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# GREATER LONDON DARTS ORGANISATION FULL MEMBER OF THE UNITED KINGDOM DARTS ASSOCIATION

#### SECTION 1 CONTACTS & RESPONSIBILITIES

#### **Ladies League Organiser**

Name: Pat Rogers Mobile: 07835 768 399

E-Mail: patriciarogers@gmail.com

#### **General Secretary**

Name: Mary Cusack Mobile: 07956 410 591

E-Mail: gldosecretary@gmail.com

#### **Treasurer Contact Details**

Name: Geoff Mortimer Mobile: 07877 523 014

E-Mail: gldotreasurer@gmail.com

#### **GLDO Super League Team Manager's Responsibilities**

- **1.1** It is the responsibility of the Team Manager to ensure their players are aware of all the Rules in this Handbook. There will be no exceptions to any Rules that are broken
- 1.2 It is the responsibility of the Team Manager to ensure that each Super League Player Registration Form is completed in full on the night, signed and dated by the Player and the Team Manager and sent to the League Organiser via an attachment to an e-mail or by post within one week of signing, otherwise said player will be an unregistered player and a £10.00 fine will be imposed each time said player plays for their Team. Please refer to the Financial Rules for further information on fines.
- 1.3 Photos of a Team registration form or a players' registration form will not be accepted

#### SECTION 2 GLDO SOCIAL NETWORK / MEDIA DISCLAIMER

- **2.1** Whilst the GLDO reserves the right to avail itself of the opportunities available on Social Networking and Social Media Services such as Facebook, Twitter and others as deemed appropriate it hereby issues the following Disclaimer:
  - a) Any content, views, opinions and/or responses to questions uploaded, expressed or submitted by the creators, sponsors, advertisers or users of social media services and other public forums as utilised by GLDO, other than the content provided by GLDO, are solely the views, opinions and responsibility of the person submitting them and do not necessarily reflect the opinions of GLDO
  - **b)** The GLDO is not responsible for content that third parties publish post, upload, distribute, disseminate or otherwise transmit via social media services

#### **Terms of Use**

**2.2** Whilst the GLDO does not wish to stifle conversation on social media sites, users must not post or upload any comments or links that are unlawful, or may defame, offend, interfere with privacy or infringe copyright or other intellectual property rights to GLDO managed social media pages. GLDO reserves the right to moderate comments and may remove any comments that, in the GLDO's opinion, are inappropriate

#### **Policy on Discrimination and Intimidation**

- **2.3** The GLDO operate strict policies on discrimination and intimidation, whether at any GLDO event or on social media. The policies cover the following:
  - 1) Physical harm to any person
  - 2) Damage to any person's property
  - 3) Reasonably causes another person to be fearful of physical or emotional harm
  - 4) Derogatory remarks against a person e.g. race, nationality, gender or disability
  - 5) Homophobic remarks





- 2.4 The GLDO will take a strong stance on any of the above, deleting content which is discriminatory, hateful or threatening and any writings or actions which may offend, insult, humiliate or intimidate. The authors of such writings may be deemed to have brought the good name of the GLDO into disrepute and may therefore, at the discretion of the GLDO Executive face disciplinary proceedings as laid down in Section 5.4 of the GLDO National League Constitution and Rules.
- 2.5 However, in cases where writings considered to have offensive content that can be immediately proven as directly attributed to an individual then there shall be a procedure of automatic periods of suspension applied to that individual as directed by the GLDO Executive and laid down as follows: (All effective from the date that any posting is submitted)
  - **1)** First proven instance: Written warning
  - 2) Second proven instance: Three months suspension of GLDO Membership
  - **3)** Third proven instance: Twelve months suspension of GLDO Membership
  - **4)** Fourth proven instance: Expulsion from GLDO Membership
- 2.6 Incidents of discrimination and intimidation should not be discussed on social media. A signed and dated letter or an e-mail from the person/persons concerned should be sent to the General Secretary with as much information as possible, including witness statements if applicable. This will enable the matter to be dealt with at the earliest opportunity in accordance with the GLDO Rules

#### **Conditions**

**2.7** It is important to note that the aforesaid conditions of disclaim and terms of use are likely to change without notice.

