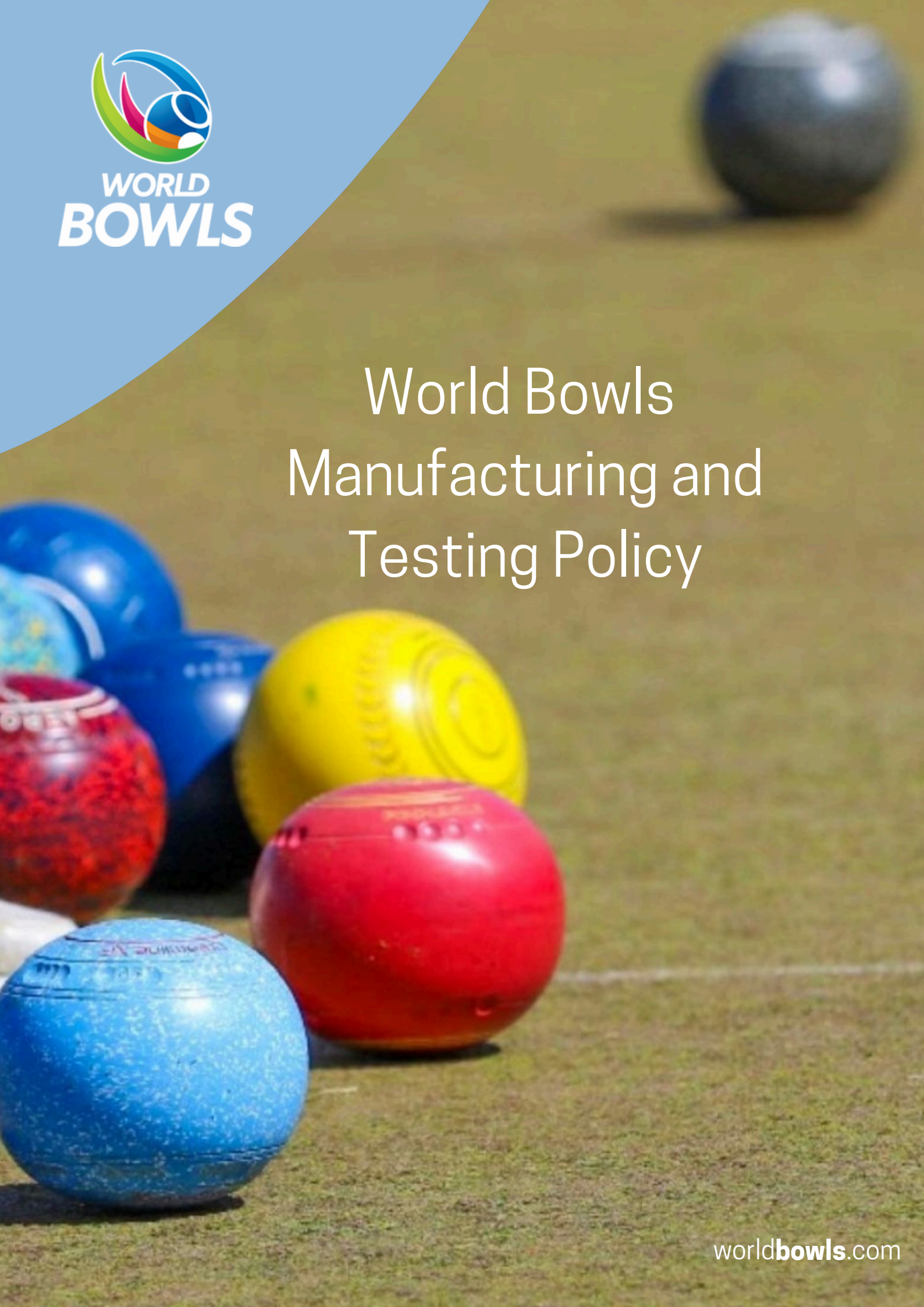

World Bowls Manufacturing and Testing Policy

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Bowls Manufacturing and Testing Policy

Part I - Introduction

1. Definitions and interpretation

In this Policy, unless the contrary intention appears:

1.1 words and phrases shall have the meanings given to them in the Statutes; and

1.2 the following words and phrases shall have the following meanings:

"Accredited Inspector" means a person appointed to that position by World Bowls.

