

MEMORANDUM

AND

RULES & REGULATIONS

OF

JUMP ROPE FEDERATION OF INDIA

MEMORANDUM OF FEDERATION

- 1. NAME OF THE SOCIETY:** The name of the Society shall be “Jump Rope Federation of India”.
- 2. REGISTERED OFFICE:** The registered office shall be Main road netaji chowk Khunti, post office khunti, thane khunti distract khunti (Jharkhand) pin -835210.
- 3. HEADQUARTERS:** Jump Rope Federation of India shall be at such place within the (State)/ (UT) as decided by the General Council from time to time. B-70 Lal Bagh, Loni, Ghaziabad U.P-201102.
- 4. JURISDICTION:** Jump Rope Federation of India will be confined to the all India.

5. AIMS & OBJECTS:

- i. To promote, develop and popularize the sport of jump Rope Federation of India in the all (State) & (UT) of India.
- ii. To be the official and sole governing body in charge of Jump Rope activities in all India.
- iii. To establish the sport of Jump Rope in the form of State association at every State & Union Territories.
- iv. . To appropate/ recognize / publicize the sport of Jump Rope at National/ State level departments.
- v. To make Rules & Regulations of the FEDERATION to carry out the aims and objects of the FEDERATION and to modify the same, if necessary, from time to time.
- vi. To hold Jump Rope Championships and other competitions/ Selection Trials in various age groups. For Intentional competitions
- vii. To select athletes, coaches and officials to represent the (State)/ (UT) and arrange their training and participation in the National/ Open Championships and selected events.
- viii. To organize and conduct Local/ National/ International / Open Championships, as permitted by National Sports Federation.
- ix. To promote and include the sports of jump rope in department of national & state govt.
- x. To work in a direction to popular & accept the sport of Jump Rope by the National Armed force & Paramilitary forces
- xi. To promote and include the sports of jump rope in school education department, university education department, stadium operated by cooperative or state govt.
- xii. To affiliated private company's or public enterprises or various State

President

Secretary

Treasurer



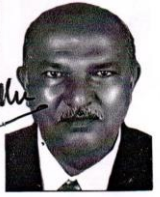
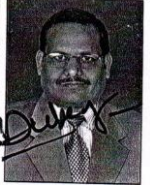

- xiii. To include the sports of jump rope in minster & youth affairs & sports, Government of India & to get the grant-in – aid & other facility provided by it
- xiv. To promote & take responsibility to organize successfully National Jump Rope Championship time to time
- xv. To get the affiliation from Indian Olympic association/ State Olympic association & completing the norms of them
- xvi. To recognize/ attempt to participate the sport of Jump Rope at National/ Rural Games organized by Indian Govt./ State Govt
- xvii. To consummate the Sport of Jump Rope takes funds from concerned people/ N.R.I etc.
- xviii. To consummate the Sport of Jump Rope looks for Sponsors.
- xix. By the name of Federation, Rope Skipping, Skip Rope, Skipping Rope & Jump Rope only State Associations shall be affiliated & only these Associations are allowed to participate at National, State & District Level Championship.
- xx. To conduct and take such administrative, financial or other actions as are necessary and in confirmative with and in furtherance of its objects.
- xxi. To grant membership as per the Rules & Regulations of the FEDERATION.
- xxii. To take disciplinary action against any member or anyone associated with the sport for any type of misbehaviour or undesirable activity bringing discredit to the sport, which is prejudicial to the interest of the FEDERATION.
- xxiii. To print and publish books/ periodicals/brochures/ leaflets or make audio/videos or use any communication medium for the attainment of above-mentioned objects.
- xxiv. To receive and collect subscriptions, donations, assistance and grants either in cash or kind or borrow money and expend the same for the fulfilment of all or any of the aims and objects of the FEDERATION.
- xxv. To apply the income and properties of the FEDERATION for the fulfilment of its aims and objects and not to pay any portion thereof by way of profit, dividend or bonus to anyone.
- xxvi. To acquire and dispose of property, movable or immovable or any rights or privileges that may be deemed necessary for the achievement of the aims and objects of the Federation. No member of the FEDERATION shall have any claim on any movable or immovable properties.

We the seven persons whose names, address, occupation and signature given below are desirous of being formed in to an FEDERATION under the provisions of Societies Registration Act Of 1860.

