

CONSTITUTION

PREAMBLE

We, the Punjab Olympic Association, an organization belonging to the Olympic Movement of Pakistan under the aegis of the Pakistan Olympic Association duly recognized by POA, hereby undertake to respect the provisions of the Olympic Charter and the World Anti- Doping Code and to abide by the statutes and decisions of the Pakistan Olympic Association (POA).

We undertake, in accordance with our mission and role at provincial level, to participate in actions to promote peace, gender equality, environment sustainability, education and culture through sport. We also undertake to support and encourage the promotion of sports ethics, good governance, and fight against doping.

ARTICLE - I

NAME, HEADQUARTERS AND EMBLEM

Name and Headquarters

The Organization shall be called the Punjab Olympic Association (PbOA). The Headquarters of the PbOA shall be at Lahore.

Emblem

The Emblem of the PbOA is as reproduced below: -



The Flag of the PbOA is in white color with the Emblem as described above and bearing the words Punjab Olympic Association.

ARTICLE-II

JURISDICTION

The jurisdiction of the Punjab Olympic Association (PbOA) shall extend throughout Province of Punjab.

ARTICLE – III

INTERPRETATION OF TERMS

The terms and abbreviations used herein-after shall mean: -

1. IOC - International Olympic Committee.
2. Olympic Charter – Olympic Charter of IOC.
3. POA – Pakistan Olympic Association.
4. NOC – National Olympic Committee as defined in the Olympic Charter.
5. WADA – World Anti-Doping Agency.
6. ADOP – Anti-Doping Organization of Pakistan.
7. CAS – Court of Arbitration for Sport.
8. IF - International Federation non-governmental organization administering one or several sports at World level.
9. National – On country wide basis.
10. Provincial – On province basis.
11. National Federation - A Sport Organization on national basis affiliated to International Federation and National Olympic Committee governing specific sport(s) falling within the domain of IF.
12. Association - Means Provincial Sports Association affiliated with National Federation recognized by International Federation and NOC Pakistan.
13. Member Unit – Affiliated Provincial Sports Association or any other Organization on Province Basis and affiliated with National Federation concerned and PbOA.
14. Athlete – Sportsperson physically involved in Sports activities.
15. Constitution – Constitution of Punjab Olympic Association adopted by its General Council and duly approved by POA.
16. Olympic Movement - The concerted, organized, universal and permanent action, carried out under the supreme authority of the IOC, of all individuals and entities who are inspired by the values of Olympism. It covers the five continents. It reaches its peak with the bringing together of the world's athletes at the great sports festival, the Olympic Games. Its symbol is five interlaced rings.
17. IOC Olympic Properties – As defined in Article – III - (19) of POA Constitution.
18. POA Properties – As defined in Article – III - (20) of POA Constitution.
19. PbOA – Punjab Olympic Association recognized by POA.
20. Pb – Punjab Province.

ARTICLE – IV

VISION & MISSION

PbOA shall assist the POA to pursue its vision and mission and shall always adopt Vision & Mission of Pakistan Olympic Association (NOC Pakistan) expressly adopted by the Constitution of POA that are:

Vision

Positive development of the youth and other members of the community in Punjab through utilization of sports in a manner, which allows them to develop mentally, socially and physically through capacity building programmes, thereby affording them the opportunity to pursue their personal levels of excellence.

Mission

To develop, promote and protect the Olympic Movement in Punjab, in accordance with the Olympic Charter by spreading the POA's vision through deliverable means.

ARTICLE – V

ROLE AND OBJECTIVES

PbOA shall assist the POA to perform the constitutional role and shall adopt the objectives laid down in the Constitution of POA that are expressly adopted by the Constitution of POA as under:

1. Foster, develop and propagate the fundamental principles of Olympism through educational programmes and initiate the youth to the values of the Olympic Movement.
2. Ensure the observance of the Olympic Charter in Punjab under the aegis of and in collaboration / consultation with Pakistan Olympic Association.
3. To promote high performance sport as well as "sports for all" ensuring everyone has a chance to exercise sports and adopt the values of Olympism embracing the highest sports ethics, sportsman spirit and fair play.
4. Ensure Gender Equality and capacity building of women to enable them to assume leadership roles within the PbOA and its members.
5. Institute measures for the prevention of harassment and abuse in sports and ensure all concerned have recourse to report and ask for the redress of grievances.
6. To take action against any form of discrimination and violence in sports on grounds of race, religion, politics, sex or otherwise.
7. Encourage, promote and assist/advise all stakeholders for the development of sports in Pakistan and the utilization of sports for development.
8. Advocate and promote the use of sports for peace, development and preservation of the environment.

