



Booklet Number 5

General Rules & Regulations



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**Booklet Number Five Updated 2013/02 – 29th July 2013
General Rules & Regulations for CPSA Registered Events**

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FOREWORD

The Clay Pigeon Shooting Association

Is the Governing Body of Clay Target Shooting in England.

Its primary function is to organise, regulate and promote the development of the sport of Clay Pigeon Shooting within England.

These rules have been formulated by the CPSA for all disciplines and events controlled by them.

With the exception of hearing and eye protection where CPSA rules will be adhered to, any National ISSF or FITASC events held by the CPSA will be run under the current rules issued by the governing body of that particular discipline.

This book will be provided to each ground capable of running CPSA Registered Events. It is the official Reference Book and is to be used for any query or dispute.

The most up to date version will be available to download from the CPSA website or by request from CPSA Head Office.

Adopted by the CPSA, ICPSA, ICTSC, ICTSF, SCTA, UCPSA and WCTSA for international competition.



1. REGULATIONS FOR CPSA REGISTERED EVENTS

THE FOLLOWING REGULATIONS HAVE BEEN DESIGNED FOR THE PROPER CONDUCT AND ADMINISTRATION OF CPSA REGISTERED EVENTS AND ARE BINDING BOTH ON COMPETITORS AND SHOOT ORGANISERS. THEY ARE A PRIMARY CONDITION OF INDIVIDUAL MEMBERSHIP OR CLUB REGISTRATION.

1.1 DEFINITION

CPSA registered events can only be held in the disciplines listed by the CPSA. A complete list is available from CPSA HQ and is also available on the CPSA's Shoot Program sent to all registered grounds. These events may only be held providing they comply with the following conditions:

- a) The event must have been registered in advance with the CPSA by the organising club within the time limit required to achieve their inclusion in the Association's list of registered events that appears in the official fixtures section of PULL! Magazine or have been detailed in the clubs fixtures section of the CPSA website for a minimum of seven days prior to the date of the event.
- b) Are held at a CPSA registered club or ground that has been approved to hold events in that discipline and are shot over layouts previously inspected and registered by the CPSA or its authorised representative(s) or at certain grounds outside England as authorised by the CPSA.
- c) Consist of a minimum of 25 targets with no re-entry or practice permitted. County Championship shoots must be held over a minimum of 50 targets, Regional and National Championships over a minimum of 100 targets in all disciplines except Double Rise where 50 pairs will be permitted.
- d) Are run in strict accordance with these rules and with the current technical rules regulating the discipline as issued from time to time by the CPSA, the ISSF or FITASC. No deviation from these rules will be permitted unless previously sanctioned by the CPSA and published in advance. No special conditions regarding cartridge types can be imposed at any CPSA National, or Regional Championship shoot e.g. fibre wads only etc, however, this does not apply to County Championships. An exception is made where a ground has carried out the necessary assessments and as a result restricted types of shot for reasons of Health & Safety or adverse environmental impact i.e. Sites of Special Scientific Interest. Such restrictions will not preclude said ground from hosting CPSA Championships at any level.

All National, Regional and County Championships in all disciplines are by definition registered events.

1.2 ELIGIBILITY

Registered events are open exclusively to current CPSA members, members of other national clay shooting associations recognised by the CPSA or members of the public visiting the ground who have purchased a CPSA Day Pass provided that:

- a) A current CPSA membership card (or proof of membership of another recognised national clay shooting association) is produced at the time of entry, or a CPSA Day Pass has been purchased. For Clubman members entry restrictions apply (see paragraph g below). Shooters may join or renew their CPSA membership at the organising club when entering a registered event. New members' scores must be marked with "NM" and their name on the electronic file produced by the CPSA Shoot program.

- b) They enter and pay the required fee by the published entry closing time.
- c) They enter in strict accordance with other alternative pre-published entry conditions (i.e. by telephone, pre-paid or postal entries, etc).
- d) They fully comply with all the provisions contained within this rulebook and in the current rulebook for the discipline concerned and/or any additional conditions approved by the CPSA and published in advance.
- e) Winners of trophies, titles or badges at County and Regional Championships must be Full Competition Members of the CPSA and resident in the relevant County or Region, as stated on their membership card.
- f) A CPSA Day Pass may only be used at the ground from which it was issued and the shooter can only take part in the registered event on a "have a go" basis. The score obtained will not count towards any CPSA classification, competition or prize.
- g) Clubman membership only permits the shooting of registered events at a ground nominated by the member at the time of joining/renewal and on a "have a go" basis. Clubman members may take part in registered events at other grounds by using a Day Pass.

1.3 RETURN OF SCORES

For Competition Members all scores of 25 targets or more obtained at registered events (including "Targets-Only" but not tie breakers), will be used for the compilation of national averages and classifications. Scores shot in a tie-break or at Handicap-by-Distance events, will not be counted.

All clubs running registered events must return all scores to CPSA Head Office within 7 days of the date of the event. Only scores returned in the electronic format created by the Shoot program will be accepted. If any participant should retire from the event after having started it, their score and the actual number of targets shot at will also be submitted (i.e. 54 hits ex 68 targets).

1.4 ENTRY FEES & PRIZES

At all registered events organisers must, prior to the commencement of the event, display the following information:

- a) The 'Prize' entry fee which must include the full amount to be paid back in prizes.
- b) The "Targets-Only" entry fee which must exclude the prize money stated above.
- c) The amount to be returned to 'Prize' entrants only, which must be the exact difference between a) and b) above and...
- d) The amount of 'Specified Sponsored Cash', if any, to be paid to any winner.

At all County, Regional and National Championships not organised by CPSA Head Office, the same entry fee will apply to all participants. Grounds are not permitted to charge 'green fees' to non club members, nor to give their own members any discount. Any levies applied by official County or Regional Committees must be charged to all entrants.

1.5 TARGET ONLY ENTRIES

"Targets-Only" entries will be permitted at all registered events, with the exception of certain events defined by the Management Board of the CPSA. "Targets-Only" competitors at all registered events, will enjoy the same rights and privileges as 'Prize' shooters, except that they will not receive 'Prize' entry money, but are eligible to win any trophies, titles or donated prizes (including 'specific sponsored cash'), either as overall winners or in their class or category.

1.6 PRACTICE SHOOTING

With the exception of the Sporting disciplines, practice shooting on the layouts and targets used for a Registered event is permitted on the day(s) prior to the individual shooter's first day of competition. Competitors are not permitted to practice on competition layouts prior to tie-breaks taking place. Any competitor found doing so will be automatically disqualified from the competition. No practice is permitted on competition layouts until the prize-giving has been completed. (See also paragraph 1.19(n)).

1.7 COACHING

Once a registered event has commenced, no coaching or tuition will be permitted while the competitor is actually at the shooting stand and in the process of completing a round.

1.8 CANCELLATION

Once a registered event has commenced it cannot be cancelled. The appointed Jury, however, is allowed to reduce the total number of targets if extraordinary circumstances dictate.

1.9 JURY

At all registered events an official Jury for the day consisting of no less than five persons will be appointed and must be displayed before shooting starts. The role of the Jury is that of:

- a) supervising the running of the event.
- b) checking the target settings .
- c) carrying out the duties and responsibilities allocated to them as per the rule book for the discipline concerned.
- d) make all decisions directly relating to the fairness of the competition.
- e) adjudicate on any written complaint received from a competitor.

Whenever possible the appointed persons shall be experienced in the roles of CPSA Juries and have a thorough knowledge of all technical aspects and rules of the discipline being shot. The Jury must include the shoot organiser or their representative, a senior representative of the shooters and if possible, a qualified referee and/or the most experienced person available.

A minimum quorum of 3 Jury members will be required for all decisions.

1.10 SHOOTERS' CLASSIFICATION

Shooters can only be classified as shown in the current issue of the CPSA's Shoot program.

If a shooter is a member of more than one National Governing Body and has more than one classification shown in any official electronic or printed publication in any given discipline, he/she will be given the higher of these classifications at a registered event.

It is the responsibility of all members to check, prior to shooting, that their official class in any given discipline is correct.

Any current member whose name does not appear in the current copy of the CPSA Shoot program, in the discipline being shot, will be classified on the day, for that event only, according to the following procedure, unless he/she can produce an official CPSA certificate on the day duly completed, signed and stamped:

a) All disciplines except English Sporting:

1. 25-target shoots - the percentage score will be used to obtain a classification according to the official cut-off points shown in the Classification CD. i.e. take the total score out of 25, multiply it by 4 and measure the result against the cut-off points to classify the shooter.
2. 50-target shoots - the percentage score of the first 25 targets will be used as above.
3. 75-target shoots - the percentage score of the first 50 targets will be used as follows: take the total score out of the first 50 targets shot, multiply it by 2 and measure the result against the cut-off points to classify the shooter.
4. 100 to less than 200 target shoots - the percentage score of 50 out of the first 75 targets, drawn by stages at random, will be used for classification, i.e. take the total score out of 50 (from the two rounds drawn at random out of the first three), multiply it by 2 and measure the result against the cut-off points.
5. 200 or more target shoots - the percentage score of 100 out of the first 150 targets, drawn by stages at random, will be used thus: draw 4 rounds at random out of the first 6 and use the total score from these 100 targets to classify the shooter.

NOTES:

In DTL competitions, points rather than targets are used to classify shooters. Use the same formulae as above but remember to divide totals by 3 before measuring against cut-off points.

In Double Trap, Double Rise and Skeet Doubles, the number of targets quoted above must be doubled in order to maintain the same proportions.

In All-Round competitions, 2 disciplines out of the 4 shall be drawn at random and their aggregate score multiplied by 2 shall be measured against the cut-off points for this discipline to obtain a classification.

In all instances of drawing rounds at random, only one draw must be made and the result used to classify all unclassified shooters on the day.

b) English Sporting:

In all competitions the total score from 50% of the stands drawn at random (or the nearest rounded-up number) will be used to obtain a % score and a classification calculated according to the cut-off points shown in the CPSA shoot program.

1.11 CATEGORIES

At all CPSA Championships competitors will shoot within their lettered class. In addition, for prizes in categories the winner will be determined by the highest score in that category. Colts can be placed within the Juniors category, providing there is no Colts category at the event in question.

