

CONSTITUTION OF PAKISTAN BADMINTON FEDERATION

1. TITLE:

This document shall be called the Constitution of the Pakistan Badminton Federation, hereafter called PBF/ Federation.

2. JURISDICTION:

- i. The area of its operation shall extend to the whole of Pakistan, the acceding States and Territories under the control of Pakistan. It shall have the exclusive rights to govern Badminton for men and women in Pakistan.
- ii. PBF declares its opposition to any discrimination on the grounds of politics, race, sex, religion and creed.

3. DEFINITIONS:

In this Constitution as well as the rules and bye-laws made under it, unless there is anything repugnant in the subject or context, the following definition are offered:-

- i. Clubs will be based on area basis and will form part of one Tehsil/equivalent administrative areas in the country. The criteria for registration of a club will be enunciated by PBF. It must have atleast 8 players. The club, in a Tehsil may register itself Tehsil Badminton Association and the Sports Officer of the Provincial Government deputed in Tehsil/equivalent administrative area.
- ii. Tehsil Badminton Association means the association formed through clubs in its administration areas and affiliated to District Badminton Association. It must have 10 active playing clubs under its jurisdiction.
- iii. District Badminton Association means the Sports Association of a district affiliated to Provincial Badminton Association and continuing to be so by observing all the conditions and requirements laid down by that Provincial Association. It must have atleast two active playing Tehsils under its jurisdictions.
- iv. "Provincial Association" means the Provincial Badminton Association.
- v. "Federation" means the Pakistan Badminton Federation, Affiliated with Pakistan Olympic Association, Badminton Asia Confederation and Badminton World Federation which is affiliated with International Olympic Committee (IOC).
- vi. Other Association means Badminton Association of AJK, FATA, Gilgit Baltistan and Islamabad.
- vii. "President, Chairman, Senior Vice President, Vice President" means elected President, Chairman, Senior Vice President and Vice President of the Federation.
- viii. "Secretary" means the Secretary or Honorary Secretary of the Federation.

- ix. "Treasurer" means the Honorary Treasurer of the Federation.
- x. "Joint Secretary" means the Honorary Joint Secretary of the Federation.
- xi. "Associate Secretary" means Honorary Associate Lady Secretary of the Federation.
- xii. "Member" means an affiliated Provincial Association, Other Association, Service Organization/Departments, Referees / Coaches/Technical Officials etc. Association, Lady Members and Individual member.
- xiii. "Pakistan Badminton Technical Officials Association means the elected body of Referees/ Coaches/ Technical Officials etc Association duly recognized by the Federation.
- xiv. "Service Organizations/Departments" means services organization/departments duly affiliated to PBF.
- xv. "Secretariat" means the Central Office of PBF.
- xvi. "General Body" means the General Body of PBF as provided in PBF General Body.
- xvii. "Executive Committee" means the Executive Committee elected by PBF General Body as per its Constitution.

4. HEADQUARTERS:

The office of the Federation shall be located at a city where Secretary General of the Federation is located.

5. AIMS, OBJECTS AND FUNCTIONS:

THE AIMS AND OBJECTS OF THE Federation shall be to promote, organize, popularize, regulate and control the game of BADMINTON including exchange of visits with foreign countries. For this purpose, the Federation shall perform the following functions:-

- i. Make rules and byelaws and give directives for the promotion and organization of the game of Badminton its umpiring and allied matters.
- ii. Affiliate/disaffiliate the provincial/services/departments or other associations/ organizations for proper control and promotion of the game.
- iii. Affiliate with and subscribe to Badminton World Federation, Badminton Asia Confederation, and Pakistan Olympic Association.
- iv. Raise loans by providing security, or though personal influence and to execute documents for the said purpose.
- v. To Raise Finances through sponsorships. To Achieve this objective post of Chairman, Patron in Chief, Patrons, be created and offered to those Persons who can help the Federation in raising funds.
- vi. All Affiliated Units should adopt uniform rules and bylaws and make their constitution compatible with the constitution of Pakistan Badminton Federation.
- vii. Allocate National Badminton Championship and All Pakistan Ranking Championships to affiliated units to be held every year in which following will participate
 - a. One Team each from provinces AJK, FATA, Gilgit Baltistan, and Islamabad.
- viii. Affiliated Departmental such as WAPDA, Railways and army etc.
- ix. National Bank, HEC, Police, New Khan, PMAD, KPT, PTCL, KRL, and Sui Northern Gas Pipelines have playing rights only.