9. Affiliate Sports Associations of Ogames or sports recognized in the Olympic Movement, who will undertake to comply with instructions of PbOA / POA failing which members and individuals belonging to Olympic Movement shall be liable to measures including but not limited to disbarment from Olympic Movement and or suspension.
10. Raise funds for its functioning. However, PbOA shall not associate themselves with any activity, which would be in contradiction with the Olympic Charter and the decision of the POA and ensure that its autonomy, transparency, good governance, dignity and independence in accordance with the Olympic Charter is not compromised.
11. To arrange and encourage systematic training of sportsmen, coaches and sports administrators in Punjab Province and assist them for training at National level.
12. In compliance with the POA Constitution the PbOA is obliged to participate in the National Games of Pakistan by sending athletes / competitors as directed by the POA. It shall exercise the exclusive powers for the representation of Punjab at the National / Inter-Provincial Games or at other such competitions approved / patronized by POA. and shall be responsible for the behavior of the members of its delegations at these Games.
13. Ensure resolution of all disputes within the Olympic Movement in Pakistan through its Arbitration process.
14. Take disciplinary action against any Member Associations for misbehavior of its athletes/officials or any undesirable activity bringing discredit to the country and sports or violating the Olympic Charter.
15. Work to maintain harmonious and cooperative relations with appropriate governmental bodies in Punjab. Nevertheless, the PbOA shall preserve its autonomy and resist all pressures of any kind including those of a political, religious or economic nature that may prevent it from complying with the Olympic Charter.
16. In order to fulfill its mission, the Punjab Olympic Association may cooperate with governmental or non-governmental bodies. However, to retain autonomy and recognition of POA, PbOA shall never associate itself with any activity, which would be in contradiction with the Olympic Charter and decisions of the POA. The Provincial Olympic Association may also cooperate with non-governmental bodies.
17. To adopt and implement the World Anti-Doping Code, thereby ensuring that the Punjab Olympic Association's anti-doping policies and rules, membership and / or funding requirements and results management procedures conform to the World Anti- Doping Code.
18. To encourage and support measures relating to the medical care and health of athletes.
19. To do all acts and things necessary and proper to carry out the purposes of the Punjab Olympic Association.

ARTICLE – VI

MEMBERSHIP

1. The Membership shall consist of:
 - i. President, and Secretary General (elected at the Elective Meeting of the General Council).
 - ii. Member of the POA in Punjab.
 - iii. Affiliated Provincial Sport Association (including all Provincial Sport Associations affiliated to the NFs governing sports, recognized by POA and having good standing with NOC Pakistan.
 - iv. Athletes Commission.
 - v. Individual Members (as per Article VI (6)(iii)).

2. The representation to the General Council shall be as under:
 - i. Provincial Sport Association of Olympic Sports - Three (3) representatives each; out of which at least one (1) will be a lady representative, with one vote each. The representative of Provincial Sport Associations of Olympic Sports must always constitute the voting majority of the General Council.
 - ii. Provincial Sport Association of Non-Olympic Sports - Two (2) representatives each, out of which at least one (1) will be a lady representative, with one vote each.
 - iii. Athletes Commission - Two (2) representatives with one vote each, out of which at least one (1) will be a lady representative, with one vote each.
 - iv. Individual Members (as per Article VI (6) (iii) – not more than eight (08) – individual members with one vote each, including at least 50% of ladies.
 - v. President, and Secretary General (elected at the Elective Meeting of the General Council) with one vote each.
 - vi. Member of the POA in Punjab with one vote each – To be nominated by President POA.
 - vii. Provincial Traditional Sports Association – One (1) representative with one (1) vote.
 - viii. Provincial School Olympic Association – One (1) representative with one (1) vote.

3. The General Council of the PbOA shall be competent to admit a new member as per Standing Operating Procedure / criteria of affiliation approved by the General Council or Executive Committee (as the case may be) and notified from time to time or remove a Member by resolution adopted by not less than Two-Third majority of votes provided that more than half the total number of Representatives eligible to vote have voted on such a proposal.

4. While admitting new members it will be ensured that voting majority of Olympic Sports in General Council is intact.

5. The Government or others public authorities shall not designate any member to the PbOA. However, the PbOA may decide, at its discretion, to elect as members representatives of such authorities. Such member can be invited to attend the General Council meeting but without voting right. The Honorary Member shall not be counted in the calculation of the quorum of the meetings and cannot be elected to any position within the PbOA. Any Person who is an employee of Sports Directorate / Board / Department

of Punjab shall not be eligible to be elected as office bearer of PbOA or any of its Provincial Sports Association.

6. ELIGIBILITY FOR MEMBERSHIP:

i) Provincial Sports Associations

Provincial Associations - the Provincial Sports Associations shall be eligible for seeking and retaining membership of the PbOA if they fulfill the following conditions:

- a. Association has a valid Constitution in line with the Constitution of the National Federation and PbOA.
- b. Each Association is affiliated with NF that is duly recognized by IF and NOC Pakistan, provided the PbOA shall seek verification of bonafide of a National Federation from NOC Pakistan.
- c. Each Association shall have each a Women Association / Women Wing for women activities and induct at least 30% women on its General Council / Executive Committee.
- d. Each Association shall hold regular annual Provincial Championships – Seniors, Juniors and Women (where applicable) under the auspice of their respective National Federations as well as participate in the competitions as and when asked by the PbOA.
- e. They hold elections as embodied in their respective Constitutions and one representative each from the respective NF and PbOA shall be invited to attend and observe the electoral proceedings to ensure transparency and compliance of the Constitution of the Association. Rep of Sports Board Punjab may also be invited to attend the Elective General Council meeting as Observer.
- f. These shall be constituted by the properly represented Divisional / District Associations, genuinely existing and functioning. The District Association of each District Association of each Divisional Association shall be constituted by the Active Clubs (registered with NF through Provincial Sports Associations concerned). The minimum number of Active Clubs in each District shall be not less than five.
- g. All the clubs affiliated with District Associations shall participate in the annual District, Divisional and Provincial championships or as required by the Provincial Associations.
- h. Active clubs shall have premises with playing facilities where sports activities of respective sports shall take place at least 150 days in a year. Such clubs shall have a proper management and some sort of financial support system to ensure sustainable activities of the club during the year as well as its participation in the Tournaments, competitions and championships.
- i. The clubs shall be registered / affiliated with the District Association of respective Sports.

ii) Compliance

- a) The Constitution of Sports Associations shall not conflict with the Constitution of the Pakistan Olympic Association and Punjab Olympic Association in any manner. All member units shall submit their latest Constitutions to PbOA within 60 days of any amendments.
- b) Any individual belonging to the Olympic Movement of Pakistan and all the affiliated units of PbOA and their members shall comply with the Olympic Charter, Constitution of POA and directions and the decisions of POA in letter and spirit. Failure to do so

shall render them liable to actions as approved by the PbOA's General Council / Executive Committee / President.

- c) To attain and retain affiliation or recognition of PbOA, compliance of the Olympic Charter and provisions of Constitutions of POA and PbOA is binding upon all the members of the General Council.

iii) Individual Members

Subject to nomination proposed by the Executive Committee and election by the General Council, there shall be Individual Members on the General Council of PbOA, as per the Olympic Charter and Constitution of POA, who are likely to be helpful to strengthen the effectiveness of PbOA or who have rendered distinguished services to the cause of sports and Olympism. The total number of such individual voting member shall not exceed 08 including with at least 50% ladies. The General Council shall elect the individual member for term of four years (renewable during the General Council meeting held one year before the Elective General Council meeting of PbOA). In addition, upon proposal from the Executive Committee the General Council can elect honorary members including Honorary Life President and Honorary Life Vice President who can be invited to attend the General Council meeting but without voting right. The Honorary Member shall not be counted in the calculation of the quorum of the meetings and cannot be elected to any position within the PbOA.

iv) Chief Executive Officer

- a) Subject to nomination by President PbOA and approval of the Executive Committee, there shall be a Chief Executive Officer of PbOA to act as head of its operations.
- b) He / She will act as ex-officio member of General Council and Executive Committee.
- c) Notification of CEO will be issued by the President or Secretary General subject to approval by the Executive Committee.
- d) Emoluments and other terms and condition of CEO will be determined by the President in consultation with Secretary General, Treasure and Chairs of the Finance and HR & Admin Committees.
- e) He / She will perform his / her duties as laid down in the Article-IX-6 of PbOA Constitution.

v) Athletes Commission

- a) There shall be an Athletes Commission to fulfill the mission and objectives with composition and functions as directed by the POA.
- b) The Athletes Commission as per POA directive shall have at least Ten (10) members who are at least 16 years of age and have never been sanctioned for a doping offence.
- c) The Commission shall be composed of such male and female players / competitors / athletes who at the time of their election / nominations are at least participating at National level in any of the Olympic sports.
- d) The members of the Athletes Commission shall be elected for four years or till next elections of Punjab Olympic Association and can be renewed.

- e) The members shall be elected from amongst the Athletes of all Olympic Sports as per following procedure: -

Two athletes (one male and one female) shall be nominated by each Provincial Sport Association on the following criteria: -

- Olympic Medalist
 - Olympian (representation in Olympics)
 - Asian and Commonwealth Games Medalist
 - International Medalists
 - National Medalists
- f) Based on the above nominations elections of Athletes Commission shall be held after every four years by a committee to be constituted by President in consultation with Chairman Athletes Commission. The Committee shall comprise of five persons as under: -
- Elected Vice President of PbOA
 - Two former Olympians (one male and one female)
 - One Representative of POA – nominated by President POA
 - Secretary Election Commission of PbOA
- g) The Commission shall be represented at the General Council with Two (2) of its members, including at least one athlete having participated in at least one of the last three editions of the National Games elected by the PbOA Athletes Commission and they shall have the right to vote.
- h) The Commission shall be represented on the PbOA Executive Committee with at least One (1) member elected by the Commission and approved by the PbOA General Council and he / she shall have right of vote.

vi) Provincial Traditional Sports Association

Provincial Traditional Sports Association shall be eligible to seek or retain membership of PbOA only if it is constituted on provincial basis as per structure approved by the Executive Committee and fulfill the following conditions: -