"Approved Person" means a Bowls Manufacturer, or an Official Bowls Tester accredited or approved in terms of and subject to the Bowls Manufacturing and Testing Policy.

"Appeal Committee" means an independent appeal committee, consisting of no less than three persons, none of whom shall have served on the Dispute Committee nor have a conflicting interest in the case under consideration.

"Articles" means the Articles of Association of World Bowls, as amended from time to time.

"Bowls Manufacturer" means a company approved by World Bowls which manufactures bowls.

"Bulletin" means a bulletin issued in terms of the principal Regulations.

"Code of Ethics" means the ethical conduct defined in Part III.

"Constitution" means the Constitution of World Bowls, as amended from time to time.

"Dispute Committee" means a disciplinary committee convened for that purpose by World Bowls.

"Dispute Hearing" means a hearing before a Dispute Committee

"Dispute Procedures" means those procedures set out in Part III.

"Laws" means the Laws of the Sport of Bowls, as amended from time to time (with the edition that is valid at the date of this Policy)

"Official" means any Board or Council member, member of the board, council or executive of any National Authority, coach, umpire, team or

squad manager, Official Bowls Tester, authorised bowl inspector, promoter, match committee member or representative or medical officer or Responsible Official associated with a Game.

"Official Bowls Tester" means a person from time to time accredited to that office by the Board, in terms of World Bowls' Regulations or Policies.

"Official Stamp" means the stamp issued by World Bowls under these Regulations. For the avoidance of doubt, each bowl shall be imprinted with an Official Stamp.

"Regulations" means any regulations of World Bowls, in force from time to time.

"Sanctions" means the provisions set out in **Clause 7.**

"Statutes" means, together, the Memorandum, the Articles, the Regulations and any Bulletins issued in terms thereof.

"Testing Regulations" means this Policy.

"Working Reference Bowl" means the bowl approved by World Bowls, defining the minimum allowable bias for the testing of bowls in accordance with the Testing Regulations.

"in writing" shall include e-mail, provided both delivery and read receipts are obtained for such e-mail.

Part II – Accreditation and Approval

2. Official Bowls Tester

2.1 Accreditation of Official Bowls Tester

Official Bowls Testers will be accredited by an Accredited Inspector, such accreditation running to 31st March in each year.

2.2 Accreditation Fee

2.2.1 Official Bowls Testers shall pay an annual accreditation fee (as determined by the Board) to World Bowls prior to 31st March in each year. Official Bowls Testers shall also pay certification fees, and make returns, as determined by the Board. Failure to do so shall result in their accreditation being withdrawn.

2.2.2 On receipt of the annual accreditation fee, the Executive Officer shall issue the accreditation and authorise the use of the Official Stamp for that year.

2.3 Duties

The Official Bowls Tester shall:

2.3.1 Test any bowl submitted to that Official Bowls Tester to ensure that the bowl complies with such tests and such requirements as are set out in the Laws of the Sport; and

2.3.2 Imprint (or may authorise the relevant Bowls Manufacturer to imprint) bowls that have so complied with the Official Stamp for that year. Bowls so imprinted shall be valid for the period of 10 years ending on a 31st December, and the Official Stamp shall record the latest year when such bowls may be validly used. Any such imprint on and after 1st October in any year may bear the Official Stamp for the following year.

Manufacturers

2.4 Manufacturing

All bowls that are manufactured must comply with the Laws in force at the date of manufacture.

