



STATUTES

INTERNATIONAL
CARROM
FEDERATION

MARCH 2015

ARTICLE 1

NAME, LEGAL STATUS AND HEADQUARTERS

- 1.1 The International Carrom Federation, hereinafter referred as ICF founded in 1988, with its current headquarters in Zurich, Switzerland is organised as a non- profit association described in Art. 60 of the Swiss Civil Code.
- 1.2 The ICF is established for an indefinite period with legal status as an association under the Laws of Switzerland.
- 1.3 The ICF will exist for an unlimited period. However, it may be dissolved at any time according to the conventions laid down in Article 18 of the present Statutes.
- 1.4 The Statutes, Name and logo (below) of the ICF are legally registered at Federal Commercial Registry Office, Zurich, Switzerland. The name and logo of the ICF are as below.

Name: **International Carrom Federation**

Logo:



- 1.4 The ICF Motto is Carrom for All, All for Carrom.
- 1.5 The ICF flag



- 1.6 The official colors of ICF are Blue and Yellow.
- 1.7 The headquarters of ICF shall be in the country in which the Secretary General resides, until such time ICF has its own premises or by a resolution to move the headquarters based on a two-thirds majority of those members present and entitled to vote in a congress.

ARTICLE 2

OFFICIAL LANGUAGE

- 2.1 The official language of the ICF shall be English. English is the official language for minutes, correspondence and announcements.
- 2.2 The use of other language(s) by a delegate is authorized at meetings subject to the provision of interpretation into English being provided by the delegate at their own cost and that notice is given to the Chair of the meeting in advance.
- 2.3 The Statutes, Regulations governing the application of the Statutes, the Standing Orders of the Congress, decisions and announcements of the ICF shall be published in the official language.

ARTICLE 3

PURPOSES AND OBJECTIVES

- 3.1 The key focus of the ICF is the governance and administration of Carrom worldwide. The ICF shall lead, develop and promote Carrom around the world.
- 3.2 The Purposes and Objectives of the ICF shall be to:
 - 3.2.1 Publish and promote the Statutes and Principles. The ICF shall ensure its business is transacted pursuant to the Statutes and Regulations
 - 3.2.2 Control the game from an international perspective by compiling and enforcing rules and regulations governing Carrom and to ensure in all competitions, whether sanctioned by the ICF, or a Member, that such rules and regulations shall be applied in accordance with their terms. The ICF can also support and encourage carrom played under different rules
 - 3.2.3 Promote and enhance the popularity of Carrom worldwide;
 - 3.2.4 To strive to ensure that no gender, race, religious, political or other kind of unfair discrimination exists, continues to exist, or is allowed to develop in Carrom in any form, and that all may participate in Carrom regardless of their gender, race, religious or political views or any other irrelevant factor;
 - 3.2.5 Support the formation of new Members, strengthen the bonds between Members and resolve disputes between Members and within Members;
 - 3.2.6 Eliminate unfair and unsporting practices such as match fixing, match corruption, irregular and illegal betting and the use of drugs to enhance performance;
 - 3.2.7 Organise, conduct and present World Carrom events to world class standards and ensure other international events meet the appropriate international standards;

- 3.2.8 Develop new sources of revenue to manage the sport through a systematic planning process for the sustainable development of the ICF;
- 3.2.9 Issue Statutes, Regulations and Official Rules of the Game to regulate the relations between its members as well as subsidiaries, international associations, organisations and institutions;
- 3.2.10 Develop links with other International Federations, National Governments, Inter-Governmental Organisations and International and National Non-Governmental Organisations in order to promote the interests of sport in general, and Carrom in particular, at all levels throughout the world.;
- 3.2.11 Seek continual improvement in the technical standard of Carrom and in the extent of participation in the sport throughout the world;
- 3.2.12 Encourage and support the promotion of women in sport at all levels and to ensure significant representation of women in ICF committees, commissions and working groups;
- 3.2.13 Uphold these Principles, Purposes and Objectives, taking such measures as may be necessary for advancing the interests of Carrom from an international perspective.

ARTICLE 4

PRINCIPLES

The ICF and its Members, through their membership, are committed to these principles for the sport and the ICF itself.

4.1 Sports for All

- 4.1.1 Carrom is a sport for people of all ages and people of all abilities - recreational, competitive and elite world class.

4.2 Fair Play

- 4.2.1 The ICF and its Members shall take all reasonable care to ensure competitions and those participating in events respect “fair play”. The ICF promotes the highest degree of sportsmanship and integrity among the players, officials and administrators.
- 4.2.2 Players at all levels must be able to participate in Carrom which is free of drugs, violence, discrimination, technical manipulation, cheating and any form of exploitation in an attempt to win or to manipulate the outcome of a match.
- 4.2.3 Any kind of corruption, bribery or undue influence, including receiving or accepting any kind of undue advantage or gifts shall be subject to sanctions pursuant to the Regulations concerning Penalties and Fines and the Legal Provisions.

4.3 Harassment Free Sport

- 4.3.1 All those working and participating in Carrom including players, coaches, technical officials and administrators have a right to compete, work and participate in a harassment free environment.
- 4.3.2 The ICF shall use its Code of Ethics to ensure there are no forms of harassment whether that be physical, psychological or other forms of harassment.

4.4 Equal Opportunity

- 4.4.1 Carrom should strive to have equal representation of men and women on the field of play.
- 4.4.2 The ICF supports the active participation of women in Carrom at all levels and the representation of both men and women in the affairs of the ICF beyond the field of play.

4.5 Environmental Responsibility

- 4.5.1 The ICF shall take a responsible approach to safeguarding the environment and managing resources through its practices in hosting events and in managing its operations.
- 4.5.2 The ICF shall ensure that all the playing equipments proposed should cause least possible harm to the environment.

4.6 Non Discrimination and Ethics

- 4.6.1 The ICF shall not allow discrimination of any kind against a country, private person or groups of people on the grounds of racial origin, gender, language, religion or politics to effect its decisions or actions.
- 4.6.2 Anyone who deals with the ICF and / or shares in its activities in any capacity, notably organisers of official ICF events (competitions, Congresses, conventions, training seminars, etc.) shall be compelled to make a declaration to that effect before the ICF allocates the event.

ARTICLE 5

AUTONOMY

- 5.1 The autonomy of international sport is a fundamental principle and the ICF will take appropriate measures to preserve the autonomy of International Carrom.
- 5.2 The ICF shall allow Members complete autonomy in their own territory. It will have no part in purely national issues unless such issues affect the international image or the status of the sport in any way. When the autonomy of a Member is being compromised, the ICF shall take any appropriate measures.
- 5.3 Members must manage their internal affairs with total independence and ensure that no third party interferes in their operations.
- 5.4 Members must remain autonomous and resist political, religious and financial pressure which may infringe their commitment to conform to the ICF's Statutes.
- 5.5 Any external form of interference or attempt shall be reported to the ICF.
- 5.6 Members' constitution must make provision for an election or internal appointment system that ensures independence of the Member.
- 5.7 The Executive Committee and or the Congress may take appropriate action against any Member(s) not in compliance with Article 5 or derogate from those principles.

ARTICLE 6

MEMBERSHIP

6.1 Composition

- 6.1.1 The ICF is composed of the following members;
 - a) Full Members
 - b) Associate Members
 - c) Honorary Members

6.2 Admission to Membership

- 6.2.1 The Congress alone shall grant membership for all applicants. The Executive Committee shall propose membership for all member applicants to the congress.

- 6.2.2 Application for Membership to the ICF by a national governing body shall be submitted in writing to the Secretary General who shall place the matter on the agenda for the next Executive Committee meeting. The application for Membership must include the following information:
- a) The national governing body's official address and contact details;
 - b) A copy of its current statutes and by-laws, which are in compliance with the ICF Statutes, Rules and Regulations;
 - c) A list of its principal officers;
 - d) Its active membership (i.e. clubs, athletes, coaches, officials);
 - e) a formal undertaking to observe and abide by the Statutes, Rules and Regulations;
 - f) A report on past and current Carrom activities.
- 6.2.3 All applications for membership must be submitted by a form endorsed by the Executive Committee.
- 6.2.4 Only one entity per country shall be entitled to ICF membership representing the Nation.