It is the responsibility of all members to check, prior to shooting, that their official category is correct.

The definition of these categories is as follows: (also see section 16).

(For the disciplines of DTL, Skeet, Sporting, Sportrap and ABT)

- a) Colts must be under the age of 16, at the time of shooting the event, including shoot-offs or finals.
- b) Juniors must be under the age of 21, at the time of shooting the event, including shoot-offs or finals.
- c) Seniors must have reached the age of 21 and be under the age of 60 at the time of shooting the event, including shoot-offs or finals.
- d) Veterans must have reached the age of 60 at the time of shooting the event, including shoot-offs or finals.
- e) Ladies must be of female gender at birth, or be a male to female transsexual (see paragraph 16.2).
- e) Mens must be of male gender at birth, or be a female to male transsexual (see paragraph 16.2).
- g) At Home International matches the definition of these categories will be as follows:

Junior: Members wishing to compete in the junior category must be under the age of 21 on the 1st of January in the year on competition.

Veteran: Members wishing to compete in the Veteran category must have reached the age of 60 on or before 1st January in the year of competition.

In certain CPSA events held under the jurisdiction of the BICTSF and ISSF, the CPSA will allow the Veterans category to commence at the age of 55 where the member has reached this age prior to, or on, the day of the event.

Super Veterans category of 65+ will be used at the World Sporting and World DTL Championships. The existing veteran's age band at these events will be altered to include entrants over the age of 55 and under the age of 65 years at the time of shooting the event, including shoot-offs or finals.

1.12 TIE BREAKERS

In the event of a tie, whenever required and in accordance with the Jury's instructions, a shoot-off will decide the individual High Gun and the winners of all article and/or trophy, medal or badge prizes. All cash-only prizes shall be awarded on an 'add and divide' basis unless there are any titles and/or trophy, medal or badge prizes at stake in which case a shoot-off will determine all the prizes (article, trophy, medal, badge and/or cash), after which any additional cash-only prizes shall be awarded on an 'add and divide' basis. The 'count back' system shall not be used at CPSA registered events except in special circumstances in International disciplines.

At all registered events the shoot-off procedure defined in the current discipline Technical Rules shall be applied where necessary.

In the event of a shoot off in any registered, County, Regional or National Championship shoot if one or more competitors are not present at the time of being called for the shoot off then they automatically forfeit their chance of winning. Any shoot off must take place immediately after the main competition has finished.

In the event of failing light or extreme weather the jury will decide when the shoot off will take place.

For an All Round competition one of the four disciplines (see rule 1.16) will be drawn at random by the Jury and then the appropriate discipline shoot-off procedure applied.

Team Ties

In general the same procedures apply for the settling of team ties within domestic disciplines. See the Technical Rules for each discipline to find out the individual nuances of each one.

1.13 HEARING/EYE PROTECTION

The wearing of recognised and purpose-made hearing protection products is compulsory and must be worn on or in both ears by all persons taking part in registered events while in the act of shooting, refereeing, scoring, trapping, officiating in any capacity or spectating near the shooting stands.

The appropriate wearing of adequate and effective visible eye protection by shooters, trappers, officials and spectators at or around any shooting position at all registered events is mandatory. It is recommended that this protection be to a minimum standard of BS.EN.166.2002.

Referees and Jury members have the power and the responsibility to stop anyone stepping on to a shooting stand or standing by or officiating in an event, unless they are seen to be appropriately wearing some standard form of proprietary hearing and eye protection.

Ground owners/managers/organisers must comply with everything required by the Health & Safety at Work Act and must require that those who refuse to comply leave the ground.

1.14 ENGLISH SPORTING

The minimum number of stands required to operate simultaneously at a Registered shoot is as follows:

25-target shoot	-	3 stands	75-target shoot	-	8 stands
50-target shoot	-	5 stands	100-target shoot	-	10 stands*

(* At all National Championships and Selection shoots a minimum of 12 stands will be used)

A maximum of 10 targets is permitted at any one stand.

All shooters are obliged to take good care of the score card handed to them at the time of entry and must return it to the organisers by the required time whether they have completed the course or not and regardless of their scores. Failure to return the card will result in disciplinary action being taken against the offender (see paragraph 1.20).

In addition to the shooter's card, a master sheet of scores obtained by each shooter at each stand should be kept by the organisers for a period of 6 months for checking purposes and to obtain the total score should a card be mislaid.

In cases of discrepancies with the cards, the scores recorded on the master score sheet will take precedence and will be used by the club for calculating the total score to be returned to the CPSA for classification and/or for prize awarding purposes.

NOTE: At all National Selection shoots the use of waterproof score cards and master score sheets is compulsory.

1.15 HANDICAP-BY-DISTANCE

For Handicap-by-Distance competitions, shooters will be allotted yardage handicaps according to their DTL classification, as follows:

Class AA	-	23 yards behind the trap	Class B	-	19 yards behind the trap
Class A	-	21 yards behind the trap	Class C	-	17 yards behind the trap

Members who do not have a DTL classification shall start the shoot at a distance of 21 yards behind the trap. After the appropriate number of targets as laid out in paragraph 1.10 have been shot, those newly classified shooters will be moved to the relevant yardage distance for their class as shown above.

Squads will only be made up of shooters of the same class. No mixing of classes within a squad will be permitted on safety grounds.

1.16 ALL ROUND

All Registered All Round competitions must consist of 100 targets as follows:

25 Single Barrel DTL	25 English Skeet
25 ABT	25 English Sporting

No deviation from the above will be permitted and all four disciplines must be shot in strict accordance with their own technical rules and regulations and shot from approved and registered layouts in each case.

There must be a maximum of 5 shooters in a squad as per technical rules for DTL and English Skeet. Each shooter must start in the same position for each round (e.g. if in position one for Single Barrell DTL then the shooter will commence on position one on ABT, English Skeet and English Sporting)

1.17 TEAM EVENTS

In order to be eligible for selection to a County or Regional team, apart from fulfilling the necessary residential qualifications, shooters must be current full members of the CPSA. Membership of any other association whether recognised by the CPSA or not, will not entitle them to be part of any English County or Regional team.

The size and composition of official County teams will be determined by the respective Regional Committees, whilst County team selection including the number of teams or official reserves, is the responsibility of County Committee.

National Inter Counties Teams are defined by the Management Board of the CPSA and consist of the following:

Senior Teams	6 members (5 best scores to count)
Junior Teams	3 members (2 best scores to count)
Ladies Teams	3 members (2 best scores to count)
Veterans Teams	3 members (2 best scores to count)

Regional teams are defined by the Management Board of the CPSA and consist of the following:

Senior Teams	10 Members (5 best scores to count)
Junior Teams	3 Members (2 best scores to count)
Ladies Teams	3 Members (2 best scores to count)
Veteran Teams	3 Members (2 best scores to count)

These Regional teams are required to compete at the English Open DTL, British Open Skeet, British Open Sporting and English Open ABT.

Regional team selection is the responsibility of the Regional Committee and Regional Secretaries must submit their complete lists of team members to CPSA Head Office at least 14 days before the competitions commence. These may include two nominated reserves if desired.

Any changes or substitutions will not be permitted after the commencement of the event.

At Championship events a competitor may only enter and compete in a maximum of one team per event.

1.18 COMPUTERISATION

It is a condition of registration that all clubs running registered events use the Shoot program to do so. The program must be used at the event for:

- a) the entering of competitors prior to their commencement of shooting.
- b) the entering of scores.
- c) the calculation of results.
- d) all aspects of administration including the return of scores by electronic file, to Head Office.

1.19 RULES TO BE APPLIED BY CLUB OFFICIALS

The following rules which must always be implemented, are the responsibility of club officials and constitute the primary conditions upon which continuing registration depends.

- a) All registered events must always comply with all the foregoing and following rules and regulations in every respect.
- b) Only the classification shown on the CPSA's current Shoot program database shall be used.
- c) Any member not listed on the current issue of the Shoot program database and not able to produce an official CPSA certificate shall be classified on the day as per the procedure in rule 1.10.
- d) Scores must be submitted to CPSA Head Office electronically using the 'Output Results' facility provided on the Shoot program. These should include all "Targets-Only" scores. Scores submitted in writing will not be accepted and shall be returned to the ground for conversion to the Shoot program (except in exceptional circumstances and in agreement with CPSA Head Office).
- e) If a shooter withdraws before the completion of the event, their actual score and the number of the targets shot at must always be returned. i.e. 52 ex 75.
- f) The electronic file created by the Shoot program must be submitted to the CPSA within 7 days of the date of all Registered events. CPSA Head Office must also be advised of any cancelled events, not less than 7 days prior to the event.
- g) All participants in registered events must have their scores submitted for classification as per f) above. Clubs must not offer any 'opting out' alternatives. Failure to comply may render the club liable to de-registration.
- h) The scores of all competitors must be displayed by shoot organisers at all registered events regardless of whether they are 'Prize' or "Targets-Only" entries.
- i) Shoot organisers must always satisfy themselves as to the eligibility of competitors by demanding to see their current CPSA membership cards or proof of membership of another recognised Clay Target Shooting Association.
- j) All registered events must have been previously notified to the CPSA by the host club within the time limits specified by the Association They cannot be 'de-registered' once the event has started (see paragraph 1.8).
- k) A current rulebook for the discipline concerned must always be made available by the organising club for the benefit of the Jury and competitors alike. Equally, a copy of the current issue of the members' Classification database on the Shoot program, whether in printed copy or electronic version, must also be available.
- l) Club officials' attention is drawn to paragraph 1.4 regarding payouts.
- m) When more than 1 layout for the discipline concerned is used at a registered event, organisers must ensure the fairness of the competition by arranging for all shooters to shoot at an equal number of targets on each layout used. Otherwise, competitors must move through the layouts in a pre-determined order, one round at a time until the competition is completed. The number of layouts used must not exceed the number of stages or rounds needed to complete the event, except at very special events and with the prior approval of the CPSA. In the event of a terminal breakdown of one or more layouts the Jury will determine how the event shall be completed.
- n) Shoot organisers must not run non-registered events or practice, concurrently with a registered event in the same discipline on the same layouts/stands used for this. Shoot organisers must also ensure entries are only accepted from those listed in paragraph 1.2 (Eligibility).
- o) Re-entry is not permitted at any registered event.
- p) Clubs and shooting grounds that are not in possession of a Section 11.6 exemption certificate issued by their local Chief Officer of Police must demand to see every shooter's Shotgun Certificate before allowing them to use a shotgun on their premises.