#### **Disciplinary / Appeal Committee**

- 2.8 All Teams must enter on their Team Registration Form the person who has been elected to represent their Team on a Disciplinary or Appeal Committee. No person under the age of 18 years or who are or will in the coming season become affiliated to, an Official of or a Player for another National League Team shall be eligible to be part of a Disciplinary or Appeal Committee.
- **2.9** In accordance with Rule 2.3 of the GLDO Rules (National League Section), where the General Secretary receives a complaint in writing, or is of the opinion that a Member or a Player is in breach of the GLDO
- **2.10** Rules, the Executive Committee shall consider the matter and shall either:
  - **1)** Determine not to proceed with the matter.
  - 2) Charge the Member or Player with the breach and refer the matter for a Disciplinary Hearing in accordance with UKDA Disciplinary Procedures.
- **2.11** Members shall be considered to be National League Officials, Executive Committee Members, Super League Players, supporters and people who attend GLDO dart functions and meetings.

#### **Conflict of Interest**

**2.12** All members who make up either a Disciplinary or Appeal Committee must declare any conflict of interest to the General Secretary. No person shall be permitted to sit on a Disciplinary or Appeal Committee where a conflict of interest has been declared or where it could be construed that one might exist.

#### SECTION 3 PLAYING VENUES, SPONSORSHIP & START TIMES

#### Playing Venues & Sponsorship 2023/2024

- **3.1** Plumstead Working Men's Club, 71 Kirkham Street, London SE18 2JS £550.00 Oaktree Community Centre, 77 Bethune Road, London, N16 5ED £550.00
- **3.2** Sponsorship money should be paid as follows: 50% of the agreed sponsorship money to be paid by the start date of the season. The remaining 50% of the sponsorship money to be paid by 31 December 2023
- **3.3** Should the payment dates be missed, the Treasurer will contact the offending venue and if monies are not paid within the agreed timescales, the venue will no longer hold any competitions or any league games

#### **Start Times for League Fixtures & Competitions**

- **3.4** 1) Players must be in the venue by 8.30pm for a prompt 8.45pm start for League fixtures
  - 2) Players must register between 8 8.30 pm for a prompt 8.45pm start for all competitions





#### SECTION 4 REGISTRATIONS & NON LONDON NATIONAL LEAGUE PLAYERS

#### **UKDA Registration Fees**

- **4.1** On registering for a Team, each Player will pay £25 to their Team Manager. Registration Fees should be paid into the GLDO Super League account and an email sent to the GLDO Treasurer to advise the breakdown of the payment or paid in accordance with Section 8, Rule 8.1
- **4.2** The General Secretary along with the League Organisers will then be responsible for registering each London Super League Team and players (Men & Ladies) with the UKDA Super League Database no later than 1st January 2024. Subsequent registration fees should be sent to the GLDO Treasurer only and paid within one week of registering to be paid into the London National League account and to the UKDA and the players' names registered with the UKDA.

#### **Non London National League Players**

- **4.3** Players may be registered during the season or on the on the night of a match. Subsequent signings to the start of the season must have the players registration form counter signed by the opposing team manager on the night as proof of date of registration. Registrations forms signed during the season or on the night of a match must be sent to the Ladies League Organiser within one week of registering, together with the players £25 player registration. Failure to do this will result in a deduction of 2 points from the playing team
- **4.4** A Non London National League Player is defined as someone who:
  - a) Is currently playing for another National League Team
  - b) Has played for another National League Team other than London and would therefore require their release
  - c) If b) is applicable, then a copy of the release should be provided with their Super League registration form.
  - d) Has signed or intends to sign a National League Registration Form to play for another National League Team other than London in the current playing season.

