

## DELHI DEVELOPMENT AUTHORITY

### POORV DELHI KHEL PARISAR

#### RULES AND REGULATIONS

1.	<b>Introduction</b> <b>Poorv Delhi Khel Parisar</b> has been set up by the Delhi Development Authority for the development and growth of sports in Delhi. The name of the body will be Delhi Development Authority, <b>Poorv Delhi Khel Parisar</b> . It has facilities for Tennis, Basketball, Badminton, Table Tennis, Cricket, Football, Aerobics, Yoga, Taekwondo, Fitness Centre (multigym), Swimming, Jogging, Skating, Squash, Childrens' Park, etc.
1.1	The land over which the <b>Poorv Delhi Khel Parisar (PDKP)</b> has been built is the property of DDA. The sports complex, including all facilities built thereon, is wholly owned and controlled by the DDA. There are no statutory provisions, rules, regulations, bye-laws, etc., entitling participation in the management and affairs of the <b>PDKP</b> by any person, institution, agency, etc., other than DDA and no person with membership of <b>PDKP</b> shall have any kind of rights on the property, management and affairs of the <b>PDKP</b> . The control and management of the sports complex will always be with the DDA as set out herein.
2.	<b>Objectives</b> The objectives of the DDA <b>Poorv Delhi Khel Parisar</b> (hereinafter called the Sports Complex) are: - a) To provide recreational and healthy environment to the citizens of Delhi keeping in view the requirement of Master Plan. b) To induce sports activities and spirit of mutual help and goodwill among citizens of Delhi in general and members of the sports complex in particular. c) To promote various sports, e.g., Tennis, Squash, Table Tennis, Badminton, Taekwondo, Aerobics, Swimming, etc.
3.	<b>General Objectives</b> a) To work under the overall control, supervision and directions of the Sports Management Board of DDA under the Chairmanship of Hon'ble Lt. Governor of Delhi/Chairman, DDA for development of sports facilities and promotion of sports in Delhi. b) To purchase, hire, provide and maintain all kinds of apparatus, material, furniture, implements and other requirements required for running the sports complex. c) To hire, engage and employ coaches, markers, instructors, groundsmen and other staff required for day to day running of the complex. d) To do all other lawful things as are incidental or conducive for the attainment of the above objectives. e) The Sports Management Board of DDA shall have the power to make, alter and repeal all such rules/ bye-laws as deemed necessary for the proper conduct and management of the sports complex.
4.	<b>Membership</b> Various categories of membership are given below and are defined in succeeding paragraphs. Membership in respect of all the categories will be approved by or on behalf of the Management Board. Membership, however, only provides playing rights in the Sports Complex. (a) Individual Membership: Indian (government/non-government)/ Foreign Citizens. (b) Dependant Membership (c) Associate Membership (d) Senior Citizens Membership (e) Corporate Membership: Indian/ Foreign Companies (f) Non-Resident Indian (NRI) Membership (g) Temporary Membership (h) Special Temporary Membership (i) Honorary Membership (j) Special Honorary Membership (k) Guest Membership (l) Daily Casual Membership (Pay & Play)

	(m) Student Membership for school students (upto class 12) Daily/Monthly
5.	<p><b>Individual Membership</b></p> <p>Any individual above 21 years of age shall be eligible for becoming a regular member. The membership once granted shall not be transferred. Individual member can nominate his/her spouse and children (between age of 5 years to 21 years) as dependant. It is necessary to nominate dependants at the time of applying for individual membership. The monthly subscription in respect of dependant members as prescribed from time to time shall be effective from the date of approval of individual membership. The total monthly subscription shall thus be calculated as per the family details given by the member. The Management Board, however, reserves the right to refuse or accept the membership of dependants.</p>
6.	<p><b>Dependant Membership</b></p> <p>6.1 Spouse and legal children (between the age of 5 years to 21 years) are eligible to become dependant members. Dependants, however, have to be nominated by the member and their details should be disclosed in the application form at the time of applying for any category of membership.</p> <p>6.2 Any member who gets married after obtaining the membership of the Sports Complex may get his/ her spouse included as dependant from the date of marriage. Similarly, children on attaining the age of 5 years are permitted as dependants. The onus of including the name of dependants, and payment of their subscription lies with the member. The monthly subscription in such cases shall be effective from the month of their getting married or children attaining the age of 5 years.</p> <p>6.3 Unless payment of subscription for dependants is made from the date of approval of individual membership, dependants will not be issued the membership card.</p> <p>6.4 Dependant children will cease to be dependant member on attaining the age of 21 years. They must surrender their membership card.</p> <p>6.5 The individual member intending to enroll his/her dependants as members at a later stage shall have to pay the monthly subscription as applicable with retrospective effect, i.e., from the date of approval of his/ her membership.</p> <p>6.6 Dependant cards will be issued for a period of 5 years at a time and new cards will be changed every 5 years with latest photographs.</p>
7.	<p><b>Associate Membership</b></p> <p>On attaining the age of 21 years, the dependant children of a member who have used the complex for a minimum period of one year may apply for Associate membership if he/ she wishes to continue the use of the complex. Depending upon the availability of vacancies, the Sports Management Board may grant Associate Membership subject to following conditions: -</p> <p>(a) Option to become Associate member must be exercised within one year of attaining the age of 21 years.</p> <p>(b) Payment of a non-refundable entrance fee equivalent to 50% of prevalent entry fee.</p> <p>7.1 The monthly subscription for Associate members will be same as for the individual members.</p> <p>7.2 Associate members are not permitted to add dependants and to bring guests.</p>
8.	<p><b>Senior Citizens Membership</b></p> <p>Senior Citizens Membership is meant only for those who have attained the age of 60 years. This will be against proof of age. Apart from spouse, the children of Senior citizen members below 21 years of age can become dependent members on payment of normal monthly subscription. However, after the dependant attains 21 years of age he/ she will not be considered for Associate Membership.</p>
9.	<p><b>Corporate Membership</b></p> <p>Public sector and private commercial firms are eligible for Corporate membership subject to approval and payment of prescribed entry fee. One nominee will be allowed to use the facilities on monthly subscription as prescribed from time to time. The sponsoring firm may get the name of nominee changed by giving prior intimation and taking approval before change of nominee is effected. The cards of the previous nominee will be surrendered.</p> <p>9.1 Corporates with an annual turnover of Rs. 25 crores for public/private sector companies of manufacturing industries and Rs. 5 crores for consultancy services can apply for Corporate membership. In addition, PSUs, government organizations and listed companies are also eligible to apply for Corporate membership.</p>
10.	<p><b>NRI Membership</b></p> <p>NRIs are eligible to obtain individual membership subject to payment of prescribed entry fee. The entry fee is in Rupee equivalent of the prescribed entry fee. The amount should be paid by draft in Rupees from non-resident account of the NRI through a scheduled bank along with a certificate from the bank certifying that the amount has been debited from NRI account of the individual.</p>

11.	<p><b>Temporary Membership</b> Temporary membership is for a period of 3 months on one time non-refundable payment of fee as prescribed. It is family membership. Spouse and children constitute the family. Dependants (spouse and children) pay the prescribed fee for the dependant membership. Payment should be made through online mode by credit or debit card/ NEFT/RTGS/Net banking. Temporary members are not allowed to bring Guests.</p>
11.1	<p>Temporary membership is given to eligible applicants, if the number of applicants is within the prescribed ceiling limit of temporary membership to be granted. If the number of applicants is more than the ceiling limit, then temporary membership will be granted through computerized draw of lots.</p>
11.2	<p>Applicant would be required to submit application form online alongwith scanned copy of photographs of self and dependants alongwith scanned copy of self certified birth certificates for dependant legal children between the age of 5 to 21 years.</p>
11.3	<p>The dependant children of permanent members of the sports complexes may use the facilities of sports complex as a temporary member, in case they do not wish to avail dependent membership, for which they may be given priority over other applicants for temporary membership.</p>
11.4	<p>The present system of granting temporary membership only to persons above 21 years of age may be relaxed. In case of minor, consent of parent may be mandated for grant of temporary membership.</p>
12.	<p><b>Special Temporary Membership</b> Only Central Govt. officials residing within a radius of 2 kms. from the complex are eligible for this type of membership, subject to approval by the Management Board and on payment of the prescribed charges as one time non-refundable fee for one year for the applicant, spouse and children (children below 21 years). Officials working in Banks, Public Sectors and Autonomous bodies are not eligible for this type of membership.</p>
13.	<p><b>Honorary Membership</b> Past and present Chairmen, Vice-Chairmen, Finance Members and Engineer Members of DDA will be the Honorary Members.</p>
14.	<p><b>Special Honorary Membership</b> This is offered to Arjuna Awardees or to exceptional National/ International players residing in Delhi as per the rules framed by the Sports Management Board. Special Honorary member will be exempted from paying the entry fee but will be charged normal monthly subscription as per prescribed rates.</p>
15.	<p><b>Guest Membership</b> All those having permanent membership may bring a maximum of four guests at one time, subject to payment of the requisite charges.</p>
15.1	<p>The member will be responsible for the conduct of his/her Guest.</p>
15.2	<p>Management/ duty in-charge has right to refuse any guest during peak hours, i.e., 6.00 to 8.00 AM and 6.00 to 8.00 PM (in summer) and 6.30 to 8.30 AM and 6.30 to 8.30 PM (in winter) for any facility.</p>
15.3	<p>Dependant/Associate members are not allowed to bring guests.</p>
16.	<p><b>Casual Membership (Pay &amp; Play)</b> Casual membership (valid for the day) may be allowed by the Complex in-charge subject to payment of the prescribed charges. This category of membership will be allowed subject of availability of sports facilities.</p>
16.1	<p><b>Membership for school children</b> Daily/monthly membership for school children (upto Class 12) for utilization of facilities at the complex would be available on payment of the prescribed fees.</p>
17.	<p><b>Membership of widows/ widowers</b> In the case of widow/ widower of a deceased individual member who applies to be admitted as an individual member, she/he may be made a member with the approval of Commissioner (Sports)/Director (Sports) provided the widow/widower had dependant membership before the demise of the person with individual membership. However, previous outstanding dues will be settled before membership is transferred.</p>
18.	<p><b>Membership Card</b></p>
18.1	<p>Each member and dependant member will be permitted to use the facilities only on production of membership card. Separate membership cards for members and dependants are required to be made on payment as prescribed from time to time.</p>
18.2	<p>It is the responsibility of the member to apply for preparation of membership card and to collect it after the due date.</p>
18.3	<p>Not applying or collecting the cards will not be an excuse for not paying monthly subscription/ using the facilities without having the membership card.</p>