- x. Organize appropriate sports for women. All affiliated units shall also have women teams.
- xi. Perform all other functions directed towards the attainment of the above.

6. MEMBERSHIP:

The membership of PBF consists of:-

- i. Affiliated Provincial Associations viz Baluchistan, Khyber Pakhtunkhwa, Punjab and Sindh Badminton Association
- ii. Affiliated Services Organizations and Departments viz Army, Railways and WAPDA.
- iii. Pakistan Badminton Technical Official Association consisting of coaches, Referees and Technical Officials.
- iv. Affiliated Other Associations viz AJK, FATA, Gilgit Baltistan and Islamabad Badminton Association.
- v. Lady Member.
- vi. Individual Member.

7. COMLIANCE

- i. The constitution of affiliated units and the rules of service organization shall not conflict with the constitution of PBF in any manner.
- ii. All the units and members of PBF shall comply with the directions and decisions of PBF in letter and spirit. Failure to do so shall render them liable to action as approved by the PBF General Body/Executive Committee/President.

8. ELIGIBILITY FOR MEMBERSHIP:

The following shall be eligible for membership.

- i. **Provincial Association**
 - a. Affiliated with PBF and their Provincial Olympic Associations.
 - b. Have a Constitution
 - c. Have the same aims and objects which are compatible with Pakistan Badminton Federation.
 - d. Have atleast 50% active playing Districts whose names and sports activities are reported PBF by 31st January every year.
 - e. Participate in the National Championship every year.
 - f. Pay annual subscription to the PBF by 31st January every year.
 - g. Have held their election within the stipulated time or within three months after the expiry of the last date, in which one representative each from Federation, Provincial Olympic Association shall be called to attend the election meeting as observer. If elections are not held within the stipulated or the extended period, the provincial association shall stand dissolved and Pakistan Badminton Federation will conduct new Elections in which Provincial Olympic Association representative will also be invited as an observer. Pakistan Badminton Federation will nominate a person/committee to conduct elections in such cases.
 - h. Organize National Championship on its own turn; and

- i. Organize atleast one all Pakistan Tournament in a year under its jurisdiction.
- ii. **Departments / Service Organization must:-**
 - a. Have a Constitution / bye-laws/ Rules.
 - b. Have the same aims and objects as the Federation
 - c. Have playing rights as provided in the PBF Constitution.
 - d. Have organized and participated at least in one National Championship and one National Ranking Championship.
 - e. Pay annual subscription to the Federation by 31st January every year.
- iii. **Pakistan Badminton Technical Officials Association**
 - a. Have a constitution
 - b. Have minimum of 50 registered members
 - c. Hold its elections as per constitution
 - d. Pay its fee annually by 31st January every year; and
 - e. Organize Activities throughout Pakistan like coaching courses and technical official courses.
 - f. PBTOA will nominate referees, umpires, in National and Ranking Championships.
- iv. **Other Associations**
 - a. Affiliated with Provincial Olympic Associations (if any) duly recognized by POA.
 - b. Have a Constitution
 - c. Have the same aims and objects which are compatible with Pakistan Badminton Federation.
 - d. Participate in the National Championship every year.
 - e. Pay annual subscription to the Federation by 31st January every year.
 - f. Have held their election within the stipulated time or within three months after the expiry of the last date, in which one representative each from Federation, Provincial Olympic Association shall be called to attend the election meeting as observer. If elections are not held within the stipulated or the extended period, the Other Association shall stand dissolved and Pakistan Badminton Federation will conduct new Elections in which Provincial Olympic Association representative will also be invited as an observer. Pakistan Badminton Federation will nominate a person/committee to conduct elections in such cases.
 - g. Organize National Event in its own turn; and
- v. **LADY MEMBERS**

One Lady Member shall be nominated on the General Body of PBBF from amongst the former National Champions, Olympians and outstanding National Sports Leaders subject to nomination of President and approval of the General Body.
- vi. **INDIVIDUAL MEMBERS**

Subject to nomination proposed by the President and approval of the General Body, there shall be one Individual member on the General Body of PBF, from amongst the

former National Champions, Olympians and outstanding National Sports Leaders subject to nomination of President and approval of the General Body. The numbers can be increased with the approval of General Body.