6.3 Full Members

- 6.3.1 Full membership of the ICF can only be granted to the national Carrom federation or association which satisfies the following criteria:
- a) Be a legally registered body and/or can satisfy the ICF that it has the legal and administrative ability to administer the sport to an acceptable standard.
 - b) Must have a Statutes that is consistent with that of the ICF and its principles, purposes and objectives, and provide a copy to the ICF for its records.
 - c) Must have an Independent management elected or appointed by their members and guarantees that their own affairs are not influenced by any third parties.
- 6.3.2 In this context, the term "Country" shall refer to an independent state which has its National Olympic Committee (NOC) recognised by the International Olympic Committee.
- 6.3.3 National Federations applying for membership in the ICF should comply with standard Statutes formulated by the ICF for all National Federations. They should submit their application to the ICF before the next Congress. In case of any change to these statutes, the National Federation must communicate them to the ICF for assessment before submitting them to the National Federation's Congress. The National Federation should also comply with the ICF Regulations.
- 6.3.4 Upon examining the application material and consulting with the Continental Confederation concerned, the Executive Committee may grant provisional admission to membership. The next Congress shall decide on definite membership.
- 6.3.5 Candidates for membership may not be present during the vote.

- 6.3.6 After membership is awarded, the member concerned shall have its name under the ICF Full members list. The list will be circulated to all members by the Secretary General or any person authorized by the Executive Committee as soon as the list is updated.
- 6.3.7 Immediately after membership is awarded, the federation concerned shall have a Congress seat and the right to vote.
- 6.3.8 The newly admitted National Federation must pay the membership fee within 30 days of admission, the membership fee for the current calendar year if due as laid down in the Financial Regulations. Failure to do so shall result in the application of the Regulations concerning Penalties and Fines.
- 6.3.9 National Federations or Associations must recognise the ICF Statutes and Regulations as well as decisions made by its bodies. They must pass this obligation on to their members and require their members to pass it on in turn to the rest of the Carrom stakeholders in their National Federations or Associations.
- 6.3.10 The Executive Committee shall request the Congress either to admit or not to admit a federation. The Federation may state reasons for its application to the Congress.
- 6.3.11 Clubs which are part of an ICF Member Federation shall not join ICF or another ICF Member Federation or association without their former federation's or association's explicit consent.
- 6.3.12 Member Federations or Associations have the following obligations:
- a) Full compliance with the Statutes, Regulations, directives and decisions of the ICF bodies at any time.
 - b) Participation in and completion of competitions under the auspices of the ICF if qualified and shall not boycott officially scheduled ICF competitions or refuse referees, officials, players, teams or technical delegates for any reason
 - c) Settling membership fees and other dues as per the financial regulations;
 - d) Ensuring that their own members comply with the Statutes, Regulations, directives and decisions of the ICF bodies;
 - e) Observance with the Rules of the Game;
 - f) Full compliance with all other duties arising from these Statutes and other Regulations.
- 6.3.13 All Members shall be required to submit to the ICF, within the first four months of each year, an annual report which shall include the following information:
- a) The Member's address, telephone, fax, e-mail, etc.;
 - b) A list of principal officers;
 - c) Major championships and competitions held during the year;

- d) Coaching camps, test matches and other development activities held during the year;
- e) National records at the close of the preceding year;

6.3.14 Violation of the above-mentioned obligations by any Member Federation shall lead to Sanctions provided for in the ICF Regulations concerning Penalties and Fines.

6.4 Associate Members

6.4.1 An Associate membership of the ICF can only be granted to a club or an institution, which is trying to form a National Carrom Federation or Association in a territory where there is no full membership recognised by the ICF.

6.4.2 An Associate Member shall give all practical support to the formation of a National Federation or Association (or corresponding organisation) for the country in which it is situated.

6.4.3 Such an Associate Membership shall lapse automatically when a properly constituted national association is admitted to Full membership.

6.4.4 The term of Associate Membership shall not extend more than five years beyond the original affiliation unless a longer term is approved by congress upon written request.

6.4.5 After membership is awarded, the member concerned shall have its name under the ICF Associate members list. The list will be circulated to all members by the Secretary General or any person authorized by the Executive Committee as soon as the list is updated.

6.4.6 A Congress seat and voting right in ICF sessions is applicable to any Associate Member by a motion passed with absolute majority in a congress.

6.4.7 Associate members who have been granted a Congress seat can nominate for Executive Committee posts

6.4.8 The Congress may at any time stop recognising a particular body as an Associate Member if the member acts against the ICF, its Statutes or its principles, purposes or objectives.

6.6 Honorary Members

- 6.6.1 Honorary Members are those who have served the ICF for more than 8 (eight) years as an Executive Committee Member, who by the recommendation of the Executive Board have been elected by a Congress.
- 6.6.2 Honorary members include patrons, honorary presidents, and any member of the Executive Committee
- 6.6.3 Honorary Members can take part in the Congresses as observers.
- 6.6.4 Any full member can delegate its business to an honorary member who can represent in Congresses as well as any ordinary meeting for the members.
- 6.6.5 Honorary Members do not have the right to vote in any ICF meeting.
- 6.6.6 Honorary Members are elected for life. However, the Congress has the right to remove the membership at any time.

6.7 Subscriptions

- 6.7.1 All ICF members shall pay their annual subscription in US Dollars or the equivalent in Euros or in equivalent to the currency accepted by the Executive Committee.
- 6.7.2 Annual Subscriptions for members are accordingly:
 - a) Full members :- US\$ 150.00 (One Hundred Fifty)
 - b) Associate members:- US\$ 50.00 (Fifty)
 - c) Honorary members:- FREE
- 6.7.3 The first subscription shall be paid with the application for membership and subsequent subscriptions shall be due on 1st January of each year.
- 6.7.4 A member shall be in arrears if its subscription has not been paid by 31st December of the year in which it is due.

6.8 Resignation

- 6.8.1 A member wishing to resign from the ICF shall give notice in writing to the Secretariat.
- 6.8.2 The resignation may take effect at any time from the receipt of such notice until the 31st December of the same year but the member shall be liable for the subscription due for that year.

6.9 Suspension and Other Sanctions

- 6.9.1 The Congress is responsible for suspending a Member. The Executive Committee may, however, suspend a Member that seriously violates its obligations as a Member with immediate effect. The suspension shall last until the next Congress, unless the Executive Committee has lifted it in the meantime.
- 6.9.2 A suspension shall be confirmed at the next Congress by an absolute majority of the Members present and eligible to vote. If it is not confirmed, the suspension is automatically lifted.
- 6.9.3 A suspended Member shall lose its membership rights. Other Members may not entertain sporting contact with a suspended Member. The Ethics Commission may impose further sanctions.
- 6.9.4 Members which do not participate in at least one of all ICF sanctioned competitions over a period of four consecutive years shall be suspended from voting at the Congress until they have fulfilled their obligations in this respect.
- 6.9.5 Under exceptional circumstances, the Executive bodies of Member Association can be removed from office by the Executive Committee of the ICF, and replaced by an Interim Commission for a specific period of time.
- 6.9.6 The Executive Committee shall have the following powers under the Article 6.9:
- a) To suspend a Member from Membership for a fixed period or until a specified set of circumstances changes or ceases to exist;
 - b) To reinstate a Member who has been suspended under (a) above, before the end of the fixed period or before the set of circumstances specified has changed or ceased to exist;
 - c) To withhold grants or subsidies from a Member;
 - d) To issue fines against a Member;
 - e) To remove or deny accreditation to officers or other representatives of a Member;
 - f) To impose any other sanction it may deem to be appropriate.
- 6.9.7 The Executive Committee may exercise its suspense powers under Clause 6.9.6 only if:
- a) A Member has failed to pay the subscription for the preceding year by the 31st of December of that year;
 - b) In the opinion of the Congress, the Member is in breach of the Statutes or any one or more of the Rules;
 - c) The conduct of the Member, or the Government of the Country or Territory that the Member represents breaches, or remains in breach of, the Objects of the ICF;
 - d) The Executive Committee considers that the Member does not fulfill the requirements of eligibility for Membership.