18.4	If a card is lost, the member has to apply for duplicate card along with copy of Police Report. In case of loss of card by dependant, a request is required from the member for duplicate card.
18.5	Loss of card will invite penalty of the prescribed charges for making duplicate.
18.6	Validity of dependant card for children is 5 years or the date of attaining the age of 21 years, whichever is earlier. On completion of 5 years from the date of issue of the card, the member should apply online for fresh card for dependant.
19.	<b>Entrance Fee &amp; Subscription Fee for Membership</b>
19.1	The schedule of charges with regard to entry fees and monthly subscription is displayed on the notice board and reception of the sports complex and posted on DDA's website <a href="http://www.dda.org.in">www.dda.org.in</a> .
19.2	The charges are subject to revision from time to time.
19.3	Entry fee for membership is non-refundable.
19.4	Employees of Central Government, State Government and Local Bodies like Municipal Corporations, New Delhi Municipal Council and Delhi Jal Board and those individuals whose pay and allowances are drawn from the Consolidated Fund of India/State would be considered in Government category.
19.5	GST as applicable will be charged extra on all payments.
20.	<b>Payment of Subscription</b>
20.1	<ul style="list-style-type: none"> <li>a) Bills will be issued every quarter. Dues as per the rate of subscription may be sent by cheque to the sports complex (between 10.00 a.m. to 3.00 p.m. except lunch break from 1.00 p.m. to 1.30 p.m. on all working days). Subscription can also be paid by credit/debit card/RTGS/NEFT/net banking.</li> <li>b) Subscription may be paid in advance for a quarter, six months or full year.</li> <li>c) Non-payment of bills for more than one year will lead to termination of membership. Surcharge of Rs. 500/- will be levied for delayed payments.</li> <li>d) The Management will not be responsible for non-receipt of letters/bills by the individuals for incorrect address or postal delays. Individuals are requested to ensure that subscription is paid regularly to avoid termination of membership. Permanent members will be informed of their outstanding dues through SMS/email.</li> <li>e) Notices will be sent to defaulters at the address mentioned in the application form giving them final opportunity to make outstanding payments within fifteen days of receipt of notice, in default of which membership would be terminated. Notices would also be sent by email and intimation through SMS.</li> <li>f) Individuals with membership are advised to update their profiles with the sports complex management in case of any change in mailing address, email, phone numbers, etc. These details can also be updated online.</li> <li>g) All individuals are advised to obtain receipts for amount paid for utilization of any facility at the sports complex.</li> </ul>
20.2	<p>Members may also drop the cheque of monthly subscription even during odd hours in the Cheque Box placed in the Administrative Block with the following information on the back of the cheque: -</p> <ol style="list-style-type: none"> <li>1) Name of Member</li> <li>2) Membership Number</li> <li>3) Number of Dependants</li> <li>4) Period of Payment</li> <li>5) Email Address</li> <li>6) Mobile Number</li> </ol> <p>The cheque must be crossed A/c payee only, drawn in favour of "CAU (Sports), DDA". Outstation cheques will not be accepted.</p>
20.3	Receipt of such cheques will be available at the Reception.
20.4	Cheques may also be sent by post or through courier. The receipts of such cheques will also be available at the Reception.
21.	<b>Exemption for Subscription</b>
21.1	Honorary Members and their dependants shall not be liable to pay any entry fees or monthly subscription or any other utilization charge.
21.2	DDA officials who are working in the Sports Complex in various capacities are exempted from paying subscription including for their dependants as long as they are working in the Sports Complex.
21.3	DDA Engineers, Architects, etc., who are associated with the development of sports complexes would also not be charged monthly subscription till such time they are associated with the sports complexes. However,

	monthly subscription for their dependants would be payable at normal rate. Such cases will be processed and approved individually by Commissioner (Sports) on receipt of written request from the members.
22.	<p><b>Termination of Membership</b></p> <p>Membership can be terminated for any of the following reasons:-</p> <ol style="list-style-type: none"> <li>(a) On the Member's request.</li> <li>(b) For non-payment of dues for a period of 1 year or more. The Management Board will not be responsible for non-receipt of letters by the individuals for incorrect addresses or postal delays. Individuals are requested to ensure that subscription is paid regularly to avoid termination of membership.</li> <li>(c) Misconduct or any act considered prejudicial to the good name and smooth functioning of the sports complex or infringement of the Rules, Regulations and Bye-laws of the sports complex or if any member is adjudicated as bankrupt or insolvent. Individuals whose membership is terminated for this reason would not be permitted to utilize facilities at any other DDA sports complex/golf course and would be debarred from entry to these facilities. If the individual has the membership at any other DDA sports complex/golf course, this would also be automatically terminated. Request of restoration of membership would not be entertained if membership has been terminated due to this reason. Individuals whose membership has been terminated or those who have been disqualified/debarred from use of complex facilities for this reason would not be eligible for grant of any type of membership, including temporary and casual (pay and play) membership, in future at any DDA sports complex and golf course.</li> <li>(d) If being a subject of a foreign State where war has been declared between India and the state for which he/she is a subject.</li> <li>(e) If any member is convicted for any offence considered as misconduct or moral turpitude by the Management Board.</li> <li>(f) If in the judgement of the Chairman/ Vice Chairman, DDA the continuance of the membership is prejudicial to the interest of the Sports Complex.</li> <li>(g) The members are not allowed to form any Forum or Association or any Trade Union activities within the DDA sports complexes, failing which, such members will be liable to be expelled from membership and their membership will be terminated. In this behalf, the decision of the Sports Management Board or Vice-Chairman, DDA shall be final and binding.</li> <li>(h) Names of individuals whose membership are terminated shall be posted on the notice board of the sports complex.</li> <li>(i) For not regularly using the facility at the sports complex.</li> <li>(j) No refund of entry fees will be made on termination of membership.</li> <li>(k) Any advance paid towards subscription will be refunded after adjusting all dues.</li> </ol>
23.	<p><b>Non-Payments of Dues</b></p> <ol style="list-style-type: none"> <li>a) Non payment of bills for more than one year will lead to termination of membership. Surcharge of Rs. 500/- will be levied for delayed payments.</li> <li>b) The Management will not be responsible for non-receipt of letters/bills by the individuals for incorrect address or postal delays. Individuals are requested to ensure that subscription is paid regularly to avoid termination of membership.</li> <li>c) Notices will be sent to defaulters at the address mentioned in the application form giving them final opportunity to make outstanding payments within fifteen days of receipt of notice, in default of which membership would be terminated.</li> <li>d) Individuals with membership are advised to update their profiles with the sports complex management in case of any change in mailing address, email, phone numbers, etc.</li> </ol>
24.	<p><b>Restoration of Cancelled Membership</b></p> <p>Restoration of membership is normally not permitted except in exceptional cases, if applied within a period of two years subject to the satisfaction of Commissioner (Sports)/Director (Sports) and on payment of 1/3<sup>rd</sup> of the current membership entry fee along with upto date payment of arrears, including the period for which membership remained under cancellation.</p> <p>Restoration charges will be based on the status of membership category on the date from which membership stood cancelled, i.e., if the member defaults after becoming Senior Citizen, only then the restoration charges will be based on entry fee/monthly subscription as applicable to Senior Citizens.</p>