President

Secretary

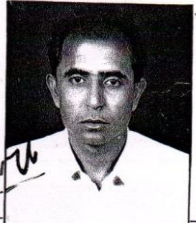




Treasurer

S.no.	Name & Father's Name	Address	Qualification	Age (in yrs.)	Occupation	Designation	Passport size photo with sign
1.	NARENDER CHOUDHARY	H NO-1 GALI NO.1, PHASE 2, NEW SHANTI NAGAR , PANIPAT, HARYAN A-132103	B.COM	39 YEARS	BUSINESS	PRESIDENT	
2.	SH. AISHWARIYA KATOCH FATHER'S NAME- ADITYA KATOCH	160, UMED HERITAGE JODHPUR, RAJASTHAN	B.A	50 YEAR	BUSINESS	SENIOR VICE PRESIDENT	
3.	SH.ASHOK DUDHARE FATHER'S NAME- ASHOK KONDONJI	POKAR PALACE, POKA COLONY, DINDORI ROAD, NASHIK-422004	B.COM, B.P ED	59 YEAR	JOB	VICE PRESIDENT	
4.	SH. AKHILESH DUBEY FATHER'S NAME- YADUNATH PRASAD	GURUTEG BAHADUR NAGAR, NEW GURUDWARA ROAD, NEW PURENA, RAIPUR , CHHATTISGARH	B.COM, B.P ED	42 YEAR	JOB	VICE PRESIDENT	
5.	SH.VISHWANATH HIREMATH FATHER'S NAME-	VIKAS SOUHARDA CO OP BANK LTD, OB NO.45	B.COM	63 YEAR	JOB	VICE PRESIDENT	

President

Secretary

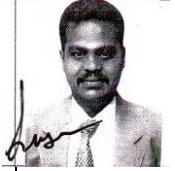


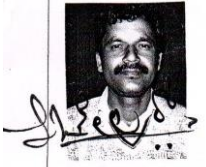
Treasurer

	CHANBASIYA HEERAMATH	STATION ROAD, HOSPET-583201					
6.	SH. DHARMESH PARMAR FATHER'S NAME- SHRI KANTILAL POOJABHAI PARMAR	A/66 GANESHKUNJ SOCIETY, NEAR ABICA NAGAR, ODHAV, AHMEDABAD- 382415	B.A, B.P ED	44 YEARS	JOB	VICE PRESIDENT	
7.	SH.ABHISHEK JOSHI MOTHER'S NAME- SMT. SUNITA JOSHI	B-70,LAL BAGH, LONI, GHAZIABAD UTTAR PRADESH- 20102	M.BA	33 YEAR	BUSS INES S	SECRETARY GENERAL	
8.	SH.BIR SINGH ARYA FATHER'S NAME- MANFUL SINGH	V & PO SAIMPAL, DISTT.R OHTAK HARYANA	B.A	JOB	39 YEAR	JOINT SECRETARY	
9.	SH. T.A RAZAK FATHER'S NAME- HASNASAB MUDGULLA	VIJAYSANGAM COMPLEX COLLEGE ROAD HANAMASAGAR- 583281,TQ- KUSHTAGI, DISTT. KOPPAL, KARNAT AKA	B.A	JOB	49 YEAR	JOINT SECRETARY	
10.	SH. RAJESH THAPA FATHER'S NAME- SHRI	H NO. 57, AGALI NO.2, FOCAL POINT, DASHMESH	B.P.ED	39 YEAR		JOINT SECRETARY	

