

## AUBC Sports Competition / Activities Equipment Guidelines

### **Management of Equipment Guidelines:**

1. Total Equipment Inventory.  
Check for Defects of any Equipment to initially be conducted by President & Treasurer of unused equipment prior to commencement of 2019 Winter season, & by Team Managers/Coaches for equipment currently under their control prior to commencement of 2019 Winter Season, and an Itemized List of all Equipment contained in the Team Bag and number of training balls held to be supplied to the committee & a copy to be kept by the Team Manager/Coach.
2. Each Team Manager/Coach to be supplied with one Team List Pad, 1 Score Book and 1 Dozen new Match Balls for games with further match balls to be requested from the Club Treasurer when required to complete the season.
3. Used match balls to be used as Training Balls and if any Team Manager/Coach has less than 20 training balls at time of equipment inventory, they are to immediately notify the Club Treasurer so they can be issued with replacements.
4. Should any equipment held become defective in any way or become unsafe/unsuitable for purpose, the Team Manager/Coach is to immediately report the matter to the Club Treasurer for replacement from unused equipment if possible or by purchasing of new equipment if necessary (damaged bats / helmets / balls to be disposed of, but damaged catchers equipment to be returned to the Club Vice President for possible repair).
5. At end of each season commencing with the 2019 Season Team Manager/Coach to complete an Equipment Inventory Check and return equipment bag & equipment checklist to the Vice President to allow for storage during Off Season (to check with Adelaide University re possible 'on site' storage).
6. Prior to commencement of each Winter Season starting with 2020 Season, Club President & Treasurer to conduct Annual Pre-Season check of all existing bags/equipment & checklist to ensure all OK for use before passing out to that season's Team Manager/Coach.