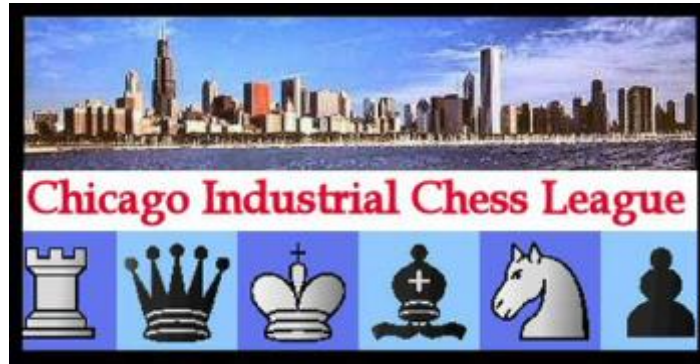


Constitution of the Chicago Industrial Chess League
(October 25, 2014 Revision)



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I. The League

A. Purpose

The Chicago Industrial Chess League (CICL) is organized to foster interest in chess and to promote friendly chess rivalry between teams representing business firms, government agencies, educational institutions, chess clubs, and high school alumni located in the Chicago area (downtown and suburban). The policy of the CICL is to encourage employees or members of such concerns to enter in League competition and to promote maximum participation in chess by members of these teams.

B. League Overview

1. Competition is between two teams of six players that count towards the result of a match. Additional, non-counting ("extra board") players are also encouraged. The number of players on a team's player roster is not limited.
2. These teams are organized into several divisions for the purpose of scheduling competition during the regular season. The assignment of teams to divisions shall be reviewed at the meeting of team captains and League officers prior to the beginning of each competitive season, the Fall Business Meeting.
3. Each Division Chair creates a match schedule at the beginning of the season which pairs teams, including those within that division. Half the matches typically occur at each team's "home" playing site, the other half at the opponent's playing site ("away games").
4. Following the regular season, the teams with the best regular season results from each division compete in the playoffs to determine the League championship team. Typically, the first round of the playoffs is played at a team's home site, and the final rounds played at one location on the same day ("Playoffs Saturday"). An individual tournament is also typically held on Playoffs Saturday. The Playoffs Chair organizes the Playoffs.
5. The season typically begins in August and runs through April, with special end-of-season activities, including the playoffs and an awards banquet, in May and June.
6. The League is administered by volunteer League officers and team captains.

II. League Functions

A. Elections and Meetings

1. Officer Elections

- a) The election of the President, Treasurer, and Secretary will be held annually at the Spring Business Meeting. They assume their duties immediately following the awards banquet.
- b) Division Chairs are elected no later than the Spring Business Meeting. They are elected by vote of the division team captains. They assume their duties immediately following the awards banquet.
- c) The Publicity Chair and Playoffs TD will be appointed at this time also. They assume their duties immediately upon appointment.

- d) The election of the Playoff Chair will be held annually at the Fall Business Meeting. He assumes his duties immediately.

2. Officer Appointments

The appointment of all other officers (Bulletin Editor, Ratings Chair, Webmaster, Games Editor, Trophies Chair, and Banquet Chair) will be done at the time of the Fall Business Meeting. They assume their duties immediately upon appointment.

3. Prior Notice

In votes having to do with amendments of the CICL Constitution, or other important decisions, the nature of the business to be voted on must be communicated to all team captains and League Officers at least one week prior to the meeting at which they will be acted upon.

4. Due Deliberation

Changes to this constitution are to be approved only after due deliberation, discussion, and consensus building has occurred.

5. Voting

- a) Each team represented at a meeting, either in person by the team captain or his representative, or by written proxy, is entitled to one vote.
- b) A team captain's representative must be a member of his team, or a member of another CICL team that represents his company or club.
- c) Written proxy votes may only be cast on items that are proposed in advance of the meeting. They must be sent to the President, including by email. If an item voted on at the meeting is substantially different than what was proposed in advance of the meeting, the written proxy votes do not count in the vote (that is, are voided).
- d) Votes are decided by simple majority.
- e) The President will be allowed one vote if needed to break a tie, except in elections in which he is a candidate.

6. Voting By Email

- a) If an issue arises that requires a vote to be held before the next business meeting, then an official vote on it may be conducted via electronic mail. The issue is to be urgent. Changes to the Constitution (or other League's rules) are not to be made via email, except under exceptional circumstances. The issue to be voted on should normally not require extended debate, as those kinds of issues are better voted on at a Business Meeting.
- b) The President must pre-approve an email vote. The President normally will conduct the vote himself, but may appoint another League member to do so.
- c) All team captains (including alternate team captains), and League officers are to be sent the email that initiates the vote. The exact nature of what is being voted on (as opposed to relevant information that is also included in the email) shall be clearly stated.
- d) Each team is entitled to one vote.

- e) As people may sometimes be out of contact with their email, the person conducting the vote should make a reasonable effort to receive votes from each team, which of course may include the vote of "abstains". The Division Chairmen may be recruited to aid in this effort.
- f) A minimum of one full week from when the vote is emailed to when votes is to be returned is the normal case. In cases of the highest urgency, this may be shorter.
- g) The detailed results of the email vote must be emailed out to all League officers and team captain immediately, including which teams voted which way. Also, the next League Bulletin is to document the vote and its results.

7. Major Events Calendar

A fixed calendar system for our major events will be followed, so that people can plan for them better:

- a) **Fall Business Meeting** is to be held on the last Wednesday in August
- b) **End of Regular Season.** All regular season matches must be completed two days prior to the Spring Business Meeting.
- c) **Spring Business Meeting** is to be held on the Wednesday that is 3 1/2 weeks prior to the 2nd Saturday of May.
- d) **Playoffs** (rounds two and three, and an individual tournament) is to be held on the 2nd Saturday of May.
- e) **Awards Banquet** is to be held on the 2nd Friday of June.

B. League Funds

1. Dues.

Team dues will be determined by a vote of team captains prior to the start of each season. Before the season begins, the treasurer will prepare and present to each team a statement of all required dues and fees. If team dues are paid late, an additional fee may be included.

New teams must pay their dues prior to any matches being played.

For veteran teams: dues will need to be postmarked by October 31. For the purposes of this rule, any payment by mail that is postmarked by a certain date is considered to have been paid by that date. Any dues postmarked or paid in person between November 1 and November 30 will require a \$25 late fee in addition to the annual dues. Teams not paying their dues and any applicable late fees by November 30 will be ineligible from further competition including the postseason. All matches already played by teams that have not fully paid their dues and any applicable late fees by November 30 will be retroactively forfeited on December 1. Individual game results and ratings will not be altered by such match forfeits.

2. Use of Funds.

League income from dues and fees will be used to cover normal operating expenses, and to furnish trophies and other awards as incentives for team competition. A majority vote of team captains will be required to authorize any significant expenditure of funds for purposes not described above.

3. League Property.

Property of the CICL shall be inventoried and accounted for by the League treasurer.

C. Rating System

The League will maintain a numerical rating system similar to that of the U.S. Chess Federation. The Ratings Chairman will be responsible for the proper and timely functioning of the ratings system. A list of ratings of CICL members shall be published at regular intervals.

D. Bulletin

The League will publish a monthly news bulletin containing the ratings, team standing, division reports and any other information deemed appropriate. The name of the CICL's bulletin is *The Chicago Chess Player*.

E. Awards

1. League Championship Awards

See *Section VI.J*

2. Division Place Winners

The League will issue awards to the top 1/3 (rounded up) placed teams of each division. The teams may choose between suitable trophies or functional awards, such as a chess clock, board, or related items.

3. The James E. Warren Award (Most Improved Player)

The individual player whose rating improves the most during the season (including playoffs and second tier event) receives the James E. Warren Most Improved Player award. For the purposes of the MIP award, rating points gained by playing against one's own teammates will be excluded, and new players (with < 9 rated games at the *start* of the season) are not eligible.