	<p>The following rules will be applicable for restoration of membership: -</p> <p>(a) In sports complexes where membership is open, membership of defaulting members will be restored on payment of prescribed restoration charges and recovery of outstanding dues.</p> <p>(b) In sports complexes where membership is closed, no restoration of membership of defaulting members will be done beyond the period of 2 years after the date of cancellation of membership.</p>
24.1	<p>Request for restoration of membership will not be entertained where membership was cancelled:</p> <p>a) On the member's request.</p> <p>b) For misconduct or any act considered prejudicial to the good name and smooth functioning of the complex or infringement of rules, regulations and bye-laws of the sports complex.</p> <p>c) If any member is proceeded against for any offence considered as misconduct or moral turpitude by the Management Board.</p>
24.2	<p>Proof of out of station/residence submitted for restoration of membership will not be entertained for absentee membership of period (affected period) for which membership remained under cancellation.</p>
25.	<p><b>Dishonoured Cheques</b></p> <p>Members whose cheques deposited with the complex, are dishonoured either due to "Refer to Drawer", "funds not catered" or "stoppage of payment" or for any other reason will be required immediately to pay their dues through credit/ debit cards/ NEFT/RTGS/net banking along with a penalty of Rs.200/- plus GST. In the event of payment not being made within the specified period as given in the rules, the membership is liable to be terminated.</p>
26.	<p><b>Notices to Members</b></p> <p>In all cases where it is necessary to give notice to members under any of the rules, it shall be sufficient that such notice be sent or posted to their last known address/email, save as otherwise provided. An SMS would also be sent on the registered mobile number of the member intimating that a notice has been sent by post/email.</p>
27.	<p><b>Infraction of Rules &amp; Bye-Laws</b></p> <p>The Management Board is empowered to suspend/ terminate the membership of any member for infraction of rules and bye-laws and can disqualify him/her for the use of complex facilities.</p>
28.	<p><b>Conduct of Members</b></p> <p>In case the conduct of a member or dependant, in the opinion of the Secretary of the Complex is injurious to the character and interest of the complex, his/her membership shall be suspended/ terminated.</p>
29.	<p><b>Absentee/Outstation Membership</b></p>
29.1	<p>Members who may be remaining temporarily out of Delhi/Country for a minimum period of three months at a time may apply for absentee (Outstation) membership. This will commence only from the date of their departure and subject to the receipt of written communication along with documentary proof in the form of office order, transfer certificate, passport/ visa, etc. Absentee (outstation) membership will be approved on the surrender of cards which can be reclaimed on return by the member.</p>
29.2	<p>Dependants will also be treated as outstation absentee members along with the member. Dependants, however, can be granted permission for being outstation absentee members separately if they are staying outside for studies, etc., subject to providing proof and surrendering of cards.</p>
29.3	<p>Not using the complex for any reason is no excuse for claiming absentee (outstation) membership.</p>
29.4	<p>Satellite towns like Noida, Faridabad, Gurugram, Ghaziabad, Bahadurgarh are treated as being within Delhi.</p>
29.5	<p>Monthly subscription for absentee membership is displayed on the notice board and reception of the sports complex, posted on DDA's website <a href="http://www.dda.org.in">www.dda.org.in</a> and also intimated by SMS and Email of the absentee member.</p>
29.6	<p>Absentee/outstation membership will be granted for a maximum period of five years to any member, whether it is availed in one continuous period or in more than one broken period cumulatively.</p>
29.7	<p>Absentee (outstation) membership will not be granted ex-post-facto. It will commence from the date of receipt of written request and completion of usual formalities.</p>
30.	<p><b>Use of Complex by Govt./ Recognized Schools/ Colleges/ Institutions.</b></p> <p>Permission to Schools/ Colleges/Institutions to use the facilities of the complex can be granted on batch booking basis for a period of one month. This is applicable to games like Basketball, Table-Tennis, Badminton, Squash, etc., on payment of charges as fixed from time to time for each sports discipline per hour per month. This permission will be granted subject to availability of grounds/ courts/ tables.</p>
31.	<p><b>Copies of Rules &amp; Bye-Laws</b></p>

31.1	A copy of the rules and bye-laws of the sports complex is displayed on the notice board of the complex and also posted on DDA's website <a href="http://www.dda.org.in">www.dda.org.in</a> . Printed copy of the rules and bye-laws shall also be furnished to the members on payment of prescribed charges. A soft copy of the rules and bye-laws would be sent by email to all the members and an SMS would be sent intimating that the same has been sent by email.
31.2	Any person who has taken up membership of the complex is bound by the rules, regulations and bye-laws of the complex.
32.	<b>Utilization of Sports Facilities by Students who are not members.</b> Monthly passes would be issued to school children for utilization of facilities of the sports complex from 8.00 a.m. to 7.00 p.m. daily at the prescribed rates. School children can also utilize facilities for which user charges are to be paid at 50% of rates payable by members.
32.1	
33.	<b>Coaching</b> Coaching in certain disciplines is available at the complex. The complex engages the services of qualified coaches. Details of coaching classes and fees can be obtained from the office of the sports complex.
33.1	Apart from the complex coaches, no other private coaching is allowed at the complex by members, guests/any other person. Complex authority will not be responsible for cheating or any misconduct by such person. Complex Authority has full right to debar such member/person from the complex and disciplinary action will be initiated against such member/person.
33.2	If somebody is found indulging in unauthorised private coaching, the complex authority has full right to debar such member/person from the complex and disciplinary action will be initiated against such member/person.
33.3	Conducting of coaching activity in a group by members/ any other person is not allowed at the sports complex.
33.4	Late fee as applicable per day with a maximum charge of 50% of the monthly coaching charges is payable.
34.	<b>Timings</b> The timings of opening and closing of sports complex and of any facility provided therein will be as per order of the Management Board. Normally, timings will be 6.00 a.m. to 9.00 p.m. in summer. In winter, the sports complex will open at 6.30 a.m. and members can use the facilities upto 8.30 p.m. Mondays will be observed as closed day for sports facilities. The Management Board may set apart specific timings/ days for use of facilities for coaching and training.
35.	<b>Compensation Against Any Loss/ Injury/ Damages</b> Members, their dependants/ guests and other persons are required to take all precaution so that no loss, injury or damage is caused to any person. The DDA and/or the Management of the Sports Complex shall not be responsible for any injury, loss or damage sustained or caused to any member, his/her dependants, any other person brought to the complex or passing through the sports complex or using any facilities of the sports complex. The DDA and the Management shall not be responsible for any person on any account, including the negligence or otherwise of other members or persons of the complex or using the Complex and the DDA and its Management shall be kept indemnified and shall always be kept indemnified by the members and other persons.
36.	<b>Refund of Non-Utilization of Sports Facility</b> Refund will be made through NEFT/RTGS or adjusted against future play in the event of failure of power, bad weather, rain or for any other reason beyond the control of the Management. <u>Note</u> 1. It shall be the responsibility of the applicant to enquire about approval of his/her membership within 30 days from the date of submission of application form, if approval/ non-approval of membership is not received. Non-receipt of such a letter shall not tantamount to any claim of the member. 2. Bills for monthly subscription will be sent every quarter by email. SMS will also be sent to the members intimating that subscription bill has been sent through email. Members will be required to clear the dues on or before the due date for payment. Surcharge of Rs. 500/- would be charged for delayed payment. 3. It is mandatory to show the membership card/ receipt to the Security Personnel/ Games Attendant posted at reception/ gate before entering into the facility area. Membership card can be checked at any time anywhere by complex officials/ officers.

**COMPLEX BYE-LAWS**

1	<b>Definition</b> The term 'Member' as used in these 'bye-laws', includes Individual, Corporate, Temporary, Special Temporary, Casual, Honorary, Special Honorary, Associate, NRI, Senior Citizen, tenure, annual and student members.
2	<b>Working Days &amp; Timings</b> The complex will remain open on all days of the week, except Monday which will be observed as closed day for sports facilities and on days specified by the Management from time to time, on three National holidays (i.e., 26 <sup>th</sup> Jan., 15 <sup>th</sup> August and 2 <sup>nd</sup> October) and on Deepawali, Holi and 2 <sup>nd</sup> half of Dussehra day (after 2 p.m.)). The complex will normally remain open from 6.30 a.m. to 8.30 p.m. in winter, i.e., 1 <sup>st</sup> Dec. to 28 <sup>th</sup> Feb. and from 6.00 a.m. to 9.00 p.m. in summer, i.e., 1 <sup>st</sup> March to 30 <sup>th</sup> Nov.
3	Detailed timings for various sports/ activities would be approved by the Management Board. These will be notified from time to time.
4	The Administrative/Accounts office of the complex will remain closed on every Sunday, 2 <sup>nd</sup> Saturday and all Gazetted holidays. Payments will be accepted by Accounts office between 10.00 a.m. to 3.00 p.m. except lunch break from 1.00 p.m. to 1.30 p.m..
5	The Management Board may prescribe specified days on which guests are not allowed and also set apart specific timings/ days for use of facilities by sports persons for coaching and training.
6	<b>Complex Staff</b> Members, their guests and dependants shall not abuse any complex staff or use violence of any kind whatsoever against any staff of the complex. In the event of the member having any occasion to find fault with staff of the complex, a report of the case should be made in writing to the Secretary on the same/next working day and it should be entered in the Complaint Book. The Secretary may either deal with the case or refer it to the Management Board as may be found necessary.
7	The complex staff will not be sent on any errand or personal work or otherwise withdrawn from his place of work by any member/dependant or guest.
8	<b>Tipping to staff</b> No member shall give any money by way of tips to any complex staff. The staff/complex employee is prohibited to solicit or accept gratuities.
9	<b>Supply of Plants, Seedlings and Saplings</b> Sale of plants, seedlings and saplings is not permitted. Members will not ask gardeners or any staff member for the same. Gardeners are forbidden to supply plants, flowers, etc., to members.
10	<b>Selling of items/ materials</b> Selling of any material of any kind other than by the authorized shop in the complex premises is strictly prohibited. Disciplinary action will be initiated against such person.
11	<b>Damage or breakage</b> Full value will be charged for all breakages of complex properties from members, their guests, dependants or their servants, if the breakage was caused by them while utilizing the facilities. However, if in the opinion of the Management, the breakages are willful, the members may be required to pay upto six times the value of the damaged property. Besides, in such cases, the Management can suspend/ terminate membership of members for causing willful damage to complex property. If non-members indulge in such activities, apart from paying for the damage caused, they would be debarred from entry to the sports complex.
12	<b>Suggestions and Complaints</b> Suggestions/complaints, if any, should be entered in the suggestion/complaint book kept for this purpose and can be obtained by any member from the Reception. The suggestion/ complaint will be looked into by the Secretary and disposed off accordingly. Complaints can also be registered online through mobile app "Smartcity311". Spouse and dependant children are, however, not permitted to enter any suggestion or complaint in the suggestion/ complaint book. This may be done by the members themselves.
13	<b>Articles of the Complex</b> Properties of the complex such as furniture, crockery or any other equipment will not be issued/ lent to any member or to any organization outside the complex premises.
14	<b>Pets</b> Dogs/ pets are not allowed in any part of the complex. For each violation of this bye-law the owner of the dog/pet will be charged the prescribed fine.