- a) To attain and retain its affiliation with PbOA it must hold affiliation with at least ten (10) Provincial Sports Associations belonging to Traditional Sports recognized by National Traditional Sports Association affiliated with POA and Constitution that should be in compliance with the PbOA and POA Constitution.
- b) Organize Provincial as well as Inter-Divisional Championships every year as per the rules of concerned Sport approved by respective NSF and IF.
- c) Assist National Traditional Sports Association concerned recognized by POA in staging their championships / tournaments and other sports programmes at National level.

vii) Provincial School Olympic Association

Provincial School Olympic Association shall be eligible to seek or retain membership of PbOA only if they are constituted on provincial basis as per structure approved by the Executive Committee and fulfills the following conditions:

- a) To attain and retain its affiliation with PbOA it must hold affiliation with at least fifteen (15) Provincial Sports Associations belonging to School Olympic duly recognized by the National School Olympic Association affiliated with POA and Constitution of that should be in compliance with PbOA and POA Constitution.
- b) Exercise a real and ongoing programme to promote Olympic Value Education under the auspices of PbOA and POA.
- c) Organize School Championships at Divisional, and Provincial level every year as per the rules of concerned Sport approved by respective NSF and IF.
- d) Assist National School Olympic Association recognized by POA in staging their championships / tournaments and other sports programmes at National level

ARTICLE – VII

FINANCE

1. The PbOA Financial Year shall be from 1st July to the following 30th June.
2. Financial matters of the PbOA shall be governed as per Financial Rules approved by the Executive Committee of PbOA from time to time.
3. All funds of the PbOA shall be deposited in Bank selected by the Executive Committee in the name of the Punjab Olympic Association. The Treasurer, Chief Executive Officer, Secretary General and President shall operate the Bank Accounts (any two signatories).

ARTICLE VIII

GENERAL COUNCIL

1. The supreme authority shall be vested in the General Council. The following shall be eligible to attend the Provincial Olympic Association General Council Meeting.
 - i. President, and Secretary General, Provincial Olympic Association.
 - ii. Member of Pakistan Olympic Association in Punjab.
 - iii. Representatives of the Member Association as fixed in ARTICLE VI Clause 2 whose intimation has duly been sent to the Secretary General PbOA as laid down in Clause 5 of ARTICLE VIII.
 - iv. Not more than Eight (08) Individual Members for each term, as provided in ARTICLE – VI Clause 6 Sub Clause (iii)
 - v. Two (2) representatives of the Athletes Commission as provided in ARTICLE – VI Clause 6 Sub Clause (v).
 - vi. Chief Executive Officer and Legal Advisor of the Provincial Olympic Association appointed by the Executive Committee. He / she shall not be accounted for the purpose of the quorum of the meeting.
2. General Council shall meet at least once a year. Other General Council meetings may be held as and when summoned by the:

- i. President
 - ii. Executive Committee
 - iii. At the request in writing of not less than half (50%) of the Affiliated Member Units.
3. The General Council shall meet normally to transact the following business:
- i. To elect Office Bearers and the Members of the Executive Committee, as well as the Individual Members as provided in Article-6 clause 6, sub clause iii in a meeting expressly convened for this purpose, when election is due.
 - ii. To consider and approve admission and/or removal of Members.
 - iii. To consider and approve Audited Statement of Accounts, Balance Sheets and Auditor's Report. The Statement of Accounts shall be for each year. The Accounts of Provincial Olympic Association shall be audited every year by an approved external Chartered Accountant appointed by the General Council.
 - iv. To consider and approve the Budget Estimates on annual basis.
 - v. To decide about the participation of Provincial Olympic Association Contingents in the contests of National nature.
 - vi. To consider and approve Amendments to the Constitution.
 - vii. To take decisions about levy of any contribution, penalty and other charge.
 - viii. To decide on any other matter included in the agenda.
4. The quorum for a meeting of the General Council shall be One-Third of all members and Representatives eligible to vote as provided in Article VI clause 1 and 2.
5. i) In order to exercise their votes at a Meeting of the General Council, the names of the representatives from the Member Units must be received in writing in the Provincial Olympic Association Secretariat Seven (7) days before the date of the Meeting, failing which the representatives shall not be entitled to attend the meeting.
- ii) An elected Office Bearer representing a Provincial Sports Association shall remain as one of the representatives of the Association on the General Council of Provincial Olympic Association for full term provided he / she continues to hold some office in the respective Provincial Sports Association unit or his / her representation is not specifically withdrawn by the concerned Federation/ member unit, the intimation of which is duly provided to the Secretary General, Provincial Olympic Association at least seven (7) days before the General Council Meeting of Provincial Olympic Association.
6. No proxy vote to be allowed.
7. All business discussed or decided at the meeting of General Council shall be recorded in a Minute 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.
8. Thirty days previous Notice shall be necessary for the meeting of the General Council.
9. An emergent meeting of General Council shall be convened with 7 days' prior notice.