4. Most Valuable Player

Each division awards an MVP award to an individual from that division. Each division chairman determines this for his division.

5. The Nikolai Goncharoff Centurion Award

Each individual who has played 100 games (including unrated games) in the League will be awarded the Nikolai Goncharoff Centurion award. Upon playing each additional multiple of 100 games (200, 300, and so forth) a double-centurion, triple-centurion, and so forth award will also be awarded.

6. Biggest Upsets – Individual and Team

The League will issue awards to the individual and team with the biggest upset. The individual upset will be based on the difference in ratings between the players, with draws counting for half of the difference. Similarly, the team upset will be based on the difference in ratings between the teams' lineups, with draws counting for half of the difference.

For individual upsets, games must be played at a regular season match, a playoff match, or the second tier event. Games played against one's own teammates, or where either player is new (with < 9 previously rated games), will be excluded. For team upsets, only regular season matches are counted (to avoid giving playoff teams additional opportunity).

7. The Ron Dargis Award (Lifetime Distinguished Service)

The League recognizes lifetime-distinguished service to the CIGL with the Ron Dargis Award. The following have received this award:

- *James A. Brotsos*
- *Charlie Ward*
- *James E. Warren*
- *Tom Friske*
- *Dan Kumro*
- *Martin Franek*
- *Nikolai Goncharoff*
- *James Thomson*
- ◆ *Tony Jasaitis*

8. Other Awards

The League may award other team and individual prizes as it sees fit.

F. Banquet

1. The League will hold an awards banquet at the end of each season.
2. As a reward for loyalty and activity, members reaching the triple-centurion level will receive a 50% subsidy for any future awards banquets they wish to attend, provided they have played at least one League game during the season of the banquet.

G. Publicity

The League will publicize special events in the local media.

H. Conduct

1. Expected Conduct

The actions and behavior of CIGL members at sponsored activities (business meetings, matches, tournaments, banquets, etc.) shall be in accordance with the spirit of fair play and good sportsmanship. The following is a list of actions and behaviors that are considered inappropriate and not accepted by the CIGL. The list serves as an example and is not intended to be exhaustive.

- a) Repeated or gross violation of the Constitution
- b) Disruptive behavior
- c) Cheating in a game of chess
- d) Deliberate misrepresentation of a teams roster or individual ratings
- e) Participating in a tournament under a false name or while under suspension
- f) Offensive racial remarks, offensive profanity, or threats of physical harm directed at another CIGL member
- g) Intentional pushing, shoving, hitting, punching of another CIGL member

2. Procedures for Improper Conduct

At each sponsored CIGL event, a member is in charge of the activity (e.g. the President* at business meetings, home team captains at matches, tournament directors, banquet chairman). With this responsibility comes the authority to take appropriate action whenever a member's actions or behavior is contrary to our rules of conduct, or whenever a complaint is brought to his attention concerning another member.

The person in charge will first try to resolve the matter amicably. If this is not possible, he will perform the following steps, and in this order:

- a) Officially warn the offender of his improper conduct, with an explanation as to what specific actions are not within the guidelines of the League's Constitution.
- b) Give a second warning to the offender and inform him of the consequence of a third offence.
- c) Ask the offender to leave the meeting/activity.

Items 'b' or 'c' will require a written notification to the League president. This should include the specific improper conduct, the circumstances, the warnings that were given, and the names of any witnesses. The offender is encouraged to do the same.

The Elected Officers will meet (or conference call) as soon as practical to review the situation and determine what level of sanction, if any, to apply to the offender. The Elected Officers will act objectively and fairly to gather as much information about the incident as reasonably practical, including discussions with the parties involved.

The League President will read or distribute copies of the complaints or notifications as well as any decisions made at the next scheduled business meeting.

The decision of the Elected Officers will be printed in the Bulletin. The President will inform the parties involved of the decision in writing (email is acceptable). The offender's team captain will be asked to help enforce any sanctions as appropriate.

3. Sanctions

The following sanctions may be imposed by the Elected Officers:

- a) A written reprimand and warning
- b) Suspension from the next scheduled match, meeting, tournament, banquet or other event
- c) A one-year's suspension from all League activity
- d) Expulsion from the League

The decision of the Elected Officers is final and there are no provisions for appeal.

III. League Officers

The term "Elected Officers" refers to the President, Secretary, Treasure, Division Chairs, and Playoff Chair. The term "Appointed Officers" refers to the Bulletin Editor, Ratings Chair, Webmaster, Games Editor, Publicity Chair, Trophies Chair, Banquet Chair, and Playoffs TD. The term "League Officers" includes all Elected Officers and Appointed Officers.

A. President

The president will be the chief executive officer of the League. He will be responsible for the following:

1. Ensuring that the CIGL fulfills its purpose.
2. Appointing the Appointed Officers. He is empowered to appoint committees or individual officers to carry out specific assignments to ensure that the CIGL fulfills its purpose.
3. Arranging for special programs to provide chess enjoyment for all team members of member companies.

Arranging for an adequate number of business meetings and for the yearly election of Elected Officers. He shall preside over such meetings. He may, at his discretion, conduct these meetings according to Robert's Rules of Order. He conducts votes by email between business meetings, when they are required.

4. Advise, encourage, and otherwise support all of the League Officers.
5. When a vacancy occurs in a League Office, the president shall appoint a replacement without undue delay, who shall serve until the next regular election or regular appointment.

B. Division Chair

Each division will be headed by a chair elected by vote of the division team captains. He will be responsible to the League president and will direct the activities of his division. He will be responsible for the following:

1. Preparing and distributing equitable playing schedules for his division.
2. Acting as arbitrator in handling disputes or protests.
3. Accumulating and forwarding special news items from his division to the Bulletin Editor in time to meet the publication dates of the League bulletin.
4. Conducting any business meetings required to meet particular needs of his division.
5. Ensuring that teams in his division pay their dues promptly.

C. Secretary

1. The secretary will keep records of business transacted at general League meetings (and at divisional business meetings whenever possible). Meeting notes for business meetings are to include all votes held and their results. Meeting notes are to be forwarded to the Bulletin Editor.
2. He will prepare and distribute copies of the CICL Constitution and other notices to team captains and the League Officers as required.
3. He is responsible for promptly updating the Constitution as soon as changes to it are approved.
4. In the event that the president resigns or cannot carry out his responsibilities, the secretary will assume his duties and arrange, within a reasonable time, for an election to fill the vacancy of the President's office.

D. Treasurer

1. The treasurer will
 - a) bill each team for dues
 - b) deposit League funds in a suitable checking or savings account (or both)
 - c) disburse these funds as required
 - d) submit to the president an annual financial statement for publication
 - e) maintain the CICL's legal status as a 501(c)(7) "social club" non-profit organization with the required government entities such as the IRS and State of Illinois.
2. Financial statements will also be furnished whenever requested by the president.
3. The appointment of an alternate signer will be made by the president.
4. The treasurer will present annually a proposed budget for the coming season at the Fall Business Meeting.
5. He will maintain an inventory of League property

E. Playoffs Chair

The Playoffs Chair will organize the activities of the Playoffs and will be responsible to the League president. He works closely with the Playoffs Tournament Director. He will be responsible to:

1. Select teams for the playoffs, including a replacement team if one withdraws.

2. Gather the Team Intention from potential playoff teams to compete in all rounds of the playoffs.
3. Produce seedings and pairings of teams in the playoffs, and determine location of round 1 sites.
4. At the Playoffs Chair's discretion, assist in the scheduling of unscheduled round 1 matches.
5. Act as an arbitrator in handling disputes about the playoffs, especially those related to the CICL's constitution or other of its usual practices.
6. Provide news items, photographs, etc. about the playoffs to the Bulletin Editor, Webmaster, or Publicity Chair (for outside publication).
7. Finalize the date for Playoffs Saturday, and arrange for a suitable location.
8. Plan and promote the individual tournament held on playoffs Saturday.

