

**MEMORANDUM**  
**AND**  
**RULES & REGULATIONS**  
**OF**  
**THE FENCING ASSOCIATION OF INDIA**

# MEMORANDUM OF ASSOCIATION

- I. NAME:** The name of the society shall be 'Fencing Association of India' (FAI).
- II. JURISDICTION:** The jurisdiction of the society shall be extending over the Union of India.
- III. HEAD QUARTERS:** The headquarters of the society shall be at such place within India as decided by the General Council of the society from time to time.
- IV. FINANCIAL YEAR:** The financial year of the society shall be from 1<sup>st</sup> April to 31<sup>st</sup> March.

## V. AIMS & OBJECTS:

- i. To promote, develop and popularise the sport of fencing in India
- ii. To be the official and sole governing body in charge of fencing in India.
- iii. To make Rules and Regulations and Byelaws to carry out the aims and objects of the society and to modify the same, if necessary, from time to time.
- iv. To affiliate with the International Fencing Federation (FIE), Fencing Confederation of Asia (FCA), Commonwealth Fencing Federation (CFF), Indian Olympic Association (IOA) and adhere to their Rules and Regulations, Byelaws and Jurisdiction.
- v. To support and maintain the ideals of FIE and IOA.
- vi. To assist fencing associations across the country and grant affiliation to them.
- vii. To authorise and oversee the conduct of National Fencing Championships and other official competitions or Selection Trials in various age-groups.
- viii. To select athletes, coaches or/ and officials to represent the country and arrange their training and participation in official Championships of the International Fencing Federation (FIE) Fencing Confederation of Asia (FCA), and Commonwealth Fencing Federation (CFF), and their selected events/ meetings and seminars.
- ix. To select athletes, coaches or/ and officials to represent the country and arrange their training and participation in the Olympic Games and Asian Games, in liaison with the Indian Olympic Association.
- x. To arrange for participation in other international fencing competitions.
- xi. To maintain international liaison for the development of fencing.

  
President

  
Secretary-General

  
Treasurer

- xii. To organise international fencing competitions in India, as authorised by FIE, FCA and CFF.
- xiii. To arrange and conduct conferences, exhibitions, meetings, lectures, etc. to promote fencing.
- xiv. To facilitate the advancement of coaching education and technical officiating in India.
- xv. To raise finance for the fulfilment of the aims and objects of the society.
- xvi. To receive and collect subscriptions, donations, gifts, trophies, grants and assistance either in cash or kind, or borrow money, and expend the same for the fulfilment of all or any of the aims and objects of the society.
- xvii. To acquire and dispose of property, movable or immovable or any rights or privileges that may be deemed necessary for the achievement of the aims and objects of the society. No member of the society shall have any claim on any movable or immovable properties.
- xviii. To apply all the income and properties of the society for the fulfilment of its aims and objects and not to pay any portion thereof by way of profit, dividend or bonus to anyone.
- xix. To print and/ or publish literature books, periodicals, brochures/ leaflets, and/ or make audio/videos, and/or use various communication mediums for the attainment of above-mentioned objects.
- xx. To take disciplinary action against any affiliated member or anyone associated with the sport for any type of misbehaviour or undesirable activity bringing discredit to the sport, which is prejudicial to the interest of the society.
- xxi. To uphold the values of Olympism and maintain the ideals of amateur sport in fencing.
- xxii. Generally, do all acts necessary and expedient for the promotion of any of the above objects which are ancillary and/ or incidental to the above objects or to anyone of them that will further the general purposes of the society.



President



Secretary-General



Treasurer

# RULES AND REGULATIONS

The Fencing Association of India hereinafter referred to as the “Society”/ “FAI” shall be governed by its Memorandum of Association and these Rules and Regulations.

## 1. INTERPRETATIONS/ DEFINITIONS

The following terms shall, unless the context requires otherwise, have the meanings and definitions as prescribed below:

- 1.1 ‘Academy’/ ‘Club’ shall mean a centre having license of the FAI to provide training of fencing. The licensing of Academies/ Clubs shall be governed by the FAI Byelaws for Licensing of Academies/ Clubs, as amended from time to time.
- 1.2 ‘Associate Unit’/ ‘Unit’ shall mean a Board/ Institution granted membership and affiliation as per the provisions of these Rules and Regulations. Associate Unit has no rights to participate in the General Council, will have no voting rights, and will not be eligible to contest in the FAI elections.
- 1.3 ‘Athlete’/ ‘Fencer’ shall mean a sportsperson registered with the FAI, who practice fencing, and participate in official competitions of the FAI or/ and its Permanent Members/ Units. The registration of fencers shall be governed by the FAI Byelaws for Registration, as amended from time to time.
- 1.4 ‘Byelaws’ shall byelaws and directions made in accordance with these Rules and Regulations.
- 1.5 ‘CFF’ shall mean the Commonwealth Fencing Federation.
- 1.6 ‘Committees’ and ‘Commissions’ shall mean different Committees and Commissions established as per these Rules and Regulations.
- 1.7 ‘Constitution’ shall mean the Memorandum of Association, and Rules and Regulations of the Fencing Association of India, as is amended from time to time.
- 1.8 ‘Executive Committee’/ ‘EC’ shall mean the Executive Committee of the Fencing Association of India as defined in these Rules and Regulations.
- 1.9 ‘FAI’/ ‘Society’ shall mean the Fencing Association of India.
- 1.10 ‘FCA’ shall mean the Fencing Confederation of Asia.
- 1.11 ‘Fencing’ shall mean the sport of fencing played as per the Rules and Regulations of the International Fencing Federation.
- 1.12 ‘FIE’ shall mean the International Fencing Federation or Federation Internationale d’Escrime.

