

# FIJI CHESS FEDERATION

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## CONSTITUTION

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## **Establishment**

### **Status and Objects**

- 1-1.** The name of the Federation shall be "FIJI CHESS FEDERATION", hereinafter called the Federation.
- 1-2.** The Federation is a non-profit organisation recognised by its members, the World Chess Federation (FIDE), and the Fiji Association of Sports and National Olympic Committee (FASANOC) as the national federation in the domain of chess, the supreme body responsible for the sport of chess in Fiji.
- 1-3.** The Objects of the Federation shall be:
  - a. To encourage, promote, foster and regulate the sport of chess in Fiji.
  - b. To arrange, regulate and control such matches, tournaments, competitions and other chess events as it may deem desirable.
  - c. To select those chess players who shall represent Fiji at international events.
  - d. To co-operate with other organisations whose purposes and interests are in accord with those of the Federation.
  - e. To do all such things as the Federation may deem appropriate to achieve the above purposes.

### **Membership**

- 1-4.** The Federation shall be composed of the following class of members:
  - a) Members
    - i. Adult Member
    - ii. Club Member
    - iii. Life Member
  - b) Associate Members
    - i. Honorary Member
    - ii. Junior Member
    - iii. Temporary Member
- 1-5.** When the term "member" or "members" is used throughout this Constitution without any qualification then the term shall be deemed to refer to members defined under clause 1-4(a) only.

## **Officials and Organs**

**1-6.** The Officials of the Federation are:

- a. The President
- b. The Deputy President
- c. The General Secretary
- d. The Treasurer
- e. The Vice Presidents
- f. The Auditor

**1-7.** The Organs of the Federation are:

- a. The General Meeting
- b. The Executive Board

## **The Membership**

### **Eligibility**

- 2-1.** Any person or group of persons is eligible for election as a member or associate member of the Federation, upon application in writing and payment of subscription pursuant to the Financial Regulations attached to this Constitution.
- 2-2.** Only persons having attained the age of eighteen on the first of January of the current financial year shall be eligible for election as an Adult Member.
- 2-3.** Only persons not having attained the age of eighteen on the first of January of the current financial year shall be eligible for election as a Junior Member.
- 2-4.** Only bodies, groups or associations of persons engaged in playing and/or promoting the game of chess shall be eligible for election as a Club Member.
- 2-5.** Any person shall be eligible for election as a Temporary Member of the Federation with the payment of applicable subscription.

### **Register of Members**

- 2-6.** The Executive Board shall cause the General Secretary to keep a register of members containing full details of each member's election, class of membership, the date and amount of subscriptions paid, and such other information as the Executive Board may from time to time determine.
- 2-7.** Entries, changes or deletions to the register, other than for moneys paid, shall only be made from the minutes of meetings of the Executive Board duly confirmed by the chairman of the meeting.
- 2-8.** A list of members and associate members shall be displayed on the Federation website.
- 2-9.** It shall be the duty of a member to notify the General Secretary in writing of any change of address and contact details, and any other change in circumstances.
- 2-10.** Any member or associate member may at any time apply for a change in class of membership by writing to the General Secretary, and such application shall be submitted to the Executive Board for approval.

## **Life Members**

- 2-11. Any member upon being recommended by unanimous vote of the Executive Board may be elected a Life Member by a resolution of members at the General Meeting.
- 2-12. A Life Member shall enjoy all the rights and privileges of a member for life, and from the time of election as a life member shall not be liable for payment of annual subscriptions.

## **Honorary Members**

- 2-13. The Executive Board may, by unanimous vote, invite such persons as they see fit to become Honorary Members of the Federation for such period as they see fit without payment of subscription.