15	<b>Cycles/Scooters</b> Cycling, riding scooter and motor cycles on the lawns/ courts/ jogging track of the complex is not permitted.
15.1	Use of perambulators on the jogging track is strictly prohibited.
16	<b>Notices</b> Any printed circular/material for the notice board of the complex must be sent to the complex Secretary for approval. Members are not permitted to place any notice. Notices will normally be displayed for a week only.
17	<b>Payment</b> The Management will not be responsible for payments made in cash, unless such payments are made to authorised official against a proper receipt.
18	<b>Parking of Vehicles</b> Members will park cars/cycles/scooters/ motorcycles, etc., only in the designated surface parking bays. No parking outside the designated parking bays is permitted.
19	Members/ dependants shall be liable to pay the penal charges as prescribed in case of parking in the “No parking area”.
20	The sports complex shall not be held responsible for the loss of any vehicle or any belongings or fitments either kept inside or fitted in the vehicle.
21	Parking of vehicles including cycles inside the sports complex is purely at the owner’s risk.
22	<b>Overspeeding in the Complex</b> Within the complex, cars/scooters/motorcycles must be driven at a speed of not more than 10 km. per hour. Overspeeding and honking in the complex are not permitted.
23	<b>Dress Regulations</b> Members will ensure proper decorum with regard to wearing of dress at the complex. Proper sports attire is to be worn for utilizing any specific sports facility. Under no circumstances, use of salwar kameez/ kurta pyjama, kurta dhoti, vest, chappals/ bathroom slippers, dressing gown, etc., will be permitted for utilization of any sports facility. However, salwar kameez, kurta pyjama, dhoti and sarees will be permitted while utilizing the jogging track.
24	Proper sports kit will be worn for each sport/game as designated in the bye-laws.
25	<b>Refreshment</b> Snack bars with light refreshment are located at convenient places for the convenience of members.
25.1	Bringing food from outside to the complex is not allowed.
25.2	Birthday and other parties are not to be conducted in the sports complex.
25.3	Social gatherings are not allowed in the complex.
25.4	Celebration of any festival within the premises of the sports complex is strictly prohibited.
26	<b>Drinking &amp; Smoking</b> Consuming liquor or other intoxicants and smoking in the premises of the complex are strictly prohibited.
26.1	Members/non-members found consuming liquor or other intoxicants or smoking in the premises of the complex are liable for termination of their membership/debarring from entering the sports complex.
27	<b>Shooting/Photography</b> The prescribed charges per day for commercial films/advertisements alongwith refundable security deposit would need to be paid in advance.
28	<b>Suspension of Membership for Indiscipline.</b> Commissioner (Sports) are empowered to suspend any member and dependant for indiscipline in the sports complex, including breach of rules, regulations and bye-laws of the sports complex. Non-members will be debarred entry into the complex for such acts. The following action will be taken on suspension of membership: (a) A suspended member shall hold his/her lien over the membership status. (b) He/ She will surrender membership card. (c) He/She will not be allowed to use the facilities until the suspension is revoked. (d) After holding an inquiry, if the member is found innocent, he/she will be liable to clear the arrears. If the member is found guilty, his/her membership will be terminated.
29	No arms and ammunition are allowed in the premises of the complex.
30	<b>Identification of Foreign Nationals.</b>

Duty personnel are to verify following documents of foreign nationals visiting the sports complex to use sports facilities: -

(a) Passport and Visa.

(b) Letter from the institutions/ organizations where the foreign national is working.

(c) Any other document which certifies legal stay of foreign national in Delhi.

## TENNIS

1	Clay courts and synthetic surface courts are available for tennis. There will be no charge for clay courts. Synthetic surface courts shall be utilized on pay and play basis by members, guests and casual members as per the prescribed charges on hourly basis.
2	Members/ dependants will enter their name and membership number in the register maintained with the attendant along with the time of arrival before playing. Membership card/ receipts will be shown to attendant/ complex authority on demand.
3	Priority to play will be on "First come first serve basis". However, members will have the right to play during peak hours 6.00 a.m. to 8.00 a.m. and 6.00 p.m. to 8.00 p.m. Should the courts be free during these timings, others may play but will vacate as soon as a member arrives.
4	Temporary / casual members and guests can book the courts <b>from 6.00 a.m. to 10.am and from 6.00 p.m. to 9.00 pm.</b>
5	Period of play will be permitted for half hour or a set, whichever is earlier on clay courts. A tie breaker will be played at 5 all. Should there be rush of members, only a short set, i.e., not more 11 games will be permitted.
6	<b>Warming Up</b> Only 3 minutes warming up play is permitted which will be included in the 30 minutes play period
7	<b>Singles</b> Singles will be played if no doubles or "made up four" is waiting.
8	<b>Playing Gear</b> Own tennis rackets and balls are to be brought by members/ dependants for play.
9	No ball boys are permitted or will be employed.
10	<b>Smoking</b> Smoking is not permitted.
11	<b>Dress</b> T-shirt, shorts (skirts, shorts and leggings for ladies) and tennis shoe should be worn for play. Track suit is permitted only in winter.
12	<b>Coaching</b> Marker's services will be available for coaching on prescribed fee. One synthetic court is reserved for coaching.
13	<b>Practice Wall</b> A practice wall, consisting of half court is available for practice. A maximum of two persons can practice on each half court. If other members are waiting for practice, the use of wall be restricted to 10 minutes at a time.
14	<b>Timings: (Clay Court)</b> <b>Summer timings (1<sup>st</sup> March to 30<sup>th</sup> November):</b> 6:00 a.m. to 10:00 a.m. & 3:00 p.m. to 9:00 p.m. <b>Winter timings (1<sup>st</sup> December to 28<sup>th</sup> February):</b> 6:30 a.m. to 11:00 a.m. & 3:00 p.m. to 8:30 p.m.
15	<b>Synthetic Courts</b> <ol style="list-style-type: none"> <li>1. Synthetic courts are for pay and play. Prescribed charges for use during daylight hours and under flood lights are to be paid.</li> <li>2. Booking charges are to be paid at the Reception. Members can book the courts online three days in advance and casual members one day in advance by paying the requisite charges.</li> <li>3. No eatables, tea/coffee, cold drinks, etc., are allowed inside the courts.</li> <li>4. The balls being carried inside the courts must either be in a can with rubberized base or in a card board box. The pressurized can containing balls must be opened and left outside the courts.</li> <li>5. Chairs / tables with wooden or aluminium base are not allowed inside the courts.</li> <li>6. Shoes with non-marking soles are only allowed in the courts.</li> <li>7. Playing music in tennis courts is not allowed.</li> <li>8. Displaying posters/banners in and around tennis arena is not allowed without permission of complex management.</li> <li>9. Proper decorum and discipline to be maintained in the courts.</li> </ol>

**TABLE TENNIS**

1	Members and dependants may use the facility as per prescribed timings. Guests and casual members may also use the facility on payment as per prescribed rates.
2	All those intending to play will enter their names and membership numbers at the time of arrival in the Register maintained with the Attendant/ Reception.
3	Membership card/ receipts of payment should be shown on demand to the complex official.
4	<b>Priority of Play</b> – Playing is permitted on “first come first serve” basis. Attendant will supervise proper use of tables. In the event of rush, “singles” may not be permitted and instead only “doubles” will be allowed.
5	<b>Period of Play</b> – Play is permitted for 20 minutes or one game, whichever is earlier. Warming up time is a maximum of 3 minutes inclusive in 20 minutes.
6	<b>Playing Gear</b> – Own table tennis bats and balls will be brought by the players.
7	<b>Dress</b> – Shorts / track lower. T-shirt and sport shoes are permitted while playing.
8	<b>Smoking</b> – Smoking is strictly prohibited inside the TT Hall.
9	Proper decorum is to be observed as under: -  a) When table is not in use, switch off the lights. b) Observe silence. c) Vacate the table on completion of the game/ time. d) Observe dress regulations. e) Register your name and membership no. along with arrival time. f) Do not stand along the sides of the walls. Be seated on the chairs provided.
10	<b><u>Timings:</u></b>  <b><u>Summer Timings (1<sup>st</sup> March to 30<sup>th</sup>November):</u></b> 6:00 a.m. to 9:00 p.m. <b><u>Winter Timings (1<sup>st</sup> December to 28<sup>th</sup>February):</u></b> 6:30 a.m. to 8:30 p.m.

