

METROWEST CHESS CLUB

TOURNAMENT

POLICIES & PROCEDURES

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I. Governance

These Program Policies and Procedures shall be subordinated to the Articles of Incorporation, Bylaws and General Policies & Procedures of the MetroWest Chess Club.

II. Non-Generic rules for Tournaments

A. G/60 Tuesday night event (2 hours available for play)

1. Time Control: G/60; d5
2. Clock times may be reduced by up to 30 minutes to compensate for a late start of the round
 - (1) If the clock time is reduced players may opt-out of playing with no penalty and will have point byes applied in accordance with the rules governing half point byes.
 - (a) Opponents of players who opt-out who want to play may be paired with other players in the same Situation. Pairings may be less than optimal so players may opt to not accept the pairings with no penalty.

B. The Regular Tuesday weeknight event (4 hours available for play)

1. Time Control: 40/90; SD/30; d5,

C. Weekend one-day events (Non-scholastic)

1. Entry: Online - ends 25 hours before 1st round
2. Entry: At site - ends 9:15 am sharp
3. NO Entry: By phone
4. Round 1 – 9:30 am

D. Weekend scholastic events

1. Entry: Online - ends 25 hours before 1st round
2. Entry: At site - ends 9:15 am sharp
3. NO Entry: By phone
4. NO Half-point byes
5. Round 1 – 9:30 am
6. Rounds Paired ASAP
7. Lunch between 11:45 am and 1:00 pm
8. Parents and coaches are not allowed in the playing area while games are in progress
9. Parents are responsible for any damage to club premises or property caused by their children.

III. Generic Rules for Tournaments

A. Scheduling of Events

1. Meet every **Tuesday** night with possible exceptions for holidays
2. Shall avoid starting on any other Tuesday except the 1st Tuesday of the month.

B. Weeknight Event: Time parameters

1. Entry: Online - ends 25 hours before 1st round
2. Entry: At site - ends 7:20 sharp
3. Entry: By phone - ends 7:00 sharp
4. Rounds - 7:30 pm

C. Cancellations

1. If severe weather makes cancellation necessary, a message to that effect will be placed on the Club's answering machine message and on the MCC website.
2. If only one round of a tournament is officially canceled, the event shall be considered shortened by that one round. No attempt at making up the round or otherwise adjusting the parameters of the event shall be done.

D. Food and Beverages

1. No food or snacks may be consumed at the board or in the playing room while games are in progress. You may eat at any time outside of the playing room (e.g., in the skittles room or hallways). Access to food or snacks must be done in a way as to not disturb or annoy players in the room.
2. Repeated access to lozenges or candies which make noise while being opened or accessed is not permitted.
3. Beverages are permitted at the board and in the playing room while games are in progress.
4. No alcoholic beverages are permitted on the premises.

E. Behavior

Failure to comply with the following guidelines may result in penalties being assessed by the Tournament Director.

1. It is expected that you and your opponent are speaking and behaving in good faith when an issue is discussed with a TD.
2. It is expected that you attempt to resolve annoyances in a polite and courteous manner.
3. If someone is making a noise that is disturbing you, please ask them politely to stop.
 - a) If after a second reminder they persist and you believe it to be intentional or so severe as to affect your play and others nearby, at that time seek out a TD.
4. If you or your opponent disagree or are uncertain about the interpretation of a rule regarding the clock or the conduct of the game, please seek out a TD.

F. Event Participation limits

This section describes the rules for the primary location of the club with the following defined as the optimal and standard clearance between rows of tables when the table size is 6' by 2.5'.

- 6 feet between rows of table from table edge to table edge
 - 1.5 feet allocated for a person seated in a chair at the table
 - 3 foot walkway between the back of a chair space and nearest wall or back of another chair
 - 1.5 feet allocated for a person seated in a chair at the table of the other row
- 3 foot walkway at the end of a table to the nearest wall or table

Room capacities

- Main Room: 25 tables/50 boards/100 players
- Skittles room: 5 tables/10 boards/20 players
- Lounge room: 5 tables/10 boards/20 players

To provide a comfortable and safe playing environment the club must limit the number of participants in its events.