## **Election of Members**

- 2-14. The name of candidate seeking election as member, and such other information as the Executive Board may prescribe, shall be submitted to the Executive Board.
- 2-15. In the event of such proposal being withdrawn, or if the candidate be not elected, the subscription paid shall be refunded.
- 2-16. The Executive Board shall decide by simple majority whether the candidate is elected as a member.
- 2-17. When a candidate has been elected the General Secretary shall so inform the candidate and shall send the person a copy of this Constitution.
- 2-18. Every member duly elected in accordance with this Constitution shall be deemed to be bound by this Constitution.

## **Associate Members**

- 2-19. Every class of associate member shall be entitled to enjoy all the privileges of membership with the following exceptions:
  - a. They shall not hold any office in the Federation.
  - b. They may be present at the General Meeting of the Federation with a consultative voice, but shall not be entitled to vote.

## **Resignation**

- 2-20.** A member intending to resign from the Federation shall notify of their intention in writing to the General Secretary and the Executive Board may at its discretion accept such resignation with not more than two months retrospective effect.
- 2-21.** Resignation shall not extinguish any liabilities which arose during the period of membership.

## **Suspension**

- 2-22.** The Executive Board may, at its discretion, suspend from membership for any period not exceeding six months, any member who is, in the opinion of the Executive Board guilty of conduct unbecoming a member of the Federation.

## **Expulsion**

- 2-23.** If any member shall willfully infringe any of the clauses of this Constitution or the Regulations made under its authority, or in the opinion of the Executive Board shall be guilty of conduct unbecoming a member of the Federation, or of conduct prejudicial to the interest of the Federation, such member shall be liable to expulsion.
- a. Should the accused member fail to resign or to appeal to the General Meeting within fourteen days of the receipt of such notice of expulsion, the member shall forthwith cease to be a member of the Federation.
  - b. Should such member within fourteen days of the receipt of such notice of expulsion, exercise the right to appeal, the General Meeting shall be convened to deal with the charge and due notice given to the member concerned. If at least two thirds of the votes cast resolve that the accused member has merited expulsion, the member shall thereupon cease to be a member of the Federation.
  - c. If the member concerned elects to appeal to the General Meeting, the Executive Board may suspend the member from membership until the decision of the General Meeting is known.
- 2-24.** If a member fails to pay the annual subscription due before the last day of February, the Executive Board shall cause the name of such member to be deleted from the Register of Members. The Executive Board may, at its discretion, restore the person to membership upon payment of all monies owing.
- 2-25.** The expulsion of a member does not extinguish any liabilities which were incurred during the period of membership.



## **The Officials**

### **Election and Term**

- 3-1.** The Officials of the Federation are elected by the Annual General Meeting and hold office until the date of the next Annual General Meeting.
- 3-2.** When an elected Federation office becomes vacant for any reason during the course of a term, the Executive Board may make an appointment to fill the office until the next ordinary elections, except for the President, Deputy President and Vice President, which shall be filled at the next General Meeting.
- 3-3.** Any elected or appointed official in the Federation can be removed from position for cause. Cause is defined as being contrary to the spirit and text of the Constitution and regulations of their office. The action requires a two third vote of the Executive Board or a majority in the General Meeting.

### **The President, Deputy President and General Secretary**

- 3-4.** The President represents the Federation officially and can solely sign for the Federation. All contracts signed by the President shall be subject to prior approval or subsequent ratification by the Executive Board or the General Meeting.
- 3-5.** The President presides over the meetings of the General Meeting and the Executive Board, and shall have an ordinary vote, and where the voting is equal, a casting vote.
- 3-6.** The President's decisions may be appealed to the General Meeting and the Executive Board.
- 3-7.** The President is the Federation's Delegate to FIDE.
- 3-8.** If the President is unable to act or if duly authorises, the Deputy President shall exercise the powers of the President.
- 3-9.** The President can also delegate specific tasks to other persons.
- 3-10.** The General Secretary aids the President in the accomplishment of his obligations, and is responsible for specific tasks as provided in this Constitution.