F. Playoffs Tournament Director

The Playoffs TD will direct the Playoffs and will be responsible to the League president. He will work closely with the Playoffs Chair. Given the demands on his time on playoffs Saturday, he normally does not play in the team playoffs on playoffs Saturday or in the individual tournament. He will be responsible for the following:

1. The Playoffs TD will be the floor director for the team matches played on Playoffs Saturday.
2. He will resolve disputes, especially those related to the USCF rules of chess play.
3. Arrange for score-sheets, table numbers, wall charts, refreshments, etc.
4. Help plan and promote the individual tournament. He directs the individual tournament, including seedings, pairings, player check in before round 1, tracking results, posting standings, and announcing rounds. He accepts pre-registrations for the individual tournament.
5. Provide game results from the team matches and the individual tournament to the Ratings Chair, and assists in collecting game scores.

G. Bulletin Editor

1. Establishes a schedule of deadlines for each month's issue.
2. Maintains a mailing list of team captains and other appropriate individuals and organizations.
3. Receives information from various sources as follows:
 - a) From the Division Chairmen, individual match results and current division standings, as well as division news, notifications, scores of interesting games, and other items of general interest.
 - b) From the Rating Chairman, the current rating of each CICL member, the "Top Ten" lists, and other material as deemed appropriate by the Rating Chairman.
 - c) Business meeting notes from the Secretary and the results of votes by email, both of which are to be included in the next Bulletin.
 - d) From other sources, items of general interest to the CICL members.
4. Organizes material to form a readable, logically sequenced bulletin.
5. Arranges for timely distribution.

H. Ratings Chair

Maintain a rating system for the CICL:

1. Maintain a list of players with their current ratings.
2. Compute a player's new rating based on CICL games played.

3. The Ratings Chairman may, at his own discretion, use another rating system's (USCF, FIDE or another country's rating system with a USCF conversion table) over the board rating as the initial rating for a player without a CICL rating.
4. Arrange to publish the new ratings in the CICL Bulletin on a periodic basis.
5. Maintain and publish other statistics such as Divisional top-ten rated players, League most improved players, and team Performance Ratings.
6. Seek ways of improving the rating system. Strive to keep the system up-to-date relative to generally accepted chess ratings systems (such as the Elo system).
7. Determine winners of special awards (such as the "James E. Warren Award") in which data compiled by the Rating Chairman is used.
8. Present these awards at the CICL Awards Banquet.

I. Webmaster

1. The CICL distributes relevant League information on an internet website. Information on the website may include:
 - a) CICL Bulletins
 - b) games for online viewing or downloading
 - c) match results
 - d) ratings
 - e) team rosters
 - f) Frequently Asked Questions (FAQ's) about the CICL
 - g) history of the League
 - h) the CICL Constitution
 - i) links to other chess organizations' websites, e.g. the USCF or ICA
2. The webmaster administers this website.
3. He keeps the info on this website up-to-date.
4. He improves the format and content website as appropriate.

J. Games Editor

1. The games editor gathers and prepares League games for distribution in the League's bulletin, website, or elsewhere
2. He selectively annotates these games.
3. He encourages League members to submit games.
4. He encourages League members to annotate their games.

K. Publicity Chair

Give favorable publicity to the CICL and stimulate growth of League membership:

1. News articles.
 - a) Obtain news and information by observation or through League Officers and determine what is of interest to outsiders.
 - b) Write news briefs of such items as:
 - New officers
 - Award winners
 - Other interesting programs or achievements by the League or its individual members.
 - Changes to the CICL
 - c) Submit this material to such publications as *Chess Life*, local newspapers, *Illinois Chess Bulletin*, and others that may print chess news.
 - d) Maintain particular contact with key people in chess news.
 - e) When possible, obtain copies of the published news items of League news and submit to the President.

2. Promote Membership.
 - a) Actively encourage new teams and individuals to join the CICL, and former teams and members to rejoin the League.
 - b) Inform companies and chess clubs in the area of the existence and nature of the CICL, and encourage them to field teams in the League as appropriate.
 - c) Maintain particular contact with key organizers of Chicago-area chess.
 - d) Be the general contact for those seeking information about the CICL, including references to the CICL in the USCF and ICA bulletins and websites. Assure that such contact information, including name, phone number, email address, and the League website address, is kept current
3. CICL Flyer.
 - a) Create and update a flyer that describes the CICL and promotes interest in it.
 - b) Distribute the CICL flyer in prominent places at Chicago-area chess tournaments, chess clubs, or other venues where exposure to large numbers of chess players is possible.
4. At least once a year, report to the League the noticeable effects of publicity efforts.

L. Trophies Chair

1. Within budget limitations, select and purchase awards (may be trophies, certificates, plaques, books, gavels, cards, etc.) for various individuals or teams.
2. Have these awards engraved or lettered, and delivered on time to the Awards Banquet.
3. Assure that the "traveling" team trophies are on hand for presentation at the Awards Banquet.
4. Check with all recipients of awards prior to the awards program to insure that either they or a definite substitute will be on hand to receive the award.
5. If necessary, make awards presentations.
6. Retain custody of any unclaimed or excess awards until they can be delivered to the succeeding administration.

M. Banquet Chair

1. Establish date and arrange for suitable location.
2. Establish menu and prices.
3. Pay deposit on facilities.
4. If required, print tickets and arrange for sale either through Division Chairmen or directly.
5. Within budget limitations, provide for flowers and/or decorations.
6. Provide for a photographer to take pictures of key awards and program highlights.
7. Coordinate program:
 - a) Awards presentation
 - b) Possible speakers
 - c) Other special features
8. Coordinate with the tournament director for a speed chess tournament.
9. Pay remainder of bill.
10. Transmit information such as attendance data, tournament results, and other news, along with suitable photographs, to the Publicity Chairman and to the Bulletin Editor.

IV. Team Structure

A. Teams And The Organization(s) They Represent

1. A team in the CICL:
 - a) is comprised of eligible players
 - b) represents exactly one or two organizations. If a team represents two organizations, at least one must be a business firm, government agency, educational institution or high school alumni.
 - c) has a captain, who must be able to be contacted in a readily available manner
 - d) may optionally have alternate captain(s)
 - e) provides chess equipment for home matches
 - f) must pay CICL dues
 - g) preferably has a suitable playing site for home matches, or designates they will play all their matches at the opponents' site

2. A home playing site
 - a) must meet the minimal playing time for a match,
 - b) and is reasonably close to the other team's playing sites in the same division.
 - c) How often during the week a playing site is available for matches may be a factor when considering if it is suitable.

3. Each *organization* that a team represents falls into one of these seven categories:
 - a) business firm
 - b) government agency
 - c) educational institution
 - d) chess club
 - e) high school alumni
 - f) other, assorted organizations
 - g) CICL-alumni

4. A company team
 - a) represents exactly one organization
 - b) and its one organization is either a:
 - business firm
 - or government agency
 - or educational institution

5. A team can represent the CICL. To avoid confusion, the CICL is then referred to as the *CICL-alumni*. The general concept is: once a player has played a game in an official CICL team match, and in a later season he is ineligible to play for other teams, he may play for a team that represents the CICL-alumni.

6. An organization is categorized as a *chess club* if it
 - a) is an affiliate of the Illinois Chess Association
 - b) is open to the public
 - c) regularly meets at least twice per month to play chess
 - d) meets at a regular meeting site

Chess clubs that don't meet all of these criteria may also apply to join the CICL.

