

**HARYANA STATE INDUSTRIAL DEVELOPMENT CORPORATION LIMITED
PANCHKULA**

SERVICE BYE- LAWS FOR SPORTSPERSON OF SEPARATE SPORTS CADRE

1) PREAMBLE:-

In exercise of the powers conferred under article 81(XV) and all other enabling provisions of the Memorandum of Article of Association of the Companies, the Board of Directors of Haryana State Industrial Development Corporation Limited do hereby frame 'Service Bye-Laws for sports persons of Separate Sports Cadre'.

Sports are an essential and integrated aspect of Human Resource Development of a spirited approach to live, enhancement of leadership qualities, bringing about of self realization of one's capabilities and potential and overcoming various fears and Inadequacies that exist in Individuals. Sports are necessary for our physical and mental growth and are a way of life. With the Increase in activities and Intensity of competition in the field of sports, HSIDC felt the need to create a separate sports cadre in order to enable the Corporation to achieve top honours in the discipline of Volleyball at State, National and International levels and also to contribute its might to Nation pride.

2) SCHEME

HSIDC has adopted Volleyball as a game by creating a separate sports cadre. In order to enable the organization to achieve top honors, HSIDC is committed to improve the career of its employees of sports cadre. Therefore, need for adoption of separate scheme has arisen keeping in view the needs of the corporation for the promotion and development of sports as well

as responsibility of the organization towards state efforts to encourage sports.

3) DEFINITIONS/EXPLANATIONS

In these Bye-Laws words used shall have the following meanings:-

- i) Sports person: means a person appointed in sports cadre on Permanent or temporary basis in a regular pay scale but does not include a person engaged on contract (directly or indirectly) contingent paid, work-charged, casual or daily wage basis or on tenure basis.
- ii) Appointing Authority: means Managing Director of the Corporation or any other officer to whom authority may be delegated/sub-delegated by or on behalf of Board of Directors for any post(s).
- iii) Sports Cadre:- means a separate cadre to which a sports person belongs and within which sports person will be considered for promotion.

4) RECRUITMENT

- a) Recruitment to various posts in the sports cadre in the Corporation shall be made by adopting any one or more of the following methods:-
 - i) By direct appointment; or
 - ii) By deputation from State Government/ Government of India or any Public Sector Enterprise/reputed Private Sector Organization.
 - iii) By promotion or selection from amongst the staff within sports cadre:-
- b) Qualification and other criteria for direct recruitment have been laid down by the Corporation for each post in Sports cadre which may be amended from time to time by the competent authority.
- c) The Direct appointment of a person to any post in sports cadre shall be subject to production of a medical fitness

certificate from a Medical Officer/Civil Surgeon of a recognized Govt. Hospital/Dispensary.

- d) All appointment shall, in the first instance, be on probation
- e) The period of probation shall be one year subject to extension for another six months at the discretion of appointment authority if the performance of the probationer is not found to be satisfactory during the first one year.

5) **PAY & ALLOWANCES**

A Sportsman shall draw pay & allowances as applicable to the post to which he is appointed and shall be entitled to Annual Grade Increment.

6) **TERMINATION OF SERVICE**

The service of sportsman of Corporation, unless otherwise specifically agreed to, may be terminated by the Appointing Authority:-

- i) In the case of permanent sportsmen by giving three month's notice on either side or, in lieu thereof, pay for the period the notice falls short of three months.
- ii) In the case of a sportsman under probation, by giving one month's notice on either side or In lieu thereof pay for the period the notice falls short of one month; and
- iii) In the case of sportsman on deputation from the Government or any other Corporation/Organization, by reverting him to his parent department/organization.

7) **SENIORITY**

The cadre-wise Inter-se seniority of employees of sports cadre shall be determined by the length of continuous service on the post, provided that in the case of members of cadre appointed by direct recruitment, the order of

merit determined by the Selection Committee shall not be disturbed in fixing the seniority notwithstanding the date of joining.