## **The Treasurer, Vice-Presidents and Auditor**

- 3-11.** The Treasurer is responsible for the financial management of the Federation, and executes all decisions concerning financial management and reports on the status of the Federation's finances every quarter to the Executive Board.
- a. The financial revenues of the Federation accrue from:
- i. membership subscriptions;
  - ii. entry fees for participation in competitions or tournaments;
  - iii. contributions for services rendered or rights granted to members or to third parties;
  - iv. other contributions.
- 3-12.** The Vice Presidents shall assist the Federation in whatever tasks are assigned to them.
- 3-13.** The Auditor is authorised to examine the Federation ledgers and to demand information pertaining to financial management.

## **The General Meeting**

### **Authority**

- 4-1. The General Meeting is the highest authority of the Federation, and supervises the activities of the Executive Board and Officials.

### **Composition**

- 4-2. The General Meeting is composed of members and associate members of the Federation. Club members shall be represented by any two nominated delegates.

### **Quorum**

- 4-3. At meetings of the General Meeting of the Federation, the Quorum shall be ten or one fifth of all members, whichever is less.

### **Annual General Meeting**

- 4-4. There shall be an Annual General Meeting held on a date to be fixed by the Executive Board not later than the thirty-first day of March of each year.

### **Extraordinary General Meeting**

- 4-5. The Executive Board may at any time call an Extraordinary General Meeting and shall convene such a meeting within a period of thirty days, on the written requisition of ten members who shall specify the purpose for which it is to be held.

### **Notice of Meeting**

- 4-6. Notice of all General Meetings specifying the date, hour, location and business to be transacted shall be posted on the Federation website at least twenty-one clear days before the date fixed for the meeting, and the General Secretary shall at the same time send notice thereof to each member.

### **Resolutions**

- 4-7. Every resolution passed at the General Meeting of which due notice was given, shall be binding on all members whether present at such meeting or not.

## **The Executive Board**

### **Authority**

- 5-1. The Executive Board shall have power by resolution to make Regulations, and to alter, amend or rescind them, as occasion may require, and provided there is nothing in them which conflicts with this Constitution, such Regulations shall have the same force and effect as this Constitution.

### **Composition**

- 5-2. The Executive Board shall be composed of Officials of the Federation, except the Auditor, and six members elected at an Annual General Meeting.

### **Quorum**

- 5-3. At meetings of the Executive Board of the Federation, the quorum shall be six or one half of all Executive Board members, whichever is less.

### **Vacancies**

- 5-4. If a vacancy occurs in the Executive Board, the Executive Board may fill the vacancy by nominating a temporary Executive Board member. The temporary Executive Board member shall hold office until the date of the next Annual General Meeting.

### **Penalty for Non-Attendance**

- 5-5. Any member of the Executive Board who does not attend meeting of the Executive Board on four separate occasions shall cease to be a member of the Executive Board.

### **Nepotism**

- 5-6. No two or more individuals may serve on the Executive Board concurrently if they share one or more of the following relationships:
  - a. One is the direct descendant of the other.
  - b. They are spouses.
  - c. They are siblings by birth, marriage, or adoption.
  - d. They are adopted children and parent or stepparent and stepchild.

## **Final Matters**

### **Amendments**

- 6-1. Changes to this Constitution can only be made by the General Meeting and only upon proposal by any member. Two thirds of the votes delivered without taking into account abstentions are required to effect such changes.

### **Interpretation**

- 6-2. The decision of the Executive Board on any wording or clause in this Constitution shall be conclusive and binding on all members of the Federation, unless and until the same be overruled by the General Meeting.

### **Dissolution**

- 6-3. The Federation will dissolve as soon as the number of members has been reduced to two. Moreover, the Federation can be dissolved by a decision of the General Meeting, if at least two thirds of all members express themselves in favour of dissolution.
- 6-4. In case of dissolution, the real property of the Federation shall be donated to such charitable organisation as the General Meeting shall determine.