2.5 Approval of Manufacturers

World Bowls may from time to time approve, on an annual basis manufacturer of bowls, such approval running to 31st March in each year. To obtain such approval, manufacturers will have to manufacture bowls in terms of the Statutes and the Laws and comply with the Testing Regulations (and in particular **Clause 4** thereof).

2.6 Approved Manufacturers duties and rights

Approved Manufacturers shall ensure that all bowls sold, issued or supplied by them:

2.6.1 Are compliant with the Laws and the Testing Regulations;

2.6.2 Carry the Official Stamp, except for specially sized, non-standard bowls (such as smaller bowls for juniors), provided that such bowls are clearly marked as such.

2.7 Manufacturers' Approval Fee

Bowls Manufacturers shall pay an approval fee to World Bowls, at a rate determined by the Board. Such fee shall be paid annually by 31st March in each year, save that (by agreement with World Bowls) the fee may be paid by two instalments the first payable no later than 31st March and the second no later than 30th September in each year.

3 Table Testing of Bowls

3.1 Working Reference Bowl

3.1.1 World Bowls shall issue each Official Bowls Tester with a Working Reference Bowl. World Bowls shall, at its discretion, issue Bowls Manufacturers with a further Working Reference Bowl.

3.1.2 Any Working Reference Bowl so issued shall always remain the property of World Bowls.

3.1.3 The Working Reference Bowl shall be made available, or returned, to World Bowls for inspection and testing by any appointed official of World Bowls or by an Accredited Inspector at any time

3.1.4 The Working Reference Bowl shall be used for all table testing at all times. No reproductions, copies or simulations shall be used under any circumstances. When not in use, the Working Reference Bowl shall be stored safely and locked in a secure place.

3.1.5 The Working Reference Bowl shall be security marked to prevent tampering or adjustment.

3.1.6 At least once in every calendar year (and there must be no more than 15 months between occasions), each Official Bowls Tester's Working Reference Bowl shall be:

3.1.6.1 Exchanged with an alternative by World Bowls; and

3.1.6.2 Inspected and tested, to allow both parties to compare the replacement with the previous Working Reference Bowl.

3.1.7.1 If there is evidence of tampering, adjustment or any other interference with the Working Reference Bowl that has been replaced, the Official Bowls Tester shall submit a written explanation to World Bowls. The Working Reference Bowl shall also be returned to point of manufacture for testing by World Bowls.

3.1.7.2 The written explanation will be considered by a committee, consisting of representatives of World Bowls and Approved Persons. If the explanation is adjudged to be unsatisfactory, the Official Bowls Tester's accreditation will be withdrawn immediately, and relevant organisations will be notified accordingly.

3.1.7 If the Working Reference Bowl sustains any damage, howsoever caused, which is likely to impair its correct performance on the table, World Bowls shall be immediately notified in writing. On receipt of such notification, World Bowls shall issue a replacement Working Reference Bowl. As soon as this replacement is received, the damaged Working Reference Bowl shall be returned to World Bowls for inspection and testing, using courier, registered post or by personal delivery and the

cost of returning the Working Reference Bowl shall be borne entirely by the Official Bowls Tester, as shall the full delivery cost of its replacement.

3.2 The Test Table

3.2.1 The minimum length of the table shall be 9.5m, being 2.4m wide in the testing area to permit the Working Reference Bowl to run and come to rest naturally, without interference.

3.2.2 The surfacing system shall be supported on a rigid, level, smooth non-deformable bed of billiard table slates with a minimum thickness of 35mm. The bed shall be stable over the range of temperatures in which the table shall be used and shall be capable of adjustment for level. The level and flatness shall be as stipulated in **Clause 3.4.1.**

3.2.3 The table shall be covered with a single surface, as approved by World Bowls. The running times shall be as stipulated in **Clause 3.5.3.**

3.2.4 The table shall be located such that temperature variations are minimised and operated in a draught free environment. Testing shall only take place when the temperature of the table and the room around it is within the range of 15°C to 35°C.

