

CONSTITUTION OF PAKISTAN JU-JITSU FEDERATION



I. TITLE:

The organization shall be called “PAKISTAN JU-JITSU FEDERATION” (hereinafter referred to as “federation”)

II. JURISDICTION:

The Jurisdiction of the PAKISTAN JU-JITSU Federation shall be extended throughout Pakistan, the acceding state and the territories under the control of Pakistan.

III. OBJECTIVES:

The objectives of the Federation shall as;

- a) To organize, promote and control Ju-Jitsu as a sport in Pakistan.
- b) To promote the formation of affiliated associations.
- c) To coordinate activities in respect of the Ju-Jitsu in all ways including the holding of tournaments and organizing National and international competitions under the rules of international Ju-Jitsu Federation.
- d) To collect funds for the federation and employ the same in such a manner as may desirable for the objectives of the Federation.
- e) To Select the Teams and Official abroad for training / competitions.
- f) To promote and control the visit to Pakistan of foreign teams.
- g) To train and appoint coaches, Referee, and Judges, Managers, etc.
- h) To award certification, trophies etc. for performances.
- i) To promote the mutual respect among affiliated organizations and their recognition, suspension and penalties.
- j) To purchase, lease, hires, or acquire movable or immovable property or right necessary or convenient for the purpose of the federation.
- k) Generally to do all such other acts and things as may seem to the Federation Convenient / or conducive to the carrying on the objects of the Federation.

IV. MEMBERSHIP:

Membership of the Pakistan Ju-Jitsu Federation shall be open to the following:-

- a) The controlling body for “JU-JITSU” in a province having at least 5-Divisional Associations and affiliated Clubs under the area of its Jurisdictions.
- b) Other organizations not in conflict with provincial Association can present their request for membership subject to approval of Board.
- c) The organizations intend to become members of PJJF must apply directly to the PJJF General secretary with all necessary documents to demonstrate the technical and organizational importance of their organization.
- d) The Board will examine the application and can allow the applicants to participate in the championship and to be present at the General Council, but without the right of vote.
- e) The final decision to grant the affiliation will be made by the General Council only,if,board recommended the application.

V. SUBSCRIPTIONS / MEMBERSHIP FEE:

The Patron-in-Chief, Patrons, President, shall be members of PJJF without payments of any membership fee.

- a) Each affiliated Member of the Organization shall pay to the Federation a Membership Fee Rs.500/- and an Annual Subscription of Rs. 5000/-, which will be due on 1st day of July in each year and be paid within three months of that date.
- b) No Member shall be entitled to be represented or to vote at any meeting of Pakistan JU-JITSU Federation or of Committee or sub-Committee unless the Subscription for the year and other dues if any have been paid.
- c) A member organization failing to pay the fee within the time fixed shall be liable for suspension.
- d) Once a member is suspended, for non-payment of fee as in clause (c) above, the application for re-admission will not be considered unless all arrears have been paid and a sum of Rs.2000/- as penalty has been paid.
- e) The organization, which is suspended for more than two years because of not paying its fee, will be expelled from PJJF.
- f) Each member of the Board shall pay the amount equivalent to 300/- US \$ (at the existing rate of the time of payment) as membership fee.

VI. ROLE OF HONOR

Honorary shodan: Individuals who have or are doing outstanding services to the Federation in achieving its objectives may be honored by the General Council by bestowing this title.

VII. FINANCIAL YEAR

The Financial Year of the Federation shall be from 1st July to the following 30th June.

VIII. TERMINATION OF AFFILIATION

- a) Termination of affiliation shall be by Resignation tendered in writing to the President of the Federation.
- b) Non-Payment of subscription if for a period of 24 months.
- c) Expulsion from the Federation.
- d) The Federation shall have the powers to cancel the membership of any of its affiliates.

IX: TERMINATION OF THE OFFICE:

Termination of the office shall be by,

- a) Resignation in the writing addressed to the President.
- b) Expulsion from the Federation.

X: GENERAL COUNCIL:

- a) The Organizing bodies in P.J.J.F. are:
 - i) The General Council.
 - ii) The Board of Directors.
 - iii) The Presidency.

b) The Supreme Authority of the Pakistan JU-JITSU Federation shall vest in the General Council, which will be composed by;

- i) The President
- ii) The Board of Directors.
- iii) The representative of member organization.
- iv) The observes

The each Provincial Affiliated Organization shall have right to nominate no more than two Representatives to the General Council Meeting, with only one having the right to vote and speak. The representative must have a proxy signed by the President of the respective Association, showing the name of representative having right to vote and speak.

c) The General Secretary will check the proxies and powers before the start of General Council Meeting.

d) The General Council will decide by majority of votes. Generally speaking, the vote is given by nominal Call. For elections, for peculiar or delicate matters of whenever a Council member requires it, the vote will be held secretly. In the event of tie, the final decision is made by the President of the Council.