- 6.9.8 A Member who has been suspended by the Executive Committee under Clause 6.9.1(a) shall automatically cease:
- a) At the end of the fixed period, or
 - b) Once, in the absolute majority of Executive Committee, the set of circumstances specified has changed or ceases to exist.
- 6.9.9 Before the Executive Committee may exercise its powers under Clause 6.9.7 the Member must have been sent a notice in writing of the grounds for suspension or any other sanction and must have been given a reasonable opportunity to be heard on the matter.
- 6.9.10 Any hearing under Article 14.9 shall take place before a three person panel appointed by the Executive Committee no later than 30 days following the date of service of the above notice on the Member.
- 6.9.11 The panel shall report in writing to the Executive Committee at its next meeting and the Council shall decide whether or not to suspend the Member on the basis of the findings in the panel's report. The Executive Committee's decision shall be communicated to the Member in writing.
- 6.9.12 A decision of the Executive Committee whether to suspend a Member or to issue any other sanction under Clause 6.9.6 shall be subject to Appeals Panel.
- 6.9.13 A member which seriously and persistently fails to maintain the principles or to respect the Statutes and decisions of the ICF may be expelled in a Congress by a majority.
- 6.9.14 The Executive Committee shall immediately inform all members of the suspension or expulsion providing reasons.
- 6.9.15 The member which has been suspended or expelled by ICF may plea to Appeals Panel of the ICF and further to CAS.

6.10 Member Registry

- 6.10.1 Under this statutes, a membership registry should be maintained by the Secretary General. Such a registry should have the following information:
- a) Members Name and the address of their Registry
 - b) Date of Membership
 - c) Type of Membership
 - d) Membership Status

6.11 Partnership

- 6.11.1 A partnership of the ICF can be granted to clubs, organizations and institutions which are formally registered in a country which engages in the development and promotion of the game and which adheres to the Statutes of the ICF.
- 6.11.2 The term of partnership shall not extend more than two years beyond the original agreement unless a longer term is approved by congress upon written request.
- 6.11.3 After partnership is awarded, the partner concerned shall have its name under the ICF partners list. The list will be circulated to all members and partners by the Secretary General or any person authorized by the Executive Committee as soon as the list is updated.
- 6.11.4 A Congress seat and voting right in ICF sessions is not applicable to any partner.
- 6.11.5 The Executive Board may at any time stop recognising a particular body as partner if such partner acts against the ICF, its Statutes or its principles, purposes or objectives.

ARTICLE 7

CONTINENTAL CONFEDERATIONS

7.1 General Provisions

- 7.1.1 A Continental Confederation is a group of National Federations that belong to the same continent or same geographic region and which is recognised by the ICF.
- 7.1.2 The ICF has endorsed the formation of Continental Confederations for Africa, Asia, Europe, Oceania and the America, in accordance with the division recognised by the International Olympic Committee.
- 7.1.3 The Continental Confederations shall promote and regulate Carrom affiliated organisations of the ICF and will be supported and encouraged in that process by the ICF who shall cooperate with them in all matters.
- 7.1.4 The strategies and policies of the Continental Confederations are required to fulfill the objectives of the ICF.
- 7.1.5 The Continental Confederation's Statutes, general principles and rules must conform to those of the ICF.
- 7.1.6 Each Continental Confederation shall provide the Executive Committee with a copy of its Statutes and with details of any subsequent changes not later than one calendar month after the meeting at which they are made.

- 7.1.7 On election as a member, each Member or Associate Member also automatically becomes a member of the ICF's Continental Confederation which corresponds "geographically" to the member's Olympic continental organization.
- 7.1.8 With the acceptance of the parties concerned, an Annual General Meeting has power to vary the Continental Confederation to which a Member belongs.
- 7.1.9 Parts of a Member which lie wholly within a Continental area other than that in which the Member is situated may, with the permission of the Executive Committee and the consent of their Member, be attached to the Continental Federation in whose area they lie for the purpose of competition and the encouragement of Carrom.
- 7.1.10 Whenever possible, Continental Confederation elections shall be scheduled to precede ICF elections.

7.2 Rights and Duties

The Continental Confederations have the following rights and duties:

- 7.2.1 Recognition of the binding character and compliance with the Statutes, Regulations, and decisions of the ICF in their activities and their enforcement;
- 7.2.2 Cooperating with the ICF concerning international competitions and Carrom generally;
- 7.2.3 Holding their own continental championships and cup competitions;
- 7.2.4 Holding their own international competitions, particularly for elite players, children and youth and in compliance with the international event calendar
- 7.2.5 Drawing up their own list of umpires as continental umpires with international umpiring certification;
- 7.2.6 Recruiting new Member Federations for the ICF;
- 7.2.7 Electing candidates of the Continental Confederation to the ICF Executive Committee and Commissions;
- 7.2.8 Ensuring that their representatives appointed to the ICF bodies carry out their activities with respect for others, solidarity, recognition and fair play;
- 7.2.9 Constituting commissions which shall cooperate closely with the corresponding ICF Commissions;

- 7.2.10 Making use of every opportunity to promote Carrom in their continent including organisation of training courses, symposia, seminars;
- 7.2.11 Creating all bodies needed to fulfil the duties of a Continental Confederation;
- 7.2.12 Right to put motions to the Congress;
- 7.2.13 Mutually exchanging resolutions and information with the ICF;
- 7.2.14 Organising intercontinental meetings in coordination with the ICF;
- 7.2.15 Harmonising with the ICF regarding all activities.

ARTICLE 8

STRUCTURE OF ICF

- 8.1 The supreme ICF body shall be the Congress. No other body of ICF, or its member(s) or any individual, or any third party cannot overrule or amend any decision taken by the Congress.
- 8.2 The Executive Committee is the executive body of ICF.
- 8.3 The Head Office shall be the ICF's professional executive and administrative body, under the leadership of the Secretary General.
- 8.4 The permanent Commissions and working groups shall be the Executive Committee's Standing Committees.
- 8.5 The Supervisory Body, President and Secretary General shall manage all operational and administrative matters of ICF while treasurer should manage financial matters of ICF.
- 8.6 The supervisory body and the ICF auditors shall audit financial reports and assure the compliance of these reports with Laws and International Accounting Standards.
- 8.7 The ICF adjudicating bodies shall be the ICF's legal authorities.

ARTICLE 9

CONGRESS

9.1 A Congress shall be an Ordinary Congress or an Extraordinary Congress.

9.2 Ordinary Congress

9.2.1 Ordinary Congresses shall take place every two years. I.e. during every World Cup and World Championship. Each Ordinary Congress shall determine the place and date of the following Ordinary Congress.

9.2.2 The Executive Committee and the commissions shall be elected every four years, at an Ordinary Congresses

9.2.3 Any elections necessary to fill vacancies can be held at an Ordinary Congress or Extra Ordinary Congress. The Executive Committee shall arrange such a Congresses no later than three months in advance.

9.2.5 The dates of Congresses shall be announced at least 1 month in advance.

9.2.6 The Executive Committee shall publish the agenda no later than four weeks in advance.

9.2.7 A Member may take part in the Congress with two delegates, whose names shall be given to the Secretary General in writing before the start of the Congress within the stipulated deadlines set by the Secretary General. One of the delegates must be officially appointed by the National Federation to vote in its name.

9.2.8 The delegates shall be members of the federation and authorised to represent the federation concerned. Should this not be the case, participation shall be limited to observer status. In such case the national Federation has no right to vote in its name.

9.2.9 No one shall represent more than one federation. However If a country is not able to be present they can delegate another country's representative to vote for them with a signed document to prove the proxy.

9.2.10 The Congress is declared to have achieved a quorum if at least 50% and plus 1 ICF Members (Full Members and Associate Members who are given a Congress seat) are present.

9.2.11 In the event of there being no quorum, the meeting shall be adjourned to a later date at a place and time to be announced. Although the number then present be insufficient to form a quorum, the business could be conducted but they shall have no power to alter, amend, or make additions to any of the provisions in this statutes.

9.2.12 Only Member Federations that have met their financial obligations towards the ICF

are entitled to vote at the Congress. At the start of the Congress decisions in that respect shall be announced as a part of the roll call and determination of the number of votes.