#### SECTION 5 FIXTURE PLAYING RULES & PLAYING FORMATS

#### **Playing Rules & Playing Formats**

- **5.1** The playing rules and formats for the 2023 2024 season are as follows:
  - a) Minimum 4 players per Team
  - **b)** 1 Team game 701 best of 1. Results will be held in a separate table and a separate prize will be given to the winning team
    - 2 Pairs 601 best of 1 winners get 1 point per pair
    - 4 Singles 501 best of 5 winners get 1 point per single
  - c) A draw should take place to determine the order of play at the start of the night
  - d) The Home Team should start the Team game, the first Pair and the first and third Singles
  - e) The Away Team should chalk and the Home Team should record the averages for both teams for all 4 Singles
  - **f)** Any player receiving a 'bye' in the Singles will be awarded their win point, running average and an average for their tons
  - **g)** Depending on the Team Manager's personal preference, the Team Manager can:
    - **a.** Choose which player is not used in the event of the opponents only having 3 players
    - **b.** Decide to do the draw as usual
- **5.2** All Super League Teams should use a UKDA sponsored match board. For 2023-2024 season this is the Mission Samurai II board. Practice boards do not need to be sponsored boards





#### Section 6 LEAGUE COMPETITIONS, RULES, FORMATS & VENUES

- **6.1** The attendance rules for all competitions, excluding specific rules for the Champion of Champions is as follows: All players are eligible as long as they have attended at least 25% of Super League games up to the date of the competition being held.
- **6.2** The League Organiser to inform all Super League Team Managers which players are eligible to play in these competitions.
- **6.3** There must be a minimum of 50% representation from each Team at every Super League competition.
- **6.4** Team Managers of a Team failing to support the 50% representation will be responsible for paying the minimum entry fee of £10.00 to the GLDO Treasurer per competition not supported.

#### **Competition Throw**

The Players involved will throw for the Bull to decide which Player is to throw first in the odd numbered legs of any competition match. In the event of a tie, the player who threw first in the 1st leg shall throw first in the deciding leg.

#### **Competition Chalking**

6.6 First round chalkers will be taken from byes or the bottom of the draw for the competition. From that point on the last loser on each individual board will chalk the following match. This will be enforced throughout the competition and will be inclusive of the final of said competition. Failure to chalk will result in the withholding of prize money and exclusion from the next Super League competition. This will also be carried over to the following season if necessary. Player is allowed to find an alternative person to chalk in her place

Competition formats vary, and the format is highlighted under each individual competition

#### **League Pairs – Oaktree Community Centre**

To be eligible to enter, a Player must have attended a minimum of 25% of all matches up to the date of the competition. Entries will be £10.00 per Pair, and the competition will be played on a drawn knockout basis played over the best of five legs 601, the best of 7 legs 601 for the semi-finals and the best of 9 legs 601 for the final

#### **Double In/Double Out Comp – Oaktree Community Centre**

To be eligible to enter, a Player must have attended a minimum of 25% of all matches up to the date of the competition. Entries will be £5.00 per Player, and the competition will be played on a drawn knockout basis played over the best of five legs 301, the best of 7 legs 301 for the semi-finals and the final

#### Marilyn Smithies Singles Competition - Plumstead Working Men's Club

To be eligible to enter, a Player must have attended a minimum of 25% of all matches up to the date of the competition. Entries will be £5.00 per Player, and the competition will be played on a drawn knockout basis played over the best of five legs 501, the best of 7 legs 501 for the semi-finals and the best of 9 legs 501 for the final

#### **Champion of Champions - Oaktree Community Centre**

**6.10** Entries for this event are done on an invitational basis only and will be seeded. Only the top sixteen players in the League averages at the end of the season will be invited. The competition will be played on a 16-player seeded knockout basis played over the best of five legs 501, the best of seven legs 501 for the semi-finals and the best of 9 legs 501 for the final. Should there be a shortfall of players on the night, the player in attendance will receive a BYE into the next round

#### Sarah Stutley Mixed Pairs - Plumstead Working Men's Club

To be eligible to enter, players in both the Men's and Ladies Super Leagues must have played or attended at least 25% of all matches played up to the week before the competition. No non-London National League Players from the Men's Super League are eligible to play.