XI: POWER AND FUNCTION OF THE COUNCIL:

The General Council shall meet normally to transact the following business:-

- a) To elect office bearers of the Board when due.
- b) To appoint standing Committee as may be necessary for carrying out the work of the Federation when due.
- c) To appoint Auditors who as far as possible be accountant and to fix their remuneration.
- d) To consider and adopt the report submitted by the Board.
- e) To consider and pass the Audited Statement of accounts and budget estimates.
- f) To hold control and administer the property and funds of the Federation.
- g) To make and amend rules of the Federation as and when considered necessary by a 2/3 majority.
- h) To frame bye laws in accordance with rules of the Federation.
- i) To consider and decide matters not covered by the rules.
- j) All business decided at the meeting of General Council shall be recorded in Minutes Book, which shall be signed by the Chairman of the meeting, Copies of the proceedings will be supplied to all members within one month of the meeting.
- k) To take such other step as may be necessary and expedient to carry into effect the objects of the Federation.

XII: OFFICE BEARERS AND MEMBERS OF THE BOARD:

The Following shall be office Bearers and members of the Pakistan JU-JITSU Federation.

(i) President	1 No
(ii) Vice President	3 No
(iii) Gen. Secretary	1 No
(iv) Treasurer	1 No
(v) Sport Director.	1 No
Total:	07 Nos.

The Office Bearers of the Board shall be elected by the General Council and shall hold office for Four Years unless they resign before they have completed their tenure of office. They shall be eligible for re-election. The Vice Presidents, Treasurer, Sports Director shall be elected from amongst the representatives of the Members Organizations. The office-bearers shall continue to hold office for a term of 4 years. Before the expiry of this period, the President must ensure that elections are held in the ordinary meeting of the General Council. An office-bearer shall cease to hold office and any other member of the Council shall cease to serve on the Council if at any time he resigns or is removed by a resolution of the meeting of the General Council, as provided in clause (d) of Article VIII, or if he loses representation of his parent organization. All office bearers give their co-operation free of charge and on an honorary basis. Their travel and accommodation expenses will be on Federation's charge.

XIII LIFE MEMBERSHIP:

For any outstanding services rendered to the game of JU-JITSU, anyone can be elected by the General Council as a life Member of the Federation, subject to approval and recommendation by the Board.

XIV: POWER AND DUTIES OF THE OFFICIALS;

a) PRESIDENT:

The President shall preside over all the meetings of the General Council and Board as & when convened. In case of equality of votes he shall have casting vote. If in opinion of the President an emergency has arisen, which requires immediate action be taken, he shall take such action as he deems necessary and shall report the same at the next meeting of the General Council or the Board, which ever in the ordinary course would have dealt with the matter. He shall have the power to direct the PJJF and represent it before other parties.

b) VICE PRESIDENTS:

In the Absence of the President, one of the Vice Presidents nominated by the President shall exercise the powers of the resident and they shall help the President, to the best of their ability, to improve the level of Ju-Jitsu in the country.

c) GENERAL SECRETARY:

The General Secretary shall be appointed by the president. He/She shall act as secretary of the Federation. He shall carry on and control the work of the office and give effect to the Resolution of the General Council. He shall perform all his duties under the control of the President and Board. And shall issue notice of meetings, record minute, and agenda for all meeting. He shall maintain correctly and up-to-date the Registrar of members and their bonafide representatives as well as record of the tournaments and performance of the players. He shall also record the proceedings of all meetings and to obtain signatures of the Chairman thereon and supply copies to the members. He shall prepare under your guidance of the Treasures the annual budget of the P.J.J.F. and place it before the board. The president, on the General secretary's request, can appoint an administrative Secretary with no right of vote, possibly resident in the same city as the General Secretary. Notwithstanding any thing contained in clause IX above, services of the General secretary can be terminated at any time by the President.

d) TREASURER:

He shall have general supervision over the funds of the Federation and advice the General Council as regards of his financial policy. He shall receive all subscription donations and keep a

regular account of receipts and disbursements with the help of General Secretary. He shall be responsible for all money received by the Federation from whatever source derived out and shall issue receipts for the same on official form. He shall also submit to the General Council at its meeting a statement of the receipts and expenditure, the balance sheet as audited and the financial Budget approved by the Board. Any expenses not included in the budget or approved by the Board before being incurred, shall previously be authorized by the president

e) SPORTS DIRECTOR:

The sporting activities of the PJJF shall be controlled by the Sports Director elected by the General Council. He is accountable to the General and the Board.