## OUTDOOR BADMINTON

1	Members and dependants may play in the badminton courts as per complex timings.
2	Casual members and guests may use the courts on payment for the day as per prescribed rates. They will, however, not be permitted to use the courts between 6.00 a.m. to 8.00 a.m. and 6.00 p.m. to 8.00 p.m. respectively.
3	All those intending to play will enter their name, membership number and arrival time in register maintained with the attendant/ reception. Membership Card/ Receipt of payment should be shown to the attendant.
4	<b>Priority of Play</b> – It will be on “first come first serve” basis. Attendant will allot the court as per serial no. on the arrival register. a) Court Nos.1 and 2 – for members b) Court No.3 – for dependants.
5	<b>Period of Play</b> – 40 minutes or one game, whichever is earlier. 3 minutes warming up is permitted. This is inclusive in overall time of 40 minutes.
6	Singles will only be played if no “doubles” is waiting.
7	<b>Sports Gear</b> – Own rackets and shuttle cocks are to be brought by the players.
8	<b>Dress</b> – Shorts or track lower with T-shirt and sports shoes.
9	<b>Timings:</b>  <b>Summer Timings (1<sup>st</sup> March to 30<sup>th</sup> November):</b> 6:00 a.m. to 9:00 p.m. <b>Winter Timings (1<sup>st</sup> December to 28<sup>th</sup> February):</b> 6:30 a.m. to 8:30 p.m.
10	Playing of music in Outdoor Badminton Courts is not allowed.
11	Displaying of posters/banners in and around Outdoor Badminton arena is not allowed without permission of complex management.
12	Proper decorum and discipline to be maintained in the courts.
13	No eatables, tea/ coffee, cold drinks etc., are allowed inside the courts.

## SQUASH

1	Members and dependants may use the courts as per complex timings.
2	Casual members and guests may use the courts on payment for the day as per prescribed rates. They will, however, not have any priority between 6.00 a.m. to 8.00 a.m. and 6.00 p.m. to 8.00 p.m. respectively.
3	All those intending to play will enter their name, membership number and arrival time in register maintained with the Attendant/ Reception.
4	Membership card/ receipts of payment should be shown to the attendant.
5	<b>Priority of Play</b> – It will be on “first come first serve” basis. Attendant will allot the court.
6	<b>Period of Play</b> – 30 minutes or one game, whichever is earlier. Not more than 3 minutes knocking/ warming up time is permitted which will be inclusive of 30 minutes period of play.
7	<b>Reserved Courts</b> – No.1 and No.2 courts will be reserved for individual members only between 6.00 a.m. to 8.00 a.m. and 6.00 p.m. to 8.00 p.m. respectively.
8	<b>Sports Gear</b> – Own squash rackets and balls have to be brought by the players.
9	<b>Dress</b> – Shorts/ T-shirt and sports shoes. Track suit may be worn for warming up. <b>Coloured soled shoes are not permitted.</b>
10	Members will wipe their shoes before entering the court.
11	Smoking is not permitted in the court or in the spectators gallery.
12	<b>Timings:</b> <b>Summer Timings (1<sup>st</sup> March to 30<sup>th</sup> November):</b> 6:00 a.m. to 9:00 p.m. <b>Winter Timings (1<sup>st</sup> December to 28<sup>th</sup> February):</b> 6:30 a.m. to 8:30 p.m.
13	Playing of music in squash courts is not allowed.
14	Displaying of posters/banners in and around squash arena is not allowed without permission of complex management.
15	A maximum of 25 players are allowed to sit in the gallery during tournaments.
16	Proper decorum and discipline to be maintained in the courts.
17	No eatables, tea/coffee, cold drinks, etc., are allowed inside the courts.

## TAEKWONDO

1	Members, their dependants as well as non-members may join Taekwondo/Karate classes on payment of prescribed fee.
2	Taekwondo classes will be conducted on every <b>Tuesday to Sunday</b> between 5:00 p.m. to 9.00 p.m. (in winter) and 5.30 p.m. to 8:30 p.m. (summer).
3	Players/ participants should be present in the practice area ten minutes before commencement time.
4	<b>Dress</b> Participants are permitted to attend only in proper Taekwondo/Karate uniform. Own uniforms are required to be brought. No shoes shall be allowed inside the training area.
5	Finger/ toe nails of participants should be properly cut.
6	Nobody except participants shall be allowed inside the practice area. Spectators may watch from outside the arena.
7	Smoking is strictly prohibited.
8	Strict discipline as per rules will be maintained in the class. Coach/ incharge reserves the right to stop practice or expel a player for misbehaviour or for not observing the rules.
9	The prescribed fee will be paid by the participants/ parents to the authorized staff of the complex and receipt obtained. The receipt will be authority for admission to the coaching class.

## CRICKET

1	There is one main pitch on the cricket ground, which is available to members and reputed clubs/firms on hire for a day (9.00 a.m. to 4.00 p.m.) for matches. This main pitch is not available for practice.
2	These bye-laws are primarily for the main pitch on the cricket ground.
3	Prescribed ground booking charges are to be paid at the time of booking by Bank Draft/Pay order in favour of “ <b>CAU (Sports), DDA</b> ”. Payment may also be made by credit/debit cards/RTGS/ NEFT/ Net-banking. Refund will be made if play is not possible due to bad weather or any other reason.
4	Booking has to be done in advance and hiring charges paid by bank draft/pay order/credit/debit cards or bank transfer.
5	Booking, however, has to be reconfirmed two days prior to the match. Rights of giving the ground on hire are reserved with the management.
6	The following will be provided: a) Pitch rolled. b) Marking of boundary with line. c) Score Board.
7	Seating arrangements are available in cricket ground.
8	Cooking/ warming of food is not permitted in the complex.
9	Smoking is not permitted.
10	Consumption of alcoholic beverages is strictly prohibited.
11	Proper cricket dress will be worn to play.
12	<b>Playing equipment/Gear</b> – The team has to bring its own sports equipment/gear.
13	<b>Banners/Advertisement</b> - Putting up banners/advertisement boards is not permitted unless specific permission in writing is obtained.
14	Tents of 15 x 15 ft. may be rigged outside the boundary of the ground with the permission of complex management by paying requisite charges.
15	No vehicles are allowed on the ground.
16	Food items, tea/coffee, cold drinks, etc., will not be brought from outside the complex. They must be procured from the complex cafeteria.
17	Playing music in the ground is not permitted. However, mikes could be used for commentary purpose only with low volume.
18	Event Management agencies are not permitted to book cricket ground.
19	Proper discipline and decorum to be maintained in the cricket ground.
20	The management has the right to cancel the booking of cricket ground even at short notice without assigning any reason.



### CRICKET-PRACTICE PITCHES

1	<p>Three turf and three cemented practice pitches are available. Prescribed charges are to be paid. The timings for use by members and reputed clubs/firms are as under:-</p> <p><b>For Members</b> – Members are permitted to use the cemented pitch for practice on all days except on Monday (closed day) and during coaching timings.</p> <p><b>For Reputed Clubs/ Firms/ Members</b> – Pitches will be available to reputed clubs/ firms/ members on hire for a day for practice from 9:00 a.m. to 3:00 p.m. except Monday on payment of the prescribed charges to be paid by bank draft/pay order in favour of 'CAU (Sports), DDA' or credit/ debit cards/ bank transfer. Refund will be made in case play is not possible due to bad weather. 15 players will be allowed per pitch for practice.</p>
2	Booking has to be done online in advance and hiring charges paid by credit/debit card, RTGS/NEFT/Net-banking. Advance booking can be done maximum 30 days in advance.
3	Booking, however, has to be reconfirmed two days prior to the practice. Rights of giving the practice pitch on hire are reserved with the management.
4	The practice pitches are meant for practice only. It shall not be used for private coaching. If any person is found conducting private coaching, he/she shall be debarred from use of the complex facility.
5	The users shall be restricted only within the practice pitch area earmarked for the purpose. They must leave the pitch after the allotted time/ period is over. They are not allowed to utilize any other facility / green area.
6	<p>The following will be provided:</p> <p>(a) Pitch rolled.</p> <p>(b) Net around the practice pitch.</p>
7	No seating arrangement will be provided.
8	Preparation/ warming of food is not allowed within the premises. Smoking and consumption of alcoholic beverages is strictly prohibited.
9	<b>Dress</b> – Proper cricket dress will be worn for practice.
10	<b>Playing equipment/ Gear</b> – Players will have to bring their own sports equipment/ gear.
11	<b>Banners/ Advertisement</b> – Putting up banners/ advertisement boards is not permitted unless specific permission in writing is obtained from the Management.
12	Pitching of shamianas and tents in the field is not permitted.
13	No vehicles are allowed on the ground.
14	Food items, tea/coffee, cold drinks, etc., will not be brought from outside the complex. They may be procured from the complex cafeteria.
15	Playing of music is strictly prohibited around the practice pitches.
16	Event Management agencies are not permitted to book cricket pitches.
17	Proper discipline and decorum to be maintained in the cricket pitches.
18	The management has the right to cancel the booking of practice pitches even at short notice without assigning any reason.