President

Secretary




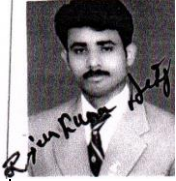

Treasurer

	PADAMA BAHADUR	AVENUE, AMRITSAR PUNJAB PIN- 143001					
11.	SH. K S SUGUMARAN FATHER'S NAME- SHRI S. SAMBISHAM	KAMARAJ NAGAR MAIN ROAD, AVADI,CHENNAI- 143001	M.A	48 YEAR	BUSI NESS	JOINT SECRETARY	
12.	SH. ABRAR AHAMED SHAIKH FATHER'S NAME-SHRI MOHD. ASHIK SHEIKH	PARADISE PUBLIC SCHOOL,60, ANAND NAGAR DEWAS,MADHYE PRADESH PIN- 455001	M.A	41 YEAR	BUSS INES S	TREASURER	
13.	MD.ARSHAD FATHER'S NAME- SHRI JALLUDIN	B-70,LAL BAGH, LONI, GHAZIABAD UTTAR PRADESH- 20102	I.A	39 YEAR	JOB	TECHNICAL DIRECTOR	
14.	SH. SANTOSH PRASAD FATHER'S NAME- DEVANAND PRASAD SHAU	PRASAD BHAWAN,OM PRAKASH NAGAR ,BASARGARH INCELEIRY CHOWK,POST OFFICE – HATIYA, THANA JAGANNATH PUR, DISTT.RANCHI, JHARKHAND PIN - 834003	I.A	27 YEAR	Phila nthr opist	EXECUTIVE MEMBER	

President

Secretary

Treasurer

15.	SH.VIVEK SAMANIA FATHER'S NAME- MAHESWAR SINGH	T-2035, PILLANJI, KOTLA MUBARAKPUR,N EW DELHI- 110003	M.P .ED	33 YEAR	JOB	EXECUTIVE MEMBER	
16.	SH. T BALARAJU FATHER'S NAME- YADAGIRI	3-4-16-87/12, SREE RAMA COLONY, RAMANATHAPUR , HYDERABAD, TELANGANA, INDIA -500013	M.B.A	40 YEAR	Sport s coac h	EXECUTIVE MEMBER	
17.	SH.SEEMA MANHAS FATHER'S NAME- BOODHRAJ	VILLAGE SMAILPUR,WARD NO. 2, TEHSIL BARIBRAHMANA, DISTT.SAMBA PIN-181133	B.A.M. S	38 YEAR	DOC TOR	EXECUTIVE MEMBER	
18.	SH. RAJEEV KUMAR SINGH FATHER'S NAME- MITHLESH PRASAD SINGH	DEEP NIWAS, ROAD NO.2D, RAJENDRA NAGAR , PATNA- 8000016	B.A	39 YEAR	RAIL WAY	EXECUTIVE MEMBER	
19.	SMT. HEENABEN SHUKLA FATHER'S NAME- PRAVEEN BHAI PANDYE	H NO. 38, MAHYAVANSHI, FALIA, PARIYARI, MOTI DAMAN	B.CO M	41 YEAR	JOB	EXECUTIVE MEMBER	

President

Secretary

Treasurer

RULES AND REGULATIONS

Jump Rope Federation of India herein after referred to as “THE FEDERATION” shall be governed by its Memorandum of FEDERATION and these Rules and Regulations.

I. INTERPRETATIONS/ DEFINITIONS

The abbreviations or the terms used in these Rules, unless the context requires otherwise:

- i. “The FEDERATION” shall mean the Jump Rope Federation of India.
- ii. “JRFI” shall mean Jump rope federation of India.
- iii. “NSF” shall mean the National Sports Federation affiliated to International Jump Rope Federation.
- iv. “Jump Rope” shall mean the sports played as per the Rules of Sport defined by JRFI.
- v. “Constitution” shall mean the Memorandum of FEDERATION, Rules and Regulations and Bye Laws of the Jump Rope Federation of India, as is amended from time to time.
- vi. “Life Member” shall mean an individual who was granted membership as per these Rules and Regulations of the Association.
- vii. “General Council” shall mean the assembly of representatives of the State Association, Honorary Members and Life Members as per these Rules and Regulations of the FEDERATION.
- viii. “EC” or “Executive Council” shall mean the Executive Council constituted as per these Rules and Regulations of the FEDERATION.
- ix. “Office bearer” shall mean officers as specified in these Rules and Regulations of the FEDERATION.
- x. “Financial Year” is the period that commences from 1st day of April and ending on 31st day of March.

President

Secretary

Treasurer

II. AFFILIATION

In the best interests of the sport and the athletes, the FEDERATION shall be affiliated to the International Federation.

III. MEMBERSHIP

A. Eligibility:

All application of membership must be in writing containing information required by the Executive Council from time to time.

i. The membership of the Jump Rope Federation of India shall be open to the under mentioned:

- a) State – State shall mean an entity formed to develop Jump Rope, having its Rules and Regulations and is registered under the Societies Registration Act. Two authorized representatives of the State shall be part of the General Council.
- b) Honorary Member – Honorary Member shall mean an individual who has taken active interest and has rendered dedicated service in the development of Jump Rope and is admitted as an Honorary Member. There shall be no more than 10 Honorary Members in the Association, at a time. Each Honorary Member will not have voting right .
- c) Life Member – Life Membership shall be granted only to those individuals who donate Rupees 10,000 & who are founding members or have presented exceptional service to the Association for long years Each life Member will not have voting right.