10. In the event of Meeting of General Council being not held on the appointed date for want of quorum, the Meeting will be held on a subsequent date, within 30 days following the date initially scheduled without any quorum.
11. All decisions shall be taken by a simple majority of votes unless otherwise provided in the Constitution. However, Provincial Sports Associations affiliated to their respective National Sports Federations governing sports included in the programme of the Olympic Games shall constitute the voting majority of the General Council.

ARTICLE IX

OFFICE BEARERS

1. The following shall be the Office Bearers of the Punjab Olympic Association and shall be elected after every Four (4) years at the Elective Meeting of the General Council at a date to be notified by the Executive Committee: -
 - i. President
 - ii. One Senior Vice President
 - iii. Seven Vice Presidents, out of which there shall be at least Two Lady Vice President
 - iv. Secretary General
 - v. Treasurer
 - vi. One Deputy Secretary General
 - vii. Seven Associate Secretaries General out of which, there shall be at least One Lady Associate Secretary General
2.
 - i) All the Office Bearers shall be elected either:
 - a. From amongst the persons eligible to attend the Elective Meeting of the General Council, or
 - b. Have been an elected office bearer or a member of the Executive Committee for one complete term in the immediately preceding two terms.
 - ii) The Elective General Council shall only be attended by the Chairmen, Presidents, General Secretaries, Senior Vice Presidents, Chief Executive Officer, Vice Presidents and / or Treasurers of the NSFs, Provincial Sports Associations. However, for the representations of women, the nominations should be preferably made from the Executive Committees / bodies of the affiliated Provincial Sports Association of Olympic Sports.
 - iii) The election shall be held as embodied in the PbOA Constitution within the time prescribed.
 - iv) Unless otherwise determined by the POA, if the election process and / or the outcome of the election is challenged or compromised by any means, the Executive Committee elected in last elections shall continue to function till conduct of elections or resolution duly approved by the POA.

3. i) An Office Bearer shall cease to hold office of PbOA, if at any time he/ she resigns or his / her representation is withdrawn by the concerned affiliated Unit, through a decision taken by the General Council / General Body / Executive Committee / President of the said Provincial Sports Association and intimation of withdrawal of representation along with the said decision / order is duly received by the Secretary General PbOA at least Seven (7) days before the meeting of PbOA General Council, in which the Secretary General should put up the said position for the approval by the General Council of PbOA. An Office Bearer shall also cease to hold office if he / she is removed by the resolution of the meeting of PbOA General Council adopted by not less than two-third majority of votes provided that more than half of the total number of the members eligible to vote have voted on such a proposal.

ii) Further the President, Senior Vice President, Vice Presidents, Secretary General, Deputy Secretary General, Treasurer and Associate Secretaries General of the POA shall retire upon attaining the age of Seventy-Five (75) years.

4. i) The President shall be the Head of the Association. He/ She shall preside at the Meeting of the General Council and the Executive Committee and interpret the Rules of the Constitution, subject to ratification by the Executive Committee and if necessary, final decision by the General Council. Unless otherwise specified in this Constitution, he/ she shall be authorized to appoint Commissions / Committees / Sub Committees, define their terms of reference, take decisions on their reports on behalf of General Council / Executive Committee and issue direction for the smooth working of PbOA on day-to-day basis. In any emergency the President shall have power to take any action he/ she deems fit, but such action taken shall be reported to the Executive Committee in its next Meeting.

ii) Exercise powers and perform duties as laid down in the various Rules approved by the Executive Committee or General Council from time to time.\

iii) In the absence of the President, the Senior Vice-President and in case of his / her absence, the oldest Vice President present will preside at the Meeting of the General Council or the Executive Committee as the case may be.

iv) In the absence of the President, where the President notifies the Secretary General that he / she will for the period of his / her absence be unable to discharge his / her responsibilities as President, the Senior Vice President shall act as the President of PbOA for all intents and purposes for the period notified by the Secretary General as being the period of absence of the President.

5. The duties of the Secretary General shall be as follows:

i) To act as Secretary of the PbOA, the Executive Committee and any other Sub-Committee.

ii) To issue Notices and Agenda for all Meetings.

iii) To include in the Agenda of the General Council Meeting and Executive Committee Meeting any matter duly proposed and seconded by the Representatives of the Members and delivered to the Secretary General Fifteen (15) days and Seven (7) days respectively before dates of the Meeting. The proposals received after the prescribed date may be considered with the permission of the Chair.

iv) To record proceedings of all Meetings and to obtain signatures of the Chairman thereon and supply copies to Members.