Failure to satisfy any of all above conditions shall render the membership of said provincial association, Other Associations, Pakistan Badminton Technical Association and Services Organizations/ Departments will be subjected to suspension/termination. The membership shall be restored as soon as the cause for suspension/termination has been removed by the PBF Executive Committee.

9. Subscription

- i. Affiliation fee for all types of members shall be Rs.10000/- which shall be paid on affiliation.
- ii. Annual Subscriptions for all types of memberships shall be rupees 1000/- and shall be payable in the month of January every year. Any affiliated unit not paying annual subscription fee will not be allowed to attend General Body Meeting.
- iii. A member unit failing to pay subscription or any other dues to the Federation for a period of two years, for which atleast two notices have been duly issued and served by the General Secretary, is liable to be disaffiliated by decision of the General Council of the Federation.
- iv. Once a member unit is removed from the membership of the Federation for non payment of dues, application for re-admission will be not be considered by the Federation unless all arrears have been paid along with a penalty of Rs.20000/= to the Federation.

10. GENERAL BODY:

The supreme authority shall vest in the General Body consisting of the following office-bearers and members of the Federation:-

- a. President and Secretary General, PBF
- b. Three (03) duly elected representative of each affiliated provincial association, out of which one will be a lady. One each from FATA, AJK, Gilgit Baltistan, and Islamabad. The representatives attending the General Body meeting must be member of the Executive Committee of their Association and be residing in the territory of their Associations.
- c. One duly elected representative of each affiliated other association (FATA, AJK, Gilgit Baltistan, and Islamabad). The representatives attending the General Body meeting must be member of the Executive Committee of their Association and be residing in the territory of their Associations
- d. One nominated representative of each affiliated Service Organization and department who must be a serving employee of the organization he represents.
- e. Affiliated Service Organizations/ Departments winning both men and women team events in the National Championship will have two votes in the General Body of the Federation in

the year which they are winners. In all other cases the departments/service organizations will have one (01) vote.

- f. One representative of the affiliated PBTOA nominated by the President of the Association.
- g. One Lady Member duly nominated by the PBBF General Body for General Council.
- h. One Individual Member duly nominated by the PBBF General Body for General Council.
- i. The elected office bearers of PBF viz Chairman, Senior Vice President, Vice President(s), Secretary General, Joint Secretary, Associate Secretary Lady, Treasurer, representing a Provincial Association, Other Association, Pakistan Badminton Technical Official Association shall remain as one of the representative of the Association on the General Body of PBBF for full term provided his/ her representation is not specifically withdrawn by the concerned Association, the intimation of which is duly provided to the Secretary General, PBBF at least one month before the General Body Meeting of PBBF and this withdrawal is subsequently approved by the General Body.

11. VOTING RIGHTS:

Voting rights of affiliated units for the General Body meeting shall be as under subject to meeting the relevant provision of PBF Constitution.

The voting rights by a member in the General Body shall depend strictly on satisfying the relevant provision article of PBF Constitution.

- i. Affiliated Provincial Associations viz Balochistan, Khyber Pakhtunkhawa, Punjab and Sindh Badminton Association (Three votes each)
- ii. Affiliated Services Organizations and Departments viz Army, Railways and WAPDA (One vote each). Affiliated Service Organizations/ Departments winning both men and women team events in the National Championship will have two votes in the General Body of the Federation in the year which they are winners. In all other cases the departments/service organizations will have one (01) vote.
- iii. Pakistan Badminton Technical Official Association consisting of coaches, Referees and Technical Officials (One vote).
- iv. Affiliated other associations viz AJK, FATA, Gilgit Baltistan and Islamabad Badminton Association (One vote each).
- v. Lady Member (One vote).
- vi. Individual Member (One vote).

12. MEETING:

ANNUAL GENERAL MEETING:

- a. At least one meeting of the General Body shall be held each year preferably in December, at the Headquarters of the Federation or at the time and venue of the National Championship. The General Body meeting for holding elections shall be held after every four calendar year. If, as result of delay, the elections are held later, i.e. by March of the following year, the next election shall be held in the normal course i.e. by December of the fourth calendar year concerned and not four years from the date of the last elections.