7. High School Alumni teams

Former students from the same high school who may have played on the same scholastic chess team or at the same high school chess club can continue to play chess together as adults in the CICL. The current coaches of that high school's club, its team managers and high school staff involved with the high school's chess team or club will also be eligible to play for a High School Alumni team. Illinois High School Association (IHSA) naming restrictions are to be followed to avoid HSA teams in the CICL conflicting with high school team names, including team mascot names.

8. Assorted organizations. CICL teams may represent other organizations, e.g. professional organizations, unions, fraternal organizations, volunteer groups, clubs, or societies. A guideline to use to decide if an organization is suitable is: does the organization exist for a purpose other than to field a team in the CICL.

9. More than one team may represent the same organization. However, among the teams representing the same organization (excluding the CICL-alumni), only one of those teams may represent two organizations. Multiple teams may represent the CICL-alumni.

10. Team Preferences. CICL officers and team captains are to proactively encourage these preferences as possible:

- a) Company teams are preferred over teams that are not company teams. To foster company teams:
 - Company teams are not subject to the rating cap.
 - Player eligibility rules are expanded for company teams in various ways.
- b) Teams that represent one organization are preferred over teams that represent two organizations.
- c) If more than one team can represent an organization, that is preferred over one large team.

B. Player Eligibility Rules

1. A player must be age 16 or over at the time he plays in a CICL match. Except he must be 18 or over when his player eligibility is due to him playing for a team representing high school alumni.

2. Once a player has played in a match for a team, that is the only team he may play on for the remainder of that season. With the exception of a company team player who stops being a member of that organization in mid-season (for any reason), and who becomes a current employee (in that same season) of another organization represented by a company team. In this case, he may switch to the roster of his new company's team.

3. *Company team eligibility.* A current member of a company team's organization is eligible to play for that team if he:

- a) is on the payroll of the organization,
- b) or has a normal daily work routine that finds him primarily on the site of the organization, which includes students at an educational institution,
- c) or works primarily based out of the organization.

4. Only current members of an organization can potentially be eligible to play for a team that represents it. An exception to this is: a former member of a business firm, government

agency, or educational institution may (but is not required to) play with the same eligibility as if he were a current member of that organization:

- a) if he was a member of that organization for at least 6 months,
- b) or if he played at least one match game in the CICL for a team representing that organization.

5. CICL-Alumni Eligibility. A player may play for a team representing the CICL-alumni, if he has already played in at least one official team match for any team, in a previous season. However, he may be ineligible to play as a CICL-alumni for a particular season, if he is currently a member of an organization (other than the CICL-alumni) represented by a team, see the following rule. (Typically, people playing as CICL-alumni played for a team that has since folded, or who formerly played for a team but they no longer are a member of its organization.)

6. High School Alumni Eligibility. A person is eligible to play for a high school alumni team if they are age 18 or over, and either

- a) attended that high school and no longer are a student at any high school
- b) or they are currently are one of the following: a coach of that high school's chess team or chess club, or a manager of that team or club, or other high school staff involved with that chess team or club.

7. Player Eligibility Priority List. This rule applies to players who are eligible to play for more than one team.

- a) He must play for a team which is highest on this prioritized list:
 - I. (highest priority) company teams
 - II. all teams besides those in I. and III.
 - III. a team that he is eligible to play on only because he is a member of the CICL-alumni

b) If a player is eligible to play on various teams all of which are on the same priority level, the choice of teams is his.

c) If the team captain of all the teams (that a player is eligible for) at one priority level waive that player from playing on their team, he may play for a team (that he is eligible for) on a lower priority level. The President and involved Division Chairs must approve this also. The captain's waiver and these officer's approval apply only to the current season, and need to be redone for each later season if so desired.

d) If more than one team represents the same organization, the captains of those teams generally determine who is on which of their teams' rosters, taking into account the input of the player.

8. A team that represents two organizations may not force a player who has already played for some other team to switch to their team by changing which organizations they represent.

C. Teams: At The Start Of A New Season, And Mid-Season Updates

1. At the Fall business meeting, a majority vote of team captains is required in these cases:

- a) Teams not previously members of the CICL must be approved for entry into the CICL.
- b) Changes to which organization(s) a team represents must be approved. Such changes are normally not allowed in mid-season, however in extreme cases are

permitted with a majority vote of team captains and the approval of the President and Division Chair.

2. At the Fall business meeting, a majority vote of team captains may be held for a team that may no longer be a viable team. For example, if a team in the previous season forfeited a whole match, or forfeited a significant number of boards throughout the season. A vote could then be taken to approve that team continuing in the CICL. The recommendation of that team's Division Chair is to be given strong consideration on this.
3. Conflicts concerning the organization(s) that teams represent, or which players are on which team's roster are to be resolved by the involved team captains before the Fall business meeting, or at the business meeting if need be. The President and relevant Division Chairmen are involved as needed. If such conflicts aren't resolved by the Fall business meeting, they must be resolved within a reasonable time frame after the Fall business meeting and require approval of the President and relevant Division Chairmen.
4. By the Fall business meeting, each team registers to play in the CICL for the new season. New teams provide the following **team registration information**. Returning teams indicate they will be returning, provide an up to date complete roster, and provide any other changes to the following.
 - a) which division they prefer to compete in
 - b) the team's complete roster
 - c) the one or two organizations the team represents in the CICL, and what category of organization each is
 - d) the captain's name and contact info
 - e) any alternate captain's names and contact info
 - f) location of the team's home playing site (or lack of any home playing site)
5. Every team's **roster**:
 - a) Must include the list of all players who are the members of that team for that season.
 - b) Only players who are eligible to play on this team can be listed.
 - c) A player must be on only one team's roster.
 - d) A player not wishing to play for a team must not be listed on their roster.
 - e) If a player has no CICL rating, and has a reasonably current and accurate rating from another organization (e.g. the USCF or FIDE), that other organization's rating is provided on the roster. If a player has no such ratings, an estimated rating is given. The source of the rating or estimated rating must be provided.

6. Mid-season roster changes

- a) Eligible players may be added to a team roster in mid-season. The player must not have played for any other team in the current season. (An exception to this, for company teams, is found in Section IV.B.2.)
- b) The team captain notifies the President, relevant Division Chairman, all captains in their division, and the Ratings Chairman of the proposed player addition before a match. New players cannot play on boards 1 through 3 until 48 hours after this notification.
- c) A player who hasn't played for a team may be deleted from its roster. A player who has played for a team cannot be deleted from its roster for that season.

D. Late Entry of New Teams

This section also applies to all types of teams. It is best for new teams to be voted on at a business meeting prior to the start of the first season they'll participate in the League. However, late entries into the League are allowed. New teams may be approved by email vote. They must meet the regular requirements for its team type.

They are to be approved by the entire League's vote as one of the following three categories:

1. Make Up Schedule/Somewhat Late

- d) If all matches in the Division that the new team is joining have not been completed for the first two scheduled rounds, then the schedule shall be revised so that the new team is included. Provisions are made for the first two rounds to be made up by the new team.
- e) The new team fully participates in League activities (e.g. may play in the playoffs and win Division awards).
- f) The new team pays full team dues for the season.

2. Partial Season

- e) Only if the above is not possible, the team will be added to the Division's schedule starting with the next full cycle of round robin matches. (For example, the Division's regular season is a 3 match round robin. The first of the three round robin cycles is underway, and too late for the new team to make up the first cycle of rounds. The new team is added to the schedule to play all matches in the 2nd and 3rd cycles.) The new team does not make up the games from the missed full cycle,
- f) If circumstances make it difficult for that Division to schedule all the matches, then the Division Chairman and team captains may decide to reduce the number of cycles for the remainder of the season. For example, reduce a 4 round robin schedule (without the new team in the already played first round) to a 3 round robin schedule (which includes the new team in the last two, unplayed cycles).
- g) The results of matches count towards the results of both teams, e.g. in Division standings.
- h) The new team is eligible for the playoffs and Division awards.