1.20 PENALTIES

Penalties as detailed below will be imposed on all members and grounds who do not comply with the following rules:

- a) Allowing non-members of the CPSA to participate in registered events without purchasing a Day-Pass.
- b) The non-enforcement of Hearing and Eye Protection rules.
- c) Misplacing (not returning) score cards.

For offences a & b above the penalties shall be:

1st Offence: A listing on the CPSA website and in Pull! Magazine for a period of three months.

2nd Offence: Suspension from the CPSA for a period of three months.

3rd Offence: A ban from CPSA membership for a period of 12 months after which a re-application for membership will be required.

For offence c above the penalties shall be:

1st Offence: A letter will be sent reminding the member/ground of the requirement to submit score cards.

2nd Offence: A listing on the CPSA website for a period of 3 months.

3rd Offence: Continued abuse of this rule may result in further disciplinary action being taken.

2. GENERAL RULES

COMPETITOR

During competitions the following General Rules apply across the disciplines of DTL, ESK, ESP, ABT and their derivatives.

2.00 It is the responsibility of all members of any association recognised by the CPSA to adhere to any unique requirements of their shooting association, as well as ensuring that they are conversant with the rules contained herein.

2.01 Every competitor is required to acquaint themselves with the rules insofar as they apply to competitors. By entering the competition, competitors thereby agree to submit to any penalty that may be incurred through failure to comply with the rules or with the Referee's decisions.

DULY NOTIFIED

2.02 A competitor is "Duly Notified" to compete when their name is called out by a Referee, Scorer or other person authorised to do so. If a competitor is absent after being called, the Referee shall call the name on the card loudly three times equally spaced within one minute. If the competitor is still not present they will be "Declared Absent" and will not be allowed to join the squad during that round. See Penalties - Declared Absent (rule 2.04) and Technical Rules for Sporting.

PENALTIES

2.03 competitors shall be at the firing mark when DULY NOTIFIED, and take sufficient cartridges to complete each stage. Any Competitor failing to take enough cartridges to complete the round/stand will incur a one-target penalty (three points in DTL) on each occasion.

DECLARED ABSENT

2.04 If a Competitor is declared absent, they will be fined two targets (6 points in DTL) by the Jury and given the opportunity to shoot the remainder of the targets in/on that round/stand at the Jury's discretion.

TIME LIMITS

2.05 All competitors must call for their target within 10 seconds of the Referee acknowledging that shooting may commence. Competitors failing to call within 10 seconds will be warned on the first occasion and a one-target penalty for each subsequent occurrence shall be imposed. See Technical rules in all disciplines for further clarification.

2.06 A competitor who is not present when their name is called in accordance with "Duly Notified" for a "Shoot Off" shall be "Declared Absent" and lose by default.

CODES of CONDUCT

2.07 All competitors will conform to the Dress and Disciplinary Codes of Conduct of the CPSA where applicable.

SHOOTING STATION

2.08 Competitors must shoot only from the designated firing mark with both feet entirely within the boundary of the shooting station, at the designated clay target(s) in flight, and will not shoot at or "sight" any birds, beasts, other objects, or other competitors' clay targets. The gun position is optional prior to firing, but at the point of firing the gun must be seen to be in the shoulder. (See rule 2.42 for penalty)

FOOT FAULT

2.09 Competitors must stand with both feet entirely within the boundary of the shooting station whilst calling for and shooting at any target(s). Failure to do so will incur a warning by the Referee in the first instance and a deduction of one target (three points DTL) for the second and any subsequent offences within each stage or stand.

2.10 In the case of squaddled disciplines, shall remain on the final firing mark or range until all the competitors in the squad have completed the final stage.

SCORECARDS

2.11 All competitors are obliged to take good care of their individual or squad score cards, if handed to them at the time of entry.

2.12 Competitors must return all/any cards to the organisers whether they have completed the course (English Sporting) or not.

Penalties for non-return of scorecards by individuals are as follows:

a) 1st Offence: A letter will be sent reminding the member/ground of the requirement to submit score cards.

b) 2nd Offence: A listing on the CPSA website and in Pull! magazine for a period of 3 months.

c) 3rd Offence: Continued abuse of this rule may result in further disciplinary action being taken.

Shooting Grounds that are complicit in allowing this conduct to occur will also be penalised as follows:

a) 1st Offence: A letter will be sent reminding the member/ground of the requirement to submit score cards.

b) 2nd Offence: A listing on the CPSA website and in Pull! magazine for a period of 3 months.

c) 3rd Offence: Continued abuse of this rule may result in further disciplinary action being taken.

2.13 Each competitor is entitled (and advised) to inspect the completed scorecard before it is taken for posting to the main scoreboard. No claim for an error on the scorecard can be made beyond this point..

COACHING

2.14 Once an event has commenced, no coaching or tuition from any quarter will be permitted while the competitor is actually on the shooting mark or in the process of completing a round (Penalties 3.19-3.24).

SAFETY

2.15 It is the responsibility of the user of any shotgun to behave in a safe and sportsman like manner at all times.

2.16 Competitors must always treat every gun as if it is loaded.

2.17 Guns must be kept open and unloaded at all times, except when on the shooting mark, and permission has been given to load by the Referee.

2.18 Semi-automatics and Pump-action guns are to be carried with the breech open, or flagged, and the muzzle pointing straight up in the air. Always check that the barrels are clear before commencing shooting.

2.19 Guns are only to be loaded when a competitor is on the shooting mark, and then only with the barrels pointing out over the shooting range.

2.20 Before turning from the firing mark at the cessation of shooting, competitors must remove any cartridge case or unfired cartridge from the gun. Those using Semi-automatic and Pump-action shotguns should take particular care (see DTL & ABT technical rules relating to walking from stand 5 to stand 1).

2.21 Any violation of rule 2.17/2.18 will in the first instance incur a warning; any further repetition will mean immediate disqualification from the event.

2.22 In the event of a malfunction or misfire, a competitor must keep the gun pointing out over the shooting range until the Referee gives permission to do otherwise.

2.23 Competitors must only use guns that are in proof, and in a safe and sound condition.

2.24 It is recommended that no individual should carry cartridges of different gauges together in their shooting vests or bags.

2.25 It is forbidden to shoot at anything other than clay targets, any violation (Referee's opinion) of this will result in a request to the Jury for immediate disqualification and the offender(s) will be reported to their Governing Body.

BANNED SUBSTANCES

2.26 No alcohol, drugs (as defined by the World Anti-Doping Agency (WADA), specified in the World Anti-Doping Code substances on the WADA prohibited list.) or performance enhancing substances in any form (other than those that have been prescribed) may be consumed by anybody who intends to use a shotgun, either before or during the shooting of any targets for that day.

GUNS

2.27 All types of guns, including "Semi-automatics", "Pump-action", 12bore and smaller may be used for shooting. No handicap will be given to competitors using guns of a calibre smaller than 12bore.

2.28 It is not permitted to use guns with straps or slings (In the case of handicapped persons, the Referee's permission may be sought).

2.29 It is not permitted to use guns with devices fitted which have magnifying, light emitting, forward lead displacement properties, or give visual enhancement of the target.

2.30 Changing of guns (or properly functioning parts) between stations within a round/stand is not permitted unless the Referee has accepted a gun malfunction, which cannot be quickly repaired. It is not permitted to use guns with devices fitted which have magnifying, light emitting, forward lead displacement properties, or give visual enhancement of the target.

2.31 If a gun fails to function and the Referee, on inspection, finds that it is not quickly repairable and that it has not been caused by the shooter, options 2.32 and 2.33 are open to the shooter.

2.32 Use another gun providing one can be secured without delay (time allowance 3 minutes).

2.33 Drop out of the shooting rota (with the Referee's permission) and complete the sequence of targets left on that round/stand at a later time when a vacancy occurs and the Referee gives permission.

2.34 Should the gun be repaired before the end of the round, the shooter may be permitted to rejoin the squad providing the Referee gives permission.

2.35 In other cases of malfunction of either guns or ammunition which result in the shot not leaving the gun at the time of discharge, (provided this is not the 3rd or subsequent malfunction within any one round or stand (sporting)) the target will be declared "No Target" and another target thrown. In the event of such a malfunction the competitor should be instructed to remain in the stand and treat it as a misfire, only opening the gun after the appropriate time delay and checking the bore(s) for obstruction before proceeding to repeat the target.

2.36 If requested, the Referee may allow competitors to clear their guns (test fire) out over the shooting range providing it is done in a safe manner. This will only be allowed immediately prior to the individual commencement of the competition (or each day of the competition).

2.37 No person other than a Referee or Jury member may handle another competitor's gun and, only then in that person's presence and with their full knowledge. An exception may be made where a competitor's own gun has broken and cannot be repaired within three minutes.

2.38 If a shooter is using a gun with any form of release trigger it is mandatory to notify the Shoot Organiser when booking into a competition that he/she is doing so. The Shoot Organiser must then mark all appropriate scorecards with this fact. The competitor must also notify the referee on every stand or round prior to shooting. Failure to comply on each occasion will result in the loss of one target (3 points DTL).

PORTED BARRELS

2.39 For the disciplines of English Skeet, Skeet Doubles, English Sporting and Sportrap, the use of guns with ported barrels, ventilated or otherwise, choke attachments and recoil reducers in any form are allowed.

2.40 For the disciplines of Down The Line, Single Barrel, Double Rise, Handicap by Distance and Automatic Ball Trap, stock recoil reducers and ported barrels are allowed but ventilated barrel attachments are not.

GUN POSITION

2.41 Gun position in relation to the shoulder shall be optional when the competitor calls for the target, providing the competitor complies with "shooting position" for that discipline.

