

# ISF STATUTES



**10th December 2005**

## Chapter 1 - **GENERAL REGULATIONS**

### **Article 1** *Definition*

The name of the federation shall be the International Shuttlecock Federation. The abbreviated form of its name shall be ISF.

### **Article 2** *Nature*

The ISF shall be composed of shuttlecock organizations from countries and regions all over the world. The ISF is a non-profitable international non-governmental organization.

### **Article 3** *Headquarters*

The Headquarters of The ISF is located in Beijing, China.

### **Article 4** *Objects*

The objects for which the ISF is established are:

- 1.To promote and popularize the shuttlecock internationally and to push those countries and regions without shuttlecock sport to develop this sport and to establish shuttlecock association.
- 2.To formulate and perfect competition rules and to ensure the proper use of these rules in the international competitions.
- 3.To conduct international coaches' and judges' training courses.
- 4.To hold and assist the countries and regions concerned to hold all international shuttlecock competitions and meetings.
- 5.To create favorable conditions so as to join the World Games.

### **Article 5** *Language*

The official languages of the ISF are Chinese and English.

## Chapter 2 - **MEMBERSHIP**

### **Article 6** *Eligibility*

- 1.The ISF shall consist of Full and Associate members.
- 2.All founding members of the ISF shall automatically become Full Members.
- 3.Any national or regional association which has been recognized as the governing body of the sport of shuttlecock within its country or region by the overall governing body of sport, if any, of that country or region and whose statutes are not inconsistent with those of the ISF may apply to the ISF to be a Full Member.
- 4.Those sport association without the above mentioned recognition may apply to the ISF to be an Associate Member.
- 5.There shall be only one member of the ISF from each country or region.

### **Article 7** *Application*

The process of application for membership of the ISF is:

1. To submit to the ISF an application for membership in writing accompanied by the Statutes and leading structure of the applying association.
2. To be passed by a majority of the Executive Committee of the ISF and to be approved by the General Assembly.
3. To pay affiliation fee and membership fee.
4. The Secretary General shall enter the name and address of each member in the Registration of Members upon its approval of admission to membership of the ISF.
5. No application for membership from any association previously refused shall be considered until after the expiration of twelve calendar months from the date of such refusal.

### **Article 8** *Rights and Duties*

1. Full members have the right to elect, to be elected and vote while Associate Members have the right to vote.

All members have the right to:

2. To take part in the activities organized by the ISF.
3. To make suggestions and conduct supervision on the work of the ISF.
4. To apply for the membership of the ISF and withdraw from the ISF voluntarily.

### **Article 9** *Obligations*

1. To carry out the decisions of the ISF.
2. To safeguard the legal rights of the ISF.
3. To fulfill all tasks assigned by the ISF as requested.
4. To provide the ISF with information concerning the shuttlecock sport.

### **Article 10** *Subscriptions*

The payment of annual subscriptions by members shall be of such amount and payable from January 1 to March 31 each year and in such manner as the ISF may from time to time prescribe.

### **Article 11** *Suspension and Termination for Non-Payment of Subscriptions*

1. A member whose subscription has not been paid within three months of its due date shall be suspended from membership automatically for so long as its subscription continues in arrears.
2. A member whose subscription has not been paid within one year of its due date shall cease automatically to be a member of the ISF and the Secretary General shall give notice to the member concerned .
3. The Executive Committee shall have the power to reinstate any members whose membership has been terminated under the provisions of this Article upon payment of the arrears of subscriptions.

**Article 12** *Consequences of Suspension and Termination*

1. During the continuance of any period of suspension of membership, a member shall be prohibited from enjoying the rights and privileges of membership of the ISF and from entering any of its members in any shuttlecock competition organized by the ISF.

2. The Secretary General shall as soon as practicable after termination of a member's membership remove the former member's name from the Register of Members and notify the former member in writing of its removal.

3. If a member infringes seriously the Statutes of the ISF, the Executive Committee may expel that member by a majority of two-thirds of the Executive Committee members.

## **CHAPTER 3 - GENERAL ASSEMBLY**

**Article 14** The General Assembly shall be the supreme authority of ISF, whose activities shall be subject to its control.

**Article 15** The General Assembly shall consist of delegates of full members and associate members accredited to the Executive Committee.

The President of the ISF shall preside or failing him, the Vice President appointed by the President shall preside over the General Assembly.

