



# BGFed.be Handbook

Version 2026

*This document contains essential information about BGFed.be, the Belgian backgammon federation, and its procedures. Its content is revised on a regular basis. The most recent version is always available on the website: <https://bgfed.be/handbook>. For comments, please write to [bgfed.be@gmail.com](mailto:bgfed.be@gmail.com). Contributors (ordered alphabetically): Sonja Custers, Alf Martijn, Hubert Verstraeten.*

## Who Are We and What Do We Do?

BGFed.be is a federation that connects clubs and unites players who are members of a backgammon club. It connects players and clubs with backgammon initiatives in and around Belgium. Members of the federation are backgammon players from Belgium or abroad. Clubs decide whether or not to require or encourage their members to join the federation.

The federation supports clubs and organizers of (Belgian) initiatives by providing administrative and/or logistical assistance and offering financial support, without imposing anything. We are a means to an end, not the end itself. We connect Backgammon communities in (and around) Belgium

We are passionate about facilitating backgammon activities:

- for the players;
- for the organizers;
- for the clubs.

BGFed.be represents the Belgian backgammon community internationally, for example, through membership of international organizations and by sending players and teams to international tournaments. BGFed is in search of a BGFed member who can improve our international contacts and relations. Should you feel that you could take this task on you, please feel free to contact us.

We see backgammon as a mind game, not as a gambling game, but we have to take the legislator into account. Therefore, BGFed.be dissociates itself from formats where money or other material possessions are at stake.

We communicate clearly about what we offer and what we don't offer, as well as under which conditions we do so.



## Organization

Until further notice, BGFed.be is a *de facto* association. The transition to a formal non-profit organization can be explored should the need arise.

BGFed.be is a non-commercial organization. It receives and spends money without profit motives, solely to achieve its mission.

## Pilot Team

The core tasks of the federation are handled by an executive committee also called pilot team, consisting of a variable number of individuals, all of whom are member of a Belgian Backgammon Club. Given the size of the organization and the tasks to be done, a team of three to five people should be appropriate.

The team determines its own methods of decision-making, meeting (online or in person), task division, roles, etc. The composition of the team and the role or roles of each member are communicated publicly on the webpage of the federation.

Pilot team members serve until they choose to step down, in renewable terms of, for example, two years, but potentially even after one year.

The pilot team organizes its own, full or partial succession through a general call or personal contacts. The proposed composition is submitted for approval at the annual general meeting.

Members of the pilot team are unpaid. Their voluntary contributions are highly appreciated but not compensated monetarily.

## Tasks Outside the Pilot Team

The board team may outsource certain specific tasks by mutual agreement to freelancers, preferably backgammon players. Their identity and roles are communicated on the website of the federation.

## Finances

BGFed.be maintains its own bank account: BE83 3632 5199 3815, in the form of a *de facto* association. Two to three individuals have signing authority, one of whom acts as treasurer.

Decisions on income and expenses are made collectively within the board team. For expenses not exceeding €50, the treasurer and another authorized individual may act autonomously.

## **Treasurer's Responsibilities:**

- Perform banking transactions and necessary payments for ongoing matters after approval at monthly meetings.
- Provide monthly status reports.
- Present an annual financial report.
- Draft an annual budget (required for decisions on membership fees, financial support for initiatives, etc.).

In the event of federation dissolution, the general assembly decides upon the destination of any remaining funds based on board team proposals.

## **Membership**

### ***Membership Requirements and Registration***

Clubs decide whether to manage their membership administration themselves or to call on the federation to do so. In any case the federation collects member information.

Players are members of a club, associated to the federation. Each year, they are invited to verify or provide their personal information and to pay the membership fee directly to the federation. For the federation registration fees, the pilot team decides the amount after consultation with the current members and the fees are then communicated on the website.

In 2026, these are the requirements:

- Payment of federation registration fees: 15 euro for new players in their first year / 35 euro for returning players.
- Submission of personal data with consent (GDPR compliance).
- Endorsement of the handbook .

Member lists are made available to all club officials (under GDPR conditions).

Upon initial registration, players receive a lifelong membership number. Players who skip membership renewal retain their membership number and their rating but are considered inactive and temporarily lose associated membership benefits, until they pay the Federation registration fee. The fee is to be paid before January 31 of the current year. Members of last year get a reminder. Past the deadline, members who have not paid the fee are considered as inactive until the fee is paid.

During registration, all players affiliate with a Belgian club or announce to be player outside Belgium. Members can participate in any club's initiatives under BGFed.be, even without affiliation, provided the club's internal regulations allow so. In particular, this includes foreign players participating in tournaments in Belgium.

## Membership Benefits

- Results of matches between BGFed members are recorded in the rating list (and rewarded to the organizer. See further)
- Members have access to activities reserved for BGFed.be members: Belgian Individual Championship, 4 Cubes, WBIF Belgian Online Championship, eligibility for the BGFed.be team in the World Team Championship, Red Beaver League, ... (some of them have an extra condition of being Belgian: online competition and world team championship)

## General Assembly

A general assembly of all members is organized annually: The Perspectives Day in november. The pilot team designates the person to chair the meeting. This person can but does not need to be a member of the pilot team. In this meeting all [BGFed.be](http://BGFed.be)-players are equal. In advance, the club secretaries are consulted to determine the topics of the meeting.

### Standard Agenda Items:

- Welcome, attendance.
- Designation of a minute-taker.
- Approval of the previous meeting's minutes (if applicable).
- Report of the past year's activities:
  - Event planner: activities.
  - Treasurer: finances.
  - Membership administrator: members.
  - Others: rating list, website, ...
- Plans for the coming year:
  - Event planner: activity planning.
  - Treasurer: budget.
  - Determination of the following year's membership fee.
- Handbook amendments (proposed changes to be shared in advance).
- Presentation and approval of the board team for the coming year.
- Miscellaneous.