The Federation shall only have a maximum of six (6) Life Members, at a time. This is a one-time option and the death of the life member does not create a vacancy. Each Life Member will have one vote each and can also contest in elections.

ii. Upon the acceptance of membership of not less than nineteen (19) members under the Rules & Regulations of Jump Rope Federation of India, the signatories to the Memorandum of FEDERATION of the Society shall cease to be members automatically.

B. Grant of Membership/ Affiliation:

i. Prior to the formation of Executive Council, Meeting of the founding members (signatories of Memorandum of Association) may approve the induction of State, Honorary Members and Life Members of the Federation.

President

Secretary

Treasurer

- ii. After establishing an Executive Council by election, the EC shall have the power to receive, scrutinize, accept or reject an application of a State/ nomination of an individual member.

The Executive Council shall recommend the applicant, if it found bonafide, to the forthcoming General Council for membership. On approval of the General Council, the State/ Individual shall attain membership.

- iii. In the event of the application or nomination being fully accepted, the affiliated State/ Individual shall be bound by and subject to the Constitution & Policies of the FEDERATION then in force and as is amended from time to time.

C. Membership/ Affiliation Fee:

- i. Life Member and Honorary Member shall pay annual renewal fee as decided by the Executive Council from time to time
- ii. Every applicant State seeking membership of the FEDERATION shall pay an admission fee and an annual renewal fee of Rupees 2000 per person per year as decided by the Executive Council from time to time.
- iii. The membership renewal fee shall be valid only for the particular financial year and should be paid before 31st March of every year.

D. Disaffiliation/ Suspension:

Any Member/ State will be considered as a defaulter and shall be liable for disaffiliation or suspension in case:

- i. If died
- ii. If lose his/ her mental stability
- iii. If she/he gave Resignation letter & if it is accepted
- iv. If a Member/ State is not depositing the requisite Membership Renewal Fee, in time.
- v. Any Member /State working against the aims and objects of the FEDERATION causing harm to the sport of Jump Rope.
- vi. Any Member / State encouraging doping or other violation of ethical conduct causing harm to the sport of Jump Rope.
- vii. Any Member / State failing to actively work in the development of Jump Rope.

E. Re-Affiliation:

Any Member/State disaffiliated or suspended may apply for re-affiliation or re-induction of membership to the Executive Council. The Executive Council shall have the sole right to take appropriate action and inform the General Council.

President

Secretary

Treasurer

IV. GENERAL COUNCIL

The General Council shall consist of Life Members, Honorary Members and two authorized representatives of a State duly affiliated as a member as provided in these Rules and Regulations.

V. MANAGEMENT – EXECUTIVE COUNCIL

The Management of administration and enforcement of FEDERATION's rules, regulations and bye-laws shall be vested in the Executive Council, subject to the resolutions passed by the General Council from time to time.

A. Executive Council:

The Executive Council of the Jump Rope Federation of India shall be composed of (i) President, (ii) Senior Vice-President (iii) Four Vice-President, (iv) Secretary, (v) Four Joint Secretary, (vi) Technical Director (vii) Treasurer and (viii) Six Members.

B. Office bearers:

◆ President	- 1 (one)
◆ Secretary	- 1 (one)
◆ Treasurer	- 1 (one)

The three office-bearers of the FEDERATION shall not be eligible to be office-bearers simultaneously of any other National Sports Federation except in the case of other multi-sport organizations.

C. Election:

- i. Election shall be held once in four years at the General Council Meeting to elect the Executive Council.
- ii. Elections can also be held before due date.
- iii. The FEDERATION shall appoint a Returning Officer to conduct the election.
- iv. The election schedule and norms are as follows:
 1. Day 1 – States will nominate their representatives authorized by their President and Secretary. The President / Secretary of federation shall prepare the list of the authorized representative of Member state of United Territories / Boards/ Institution / Form 1.
 2. Day 2 – circulate a copy of a list prepared & Publish on website, the Electoral College including representatives of States, Honorary and Life Members.