- b. The elections meeting shall not be postponed beyond March.
- c. Fifteen (15) days notice shall be given to all the members by the Secretary and relevant papers, such as copy each of minutes of last meeting, secretary's report, statement of income and expenditures, balance sheet, auditor's report and such other documents as required for the meeting. Proposed amendment, if any, to the Constitution shall be sent for inclusion in the agenda, along with any suggestion or resolution sent by the members or recommended by Executive Committee.
- d. Only the office bearers of the Federation and the representatives of the Provincial Associations, Other Associations, Service Organizations/Departments, Pakistan Badminton Technical Official Association, Lady Member and Individual member as per provisions of PBF shall attend the meeting.
- e. Decisions in the meeting of the Annual General Body shall be made by a simple majority of members/present, except in the case of amendment to the Constitution. In the event of a tie, the presiding officer of the meeting shall have a casting vote, except when elections are conducted. All voting shall be by ballot, unless it is unanimously decided to be otherwise.
- f. The quorum for a meeting of the General Body shall be one third of the total member of members.
- g. Representative of Pakistan Olympic Association be invited as observers during elections meeting.

13. SPECIAL GENERAL MEETING:

- a. A special general meeting of the General Body may be held as under:-
 - i. Under order of the President or the Executive Committee.
 - ii. On a requisition in writing from at least two third of the members.
- b. When a special general meeting is requisitioned under the foregoing clause, the Secretary shall issue a notice for the meeting within 15 days of the receipt of the requisition. If the Secretary fails to issue the notice as required, the members requisitioning the meeting may proceed to convene a meeting at any time after the expiry of the 15 days period.

14. EXCUTIVE COMMITTEE MEETING:

A meeting of the Executive Committee may be called by the Secretary at any time in the following manner:-

- a. Under orders of the President
- b. On a requisition in writing from at least 50% of the members of the Executive Committee
- c. A meeting of the Executive Committee once called shall not be postponed or cancelled beyond one week under the orders of the President.
- d. The Secretary shall give not less then 7 days clear notice for a meeting of the Executive Committee and shall send with the notice a copy of the agenda. An emergent meeting of

the Executive Committee may be summoned by the Secretary under the order of or with the permission of the President at a short notice.

- e. When requisition in writing has been received under the provision of the Constitution, it shall be incumbent on the Secretary to hold a meeting within two weeks of the receipt of such requisition.
- f. Votes may be taken by show of hands or by ballot, if so decided, by the house. All matters shall be decided by a simple majority of members present.
- g. The quorum for a meeting of the executive committee shall be one third of the total members.

15. ELECTION OF OFFICE-BEARERS:

The following shall be the Office Bearers of the Pakistan Badminton Federation and shall be elected after every Four (4) years at the Elective Meeting of the General Body.

- i. President (not necessarily from amongst the members)
- ii. Chairman
- iii. Senior Vice President
- iv. Five (5) Vice Presidents, out of which one will be a Lady.
- v. Secretary General
- vi. One Honorary Joint secretary shall be elected from amongst the affiliated members.
- vii. One Associate Secretary shall be elected from amongst the affiliated members.
- viii. One Treasurer shall be elected from amongst the members of the Federation.
- ix. The following office-bearers of the Federation shall not hold office in any other Federation affiliated with Pakistan Olympic Association.
 - a. President
 - b. Secretary
 - c. Treasurer
- x. Executive committee members three out of which one will be a Lady.
- xi. One Executive member out of three mentioned above will be from Gilgit Baltistan, AJK and FATA. This will be divided in Four years' time period so one nominated from each unit will have a time period of 16 months.
- xii. Nominations for the office bearers for election must be received by the Secretary General seven days prior to the date of Elective General Body Meeting. Failing which, the nomination will not be considered.
- xiii. If the newly elected President is readily available, he shall take the chair immediately after he has been elected as the President and conduct the remaining elections. He shall, however, not have any right to vote in the remaining elections. In case of a tie, the issue shall be decided by the General Body meeting.
- xiv. All the Office Bearers, except the President shall be elected from amongst the persons eligible to attend the Elective Meeting of the General Council. The Office Bearers shall continue to hold office for a term of Four (4) years or till next election. President, Secretary General and the Treasurer will be allowed a maximum of two tenures, in any office of the Federation/Association. After which they will become ineligible for holding

- the same posts of that particular Federation/Association. However, a person will be allowed to contest for next higher position in Federation/Association at any time.
- xv. All vacancies of Office Bearers and Members of Executive Committee shall be filled in by the Executive Committee by majority of votes during the intervening periods falling between the two election meetings of the General Council.
 - xvi. No employee of a service organization, which is a member of the Federation, shall hold any office in a Provincial Association or its Subordinate Association and vice versa.