**Article 16** *Delegates*

1. Each full member or associate member shall have the right to appoint a maximum of two delegates and shall be entitled to one vote at the assembly.

2. Full member or associate member may at any time change its delegates, but they must be a citizen of the country or region of the member.

**Article 17** *Ordinary General Assembly*

The Ordinary General Assembly shall meet every two years, preferably at a time and place at which an international competition is to be held.

**Article 18** *Extraordinary General Assembly*

Delegates shall meet as an Extraordinary General Assembly when the Ordinary General Assembly or the Executive Committee shall so decide or when at least one-third of the Full and Associate members submit a demand in writing to the Executive Committee giving reasons therefore.

**Article 19** *Convening Notice*

The Executive Committee shall send out a convening notice at least three months before the date of the General Assembly. The convening notice shall set out the agenda. If necessary, the accounts, the financial report, the budget and any observations on items for discussion shall be added to the convening notice.

**Article 20** *Individual Proposals*

A Full or Associate member may submit proposals in writing to the Executive Committee for consideration at the next General Assembly at least 60 days before the date of the next General Assembly.

Should an urgent matter arise, the matter which is not included in the agenda may be discussed, provided it is supported by a majority of votes of two-thirds of the members represented.

**Article 21** *Alterations to the Statutes, Rules of Competition and Regulations*

1.The Statutes, Rules of Competition and Regulations of the Championships shall only be altered at the General Assembly.

2.Alterations shall be carried only if they obtain two-thirds of the votes of the members represented.

**Article 22** *Appeals*

Appeal against decisions taken by the Executive Committee shall be submitted to the Secretary General of the ISF at least 15 days before the date of the General Assembly.

**Article 23** *Quorum*

The quorum shall be half of the total number of the members. If within half an hour from the time appointed for the meeting a quorum be not present, the meeting shall be dissolved.

**Article 24** *Voting*

At any General Assembly, a resolution put to the vote of the meeting shall be decided by a show of hands unless a secret ballot is demanded by the chairman of the meeting or by at least one-third of the members present and voting.

**Article 25** In case of an equality of votes, a second voting shall be conducted. In case of another equality, in addition to his or her own vote, the chairman of the meeting shall have a second or casting vote.

## **CHAPTER 4 - *Sub-committees***

**Article 26** *Executive Committee*

**1.The ISF shall be managed by an Executive Committee consisting of 1 President, 3 Vice Presidents, 1 Secretary General & Treasurer, 2 Deputy Secretary Generals and 4 Executive Committee Members.**

2.The members of the Executive Committee shall be elected for four years by the General Assembly. They are eligible for re-election.

3.The Executive Committee shall meet at least every other year. The Secretary General shall send to every member of the Executive Committee notice of each

meeting at least 60 days before it is due to be held.

4.The President shall preside or in his absence the Vice President appointed by the President shall preside over all meetings of the Executive Committee.

5.Six members shall constitute a quorum at meetings of the Executive Committee. Voting on motions at all meetings of the Executive Committee shall only require a simple majority of those present and voting. The Chairman shall have a second or casting vote in case of an equality of votes.

6.Voting on motions at meetings of the Executive Committee shall be by a show of hands.

7.Should the Executive Committee fail in meeting, a resolution in writing which has been circulated to all members of the Executive Committee and which is signed by at least 6 members hereof indicating that they are in favor of the resolution shall be valid and effectual.

8.Powers and Duties of the Executive Committee

(1)To ensure the representation of the ISF by its President or by one of its members.

(2)To prepare and issue convening notices of the General Assembly.

(3)To carry out resolutions of the General Assembly and to formulate policy recommendations for consideration of the General Assembly.

(4)To be responsible for the administration and financial management of the ISF.

(5)To appoint and dismiss such members of Sub-committees.

(6)To appoint any person as an Honorary President, Honorary Vice President of the ISF if it deems necessary.

(7)To draw up competition by-laws under the Competition Rules.

(8)To interpret and give rulings on appeals or disputes regarding the provisions of the Competition Rules and Regulations. There shall be no appeal against any such interpretation or decision.

(9)To impose any necessary penalties against members, officials or competitors who during an international competition are guilty of infringement of the spirit of sports.

(10)To formulate and implement regulations regarding the administration of the ISF and organization, development, management, control and sponsorship of the international shuttlecock competitions, and to be entitled to alter, revise and withdraw those regulations.