- 9.2.13 The ICF President or one of the Vice president appointed by president or Executive Committee shall be the Congress Chairperson.
- 9.2.14 Member Federations, Continental Confederations, the Executive Committee and the President may submit motions to the Congress. Such motions should be submitted to the head office no later than 2 weeks of commencement of the congress.
- 9.2.15 Motions submitted past the deadline or while the Congress is in progress require a President's or Executive Committee's agree to be heard. Excluded from this provision shall be Statutes amendments and applications to hold ICF events.
- 9.2.15 All Motions and applications shall be made in writing in English.
- 9.2.16 Voting at congress shall be by a show of hands, a roll call or a ballot, as decided by the meeting on a proposition by the Chairperson.
- 9.2.17 Member Federations may submit applications to host future ICF events to the Congress.
- 9.2.18 Motions concerning one continent only shall be referred back to the Continental Confederation concerned. A simple majority vote of the Congress shall determine whether a motion concerns only one continent.
- 9.2.19 Motions to the Executive Committee concerning changes to the laws of Carrom shall be ratified by the technical commission reported by Executive Board to the Congress. Such change(s) will be effect from the next world title event.
- 9.2.20 The official Congress language is English. Member Federations are responsible for translation into the language of their country.
- 9.2.21 The Secretary General shall be responsible for keeping Congress minutes. Minutes confirmed by the President and the examiners of the minutes shall be handed to Executive Board members, Member Federations and Continental Confederations no later than two months after the Congress. Objections must be made within four weeks. The minutes shall be adopted at the next Congress.
- 9.2.22 In case a Congress does not take place at the date and venue approved (by the previous Congress), the ICF executive board shall decide the date and time with the organiser according to stipulated bidding conditions.

9.2.23 The agenda of a Congress during which elections are usually held shall include the following points:

1. Opening of the Congress
2. Roll call and determination of the number of votes
3. Election of two examiners of the minutes
4. Determination of the orderly convocation of Congress
5. Adoption of the minutes of the preceding Congress
6. President's report
7. Financial and auditors' report
8. Membership admissions
9. Discharge
10. Treatment of election-related Statutes motions submitted to the Congress
11. Elections and confirmations of the followings:
 - I. The President
 - II. 7 Vice-Presidents
 - III. Secretary General
 - IV. 2 Assistant Secretary Generals
 - V. Treasurer
 - VI. Assistant Treasurer
 - VII. 3 Members
12. Motions to the Congress
13. Report on changes to the Rules and Regulations ratified by the Executive Committee
14. Confirmation of the ICF programme of activities
15. Appointment of ICF auditor
16. Setting membership fees and approval of the budget
17. Awarding of events which are not subject to a decision by the Executive Committee
18. Scheduling time and place of the next Congress
19. Miscellaneous
20. Close of the Congress

9.2.24 The agenda of Congresses without elections shall be adjusted accordingly.

9.3 Extra Ordinary Congress

9.3.1 The Executive Committee shall convene Extraordinary Congresses upon the written request of a simple majority of Member Federations. Every such requisition and the convening notice, shall specify the business for which the meeting is to be convened, and no other business shall be transacted at such meeting.

9.3.2 Extraordinary Congress cannot be held in a year which an Ordinary Congress is already been scheduled.

9.3.3 Extraordinary Congresses must be convened by the Executive Committee within 2 months of receipt of the request.

- 9.3.4 The date and venue of Extraordinary Congresses shall be announced 4 weeks in advance.
- 9.3.5 The Executive Committee shall publish the agenda no later than 2 weeks in advance.
- 9.3.6 A member may take part in the Congress with one delegate, whose name shall be given to the Head Office in writing before the start of the Congress within the stipulated deadlines set by the Head Office. The delegate must be officially appointed by the National Federation to vote in its name.
- 9.3.7 The delegate shall be members of the federation and authorised to represent the federation concerned. Should this not be the case, participation shall be limited to observer status. In such case the national Federation has no right to vote in its name.
- 9.3.8 No one shall represent more than one federation. However If a country is not able to present they can delegate another country's representative to vote for them with a signed document to prove the proxy.
- 9.3.9 The Extraordinary Congress is declared to have achieved a quorum if at least 50% and plus 1 ICF Members (Full Members and Associate Members who are given a Congress seat) are present.
- 9.3.10 In the event of there being no quorum, the meeting shall be adjourned to a later date at a place and time to be announced. Although the number then present be insufficient to form a quorum, the business could be conducted but they shall have no power to alter, amend, or make additions to any of the provisions in this statutes.
- 9.3.11 Only Member Federations that have met their financial obligations towards the ICF are entitled to vote at the Extraordinary Congress. At the start of the Congress decisions in that respect shall be announced as a part of the roll call and determination of the number of votes.
- 9.3.11 The ICF President or one of the Vice presidents appointed by the Executive Committee shall be the Extraordinary Congress Chairperson.
- 9.3.12 Member Federations, Continental Confederations, the Executive Committee and the President may submit motions to the Congress. Such motions should be submitted to the head office no later than four weeks of commencement of the congress.
- 9.3.13 Motions submitted past the deadline or while the Extraordinary Congress is in progress is void
- 9.3.14 Voting at Extraordinary congress shall be by a show of hands, a roll call or a ballot, as decided by the meeting on a proposition by the Chairperson.

- 9.3.15 The official language of an Extraordinary Congress is English. Member Federations are responsible for translation into the language of their country.
- 9.3.16 The Secretary General shall be responsible for keeping Congress minutes. Minutes confirmed by the President and the examiners of the minutes shall be handed to Executive Board members, Member Federations and Continental Confederations no later than two weeks after the Extraordinary Congress. Objections must be made within three weeks. The minutes shall be adopted at the next Extraordinary Congress or Ordinary Congress.
- 9.3.17 The agenda of an Extraordinary Congress shall include the following points:
1. Opening of the Congress
 2. Roll call and determination of the number of votes
 3. Election of examiner(s) of the minutes
 4. Motions to the Congress
 5. Close of the Congress

9.4 Congress Voting & Elections

- 9.4.1 As a rule, voting shall be by show of hands. Voting by secret ballot shall be subject to a Member's request and authorized by simple majority in a congress.
- 9.4.2 The election of any ICF post shall be carried out by an Election Commission of the ICF or any other person(s) authorized by the Election Commission of the ICF to conduct the elections.
- 9.4.3 Decisions for motions proposed are made by simple majority. In the case of equality of votes, the Chairperson of the meeting has the right to vote as the casting vote.
- 9.4.4 Elections require an absolute majority of votes present in case of single nomination for one post.
- 9.4.5 If the number of nominations exceeds the number of posts in an election, decisions are made by simple majority.
- 9.4.6 If no candidate obtains an absolute majority, a run-off election shall be held between the two candidates who obtained the largest number of votes in the first ballot. In the second ballot, a simple majority shall decide. In the case of equality of votes, the voting process shall be repeated till a nominee achieves a voting basis.
- 9.4.7 In the case of joint elections, nominees are elected in the order of the number of votes obtained. If two or more nominees tie for last place, voting for those nominees shall be repeated till a nominee achieves a voting basis.

- 9.4.8 Congress resolutions affecting the ICF and its Member Federations shall come into force three months after the motion is carried. The Congress may determine an earlier or later effectiveness date for carried motions.
- 9.4.9 A special majority of delegates present and entitled to vote shall decide on changes to the Statutes.
- 9.4.10 A valid vote is one that conforms to all stated requirements. The following shall not be counted as valid votes:
- a) Abstentions;
 - b) Blank votes;
 - c) Votes for more or fewer candidates than the number required;

9.5 Business of the Congress

- 9.5.1 Approve the Minutes of the last Congress and of any extraordinary congress held since the last Congress;
- 9.5.2 Receive the Report of Executive Committee;
- 9.5.3 Approve the accounts, duly audited, for the preceding year(s);
- 9.5.4 Receive the strategic plan of the ICF;
- 9.5.5 Approve applications for membership referred by Executive Committee;
- 9.5.6 Elect the Officers and other members of Executive Committee in that order;
- 9.5.7 Approve proposals for amendments to the Statutes and Laws of Carrom for which due notice has been given;
- 9.5.8 Approve other proposals for which due notice has been given which are under the competence of the Congress which have not been specifically delegated to Executive Committee or any other body under this Statutes;
- 9.5.9 Appoint an Auditor, or Auditors, who shall retire annually, but be eligible for re-election;
- 9.5.10 Approves the location of the headquarters upon a recommendation of Executive Committee;
- 9.5.11 Discuss any other business.