- i) The new team pays no dues.

3. Exhibition Matches/Very Late

- a) Only if both of the above are not possible, a new team plays exhibition matches for the remainder of the season. If the team would be added so late in the season that the following is impractical, they should not be added to the League for that season.
- b) The results (of a completed match) do not count towards the Division standings for the opponent teams.
- c) The new team is to play a minimum of three exhibition matches with teams in their Division.
- d) Teams may volunteer to play the new team. However, if there are not enough voluntary opponents, then the opposing teams will be selected by chance from the teams in its Division. Failure for the non-new team to complete their match with the new team will result in a penalty of one match point being subtracted from the non-new team's Division standings.
- e) The new team pays no dues.

E. Mid Season Withdrawal of Teams

If a team has completed at least half of a discrete scheduling unit (typically a single round robin) then its remaining matches in that unit will be scored as forfeited matches but its already played matches will count in the standings. If it withdraws before completing half its scheduled matches in that unit, then its previously played matches will be treated as exhibition matches and will not be included in the season standings. (Note that depending on division size this discrete scheduling unit could be the full season schedule or a portion of the full schedule.)

V. Rules of Team Competition

A. Scheduling

1. Division Schedule

The member teams will normally play a "round robin" schedule each season. The general concept will be determined at a pre-season business meeting, and the particular schedule will be prepared and distributed by the division chairman at least ten days before the schedule goes into effect.

2. Scheduling a Match

The team captains will be responsible for arranging a mutually agreeable date and starting time within the period allowed for the given round. The home team captain will normally be responsible for taking the initiative in arranging match dates. Match dates cannot be cancelled unilaterally within one week of the established date.

3. Unscheduled Matches

If team captains cannot agree on a match date by the last week of the time period for the round in which they are scheduled to play, they may each submit their first three choices of an evening during the following week to the division chairman. He, at his discretion,

may then use these choices and other pertinent facts to select a date most equitable to both teams.

4. End of Regular Season

All matches must be completed by the "End of Regular Season" date found in *Section II.A.7*. Any such match that is not completed by this date shall be treated as a double-match forfeit with each board recorded as a double-forfeit.

B. Team Captains' Responsibilities at Matches

1. Player Ranking

- a) Team captains will be responsible for making an honest effort to rank their players according to their current relative strength for each match.
- b) The home team captain shall present his line-up first on the match result sheet.
- c) Players shall be ranked by most recent CICL ratings, with no more than a 100-point difference between any and all players ranked out of order. If a player has played less than 9 rated games, a 200-point leeway is allowed for that player.
- d) For new CICL players, the initial rating provided by the Rating Chairman should be used. If one isn't yet available, the rating recorded on the team's roster (after applying an appropriate factor to convert it to a USCF rating) is to be used (e.g. a USCF rating or captain's estimate can be used as is; a FIDE rating should first be converted).
- e) Exceptions to the ranking rule must be agreed to by the opposing team captain.

2. Refereeing

- a) In general, the captains should act as referees through which complaints or questions should be cleared. They are to jointly resolve disputes in accordance to CICL rules.
- b) If the two captains cannot agree on the facts of a dispute or on the correct interpretation of the rules, the host captain's opinion will be given precedence at the time, but the visiting captain may bring the matter to the division chairman for resolution within one week of the date of the match. The visiting captain should notify his counterpart that the game is being played under protest, and so indicate on the match results sheet. If a dispute concerns a game position, the position and all other relevant facts should be recorded.
- c) When captains are called upon to act as referees while playing a clock-controlled match game, they will be allowed to stop their clocks while carrying out their duties.

3. Attendance

Captains are expected to make every effort to maximize participation in team events by encouraging club members to play "extra board" games. Although these games will not affect the team score, they should help maintain the interest of less proficient players and help them to achieve ratings. The team captains should select a match date that will optimize participation.

4. Publicity

Captains are expected to encourage submission of interesting games or news of their team members to the bulletin chairman for publication.

5. Player Conduct

The team captains are expected to encourage good sportsmanship and proper chess etiquette among their team members. They are responsible for their team members observing the CICL rules and the Laws of Chess.

6. Host Team Captain's Role

- a) The host team captain will be responsible for providing a suitable place to play chess, furnishing chess equipment (standard size Staunton pattern chessmen are preferred), score sheets, match results sheets, and chess clocks.
- b) He must also have available for consultation an up-to-date copy of the CICL Constitution, and should have a copy of the USCF official rules, preferably the latest edition.
- c) He is responsible for submitting a legible results sheet signed by both team captains or their representatives to the division chairman and ratings chairman within one week of the match date. Alternatively, results may be submitted by email or fax. He must also provide a copy of the results sheet to the visiting team captain.
- d) The home team captain or designated associate must collect all copies of score sheets of all played games of a match and submit them to the Games Editor no later than two weeks after a match. Electronic submissions are acceptable.

7. Alternate Team Captain

Whenever a team captain is absent or departs early from match, he should designate a qualified alternate to act in his place. Both teams, home and visiting, should be informed of this delegation of responsibility.

8. Match Strategy

A team member may consult his team captain at any time concerning the advisability of offering or accepting a draw, or of adjourning a game. The team captain in his response may observe the position on the board, but may not discuss the position or the strategy of the game with the player. The captain may, at any time, remind a player of his right to adjourn, and he may inform the player of the current match status.

C. Match Logistics

1. Colors: The team designated as the home team gets the black pieces on odd boards.
2. Playing Location: In the regular season, a match is played at the home team's site unless otherwise agreed. During the playoffs, a match is played where announced.
3. Minimum Length: The site where a match is played should allow enough time for the first two default time controls to be played in one session (~ 5.5 hours). If this is not possible, then enough time for one default time control must be allowed (~ 3.5 hours).
4. Starting Time: All boards begin play at the same time unless otherwise agreed. A standard grace period of 15 minutes beyond the agreed starting time is allowed for latecomers. If a team fails to write in their complete lineup by this time, all their clocks may be started.
5. Lineups: The home team writes in first, followed by the visiting team. A player's name must be filled in for each counting board, or the board is conceded. Concessions may only occur

on the bottom-most counting boards, below all those with a player's name entered. To use a player's name, the player must either be (a) present, or (b) have committed to play and not canceled. When writing in a split match, only boards played on that day must be entered.

D. Forfeits

- a) Board Forfeits: A forfeit is determined when a team concedes a counting board, or after a player's clock runs an hour (or he withdraws) prior to making his first move. If both players are absent, one clock is run for both, with the time split between them when the first arrives.
- b) Game Score: The forfeiting team gets 0 Game Points (GP) for a board forfeit (record "0F"). The opponent team gets 1 GP (record "1F") if the forfeit isn't mutual.
- c) Match Score Adjustment: For each forfeit on a board higher than a not forfeited counting board, the opponent team's match score is adjusted as follows (to a maximum of 6 GP):
 - a. +1 GP for boards 1, 2, or 3
 - b. +½ GP for boards 4 or 5

If both teams would receive an adjustment this way, reduce both by the smaller adjustment.

- d) Ratings Report: Players who forfeit a board have an unrated loss recorded in their individual W-L-D column. Players who collect a forfeit have an unrated win recorded. To collect these wins for an entire match forfeit, the winning team must provide a player name on each board.
- e) Split Match Exception: If a player in a split match cancels, but the team is unable to shift up, the board may be forfeited without a player's name. Match score adjustments still apply.

E. Basic Rules

1. The latest edition of the official rules of the United States Chess Federation will govern all matches.
2. In the interpretation of the Laws of Chess, the two team captains jointly, as described in *Section V.B.2*, will exercise the powers and responsibilities assigned by the Laws to the arbiter of the competition.