  
President

  
Secretary-General

  
Treasurer

- 1.13 'General Council' shall mean the General Council of the Fencing Association of India as defined in these Rules and Regulations.
- 1.14 'IOA' shall mean the Indian Olympic Association.
- 1.15 'Office-bearers' shall mean the officials as specified in these Rules and Regulations.
- 1.16 'Permanent Member' shall mean the State/ Union Territory Associations granted membership and affiliation as per the provisions of these Rules and Regulations. Permanent Member has rights to participate in the General Council, rights to vote in the General Council and shall be eligible to contest in the FAI elections.
- 1.17 'Rules of the Sport' shall mean the rules of fencing framed and adopted by International Fencing Federation from time to time.
- 1.18 'State / Union Territory Associations' shall mean the State Fencing Associations and / or the Union Territory Fencing Associations, as may be applicable.

## 2. MEMBERSHIP

- 2.1 Eligibility – The membership of FAI shall be open to the under-mentioned, subject to the approval of the General Council.
- 2.1.1 Permanent Member: Permanent Member shall mean an Association having jurisdiction throughout a State/ Union Territory, formed to conduct, control and promote fencing, having its Rules and Regulations, is registered under a State Societies Registration Act or Society Registration Act 1860, where office-bearers are elected on a periodic basis and have affiliates. The geographical boundaries of a State/ Union Territory shall be the same as recognised by the Constitution of India. A Permanent Member of the FAI must ensure to have 50% of the Districts in its State/ Union Territory affiliated as its affiliate-members, who are preferably registered bodies where office-bearers are elected on a periodical basis and are actively working to promote fencing.
- 2.1.2 Associate Unit: Any Board or Institution of all India character in the public or private sector working for the development of fencing where office-bearers are elected on a periodic basis or as provided in their Constitution. Such membership does not confer on Associate Unit the "right to participate" in the governance of FAI. Associate Unit has no rights to participate in the General Council, will have no voting rights, and will not be eligible to contest in the FAI elections.

  
President

  
Secretary-General

  
Treasurer

- 2.1.3 Representatives of the Athletes Committee: Chairperson or a representative elected from among the Athletes Committee shall be a member of the General Council with voting rights.
- 2.1.4 Academies/ Clubs: Academies/ Clubs licensed by the FAI shall not be members of the General Council.
- 2.1.5 Athletes/ Fencers: Athletes/ Fencers registered with the FAI shall not be members of the General Council.

## 2.2 Grant of Membership –

- 2.2.1 All applications of membership by State/ Union Territory Associations or Board/ Institution must be in writing containing information required by the Executive Committee from time to time. The Executive Committee or a sub-committee appointed by the Executive Committee shall be responsible for receiving applications from the applicants and scrutinising it.
- 2.2.2 The Executive Committee shall recommend the applicant, if it found bonafide, to the forthcoming General Council meeting for membership. On approval of the General Council, the State/ Union Territory Association or Board/ Institution attains membership and affiliation.
- 2.2.3 In the instance an applicant meets the essential criteria but is not compliant with all the conditions for membership and affiliation, the Executive Committee may recommend the applicant for provisional approval of membership, subject to the applicant meeting all the conditions within a specified timeframe. If provisional approval of membership is granted to a State/ Union Territory Association, they will have the right to participate in the General Council Meeting but not vote or contest in the elections.
- 2.2.4 In the event of the application being fully accepted, the affiliated Permanent Member/ Unit shall be bound by and subject to the Constitution of the FAI then in force and as is amended from time to time. In case of any dispute, the Constitution of the Fencing Association of India will prevail and supersede over the Constitution of the Permanent Member/ Unit and the Permanent Member/ Unit will have to amend its Constitution in line with the Constitution of the Fencing Association of India within a specified timeframe to retain its membership.
- 2.2.5 While granting membership to a State/ Union Territory Association, the FAI shall take into consideration the representative character of the State/ Union Territory Association, so as to ensure that only a true representative body of fencing is granted membership and only one State/ Union Territory Association from each State/ Union Territory is granted affiliation of FAI.