PENALTY

2.42 At the point of firing, the gun must be seen to be "in the shoulder". Anyone firing a gun from anywhere but the shoulder will be warned in the first instance and for any subsequent offence, a request will be made by the Referee to the Jury for disqualification of that competitor.

DOUBLE DISCHARGE

2.43 If in the course of shooting at singles or doubles, both shots are discharged simultaneously, the following rules will be applied:-

2.44 The Referee will try to ascertain the reason for the malfunction and make a decision on whether to allow the competitor to continue using that gun on the grounds of safety.

2.45 Following the Referee's decision on the continued use of the gun the target(s) will be declared "No Target" and a new target(s) will be called for and shot at again with the result(s) being scored. (See Malfunctions)

MALFUNCTIONS

2.46 Competitors are allowed a maximum of two malfunctions (gun or ammunition) in any one round or stand (sporting), whether or not they have changed their gun or ammunition. Any regular target on which any additional malfunction of either gun or ammunition occurs will be declared lost. In all cases when malfunctions/warnings/faults occur, a mark should be made against the competitor's name on the score sheet for later reference.

2.47 See Technical Rules for Procedure for Second Barrel Malfunction in the discipline concerned.

AMMUNITION

2.48 The length of the cartridge, before being fired, is not to exceed the maximum length specified for the discipline being shot. Cartridges must be of normal loading with no internal changes, and shall not exceed 28 grams of shot. (For ISSF and FITASC disciplines different rules apply, see current rulebooks.)

2.49 The shot shall be spherical shot of normal production and no larger than 2.6mm in diameter (English size 6): plated shot may be used.

2.50 Home load, black powder and tracer cartridges may not be used. The Referee may at any time take unfired cartridge(s) out of a shooter's gun for examination and analysis. Any competitor found using prohibited cartridge(s) will be liable to disqualification.

PROTESTS

2.51 A fee of £20 must accompany protests submitted in writing to a member of the Jury. If the Jury upholds the protest then the fee shall be returned. A Referee shall not be interfered with or interrupted unnecessarily.

2.52 If a competitor disagrees with the Referee's decision regarding a shot, protest should be made immediately by raising the arm and saying, "Protest" or "Appeal".

2.53 The Referee shall then interrupt the shooting and make a decision.

2.54 It is forbidden to pick up a target from the field in order to find out whether it has been hit or not.

2.55 If the Jury finds the protest justified, it can give the Referee direction for future decisions or appoint a new Referee. The Jury may alter the decision, PROVIDING THIS DOES NOT CONCERN A DECISION ON "HIT OR LOST TARGETS" AND "NO TARGETS". On these points, the Referee's decision is final.

2.56 If the competitor is of the opinion that the score read aloud when the round is finished is incorrect, they should protest verbally to the Referee immediately. The Referee shall then, as soon as possible, examine the score sheet and announce the decision.

2.57 If the competitor protesting is not satisfied with the decision, a short written protest accompanied by the fee (determined and posted by the Jury) shall be made to the Jury. The Competitor(s) concerned will then be advised of the decision arrived at by the Jury. No further complaints regarding scores will be entertained after this point.

2.58 If a competitor, or Official, observes anything that does not conform to these rules, they must not interfere with the shooting but shall report their finding to the Referee or a member of the Jury. Appropriate action shall then be taken.

2.59 ALL QUERIES AND PROTESTS SHOULD BE MADE IN A QUIET AND ORDERLY MANNER.

JURY

2.60 A Jury consisting of no less than five persons shall be appointed by the Organiser, the protest fee will be set and a notice displayed at the entry desk giving this information before shooting starts at all registered events.

2.61 The role of the Jury is that of overseeing the running of the event. They must check at the beginning of a competition and when they feel necessary, reset the targets as per the Technical Rules of that discipline. (Target distances angles & trajectories for all disciplines shall be set in calm conditions when ever possible.) To carry out the duties and responsibilities allocated to them as per the rulebook for the discipline concerned and to make all decisions directly relating to the fairness of the competition.

- 2.62 Whenever possible the appointed persons shall be experienced in the roles of CPSA Juries and have a thorough knowledge of all technical aspects and rules of the discipline being shot.
- 2.63 The Jury must include the shoot organiser or their representative, a senior representative of the shooters and, if possible, a qualified referee and/or the most experienced person available.
- 2.64 A minimum quorum of 3 Jury members will be required for all decisions. Registered events must always comply with all rules and regulations in every respect.
- 2.65 Only the Jury may disqualify a competitor or deduct targets from a competitor's final score as a result of a penalty decision being upheld.
- 2.66 Any Competitor (except day pass holders) can be called upon at any registered event to serve on a Jury, and must be willing to fulfil the duties of a Juror if so requested.

HEARING/EYE PROTECTION

- 2.67 The wearing of a recognised and purpose made hearing protection product is compulsory and must be worn on or in both ears by all persons taking part in registered events while in the act of shooting, refereeing, scoring, trapping, officiating in any capacity, or spectating near the shooting stands.
- 2.68 The appropriate wearing of adequate and effective visible eye protection by competitors, scorers, trappers, officials and Spectators at, or around any shooting position at all registered events is mandatory. It is recommended that this protection be to a minimum standard of BS EN 166:2002.
- 2.69 Referees and Jury members have the power and the responsibility to stop anyone stepping on to a shooting stand or standing by, or officiating in an event, unless they are seen to be appropriately wearing some standard form of proprietary hearing and eye protection.
- 2.70 Ground Owners/Managers/Organisers must comply with everything required by the Health & Safety at Work Act and must instruct those who refuse to comply to leave the ground.

TIE-BREAK

- 2.71 The winner of any tie-break will be entitled to all articles, category and/or trophy prizes relating to that position in the event. Where there is a tie-break for trophies or badges, any cash prizes relating to that position in a competition will go with the trophy or badge.
- 2.72 Unless there are any titles or trophies at stake, in which case a tie-break will determine all the prizes, any further cash prizes shall be awarded on an 'add and divide' basis.

TEAM-TIES

Team Ties vary dependent on discipline. Refer to the discipline rules for more information.

UNFINISHED COMPETITION

- 2.73 Should any competition fail to be completed due to extreme weather, darkness or major equipment failure, then the competition may be curtailed or suspended.
- 2.74 If curtailed, the award of prizes will be decided at some point in the competition equitable with fair play. It is recommended that a proportional refund is made to each competitor.
- 2.75 If suspended, the date, time and the terms under which the competition shall continue must be announced immediately the competition is suspended. Any future date must not be more than four weeks from the date of the original competition.

2.76 Any competitor who fails to attend on the new date set for the postponed competition will forfeit all rights and standing in the competition. The organisers should consider giving a refund of a proportion of the entry fee to any such competitor.

COMMENCEMENT AFTER TRAP BREAKDOWNS

2.77 On all occasions after a trap breakdown has occurred the competition shall re-commence from the point at which this happened. Under no circumstance shall competitors be allowed to shoot the stage, in total, again. competitors, however, have the right to see a target(s), prior to re-commencement. Competitors may ask for a trap to be cleared after a minimum of two concurrent trap malfunctions have resulted in the declaration of a 'No Target'.

2.78 Competitors may ask for a trap to be cleared after a minimum of two concurrent trap malfunctions have resulted in the declaration of a 'No Target'.

BROKEN TARGET

2.79 A "Broken Target" is a target that has been broken by any means other than having been hit by shot.

STEEL SHOT

2.80 The International Clay Target Shooting Council has agreed that where steel shot is being used that there shall be a maximum shot size of 4 (as against lead shot size 6) when used at a Registered or Home International event

3. GENERAL RULES

REFEREE

3.00 A referee is authorised and competent to adjudicate at any competition in accordance with technical and general rules of that discipline. Whenever possible, CPSA qualified Referees should be used at registered events and must be used at CPSA Major and Minor Championship events.

DUTIES

3.01 Referees shall ensure that the competitors comply with and compete according to all rules; and ensure that the equity of the competition is maintained at all times.

3.02 When the Referee is satisfied that a variation in target trajectory is such that the equity of the competition cannot be maintained, a request may be made to the Jury by the Referee for the targets to be re-set.

3.03 Referees shall "DULY NOTIFY" a competitor when it is their turn to shoot by calling out the name(s) on the scorecard/squad sheet for each stand/round.

3.04 If a Competitor is absent after being called, the Referee will call the name on the card loudly three times, equally spaced within one minute. If the competitor is still not present within that time, they will be "Declared Absent" by the Referee, after which they will not be allowed to join the squad.

3.05 This will be noted onto the score sheet and the Jury will then penalise the competitor according to the Technical Rules of the particular Discipline and the competitor shall be given the opportunity to shoot that round (if possible) at a time to be decided by the Jury.

3.06 The Referee will make a decision on whether a target is "HIT", "LOST" or a "NO-TARGET" (on these matters the Referee's decision is final) and shall mark the result on the squad card/score sheet.

3.07 In all cases where a target has not been hit, the Referee must give a verbal indication to the Competitor (after the second shot at doubles).

3.08 It is at the Referee's discretion whether they call out the result of all shots, but it is mandatory to call out losses or in the case of Down The Line, losses and second barrel hits (two).

TARGET DEFINITION "HIT"

A regular target that in the opinion of the Referee only:

3.09 Has had a visible piece broken from it, is completely destroyed or, in the case of targets that are presented whole and during flight holes are seen to appear which have been caused by the Competitor's shot.

TARGET DEFINITION "LOST"

3.10 A target, which has some "dust" removed from it, by the shot, but remains otherwise "intact", is not a hit target.

A target shall be declared "LOST" when in the opinion of the Referee only:

3.11 A regular target remains unbroken after being fired at and is not a "Hit Target" in accordance with the above rules.

3.12 The competitor after an apparent malfunction or misfire opens the gun or moves the safety catch before handing the gun to the Referee.

- 3.13 A competitor suffers a 3rd or subsequent malfunction or misfire in the same stage.
- 3.14 The competitor fails to fire for any reason due to personal error, fault or negligence.

NO TARGET

3.15 After a target has been declared a "No Target" it is no longer part of the competition. When a Referee has declared a target a "No Target", on NO ACCOUNT must it be shot at. When a No-target is deliberately or intentionally shot at, the Referee will warn the Competitor and mark the scorecard accordingly. Should there be a subsequent occurrence within the same stage/stand the Referee will report the matter to the jury for a decision in relation to loss of target.