<i>President</i>	<i>Secretary</i>	<i>Treasurer</i>
------------------	------------------	------------------

3. Day 3 – Day 5 (11am – 1pm) – (a) Submission of nomination papers by the candidates in person in Form 2.

(b) The nomination has to be proposed and seconded by persons in the Electoral College. No person shall be eligible to nominate more than one candidate for the same post and if he/ she does so, then the nomination paper submitted second shall be considered as cancelled. No person shall be permitted to withdraw his/ her name as proposer/ seconder, once the nomination paper subscribed by him/ her is received by the Returning Officer.

(c) No member shall be qualified to file nomination for any post of the FEDERATION if he/ she is proven guilty in an offence as below or a legal case is pending against that person where the charges have been framed by any Court in India, in respect of an offence which is of serious nature under the Indian Penal Code / Prevention of Corruption Act or relevant legal Acts, in which there is punishment of imprisonment of more than 2 years.

4. Day 7 – Returning Officer publish the full list of nominations receive him, post wise, in Form 3; and publish the same in a conspicuous place in his office.

5. Day 8 – Returning Officer scrutinizes the nominations and publishes the list of valid nominations Form 4. If any objection has to be raised, it has to be done during the process of scrutiny and before the list is published by the Returning Officer.

6. Day 8 – Day 10 (11am – 1pm) – Withdrawal of nominations, which may be done in person or through authorised representative in Form 5. Withdrawal of nomination shall be final and considered as cancellation.

7. Day 11 – Publish the list of contesting candidates in Form 6 names listed in alphabetical order in English for each post in conspicuous place in Returning officer 's' office and on Federation's Website.

When the number of contesting candidates for any post is equal to the number of posts to be filled, all such contesting candidates shall be deemed to be duly elected unopposed to those posts, and it shall not be necessary to conduct election for such post.

If the contesting candidates for any post are more than the vacancies to be filled, then election shall be held by secret ballot. The ballot papers for these posts remaining unfilled shall be in Form 7 to Form 13 to be made individually for each post.

8. Day 16 – Election/ Poll shall be held. In case a voter cast more votes than stipulated for a post, the vote for that post shall be cancelled. The Returning Officer shall close the poll after the appointed hour. However, all those voters who are present at the polling station at the appointed closing time shall be entitled to vote even if the poll proceedings have to be continued for more time. The Returning Officer shall take-up the counting of the votes as soon as voting is complete. The counting shall be held post-wise, category wise, in Form 14 where

President

Secretary

Treasurer

applicable The Returning Officer shall declare the results to the Annual General meeting in Form 15 .

- v. In case of a vacancy as stated in V(E)(i), then the vacancy can be filled by means of either V(E)(ii) or V(E)(iii).

D. Tenure of office:

- i. The President can hold office for a maximum period of 12 years with or without break.
- ii. The Secretary and Treasurer can hold office as such consecutively for not more than two terms or 8 years.
- iii. The office bearers have to retire from their post on attaining the age of 70 years.

E. Vacancies:

- i. The office of a member of the Executive Council (including that of an office bearer) shall fall vacant –
 - a. If the State he/ she represents ceases to be a member of the FEDERATION or he/ she ceases to be a member of the State or the FEDERATION.
 - b. If he/ she resigns their office by a notice in writing and his/ her resignation is accepted by the President or Executive Council in the case of President.
 - c. If the member is sanctioned for disciplinary offence.
 - d. By death.
- ii. The Executive Council shall have the power to fill up vacancy by co-option from among representatives to the Executive Council or opt to leave the post vacant in case of a non-office bearer's vacancy and that decision will remain good until the next election.
- iii. If not for the preference of co-option, a meeting of Special General Council may be convened to conduct election and fill the vacancy.
- iv. The tenure of the elected members of the Executive Council who fill vacancies in the interim period shall cease with the scheduled elections that are held every four years.