Entry Fee is £10.00 per Pair

Format is  $5 \times 601$  for the early rounds and  $7 \times 601$  for the Semi-Finals and Final Prize Fund: This is a money in – money out competition plus a donation of £50.00 from the host venue Pay-out: Winners, Runners-Up and Semi-Finalists





#### SECTION 7 RESULTS & CANCELLATIONS

#### Results

- **7.1** Result Sheets: Home side to record scores and match results. If a Team has not submitted their result sheets by 9.00am on the Sunday after the match on Thursday, 5 points shall be deducted
  - i. Computerised result sheets to be emailed to the League Organiser (contact details above)
  - ii. Non-computerised result sheets to be handed to the League Organiser on the night
- **7.2** Results Sheets need to be fully completed before being handed in. The opposing Captain should check before signing that the appropriate fields are updated. If the sheet is not completed correctly, the Home Team will be fined £5
- **7.3** The League Organiser will then oversee the results of all matches and update the Match Results, League Table and Super League Averages on a weekly basis onto the Facebook London Ladies Super League Group and the GLDO website

#### **Cancellations**

- 7.4 Cancellations can be agreed by the Ladies League Organiser in consultation with both Team Captains under exceptional circumstances only. These might include: exceptional weather conditions, Public Transport strikes, bereavement or hospitalisation. Cancellations must be notified to the Ladies League Organiser as soon as possible by the Team Captain. Any Team failing to complete any of the league games will be fined £10.00 on each occasion and this will result in the match being awarded 5-0 to the non-offending Team and the relevant players present awarded their running average, a win bonus point on their average and an average for their tons. (Rule 19.1d)
- **7.5** A match can be completed with a minimum of 3 players. Please refer to Rule 5.1

#### Section 8 LADIES SUPER LEAGUE FINANCIAL RULES

#### **Payment Methods**

- **8.1** The Treasurer will only accept payment by the following methods:
  - a) Direct payments into the GLDO Super League Account. Account Number and Sort Code will be given on written request (e-mail)
  - **b)** By post, cheques made payable to GLDO and sent to the Treasurer at the address on Page 5 (Section 2).
  - c) At a National League game
- **8.2** League Fees: 30 weeks @ £5 per week = £150.00 total per Team breakdown:

£110 to Super League & £40.00 to National League

Team Managers will be responsible for paying their Teams League fees directly to the GLDO Treasurer in accordance with the dates below. All cheques should be made payable to "GLDO"

First Payment by 19th October 2023: £75.00

Second Payment by 22<sup>nd</sup> February 2024: £75.00

- **8.3** Each Team will be responsible for the Football Cards on a weekly rotating basis. Funds should be paid to Deb Watling on the night, who will pay into the GLDO Super League Account and advise the Treasurer
- **8.4** Each player must contribute £1 a week towards the Football Card. Funds are paid into the Super League account and redistributed as part of the winning monies, which benefit all players
  - **8.5** If a Team is in arrears with their League fees they will be fined £5.00 for each payment missed.

#### Financial Rules (Internal National League Play-Offs & National League Competitions)

**8.6** Entry fees and travel expenses to be made up out of respective Men's and Ladies Super League funds and will also include play-off entry fees taken on the day of the respective Play-Off.





#### Section 9 ANNUAL GENERAL MEETINGS

#### **Ladies Super League Annual General Meetings**

- **9.1** All existing teams and any new teams wishing to join in the new season, must be represented at the Ladies Super League AGM. Only one representative may vote on behalf of their team.
- **9.2** An existing Team that is continuing to play in the following season but is not represented at the GLDO Ladies Super League AGM will be fined £10.00 for non-attendance. The £10.00 will be deducted from their total prize payout

#### Section 10 PRESENTATION NIGHT, CERTIFICATES / PERPETUAL TROPHIES

- **10.1** The Registration Fee will include £5 per player towards Presentation Night. This will cover, hall rental, DJ, food, certificates and frames
- **10.2** £5.00 for guests on the night (non-playing / registered players of a Super League Team)
- **10.3** A Team that is not represented at the GLDO Presentation Night will forfeit their total prize pay-out which will then be carried over and incorporated into the following season's income