- v) To sign on behalf of the PbOA and to conduct its correspondence.
 - vi) Exercise powers and perform duties as laid down in the various Rules approved by the Executive Committee or General Council from time to time.
6. The duties of the Chief Executive Officer shall be as follows:
- i) To act as the Head of Operations of the PbOA.
 - ii) To perform all his / her duties under the control of the President and the Executive Committee.
 - iii) Exercise powers and perform duties assigned by the President and / or the Executive Committee.
 - iv) To sign on behalf of the PbOA and to conduct its correspondence relating to his duties / responsibilities.
 - v) To maintain correctly and up-to-date the Register of Member Association and their bonafide Representatives.
 - vi) To prepare under the guidance of the President and Secretary General the Annual Budget of the PbOA.
 - vii) To Certify Copies of the Entries in Books on behalf of the President.
 - viii) To keep a permanent Advance Rupees One Hundred Thousand to meet Expenditure of contingent nature which may be recouped from time to time and to maintain a Register showing its expenditure.
 - ix) To maintain a stock register as well as details of assets and liability with the assistance of Secretary General and Treasurer.
 - x) To organize various sports events and educational programmes as and when assigned to PbOA.
 - xi) To arrange participation of Punjab Teams in Multi-Sports events at Provincial and National level.
- 7.
- i) The Deputy Secretary General and the Associate Secretaries General shall carry out all the specific tasks as may be assigned to them by the PbOA, President or Secretary General.
 - ii) In the absence of the Secretary General, the Deputy Secretary General, and in case of his / her absence, oldest Associate Secretary General present will discharge the functions of the Secretary General at the Meeting of the General Council or meeting of the Executive Committee.
 - iii) In the absence of the Secretary General, where the Secretary General notifies that he will for the period of his / her absence be unable to discharge his /

her responsibilities as Secretary General, the Deputy Secretary General, and in his / her absence the two oldest Associate Secretaries General jointly, shall act as the Secretary General of PbOA for all intents and purposes for the period notified by the President as being the period of absence of the Deputy Secretary General as the case may be.

8. The Treasurer shall perform the following duties:
 - i) To maintain with the assistance of the Secretary General accurate and up-to-date Accounts of the PbOA including a Cash Book.
 - ii) To receive and deposit immediately in the bank all money received on behalf of the PbOA and make payments as sanctioned by the PbOA or the Executive Committee or as directed by the President.
 - iii) To prepare Statement of Accounts each year and get it duly audited by the approved Chartered Accountant before presenting it at the Meetings of the General Council.
 - iv) To prepare Budget Estimate each year in consultation with Chief Executive Officer, Secretary General and present it to the General Council.
 - v) Exercise powers and perform duties as laid down in the various Rules approved by the Executive Committee or General Council from time to time.
 - vi) To keep a permanent Advance of Rupees One Hundred Thousand to meet Expenditure of contingent nature which may be recouped from time to time and to maintain a Register showing its expenditure.

ARTICLE X

EXECUTIVE COMMITTEE

1. The Executive Committee shall consist of:-
 - i) All Office Bearers viz. President, Senior Vice President, Vice Presidents, Secretary General, Deputy Secretary General, Associate Secretaries General and Treasurer.
 - ii) POA Member in Punjab.
 - iii) Six (6) Representatives of the Olympic Sports Federations to be elected at an Elective Meeting of the General Council.
 - iv) Five (5) Lady Executive members elected by the General Council from among the Lady members who are part of the individual members in the General Council or who represent Member Associations in the General Council.
 - v) One Representative from the Athletes Commission elected by Athletes Commission and duly approved by the General Council.

vi) Chief Executive Officer and Legal Advisor of the PbOA appointed by the Executive Committee. He / she shall not be accounted for the purpose of the quorum of the meeting.

vii) The elected representatives of the Olympic Sports Associations shall constitute the voting majority of the Executive Committee.

2. The Meetings of the Executive Committee shall be held at least once every three months or as frequently as necessary and at other times when summoned by the President or at the written request of at least 50% Members of the Executive Committee. Quorum of the Meetings shall be One-Third of the total strength of the Executive Committee. No proxies shall be allowed at the Executive Committee Meetings. Ten (10) days previous Notice shall be necessary for a Meeting of the Executive Committee. At least two (2) days prior notice shall be required to convene an emergent meeting of Executive Committee.

3. All vacancies of Office Bearers and Members of Executive Committee shall be filled in by the Executive Committee by majority of votes subject to ratification at the next General Council Meeting, during the intervening periods falling between the two election meetings of the General Council.

4. The President or person stipulated under Article IX(4)(c) or in the absence of all the Vice Presidents, a member will be elected to preside at the Meetings of the Executive Committee.

5. The Executive Committee may delegate any of its power to:

- i) President or in his / her absence the Senior Vice President or in his / her absence a Vice President.
- ii) Chief Executive Officer, Secretary General or in his / her absence the Deputy Secretary General.

6. The Executive Committee shall exercise all the powers of the PbOA except those vested in the General Council and in particular shall have the following powers and duties:-

- i) To observe in all their transactions, the provisions of the Constitution of PbOA.
- ii) To maintain true and accurate Accounts of all money received and expended and all stock bought and sold.
- iii) To hold or authorize and supervise National, Inter-Provincial Games or any other Games.
- iv) To raise funds for the PbOA.
- v) To sanction expenditure on the PbOA staff and of contingent nature.
- vi) To hold seminars, courses, sports and cultural activities to popularize, improve and expand sports and games.
- vii) To encourage, organize or cause to be organized sports for all programmes.
- viii) To summon Meeting of the General Council when necessary.
- ix) To consider new applications for Affiliation and forward its recommendations to the General Council.

