



## ARMY LAWN TENNIS LEAGUE

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### ARMY LAWN TENNIS ASSOCIATION - SUMMER LEAGUE 2019

1. **Dates & Venue.** The forthcoming Army Lawn Tennis League (ALTL) Summer League (SL) is to be played from **Wed 1 May 19** to **Wed 3 Jul 19** on the outdoor courts at the Aldershot Tennis Centre (ATC).
2. **Participation.** The aim is to create opportunities for participation therefore even if novices represent Arms/Corps teams this is preferred to fixture cancellation.
  - a. A total of 9 teams have entered the SL<sup>1</sup>. Secretaries are asked to ensure that their players are notified well in advance of a playing commitment to try and avoid any last minute attendance problems. Team attendance is to be agreed by **1200hrs on Tue** before the fixture commences on the Wed. This will be enforced due to hire car bookings. The Army Lawn Tennis Association (ALTA) Sec is requested to ensure that the fixtures, at Enclosure 1 are included in the ATC booking proforma and ASCB fixture list.
  - b. There are currently 9 friendly fixtures scheduled against RMAS with dates scheduled within the ALTL Summer League fixtures list. **These fixtures are subject to confirmation of availability by RMAS which has still not been received. If these fixtures take place they will be confirmed closer to the actual fixture date.**
3. **Format.** The format for the SL has been ratified ALTL AGM held in Army HQ, Andover on Fri 15 Feb 19. Match results are to be e-mailed to the ALTL Secretary with a breakdown of the score ideally before Friday each week to allow the results to be promulgated and will be made available via the ALTA website.
4. **Rules.** The rules for the SL are at Enclosure 2. The ALTA sec is requested to post a copy in the ATC Noticeboard and a copy onto the website. Please take time to study these rules as team captains and players should be conversant with them to avoid any undue problems during matches, in particular the wet weather rules and substitutions. If arbitration is required the ALTL will consult the ALTA secretary for a suitable ruling.
5. **Dress.** The 'predominantly white' dress code has been relaxed for some time but where possibly it is preferred if teams can attempt to play in predominately white attire or matching team strips. Appropriate tennis shoes must be observed. Secretaries are to ensure that their players wear tennis shoes of a non-marking type. In the event that tennis shoes do mark the court, the player will not be allowed to continue play until the offending shoes are changed.

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<sup>1</sup> AAC, AGC, INF, INT CORPS, RA, RE, REME & R SIGNALS.

6. **Teas.** ALTA Sec is requested to make arrangements sandwiches sufficient for 8 teams per fixture delivered at 1300hrs to the Aldershot Tennis Centre. Team captains are to take responsibility for their own individual team cups and plates ensuring the space is left in a clean and tidy condition. The tea tray is to be left, ready for collection. If teas are not delivered the ALTL Sec is to be informed. **Teas are only for players attending the matches and not for those attending coaching.**
7. **Expenses.** No additional costs are attributable for teams participating in the SL. The final league fees are required by NLT **31 Mar 19.**
8. **Contact Details.** The latest amended ALTL Contact List (SL V1) is at Enclosure 3. Any amendments will be promulgated during the season.
9. **Travel.** Travel claims for representative sport can be made via JPA. Travel claims are authorised in accordance with this letter which should be quoted as authority for travel if required as the fixtures have been authorised via the ASCB in accordance with JSP's and DIN's<sup>2</sup>. Service owned or hired road transport should be used when the MTO/TCO is satisfied this would be the most economical means of travel (which may include Air travel from NI if it is the cheapest way to travel). Alternatively, rail warrants or MMA at PTR may be claimed, together with the appropriate rate of passenger allowance for each eligible passenger. There is no mileage limit on such journeys, but journeys are to be limited to an average of one per team per week over the season. In all cases, claimants use their own unit UIN, but select **Claimant Type** 'Representative Sport'. Underneath, there is a 'Justification' free text box in which you must enter the sport, event and date. This will ensure the cost is charged to the RSTB. **If this is not done the claim may be rejected.** With air travel from the UK the local or Div HQ travel cell should make the booking utilising the new Defence Travel air booking system. From the drop-down menu, units should use the bidders unit UIN, Service Code 8 and POT Code 16. Costs will default via the POT Code to the RSTB.
10. **Unit Routine Orders/Injury/Insurance.** All players are to ensure that when they are representing their Arm/Corps in a representative sports match that it is published on Unit Routine Orders or appropriate unit JPA move and track processes. This action will ensure players have MOD insurance cover in the event of injury. In the event of an injury players must report the incident/injury to their medical officer and complete the MOD Form 298. By completing this form, and the fact that the injury was sustained on duty will assist any future claim that the player may have for a service attributable pension depending upon circumstance/incident. Players should also consider taking out additional personal accident cover, which is essential for any player involved in civilian tennis clubs/matches.
11. **Risk Assessment & Emergency Procedures.** Team Captains on the day are responsible for conducting a risk assessment for the courts and if there are any concerns should not commence matches and contact the ALTA Sec or ALTL Sec ASAP highlighting any significant issues identified such as flooding or lightning risks. During matches, all players are responsible for ensuring safe play and should highlight circumstances such as balls rolling back into the 'playing area'. Additionally, each team is responsible for the provision of drink during matches to avoid dehydration. In the event of an accident, the Emergency Services have vehicular access up to the front door of the ATC. The guardroom adjacent to the centre has a military phone, players can use their mobiles to contact emergency services or go directly to the guardroom adjacent to the ATC to initiate an emergency response as appropriate.

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<sup>2</sup> JSP 752 Pt2 (V29 Jan 17) chap 4 Sect 2, 2016, DIN201710-023 Travel at Public Expense for Army Sport, DIN201710-002 Travel for Representative Sport from Overseas Locations 2014DIN01-099 Status of Sports in the Services.

12. **Coaching.** Prior to each match there will be a coaching session run by Allan Saul from **1300 - 1400 hours** for the benefit of all players (whether involved in the matches scheduled that day or not). The coaching will take place on one court and this will be the only centrally organised regular coaching session for SL players. The ALTA Sec is request to make arrangements for balls to be made available via Allan and the ATC centre store opened up and locked after the fixtures.

13. **Prizes.** The Prize Giving for the ALTL SL is to take place on **Wed 10 Jul 19** following the ALTA Inter-Corps Indoor Tournament on that day. Further details of this event will be promulgated in due course but please advise all players to put this event in their diaries.

14. If you have any other questions regarding the SL, please do not hesitate in contacting the undersigned.

*{Signed on DII}*

M H G Whittle  
Lt Col  
ALTL Secretary

Enclosures:

1. ALTA SL Fixtures 2019.
2. Rules for the Army Lawn Tennis SL 2019.
3. ALTL 2019 Secretary Contact List V1.

Distribution:

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Copy to:

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