VI. POWERS, FUNCTIONS & DUTIES

A. General Council:

President

Secretary

Treasurer

- i. To carry into effect the objects of the FEDERATION.
- ii. To elect the office bearers and members of the Executive Council.
- iii. To admit membership of any person/ State for affiliation under the Constitution.
- iv. To take decision regarding continuing/ discontinuing its affiliation with any other organization.
- v. To enforce the penalty or disciplinary action for any violation of the rules and regulations of the society.
- vi. To appoint Auditor to audit the book of accounts of the FEDERATION and certify the balance sheet.
- vii. To adopt the Annual Report, Statement of Accounts and sanction the budget estimates.
- viii. To institute and approve on the schedule of Selections/ Championships and other Jump Rope activities in the State.
- ix. To consider and to approve the amendments of Constitution as and when considered necessary.
- x. To explain and interpret the rules and regulations of the FEDERATION and to take decision on any point if not covered under the Constitution.
- xi. To exercise such other powers and to perform such other duties as are incidental and expedient to carry out the aims and objects of the FEDERATION.

B. Executive Council:

- i. To carry into effect the objects of the FEDERATION.
- ii. To explain, define and interpret the provisions of this Constitution when disputed.
- iii. To conduct the general management and direction of the General Council during the interval between the meetings of the General Council and report all the decisions and actions.
- iv. To consider and approve the Annual Report, Statement of Accounts and sanction the budget estimates before presenting the same to the General Council.
- v. To fill in vacancy/ vacancies in the Executive Council.
- vi. To appoint Commission(s)/ Committee(s) with specific tasks assigned to them as and when needed and also define the duties of the Commission(s)/ Committee(s).
- vii. To co-opt any expert or specialist for specified purpose in the best interest of the sport as and when necessary without any voting rights.

President

Secretary

Treasurer

- viii. To deal with all permanent and temporary appointments as well as dismissal or suspension of office staff(s).
- ix. To collect, procure, accept and receive subscriptions, donations, gifts and endowments and raise funds by adopting all lawful means.
- x. To fix the quantum of admission fee, competition fee, affiliation fee, renewal fee and other contributions.
- xi. To invest the funds of the FEDERATION in such manner as the Executive Council may deem fit.
- xii. To purchase, administer, transfer or sell movable or immovable properties for and on behalf of the FEDERATION.
- xiii. To enter into, vary or carry out and cancel contracts on behalf of the FEDERATION.
- xiv. To nominate the Secretary or any other members (s) to act on behalf with full authority to sign any deed or document.
- xv. To conduct, manage and control coaching camps and approve the selection of athletes and appoint officials to represent the Country in South Asian , Asian & International Championships or other selected International events.
- xvi. To fix the passage money and other expenses necessary for representatives of the FEDERATION to attend meetings or events.
- xvii. To depute Observer(s) to the meetings of the States and competitions organized by them.
- xviii. To form Committee to take disciplinary actions or take disciplinary action in the cases of indiscipline, misconduct or violation of the rules and regulations of the society or other governance policies of the FEDERATION by any individual member, State, athlete, official, staff, volunteer or anyone engaged in the sport/ with the FEDERATION.
- xix. To prepare, modify and implement administrative and financial guidelines for the FEDERATION.
- xx. To do all such acts and things as are incidental and conducive to the doing of the forgoing acts or any of them.

C. President:

- i. To act as the Constitutional and Executive head of the FEDERATION for the execution / implementation of the rules, regulations and bye-laws of the FEDERATION to achieve the aims and objects of the same with the consent of secretary.

President

Secretary

Treasurer

- ii. To preside over all the meetings of the Executive Council and General Council and other FEDERATION meetings, as required.

D. Vice-Presidents:

The Vice-Presidents shall assist the President and shall also perform the duties assigned to them, from time to time by the Executive Council or President or the General Council.

E. Secretary:

- i. The Secretary shall be the Executive Officer of the FEDERATION and shall exercise general control over the matters pertaining to the FEDERATION.
- ii. The Secretary shall be responsible for carrying out all the decisions of the General Council, Executive Council and Committees/ Commissions and shall see that all the rules of the FEDERATION are observed by all the concerned and shall subject to the general control and direction of the Executive Council and the President inter alia.
- iii. Convene all the meetings of the General Council, Executive Council and other Sub Committees/ Commissions and shall keep minutes of all proceeding and resolution of all such meeting correctly recorded in a book specially provided for the purpose and such minutes shall upon question put and votes taken thereon to be signed by the President at the meeting and when signed by him/her shall be conclusive evidence of the correctness of the entry.
- iv. Shall be responsible for carrying out all correspondences in the name of the FEDERATION same as or otherwise directed by the President.
- v. Shall be in-charge of all records and documents (including the register of members, athletes, officials, etc.) as may be necessary for the smooth and efficient working of the FEDERATION.
- vi. Shall have custody and maintain in proper order and condition, all documents, trophies, souvenirs and seals and insignia of the FEDERATION and documents of all moveable and immoveable properties of the FEDERATION and maintain up to date stock book and have annual stock taking made of all such properties.
- vii. Act as a convener of the General Council, Executive Council and Committees of the FEDERATION.
- viii. Conduct all affairs of the FEDERATION according to its rules, regulations and bye -laws.
- ix. Collect or cause to be collected all subscriptions and fees and get in with due diligence all other monies, dues and payable to the FEDERATION.
- x. Ensure that accounts of the FEDERATION have been properly maintained by the Treasurer and are regularly audited.