Invitations are sent at least two weeks in advance and include the agenda and supplementary materials, such as proposed handbook amendments and new membership fees, depending on the issues to be discussed.

## Clubs

A club is a group of people who meet regularly at a fixed venue, and one of them being the club secretary. Belgian clubs that open their events to BGFed.be-players (considering capacity) receive support through membership administration, announcements on the website for recognized initiatives and events, and display of club names beside players on the rating list.

New clubs active in Belgium may join the federation through a simple request to the pilot team. Beyond the points mentioned in the previous paragraph, there are no specific obligations.

## Support for Initiatives by Members and Clubs

BGFed.be supports initiatives by members and clubs, including tournaments, competitions, and training sessions, live or online. Federation-recognized initiatives need not be club-organized. Support includes:

- Use of BGFed-website to promote their Tournament or event, by sending (preferably a flyer with) all info. To publish a recap after the event in the News section, please send us a report and images. The initiative to do this should be up to the organiser. BGFed.be will normally not write nor publish reports of events if not organised by themselves.
- Publicity on WhatsApp-community. While the webmaster and social media manager actively seek information, members are encouraged to share details about their initiatives directly: flyers, reports and images.
- To motivate clubs to take initiative and to organise events for BGFed members, BGFed.be gives financial support according to the size of the event, determined by the amount of Rating Points played between BGFed.be -players. The yearly budget is decided on 31 January (based on amount of members). The number of rating points gathered by the end of the year by every club/Tournament / Event will be the base for calculating the amount / % of the budget that every club will get. Details about this finance is given on the website (news / increasing membership fee). Clubs are free to spend the amount they receive the way they feel is correct and backgammon related. Examples: give their club member reductions on the home tournaments they organise, invest in boards, clocks, scoreboards, set up a backgammon library or even pay out the amount received to their club members. This form of financial support is new in 2026 and will be evaluated at the end of the year.

Within the pilot team, one person, aka 'event planner', takes up the following responsibilities:

- To advise organizers on initiative planning for a balanced backgammon calendar.
- To provide practical advice (software, equipment, etc.) to event organizers.
- To prospect new initiatives.
- To consider financial support (for other backgammon-initiatives besides matches) and discuss this with the pilot team.

Event organizers are free to structure their tournaments and competitions as they see fit. However, BGFed.be explicitly disassociates itself from organizational choices that make playing for money mandatory.

## BGFed.be Organized Initiatives

The following benefits, tournaments, and competitions are organized by BGFed.be and are open to BGFed.be-players only. The people organizing these activities do not need to be members of the pilot team. At the time of writing, the following activities are foreseen:

- Rating list.
- Belgian Individual Championship.
- Red Beaver League.
- Team competition: 4 Cubes.
- Belgian Online Championship (WBIF).
- Belgian team participation in the WBGF World Teams Championship.
- Belgian team participation in the WBIF Online World Teams Championship.

## Backgammon Etiquette and Rules of Conduct

We play backgammon in the spirit of friendliness, sportsmanship, fair play, equality, tolerance, diversity, and respect.

All players in the federation must behave appropriately towards other players and organizers. This applies not only during activities but for the entire time they are present in the club or at an event.

Members must refrain from remarks or actions that could cause irritation, discomfort, confusion, embarrassment, or an unpleasant atmosphere such as those mentioned in but not limited to the following list:

- Using aids during matches is prohibited, e.g., notebooks, pencils, calculators, computers, smartphone apps, friends' advice (even during breaks or via phone).
- Refrain from invoking favorable dice rolls for yourself or bad rolls for your opponent.
- Refrain from excessive complaints during play.
- Practice good sportsmanship as backgammon involves significant amounts of luck. While emotional reactions are natural, common sense should guide behavior.
- Behave respectfully towards opponents and the community before, during, and after games.
- Avoid eating over the board or spilling drinks. Any damage to other players' equipment should be amicably resolved. BGFed.be is not liable for loss or damage to game equipment used during events.

## Ethics Committee

We count on club officials and event organizers to address players about the above inappropriate behavior. Despite the best of intentions, it is possible that conflicts and disputes arise. If the situation cannot be resolved amicably among the people involved, and if the organizer of the tournament or the responsible person of the club where the situation arises cannot resolve the situation either, an *ad hoc* ethics committee is convened by the pilot team.

The committee consists of three members that are not involved in the conflict or situation themselves and that are not a member of the pilot team either. They investigate the situation, speak with and listen to all people involved, and then make a decision, which is binding and to which no appeal is possible within the federation. The ethics committee seeks a constructive and fair solution, but if necessary, they can pronounce a sanction too, in the form of temporary exclusion from certain events, clubs, or even the federation itself.

In 2026 we make it to the federation goals to look for suitable individuals, publicly announced to be available to set up a committee.

## Communication

Clear communication is essential regarding the values and mission of BGFed.be. We are flexible and where necessary, we communicate in multiple languages, guided by common sense. At all times, politically inspired discussions about language are to be banned from all BGFed.be matters.

### Communication channels:

- Central email address: [bgfed.be@gmail.com](mailto:bgfed.be@gmail.com), which is managed collectively by all members of the pilot team.
- Website: <https://bgfed.be>, which is managed by the federation's webmaster.
- Posts on social media, such as the Belgian Backgammon Community on WhatsApp (which is itself *not* an official BGFed.be channel).