- x) To approve the games and teams for participation in contests of National nature.
- xi) To decide about any other matter referred to it by the General Council.
- xii) To sanction Grant-in-Aid to Member Associations for their sports activities out of the budgeted amount.
- xiii) To frame Bye-Laws and Rules for conducting the business of the Executive Committee and operations of Punjab Olympic Association.
- xiv) To take suitable action against Sportsmen/ Organizers/ Associate Units for misconduct.
- xv) To do all such other things as may be incidental or conducive to the attainment of the aims, objects and role of the PbOA.
- xvi) To appoint Legal Advisor of the PbOA on the recommendation of President PbOA, who shall not hold any elected position within the PbOA or any of its affiliated Associations or Organizations.
- xvii) To appoint Chief Executive Officer of Punjab Olympic Association on the recommendation of President PbOA who shall not hold any elected position within the PbOA.
- xviii) Unless otherwise specified in this Constitution the Executive Committee shall specify the terms of reference and responsibilities of any Sub Committees formed by it. The Executive Committee shall nominate the members of each Sub Committee subject to recommendation of President PbOA and each Sub Committee consisting of at least four (4) members.

7. All business discussed or decided at a Meeting of the Committee shall be recorded in a Minute Book, which shall be signed by the Chairman of the Meeting. Copies of the proceedings shall be supplied to all Members within Thirty (30) days of the said Meeting.

ARTICLE XI

ARBITRATION

1. All disputes between the PbOA, any affiliated Associations, affiliated member of any PbOA Affiliated Member Association, person associated with, individual member or office bearer of any of them and arising out of or pertaining to the working, functioning and performance or any bye-law, regulation, rules or notification of PbOA, any of its Affiliated Member Association, members of the Affiliated Member Units or office bearer of any of them shall be resolved exclusively through arbitration as provided for under the Constitution and the "Rules of Arbitration of the PbOA" as framed and adopted by the General Council. The disputes referred to arbitration shall be decided by the Arbitral Panel nominated under the Rules of Arbitration of the PbOA and its decision will be binding on all concerned subject to the right to challenge an award before the Appellate Bench of the PbOA and to challenge a decision of the Appellate Bench of the Pakistan Olympic Association (POA).

2. Any proceedings instituted which are otherwise to be referred to arbitration under the Constitution shall be barred and represent a violation by the person or entity instituting the same of the Constitutional mandate of the PbOA and consequently be liable to penalty in terms of such person or entity's association or affiliation with the PbOA or any of its Affiliate Member Association or their affiliated members.

3. The Rules of Arbitration of the PbOA as adopted by General Council under Article XI (1) time to time shall form an inherent part of the Constitution of the PbOA. All such Rules shall be amended by General Council by not less than two third majority of votes provided that more than half the total number of Representatives eligible to vote have voted on such a proposal.

ARTICLE XII

STANDING COMMITTEES / COMMISSIONS

1. There shall be Twelve (12) Standing Committees / Commissions of the PbOA as under. This number may be increased in line with the directions of the POA: -

- i) Arbitration Commission
- ii) Ethics Commission
- iii) Election Commission
- iv) Athletes Commission
- v) Medical Commission
- vi) Women Commission
- vii) Sports Commission
- viii) Constitution and Affiliation Committee
- ix) Finance Committee
- x) Education Commission
- xi) Environmental Commission
- xii) Culture and Olympic Heritage Commission

2. Unless otherwise specified in this Constitution and / or in the specific Rules / TORs of these Commissions / Committees: -

- a. Chairman shall be nominated by Executive Committee on the recommendations of President PbOA from amongst the Vice Presidents of PbOA as well as professionals and experts of respective fields.
- b. Three or four members from amongst the PbOA affiliates and members (who are not office bearers and members of the Executive Committee) including at least one or two women representatives shall be nominated by Executive Committee on the recommendations of President PbOA.
- c. One or two experts of specific fields nominated by Executive Committee on the recommendations of President PbOA may be incorporated on need basis.
- d. Legal Advisor will be the permanent member of Constitution Committee.
- e. Treasurer shall be the Secretary of Finance Committee.
- f. Chief Executive Officer, Secretary General PbOA will be member of all Committees / Commissions, except for where explicitly provided.
- g. Deputy Chairman and Secretary of each Commission / Committee shall be nominated by President PbOA in consultation with Chairman concerned from amongst the Secretary General, Deputy Secretary General and Associates Secretaries General of the PbOA or from the members of the Commission /

Committee as per TOR / Rules of the respective Commission / Committee.

h. TOR for each Commission / Committee shall be determined by the Executive Committee of PbOA and /or by the General Council of PbOA, as the case may be in line with POA Commissions / Committees and notified by the Secretary General PbOA to all affiliates of the PbOA.

i. The head of the Commission / Committee shall be responsible to convene meetings as and when required and present annual report to the General Council of PbOA as per agenda points.