1. Participation in events shall be limited to 100 players.
2. 20 additional players may be permitted at the discretion of the club.
General considerations for invoking this option:
 - a) Allowing more than 100 players means sacrificing the Skittles room until those players have finished their game
 - b) 100 players have been reached and several players traveled together where some of them were among the last few registered while the others did not make the cut-off.
3. 20 more additional players may be permitted at the discretion of the club.
Considerations generally expected for these additional players
 - a) Allowing more than 120 players means sacrificing the Lounge room until those players have finished their game. Consideration of accommodating the number of people present in support of the players should be given.
4. Selection of participants
 - a) Players shall be entered in the order they are queued to register unless another rule creates exceptions to this.
 - b) After 80 players have been registered all remaining entries will place members ahead of non-members waiting to enter or join the club. Once members have been admitted non-members will be entered in the order that they have been queued to register

G. Pairing

1. Pairing of MCC events shall be done by computer whenever possible.
2. Where questions arise in the accuracy and/or propriety of a computer-generated pairing, it is the policy of the MetroWest Chess Club to accept the program's pairings in the absence of an obvious or clearly understood violation of USCF rules.
3. If a player is paired out, they will receive a credit of \$10 if they do not end up playing a rated game.
4. Accelerated-pairing shall not be used.
5. Sections with <10 players may be merged
6. Team pairing restrictions
 - a) Only family members can be designated as a team
 - b) Team pairing restrictions are allowed provided "Plus 2" pairings provided the pairing software is capable of doing "Plus 2" pairings.
 - c) "Plus 2" pairings must be used when there are teams
7. A player may only refuse or decline to play a match as explicitly allowed by club policy. All other refusals will be considered a Forfeit and be subject to Forfeit penalties.
8. Players who are late by **half the forfeit time** may be repaired.

H. Pairing Options

It is the intention to have a consistent set of rules selected and used across both computer and manual pairing. As the club almost never manually pairs, the pairing options are described in terms of the pairing software with the intent that should pairings be done manually the same options shall be applied.

1. When SwissSys software is used for pairings, the following settings and options shall be used.

The 'Pairings setup' dialog box contains the following elements:

- Settings:**
 - In-depth searches (recommended)
 - Starting board number: 1
 - Accelerated pairings: Off
 - Vanilla pairings (for analysis)
 - Colorblind pairings (for analysis)
- Forced Byes:** Buttons for Full, Half, Zero, Del, and Clr all.
- Forced Pairs:** A large empty text area with buttons for Add as White, Add as Black, Delete, and Clear all.
- Pairing restrictions:** A red text label that reads 'Pairing restrictions: Soft'.
- USCF mode:** A button labeled 'Change pairing rules...'.
- Player Selection:**
 - Players to pair: 18 - Select here first
 - Type the first few letters of a name: [text input]
 - Or click on one in the list below: [list box]
 - Remove players from list as you go
- Buttons:** OK to Pair and Cancel.

The 'Rules for Pairing' dialog box contains the following elements:

- Buttons:** OK, Cancel, Ladder rules..., USCF Defaults, FIDE defaults, Help.
- Searches:**
 - In-depth searches
- Color Variation:**
 - Consecutive colors OK
 - Plus/minus color variation
 - Old USCF color variation
 - Coin toss for color in last round
 - Weikel oddman pairings
- Bye strictness for unrated:**
 - Relaxed
 - Medium
 - Strict
- Byes for half-point bye recipients:**
 - Allow full point byes
 - Prefer to avoid full-point byes
 - No full-point byes
- Other Options:**
 - Treat half point byes as downfloats
 - Clear reserved byes if plr withdraws
 - Round robin tables:**
 - Crenshaw
 - Berger/FIDE
 - Random lot numbers for round robin
 - Alternative pairing styles:**
 - Accelerated pairings: Off
 - Random pairing options: Regular pairings
 - 1 vs. 2 pairings
- FIDE System:**
 - FIDE Pairing system is the default
 - FIDE pairing system is active
 - FIDE pairing engine (Dutch system): JaVaFo (requires Java)
- Pair Restrictions:**
 - Federation/Club
 - Team
 - City
 - State
- Soft 'try to avoid' field:** Team
- Class Pairings:**
 - Class Pairings
- Plus 2 pairings:**
 - Plus 2 pairings
 - Plus or minus 2 pairings
 - Plus 2 cutoff: 2
- Rating Difference Limits:**
 - 200 Equalizing
 - 80 Alternating
- Fixed-roster options (ParAm rules):**
 - Pair teams by game pnts instead of match pnts.
 - Always use ratings from rd 1