### **Article 27** *Sub-committees*

**Three Sub-committees shall be established under the Executive Committee: Competition Committee, Technical Committee and Marketing & Publicity Committee.**

1.The President, Vice Presidents, Secretary General and Deputy Executive Secretary General shall be ex-officio members of all sub-committees.

2.Voting on motions at all meetings of sub-committees shall be by a show of hands and shall only require a simple majority of all members of the sub-committees present and voting. The chairman of the meeting shall have a second or casting vote in case of an equality of votes.

3.All Sub-committees shall cause minutes to be made of all proceedings and resolutions at their meetings and shall furnish copies of all such minutes to the Secretary General.

## **CHAPTER 5 - DUTIES OF EXECUTIVE OFFICERS**

### **Article 28** *Duties of the President*

- 1.To represent the ISF in international and other institutions as decided by the Executive Committee.
- 2.To preside over the Executive Committee meeting and the General Assembly.
- 3.To approve resolutions of the meetings and General Assembly as well as to approve expenses of the ISF as endorsed by the Executive Committee.
- 4.To sign all agreements and contracts commissioned by the ISF in accordance with the decision of the Executive Committee.

### **Article 29** *Duties of the Vice Presidents*

To assist the President to fulfill his or her duties and to carry out the duties of the President in his or her absence.

### **Article 30** *Duties of the Secretary General*

- 1.To be responsible for the daily work of the ISF.
- 2.To assist other members of the Executive Committee in fulfilling their duties.
- 3.To organize the meetings of the Executive Committee, General Assembly as well as sub-committees.
- 4.To ensure that a proper record is made of the proceedings of the Executive Committee meetings and the General Assembly. In particular he shall cause minutes to be made of:
  - (1)the names of the members of the ISF present at each General Assembly and the those of the members of the Executive Committee present at each meeting of the Executive Committee.
  - (2)all resolutions and proceedings at each meeting of the Executive Committee and at each General Assembly.
  - (3)all elections and appointments of Executive officers and all appointments of chairmen of Sub-committees.

### **Article 31** *Duties of Executive Deputy Secretary General*

To assist the Secretary General in fulfilling his or her duties and to undertake all tasks assigned by the Executive Committee.

### **Article 32** *Duties of Treasurer*

The Treasurer shall be responsible for supervising the collection of revenue and settlement of the debts of the ISF and for maintaining the accounts and funds of the ISF and shall cause audited accounts to be published as directed by the Executive

Committee.

**Article 33** The Executive Committee shall make regulations regarding the use and affixing of the Seal of the ISF. Until such regulations are made all instruments, writings or documents requiring the Seal of the ISF to be affixed thereto shall be signed by any two of the President, Vice Presidents, Secretary General and Treasurer.

## **CHAPTER 6 - FINANCE**

### **Article 34** *Income*

1. Income of the ISF shall be from the annual subscriptions from members, commercial sponsorship, fines and donation.
2. The fiscal year of the ISF is from January 1 to December 31.
3. Members of the ISF shall pay an annual subscriptions, the amount of which shall be fixed by the General Assembly. The subscription shall be payable not later than March 31 in each year.
4. The host country of the competition or championships sanctioned by the ISF shall render certain percentage of income generated from the sanctioned event to the ISF and the percentage shall be decided by the General Assembly.

### **Article 35** *Bank Accounts*

The bank accounts of the ISF shall be in the domicile country of the Treasurer.

**Article 36** An auditor shall be appointed by the General Assembly for a two-year term. His or her responsibilities are to audit accounts and inventory of the ISF.

## **CHAPTER 7 - COMPETITIONS**

**Article 37** The ISF shall organize a World Shuttlecock Championships every two years. The date and place of the competition shall be decided by the General Assembly.

**Article 38** For other international or regional competitions, progress report shall be furnished to the Secretariat of the ISF.

## **CHAPTER 8- DISSOLUTION**

**Article 39** The dissolution of the ISF shall be valid if carried by four-fifths of the votes of members present at an General Assembly. Furthermore, a quorum of

two-thirds of the members is required for the General Assembly.

**Article 40** *Assets*

If the motion for dissolution is carried, the Executive Committee shall be entitled to realize the assets of the ISF that shall be divided equally between the Full members and Associate members constituting the ISF at the time the vote is taken.