XV: GENERAL MEETINGS:

The General Meeting of the Council shall be held every year far as possible by the end of September. The General Secretary shall issue not less than 15 days notice of the meeting to all members and shall circulate with the notice a copy of the agenda. The date and venue for this meeting shall be fixed with the approval of the president.

The business transacted at the meeting shall include:-

- i) Confirmation of the Minutes last meeting
- ii) The adoption of the reports
- iii) Passing of the audited statements of accounts and the budget estimates presented by treasurer.
- iv) The election of the office Bearers and Members of the board (in the year election is due).
- v) Appointment of auditors.
- vi) Any other business with the permission of the chair.

XVI: SPECIAL GENERAL COUNCIL MEETING:

Special General Council meeting may be called at any time by the President of the Federation or Board or on a requisition in writing of at least 2/3 of the Members, to consider such matter as may be mentioned to the resolution or requisition. The General Secretary shall give not less than 15 days notice of such meetings to all members and shall also circulate with the notice a copy of Agenda on the instruction of the President.

XVII: PROCEDURES AT GENERAL COUNCIL MEETING.

- a) Votes may be either show hands or by ballot as may be decided by the majority of the votes.
- b) Except for want of quorum, no meeting of the General Council once convened shall be postponed or canceled unless two third of the members ask for the postponement or cancellation.
- c) Notices of resolution to be brought up at the General Council meeting shall be given in writing to the Gen. Secretary not later than a week before the date of the meeting. These shall be incorporated in the Agenda or sent separately as supplementary agenda if received after issue of the regular agenda.

XVIII. POWER AND DUTIES OF BOARD:

- 1) The board shall consist of:-

- (a) All office bearers Viz: President, Vice President, Treasures, Sports Director
- (b) General Secretary
- (2) To exercise all powers of the General Council
- (3) To enroll members to the Federation who have applied for affiliation in accordance with the rules of Federation.
- (4) To Appoint Patrons
- (5) To appoint adhoc committee as and when deemed necessary.
- (6) To appoint Sub-Committee for specific jobs or assignments.
- (7) To sanction and control expenditure in accordance with the budget approved by the General Council.
- (8) To chalk out program of tournament/championships and appoint committee to conduct them.
- (9) To select and appoint team and official
- (10) To take disciplinary action against members Unit,players/referees for misconduct.
- (11) To fill in vacancy by co-option.
- (12) To raise funds for the federation.
- (13) To conduct all affairs for the Pakistan JU-JITSU Federation to see that the General Provision of the constitution and the regulation and bye laws are compiled with in all respect.

XIX. BOARD MEETING:

The meeting of the board shall be held at least twice every year or as frequently as necessary and at other times when summoned by the president of the written request of three members of the board. No proxies shall be allowed at the board, meeting. The date, place and time of meeting shall be notified by the Gen. Secretary to each member of the board at least 5 days before the date for such a meeting. In case of emergency the meeting shall be circulated along with the notice of the meeting 1/3 of the members shall form the quorum. No quorum will be necessary for an adjourned meeting.

(a) Miscellaneous:

1.All funds of the federation shall be deposited in a Bank selected by the Board in the area of the P.J.J.F. The Treasurer and the Secretary General shall jointly operate the Bank Account of the Federation. In case any one of them is not available then Vice President nominated by the President is authorized signatory to in place of the absentee. The President shall be authorized to sanction estimation / bills up to Rs. 10,000/-.He may sanction amount exceeding this limit subject to approval by the Board.

2.In case urgent matters when holding of general or Board meeting is not possible,the General Secretary may obtain the decision of the members by post or telegram votes and act according to the majority vote provide in the P.J.J.F. record and the matter is laid in the next General or Board Meeting for approval.

3.No amendment to these rules shall be made except at a meeting of the General Council and passed by a two-third majority of votes of the members present at the meeting provided the more than half of the eligible voters have voted on the amendment. Notice of the proposed amendment is given to the members at least 21 days before the date of meeting.

4.

(i) any matter not covered by these Rules and any discrepancy between these Rules & those of the "P.J.J.F." currently in forces shall be decided by the General Council.