F. Time Controls

1. Time controls can be set by individual player agreement. Except that for all games reported on a match results sheet (counting or extra board), a time control of game in 30 minutes ("G/30") or slower must be used.
2. The default time control is 45 moves in 90 minutes with a 5 second delay, followed by a secondary time control of sudden death in one hour with a 5 second delay. This default will apply in the absence of agreement to a different time control between the two players.
3. If a digital clock with delay capability is not available for a game, the alternate default time control shall be 45 moves in 90 minutes with no delay, followed by a secondary time control of sudden death in one hour with no delay.
4. If there is a choice between using a digital clock with delay capability and a clock without delay capability, the digital clock with delay capability shall be used, unless both players

agree to use the clock without delay capability.

5. If a clock must be started in the absence of a player, if a delay clock is available, the default time control will apply, and if a delay clock is unavailable, the alternate default time control will apply, unless the team captains agree otherwise.
6. If a clock without delay capability is used, and a player has two minutes or less time left in the sudden death time control, that player may make an insufficient losing chances claim.
 - a. If both captains (or neutral TD) agree the claim is correct (a class C player would have < 10% chance losing the position to a Master given ample time), the game is drawn.
 - b. If both captains (or neutral TD) agree the claim is incorrect, the claim is denied and play is continued after one minute is subtracted from the claimant's remaining time.
 - c. If the claim is unclear: If a delay clock is available, continue play with a delay clock using half the claimant's time, all the opponent's time, and delay 5 seconds. If no delay clock is available, continue play with captains/TD watching; a follow-up claim may then be made.
 - d. In all cases, an insufficient losing chances claim is also a draw offer to the opponent. Teams are encouraged to have a delay clock available to support unclear claims

G. No Smoking

Smoking is not permitted at the board at any League competition or function.

H. Adjournments

1. When an Adjournment May Occur

After the secondary time control, either player may demand an adjournment.

Adjournment at any other time may occur only if both players agree to it, except when the playing site has a fixed closing time (see next section).

2. Sites With a Fixed Closing Time

- a) If a playing site has a fixed closing time, the home team captain must announce the closing time before the match. If the site's closing time does not allow play to continue through the end of the second default time control, the following rules then apply for adjourning games after the first time control is completed. But these rules do not apply, if both players have agreed to a sudden-death time control that will be completed before the closing time.
- b) After the first time control is completed, and it is within 30 minutes of closing, either player may require an adjournment. This can be without the agreement of his opponent, even if it is not one's turn to move. Whoever is on move must then seal their current (unplayed) move before the announced site closing time. Captains will announce when it is 30 minutes before the announced closing time.
- c) When it is 15 minutes before closing time, the game must be adjourned. As of that time, no further moves on the board are allowed. Whoever is on move must seal their current(unplayed) move before the announced site closing time. Captains will announce when it is 15 minutes before the announced closing time.
- d) The home team player (whose site doesn't allow the normal five hours of play) is to travel to the other team's home site to resume the game, unless both players agree otherwise. When a non voluntary adjournment occurs at a neutral playing site with limited playing time due to time restrictions, the adjournment should be played off at some site that is mutually agreeable to the two players involved.

3. Procedure For Sealing a Move

- a) The player wishing to adjourn must, when it is his turn to move, write his move in unambiguous notation on his score-sheet, put his and his opponent's score-sheets in an envelope, seal the envelope, and then stop the clocks. If the player makes the said move on the chessboard, he must seal this same move on his score-sheet.
- b) On the outside of the sealed move envelope, record the position immediately preceding the sealed move and the time used by each player,
- c) Sign and obtain the signature of his opponent on the sealed move envelope.
- d) Give the sealed move envelope to the opponent's team captain or his representative, who will not open the envelope or reveal the move until the game is resumed.

4. Resuming the Game

- a) Unless both players agree to a result (win, loss, or draw), an adjourned game must be resumed, and the game completed, within ten days of the date of the team match.
- b) For the resumption of an adjourned game, the player who requested the adjournment and made the sealed move has the obligation to travel to his opponent's home playing location (except in the case when the playing site has a fixed closing time, see *Section V.H.2*. Any other location is satisfactory if mutually agreeable. Refusal to resume an adjourned game will result in a forfeit loss.
- c) Similar to rules for the first session, a player may unilaterally demand a subsequent adjournment of a resumed game only after two more expirations to the time control, or earlier by agreement. The default secondary time control will apply unless agreed otherwise.
- d) If unusual circumstances, such as extended illness, prevent the game from being resumed within ten days, the division chairman may, at his discretion, order an adjudication of the adjourned position by a chess expert. Any fee for this service will be shared equally by the teams of the two opponents.

I. Scoring

1. Game Scoring

If more than one game is played between opposing players, the first game will count in determining the match score. A point will be awarded for each win and a half point for draws. Losses will be assigned a zero score.

2. Match Scoring

The team compiling the largest game point score, including forfeits, will receive one match point, regardless of the game points won. In the event of equal game point scores, each team will receive one-half match point.

3. Team Standings

Team Standings will be determined by team match points. Teams not completing their schedule will retain the match points they have earned, but all remaining matches will be treated as team forfeitures.

J. Tie-Breaking

1. Ties in the final standings of a Division, including a tie for first place or a tie for second place, will be settled by using the tie-break methods listed below. This might determine which teams are awarded Division trophies, or are chosen to participate in the League championship playoffs.

2. How to Break Ties.

- a) Each of the tie-break methods (as found in the next section) awards a number of tie-break points to a team. To break ties, calculate the tie-break points for all teams who are tied using the tie-break method that is listed first.
- b) Resolve ties by comparing the tie-break points awarded to all the tied teams. The team with the most tie-break points wins the tie.
- c) If there are still tied teams, then use the next tie-break method in the list, but just for the teams who still are tied.
- d) Continue until all ties are resolved.

3. Tie-break Methods.

The tie-break methods are used in the same order as listed.

a) Head-to-Head Match Records ("HMR")

Calculate the net wins versus losses achieved by a team during the regular season among just the teams who are tied, to get that team's HMR tie-break total. (Match records scored against other teams, those who are not tied with each other, are ignored.)

Example. Three teams A, B, and C, are tied after the regular season. During the season, team A beat B once and they drew once. B beat C once and also lost once. A played C only once and they drew their match. Team A has a head-to-head match record of 1-0-2 with a net HMR total of +1. Team B has a record of 1-2-1, with a net HMR of -1. Team C has a record of 1-1-1 with a net HMR of 0. This fully resolves the tie-break with team A ahead of team C ahead of team B.

b) United States Amateur Tournament System ("USAT")

A team is awarded "round points" for each round in the regular season. To calculate the "round points" for team A, for a round where team A played team F: multiply the number of *game points* won by team A in this match, by the total *match points* that team F won in the regular season. The sum of team A's "round points" is team A's USAT tie-break points.

Example. Team A scored 4 game points in their first round match against team F. Team F's total match points for the regular season was 5. Team A's "round points" for the first round are $4 \times 5 = 20$. Do the same calculation for the rest of team A's rounds. Then sum up all of team A's "round points" to get team A's USAT tie-break points.

c) Performance Rating ("PR").

A team's PR at the end of the regular season is the team's tie-break points using this method. All fractional decimal places of PR should be used for this tiebreak, regardless of how many are displayed in the Rating Reports.

d) Performance Rating using < 6 boards.

It is extremely unlikely that teams would still be tied after using the above tie-break methods. But if so, PR will be recalculated for the tied teams using successively less boards (1 to 5, then 1 to 4, etc.) until the tie is broken.