I. **Byes, Re-Entries, and Late Entries**

1. In a Swiss-system event of any number of rounds, a maximum of two half-point byes for the event is allowed.
2. Players entering an event after the first round will have their half-point byes applied starting with round 1 until all of the allowed half point byes are used.
3. Once a player's half point byes are used, any other requested byes shall be zero point byes.
4. A bye requested for the last round must be committed to before the start of the 2nd round and is irrevocable after the start of the 2nd round.
5. A player entered in a tournament is always obligated to notify the club if they will miss any round for which they have not previously requested a bye. Failure to notify the club properly will result in the player being forfeited and assessed a forfeit penalty.
6. There are only two valid ways to request a bye.
 - a) Filling out the bye sheets at the club.
 - b) Leaving a voice message on the Club answering machine up to a half-hour before the start of the round.
7. Byes for future rounds of the event cannot be called in until the day after the current round is completed.
8. Email is **NOT** a valid means to request a bye.
9. Re-entry into an event is not allowed.
10. Changing sections after the first round is not allowed unless the Chief TD agrees an exception is merited.
11. A player will be permitted to enter the last round of an event only if this does not result in an already-entered player being paired out.
12. A player entering an event after the first round has been played is subject to the following rules:
 - a) The player must pay the entire member or non-member (as applicable) entry fee for the event and will remain in the section he enters for all subsequent rounds of the event.
 - b) The player will have the right to take byes on the same basis as every other player entered in the event, including the right to half-point byes for earlier rounds not played in accordance with the rules for the particular event.
 - c) The player shall be subject to the same risk of being paired out as every other player entered in the event.

J. **Withdrawals**

- a) Players may withdraw from a tournament at any time by the same method used for requesting byes.
- b) If a player's score at the time of withdrawal is sufficient to qualify for a prize, the player retains eligibility for that prize.
- c) Players who forfeit out or who are expelled from an event lose eligibility for prizes.

K. Forfeits: Conditions and Penalties

1. Forfeit Times

Unless otherwise stated the following shall be the default times applied for forfeits.

- a) 40/90, SD/30 shall be 1 hour.
- b) G/60 shall be ½ hour

2. Players forfeit a game if the following two conditions occur:

- a) They have no valid bye request on record.
- b) They do not begin to play their game within the time that is specified for the event.

3. Any player who forfeits a game shall be fined for each incident where the amount of the fine doubles with each additional incident in the player's forfeit history.

The formula for this penalty is $\$20 * 2^{(\text{incident number} - 1)}$.

For example: First incident: \$20.00, Second incident: \$40.00, Third incident: \$80.00 etc.

4. The forfeit history is wiped clean when the following two conditions are fulfilled:

- a) Twelve months including the month of the most recent forfeit must pass with no additional forfeit occurring
- b) All assessed fines are paid.

5. The count of forfeits for a player is incremented by one each time a forfeit occurs, and a new twelve-month period starts from the date of the most recent forfeit.

6. The Board reserves the right to take additional or alternative measures as may be deemed appropriate on a case-by-case basis.

L. Forfeits: Gaining re-entry

1. All assessed fines must be paid before players are allowed to play or continue to play in any club event including those that:

- a) They forfeited in
- b) Are in progress but is not necessarily the event in which they forfeited in
- c) They have registered for but it not yet in progress

2. The club is not obligated to inform the player in advance that they will not be paired to play in any club event due to their forfeit.