3.16 Please refer to Technical Rules for specific discipline clarification on "No Targets".

DISQUALIFICATION

3.17 Disqualification entails the forfeiture by the individual of all entrance money and rights in the competition to which it relates.

COACHING

3.18 Referees must ensure that no coaching or tuition is permitted from any quarter once an event has commenced and whilst the competitor is actually at the shooting mark or in the process of completing a round.

PENALTIES RE COACHING

3.19 If a Referee is satisfied that the competitor is receiving coaching from someone outside the shooting stand they will, in the first instance, warn the person(s) involved not to continue. Failure to do so will result in one of the following:

3.20 A one-target penalty (from the score achieved on that stand) to be deducted from the score of the Competitor shooting.

3.21 If the competitor does not score on that stand, a zero is marked in the first free spot of any stand that has not been shot. The Referee will indicate this with the word "penalty" on the scorecard.

3.22 If all stands have been completed then the Referee will keep the scorecard and hand it to a Jury member so that a target may be removed from the overall score.

If those involved continue:

3.23 The cards of those involved will be confiscated and a request by the Referee will be made to the Jury to disqualify the offending competitors.

3.24 The Referee will make all deductions at the time of any incident and the decision will be confirmed or otherwise by the Jury at a later time.

BALK

3.25 The Referee will make any judgment on a claim for a "Balk" from any competitor.

3.26 A "BALK" is any occurrence, which in the opinion of the Referee materially handicaps the competitor after the call of "Pull" or any other verbal remark, but then only if it deters the competitor from shooting or distracts at the moment of shooting.

- 3.27 Only the competitor directly concerned may claim a "Balk".
- 3.28 Any claim must be made immediately after the incident in question. Later claims, however presented will not be permitted.
- 3.29 A claim for a "Balk" which is upheld constitutes a "No Target" and will entitle the competitor to a repeat target(s).
- 3.30 A claim for "Balk" which is not upheld will be scored accordingly.

4. CPSA CLASSIFICATION SYSTEM

4.0 GENERAL INFORMATION

The CPSA Classification System provides each shooter with a classification to enable them to compete against other shooters of similar ability. Each shooting discipline, generally, has four ability bands or "classes" as shown below:

The following disciplines use the letters to denote the classes AAA (ESP & STR only at National Championships) AA; A; B; C:

DTL	(Down-The-Line)
S/B	(Single Barrel)
D/R	(Double Rise)
ESK	(English Skeet)
SKD	(Skeet Doubles)
ESP	(English Sporting)
STR	(Sportrap)
A/R	(All Round)

The following disciplines use the letters to denote the classes A; B; C; D:

ABT	(Automatic Ball Trap)
OTR	(Olympic Trap)
OSK	(Olympic Skeet)
D/T	(Double Trap)
UTR	(Universal Trench)
FSP	(FITASC Sporting)

Classifications are calculated every six months with implementation on 1st June and 1st December each year.

These classifications are calculated using scores submitted from the previous 12-month rolling shooting periods that end on 30th April and 31st October respectively. The percentage cut-off points for the classes in the various disciplines will be altered at each six monthly interval with details printed both in PULL! and the Shoot program classification database.. As an example, classifications that commence on 1st December will be calculated using scores shot between 1st November and 31st October.

All registered scores from the above shooting periods and received at CPSA HQ by 7th May and 7th November respectively, will be used towards classifications in the next period. Members who have an official classification in a given discipline will shoot in that class whenever they enter a Registered event in that discipline. Members who are "unclassified" will be given a temporary classification for that day and event only, in accordance with paragraph 1.10 of the "Regulations for CPSA Registered Events".

To become a "classified" shooter, a member must shoot a minimum of 100 Registered targets in any specific discipline during the 12 months prior to 30th April or 31st October.

New members will be entitled, within the first twelve months of their Competition membership, to a temporary classification certificate. This will be issued, on request, provided the member has shot at a minimum of 300 Registered targets in a given discipline. This temporary certificate will come into effect immediately. The temporary certificate will become redundant once the normal CPSA Classification procedure comes into effect.

Once a member has obtained a classification in any discipline, they will not become "unclassified", even if they do not shoot at all in the following year(s). Members who have not shot in registered events during any 12 month classification scores period who have previously obtained a classification in any discipline, will find that their classes are still shown in the Classification database of the Shoot program.

4.1 SHOOTERS' CLASSIFICATIONS

Members' official classifications are calculated in the following way:

- a) All Registered scores received are averaged against the number of targets shot at. ('Raw' average).
- b) In all disciplines, any individual scores that are more than 10% below the 'Raw' average are discarded, except in DTL and ESK where the figure of 5% is used.
- c) Once these particular scores have been removed, the remaining scores are re-calculated to give each shooters' an 'Adjusted average'.

For example:- A member shoots 5 x 100 targets in a 12 month period scoring: 75, 65, 89, 76 and 83. Their Raw average would be 77.6%. By removing scores that are 10% below this average (dependent on the discipline) the result would be: 77.6 minus 7.76 which equals 69.84. Any score of 69 and below will be automatically discarded (in this case the 65). The remaining scores then show an adjusted average of 80.75%, which is a truer reflection of their ability. This member will then appear in the classification database on the Shoot program with an average of 80.7% achieved from 400 targets

Once all adjusted averages have been calculated, the 'cut-off points' for the various classes are calculated as follows:

- d) In each of the major disciplines (DTL, ESK, ESP, STR, ABT, OTR, UTR and FSP), all shooters who have a minimum of 500 targets counting towards their adjusted averages are listed in descending order of averages. The same procedure is followed in the remaining disciplines but minimum target numbers are as follows: OSK – 300; D/T – 300; A/R - 200 and D/R - 180.
- e) These lists are divided into 4 (or 5) groups as below:
 - i. In ESP and STR only, the top 5% of shooters in the list will determine the cut-off point for AAA class and the next 10% for AA.

In all other disciplines, the top 15% of shooters in each list will determine the cut-off point for AA class (or A according to the discipline).
 - ii. The next 30% of shooters in descending order will determine the cut-off point for A (or B) class.
 - iii. The next 30% will determine B (or C) class.
 - iv. The remaining 25%, in C (or D) class.

Once these cut-off points are established in every discipline, all members who have shot the minimum required number of targets in a classification period will be listed in the classification database on the Shoot program with their relevant classification(s).

NOTE: As AAA class is only used at National Championships and not at any other Registered events it is not shown in the current edition of the Classification database on the Shoot program.

4.2 OPERATION OF THE SYSTEM

Once a member has been classified in one or more disciplines, class alterations can only be achieved in subsequent periods by the following mechanism:

- a) Members will be moved UP one or more classes according to their new adjusted average, provided they have shot a minimum of 100 registered targets during the relevant 'classification period' per discipline.
- b) A member may only go DOWN a class provided they have a minimum of 300 targets counting towards their new Adjusted average in any shooting period. Downward movement will be restricted to only ONE class per 12 month period.
- c) Once a classification has been obtained, it can only be altered as per the above but never lost. Even if a member allows their CPSA membership to lapse, details of their classification will remain on file and the member's name will still appear in the Shoot program clearly marked as a LAPSED member.

IMPORTANT NOTE:

A lapsed warning against a member's name in the Shoot program indicates that CPSA membership was LAPSED at the time of the classification database preparation.

5. REGION AND COUNTY CODES

REGION	CODE	NO	COUNTY	CODE
1 NORTH	(N)	1	NORTHUMBERLAND	(NOR)
		3	DURHAM	(DUR)
		4	CUMBRIA	(CUM)
		7	LANCASHIRE	(LAN)
		8	YORKSHIRE	(YOR)
2 WEST MIDLANDS	(WM)	12	MERSEYSIDE	(MER)
		16	CHESHIRE	(CHE)
		17	DERBYSHIRE	(DER)
		18	SHROPSHIRE	(SHR)
		19	STAFFORDSHIRE	(STA)
		21	WARWICKSHIRE	(WAR)
3 EAST MIDLANDS	(EM)	22	HEREFORD & WORCESTER	(H/W)
		23	GLOUCESTERSHIRE	(GLO)
		31	NOTTINGHAMSHIRE	(NOT)
		32	LINCOLNSHIRE	(LIN)
		33	LEICESTERSHIRE	(LEI)
		34	CAMBRIDGESHIRE	(CAM)
		35	NORFOLK	(NFK)
4 SOUTH WEST	(SW)	36	NORTHAMPTONSHIRE	(NTN)
		37	SUFFOLK	(SUF)
		38	BEDFORDSHIRE	(BED)
		46	CORNWALL	(COR)
		47	DEVON	(DEV)
		48	SOMERSET	(SOM)
		49	AVON	(AVN)
		50	WILTSHIRE	(WIL)
5 SOUTH EAST	(SE)	52	HAMPSHIRE	(HAM)
		53	DORSET	(DOR)
		54	ISLE OF WIGHT	(IOW)
		51	BERKSHIRE	(BER)
		61	OXFORDSHIRE	(OXO)
		62	BUCKINGHAMSHIRE	(BUC)
		63	HERTFORDSHIRE	(HER)
		64	ESSEX	(ESX)
		65	GREATER LONDON	(GLN)
6 NON ENGLAND	(NE)	66	SURREY	(SUR)
		67	KENT	(KEN)
		68	SUSSEX	(SUX)
		76	CHANNEL ISLANDS	(C/I)
		77	WALES	(WAL)
		78	ISLE OF MAN	(IOM)
		79	SCOTLAND	(SCO)
7 OVERSEAS	(O)	80	NORTHERN IRELAND	(N/I)
		81	EIRE	(EIR)
			REST OF WORLD	(ROW)

6. ENGLAND TEAM ELIGIBILITY RULES

For International Events held under the jurisdiction of the International Clay Target Shooting Council For Great Britain And Ireland. (Adopted January 1995).