#### Prize Money

- **10.4** All Prize Money will be paid out at the end of the season and will be made payable to the Team Manager only, unless the Treasurer receives an instruction in writing or via e-mail to make the cheque payable to an another member of the Team
- **10.5** The Executive Committee shall be responsible for allocating all Prize Money for the season (based on the full amount being paid at the end of the season) and the Treasurer will provide the Teams with a breakdown of all pay-outs
- 10.6 No Prize Money will be carried over to the next season except for monies covered by rule 10.3
- **10.7** Any debt incurred by a Team will be deducted from their Prize Money total

#### **Certificates**

**10.8** Professional certificates to be presented on Presentation Night to the following Winners and Runners-Up:

League Winners: 5 certificates League Runners-Up: 5 certificates Team Comp Winners: 5 certificates Team Comp Runners-Up: 5 certificates League Singles Winner: 1 certificate League Singles Runner-Up: 1 certificate Pairs Winners: 2 certificates Pairs Runners-Up: 2 certificates Champion of Champions Winner: 1 certificate Champion of Champions Runner-Up: 1 certificate

Sarah Stutley Mixed Pairs Winners: 1 certificate – Lady Player only Sarah Stutley Mixed Pairs Runners-Up: 1 certificate – Lady Player only

Ladies Player of The Season: 1 certificate (Player who tops the averages table)

Most Tons: 1 certificate
Most 180s: 1 certificate
Highest Finish: 1 certificate

#### Total 34 certificates

#### **Extra Certificates**

**10.9** It is the responsibility of the Team Manager to notify the Ladies League Organiser of any additional certificates required and the Team will have to pay for any additional costs incurred

#### **Perpetual Trophies**

10.10 Perpetual trophies are no longer presented at a Presentation Night and remain the property of the GLDO





#### SECTION 11 PRIVACY POLICY

We at the Greater London Darts Organisation (GLDO) want to make sure all the personal information we have collected about you is safe and secure at all times. The GLDO are Data Processors for the United Kingdom Darts Association (UKDA) who are the Data Controllers.

This Policy sets out our commitments to you in compliance with and beyond the General Data Protection Regulation (commonly known as the GDPR) and explains how we collect, store and use your personal information.

We have not appointed a Data Protection Officer to oversee our compliance with data protection laws as we are not required to do so, but our Data Protection Team (i.e. The GLDO Executive Committee) has overall responsibility for data protection compliance in our Organisation.

If you have any questions about this Policy or what we do with your personal information, contact the GLDO General Secretary by using the contact details in Section 1

#### PRIVACY NOTICES

Collecting specific, relevant personal information is a necessary part of us being able to provide you with assistance when dealing with the GLDO, and UKDA or just managing our relationship with you

When the UKDA. hold or use your personal information as a data controller (see below for a description of what this is) they will provide you with a privacy notice which sets out in detail what information they hold about you (such as your contact details, address, etc.), how your personal information may be used and the reasons for these uses, together with details of your rights. This information is collected, and Privacy Notices supplied by the GLDO (as Data Processors) on behalf of the UKDA

Where the GLDO collect personal information from you directly, we will provide the Privacy Notice at the time we collect the personal information from you. The Privacy Notice will be available through the Super League representatives at the time of signing on to a Team as they are representing the committee in this duty

The GLDO will only provide the Privacy Notice to you once, generally at the start of the relationship with you

However, if the applicable Privacy Notice is updated substantially, then we may provide you with details of the updated version. You are encouraged to check back regularly for updates

Your Super League Representative or Team Captain might collect contact information from you as per usual and they will control that information. They will not pass it on to third parties without your permission

#### THE DIFFERENCE BETWEEN DATA CONTROLLERS / PROCESSORS

A data controller is a person who controls how personal information is processed and used. A data processor is a person who processes and uses personal information in accordance with the instructions of a third party, i.e. the data controller

This distinction is important. You have certain rights in relation to your personal information, for example the right to be provided with the personal information held about you and details of its use and the right to have certain of your personal information either erased or anonymised, commonly referred to as the right to be forgotten (see below to see what rights you have). These rights can generally only be exercised against a data controller of your information