ARTICLE 10

EXECUTIVE COMMITTEE

10.1 The Executive Committee appointed in a Congress shall consist of the following members:

- I. The President
- II. 7 Vice-Presidents
- III. Secretary General
- IV. Assistant Secretary General
- V. Treasurer
- VI. Assistant treasurer
- VII. 3 Members

10.2 General Conditions

10.2.1 The Members of the Executive Committee work on a voluntary basis and are compensated according to the Financial Regulations.

10.2.2 The Executive Committee shall convene once a year and whenever necessary.

10.2.3 Decisions shall be passed by simple majority; in case of a tie, the President has a casting vote.

10.2.3 There shall not be more than two members from one National Federation on the Executive Committee. However there shall not be more than one member from one National Federation in the positions of President, Secretary General and Treasurer.

10.2.4 The term of office of Executive Committee members shall be four years. Re-election is possible only for two consecutive terms. Nominations must be submitted by the Member Federations.

10.2.5 All Nominations shall be submitted to the Secretary General in writing, no later than 1 month before the start of the Congress.

10.2.6 In case of urgent and immediate business, the President may seek to make resolutions and decisions by mail between Executive Committee meetings.

10.2.7 Newly elected members shall take office immediately after their election by the Congress or, when filling vacancies during an electoral period.

10.2.8 Retiring Executive Committee members shall hand over all necessary documents no later than 2 months after the elections.

10.2.9 In case an Executive Committee member retires, the Congress decides about the substitute.

10.2.10 The Executive Committee has the right to submit proposals and motions to the Congress.

10.2.11 The Executive Committee and the member federations may propose candidates for permanent Commissions and working groups. All such candidates to be appointed by the Executive Committee.

10.2.12 By proposal of the President and the Secretary General may suspend and provisionally substitute any member of the Commissions and working groups.

10.3 Duties of the Executive Committee

The Executive Committee shall:

10.3.1 Lead the ICF as the Executive body elected by the Congress, fulfilling the ICF's Statutes and in compliance with the responsibilities of the other elected bodies;

10.3.2 Be in charge of all the activities of the ICF, leading the Head Office, the Commissions and also the working groups;

10.3.3 Take the decisions on the establishment of working groups, nominations, financial and contractual matters, including all decisions concerning the Head Office and staff;

10.3.4 Decide urgent matters between Executive Committee meetings;

10.3.5 Represent the ICF in all subsidiaries, international organisations and international sports events;

10.3.6 Inform the Executive Committee regularly about the activities of the subsidiaries;

10.4 Removal from Executive Committee

10.4.1 A member of the Executive Committee will lose his/her membership if any one of the following circumstances has been faced by the member. They are:

- a) A sentence has been passed by any court of Law
- b) Does not attend 3 Executive Committee meetings in succession without prior permission of the President or without sending regrets.
- c) Falls sick to the extent that he cannot perform the duties of an Executive Committee member
- d) Goes insane
- e) Death
- f) A motion passed in a Executive Committee by Special Majority of voters.
- g) By an amendment to the Statutes of the ICF

10.4.2 If any member of the Executive Committee should retire, resign or is removed as in 10.4.1 before his period of office expires, the Executive Committee shall fill the post by co-option until the next elections.

10.4.3 If the president should retire, resign or is removed as in 10.4.1 before his period of office expires, the 1st Vice-President shall be the acting head of the ICF until the next elections.

10.4.4 Such retirement notice should be proposed to the executive board and the matters handling by the member shall be handover to the person authorized by the Executive Committee within 14 days of resignation.

10.5 The President

10.5.1 The ICF president cannot be the president of any other Continental Federation.

10.5.2 The president shall lead the ICF as the chief elected officer, to chair the Executive Committee and, on behalf of the Board, to provide broad policy guidance to the Secretary General in order to achieve the ICF's objectives.

10.5.3 The president shall assign roles and duties for Vice President(s);

10.5.4 The president must support the ICF and its policies internally and externally;

10.5.5 The president shall plan and chair Executive Committee and general meetings, including meeting agenda preparation in consultation with the Secretary General;

10.5.6 The president shall enforce adherence to the ICF's Statutes and By-laws and assure the integrity of the Executive Committee process;

10.5.7 The president shall review reports submitted by the commissions, and to advise the Executive Committee of these reports and any necessary actions by the Executive Committee;

10.6 Vice Presidents

10.6.1 The vice presidents shall assist the Executive Committee of ICF to ensure smooth operation

10.6.3 The vice presidents shall ensure that resolutions passed by the Congress are implemented by the ICF executive board and other relevant bodies.

10.6.4 The vice presidents shall participate in ICF Executive Committee Meetings, Congresses and other informal meetings

10.6.5 The vice presidents shall Work to strengthen the ties between ICF and continental federations and other international bodies.

10.6.6 One of the Vice-President, appointed as 1st Vice president by the Executive Committee shall represent the President in his absence with all his rights and duties without special authorisation.

10.7 Secretary General

The roles and responsibilities of the Secretary General shall be:

- 10.7.1 The ICF Secretary General cannot be the president of any other Continental Federation.
- 10.7.2 To oversee all administrative work of the ICF and to organise all Executive Committee meetings and maintain the minutes of the meetings;
- 10.7.3 To organise the Ordinary Congress and Extraordinary Congresses and maintain the minutes of these meetings;
- 10.7.4 To implement the resolutions of the ICF Executive Committee;
- 10.7.5 To monitor and supervise the works of the administrative staff of ICF;
- 10.7.6 To respond to all letters and e-mails received to ICF, in coordination with the respective members whenever necessary;
- 10.7.7 To prepare and send all reports required by international bodies;
- 10.7.8 To ensure that all works pertaining to the requirements of international bodies are done on time;
- 10.7.9 To prepare the Annual Report;
- 10.7.10 To work on getting international assistance from relevant bodies and implement them within the ICF.

10.8 Treasurer

- 10.8.1 The treasurer shall maintain and administer all accounts of the ICF.
- 10.8.2 The treasurer shall maintain proper records of all expenditures, revenues and other financial exchanges of ICF, prepare all relevant reports and send them to the respective bodies, either local or international.
- 10.8.3 The treasurer shall prepare the annual budget of ICF and should maintain budget balance.
- 10.8.4 The treasurer shall ensure that all international grants and aids are obtained within the given time period and maintain their proper records.
- 10.8.5 The treasurer shall administer all financial issues related to international transactions.

10.8.6 With the advice of the Executive Committee the treasurer shall provide financial assistance to all those members who are eligible to it.

10.8.7 The treasurer shall ensure that all members pay their annual subscriptions and maintain their records.

10.9 Members

10.9.1 Each of the members shall chair the respective permanent commissions of the ICF.

10.9.2 Members shall assist and advise the Executive Committee on matters of general administration of ICF.

10.9.3 Members shall be present at all Executive Committee meetings.

10.9.4 Members should take leadership and shall assist in implementing the activities of the ICF.

10.9.5 Members must assist in implementing the resolutions of the Executive Committee and Congress.

10.9.6 Members shall ensure that individual designations are done accordingly and the required reports prepared and presented are on time.

10.10 Meetings

10.10.1 A meeting of the Executive Committee should be held at least twice a year via tele conference or any other possible way. If for any reason the scheduled meeting cannot be held, it should be held before the next monthly meeting.

10.10.2 With the request of majority Executive Committee members, a meeting of the Executive Committee can be convened.

10.10.3 The Executive Committee meeting is chaired by the President. If the President is absent or is incapable of it, the meeting will be chaired by the 1st Vice President. If the Vice President is absent or is incapable of it, the meeting will be chaired by the Secretary General. If none of them is present, an Executive Committee Meeting cannot be held.

10.10.4 Members of the Executive Committee should be given 2 (two) weeks' notice in writing about the meeting. This written invitation should include the date, time, place and the agenda of the meeting.

10.10.5 An Executive Committee meeting can be held if 8 (six) members are present. These 8 (eight) members shall comprise of the President or the 1st Vice President, 6 (six)

members including vice presidents, and the Secretary General. If the meeting has to be convened in the absence of the Secretary General, it shall be done with prior consent from the Secretary General.