POWERS AND DUTIES:

16. GENERAL BODY:

The power and duties of General Body shall be as follows:-

- a. To admit the membership of the Federation to Associations/ Organizations applying for affiliation after fulfilling the conditions laid down in the Constitution.
- b. To elect office-bearers and members of the Executive Committee for a period of four years.
- c. To consider the annual report, the audited account and budget of the Federation.
- d. To make alterations in the constitution of the Federation in accordance with the provisions of the articles.
- e. To consider and decide appeals against the decisions of the Executive Committee.
- f. To exercise any power vested in the Executive Committee or any sub-Committee of the Federation and to cancel or alter any decision of any such committee.
- g. To take such other steps as may be necessary and expedient to fulfill the aims and objects of the Federation.
- h. To intervene, hold inquiry, give decisions or appoint ad-hoc committee in respect of any member of its subordinate organizations.
- i. The General Body may delegate any of its functions to the Executive Committee except those specifically reserved for the General Body.

17. EXECUTIVE COMMITTEE:

The day to day management of the Federation shall be entrusted to the Executive Committee comprising:-

- | | | |
|--------------------------|---|-----------------------------|
| a. President | - | One |
| b. Chairman | - | One |
| c. Senior Vice President | - | One |
| d. Vice Presidents | - | Five (including one Female) |
| e. Secretary General | - | One |
| f. Joint secretary | - | One |
| g. Associate Secretary | - | One (Female) |

- h. Treasurer - One
- i. Members - Two (One Male and One Female)

- i. The powers and duties of the Executive Committee shall be as follows:-
- ii. To hold, control and administer the property and funds of the Federation.
- iii. To appoint sub-committees to carry out specific duties.
- iv. To give decisions and rulings with regard to interpretation of the Constitution and such matters as are not covered by these Articles.
- v. To convene meeting of the General Body, as and when necessary.
- vi. To look into, enquire and take appropriate action in respect of member when requested by any aggrieved member-association, under respective Articles.
- vii. To appoint auditors and fix their fees.
- viii. To consider and recommend any amendment to the Articles or Rules.

18. **PRESIDENT**

- a. The President shall preside over the meetings of the General Body. He shall also preside over the meeting of the Executive Committee.
- b. He may direct the Secretary to convene or may himself convene a meeting or a special General Meeting of the General Body or meeting of the Executive Committee.
- c. He may delegate any of his power to the Senior Vice President.
- d. An appeal against disciplinary action taken by a member may be preferred by the aggrieved party to the Executive Committee within one month. The President may suspend the imposition of a penalty on a member, thus pending the decision of the Executive Committee. He shall, however, refer the matter to the General Body within one month of such an order. The General Body may approve/disapprove of his action by a simple majority.

19. **Chairman:**

He will help raise funds for the Federation, he will head the development Committee of PBF. He will preside over the Executive Committee Meeting in the absence of President.

20. **SENIOR VICE PRESIDENT:**

The Senior Vice President shall act in the absence of the President and shall perform such other functions as may be assigned to him by the President.

21. **VICE PRESIDENTS:**

In the absence of President and Senior Vice President or on their directions, nominated Vice President shall exercise the powers of the President for a meeting. The Vice President shall carry out other assignments/duties given to him by the President/Executive Committee.

22. **SECRETARY GENERAL:**

Secretary shall act as under:-

- a. He shall act as Secretary of the Federation, the Executive Committee and any other sub-committee. He shall be responsible for carrying into effect the decisions and resolutions of the General Body and the Executive Committee. He shall issue notices for all meetings, record minutes and carry on correspondence with foreign and affiliated associations and other bodies and persons.
- b. He may call a meeting of the Executive Committee at a short notice with the permission of the President.
- c. He shall call a meeting of the General Body or the Executive Committee with the permission of the President.
- d. He shall place all relevant documents before the Executive Committee and the General Body as laid down in these articles or as required by the members.
- e. He shall circulate information regarding the change of rules and requirements of the International Sports Federation to all members and also punishments, bans, disaffiliation imposed upon by any member, Province, District, Tehsil, player or umpire.
- f. He will keep an imprest of Rs. 10,000 with him to meet day to day expenses.
- g. He will sanction expenditure of Rs.15000 for which proper account will be maintained.
- h. He will be the custodian of all assets, records and properties of the Federation.