In most cases we will be a data controller of your personal information. In any case where we are not a data controller this means that you cannot exercise these rights against us directly (i.e. where we only act as a data processor), but





you can do so against the data controller (i.e. the person who controls how we process the personal information). In these cases, we will endeavour to inform you who is the data controller of your personal information so that you can direct any such requests to them

Also, it is only a data controller that will provide you with a Privacy Notice about your personal information, so where we process your personal information as a data controller we will provide you with a Privacy Notice. Where we process your personal information as a data processor for a third party, that third party should provide you with a Privacy Notice which will set out details regarding the processing of your personal information, which should also include the processing to be carried out by us on their behalf

#### **HOW DO WE USE YOUR PERSONAL INFORMATION?**

We will use your personal information as described in the Privacy Notice provided to you, but, for example, we pass on some of your personal information to the UKDA when completing entry forms for end of season Team and individual competitions

#### WHO DO WE SHARE YOUR PERSONAL INFORMATION WITH?

Details of how we disclose your personal information are set out in the relevant Privacy Notice provided to you, but generally it is where we need to do so in order to run our organisation on your behalf. In such circumstances, we will put in place arrangements to protect your personal information. Outside of that we do not disclose your personal information unless we are required to do so by law

We will not transfer personal information about you outside the European Economic Area (EEA). We do not sell, trade or rent your personal information to others

#### HOW LONG DO WE HOLD ON TO YOUR PERSONAL INFORMATION?

Further details of how long we hold onto your personal information for are set out in the relevant Privacy Notice provided to you, but we will only hold your information for as long as is necessary or where you ask us to delete records we may delete it earlier

Information will not be kept for longer than 18 months. This is based on being used during the current season and overlapping the start of the next

#### WHAT ARE YOUR RIGHTS?

Full details of your rights set out in the relevant Privacy Notice provided to you, but you are entitled by law to ask for a copy of your personal information at any time. You are also entitled to ask us to correct, delete or update your personal information, to send your personal information to you or another organisation and to object to automated decision making. Where you have given us your consent to use your personal information in a particular manner, you also have the right to withdraw this consent at any time

To exercise any of your rights, or if you have any questions relating to your rights, please contact the GLDO General Secretary by using the contact details in Section 1

You should note that some of your rights may not apply as they have specific requirements and exemptions which apply to them and they may not also apply to personal information recorded and stored by us. However, your right to withdraw consent or object to processing for direct marketing are absolute rights

If you are unhappy with the way we are using your personal information you can complain to the UK Information Commissioner's Office (ICO) or your local data protection regulator. More information about your legal rights can be found on the Information Commissioner's website at <a href="https://ico.org.uk/for-the-public/">https://ico.org.uk/for-the-public/</a> However, we are here to help and would encourage you to contact us to resolve your complaint first

#### **SECURITY**





We employ a variety of organisational measures to keep your personal information safe and to prevent unauthorised access to, or use, or disclosure of it. Unfortunately, no information transmission over the Internet is guaranteed 100% secure nor is any storage of information always 100% secure, but we do take all appropriate steps to protect the security of your personal information. We take information and system security very seriously indeed and only share with the UKDA who are certified to the ISO

Any GLDO or personally owned computer able to access the UKDA Database or scanned application / entry forms is to be password protected

Documents with personal data on must be locked away

#### **CHANGES TO THIS POLICY**

Any changes we may make to this Policy in the future will be notified to Super League representatives by e-mail

#### CONTACT

In the event of any query or complaint in connection with the information we hold about you, please contact the GLDO General Secretary by using the contact details in Section 1

Whilst this Privacy Policy sets out a general summary of your legal rights in respect of personal information, this is a very complex area of law. More information about your legal rights can be found on the Information Commissioner's website at https://ico.org.uk/for-the-public/

ANY OTHER ITEMS OR RULES NOT COVERED IN THIS DOCUMENT WILL BE DECIDED BY THE GREATER LONDON DARTS ORGANISATION EXECUTIVE COMMITTEE

29th July 2023