President

Secretary

Treasurer

- xi. Prepare every year the Annual Report on the working of the FEDERATION and place the same before the General Council after getting it duly approved by the Executive Council.
- xii. He/She can also assign charge of certain duties to any one of the Joint Secretary, if circumstances permit, with the approval of the President.
- xiii. To determine the dates, venue and time of the Executive Council and General Council and any other meetings as deemed fit to fulfil the aims and objects of the FEDERATION.
- xiv. To ensure that the financial position of the FEDERATION is sound and no unauthorised expenditure is included. The Secretary shall be authorised to sanction expenditure up to any limit for any item not included in the budget. The Executive Council should ratify the expenditure such taken.
- xv. In case of emergency, the Secretary will have full power to issue order/ orders, which may subsequently be confirmed by the Executive Council or General Council as the case may be.

F. Joint Secretary:

The Joint Secretary shall assist the Secretary and shall also perform the duties assigned to them, from time to time by the Executive Council or Secretary or the General Council.

G. Treasurer:

- i. The Treasurer shall be in charge of all the funds, finance and accounts of the FEDERATION.
- ii. To prepare and place the budget before the General Council.
- iii. To make all payments of the FEDERATION after the connected bills and vouchers have been duly checked by him/ her and passed for payment by the Secretary.
- iv. To deposit all money as and when received from the Secretary or any other sources in to accounts of the FEDERATION with banks.
- v. To maintain and keep proper books and accounts in respect of all sums of money received and expended by the FEDERATION and its assets and liabilities.
- vi. To prepare and present the audited statement of accounts of the income and expenditure of the FEDERATION in the meeting of the Executive Council and General Council for approval.
- vii. To perform such duties as may be specially assigned to him/ her by the General Council/ Executive Council.

President

Secretary

Treasurer

H. Representative Nominees:

- i. Two of the Executive Council members as decided by the President or other chosen members as approved by the General Council shall represent the FEDERATION in the Indian Olympic Association. One of the two nominees shall be a woman.
- ii. Two of the Executive Council members as decided by the President or other chosen members as approved by the General Council shall represent the FEDERATION in the National Sports Federation. One of the two nominees shall be a woman.

VII. MEETINGS**A. Annual General Council Meeting:**

- i. The Annual General Meeting of the General Council shall be held every year at a place, date and time to be decided upon by the President or Secretary.
- ii. The agenda of the Annual General Meeting shall also include:
 - a. Confirmation of the minutes of the previous Annual General Meeting and of the Special General Council Meeting, if any.
 - b. Consideration and adoption of the Annual Report on the working of the FEDERATION.
 - c. Election of the Executive Council, Office bearers (if due/ required).
 - d. Consideration and passing of the Audited Statement of Accounts of the year and the budget for the next year.
 - e. Appointment of Auditors and fixing their remuneration.
 - f. Amendment(s) of the constitution (if any).
 - g. Any matters of which due notice has been given or other matters with the permission of the Chair. Any matter affecting the welfare of the FEDERATION, which the President / Secretary may bring or allow to be brought before it. This shall include discussion about development activities and analysis of programmes and policies of the FEDERATION. President/ Secretary can also call meeting on telephonic message.

B. Special General Council Meeting:

Special General Council Meetings may be summoned at any time by the Secretary with permission of minimum five members of the Executive Council. The Agenda should be mentioned in the notice of the Meeting and no member shall discuss any subject other than that of which the Meeting is convened.

C. Executive Council Meetings:

- i. Executive Council Meetings shall be held anytime with due notice period.