3.2.5 The table shall be always kept in a clean and dry condition.

3.3. The Chute

3.3.1 The chute shall be of rigid construction, capable of delivering the bowl smoothly to the table at a maximum angle of 7°. The maximum gap between the rails shall be 41mm. The chute must be made to an approved World Bowls' design and can only be acquired through World Bowls.

3.3.2 The chute shall be constructed so that the bowl leaves from the same position each time, but this position shall be adjustable so that the desired length of run can be achieved.

3.3.3 The chute shall be held in a rigid position to operate in accordance with **Clause 3.3.1.**

3.4. Routine pretest procedure

Before first use, at least every six months, and at any other time the table is moved, altered, resurfaced or cleaned by the removal of the covering, the following checks shall be performed: -

3.4.1 Uniformity of level shall be checked, using a device approved by World Bowls, on a measuring grid of 500mm over the slate surface and every 500mm around the entire perimeter of the table, measured on the slate surface. All level readings on the surface shall be within 0.25mm of each other.

3.4.2 Flatness of the slate surface shall be checked, using a 1m straightedge. This shall be run over the entire slate surface, and any gaps revealed beneath the straightedge shall be measured with feeler gauges. No gap greater than 0.25mm shall be present at any location.

3.5 Operation

3.5.1 The owner, or their nominee, of a set of bowls under challenge shall have the right to observe the testing procedure. A representative of World Bowls shall be in attendance.

3.5.2 The Official Bowls Tester must ensure that all bowls under test are free from gripping agents and debris prior to testing. If under any circumstances it should be necessary to use an abrasive material on the bowl, the set of bowls shall be re-tested and stamped and a certificate issued.

3.5.3 The running time of a bowl on the table shall be measured from the instant a bowl passes the foot of the chute until it stops rolling. When the test run is over 9m, as specified in **Clause 3.5.6**, the running time shall be 13 seconds, plus or minus two seconds.

3.5.4 The straight line joining the foot of the chute to the position at which a bowl has come to rest is referred to as the chute/jack line. To find the maximum draw, the measurement shall be taken at a right angle to the chute/jack line to the point on the path of the bowl where the curvature is maximum.

3.5.5 All bowls must run without a wobble. If, however, a bowl is badly delivered, it will be seen to wobble both on the chute and on the table. If this happens, the bowl shall be stopped and returned for re-running.

3.5.6 When testing, the Working Reference Bowl should run between 9.0m and 9.1m, as measured along the chute/jack line. The position of the maximum draw of the Working Reference Bowl should be noted and when necessary marked on the table. The bowl under test must roll at least the same distance as the Working Reference Bowl and finish on or beyond the chute/jack line. Each position is defined as the contact point of the bowl on the table. Release position on the chute may be adjusted to ensure bowls under test travel the same distance as the Working Reference Bowl.

3.5.7 When testing, the Working Reference Bowl shall be run with the set under test. The chute shall be moved at least once per day.

3.5.8 All bowls tested must be in sets of four. Where bowls submitted for testing and stamping either have too little bias or the bias varies between the bowls, the Official Bowls Tester must adjust the bias to conform with the regulations and the Policy and must stamp the bowls accordingly. The Official Bowls Tester must not apply the stamp if they detect a

defect in the material, which would cause the bias to be affected and so contravene the Laws.

3.5.9 The Official Bowls Tester shall issue an official World Bowls certificate for bowls being retested, whether passed or failed.

3.5.10 Bowls Manufacturers shall provide accompanying certification with each set of bowls manufactured, confirming the bowls comply with this Policy and World Bowls Testing Regulations.

3.6 Tolerance in a matched set of bowls

The maximum variations in a set of bowls shall be:

Weight: 15g, with the maximum weight being 1.59Kg (and Approved Persons shall ensure that all relevant equipment used by them is calibrated at least annually)

Diameter: 0.4mm

Bias: All bowls finishing within or on the circumference of a 50mm radius circle.