## AEROBICS

1	Members and dependants may join aerobics classes on payment of prescribed fee per month. Non-members may be permitted on payment of prescribed fee, subject to availability of vacancies in the class.
2	Payment of monthly charges should be made at the reception for which receipt should be obtained by the participant.
3	Aerobics classes will be conducted <b>6</b> days a week (Monday would be closed days) <u><b>Summer Timings:</b></u> 7:00 a.m. to 11:00 a.m. and 5:00 p.m. to 8:30 p.m. <u><b>Winter Timings:</b></u> 7:30 a.m. to 11:30 a.m. and 5:00 p.m. to 8:30 p.m.
4	Attendance will be marked by the Aerobics instructor. Participants are requested to arrive 10 minutes prior to the start of class.
5	<b>Dress</b> – Decent sportswear or Aerobics dress may be worn.
6	Only participants are permitted inside the class area.
7	Smoking is strictly prohibited.
8	Strict discipline as per rules should be maintained in the class. Coach/ instructor reserves the right to stop practice or expel a participant for misbehaviour or for not observing the rules.
9	Consuming of alcoholic beverages is strictly prohibited in the aerobics hall.
10	Food items, tea/coffee, cold drinks, etc., are not permitted inside aerobics hall.
11	Event Management agencies are not permitted to book aerobics hall.
12	Proper discipline and decorum to be maintained in the aerobics hall.

## YOGA

1	Yoga classes will be conducted for members and dependants on payment of the prescribed fee. Non-members may be permitted on payment of prescribed fee subject to availability of vacancies in the class.
2	Timings for the classes will be notified from time to time.
3	<b>Dress</b> – Decent apparel, preferably loose comfortable clothing may be worn. No shoes will be allowed inside the practice area.
4	Durries/ Mats are to be brought by participants themselves for yoga practice.
5	Nobody except participants are permitted inside the practice area when a class is in progress. Spectators may watch from outside.
6	Smoking is strictly prohibited.
7	Silence should be observed while practicing yoga.
8	Strict discipline should be maintained in the class. Yoga instructor reserves the right to stop practice and may ask a participant to leave for indiscipline or misbehaviour.
9	Special classes under the instruction of yoga instructor may be run from time to time.
10	Private yoga coaching is not allowed.

## BASKETBALL

1	Members and dependants may play on the Basketball Courts as per timings of the complex. Non-members will either come as guests or as casual members on payment of the prescribed charges.
2	<p><b>Timings:</b></p> <p><b>Summer Timings (1<sup>st</sup> March to 30<sup>th</sup> November):</b> 6:00 a.m. to 9:00 p.m.</p> <p><b>Winter Timings (1<sup>st</sup> December to 28<sup>th</sup> February):</b> 6:30 a.m. to 8:30 p.m. (The courts may not be available between 9.00 a.m. to 3.00 p.m. if allotted to schools/ colleges).</p>
3	Organized team play is permitted from 6 p.m. to 8 p.m. during summer and from 5 p.m. to 7 p.m. in winter. The Management reserves the right to allot the courts for the same.
4	<b>Dress</b> – Shirts, T-shirts and shorts/ track lower and sports shoes. Ladies may wear “Salwar Kameez” or shirt and skirt.
5	Own Basketball will be brought by individuals/ teams.
6	Smoking is not permitted.
7	Membership card/ receipts for the play should be shown to officials of the complex on demand.
8	Discipline and playing decorum will be maintained during the play. Any infringement of the complex rules/ bye-laws may debar a person from the use of the facility/complex.
9	Consuming of alcoholic beverages is strictly prohibited around the courts.
10	Playing of music around the courts is not allowed.
11	Private basketball coaching is not allowed.
12	Food items, tea/coffee, cold drinks, etc., will not be brought from outside the complex. They must be procured from the complex cafeteria.
13	Event Management agencies are not permitted to book basketball courts.
14	Proper discipline and decorum to be maintained in the basketball courts.
15	The management has the right to cancel the booking of basketball courts even at short notice without assigning any reason.

## SWIMMING

1	Members and dependants may avail the swimming pool facility on payment of the prescribed fee subject to availability of capacity in the pool. Guests accompanied by the member may be allowed entry provided there is capacity available in the pool on payment of the prescribed fee.
2	Each member is required to deposit his/her swimming pass/ receipt and enter his/her name, membership number at the time of entry and exit in the register maintained at the reception
3	Pass holders will be allowed to swim only in the allotted time and session as indicated in their monthly/quarterly/ seasonal pass. Pass holder must report 15 minutes before the shift time, failing which time slot will be allotted to another member.
4	All swimmers shall take shower bath before entering the pool. Use of soap, shampoo and oil is not permitted inside the swimming pool. They are also required to be attired in proper swimming costume. Cap is compulsory for long haired swimmers. All instructions imparted by the Coach/ Life Guard are to be strictly followed. The Manager/ Coach is authorized to refuse any person from swimming for misbehaviour and/ or infringement of rules. The Management accepts no responsibility for any accident or mishap. Any injury/ loss of life while using the facility will be at the swimmer's own risk. Likewise, no compensation claim shall be entertained in case of any mishap or loss of life.
5	Non-swimmers/ beginners shall not cross the barrier put up for restricting them from going into the deeper portion. Wearing a red cap is compulsory for beginners. In case a non-swimmer violates the above restrictions, he/ she shall do so at his/her own risk.
6	Members are requested not to spit in/pollute the pool in any way. Any one suffering from skin disease/ cough or cold will not be allowed to swim.
7	Visitors are not allowed to enter the pool deck. They may sit in the visitors gallery.
8	Children below the age of 5 years are not allowed inside the pool premises. However, those above the age of 5 years and below 8 years may come if accompanied by an adult.
9	No person is allowed to keep any valuable, e.g., watch/ purse/ money/ ornaments in the change room. If anybody does so he/she shall do so at his/her own risk and responsibility. The management does not accept the responsibility of safeguarding valuables of members. Ornaments like chains, rings, bangles, etc., are not permitted to be worn while swimming. No eatables are allowed in the pool premises. Smoking and consumption of alcohol is strictly prohibited.
10	The pool will remain closed on every Monday.
11	The permission for use of swimming pool to any swimmer can be terminated at any given time without assigning any reason.
12	Refund of swimming fee (daily/ monthly/ seasonal) will not be made for closure of swimming pool for any reason whatsoever.
13	40 swimmers (or as mentioned in the pool license) in main pool are only allowed to swim in one session.
14	Swimming after consuming liquor is not permitted.
15	Members are not allowed to form a group for talking.
16	Swimming breadth-wise is not allowed.
17	Playing of music at swimming pool is not allowed.
18	Private coaching is not allowed at swimming pool.
19	Food items, tea/coffee, cold drinks, etc., will not be allowed in the swimming pool premises.
20	Event Management agencies are not permitted to book swimming pool.
21	Proper discipline and decorum to be maintained at swimming pool.
22	The management has the right to cancel the booking of swimming pool even at short notice without assigning any reason.
	<p><b>INSTRUCTIONS FOR INSTITUTIONS:</b></p> <p>Institutions may book/ hire the pool on payment of the prescribed fee. A maximum of 50 students will be permitted at a given time. Responsibility of safety of students will entirely rest with the school/ college/institution. If the swimming pool is booked by any institution for coaching/ competition, the institution will compensate in full for any damage caused to the swimming pool. The booking of pool</p>

by any institution/ organization can be cancelled at any time without assigning any reason. In case of the organization/ institution cancelling their booking, 25% deposit will be deducted as cancellation charges.

**CHARGES/ FEES** – as per prescribed rates.

**Timings :**

**Morning :**

1<sup>st</sup> Session 6:00 a.m. to 7:00 a.m.

2<sup>nd</sup> Session 7:00 a.m. to 8:00 a.m.

3<sup>rd</sup> Session 8:00 a.m. to 9:00 a.m.

4<sup>th</sup> Session 9:00 a.m. to 10:00 a.m.

5<sup>th</sup> Session 10:00 a.m. to 11:00 a.m.

6<sup>th</sup> Session 11:00 a.m. to 12:00 p.m.

**Evening :**

7<sup>th</sup> Session 3:00 p.m. to 4:00 p.m. (Only for Ladies)

8<sup>th</sup> Session 4:00 p.m. to 5:00 p.m.

9<sup>th</sup> Session 5:00 p.m. to 6:00 p.m.

10<sup>th</sup> Session 6:00 p.m. to 7:00 p.m.

11<sup>th</sup> Session 7:00 p.m. to 8:00 p.m.

