

Conditions of Entry

1. Entries close on **Friday, 19 February 2010**
2. The Games will be conducted at various venues throughout Victoria between 19 March and 29 March 2010 inclusive. A Schedule of Events is listed earlier in this document.
- 3.1 The Games are open to all serving and retired employees of Victoria Police including Protective Services Officers, also serving and retired members of the following agencies: Ambulance Victoria, Australian Crime Commission, Australian Customs and Border Protection Service, Australian Federal Police (including Australian Protective Service Officers), Australian Quarantine Inspection Service, Australian Volunteer Coast Guard, Corrections Victoria, Country Fire Authority, Dept. of Immigration and Citizenship, Dept of Primary Industries, Dept of Sustainability & Environment, Emergency Services Telecommunications Authority, Life Saving Victoria, Metropolitan Fire & Emergency Services Board, Parks Victoria, Royal Flying Doctor Service, St John Ambulance Victoria, Sheriffs Office Victoria, State Emergency Service, Vic Roads Transport Safety Services and WorkSafe. Such emergency service agencies can apply for eligibility and if successful are able to compete upon invitation to attend such Games. The Victoria Police Games Federation reserves the right to refuse entries from any individual or agency.
- 3.2 Victorian Protective Services Officers (**PSO**) will compete for **Specialist Support** as their department. Retired members will be shown as **RET** after the agency identifier as listed below.
- 3.3 Agencies competing at the Games will be identified as follows: Ambulance Victoria **VIAM**, Australian Crime Commission **AUCC**, Australian Customs and Border Protection Service **AUCU**, Australian Federal Police **AUPO**, Australian Quarantine Inspection Service **AUQS**, Australian Volunteer Coast Guard **AVCG**, Corrections Victoria **VICO**, Country Fire Authority of Victoria **VICF**, Dept. of Immigration & Citizenship **VDIE**, Dept. of Primary Industries **VDPI**, Dept. of Sustainability & Environment **VDSE**, Emergency Services Telecommunications Authority **VIETC**, Life Saving Victoria **VLSV**, Melbourne Fire & Emergency Services Board **VIFI**, Parks Victoria **VIPS**, Royal Flying Doctor Service **RFDS**, St John Ambulance **VISJ**, Sheriffs Office Victoria **VISO**, State Emergency Service **VISE**, Vic Roads Transport Safety Services **VRSS**, Victoria Police **VIPO** and WorkSafe **VIWS**. Members of these agencies are eligible for participation points towards the Inter-Services Trophy.
- 3.4 Where a member of the Victoria Police resigns and wishes to take part in further Victoria Police and Emergency Services Games, the Executive Committee upon receipt of the appropriate Administration/Registration Form and Entry Form shall decide on the merits of the application. Consideration will be given to a member's history of involvement in past Victoria Police, and Victoria Police and Emergency Services Games, and the years of service.
- 3.5 Retired members shall include members of an eligible agency who have retired due to age or who have had 10 years or more satisfactory service within an agency prior to resignation. Also includes those who have retired due to ill health (Clause 5 applies) or those who have resigned.
- 3.6 Volunteer SES, CFA and Coast Guard members are eligible to compete if they have been registered as a volunteer for at least 12 months prior to the Games; have completed the appropriate volunteer training for their organisation, and are at least 18 years of age.
4. All employees of Victoria Police are required to participate in their own time and at their own expense. Victoria Police employees will be covered for injury under Personal and Public Liability cover provided by the Victoria Police Amateur Sports and Welfare Society Inc. Details and injury claim forms are available from the Fitness and Lifestyle Unit. Ph 9566 9470.
5. **Any person employed by the Victoria Police who competes in The Games whilst on sick leave WILL NOT be covered for Personal and Public Liability cover purposes and competes at their own risk. Employees on sick leave who wish to compete will need to provide medical clearance first.**
6. Age/Sex Divisions apply to some individual events. The placegetters in each age/sex division will be awarded medals. The divisions are:
 - OPEN
 - 18 - 18 to 29 years inclusive
 - 30 - 30 to 34 years inclusive
 - 3+ : 30 years and over
 - 35 - 35 to 39 years inclusive
 - 40 - 40 to 44 years inclusive
 - 4+ : 40 years and over
 - 45 - 45 to 49 years inclusive
 - 50 - 50 to 54 years inclusive
 - 5+ : 50 years and over
 - 55 - 55 to 59 years inclusive
 - 60 - 60 to 64 years inclusive
 - 6+ : 60 years and over
 - 65 - 65 to 69 years inclusive
 - 70 - 70 to 74 years inclusive
 - 7+ : 70 years and over
 - 75 - 75 to 79 years inclusive
 - 80 - 80 to 84 years inclusive
 - 8+ : 80 years and overThe age groups above apply to male and female competitors in the relevant events and are identified by the letters M and F respectively throughout the program, and are to be taken as at **19 March 2010**.
7. All entrants are reminded that they are eligible to enter both their own age group and the open age group, but must pay the entry fees for **BOTH** age groups. They may be required to compete in **BOTH** age groups, except in the case of Cross Country, Cycling, Duathlon and Triathlon events where entries will only be accepted in age groups, and the Open age group (if available) will be decided by times.
8. Females will compete against females unless they specify that they wish to enter a mixed OPEN event. Some events may combine various age/sex divisions e.g. 5000 metres.
9. Where insufficient entries are received in age group events, the entrant will be offered the opportunity to participate in a lower age group.