- 10.10.6 In all Executive Committee meetings, minutes of the last meeting shall be passed. The presentation of the minutes and procedure is the responsibility of the Secretary General. In the absence of the Secretary General, the duty shall be undertaken by a member from the Executive Committee appointed by the President.
- 10.10.7 Minutes of the Executive Committee Meetings shall be sent to all members of the Executive Committee. If an amendment is required, it should be sent to the Secretary General in writing, indicating the amendment and the proposed change. Amendments put forward by members shall be communicated to other members by the Secretary General.
- 10.10.8 All proposals that are brought forward to the Executive Committee shall be decided upon 50% (fifty percent) plus 1 (one) vote of the present members. If there is a tie in voting, the chair has the right for the deciding vote. Generally voting will be done by raising hands. However, if the President feels a secret ballot is required he can order it to be carried out.
- 10.10.9 A Minute signed by the Secretary General proposed to the board and endorsed by simple majority of the members present shall be conclusive evidence of a decision of the Board.

10.11 Information to the Media

- 10.11.1 Information to the media about any activity of the ICF shall be given by the President or Secretary General or a person nominated by the Executive Committee. This person shall be a member of the Executive Committee.
- 10.11.2 In addition, depending on the situation, any member of the Executive Committee has the right to provide information to the media.
- 10.11.3 However, if such information provided is false or the committee or its member's faces prosecution based on that information the sole responsibility is of the member who provided the information. The committee will take no responsibility in such a situation. Moreover, if such an act is detrimental to the committee, legal action will be taken against the member.

ARTICLE 11

COMMISSIONS

11.1 General Provisions

11.1.1 In order to facilitate, expand and strengthen the works of ICF the following commissions the following commissions may be formed with 3 to 5 members

- a) Ethics Commission (EC)
- b) Marketing and Media Commission (MMC)
- c) Technical and Competition Commission (TCC)

11.1.2 Commissions shall normally meet during the period of the Congress and shall otherwise conduct their business by correspondence. As far as possible all Commission meetings shall be opened to Congress delegates to attend as observers

11.1.3 A Commission may set up sub-committees of its members to deal with specific areas of work; any reports or recommendations of such sub-committees shall be subject to endorsement by the full committee before publication or submission to the Congress or the Executive Committee.

11.1.4 Each Commission shall take interest in Continental and Regional Federations' activities in their various fields and shall advise the Federations through the Executive Committee on ideas for further development.

11.1.5 A member of a Commission who does not, within a reasonable specified period, express in writing an opinion on a written proposal circulated by or on behalf of the Chair of that Commission shall be considered to have agreed to any resulting recommendation submitted in the name of the committee.

11.1.6 The Chair of each Commission shall submit to the Board an annual report and to the Executive Committee an annual report of the activities of the Commission, drawing attention to any recommendations that the committee wishes to make; acceptance of the report shall not automatically imply acceptance of such recommendations.

11.1.7 A Commission may be authorised to act on behalf of the Executive Committee but the extent and duration of this authority shall be specified by the Executive Committee.

11.1.8 All permanent commissions will function under the direct supervision of the Executive Committee.

11.2 Ethics Commission (EC)

11.2.1 The commission comprises of 3(three) to 5(five) members.

11.2.2 The commission is chaired by the person appointed by the Executive and is also a member of Executive Committee. Other members from different National Federations are appointed by the Executive Committee.

11.2.3 The term of this commission is 2 (two) years. Members can serve more than one term in the commission.

11.2.4 The mandate of this commission is:

- a) To determine the Code of Conduct for the members of ICF and monitor if these members abide the Code of Conduct.
- b) To ensure that all members abide the ICF statutes.
- c) To investigate and act upon complaints and request regarding member's deviation from the Code of Conduct or the ICF statute. Such investigation should follow recommendations of actions to the Executive Committee.
- d) developing a unified set of Ethics Standards and Policies for the coaches, players, umpires and officials of ICF

11.3 Marketing & Media Commission (MMC)

11.3.1 The commission comprises of 3 to 5 members.

11.3.2 The commission is chaired by the person elected by the congress and is also a member of Executive Committee. Other members from different National Federations are appointed by the Executive Committee.

11.3.3 Two of these members should have a multi media and public relations or equivalent background.

11.3.4 The term of this commission is 2 (two) years. Members can serve more than one term in the commission.

11.3.5 The mandate of this commission is

- a) To ensure that the activities of the ICF are channeled to the public through the media.
- b) Furthermore, the commission should also publish the newsletter, maintain and update the website.
- c) Use similar means to reach and inform the members, partners, sponsors and the public about the activities of the ICF.
- d) Compiling a catalogue of ICF literature, films, videos, pictures and posters and expanding the library where necessary.

- e) To recommend measures to the Executive Committee for wider publicity of programmes, events and activities of ICF.
- f) Preparing, coordinating and producing teaching and promotional material.
- g) Promoting Carrom to all ages.
- h) Analyzing international games and tournaments and drawing up proposals on the future content, organisation and structure of ICF.
- i) Conducting basic and advanced training courses for coaches and managers.
- j) To recommend measures to the Executive Committee for development programmes, events and activities of ICF.

11.4 Technical and Competition Commission (TCC)

11.4.1 The commission comprises of 3 to 5 members.

11.4.2 The commission is chaired by the person elected by the congress and is also a member of Executive Committee. Other members from different national federations are appointed by the Executive Committee.

11.4.3 Two of these members should have a background of carom rules, organizing competitions or equivalent background.

11.4.4 The term of this commission is 4 (four) years. Members can serve more than one term in the commission.

11.4.5 The commission is chaired by the person elected by the congress and is also a member of Executive Committee.

11.4.6 The mandate of this commission is

- a) Checking up regulations for the competitions and championships and assist the organization of such tournaments technically and administratively.
- b) Drawing up reports about the championships and international tournaments and give recommendations to further develop the game.
- c) Studying the decisions and regulations issued by the ICF with respect to the Laws of Carrom.
- d) To circulate the Laws of Carrom and their commentaries and any proposals aiming to change the rules to the members.

- e) To ensure that precision of expressions of the rules of the games commission and their commentaries to avoid any misunderstanding in translating to languages other than English.
- f) To draw-up regulations dealing with refereeing on the light of regulations issued by the ICF.
- g) To conduct qualifying examination for umpires as and when requestd by the Executive Committee.
- h) To suggest any recommendations on Laws of Carrom and refereeing to the Executive Committee.

11.5 Additional Commissions

- 11.5.1 In order to develop and expand the activities of the ICF, the Executive Committee reserves the right to form new commissions or working groups (temporary commissions) as they are required.
- 11.5.2 Such a temporary commissions in 11.5.1 shall consist a maximum of 5 (five) members and a minimum of 3(three) members. The chair of the commission shall be elected by the Executive Committee.
- 11.5.3 Information about such newly formed commissions should be notified to the members.
- 11.5.4 Depending on the situation of the ICF, the Executive Committee has the right to form new committees or cancel existing committees or even change the composition of the committees exclusive of permanent commissions.
- 11.5.5 The Executive Committee has the right to re-name the commission as may deem necessary depending on the works of the commission.
- 11.5.6 All temporary commissions will function under the direct supervision of the Executive Committee.

ARTICLE 12

ADMINISTRATIONS

12.1 Management Staff

- 12.1.1 The Executive Committee can appoint management staff on agreed terms and conditions and in accordance with the management plan.

12.1.2 An Executive Director can be appointed by the Executive Committee and shall be responsible for the direction and supervision of the ICF's Head Office.

12.1.3 ICF staff members are to be appointed by the Executive Director to serve as coordinator of each commission.

12.2 Head Office

12.2.1 The Head Office of the ICF shall be as in clause 1.5 or a place appointed by resolution of the Congress or, in emergency, of the Executive Committee.

12.2.2 The Head Office shall work on the basis of standing orders as approved by the Executive Committee.

12.3 Languages

12.3.1 The correspondence and proceedings of the ICF shall be conducted in English as in Article 2.

12.3.2 Languages convenient for appropriate tasks and within the resources of the ICF as may be used with the approval of Executive Committee.

12.4 Publications

12.4.1 The ICF shall from time to time publish an official Handbook and other guidance documents in English; a copy of each such publication shall be supplied free to each Member.

12.4.2 The ICF shall publish an official Bulletin and shall supply a copy of each issue free to each Member.

12.4.3 Each Association shall appoint a representative, notifying his or her name and address to the Secretariat, to co-operate with the latter in the supply of news.

12.4.4 A copy of each issue of each official journal shall be sent by the publishing Member to the Secretariat and to every other Member that supplies the publishing Member with an address for that purpose.