(ii) The Chairman of the meeting whether it is Board or the General Council, when not presided over by the president, shall interpret the rules of the Constitution and his ruling shall be final so far as that meeting is concerned. In the event of chairman's ruling being questioned a reference may be made to the president who shall give his decision on the disputed point.

5. According to P.J.J.F. is must remain, completely independent and autonomous and must resist all political, religious or commercial pressures and pledge to conform to the rules and regulations of the international Ju-Jitsu Federation or may any other organization as decided by the General Council.

(b) Discipline

Strict discipline shall be maintained amongst the members, clubs and referees. All disputes amongst members, players arising out of the tournament/championship or misconduct shall be disposed off by the board on the recommendation of the General Secretary of the Federation. No any players of Member of the Association shall have any political involvement/ pressure in the smooth running of the Organization; any person found guilty would be liable to disciplinary action.

(c) Discipline Rules

Discipline rules for suitable action will be applicable to the following categories:-

1. Organizations
2. Officials
3. Sportsman

1. ORGANIZATIONS:

- a) All organizations shall include conduct and discipline rules for suitable action against misconduct and all irregularities in their constitution.
- b) All organization shall form a conduct / code committee to deal with all disciplinary and disputed cases, which are reported from time. The committee will be appointed by the board and will submit its report to it.
- c) All press statement shall only be issued by the President or his nominee.
- d) No individual shall represent any organization unless and until either he is a bonafide member or is serving in the Distt/Division/province and is appointed by that organization.

2. OFFICIALS:

- a) Official will ensure that they carry out their assigned duties within and outside the country efficiently and effectively.
- b) Officials are responsible for the conduct and discipline of the organization.
- c) Officials will submit their accounts and report within 15 days of the termination of the sports event and on arrival from abroad in case of completion outside the country, to the president or Board.

3. SPORTSMEN:

- a) Is a true specimen of gentlemen?

- b) Sportsman will ensure that games are played in true spirit of sportsmanship and the rules of the respective games are observed at all times.
- c) The behavior and the discipline on and off the field are of the highest order. Decision made by the persons responsible are accepted at all times reservations.
- d) Shall all rules and laws governing the organization of the Sports and shall not indulge in any activity which is subversive of the authority of the organization or undermine its discipline to bring the name into disrepute.

XX. HEAD QUARTER:

The quarter of the Federation shall be located in Lahore. The venue of the meeting of the General Council, Board or any sub-Committee shall be decided by the President.

XXI. PRESIDENCY:

- a) The Presidency is composed of the President, General Secretary and the treasurer. It is summoned by the General Secretary on the president's instruction
- b) In case of urgency it decided upon the most important matters; but its decision must be ratified by mail or by next meeting.

[Approved by the General Council Meeting held on 24th August 1997.](#)

AMENDMENTS:

The following amendments in the constitution of Pakistan Ju-Jitsu Federation (PJJF) were approved and incorporated by the General Council in its meeting dated 03.01.2007 in lieu of the Sports Policy of the Government of Pakistan, Ministry of Cultural, Sports and Youth Affairs vide Notification No. S.R.O-1249(1)/2005 dated 15.12.2005

- 1) Article: IV(a): The controlling body for ju-jitsu in the province having at least 20 districts Associations or atleast 40 clubs affiliated under the area of jurisdiction.

Article: V (vii): Financial year of the Federation shall be from 1st of January to 31st of December.

Article: IV(f): All the departmental or services units, duly affiliated with Pakistan Olympic Association (POA) shall be eligible to apply for membership with PJJF with all necessary documents to demonstrate the technical and organizational importance of their organization.

Article: IV(g): The controlling body for Ju-Jitsu in Islamabad, AJK, FATA and northern Areas shall also be eligible to seek membership of PJJF under the existing governing rules. In addition to this, Referee and Coaches Association (RCA) be also part of General Council of PJJF and have one vote in the General Assembly.

- 2) Article: XII(iii). The General Secretary Shall be elected by the General Council.
- 3) Article: XIV(c): The post of the General Secretary shall be filled by election and not by the appointment and the procedure for election will remain same as all other office bearers of the board. The other powers of General Secretary will remain same as already

mentioned in the above noted article. The last two lines of the said paragraph shall be treated as seized to exist.

Article: XV: The general meeting of council shall be held every year as far as possible by the end of last week of January. However, the remaining paragraph may please be treated as same.

Article: XVIII(b): The existing clause under the above mentioned article is being read and treated as General Secretary only.

[Approved and incorporated in the General Council dated 03.01.2007.](#)