3.7 Bowls failing test (Laws of the Sport)

3.7.1 If a bowl in the hands of an Official Bowls Tester is declared as not complying with the Laws of the Sport Law 8.2, it shall be altered, if possible, to comply, before being returned. The owner of the bowls shall be responsible for the expense involved.

3.7.2 If the bowl cannot be altered to comply with the Laws of the Sport, Laws 8.1 and 8.2, any current official stamp appearing thereon shall be cancelled prior to its return. The stamp shall be cancelled by the Official Bowls Tester stamping an “X” over any current Official Stamp.

3.8 Registration of proposed new models of bowls

3.8.1 All proposed new models of bowls shall be approved by World Bowls prior to manufacture.

3.8.2 The sample set of bowls submitted shall be securely retained by the Bowls Manufacturer for future comparison testing by World Bowls.

3.9 Customisation of bias of bowls

The bias of any set of bowls shall be not custom made or altered to the specification of an individual bowler.

3.10 Conformity

All bowls must conform to the conditions of the World Bowls accreditations or approvals issued each year to Approved Persons.

Part III – Disputes

4 Code of Ethics

4.1 An Approved Person shall always conduct themselves in a manner that reflects favourably on Bowls, upon Bowlers, upon National Authorities and upon World Bowls. Failure to do so will render the Approved Person liable to disciplinary action under this Policy.

4.2 An Approved Person shall be liable to disciplinary action by World Bowls if it has been found guilty of conduct likely to injure or discredit the reputation of Bowls, World Bowls, National Authorities or any of its Bowlers or is contrary to the policy objects of World Bowls or it wilfully violates or disregards the Statutes, Policies or Regulations.

4.3 An Approved Person shall be liable to disciplinary action by World Bowls if it:

4.3.1 Commits a serious breach or persistent breaches of the Statutes; or

4.3.2 Commits a serious breach of the Laws of the Sport in force at the time.

4.4 Critical or derogatory statements about World Bowls' affairs or elected or appointed Officials shall not be made through the media or to any third party. Any Approved Person who makes a statement that, in the opinion of World Bowls constitutes a breach of this requirement, is liable to disciplinary action by World Bowls.

5. Responsibility for Dispute Resolution

5.1 World Bowls shall appoint a Dispute Committee, which may consist of one or more divisions. The Dispute Committee shall be responsible for ensuring the observance of the Code of Ethics, the Statutes, Policies and Regulations by Approved Persons.

5.2 The Dispute Committee shall:

5.2.1 Exclude any person who attended a Dispute Hearing relating to the case currently before the Dispute Committee.

5.2.2 Exclude any person who declares conflicting interest in any matter before a Dispute Committee.

5.2.3 Not conduct any business unless a quorum is present and until otherwise provided in this Regulation, the quorum of the Dispute Committee shall be 3.

5.2.4 Comprise such number of members as is determined from time to time by World Bowls, subject to a valid quorum. If a member of the Dispute Committee resigns or otherwise becomes unable to complete his or her term of office World Bowls shall have the power to appoint another person in his or her place.

6. Procedure

6.1 Any Approved Person against whom a complaint has been made shall be informed of that complaint and shall be invited to make written representations in answer to it within a reasonable timescale.

6.2 A personal hearing may be required or offered, if the Dispute Committee considers the matter to be of sufficient seriousness and will be offered before expulsion or suspension if the complaint is proved.

6.3 Where the Dispute Committee either requires or wishes the opportunity of a personal hearing it will indicate that clearly from the commencement of correspondence. In the later case if such a hearing is not requested the matter will be dealt with by the Dispute Committee considering the written representations or any other evidence available.

6.4 Notice will be given of the date, place or time of any personal hearing.

6.5 The Dispute Committee will normally consider a complaint before any question of suspension arises but where a complaint is related to:

6.5.1 Bankruptcy or insolvency of an Approved Person,

6.5.2 A serious breach of the Laws of the Sport, or

6.5.3 A serious or persistent breach of the Testing Regulations, the Dispute Committee shall have power to suspend forthwith as soon as a complaint is received.