- a) Must be a fully paid-up, current competition member of the English CPSA.
- b) Must comply with at least one of the following criteria:
 - i.) Having been born in England.
 - ii.) For a parent or grandparent to be, or have been, an English national.
 - iii.) To be married to an English national.
 - iv.) Having been officially resident in England for a minimum continual period of two years prior to qualification.
- c) If a shooter has already represented another Country/Team in any discipline, he/she must fully comply with the following procedures, in addition to the above, before being eligible to shoot for England:
 - i.) A minimum period of three years would have to elapse between last shooting for another Country or Team and first shooting for England.
 - ii.) The shooter would have to obtain for this change, full agreement, in writing, from the English CPSA and the other country's National Association.
 - iii.) The International Clay Target Shooting Council (ICTSC) must approve the changeover in advance.
 - iv.) The International Clay Target Federation (ICTSF) must approve the changeover in advance.

7. ENGLAND TEAM BENEFITS

Where appropriate England team members are given financial assistance for achieving their place at all Home International events which will be decided and reviewed by the CPSA Board periodically. Full details will be published with the relevant selection application forms. These benefits apply to events in England, Scotland, Wales, Northern Ireland, Ireland and the Channel Islands. Additionally, all shooters will have their entry fee to the event and the cost of their banquet dinner ticket paid by the CPSA.

First time England team members will additionally be given an England wire blazer badge, a metal England Team pin badge and an England tie / cravat.

8. ENGLAND TEAM SELECTION PROCEDURES

For Home International team matches only under the jurisdiction of the ICTSC.

8.1 DOWN THE LINE

Applicants wishing to be considered for selection must, in the first instance, submit on the forms available from Head Office, or downloadable from the CPSA website, their best four scores ex 100 registered targets, from a minimum of any three grounds, obtained on any weekend or Bank Holiday or Major Championship from the period between August of the previous year and April of the year of the event. The top 120 Seniors, 20 Ladies, 20 Juniors (under 21 on the 1st of January in the year of competition), and 20 Veterans (over 60 on the 1st of January in the year) plus ties, will then be offered a place at the 200 target selection shoot at a venue and date to be arranged. The score from this 200-target shoot, plus those achieved at the Dougall Memorial and English Open DTL championships, will be totalled to give a score ex 400 targets. The top 25 Seniors, 5 Ladies, 5 Juniors and 5 Veterans will then be invited to represent England at the Home International that year. It should be noted that members who shoot under the Colts category are entitled to be chosen for the Juniors' team.

8.2 ENGLISH SKEET

Applicants wishing to be considered for selection must, in the first instance, submit on the forms available from Head Office, or downloadable from the CPSA website, their best four scores ex 100 registered targets from a minimum of any three grounds obtained on any weekend or Bank Holiday or Major Championship from the period between August of the previous year and April of the year of the event.. The top 120 Seniors, 20 Ladies, 20 Juniors (under 21 on the 1st of January in the year of competition), and 20 Veterans (over 60 on the 1st of January in the year of competition) plus ties, will then be offered a place at the two x 200 target selection shoots on dates & venues to be arranged. The scores from both 200 target shoots will be combined to give a score ex 400 targets. The top 10 Seniors, 3 Ladies, 3 Juniors and 3 Veterans will then be invited to represent England at the Home International that year. It should be noted that members who shoot under the Colts category are entitled to be chosen for the Juniors' team.

8.3 ENGLISH SPORTING

Applicants wishing to be considered for selection must, in the first instance, submit on the forms available from Head Office or downloadable from the CPSA website, their four lowest point scores from the six 100 target selection shoots, dates and venues to be advised. Points are calculated from the High Gun of the event; with one point being incurred for every target less than the winning score overall. The top 15 Seniors, 3 Ladies, 3 Juniors (under 21 on the 1st of January in the year of competition), and 3 Veterans (over 60 on the 1st of January in the year of competition), will then be invited to represent England at the Home International that year. It should be noted that members who shoot under the Colts category are entitled to be chosen for the Juniors' team.

8.4 AUTOMATIC BALL TRAP

Applicants wishing to be considered for selection must in the first instance, submit on the forms available from Head Office or downloadable from the CPSA website, their point scores from the selection shoots indicated on the forms. Points are calculated from the High Gun of the event, with one point being incurred for every target less than the winning score overall. The top 12 Seniors, 3 Ladies, 3 Juniors (under 21 on the 1st of January in the year of competition), and 3 Veterans (over 60 on the 1st of January in the year of competition), will then be invited to represent England at the Home International that year. It should be noted that members who shoot under the Colts category are entitled to be chosen for the Juniors' team.

8.5 OLYMPIC TRAP

Applicants wishing to be considered for selection must, in the first instance, submit on the forms available from Head Office or downloadable from the CPSA website, their point scores from the selection shoots indicated on the forms. Points are calculated from the High Gun of the event, one point incurred for every target less than the winning score overall. The top 9 Seniors, 2 Ladies, 2 Juniors (under 21 on the 1st of January in the year of competition), and 2 Veterans (over 60 on the 1st of January in the year of competition), will then be invited to represent England at the Home International that year.

8.6 OLYMPIC SKEET

Applicants wishing to be considered for selection must in the first instance, submit on the forms available from Head Office or downloadable from the CPSA website, their point scores from the selection shoots indicated on the forms. Points are calculated from the High Gun of the event, one point incurred for every target less than the winning score overall. The top 9 Seniors, 2 Ladies, 2 Juniors (under 21 on the 1st of January in the year of competition), and 2 Veterans (over 60 on the 1st of January in the year of competition), will then be invited to represent England at the Home International that year.

8.7 FITASC SPORTING

Applicants wishing to be considered for selection must, in the first instance, submit on the forms available from Head Office or downloadable from the CPSA website, their point scores from the selection shoots indicated on the forms. Points are calculated from the High Gun of the event, one point incurred for every target less than the winning score overall. The top 6 Seniors, 3 Ladies, 3 Juniors (under 21 on the 1st of January in the year of competition), and 3 Veterans (over 55 on the 1st of January in the year of competition), will then be invited to represent England at the Home International that year. It should be noted that members who shoot under the Colts category are entitled to be chosen for the Juniors' team.

Note: For international competitions outside the jurisdiction of the ICTSC members will be notified of these events and relevant selection procedures with forms made available from Head Office or downloadable from the CPSA website.

9. ENGLAND TEAM CAPTAINCY

All official England teams will have an overall team Captain selected from the team members. The member with the most number of appearances (caps) in the specific event's team, irrespective of category (except in the case of DTL as below) will be invited to act as England Team Captain for that event. If any team member has already been Captain at any time in the past, their appearances will be counted from the year following their last captaincy.

In the event of two or more members having the same number of caps, the member with the earliest first team appearance will become Captain. If there is still a tie, the lowest ORIGINAL CPSA number will determine the captaincy for that year. At a team's inception, the member with the lowest qualifying total points score will take the captaincy, if there is a tie, the lowest ORIGINAL CPSA number will determine the captaincy for that year.

For the Down-The-Line Home International only, Seniors, Ladies, Juniors and Veterans category Captains, are required in order to allow England Team Members to compete for the Seniors, Ladies, Juniors and Veterans Captain's Cups. The Seniors' Captain will act as overall Team Captain and all others will be selected under the above criteria.

10. ENGLAND TEAM MANAGERS

Team Managers are appointed for all Home International Team Matches in the following disciplines: DTL, ESK, ESP, ABT, OT, OSK, UT, and FITASC. Applications for these posts must be made in writing to the CPSA Management Board who will make the appointment. The appointment is for a period of 3 years with the understanding that this position is one of continual assessment by the Directors. If they feel the incumbent is not fulfilling the role on an annual basis then immediate notice of termination may be given following the Home International event that year. The position of Team Manager will automatically preclude the post holder from becoming a shooting member of the team and from shooting as an individual at the International event, except in special circumstances where prior consent from the CPSA has been obtained.

For any other events, in any discipline, in which an official England Team participates, the above rules may not necessarily apply and Team Managers will be appointed at the discretion of the CPSA's Management Board or its Chief Executive by delegation.

Applications for the post of Team Manager should be addressed to "The Management Board" and sent for the attention of the Chief Executive to:

The Clay Pigeon Shooting Association Ltd
Edmonton House
Bisley National Shooting Centre
Brookwood
Woking
Surrey
GU24 0NP

Please include information as follows:

Length of time as a member of the CPSA
Any CPSA qualifications held
Previous shooting experience
Any other relevant experience
Any letters of support from fellow shooters

Desirable attributes:

Having been a member of an England Team
Good administration and organisational skills
Experience of speaking in public
Management experience
Good communication skills (oral and written)
Appropriate appearance and demeanour consistent with the responsibility of the position

For further details please see "England Team Handbook"

11. ENGLAND TEAM UNIFORM

For any member gaining an England Team place it is mandatory to acquire as a minimum, the official England Team uniforms described below:

- a) The official tracksuit (top as a minimum).
- b) Shooting vest (must be purchased through the CPSA).

A pack containing all details of CPSA requirements for International events will be given to members gaining team places when the results of the selection shoots are known. All necessary badges, pins, stickers, etc. associated with the England Team are only available from CPSA Head Office.

11.1 SHOOTING UNIFORM

- a) Official England Shooting Vest (ordered via the CPSA).
- b) Official England Tracksuit (ordered via the CPSA).

[This garment need not be worn whilst actually shooting but it is requested that it should be worn whilst on and around the ground, during the competition, for informal Team photographs, at medal/award ceremonies and during collective Team travel].

All other garments must comply fully with the official CPSA dress code (see Section 16). No garment can be worn over the shooting uniform when in the act of shooting.

11.2 DRESS UNIFORM

The England Team dress uniform, in which official team photographs are to be taken and which must be worn by all team members when requested by the Manager, is made up as follows:

Men: Navy blue blazer displaying official England Team Blazer Badge (wire) supplied by the CPSA, on the breast pocket, mid-grey flannel trousers, white shirt with collar, CPSA England tie, grey socks and black shoes.

Ladies: Navy blue blazer displaying England Team Blazer Badge (wire) supplied by the CPSA on the breast pocket, knee length mid-grey skirt or trousers, white blouse with collar, CPSA England tie or scarf and black or navy blue shoes.