Provided that in the case of two or more persons appointed on the same date, their seniority shall be determined as follows:-

- i) A person recruited by promotion from the service of the Corporation shall be senior to a person recruited otherwise provided that in the case of promotion of two or more persons, their interse-seniority shall be determined according to their seniority in the post from which they have been promoted.
- ii) A member appointed by promotion shall be senior to a member appointment by transfer.
- iii) In the case of members appointed by promotion or by transfer, seniority shall be determined according to the seniority of such members in appointments from which they were promoted or transferred.
- iv) In case of persons recruited by direct appointment and their date of joining is same, the older in age shall rank senior to younger.

8) PROMOTION.

All sportsperson will be considered for promotion after completion of a period of 5 years from the date of their last promotion/ recruitment subject to availability of vacancy in their respective cadre. However, the sportsperson representing the national team, If the team secures first/second position in Olympic/ Asian Games/Asian Championship/ World Championship, will be given personal pay and rank promotion in relaxation of minimum qualifying period of five years for promotion, with the approval of the BODs/HSIDC. In such cases post held by the incumbent will get upgraded but the same will automatically revert back to its original position at the time of exit of the incumbent from the Corporation or Incumbent's promotion against vacant post.

However, such number of personal pay and rank promotions will be restricted to maximum of three during the entire service career.

9.) **DISCIPLINE**

All sportsperson are expected to live like true sportspeople. They should be well discipline, well behaved helping, co-operative, punctual, obedient, hard working and result-oriented.

In case of any act of misconduct on or off the field, disciplinary proceedings shall be initiated under HSIDC Employees Conduct, Punishment & Appeal Rules, 1993.

10) **PARTICIPATION
IN TOURNAMENTS/CAMPS**

Sportsperson recruited in sports cadre will be allowed to participate in following Tournaments/Camps:-

a) Tournaments:-

- 16) Haryana State Volleyball championship
- 17) Haryana Super League.
- 18) Haryana State Games
- 19) National Games.
- 20) National Volleyball Championship.
- 21) Federation cup
- 22) National League
- 23) Open All India Tournaments
- 24) Inter Departmental National Championship
- 25) Individual player participation in International Tournament
- 26) Asian Club Championship
- 27) Any other Tournaments as may be approved by competent authority.

b) Camps:

- 1) HSIDC Team Preparation coaching camp
- 2) National Coaching Camp

3) Any other coaching camp as may be approved by competent authority.

The players as a team or individually will participate under the banner of HSIDC. It will compulsory for player (s) to participate in any tournament/meet where HSIDC decides to participate. Permission may also be granted by HSIDC for participation of sportsperson in Championships/meets/National/State coaching camps in country and abroad. Entry fee and participation expenses including TA/DA will be borne by HSIDC in case these are not given by the organizer of such tournaments. They would be eligible for grant of special leave whenever they participate outside tournaments/meets. Permission may also be granted to players to play for foreign club with a view of upgrade his skill. In that case his TA/DA and other expenses, if not borne by such club, will be paid by HSIDC. Non-participation of sportsperson in tournaments shall constitute an act of indiscipline. However, exemption may be granted to the players by the competent authority for not participating in tournaments as a result of injury or ill-health.

11. **LOGO**

The logo of HSIDC is to be got printed on the playing Blazers, vests, Jerseys, caps and shirts of the players representing HSIDC at various tournaments/meets.

12. **NORMS FOR PLAYING EQUIPMENTS KITS & DIET**

i) **EQUIPMENTS**

Equipments required by the team shall be procured and provided as per requirement.

ii) **KITS**

Playing kits will be of two categories:-

a) ESSENTIAL KITS

Essential kits are required to be provided to the players each year.

b) NON ESSENTIAL KITS

Non essential kits are to be provided to the players for ceremonial purposes for representing HSIDC at the time of State/National Tournament when it may be considered necessary.

NORMS FOR ESSENTIAL KITS

Sr. No.	Description of essential items of kits	Quantity of various items of kits to be provided to player each year
1	Shoes	Two pair
2	Socks	Six pair
3	Playing Kit	Six pair
4	Causal T-Shirts	Two Nos.
5	Track suit and Wind Cheater	One each
6	Knee Cap	Two pair
7	Ankle Cap	Two Nos.
8	Hand Towel	Two Nos.
9	Large Towel	One No.
10	Kit Bag	One No.