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10. Doubles and teams representing Victoria Police **MUST** come from within the same region or department, ideally from the same station or office. Doubles and teams (other than from Victoria Police i.e. all other agencies) can compete without representing a particular region or department due to the smaller number of participants representing them in comparison to the numbers representing Victoria Police. Competitors may only compete in one team per sport. Team members **SHOULD** play in the preliminaries to be eligible for the finals. The end decision rests with the Sports Co-ordinator.
 11. Where a person wishes to compete in a team or a doubles event, and is unable to locate sufficient numbers to make up a region or department team, or doubles event, their entry will be set aside until after the closing date for entries. A draw will then be conducted from those individual entries with the view to making a composite team and that entrant will be able to compete in the Games.
 12. Such composite teams will not attract **BONUS POINTS** towards the Chief Commissioner's Trophy, but will attract **PARTICIPATION POINTS**, and such members of the composite team will be notified by the Sports Co-ordinator.
 13. **TEAMS CANNOT BE REGISTERED OR ENTERED WITHOUT FULL PAYMENT. Registration and Team Entry must also be achieved before the closing date of entries.** The **CAPTAIN ONLY**, ascertains which members of her/his team have already paid administration/registration fees (by establishing whether the respective team members have already entered another event). The CAPTAIN also records the payment of administration/registration fees of those team members who have not entered any other event and calculates the fees owed to the Games Office on the Team Entry Form. Furthermore, the CAPTAIN is responsible for either completing the Team Entry Form and payment online, OR forwarding the completed (hard copy) Administration/Registration Forms and Team Entry Form to the Games Office to enable the Games Office to complete the entry – payment will still need to be made via credit card online. Refer to the 'Entry Categories and Procedures' on page 65.

N.B. The Games Office acknowledges the difficulties that can occur when trying to assemble a team. Consequently Team Captains are **STRONGLY ENCOURAGED**, before entering a team to choose the option that suits them best (refer to the 'Entry Categories and Procedures page) to **ENSURE** that all fees are paid (i.e. in particular administration/registration fees from team members who have not registered, and the proportion of the team sport fee that the individual team member has been asked to pay).

THE GAMES OFFICE WILL NOT ACCEPT OR PROCESS A TEAM ENTRY UNLESS FULL ADMINISTRATION/REGISTRATION DETAILS OF ALL MEMBERS OF THE TEAM HAS BEEN RECEIVED, AND FULL PAYMENT HAS BEEN MADE.
 14. Participants wishing to enter the Games:
 - (i) Must complete an Administration/ Registration Form and Entry Form
 - (ii) Pay the appropriate fees online by credit card via PAYMATE.
 - (iii) If competing as a member of a team you must either inform your Team Captain that you have registered and paid your fees, or provide your Team Captain with your Administration/Registration Form and the respective fees.
 - (iv) The **TEAM CAPTAIN** must **ENSURE** that they denote on the Team Entry Form that they are the Team Captain, and either complete the Team Entry Form online, or forward the completed hard copy Administration/Registration Forms and the Team Entry Form to the Games Office (refer clause 13. above). All payments must be made online by credit card via PAYMATE.
- Police Games Numbers (PGN's) are no longer required to enter the Games. All entrants must complete administration/registration and entry forms each year.
15. Victoria Police individuals **MUST** participate for the region or department they are assigned to at the time the event entry is made. There is no longer a provision for Victoria Police members to elect to participate for an alternative region/department where a transfer has occurred after the First of November as in previous Games.
 16. Members attached to PCETS **MUST** compete for the region where they are located at the time of entry.
 17. Members temporarily seconded to another region at the date of competition **MUST** submit a Administration/Registration Form, marked 'Supplementary', if they desire their participation points to be awarded to their temporary region.
 18. Entry fees may vary from sport to sport and are put towards the running costs of the event, such as medals, venue hire and payment of officials etc. Fees for some sports will be the basic entry fee plus "**pay as you play**" costs. Entry fees are listed with the events, along with those listed as "pay as you play".
 19. The Committee of the Victoria Police Games Federation Inc. may by resolution, caution, counsel or reprimand a member of the Federation or may expel or suspend a member from involvement in the affairs of the Federation, which shall include competing at the Games. This includes members that:
 - (a) have refused or neglected to comply with the Rules of the Federation; or
 - (b) have been found guilty of discreditable conduct or conduct prejudicial to the interests of the Federation, in accordance with Clause 21 of the Rules of Management of the Federation.
 - 20.1 **CHEQUES, MONEY ORDERS, CASH AND PAYMENT VIA THE POLICE CREDIT CO-OP ARE NO LONGER ACCEPTED.**
 - 20.2 All Administration/Registration Fees and Event Entry Fees must now be paid via credit card facilitator PAYMATE – **PAYMENTS CAN BE MADE DIRECT TO PAYMATE USING WEBSITE: www.paymate.com**
- ENTRIES WILL NOT BE ACCEPTED UNLESS ACCOMPANIED BY THE CORRECT AND FULL PAYMENT.**
- Please direct all enquiries for a particular sport to the Sports Co-ordinator IN THE FIRST INSTANCE.**