12<sup>th</sup> Session 8:00 p.m. to 9:00 p.m.

(Cleaning 12:00 p.m. to 3:00 p.m.)

**Note :** One session includes 45 minutes swimming and 15 minutes for change/ shower.

## TODDLERS' POOL

1	Entry is restricted to the children of members between the age of 2 to 5 years on "first come first serve" basis.
2	One attendant is allowed on the deck area of Toddlers' Pool, who will be responsible for the safety of the child.
3	Guest accompanied by the member will be allowed entry on payment of required fee, provided there is capacity available in the Toddlers' Pool.
4	Attendant will enter the name of child and membership no. at the time of entry and exit in the register maintained at the reception.
5	The swimming pass/ receipt will be deposited at the reception at the time of entrance and taken back at the time of leaving the pool.
6	Pass holders will be allowed to swim only in the allotted time and session as indicated in the monthly/quarterly/ seasonal pass. Pass holders must report 15 minutes before allotted time.
7	The permission for use of the pool to any swimmer can be terminated at any time without assigning any reason.
8	All swimmers shall swim in proper swimming costume. Cap is compulsory for children with long hair.
9	All instructions imparted by incharge/ coach/ life guard of the pool for any reason what-so-ever shall be followed. Manager/ coach is authorized to refuse any child or attendant from entering the Toddlers' Pool for misbehaviour and infringement of rules.
10	Any injury or loss of life while using the facility will be at the risk of swimmer or attendant. Management will accept no responsibility for any accident.
11	No compensation or claim shall be entertained in case of any mishap or loss of life while using the facility.
12	Any one suffering from skin disease, cough and cold is not allowed to swim.
13	Members are requested not to spit in/ pollute the pool in any way.
14	Visitors are not allowed to enter the deck area of the pool.
15	No eatables shall be brought in the swimming pool premises.
16	<p>Refunds of passes will not be paid for closure of pool for any reason what-so-ever.</p> <p><b>Timings :</b></p> <p><b>Morning :</b></p> <p>1<sup>st</sup> Session 6:00 a.m. to 7:00 a.m.</p> <p>2<sup>nd</sup> Session 7:00 a.m. to 8:00 a.m.</p> <p>3<sup>rd</sup> Session 8:00 a.m. to 9:00 a.m.</p> <p>4<sup>th</sup> Session 9:00 a.m. to 10:00 a.m.</p> <p>5<sup>th</sup> Session 10:00 a.m. to 11:00 a.m.</p> <p>6<sup>th</sup> Session 11:00 a.m. to 12:00 p.m.</p> <p><b>Evening :</b></p> <p>7<sup>th</sup> Session 3:00 p.m. to 4:00 p.m.</p> <p>8<sup>th</sup> Session 4:00 p.m. to 5:00 p.m.</p> <p>9<sup>th</sup> Session 5:00 p.m. to 6:00 p.m.</p> <p>10<sup>th</sup> Session 6:00 p.m. to 7:00 p.m.</p> <p>11<sup>th</sup> Session 7:00 p.m. to 8:00 p.m.</p> <p>12<sup>th</sup> Session 8:00 p.m. to 9:00 p.m.</p> <p style="text-align: center;">(Cleaning 12:00 p.m. to 3:00 p.m.)</p>
17	<b>10</b> swimmers (or as mentioned in the pool licence) in toddlers' pool are only allowed to swim in one session.
	<b>Note :</b> One session includes 45 minutes swimming and 15 minutes for change/ shower.

### FITNESS CENTRE/MULTIGYM

1	At the time of entry, each user (member, dependant, guest, casual member) is required to register his/her name in the register maintained at the reception. Users are also required to be attired as per dress code, i.e., Track Suit, T-shirt, tights, etc.
2	Misbehaviour of any kind with staff or other users will not be tolerated. The management reserves full right to terminate the permission to use the multigym to any user at any given time, without specifying any reason.
3	Users are not allowed to bring their own coach in the premises. Instructors are available in the gym for guidance/help free of cost. Users are required to observe strict discipline and follow the given instructions. The instructor has full right to refuse the use of facility to any person for misbehaviour or infringement of rules.
4	Users with serious disability / health problems will be denied use of the fitness centre.
5	No eatables/ beverages (except water) shall be brought in the multigym. Smoking, consuming alcohol or use of any drugs are strictly prohibited. Playing personal cassettes/CDs/pen drives, etc., on the music system is not allowed.
6	The management will not accept responsibility for any accident or injury suffered while using the facility. Using the centre will be at the personal risk of the user. Likewise, no compensation claim in case of mishap, injury or loss of life shall be entertained.
7	The responsibility of safe keep of members valuables does not fall under the purview of the management. Members are not allowed to keep any valuables/ watch/ purse/ money/ ornaments in the change room. Those deviating from these rules shall be doing so at their own risk.
8	Children less than 14 years of age are strictly forbidden to lift weights.
9	Spectators are not allowed inside the gym.
10	Users causing deliberate damage to any equipment in the gym would be responsible for replacing/ repairing of equipment at their cost/ or a penalty as prescribed would be imposed in the first instance. For subsequent such instances, the users can also be debarred from using the facility.
11	Guests must be accompanied by members to use the facility. The member would be responsible for any misbehaviour/ misconduct/ inconvenience caused by the guest.
12	Charges/ Fee – as per prescribed rate.
13	Timings : Summer (1 <sup>st</sup> March to 30 <sup>th</sup> November) 6:00 a.m. to 12:30 p.m. 3:00 p.m. to 9:00 p.m.  Winter (1 <sup>st</sup> December to 28 <sup>th</sup> February) 6:30 a.m. to 12:30 p.m. <b>4:00 p.m. to 8:30 p.m.</b>
	Note : Fitness Centre is operated on license by a professional who is responsible for its smooth operation and maintenance. Should there be any complaint or suggestion, the same may be written in the complaint/ suggestion book maintained with the licensee. Members may also inform of any complaint/ suggestion to the Shift Incharge and, if need be, in writing to the Secretary.



## SKATING

1	Members and dependants may use skating rink as per timings of the complex.
2	Casual members and guests may also use the skating rink for the day as per prescribed rates. Entry to the rink will, however, be subject to availability of space in the rink and may be restricted by the Attendant/ Coach from time to time.
3	Members/ Dependants and others will enter their name, membership no./ receipt no. and arrival time in the register maintained with the Attendant before entering the rink.
4	Membership Card/ Receipt of payment will be shown on demand.
5	There will be a special concession for school children between 10.00 a.m. to 4.00 p.m. at the prescribed rates. Schools/ institutions/ colleges can also use the rink on a fixed time by prior booking.
6	Own skates and other protective head/ body gear will be brought by users. The complex is not responsible for any injury sustained by the skater. Skating which may endanger the safety of other participants is not permitted. Skaters will not cut across the rink.
7	Spectators will not enter the rink. Sitting on railings around the skating rink is strictly prohibited. The spectators will watch from the spectators' gallery.
8	Smoking and eating is not permitted inside the rink.
9	Strict discipline and proper decorum will be maintained by the users/spectators.
10	Attendant/ Coach reserves the right to stop a skater or expel him from the rink for misbehaviour or for not observing the rules/ dangerous skating.
11	No skate boarding is permitted.
12	Steel wheel skates are not allowed. Roller skates with artificial brakes fixed on the front are also not allowed.
13	Members/ dependants/non-members may join coaching in skating which will be organized as per specified timings on payment of the prescribed fee. During this period only users who avail coaching would be permitted. Speed skaters are not allowed to use the rink during this period to avoid any accident.
14	The skating fee will be paid at the reception and receipt obtained.
15	Playing of music at skating rink is not allowed. However, organizers of events may use PA system for announcement purpose.
16	Private coaching is not allowed in the skating rink.
17	Food items, tea/coffee, cold drinks, etc., will not be brought from outside the complex. They must be procured from the complex cafeteria.
18	Event Management agencies are not permitted to book the skating rink.
19	Proper discipline and decorum to be maintained at skating rink.
20	The management has the right to cancel the booking of skating rink even at short notice without assigning any reason.