4. More Clarifications and Examples

- a) Each tie-break method is used (at most) once: there is no moving up or down in the list of tie-break methods, nor is any tie-break method "reused".
- b) When comparing tie-break points, it is only done once per tie-break method, and it is done mutually among all the teams who were tied at the start of applying that tie-break method.
- c) If two teams are tied for 1st and two other teams tied for 3rd, then two entirely separate tie-break procedures are performed to break the two different sets of ties.

Example. Teams A and B are tied for 1st place. Calculate the tie-break points by the first tie-break method in the above list, i.e. head-to-head match points. Team A and team B scored the same number of match points in their head-to-head matches during the regular season. So their HMP tie-break points do not resolve the tie. Then calculate tie-break points using the next method, USAT. Team A earns more USAT tie-break points than B, so A wins 1st place, and B gets 2nd.

3-Way HMP Example. Three teams, A, B, and C, are tied for first place. During the season, A beat B twice. B beat C twice. C beat A once and also drew once. Team A has a head-to-head match record of 2-1-1, with a net HMR total of +1. Team B has a record of 2-2, with a net HMR of 0. Team C has a record of 1-2-1, with a net HMR total of -1. This fully resolves the top three spots with team A ahead of team B ahead of team C. Converting this example to match points, team A has 2.5, B has 2.0, and C has 1.5.

3-Way Example. Three teams are all tied for 1st place. Using the first tie-break method, team A with a head-to-head match record of 3-1 has a net HMR of +2. Team B and team C each have match records of 1-2-1 with a net HMR of -1. A is awarded 1st place. Teams B and C are still tied. (It would be *incorrect* to compare how team B and C achieved their net HMR total for breaking the remaining tie.) So proceed to the next tie-break method. Team B earns 40 USAT tie-break points, and team C earns 30 USAT points. Hence team B wins 2nd place and Team C gets 3rd place.

K. Team Rating Cap

1. All teams except company teams must adhere to the rating cap described below, for all League matches including League Playoffs. Teams that must adhere to the ratings cap are referred to as "capped teams".
2. For each League match, the average rating of the players on the six counting boards of a capped team must not exceed the rating cap of 1900. When calculating this average, if the 5th highest rating among the six ratings is less than 1600, then 1600 must be used in the calculation instead of the 5th highest rating. And, if the 6th highest rating is less than 1400, then 1400 must be used in the calculation instead of the 6th highest rating. The above is verified by the capped team captain prior to each match (but no later than when the lineup is written on the Match Results sheet).

3. When checking the rating cap, for each unrated player who is playing on a counting board, the initial rating provided by the Rating Chairman should be used. If one isn't yet available, the rating recorded on the capped team's roster (after applying an appropriate factor to convert it to a USCF rating) is to be used (e.g. a USCF rating or captain's estimated rating can be used as is; a FIDE rating should first be converted).
4. When checking the rating cap, the average rating must always be calculated using six ratings of players on the capped team's player roster. Those six ratings include the ratings of the players written on the Match Results sheet for counting boards. If five or fewer players are written on the Match Results sheet for counting boards, then additional players from the team's roster are selected by the capped team captain so that six ratings are always used to determine the average rating. The guideline for which additional rating(s) to use is: the rating of player(s) who commonly play for this team.

VI. League Championship

A. Purpose

The purpose of the League Championship is to determine an overall-season league champion from among the top teams in the various divisions in the league, and to award trophies to the very best teams in this group

B. Overview

The League Championship Playoffs are organized by the Playoffs Chair and directed by the Playoffs Tournament Director. Assuming that the League is composed of four Divisions:

1. The Playoffs are to be a 3 round Swiss System tournament.
2. Eight teams are to compete in the Playoffs.
3. During the 2nd and 3rd rounds, the time control is to be 45 moves in 90 minutes, followed by Game in 60 minutes.

C. Team Eligibility

1. Team Intention

A team interested in participating in the playoffs is required to declare, by the time of the Spring Business Meeting, its intent to compete in all rounds of the playoffs. Teams that decline, or don't accept by this time, will be replaced by other eligible accepting teams. Teams that don't send a representative to the Spring Business Meeting to represent their intent are responsible for providing this to a Playoff Chairman (if identified), or their Division Chairman and League President (if not), no later than 4pm the day of or they risk their intent not being seen. These officers should look for this after 4pm and acknowledge receipt.

After accepting, if a team is chosen for a playoff spot, failure for any reason to field a minimum of 4 players for each of the rounds will disqualify that team for eligibility for the playoffs for the following year.

2. Division top teams – The Method

The following method is to be applied at the Spring Business meeting each year. Its purpose is to allocate playoff spots, by representation and strength, to division teams.

- a) Proportion: For each division, calculate its proportion of league playoff spots:

$$\text{Proportion} = \# \text{ Division Teams} * \# \text{ League Playoff Spots} / \# \text{ League Teams}$$

In this formula, only count teams who played or forfeit won non-exhibition matches in at least half of their division's non-bye rounds. If a team withdraws from the league and matches are converted to exhibition, treat them as non-exhibition for purposes of this rule.

*Example: Division A has 9 teams, Division B has 5 teams, and Division C has 10 teams. 1 team in Division B only plays 3 matches in 8 non-bye rounds, so is not counted. With 8 Playoff Spots, this gives: A_Proportion = $9*8/23 \approx 3.13$; B_Proportion = $4*8/23 \approx 1.39$; C_Proportion = $10*8/23 \approx 3.48$.*

b) Guaranteed Spots: Each division then gets up to the following guaranteed playoff spots:

$$\text{Guaranteed} = \text{Proportion} - 1, \text{ rounded up}$$

Allocate these spots to each division's top ranked teams by (a) starting from their highest ranked team, (b) skipping over teams that weren't counted for Proportion, are ineligible, or didn't accept by the Spring Business Meeting, and (c) stopping after a Guaranteed # of Playoff Spots are given out, or after their Guaranteed + 1 top ranked team is processed, whichever comes first.

Continued Example: For each of the 3 divisions above, the # of Guaranteed Playoff Spots are: A_Guaranteed = $\text{ceil}(3.13-1) = 3$; B_Guaranteed = $\text{ceil}(1.39-1) = 1$; C_Guaranteed = $\text{ceil}(3.48-1) = 3$. Division A has 2 of its top 4 teams decline, though, so they only get 2 of their 3 Guaranteed Spots.

c) Wildcard Spots: All remaining playoff spots are allocated by wildcard. To allocate these to division teams, allocate them one at a time, comparing the next in rank team from each division:

Continued Example: 6 Playoff Spots have been allocated, so 2 remain to be allocated by Wildcard. The steps in this section are repeated until all Wildcards are allocated.

1. Calculate, for each division's next in rank team (who hasn't already been allocated a playoff spot or previously skipped over for one), the following:

$$\text{Adjusted PR} = \text{PR} + (\text{Proportion} - \text{Guaranteed}) * 200$$

From this subtract 200 for every playoff spot a division currently has in excess of their Guaranteed # of playoff spots.

*Continued Example: For the 1st Wildcard, the next in rank teams are: A_5th_1538PR, B_2nd_1836PR, and C_4th_1875PR. Adjusted PRs for these teams are: A_Adjusted = $1538+(3.13-3)*200 \approx 1564$; B_Adjusted = $1836+(1.39-1)*200 \approx 1914$; C_Adjusted = $1875+(3.48-3)*200 \approx 1971$. Note that ineligible, declining, and not counted teams are included here, and can be Determined in step 2, they just don't get a Spot in step 3.*

2. Determine which next in rank team has the largest Adjusted PR, including fractions. If tied for the last spot, recalculate PR for the tied teams using successively less boards (1 to 5, then 1 to 4, etc.) until the tie is broken.

Continued Example: Division C's 4th ranked team is Determined, then, with $1971 > 1914 > 1564$.