6.6 Any Approved Person in respect of whom a complaint has been made may be represented in the hearing by one other person of his choice but only the Approved Person will have the right to address the Dispute Committee.

6.7 The failure of any person involved to attend a hearing or to answer any question or to produce any necessary papers shall not prevent the Dispute Committee from proceeding to a decision.

6.8 The decision of the Dispute Committee will be conveyed in writing to the Approved Person within 14 days. Notification of the right to appeal where appropriate will be given at the same time.

6.9 The decision of the Dispute Committee shall be deemed to be a decision of World Bowls and binding on the Approved Person concerned.

7. Sanctions and Penalties

7.1 If an Approved Person is found to be in breach of the terms of the Statutes, the Dispute Committee shall have the power to impose on the Approved Person one or more of the following penalties:

7.1.1 Censure.

7.1.2 A fine, the level of which shall be at the discretion, subject to clause 7.2 below, of the Dispute Committee acting reasonably.

7.1.3 Suspension; or

7.1.4 Withdrawal of accreditation or approval.

7.2 For a breach of the Code of Ethics a minimum fine of AUD$1,000 shall be imposed.

7.3 Fines must be paid within 28 days. If payment is not made by the due date, the accreditation or approval will be suspended. If payment is not made within 3 months the accreditation or approval will be withdrawn.

8. Appeals

8.1 Any Approved Person wishing to appeal against a penalty imposed by World Bowls' dispute procedure shall lodge its appeal in writing, via email, with the Chief Executive Officer within 28 days of the date of that the decision.

8.2 World Bowls shall refer the matter to the Appeal Committee to hear the appeal in such manner and at such time as it deems fit.

8.3 The Approved Person shall be given not less than 14 days written notice by email of the date, time and place of the appeal hearing. The notice shall provide precise details of the alleged offence and give the Approved Person the opportunity of being heard in person or by written submission. If the Approved Person is attending in person, **Clause 6.6** above shall apply.

8.4 The appeal hearing shall not be a re-hearing of the facts of any earlier hearing except in so far as these directly relate to the grounds of

appeal and without prejudice to the right of the appellant to bring forward new evidence relevant to the grounds of appeal or circumstances as he/she considers fit.

8.5 The Appeal Committee shall adjudicate upon the matter taking into consideration such written or oral evidence and/or seeking such further information as it thinks fit. It may cancel, reduce, confirm or increase the penalty under appeal or substitute a penalty of a different form.

8.6 If the penalty under appeal includes suspension the start of the period of suspension may be deferred pending the outcome of the appeal.

8.7 Where the appeal is upheld, and the original conviction set aside the cost of the appeal shall be borne by World Bowls and any costs paid by the appellant will be returned.

8.8 Where the appeal is dismissed, the appellant shall pay all costs reasonably and properly incurred by World Bowls since the date of the original hearing. Fines must be paid within 7 days of notice being received by the appellant. Nonpayment will result in suspension.

8.9 Where the appellant withdraws the appeal before the appeal hearing the appellant shall pay all costs reasonably and properly incurred by World Bowls since the date of the original hearing.

8.10 Costs charged under **Clauses 8.7 and 8.8** above must be paid within 28 days, failing which the accreditation or approval of that Approved Person will be suspended. If payment is not made within 3 months that accreditation or approval will be withdrawn.

8.11 The appellant must pay to World Bowls AUD$1,000 towards its anticipated costs before World Bowls will hear the appeal.

8.12 World Bowls may waive the requirement under Clause 8.11 above where the appellant can show circumstances why Clause 8.11 should be waived.

For more information

If you wish to report or discuss any matter under this policy, please contact the World Bowls CEO Neil Dalrymple:

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Approved by the World Bowls Board.
Dated: October 2024