3. When the next round a player may play in for any event occurs **on a different day than that of the forfeit:**

To regain entry the player must:

- a) Arrive before the end of registration for the event they want to first regain entry into in order to pay the assessed fines.
- b) Leave a message up to a half-hour before the start of the round. In the message they must do the following:
 - (1) Acknowledge that they will pay all assessed fines.
 - (2) Explicitly state that they will arrive to play in time for the upcoming round.

4. When the next round a player may play in for any event in occurs **on the same day as that of the forfeit:**

To regain entry the player must:

- a) Notify the TD in person that they:
 - (1) Acknowledge that they have forfeited
 - (2) Pay all assessed fines.

5. If the player forfeits after taking the steps to re-gain entry, this shall be considered a new forfeit. Their forfeit count will be incremented, and an additional fine will be assessed according to the previously stated rules. In this case, the option to leave a message shall no longer be permitted until they have paid all fines in person.

M. Forfeits: Compensation

1. Any player to whom another player forfeits a game will be awarded a **\$20 credit toward the entry fee for any subsequent MCC tournament.**

IV. Administrating Tournaments

A. Special Introductory Offer for those new to rated play

If a person joins the Club and has played 5 or fewer rated games, the Club will give them free entry in the current tournament as well as the next scheduled tournament.

B. Club Championships

1. The Club Championship events are governed by their own Policy and Procedures.

C. Entry Fees and Prize structuring in general

1. Monthly Tournament events shall charge an entry fee and pay prizes.
2. Entry fees for MCC members shall in general be set lower than those of non-members.
3. Entry fees will not be pro-rated for any tournament event.
4. Tournament Directors will be given free entry for an MCC event for each event they work as a TD.
5. Masters (defined as players whose current rating supplement is 2200 or higher) are given free entry into all regular monthly events provided they are a member of the club." This is to take effect as of January 1, 2012.

D. Other Rated Games

1. Any game between current USCF members can be rated.
 - a) The decision to play a rated game must be agreed between players before play starts.
 - b) If two players not in a current event wish to play a rated game, there will be a \$1 rating fee collected from each player.
 - c) The Club, pursuant to USCF rules, can oversee multi-game matches between players.

V. Marketing

This section outlines ongoing marketing requirements of this program. This does not cover special promotions or overall marketing. The Program Director is responsible for compliance.

A. Relationship to other Programs

1. The regular Tuesday Night Tournament is considered to be the primary program of the MCC, and will be granted a dominant footprint on the homepage of the MCC website.
2. The Program Director will work with the Marketing Director to best use the homepage to connect with the player community.

B. Requirements

1. The Monthly Tournament program is required to post results to the MCC website in a timely fashion.

VI. Budget & Planning

Not addressed by this document

VII. Revision History

A. 2002-10-24

Initial Adoption of this document

B. 2003-02-27

Incorporation of Motion_2003-02-08 regarding USCF Unrated players winnings

C. 2008-02-18

Roll-up to include policies adopted since last revision noted above

1. Accelerated pairings shall not be used
2. Re-entry into an event is not allowed
3. Forfeit rule clarification and expansion for specific situations
4. Club Championship events now governed by their own Policy and Procedures
5. Section on Behavior added.
6. Specific rules about food and beverages added.
7. Update Family pairing rule to allow in all but the Open section.
8. Cancellation policy added
9. Clarification of late versus last round entry restrictions
10. Pairing rules for Computer pairing added

D. 2011-12-10

To incorporate Motion_2011-10-001 regarding "Masters pay club membership for free entry"

E. 2015-05-20

1. Clarify wording and added sections as necessary to account for there being other events than just Tuesday nights. E.g. Default start time was specific for Tuesday nights.

F. 2015-07-01

1. Added additional rules about Parents for Scholastic events

G. 2016-07-05

1. Changed Forfeit compensation to be \$20 from \$10
2. Changed Paired-Out compensation to be \$10 from \$5
3. Rewording without material changes to Team restrictions
4. Restructuring Generic and Specific rules without material changes
5. Update to SwissSys pairing configuration images

H. 2019-05-06

1. Changed Starting Forfeit amount from \$10 to \$20 and updated the example

I. -----