### **Repeal and Savings**

- 6-5. The Constitution ratified on the fourth of August in 1980 (referred to in the ensuing text as the 1980 Constitution) and amendments passed by General Meetings up to the date that this Constitution is adopted are hereby repealed.
- 6-6. Every official of the Federation elected under the 1980 Constitution shall remain in office as if elected under this Constitution and shall vacate office in accordance with this Constitution.
- 6-7. All known financial members of the Federation up to the date that this Constitution is adopted, shall be considered elected as an Adult Member, unless not having attained the age of eighteen as at first of January of the current year, shall be considered elected as a Junior Member.

## **Financial Regulations**

### **Financial Year**

1. The financial year of the Federation shall end each thirty-first day of December.

### **Subscriptions**

2. Membership subscriptions payable from the first day of January shall be:
  - a. Club Member: \$30 per year
  - b. Adult Member: \$20 per year
  - c. Junior Member: \$10 per year
  - d. Temporary Member: \$5 per two months
3. Two or more children in a household living at the same address shall be entitled to pay one half of the annual subscription for that year, provided they have not attained the age of eighteen as at first of January of the current financial year.
4. Any member elected after the thirtieth day of June in any year shall be required to pay one half of the annual subscription for that year.

### **Financial Accounts and Audit Report**

5. The Treasurer submits to the General Meeting the balance sheet and the income and expenditure accounts, together with the audit report of a registered accountant.
6. After examination and approval of the documentation, the General Meeting will discharge the Treasurer of his obligations for the financial year in question.

### **Receipts and Payments**

7. Receipts shall be issued for all monies received by the Federation and such monies shall be deposited regularly into an account at a bank selected by the General Meeting.
8. All expenses of the Federation shall be paid by cheque. A petty cash account will be operated which will be reconciled with the Treasurer on a monthly basis.
9. Financial transactions shall be signed by any two of four persons appointed by the Executive Board; one of whom must be the Treasurer.

### **Effect of Changes**

10. Any changes to Financial Regulations will come into effect the following financial year.

## **Electoral Regulations**

### **The Presidential Ticket**

1. The Presidential ticket shall be six persons, all of whom shall be adult members in good standing, and at least one of whom must be a woman. Nominations on the Presidential ticket shall specify the proposed nominees for the offices of President, Deputy President, General Secretary, Treasurer and two Vice Presidents. Tickets must include confirmation of acceptance from each person on the ticket.
2. The Presidential ticket must be sent to the General Secretary at least fourteen clear days from the date of the Annual General Meeting. The General Secretary will announce the Presidential ticket on the Federation website thereafter, and send the same to each member via electronic mail.
3. In case one member of a Presidential ticket becomes incapable to run for the election (death, illness or similar serious reasons), such member can be replaced on the Presidential ticket at the latest until seven days before the election. All other conditions concerning the nominations are applicable.

### **Other Elections**

4. Nominations for Officials and Executive Board members not covered under the Presidential ticket must be proposed and seconded by members in good standing, and must reach the General Secretary at least fourteen days before the date of the Annual General Meeting. Nominations must include confirmation of acceptance from the nominee, who shall not be required to be a member of the Federation.

### **Electoral Process**

5. To secure a fair and impartial electoral process, a Scrutineer shall be appointed for the elections by the General Meeting.
6. Preceding the elections, there shall be a roll-call, in alphabetical order, to establish the number of votes possible.
7. Ballot papers shall be prepared for the elections, with the names of the candidates if there is more than one for a given office. The Scrutineer shall initial each ballot before distribution.
8. Each Presidential candidate is entitled to appoint one observer for the counting of the ballots.
9. For all elections a majority of the votes cast, not counting abstentions, shall be required. If there is a tie, the voting is repeated until the tie is broken.

THIS CONSTITUTION WAS APPROVED AND RATIFIED IN A GENERAL MEETING HELD ON THE  
27<sup>TH</sup> of JUNE, 2015 AT KSHATRIYA HALL IN SUVA.

Certified True and Correct:



**CALVIN PRASAD**  
**PRESIDENT**  
June 29, 2015.