23. **JOINT SECRETARY:**

The Joint Secretary shall perform all duties of the Secretary in the latter's absence and such other duties as may assigned to him by the Federation.

24. **ASSOCIATE SECRETARY:**

The Associate Secretary shall perform all duties of the Secretary in the absence of Secretary General and Joint Secretary such other duties as may assigned to her by the Federation.

25. **TREASURER:**

Treasurer shall perform his duties as under:-

- a. He shall collect and keep with a bank, approved by the Executive Committee, all subscriptions from members and any other money that may be paid to the Federation. He shall issue a receipt for all sums received and shall maintain proper accounts of the funds.
- b. He shall prepare a statement of accounts and balance sheet for the closing year and present this statement, together with the budget for the ensuring year, to the General Body in the Annual General Meeting.
- c. All payments made by him shall be in accordance with the sanction of the competent authority.
- d. He shall recover outstanding dues against any member. In case any member fails to clear his or pay his dues or pay his subscription, he shall inform the Secretary, so as to enable the Secretary to take action as per Constitution.

As only one association in each Province or Department/Service Organization or District Association or Tehsil Association can be affiliated to the Federation / Provincial / District /

Tehsil Association, in no case a parallel body shall be set up besides the one recognized by the Federation. However, the dispute may be referred to the Federation for resolution. Any person/Association participating in the formation of a parallel body shall be liable to be debarred / suspended for a period upto 5 years.

26. FORMATION OF RULES AND BYELAWS

The Executive Committee shall prepare, formulate and enforce the following Rules:-

- i. Financial Rules
- ii. Rules for Selection Committee
- iii. Rules for umpires
- iv. Rules for conducting the National Championships
- v. Frame code of conduct for:
 - a. Players and Officials
 - b. Officials accompanying the teams abroad
 - c. Members of the Federation
 - d. Members of the Executive Committee and
 - e. Officials conduction foreign teams within the country
- vi. Any other Rules considered necessary, provided they do not contravene or conflict with the Constitution.

27. AMENDMENTS TO THE CONSTITUTION OF PAKISTAN BADMINTON FEDERATION:

All amendments proposal by the members shall be forwarded in writing to the Secretary. The amendments shall be put up to the Executive Committee for consideration. In case the amendment is approved by two third majorities in the Executive Committee, it shall be circulated to all the members in the normal manner, along-with the recommendation of the Executive Committee and placed on the agenda of the Meeting.

The constitution or any provision thereof shall not be amended unless passed by at least two third majorities of votes of the members present at the meeting.

28. ARBITRATION:

All disputes arising out of the working, functioning and performance of PBF and/or of any of its Affiliated Member Units within itself or amongst each other shall be resolved through arbitration. No Affiliated Unit of PBF nor any Member (person) associated in any manner with PBF shall take their disputes of any nature relatable in any manner with the Unit or PBF to any Court of Law, but to the arbitration to be conducted by the president concerned or by any other person nominated or constituted by him in this behalf to decide the dispute. The disputes, in the subordinate Units of Pakistan Badminton Federation from lowest levels to the level of the Federation shall be referred to the President of the next higher level Organization who shall resolve the dispute through arbitration. Thus disputes at Tehsil level shall be referred to the President of the respective District Badminton Association and similarly dispute at District level to Divisional Badminton Association/Provincial Badminton Association. The dispute in Provincial Badminton Association shall be resolved in consultation with Provincial Olympic Association by the Pakistan Badminton Federation. The disputes in the Pakistan Badminton Federation shall be referred to the Pakistan Olympic Association for

their resolution. The Executive Committee of the PBF shall be the Court of Appeal for the Resolution of disputes arising in the Units Affiliated with PBF and its decision will be binding on all concerned. Any Association going to the court against Pakistan Badminton Federation will lose the Affiliation with Pakistan Badminton Federation.