j. Prior notice of seven (07) days shall be necessary to hold meeting of a Commission/Committee.

k. The quorum of the meetings of these Commissions / Committees at least four members including Chairman.

l. PbOA Secretariat shall be responsible to provide logistics for holding meetings of these Commissions / Committees by concerned Chairperson.

m. The commissions / committees shall be constituted within 90 days of Elective General Council Meeting of PbOA.

n. President PbOA may advise to convene a session / meeting of any Commission / Committee and such meetings must be convened within 20 days of such advice.

o. Arbitration Commission of the PbOA shall be notified and function as per Arbitration Rules of the PbOA approved by the General Council of PbOA in terms of Article-XI of the Constitution and in line with Arbitration Rules of POA.

p. Ethics Commission shall be formed by the General Council of PbOA from amongst the highly reputed personalities from Judiciary, Senior Bureaucrats, Experts and Educationists (other than members of PbOA affiliates / Members) on the recommendations of President PbOA or Executive Committee. The PbOA Code of Ethics shall be approved by the General Council from time to time in line with the Code of Ethics of POA. The code shall form an inherent part of the Constitution of PbOA. All such Rules shall be amended by General Council by not less than two third majority of votes provided that more than half the total number of Representatives eligible to vote have voted on such a proposal.

q. Election Commission duly notified and functioning as per Election Rules of the PbOA approved by the General Council of PbOA from time to time in line with Elections Rules of POA. The Rules shall form an inherent part of the Constitution of the PbOA. All such Rules shall be amended by General Council by not less than two third majority of votes provided that more than half the total number of Representatives eligible to vote have voted on such a proposal.

r. Finance Committee shall be formed as per Financial Rules approved by the Executive Committee.

s. Medical Commission shall be formed by the Executive Committee on the recommendation of President PbOA. It will consist of Medical Specialists, Physiotherapists and representatives of WADA in Pakistan with gender balance. Chairperson of the Commission shall be responsible to convene meetings and present annual report as described in the TOR.

ARTICLE XIII
MISCELLANEOUS

1. In case of urgent matters, when holding of General or Executive Committee Meeting is not possible, the Secretary General may obtain the decision of the Members by Post or Telegram Votes and act according to the Majority Vote provided the Votes so obtained are preserved in the PbOA record and the matter is laid in the next General or Executive Committee Meeting for approval.
2. No Amendment in the Constitution shall be made except at a Meeting of the General Council passed by a Two-Third majority of votes of the Members present at the Meeting provided that more than half of the eligible voters have voted on the Amendment. Notice of the proposed Amendment shall be given to the Member Associations at least Twenty- One (21) days before the date of the Meeting.
3. According to Constitution of POA, Punjab Olympic Association is, and must remain, completely independent and autonomous and must resist all political, religious or commercial pressures and pledge to conform to the Rules and Regulation of the National Olympic Committee.
4. Punjab Olympic Association shall assist POA by all means for the observance, in Punjab, of Rules 7, 8, 9, 10, 11, 12, 13 and 14 and of their Bye Laws of IOC. It shall extend complete facilitation and support to POA to prohibit any use of the Olympic Symbol, Flag, Motto or Anthem which would be contrary to these Rules or their Bye Laws. It shall also endeavor to obtain protection of the designations "Olympic" and "Olympiad" for the benefit of the IOC. As such PbOA shall be bound to obtain express authorization to use the POA emblem, flag and other Intellectual Properties prior to using the same under any context.
5. The Emblem, the Flag and Anthem adopted by the Punjab Olympic Association for use in relation to its activities, including the Provincial Games is its exclusive ownership, which cannot be used by any other person, organization or party except with prior permission of the Punjab Olympic Association on its terms and conditions in compliance with the provisions of its Constitution. As such POA shall retain the rights to use the properties of PbOA as and when required.
6. The Flag, the Emblem and the Anthem adopted by the PbOA for use in relation to its activities, including the National Games, shall be approved by the PbOA Executive Committee and PbOA thereafter shall obtain approval of POA as well.
7. The Punjab Olympic Association undertakes to comply with all the Rules of Olympic Charter and Constitution of POA.
8. The Office bearers and members of the Executive Committee of the PbOA with the exception of those who devote themselves to administration of sports, shall accept no salary or bonus of any kind in consideration for the performance of the functions except transport, traveling, hotel expenses, daily allowance and indemnity etc. as provided in the Financial Rules of PbOA to attend the various meetings, activities and events on behalf of Punjab Olympic Association in Province and Country as well. This facility shall also be provided to the members of the General Council, Standing Committees and nominees of PbOA for the assignments of PbOA in accordance with the Financial Rules.

9. The Constitution of Punjab Olympic Association shall at all times, be in accordance with the Constitution of POA. If there is any doubt as to the implication or the interpretation of the Constitution of the Punjab Olympic Association or if there is a contradiction between such Constitution PbOA and the POA, the latter shall take precedence.

10. Any subsequent amendment to the Constitution of the Punjab Olympic Association approved by the POA shall also be communicated to the latter with a request for approval.