Without exception the relevant uniforms as described above must be worn at the appropriate times whilst representing England at all Home Internationals. At other International events the instructions issued by the CPSA appointed Team Manager shall be obeyed by all Team members. Failure to wear the correct uniform as instructed will exclude any member from taking part in the event and will subsequently result in disciplinary action being taken by the CPSA against the member(s) concerned.

12. ENGLAND TEAM ACCESSORIES

England Team badges, England Team tracksuits or shooting vests, England Team ties, etc. are only to be worn by members who have actually shot for England as part of an official team in any officially sanctioned International event. There may have been certain official England badges or accessories awarded in the past and the recipients of these continue to be entitled to wear their England accessories. However, as from 1994 a ruling came into effect that only 'shooting' team members themselves would be entitled to England Team accessories. Each official England Team consists of the shooters who actually participate in the event and the CPSA appointed Team Manager only (referees, button pushers, etc., are not part of the official England Team). Team Reserves no longer shoot at Internationals and are therefore no longer selected nor entitled to England accessories including 'England Team Reserve' badges, which are no longer issued.

Any defacing or unauthorised modification of England badges or insignia will be considered an actionable breach of CPSA rules and will attract corrective action.

13. OPTIONS SCHEME AT CPSA CHAMPIONSHIPS

At selected national events where the CPSA administers the entry and prize money from Head Office, there will be "OPTIONS" for competitors to back themselves to shoot perfect scores on the stands or rounds in that competition. All competitors shooting perfect scores on those stands/rounds will share the monies placed on those options. If no perfect scores are shot on a given option, the money will be re-distributed into the remaining options.

The scheme is based on giving you the opportunity to back yourself to shoot one or more 'straights' (i.e. 25 in skeet or 75 points in DTL or straight a stand in Sporting) during any 100-target competition.

Precise details and current costs of the scheme for TRAP and SKEET disciplines are shown below:

OPTION '25' There are FOUR chances for achieving this in a 100 – target shoot
[for shooting 25/(75)] Cost: £0.50 / chance = **£2.00**

OPTION '50' THREE chances @ £1.00 each = **£3.00**
[for 50/(150)]

OPTION '75' TWO chances @ £1.50 each = **£3.00**
[for 75/(225)]

OPTION '100' ONE chance @ £2.00 = **£2.00**
[for 100/(300)]

You can play ANY or ALL of the above options in ascending order according to how much you wish to spend. For example:

Play the '25s' only and it costs you £2.00. Play the '50s' and it costs you £5.00 (£2 for the 25s + £3 for the 50s). Play the '75s' for £8 (£2 + £3 + £3) or play the '100' for a total of £10 with a chance to win on every line.

EXAMPLE:

A competitor decides to spend the full £10 by 'playing the 100', then shoots 25 (75), 25 (75), 25 (75) and 24 (72). He would win 3 SHARES of the total money placed on the '25s' + 2 SHARES on the '50s' + 1 SHARE on the '75s'.

Alternatively, had he shot 25 (75), 25 (75), 24 (72) and 25 (75), he would draw 3 x '25s' SHARES + 1 x '50s' SHARE.

At SPORTING events you may be given the opportunity to play the 'stands' option, which means that for a fixed fee of £10, you will get a share on any stand that you straight.

13.1 PAYOUT:

90% of monies taken will be returned to the participating competitors who achieve the required 'straights', according to what options they play on an 'add and divide' basis in the case of more than one winner. If no one achieves a 'straight' in a particular option, the 'bank', for that option will be equally divided into the remaining options where there is one or more winners.

IMPORTANT NOTES:

All monies must be placed with the organisers BEFORE the individual has started to shoot the competition. At 200-target shoots, the Options scheme will be applied independently for each day of competition and for each separate 100 targets.

Please contact CPSA staff at the ground for further details.

14. CPSA MAJOR CHAMPIONSHIPS & EVENTS

Events in this category currently comprise all National Championships in the main shooting disciplines under the jurisdiction of the CPSA and include the following:

Dougall Memorial, English Open DTL, British Open English Skeet, English Open English Skeet, British Open English Sporting, English Open English Sporting, British Open Sportrap and English Open ABT.

Additionally, World and European events in these disciplines, along with the British Open DTL and British Open ABT when held under the auspices of the CPSA will be regarded as Major events.

It is mandatory that instant release acoustic systems be used at all Major CPSA National DTL Championships and England DTL Team Selection Shoots.

Badges and Trophies: At these events competitors achieving High Gun, Runner-Up and Third overall places, regardless of class or category, will usually have their own trophies, badges and prize money allocated to them and will therefore not be eligible for the "lettered" class prizes. "Lettered" class badges, trophies and prize money (up to a pre-determined position) will then be awarded to the rest of the competitors regardless of category (see section 14). Category winners (i.e. Ladies, Juniors, Veterans, Colts (where applicable) will additionally be awarded their own badges, trophies and titles, regardless of any other prizes they may also have won in their own "lettered" class or as overall High Gun, Runner-Up or Third.

15. CPSA MINOR CHAMPIONSHIPS and EVENTS

Minor Championships and events include the following:

British Open Double Rise, English Open Double Rise, British Open Single Barrel, English Open Single Barrel, British Open Handicap by Distance, English Open Handicap by Distance, British Open All Round, English Open All Round, English Open Skeet Doubles, English Open Olympic Skeet, English Grand Prix Olympic Skeet, National Inter-Counties DTL, National Inter-Counties English Skeet, National Inter-Counties English Sporting, National Inter-Counties ABT, English Open Olympic Trap**, English Open Double Trap**, English Open Universal Trench**, English Open Fitasc Sporting**, English Open Helice ** (not a registered event)

(** denotes events currently organised by the BICTSF by delegation from CPSA).

15.1 BADGES and TROPHIES

At these events badges and trophies are always provided for the High Gun, regardless of class or category and who will then not be eligible for the "lettered" class prizes. Badges and Trophies will also be provided for the four 'lettered' class winners, again regardless of class or category. Competitors who finish in the Runner-Up or Third overall places, as well as the winners in the Ladies, Juniors, Veterans and Colts categories will also be awarded any existing trophies and/or badges for those positions regardless of what other prizes they may have won in their own "lettered" class.

Members of winning County Teams at National Inter-Counties events will be awarded a medal and badge, along with a shared trophy, over and above any individual prizes they may win.

Prize money at these events is only paid to the High Gun of the event and to the winners and other placings within the respective "lettered" classes.

16. SHOOTING CLASSES AND CATEGORIES

There is a significant difference between CLASS and CATEGORY as described below:

16.1 CLASS relates exclusively to proven shooting ability regardless of any other factors.

16.2 CATEGORY is defined solely by age or sex and is not related to an individual's shooting ability.

To qualify for the Ladies category a person must be of female gender at birth, or be a male to female transsexual. Similarly, to qualify for the Men's category a person must be of male gender at birth, or be a female to male transsexual.

Individuals who have undergone gender reassignment after puberty are eligible for participation in their acquired gender providing that they have lived fully in the acquired gender for at least two years. The individual will be required to provide original documentation or certified copies to be held by the CPSA of the following:

- a. Written confirmation from the individual's GP that all required surgical anatomical changes have been completed two years prior to the application and that hormonal therapy has been administered for a sufficient length of time to minimize any gender related advantages whilst clay target shooting
- b. The Gender Recognition Certificate.
- c. The revised Birth Certificate if available.

The above requirements are in accordance with the policy on transsexual competitors issued by the International Olympic Committee and also conform with the recommendations set out in the UK Sport guidance booklet "Transsexual People and Sport" published by the Department for Culture, Media and Sport.

Every member of the CPSA, who shoots the minimum required number of registered targets, will have only ONE Class for any discipline in which he/she participates. At the same time every member will fall into at least one Category (regardless of whether they shoot registered targets or not) and possibly two or three. For example:

A 36-year-old male will be in the 'SENIORS' category and 'MENS' category. A 17-year-old girl will be in at least two categories: 'LADIES' and 'JUNIORS'. A 14-year-old girl however, will be classed as being in 'COLTS' and 'LADIES', but not 'JUNIORS'.

Additional categories such as 'PARENT & CHILD', 'GRANDPARENT', etc. are in operation at some Championships and everyone eligible should ask to be entered into every Category for which they qualify regardless of what their shooting Class may be.

Therefore, any shooter regardless of age, sex, marital status, etc. will be in only one Class (AA, A, B, C, or D according to discipline) but may be in more than one Category (L, J, C, V, etc). Shooting Classes are determined only by the Classification System outlined in section 4 of this booklet.

The definition of Junior, Colt and Veteran categories can be found in section 1 of this booklet (paragraph 1.11).

Entries to the Parent & Child category must consist of a parent and either his/her son or daughter under the age of 21.

The Grandparent category is open to any member who has at least one grandchild.

At all English and British Championships, prize money is paid out in Lettered Classes only and not within the categories.

17. CPSA DISCIPLINARY CODE OF CONDUCT

17.1 GENERAL

- a) Disciplinary matters, applicable to all categories of members of the Clay Pigeon Shooting Association Ltd. (hereinafter called the CPSA or the Association), will be handled exclusively by the Chief Executive in the first instance and subsequently by members of the Management Board in accordance with this Code.
- b) Disciplinary action against CPSA members, including expulsion without notice, may be taken for offences of misconduct or breach of Association's rules. It is recognised, however that:
 - i. Every member has the right to expect fair and consistent treatment.
 - ii. Every member has the right to adequate notice from the Association.
 - iii. Every member has the right to appeal against the Chief Executive's judgement or the Disciplinary Committee's decision in all disciplinary matters.
 - iv. Every member has the right to representation.
- c) No member will be expelled for the first breach of Association's rules except in case of **GROSS MISCONDUCT**.
- d) All disciplinary actions taken by the CPSA will be duly recorded and placed on file for future reference.

17.2 OFFENCES LEADING TO DISCIPLINARY ACTION

The following lists outline actions by members that may be interpreted by the Chief Executive to come under the scope of this Code. These lists are not to be regarded as fully inclusive or to cover all possible offences.