ARTICLE 13

FINANCES

13.1 Accounts

13.1.1 The Finance calendar for the ICF starts at 1st January and ends at 31st December each year.

13.1.2 The treasurer shall ensure that an annual statement of accounts be prepared, which shall be audited by professional auditors, and that a yearly and quadrennial estimate of income and expenditure be presented.

13.1.3 The treasurer shall also prepare and maintain an inventory list.

13.1.4 A commercial account has to be opened in a commercial bank approved by the Executive Committee. Furthermore, only the President, Secretary General and the Treasurer have the right to sign on cheque on behalf of ICF.

13.1.4 The Executive committee has the right to spend on activities of the ICF and pay the salaries of any staff from the funds gathered in all aspects.

13.2 Trustees

13.2.1 The President or 1st Vice President, Secretary General and Treasurer shall be Trustees for the purpose of purchasing, selling, leasing or otherwise dealing with any freehold or leasehold property or other assets required by the Congress or the Executive Committee for the purposes of the ICF.

13.2.2 The Trustees shall be authorised to use the funds of the ICF in the purchase of such property and assets and shall stand possessed thereof and of the proceeds of sale thereof upon trust for the ICF in such manner as the Executive Committee may from time to time direct.

13.2.3 The Trustees shall comply with any laws, statutes and requirements of the countries in which such trust property may be situated which relate to the purchase, sale and management of such property and the duties of Trustees in connection therewith.

13.2.4 The Trustees and their estates and effects shall be fully indemnified by the ICF against all personal risk and expense arising as a result of their appointment as Trustees.

13.2.5 The Trustees shall cease to act in such capacity upon ceasing to hold office as President or 1st Vice President, Secretary General and treasurer.

13.3 Fees & Payments

13.3.1 Each Member shall pay an annual subscription as per their membership status as described in clause 6.7.2

13.3.2 A subscription shall be payable prior to a Member or its players taking part in competitive world events.

13.3.3 In no circumstances can a Member's player(s) or a team continue to compete beyond the due date for payment of the subscription, nor can that Member stage a ICF sanctioned tournament.

13.3.4 The treasurer will maintain and update the subscriptions paid by Members and shall update the members at least twice a year.

13.3.5 All cash or cheque payments must be received by the treasurer and must deposit to ICF account at earliest. The receipt of payments must be given to the subscriber at the time of payment.

13.3.6 Electronic transfer of payments shall be allowed to facilitate members, partners, sponsors and other subscribers.

13.4 Assets and Liabilities

13.4.1 All assets of ICF must be accounted and registered under it's name. Liabilities of ICF must be verified and paid as per financial regulations.

13.4.2 It is not permitted to spend or invest any of ICF assets for commercial purposes in order to make any profit prior approval from the congress.

13.4.3 Funds can be raised by mortgaging an asset of the ICF. However, before such a loan can be finalised it has to be approved by the Congress.

13.4.4 If the ICF wishes to raise a loan which constitutes to an amount higher than the total finances and assets of the ICF, then it has to be first approved by the Executive Committee and then passed in the Congress.

13.4.5 Neither the Executive Committee nor the Congress has the right use personal finances or assets of a member to raise a loan or pay debts of the committee.

13.4.6 Membership fees, fines, royalties, contributions from donors, Sponsorship and aid from International Agencies, assistance from International bodies and the funds provided by any Government can be used for the activities of the ICF.

13.4.7 It is prohibited to distribute the assets and finances of ICF amongst its members and the Executive Committee.

13.4.8 The Executive Committee nor any other member has any rights over the ownership of the Committee's assets and finances.

13.5 Annual Finance Report

13.5.1 The treasurer shall each year prepare the annual finance report. This report which is passed by the Congress should indicate the membership fees received, revenues, expenditures, loans and any other such item that should be presented.

13.5.2 The finance reports should be audited by an independent auditor.

13.5.3 All finance reports that has been passed shall be maintained at the committee so those members who wish to access them can have access to it.

ARTICLE 14

PROHIBITIONS

- 14.1 The funds of the ICF shall not be used to pay the fine of members who have been convicted in court of law.
- 14.2 The ICF shall not hold any lottery, whether confined to its members or not, in the name of the ICF or its office bearers, commissions or members.
- 14.3 The ICF shall not indulge in any political activity or allow its funds/or premises to be used for political purposes.
- 14.4 Members of the ICF should not do anything that violates principles and the Statutes of the ICF.
- 14.5 Members of the ICF should not accept anything which constitutes to a bribe. If such a case is proven, the Executive Committee has the right to expel the member from ICF membership. In addition the Committee reserves the right to send the case to a court of law.
- 14.6 The members of ICF, except for professional sports administrators, shall not accept any compensation or bonus of any kind in consideration for their services or for the performance of their duties. They may be reimbursed for their travelling, accommodation and other justified expenses incurred in the carrying out of their functions.

ARTICLE 15

DISPUTES RESOLUTION

- 15.1 All disputes arising under this Statutes shall, in accordance with its provisions, be will be undertaken by the Appeals Panel of the ICF. Any decision made by the Appeals Panel of the ICF may be submitted exclusively by way of appeal to the Court of Arbitration for Sport (CAS) in Lausanne, Switzerland. CAS will resolve the dispute definitively in accordance with the Code of Sports-Related Arbitration.
- 15.2 The CAS appeal shall be in accordance with the rules of CAS currently in force, provided always that the CAS Panel shall be bound to apply the Articles of this Statutes and the appellant shall file its statement of appeal within twenty one days of the date of communication in writing of the decision that is to be appealed.
- 15.3 The decision of CAS shall be final and binding on the parties and no right of appeal will lie from the CAS decision. The decision shall have immediate effect and all Members shall take all necessary action to ensure that it is effective.

- 15.4 The governing law of any such appeal shall be the law of country and the arbitration shall be conducted in English, unless the parties agree otherwise.
- 15.5 All disputes arising under the Rules and Regulations shall be resolved in accordance with their provisions.

ARTICLE 16

AMMENDMENTS

16.1 Amendments to the Statutes

- 16.1.1 Amendments to the Statutes may be made at any Congress. Only the Congress shall be entitled to make amendments to the Statutes.
- 16.1.2 A proposal to amend the Statutes, unless this is proposed by the Executive Committee, must be submitted to the General Secretary by a Member, or by an Area Association Executive Committee or congress, at least six months prior to the Congress at which it is to be considered. All proposals, together with the recommendations of the Executive Committee in relation to such proposals, shall be sent by the General Secretary to the Members at least three months before the Congress.
- 16.1.3 A proposal for amendment to the Statutes may be withdrawn at any time but a withdrawal by a Member must be in writing unless it is made by the head of the delegation of that Member during the Congress.
- 16.1.4 To be accepted, any proposal to amend the Statutes must obtain a Special Majority.
- 16.1.5 Any subsequent amendments that may be necessary to the wording of Articles of the Statutes which have been passed by Congress can only be made by the President (or by any person or persons nominated by him for such purpose) or by the General Secretary, and this provided no material change to the decision of Congress is made.
- 16.1.6 Amendments to the Statutes adopted by Congress shall take effect on the publication of the Statutes in English, unless otherwise specified by the Congress.

16.2 Amendments to the Laws of Carrom

- 16.2.1 Amendments to the laws of Carrom may be made by the Executive Committee.
- 16.2.2 A proposal to amend a Rule may only be submitted by a Member, the Executive Committee or any permanent Committee and shall be submitted at least six months prior to a congress.

- 16.2.3 All proposals for amendment to a Laws of Carrom received as in 16.2.2 shall be sent by the General Secretary to the referees and rules of Law commission established by the ICF for study. After receiving the recommendations, the Executive Committee shall decide on each proposal.
- 16.2.4 A proposal for amendment to a Rule may be withdrawn at any time but a withdrawal by a Member must be in writing unless it is made by the head of the delegation of that Member during the Congress.
- 16.2.5 The Congress shall receive information on:
- a) All interim amendments to Rules made by Executive Committee;
 - b) All decisions made by Executive Committee regarding proposals to amend Laws of Carrom;
 - c) The recommendations made by Executive Committee on all proposals for amendment to Laws of Carrom which the Executive Committee has submitted to Congress in accordance and make decisions on those proposals.
- 16.2.6 To be accepted, the following must obtain an Absolute Majority in a Congress vote:
- a) Any proposal to make permanent an interim amendment to a Rule made by Executive Committee since the previous Congress;
 - b) Any proposal to amend Laws of Carrom that has been submitted to Congress
- 16.2.7 When an amendment to a Laws of Carrom is adopted by Congress, a fixed date for when the amendment shall take effect shall be stated.
- 16.2.8 The ICF Laws of Carrom incorporating the changes made by the Congress shall be published in English and shall be sent to all members no later than four months in effect.