### INDOOR BADMINTON STADIUM

1	Members, their dependants and guests and casual members may play in the badminton courts as per complex timings on payment of the prescribed charges.
2	This is a pay and play facility. The booking charges as prescribed would be for 40 minutes per court.
3	Non-members will be required to pay casual membership fee before booking the courts.
4	Court booking charges can be paid online. Guest/ casual membership charges will be paid at the Reception, Admin. Block and receipt obtained.
5	Members/ non-members will be required to show valid membership card and receipt of the booking and guest/ casual membership charges to the complex staff on duty before entering the stadium.
6	Members will enter their name/ details in the register maintained at the reception of the stadium.
7	<b>Coloured sole shoes are NOT permitted.</b>
8	Please keep silence in the stadium.
9	No private coaching is permitted. Any such unauthorized coaching will be assumed as commercial activity and will invite action against the member which may include termination of membership. Non-members can be debarred from the complex for conducting unauthorised coaching.
10	Complex officials on duty may make surprise check of the players using the facility and defaulters will be asked to pay double the booking charges as penalty.
11	The management will not be responsible for loss/ theft of any personal belongings, either in the indoor badminton stadium, or within the complex.
12	Drivers/ servants are strictly prohibited inside the stadium or in the visitors gallery.
13	Compensation will be made by adjustment against future play in the event of failure of power supply, or any other reason beyond the control of complex management.
14	Smoking/ spitting is strictly prohibited.
15	Use of mobile phones in indoor badminton stadium is strictly prohibited.
16	Dustbins may be used to avoid littering.
17	Consuming of alcoholic beverages/ liquor, eatables, tea/coffee, cold drinks, etc., are strictly prohibited in indoor badminton courts.
18	Members and casual members can book the courts three days and one day in advance of playing date respectively by paying the requisite booking charges.
19	The management reserves the right for booking the courts. The indoor badminton stadium can be closed for playing badminton without assigning any reason.
20	<b>Period of Play</b> – 40 minutes or one game, whichever is earlier. 3 minutes warming up is permitted. This is inclusive of the overall time of 40 minutes.
21	<b>Sports Gear</b> – Own rackets and shuttle cocks are to be brought by the players.
22	<b>Dress</b> – Shorts or track lower with T-shirt and sports shoes. Coloured soled shoes are NOT permitted.
23	<b>Timings:</b> <b>Summer Timings (1<sup>st</sup> March to 30<sup>th</sup> November):</b> 6:00 a.m. to 9:00 p.m. <b>Winter Timings (1<sup>st</sup> December to 28<sup>th</sup> February):</b> 6:30 a.m. to 8:30 p.m.
24	Playing of music and dancing in indoor badminton courts is not allowed.
25	Displaying of posters/banners around the indoor badminton stadium is not allowed without prior permission of the complex management.
26	Only 50 players are allowed to sit in the gallery during tournaments.
27	Proper decorum and discipline to be maintained in the indoor badminton stadium.
28	No audio-visual system to be used in the indoor badminton stadium.
29	No mikes to be used to announce fixtures/ commentary purpose.
30	Spectators are to sit only in the gallery. They must not enter the badminton arena.
31	Event management agencies are not permitted to book the facility. Corporates/ firms to book the facility by themselves in their names.

**SUMMARY OF BYE-LAWS**

SN	Game	Timings	Days	Dress	Remarks
1	Tennis	<b>Clay Court</b> <b>Winter : 6:30 a.m. to 10:00 a.m.</b> <b>3:00 p.m. to 8:30 p.m.</b> <b>Summer : 6:00 a.m. to 10:00 a.m.</b> <b>4:00 p.m. to 9:00 p.m.</b>  <b>Synthetic Courts</b> <b>Winter : 6:30 a.m. to 10:00 a.m.</b> <b>3:00 p.m. to 8:30 p.m.</b> <b>Summer : 6:00 a.m. to 10:00 a.m.</b> <b>4:00 p.m. to 9:00 p.m.</b>	All days except Monday	T-shirt, shorts (skirts/ shorts and legging for ladies) and non marking tennis shoes should be worn for play. Track suit is permitted only in winter.	No fee for clay courts. Synthetic courts on prescribed fee charges.
2	Table Tennis	<b>Winter : 6:30 a.m. to 10:00 a.m.</b> <b>3:00 p.m. to 8:30 p.m.</b> <b>Summer : 6:00 a.m. to 10:00 a.m.</b> <b>4:00 p.m. to 9:00 p.m.</b>	All days except Monday	Shorts/Track lower. T-shirt and sports shoes are permitted while playing.	Silence to be observed. Lights to be switched off after play. Standing next to wall not permitted.
3	Badminton	<b>Winter : 6:30 a.m. to 10:00 a.m.</b> <b>3:00 p.m. to 8:30 p.m.</b> <b>Summer : 6:00 a.m. to 10:00 a.m.</b> <b>4:00 p.m. to 9:00 p.m.</b>	All days except Monday	Shorts/Track lower, T-shirt and sports shoes.	Courts No.1 & 2 for members, No.3 for dependants.
4	Squash	<b>Winter : 6:30 a.m. to 10:00 a.m.</b> <b>3:00 p.m. to 8:30 p.m.</b> <b>Summer : 6:00 a.m. to 10:00 a.m.</b> <b>4:00 p.m. to 9:00 p.m.</b>	All days except Monday	Shorts, Shirt/ T-shirt, Non-marking squash shoes (track suit for warming up/ only in winter)	Coloured soled shoes are not permitted.
5	Taekwondo	<b>Winter : 4:00 p.m. to 6:30 p.m.</b> <b>Summer : 4:00 p.m. 7:30 p.m.</b>	Tues, Thus & Sat	Prescribed uniform	Prescribed fee. Own uniform to be brought. Participants to report 10 minutes before commencement.
6	Basketball	<b>Winter : 6:30 a.m. to 10:00 a.m.</b> <b>3:00 p.m. to 8:30 p.m.</b> <b>Summer : 6:00 a.m. to 10:00 a.m.</b> <b>4:00 p.m. to 9:00 p.m.</b>	All days except Monday	Shorts, Shirt/ T-shirt and Sports Shoes (track suit for warming up/ only in winter)	Organised team play 6:00 PM to 8:00 PM (Summer) 5:00 PM to 7:00 PM (Winter)
7	Aerobics	<b>Winter : 6:30 a.m. to 10:00 a.m.</b> <b>3:00 p.m. to 8:30 p.m.</b> <b>Summer : 6:00 a.m. to 10:00 a.m.</b> <b>4:00 p.m. to 9:00 p.m.</b>	All days except Monday	Dress prescribed by the instructor.	Prescribed fee
8	Yoga	<b>Winter : 6:30 a.m. to 10:00 a.m.</b> <b>3:00 p.m. to 8:30 p.m.</b> <b>Summer : 6:00 a.m. to 10:00 a.m.</b> <b>4:00 p.m. to 9:00 p.m.</b>	All days except Monday	Loose	Prescribed fee

9	Cricket Ground	9:30 a.m.to 3:30 p.m.	All days except Monday	Cricket Pants and T-shirt	On Payment of Prescribed fee.
10	Cricket Practice Pitch Net	Winter : 6:30 a.m. to 10:00 a.m. 3:00 p.m. to 8:30 p.m. Summer : 6:00 a.m. to 10:00 a.m. 4:00 p.m. to 9:00 p.m.	All days except Monday	Cricket Pants and T-shirt	Hard pitch is reserved for Members. Turf pitch is for booking on prescribed fee.
11	Swimming	6:00 a.m.to 11:00 a.m. 3:00 p.m. to 9:00 p.m.	All days except Monday	Swimming Costume	On Payment of Prescribed fee.
12	Fitness Centre	Winter : 6:30 a.m.to 11:00 a.m. 4:00 p.m. to 8:30 p.m. Summer : 6:00 a.m.to 11:00 a.m. 4:00 p.m. to 9:00 p.m.	All days except Monday	Track Suit/tights, Shorts and T-Shirt	On Payment of Prescribed fee.
13	Skating	Winter : 6:30 a.m. to 10:00 a.m. 3:00 p.m. to 8:30 p.m. Summer : 6:00 a.m. to 10:00 a.m. 4:00 p.m. to 9:00 p.m.	All days except Monday	Track Suit, Shorts and T-Shirt	On Payment of Prescribed fee.
14	Indoor Badminton Stadium	Winter : 6:30 a.m. to 10:00 a.m. 3:00 p.m. to 8:30 p.m. Summer : 6:00 a.m. to 10:00 a.m. 4:00 p.m. to 9:00 p.m.	All days except Monday	Shorts/Track Lower. with T-shirt and non-marking shoes.	Reserved court No.1 for management.

### **SUMMARY OF IMPORTANT BYE-LAWS AND SCHEDULE OF SPORTS/ GAMES AT SPORTS COMPLEX**

1	Specified charges for guests and casual members to be paid.
2	Members to maintain decorum and dress regulations.
3	Members to enter their name, membership number and arrival time in the register maintained at each facility.
4	Cards/ Receipts of subscription payment to be shown to complex official on demand.
5	Own playing gear, i.e., rackets, balls, bats, shuttle-cocks, etc., to be brought by players.
6	Timings are subject to change. Notice for the same will be put up on the Notice Board and members intimated by SMS/e-mail.
7	Litter not to be thrown anywhere. Waste baskets to be used.
8	Silence to be observed in the sports arena.
9	Smoking and consuming of liquor/ alcoholic beverages strictly prohibited in courts/ playing arena.
10	All are requested to be courteous to staff of the complex.
11	Detailed bye-laws available at each sports facility.
12	Members are requested to adhere to bye-laws of the complex.
13	Administration reserves the right to close the facility for maintenance/ cleaning, etc. Notice for the same will be put up on the Notice Board and members intimated by SMS/email.
14	Complaint/ Suggestion book available at the Reception.
15	The Management Board reserves the right to change bye-laws as necessary from time to time.
16	Coaching fees for any facility will be paid to the authorised staff of the complex only and receipts obtained. Coaches are not authorised for receiving coaching fee. The complex will not be responsible for payment of coaching fees to persons other than the complex staff.
17	Refund of money or adjustment against future play in the event of failure of power supply, bad weather, rain or for any other reason beyond the control of the Management would be made.