17.2.1 MISCONDUCT

Offences are those considered to be of a minor nature (unless frequently repeated) and will normally incur a written warning from the Chief Executive and/or a demand from him for corrective action, not involving a full disciplinary hearing. Examples include:

- a) Anti-social, crude or offensive words or behaviour at a shooting ground, meeting venue or public place.
- b) Conduct of an unsafe nature.
- c) Offensive disregard for equipment and property, whether one's own or belonging to a third-party.
- d) Consistent lateness or disruption of events and competitions or the inconveniencing of other members.
- e) Refusal to carry out reasonable instructions issued by event officials or organisers.
- f) Disfiguration of notices, signs or any other such actions of a destructive nature.
- g) Failure to attend or participate in events after having notified an entry to the organiser.
- h) Any other actions of similar gravity to the above, at the discretion of the Chief Executive.

Repetition of **MISCONDUCT** offences or failure to comply with any demands made in writing by the Chief Executive may result in the offence being re-classified as **SERIOUS MISCONDUCT** involving a disciplinary hearing.

17.2.2 SERIOUS MISCONDUCT

Offences are those of such gravity that in the opinion of the Chief Executive require a CPSA disciplinary hearing to deal with them. These may include:

- a) **MISCONDUCT** offences above if specially grave or repeated.
- b) Deliberate or consistent breaches of Association's rules.
- c) Any attempts to achieve gains or advantage over others by unfair or unscrupulous means.
- d) Theft or misappropriation.
- e) Use of threatening or abusive words or behaviour.
- f) Participating in the sport whilst under the influence of drugs or alcohol.
- g) Malicious interference with equipment or property whether one's own or otherwise.
- h) Disregard for one's own or other people's safety.
- i) Lying or providing falsified information or unauthorised changing of results, prizes, timetables, etc.
- j) Deliberate obstruction of events, of other members or of officials' lawful actions.
- k) Any other action, which in the opinion of the Chief Executive may bring the sport or the Association into disrepute or which left unpunished, may result in the detriment of the Association or its members.

17.2.3 GROSS MISCONDUCT

Actions are those of such gravity that in the opinion of the Chief Executive require the immediate expulsion of the offender from the Association without delay. The Chief Executive, Chairman and Vice-Chairman of the Association, after speedy consultation with the Legal Adviser and/or the Hon. Solicitor, are empowered, by means of 'executive decision', to summarily expel such offenders without invoking a disciplinary hearing beforehand. The expelled member will have the right to a full disciplinary hearing, if they request it within seven days, as soon as this can be organised, but will remain expelled until or unless the Disciplinary Committee overturns the executive decision. Samples of GROSS MISCONDUCT include the following:

- a) Acts of physical violence or assault towards other persons at a shooting event or related activity, including seriously threatening, intimidating or forceful words or behaviour.
- b) Reckless disregard for basic safety rules.
- c) Wanton vandalising or destruction of animals or property for purely malicious reasons.
- d) Being convicted of criminal offences involving firearms or physical violence or abuse.
- e) Other acts that are adjudged to be of an extremely grave nature against the Association, its servants or its members.

17.3 DISCIPLINARY PROCEDURE

- a) The Chief Executive to receive complaint(s) in writing from:
 - i. An individual member.
 - ii. An affiliated club/shooting ground.
 - iii. A Regional or County Committee.
- b) The Chief Executive, with advice from the Association's Legal Adviser and/or Hon. Solicitor will decide whether the complaint falls within the scope of this Disciplinary Code. If it does, then the Chief Executive will judge the type of offence according to paragraph 17.2 above.
- c) If the offence is adjudged to be one of simple **MISCONDUCT**, the Chief Executive will write to the offender giving them a formal written warning and possibly demanding an apology or such other type of corrective action, as he deems appropriate.
- d) The Chief Executive will also attempt to obtain approval for his action from the complainant.
- e) A disciplinary file will be opened by the Chief Executive in which will be placed copies or records of the original complaint, along with the written warning and/or any other correspondence relating to the complaint.
- f) This will normally put an end to the procedure, unless one or both of the parties objects strongly to the Chief Executive's judgement, in which case they may appeal directly to the Chairman of the Association for a final decision.
- g) If the complaint is judged by the Chief Executive or his advisers, to be one of **SERIOUS MISCONDUCT**, then the following procedure will be implemented:
 - i. The Chief Executive will appoint an Investigating Officer who will research the evidence presented and if possible, will get further written evidence, witness statements, etc. If necessary they will consult relevant witnesses, clubs, Regional/County Committees, etc. for supportive evidence.
 - ii. Advise complainant that if a disciplinary hearing is called, then he/she and/or relevant witnesses will be obliged to attend and give evidence. Non-attendance at hearing will only be allowed in extenuating circumstances, i.e., ill-health; threat of violence or other intimidation, etc. In such instances a sworn declaration must be submitted to the Chief Executive.
 - iii. Contact the member/subject of the complaint and inform them of the official complaint and invite them to submit a written statement of events.
 - iv. In cases of disputes of a personal nature, the Chief Executive will attempt to resolve the situation between both parties to everyone's satisfaction.
 - v. If no settlement is possible between the parties or if the offence merits it, then a disciplinary hearing will be arranged as soon as possible.
 - vi. Contact the Association's Legal Adviser/Hon. Solicitor and supply copies of all evidence.
 - vii. Notify both parties and the members of the Disciplinary Committee of the date of the hearing (see paragraph 17.4.). Ensure all parties have all relevant copies of paperwork in good time prior to the hearing. (All correspondence/documents to be sent by *First Class Recorded Delivery*).

17.4 THE DISCIPLINARY HEARING

- a) The CPSA's Legal Adviser or in his absence the Hon. Solicitor or a Barrister or Solicitor of not less than 10 years standing, to take charge of the hearing. All questions to be addressed through the Legal Adviser.
- b) The Disciplinary Committee to consist of: CPSA's Chief Executive + 4 Management Board members from different regions to the offender.
- c) The CPSA to appoint a case presenter who will normally be the Investigating Officer.
- d) All witnesses to be interviewed, all written and material evidence to be reviewed at the hearing.
- e) No witnesses or statements can be introduced at the hearing without prior notice and copies of all written evidence produced for consideration prior to the hearing should be available in advance to both parties.
- f) The Disciplinary Committee may adjourn the hearing to allow further evidence to be adduced if it considers it fair to do so.
- g) After the Disciplinary Committee has reached its decision(s) the subject of the complaint to be notified of such decision(s) and informed of any penalties, which will be effective from the date of the decision(s). The result of the hearing may be published in the Association's official publication, website and/or any other relevant press.
- h) All CPSA members to be notified of any relevant penalties imposed so they can fulfil their obligations to the CPSA in the implementation of such penalty. The complainant is also to be informed of the result of the hearing as soon as possible thereafter.
 - i. Details of appeal procedure to be notified to the offender.

17.5 PENALTIES

- a) Following the hearing, the Disciplinary Committee may apply such penalties as it deems are appropriate, including temporary or permanent expulsion of the offender from the Association. These penalties will have immediate effect, notwithstanding the possibility of an appeal in accordance with paragraph 17.6, herein.
- b) With the exception of the penalties detailed in paragraph 17.5(a) above any other offences of cheating or deliberately breaking the shooting rules of the Association or those involving threats of physical violence, will carry automatic expulsion from the CPSA and will preclude the offender from taking part in the sport at any event sanctioned by the Association at any ground affiliated to the CPSA.

17.6 APPEALS

- a) Written notice of appeal to be given to the Chief Executive by the offender, within 28 days of being notified of the decision. No appeal will be valid after that period has elapsed.
- b) It will not be sufficient simply to state "I wish to appeal". The offender must give full grounds for the appeal in writing, stating exactly what they are appealing against and why:
 - i. The decision.
 - ii. The penalty.
 - iii. Other.
- c) The appeal hearing will take place as soon as practicable.
- d) The Appeal Committee will consist of the Chairman and the remaining members of the management Board who did not take part in the first hearing.
- e) New evidence cannot be presented at the appeal hearing.
- f) The Appeal Committee shall have power to rescind or amend any decision made at the previous disciplinary hearing.

18. OFFICIAL DRESS CODE FOR CPSA EVENTS

18.1 GENERAL

The purpose of this Dress Code is to create a positive image and perception of the sport of clay target shooting by requiring participants to present an appropriate appearance whilst taking part in the sport.

The CPSA will not tolerate any breach of the code that compromises the image of our sport.

18.2 APPLICATION OF THE CODE

This Code will be applied at all Registered shoots including National Championships and Selection events. CPSA Officials, Shoot Organisers, Referees and Jury members will have the powers and the responsibility to interpret fairly the spirit of this Code and to implement all the provisions contained therein.

18.3 DRESS STANDARDS

At all CPSA events described above, competitors' clothing will be expected to be in a tidy and clean condition and should not contain any messages, images or slogans that may reasonably cause offence to others. Offensive messages or images of a sexual or racial nature are specifically forbidden, as well as any that break accepted standards of decency and good taste.

The byword for the standard to be achieved will be: **'smart/casual'**.

Listed below are specific examples of personal appearance or garments that will be considered unacceptable under this Code:

- a) Nakedness of the trunk or limbs other than lower arms or legs.
- b) Wearing of shooting vests over naked flesh.
- c) Shirts or tops that have sleeves that when measured from the armpit seam are less than 10cm long (other than shooting vests).
- d) Cut-off jeans or trousers or any type of shorts other than tailored *shorts.
- e) Torn, slashed or shredded shirts, jeans, trousers or skirts.
- f) Military or camouflaged wear, balaclava helmets or camouflage paint.
- g) Any excessively worn, dirty or dishevelled clothing or footwear.
- h) Any footwear that exposes the foot, for example sandals and flip flops
- i) Any other garments or personal appearances that go against the spirit of this Code or that seek to exploit any possible loophole within it, at the discretion of the persons named in paragraph 18.2 above.

18.4 PENALTIES

At any event at which this Code is in operation, any participant found to be in breach of any of the provisions contained herein shall be told to rectify their appearance without delay. Failure to comply with such an instruction will disqualify the offender from further participation in the event, without the right to a refund and may additionally render them liable to disciplinary action under the CPSA Disciplinary Code of Conduct (section 17).

*Acceptable shorts must be no more than 6 inches (15 cm) above the knee.

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