16.3 Amendments to Rules and Regulations

- 16.3.1 The executive committee shall decide amendments to Rules and Regulations, Codes of Conduct and Guidelines which are not under the competent business of a congress with recommendations from respective commissions.
- 16.3.2 However if any of 16.3.1, which for their importance or for their controversial or sensitive nature shall be submitted to the Congress for its final decision.

ARTICLE 17

ADJUDICATION

17.1 Judicial bodies

17.1.1 The following bodies of the Federation have judicial powers in accordance with the Federation's Statutes:

- a. The Congress
- b. The Executive Committee
- c. Ethics Commission
- d. The Appeals Panel

17.1.2 With the exception of the Appeals Panel the bodies may delegate their power. In all cases the procedural provisions of the Statutes shall be followed.

17.1.3 The judicial bodies of the Federation have the power to make decisions and impose penalties in their areas of duty set out in the Statutes.

17.1.4 Any suspension is from all competitive events for such time as is seen fit, including possibly for life.

17.1.5 Any fine imposed on a player, competition official or other person shall be notified to the Member, to which the person belongs that shall have the responsibility for submitting payment to the Federation within 60 days from the date of that notification.

17.1.6 Suspension of a player or official may be imposed by the Executive Committee, where there is strong evidence of serious misconduct, until the disciplinary process is concluded. The suspension may be terminated by Executive Committee or the Congress.

17.2 The Appeals Panel

17.2.1 Appeals may be considered by the Appeals Panel. The Appeals Panel is appointed by a Congress upon recommendation by the Executive Committee. No less than 5 (five) members are appointed to form a pool of Panel Members.

17.2.2 Executive Committee members and ICF staff may not serve on such a panel.

17.2.3 The time-limit for an appeal is 21 (twenty-one) days after the reception of the decision concerning the appeal

17.2.4 Each appeal shall be considered by at least three person Appeals Panel, one Panel member being selected by the appellant from the appeals panel.

17.3 Judicial Procedural Rules

- 17.3.1 The judicial bodies of the Federation shall provide fair procedures to all parties involved and shall respect their fundamental rights.
- 17.3.2 All the judicial bodies shall recognize in particular:
- a. that a person who may have a conflict of interest shall not be a member of the decision-making body;
 - b. the right of the person charged to know the charge;
 - c. the right to know the penalties which might be imposed;
 - d. at their own expense, the right to be heard, to present a defence, to produce evidence and to be assisted by counsel.

17.4 Governing Law

- 17.4 The ICF shall be subject to Switzerland Law.

ARTICLE 18

DISSOLUTION

- 18.1 The ICF shall not be dissolved other than at a Congress specially convened for the purpose.
- 18.2 Only a three-quarters majority of the members present and entitled to vote at a Congress may dissolve the ICF. The motion to dissolve the ICF must have been sent together with the agenda for the Congress to all ICF Members.
- 18.3 In the event that the ICF shall be dissolved, the Congress shall appoint one or more liquidators who shall discharge all debts and liabilities incurred on behalf of the ICF.
- 18.4 The Congress can designate a successor to receive ICF property in the event of dissolution, but only after their liabilities have been cleared and any rights of donors to repayment have been honoured.
- 18.5 The successor in 18.4 shall be a suitable NGO for the ongoing promotion and development of Carrom.
- 18.6 At the conclusion of the liquidation, the liquidators shall submit a final report to the Congress, which shall declare the liquidation closed.

ARTICLE 19

DEFINITIONS

1. Annual Report- means the report submitted to the Secretary General by Members annually which contains such information required for purposes of administration and publication as set out in clause 6.3.14
2. Appeals Panel – means a panel appointed in accordance with Clause 17.2.1
3. Associate Member – means an organisation recognised as such in accordance with Clause 6.5.1.
4. CAS – means the Court of Arbitration for Sports in Lausanne, Switzerland.
5. Code of Ethics - means the principles identified in Article 4, and includes but not limited to the Codes of Conduct for Executive Committee, Players, Technical Officials and other determinations by Executive Committee.
6. Commissions (Permanent)- means the following;
 - I. Ethics Commission (EC) – means a Commission appointed in accordance with Clauses 11.2.1 and 11.2.2
 - II. Marketing and Media Commission (MMC) – means a Commission appointed in accordance with Clauses 11.3.1, 11.3.2 and 11.3.3
 - III. Technical and Competitions Commission (TCC) - means a Commission appointed in accordance with Clauses 11.4.1, 11.4.2 and 11.4.3
7. Statutes means this document and all the clauses it contains.
8. Continental Confederations – shall have the meaning set out in Clauses 7.1.1 and 7.1.2
9. Executive Committee (ExCo) – means the body appointed in accordance with Clause 10.1
10. Congress – means an Ordinary or Extraordinary General Meeting of the ICF called and conducted in accordance with this Statutes.
11. Honorary members – means such a person as may be appointed in accordance with Clause 6.6.1.
12. ICF-means International Carrom Federation in accordance with clauses 1.1.1 and 1.1.2
13. IOC – means the International Olympic Committee.
14. Laws of Carrom- means the Laws of Carrom as amended from time to time in accordance with Clause 16.2
15. Membership- means membership of ICF
16. Member- means a Member of the ICF as defined in Clauses 6.3.1, and 6.4.1 with respect to Full Member and Associate Member respectively.
17. Member (ExCo)- means such a person as may be appointed in accordance with Clause 10.1(e)
18. Member in Good Standing- means a Member who does not have any subscriptions due Clause 6.7.2, is not under suspension (Clauses 6.9.1a and 6.9.7a)
19. National Federation or Association- the national governing body for Carrom recognized by ICF and affiliated to the ICF.
20. NOC – means National Olympic Committee.

21. Notice- means formal notification by email, fax or mail.
22. President – means such person as may be elected to that role in accordance with Clauses 10.1a and 10.6.5
23. Principles – shall have the meaning as set out in Clauses 4.1 to 4.6.
24. Purposes and Objectives – shall have the meaning as set out in Article 3.
25. Rules and Regulations- means
 - I. All regulations governing competitions including but not limited to the General Competition Regulations, the Regulations for ICF Events, and
 - II. Any other Rules and Regulations including, Disciplinary Regulations, Appeals Regulations, Codes of Conduct, Awards Regulations, Executive Committee Procedures and Guidelines which are approved by the Executive Committee.
26. Secretary General means a person appointed under Clause 10.1(c)
27. Statutes include the full body of the Laws of Carrom, this Statutes and any Regulations governing the sport of Carrom.
28. Temporary commissions and working groups –means a Commission appointed in accordance with Clauses 11.5.1 and 11.5.2
29. Territory – means a country, geographical area or region which is not a country, which has certain self-government, at least to the extent of being autonomous in the control of its sport and which is thus recognised as such by the ICF.
30. Votes Cast means- votes by a show of hands or valid votes that are submitted in a secret ballot. Blank voting slips, blank pieces of paper and void voting papers are not “Votes Cast”. Similarly an abstention in a show of hands does not count as a vote cast. Voting majorities will be calculated only on the basis of Votes Cast.
31. Voters Majority
 - a. *An Absolute Majority* is more than half the valid votes cast.
 - b. *A Simple Majority* is the highest number of valid votes cast for a candidate, subject or motion in a specific vote.
 - c. *A Special Majority* is two-thirds of the valid votes cast at a Congress or Special Congress, such two-thirds to represent at least one half of the total voting power of all Members of the ICF.
32. Words signifying persons in this Statutes include corporations and all legal persons including any other entities or bodies whether incorporated or not.
33. Words signifying the masculine gender in this Statutes include the feminine and neuter genders and vice versa.
34. Any deadline referred to in this Statutes shall mean midnight on the day of the deadline at the location of the ICF headquarters.