President

Secretary

Treasurer

- ii. The Secretary with permission of the President may call Executive Council Meetings if and when needed and will be called as the Special Executive Council Meetings.
- iii. President with the consent from secretary can also call an Emergent Executive Council Meeting, in emergent situations.

D. Notice & Quorum for Meetings:

- i. In convening meetings, the notice period and the quorum as given hereunder shall be observed:

Meeting	Notice Period	Quorum
i. Annual General Council Meeting	15 clear Days	One third of representatives entitled to vote
ii. Special General Council Meeting	10 clear days	
ii. Emergent General Council Meeting	5 clear days	
iii. Executive Council Meeting	10 clear days	One third of representatives entitled to vote
iv. Special Executive Council Meeting	5 clear days	
v. Emergent Executive Council Meeting	2 clear days	4 representatives
vi. Sub-Committee/ Commission Meetings	3 clear days	3 representatives

- ii. On any issue of very urgent nature and under special circumstances when a meeting of the Executive Council cannot be convened, the Secretary with permission of the President may obtain the approval of the members of the Executive Council by circulation and act accordingly, provided the majority members favour the proposal so circulated. But such cases must be placed at the next meeting of the Executive Council for formal ratification and record.

E. Voting:

- i. The State duly affiliated, as a member unit according to the Rules and Regulations of the FEDERATION shall have two votes in the General Council.

F. Appeals:

- i. An appeal shall lie with the General Council on all decisions of the Executive Council.
- ii. The Executive Council shall have the power to entertain appeals over the actions taken by the States and decide on them.
- iii. All appeals shall be made within 30 days from the date of the service of the proceedings to the delinquent.

President

Secretary

Treasurer

VIII. FINANCES

A. Source of Income:

The fund of the FEDERATION shall consist of: Affiliation Fee, Renewal Fee, Donations, Aid/ Grants from NSF, Government or semi-government institutions or departments, Sponsorship Fee, Prize money, Athletes Registration Fee, Competition Fee or Interest from banks.

B. Bank Account:

- i. The FEDERATION shall have an account in nationalized or scheduled bank or other banks as approved by the Executive Council.
- ii. The bank account of the FEDERATION shall be operated by the Treasurer with the President and Secretary General jointly or severally as decided by the Executive Council.

C. Audit:

The accounts of the FEDERATION shall be audited at least once a year by an Auditor appointed by the General Council.

IX. SECRECY:

Every office bearer of the FEDERATION, officials, employees, coaches or any other person involved in the working of the FEDERATION shall, before entering upon his/her duties, be deemed to have pledged himself/herself to observe a secrecy respecting crucial matters of the FEDERATION among themselves, with the members of the FEDERATION, the public and the press and, thereby pledge himself/ herself not to reveal any of the matters that may come to his/ her knowledge in the discharge of his/her duties except when required to do so by the Executive Council.

X. MISCELLANEOUS

The FEDERATION may sue or be sued in the name of the Secretary. A lawsuit can only be filed at the place of headquarters of the FEDERATION.

XI. AMENDMENTS OF MEMORANDUM, RULES & BYE-LAWS

Whenever it shall deem fit for the Executive Council that it is advisable to alter, extend, abridge or amend the Rules, it may submit the proposition to all members and units in writing and may convene a Special General Council Meeting for the consideration thereof according to these Rules. All such propositions shall be carried into effect only when it is passed by a majority of two-third of the representatives present and voting.

President

Secretary

Treasurer

XII. RESIDUARY POWERS

Any matter not provided for in these Rules shall be dealt with the General Council.

XIII. DISSOLUTION

The FEDERATION shall not be dissolved unless its dissolution is decided by a resolution passed at a Special General Council Meeting convened specially for the purpose by a clear majority of three fourth of the members on its rolls and eligible to vote. Any property whatsoever that remains after the clearance of debts and liabilities following such dissolution shall be handed over to the National Sports Federation or any other Society with the same objective on such terms and conditions as may be mutually agreed upon. Society registered Under act 13,14 of Society Registration Act by 3/5 Member of General Board votes.

- c. It shall be under Society Registration Act 21, 1860
 - a. After Splitting up the money to all liable persons, the left money shall not be given to any member, instead money will be given to any other Society running with same motto at Jharkhand/ Society registered Under act 13,14 of Society Registration Act by 3/5 Member of General Board votes.
 - b. It shall be under Society Registration Act 21, 1860