3. If the team which is Determined was counted for Proportion, is eligible, and accepted by the Spring Business Meeting, allocate a Playoff Spot to them. Otherwise skip over this Determined team.

Continued Example: Division C's 4th ranked team was counted, is eligible, and accepted in time, so is now allocated the 1st Wildcard Spot.

4. If Playoff Spots remain, go back to step 1 to allocate them by Wildcard.

Continued Example: Steps in the Wildcard Spots section are repeated now to allocate the 2nd Wildcard.

*For the 2nd Wildcard, the next in rank teams will be: A_5th_1538PR, B_2nd_1836PR, and now C_5th_1835PR. Adjusted PRs are: A_Adjusted \approx 1564, B_Adjusted \approx 1914, C_Adjusted = $1835 + (3.48 - 3) * 200 - 200 \approx 1731$. Note that 200 is subtracted from Division C's Adjusted PR because Division C currently has 4 playoff spots, 1 in excess of their Guaranteed #. This results in the 2nd ranked Division B team being Determined.*

If the 2nd ranked Division B team was counted, is eligible, and accepted in time, they'll be allocated the 2nd Wildcard Spot. Otherwise, they'll be skipped over and Wildcard Calculations begin anew at step 1 using the 3rd ranked Division B team instead.

D. Player Eligibility

To be eligible in any form of playoff match (League championship or tie breaking), a player must have played in at least one regular season game. Forfeit wins are acceptable. Forfeit losses are not, nor are games as an "extra board" between members of the same team.

E. Seedings

Seedings will be done according to the Swiss System, which requires ranking teams from the strongest to the weakest. The Performance Rating will be calculated for each team during the regular season. From the PR, appropriate seeding will be made. All fractional decimal places of PR should be used. To break ties, recalculate PR for the tied teams using successively less boards (1 to 5, then 1 to 4, etc.) until the tie is broken.

F. Pairings

1. Pairings will be done according to the Swiss System. This system divides teams into score groups, orders each group by rating, and pairs the top half vs. the bottom half. If there is an odd team out, the lowest rated team is paired against the highest rated team in the next lower score group.
2. Conflicts can arise with the above "natural" pairings if teams are paired twice. In addition, to promote cross-league play, same division pairings are less preferred (treated as a Swiss "alternating color" conflict). True color conflicts are less important for "Teams of 6", and not adjusted for.
3. The following is a summary of how to resolve conflicts when they occur:
 - a) Look at swapping one of the two teams with a team in the same half of their score group. Of the possibilities, pick the one that minimizes the rating change. If ≤ 40 points, make the swap **.

- b) Look at swapping one of the two teams with a team in the other half of their score group. Of the possibilities, pick the one that minimizes the rating change. If ≤ 40 points, make the swap.

If neither of the above applies for a same division conflict, don't resolve it. The following additional step only applies to avoid pairing teams twice:

- c) Look at swapping one of the two teams with a team in any score group. Of the possibilities, minimize the score group change first, and then minimize the rating change. Regardless, make the swap **.

If it is necessary to prioritize conflicts, first avoid teams playing twice, then avoid a 2nd same division pairing, then avoid a 1st same division pairing.

4. ** Making the Swap:

- a) If the rating change of two potential swaps is equal, choose the one that moves the conflicting team *up* in ranking.
- b) For swaps where a conflicting team needs to be moved more than one rank (e.g. from 7th to 5th), if no other conflicts are introduced, shift other teams in the range 1 rank each (e.g. 5th to 6th, 6th to 7th) rather than 1 other team multiple ranks (e.g. 5th to 7th).
- c) For swaps where the teams are both in the upper half of the same score group, the corresponding lower half opponents are swapped instead.

5. The following additional restrictions apply to resolving pairing conflicts:

- a) In the penultimate round, if "natural" pairings would have the top four ranked teams playing each other, then same division conflict swapping of these four teams may only occur amongst themselves.
- b) In the championship round, if "natural" pairings would have the top two ranked teams playing each other, then no same division conflict swapping of these two teams shall occur.

G. Time Control and Adjudication

1. If a round is played at a common site supervised by the Playoffs Chair, time controls will be identical for all boards and all teams. The time control will normally be the default league time control, unless the Playoffs Chair determines that this is too slow for the constraints of the playing site (such as when two rounds are played in one day); then the Playoffs Chair will set an appropriate faster time control, applicable to all games of a round. The Playoffs Chair may set secondary time controls on a fraction of an hour basis, or a "Game/x" ("sudden death") " if necessary, or he may set a deadline time for adjudication. The usual time control in this case is 45/90 followed by G/60 (and to not set a deadline time for adjudication).
2. If more than one round is played on the same day, the Playoffs Chair will take into account the time necessary for secondary time controls, possible adjudications, a quick lunch, pairing time for the next round, etc., in setting time controls.
3. If adjudication is necessary to start the next round in time to meet the constraints of the playing site, and the players cannot agree on a result, the Playoffs TD will call the four highest-rated available impartial players (i.e. those whose teams do not stand to gain by the

result) as judges. If the Playoffs TD is one of the highest-rated available impartial players, he does not need to call anyone rated below himself.

H. First Round Home Site

The following will be used to determine which teams play at their home site in the first round of the playoffs. Home site goes to the team with the higher division ranking. For example, a division winner gets home site over a second-place team. In the event of a tie, a coin toss, conducted by the playoffs Playoff Chair, will determine who gets home site.

I. Color Assignments

To more closely follow the Swiss System rules, for the first playoff round the #1 seed team gets White on board 1, #2 seed gets Black on board 1, alternating colors for the remaining boards. This holds true regardless of where the match is actually held.

J. Trophies

Trophies will be awarded to the top three teams of the playoff tournament. Since no tiebreak method has been deemed equitable for such a short tournament, none will be used. Additional trophies will be issued if a tie extends beyond third place.

K. Forfeits

Forfeits in the playoffs are treated the same as they are in the regular season.

L. Team Withdrawal

1. After initial team selection and before round 2 starts.

- a) If a team withdraws from the playoffs after the team selection process is performed (usually at the Spring Business meeting) and before round 2 of the playoff starts, their slot will be offered to the team with the highest unadjusted PR. This is among all teams not already in the playoffs, and who are eligible to play in the Playoffs, including those who had previously declined to play in the playoffs prior to the initial team selection.
- b) No team is required to accept this offer, their team commitment for the playoffs expired earlier, when the initial team selection was performed. Multiple teams may need to be sequentially offered this until one team accepts. This is also done by order of next highest unadjusted PR. Standings in their Division are not part of this selection process, a 5th place team with a higher unadjusted PR might be selected before a 4th place team in its Division, for example.
- c) The replacement team will enter round two with a score of a half point bye in round one and will be seeded according to their unadjusted PR. Round 2 pairings may need to be redone, based on the score and seeding of the replacement team.
- d) If the opponent team, the one that the withdrawing team was paired against in round 1, played their match, the score of that match is kept for the opponent team. The individual games from that match are rated. If the match was not played, the opponent team gets a one point win by forfeit. The withdrawing team is not eligible for any team awards for the playoffs for this season. And is ineligible for next season's playoffs (per the rule found in the 'Team Intention' section.)
- e) If due to circumstances (e.g. the team withdraws very close to the start of round 2) no replacement team is found, round two pairings are redone without the team who withdrew. One team receives a one point forfeit bye for round 2, following standard Swiss system pairing rules.

2. Withdrawal after the start of round 2.

- a) A replacement team is not selected.
- b) The team paired against the withdrawing team wins by forfeit, and the withdrawing team loses by forfeit.
- c) The withdrawing team is not eligible for any team awards for the playoffs for this season. And is ineligible for next season's playoffs (per the rule found in the 'Team Intention' section).