NORMS FOR NON ESSENTIAL KITS

1	Ceremonial kit comprising of Shirt, Pent, Blazer, Shoes, Socks and Tie	One each.
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Note:- Coach accompanying the team for various tournament shall also be provided kits (essential and non essential) at par with player

while Manager will be provided the items as may be considered necessary.

13. SPECIAL SPORTS ALLOWANCE

During tournaments i.e National Championship, Departmental National Championship, National League Championship and National Games special sports allowance will be given to each player @ Rs.100/- per match. For tournaments like State Championship and State Games special sports allowance will be given to each player @ Rs.50/- per match. However, sportsperson attending the National coaching camp will be given special sports allowance @ Rs.100/- per day. The numbers of days will be counted from the date of attending the camp to the date of relieving from the camp. Rates may be revised from time to time by the competent authority.

14. INCENTIVE FOR PLAYERS

The Individual representing the State team in National games, National Championship, National League, Departmental National Championship and Federation cup, if the team secures first/ Second position will be given case award as may be decided by the competent authority.

- a) Achievements prior to joining HSIDC shall not make eligible for nay players to qualify for grant of incentive.
- b) The cash award given to the team/coach by the organizer of the tournament/meet on account of securing any position shall be equally divided by the members of the team including coach.
- c) The cash award given to the individual by the organizer to the tournament/meet on account of outstanding performance shall be retained by concerned.

15) INCENTIVE FOR COACH

The coach, who is training the players, will also be given cash award dependent upon performance/position of team/players as may be decided by the competent authority.

28) COACH/OFFICER INCHARGE GAMES

With a view to ensure maintenance of high standards of excellence, there shall be a coach/officer in charge having sufficient knowledge of the game, who shall be responsible for:-

- i) Co-ordinating the preparation of coaching programmes of the respective teams for the whole year including participation of the teams in competitions, tournaments and other exposures at District, State, National and International levels.
- ii) Maintaining the attendance, performance, achievements and records of each individual player including physical and medical test reports.
- iii) Assessing performance, as part of annual performance appraisal, in his capacity as Reporting Officer.
- iv) Deciding the playing positions of the players keeping the players capabilities in mind.
- v) Accompanying the team for important tournaments/ competitions as decided and to be responsible for the overall administration, management, travel arrangements, boarding and loading etc. of the team. If for any reason, the Coach/Officer In-charge of a game is unable to accompany the team on an occasion, it shall be his responsibility to intimate the same to the Appropriate Authority which shall nominate a suitable person with adequate knowledge in the game and ability to manage the players, to accompany the team for the particular tournament/ competition.
- vi) Submitting detailed reports to the management after every tournament, giving full details of the conduct and performance of each player including discipline etc.
- vii) Ensuring that no player takes part in any other competition/tournament except those approved by the HSIDC.
- viii) Maintaining discipline among the sportsperson including recommending initiation of disciplinary action against defaulters, if necessary.
- ix) Bringing to the notice of the Appropriate Authority of any untoward incident within 24 hours of its occurrence in respect of players, tournaments etc.

- x) Ensuring that the players in the team are always play-worthy.
- xi) Co-ordinating the timely procurement of playing kits and equipment-both consumables and non- consumables and ensuring their distribution to the players in the team.
- Xii) Looking after the welfare of the players in the team and attending the meeting of Selection Committees for induction of sportsperson.
- Xiii) Attendance of the players in the team in office, ground or coaching camp.

17. SELECTION OF CAPTAIN/VICE CAPTAIN

Captain/ Vice Captain of the team will be selected on the recommendations of Coach of the team by HOD.

18. CATEGORISATION OF SPORTSPERSON

There shall be two categories of sportsperson namely; category-I consisting of active and full time sportsperson and Category-II consisting of non-active sportsperson who have outlived their active playing career. Sportsperson in Category-II may preferably be considered for absorption suitably in normal stream/cadres in HSIDC. They may also be considered for appointment outside on deputation/ transfer basis as coaches in Sports Department, Haryana or other Organizations/Public Sector Undertakings.

19 POWER TO RELAX

Any issue, which requires relaxation, shall be referred to the Board of Directors for decision.

20 GENERAL

For any matter which is not specifically covered in these Bye-Laws, instructions/Rules applicable to employees of the corporation in other cadres will be followed.