  
President

  
Secretary-General

  
Treasurer

- 2.2.6 Upon the acceptance of membership of not less than ten (10) members under the Rules and Regulations of FAI, the signatories of the Memorandum of Association of the society shall cease to be members.

## 2.3 Membership and Renewal Fee –

- 2.3.1 Every applicant Permanent Member/ Unit seeking membership of the FAI shall pay an admission fee and an annual renewal fee as decided by the Executive Committee from time to time.
- 2.3.2 The renewal fee shall be valid only for the particular financial year and should be paid before 31<sup>st</sup> March of every year.

## 2.4 Defaulters and Disaffiliation –

Any Permanent Member/ Unit will be considered as a defaulter and shall be liable for disaffiliation in case it is:

- 2.4.1 Not depositing the requisite affiliation/ membership or renewal fee, in time.
- 2.4.2 Working against the aims and objects of the Fencing Association of India causing harm to the sport of fencing.
- 2.4.3 Encouraging doping or not having checks and controls on doping in their territory or supporting any other violation of ethical conduct causing harm to the sport of fencing.
- 2.4.4 Having mismanagement and lack of co-ordination amongst the office-bearers and member-affiliates of the Permanent Member/ Unit and thereby causing harm to the sport of fencing.
- 2.4.5 Failing to submit the Annual Report and Statement of Accounts to the FAI, in time.
- 2.4.6 In breach or non-compliance with the Constitution of FAI.
- 2.4.7 Not conducting the State/ Union Territory Championships for which they owned responsibility.
- 2.4.8 Failing to arrange for participation of teams at least in minimum two (2) age categories in the National Championships, consecutively for two (2) years.
- 2.4.9 Not conducting their elections after a term of four years.
- 2.4.10 Not informing FAI about their elections in advance or is conducting election without the presence of an FAI Observer.

  
President

  
Secretary-General

  
Treasurer

## 2.5 Interim Ad-Hoc Committee –

Upon disaffiliation, the FAI is authorised to appoint an Ad-Hoc Committee as an interim measure for overseeing the administration of fencing in the State/ Union Territory and re-establishing the governance within a specified timeframe.

## 2.6 Re-Affiliation –

2.6.1 Any Permanent Member/ Unit disaffiliated may apply for re-affiliation to the Executive Committee.

2.6.2 The Executive Committee shall have the sole right to take appropriate action and inform the General Council. The action may include fine to be paid by the State/ Union Territory Association or Board/ Institution, as the Executive Committee deems it appropriate.

## 3. GENERAL COUNCIL

The General Council shall consist of representatives of eligible Permanent Members and one representative of the Athletes Committee. A State/ Union Territory Association duly affiliated as a Permanent Member, as provided in these Rules and Regulations, be represented by two officials, and the authority given by the President of the Association concerned shall prevail in case of any dispute. State/ Union Territory Associations shall not depute an individual as an official representative unless he/she is a regular participant of that Association's activities. No bonafide representative will be entitled to represent more than one Permanent Member. If any prominent person, other than its eligible representatives, whose services will be deemed beneficial to fencing are invited to attend the General Council, they shall participate but not cast vote or contest in the elections.

## 4. MANAGEMENT – EXECUTIVE COMMITTEE

The management of the administration of FAI and enforcement of its Rules and Regulations and Byelaws shall be vested in the Executive Committee, subject to the resolutions passed by the General Council from time to time.

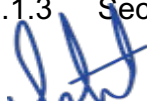
### 4.1 Executive Committee –

Executive Committee shall consist of total twenty-one (21) people. The composition of the Executive Committee is as follows:


4.1.1 President – One (1)

4.1.2 Vice-Presidents – Four (4)

4.1.3 Secretary-General – One (1)

  
President

  
Secretary-General

  
Treasurer



4.1.4 Joint Secretaries – Four (4)

4.1.5 Treasurer – One (1)

4.1.6 Executive Committee/ EC Members – Ten (10)

4.2 Office-bearers (Three) –

4.2.1 President – One (1)

4.2.2 Secretary-General – One(1)

4.2.3 Treasurer – One (1)

The three office-bearers of the FAI, specified above, shall not be eligible to hold similar posts simultaneously of any other National Sports Federation except in the case of National Olympic Committee or any other multi-sports organisations.

4.3 Representation of Women –

FAI shall encourage the representation of women in the governance of the sport. To ensure such representation, a minimum of 20% of positions in the Executive Committee shall be reserved for women; a minimum of one woman Vice-President, a minimum of one woman Joint-Secretary, and a minimum of three women Executive Committee/ EC members.

4.4 Inclusion of sportspersons in the Executive Committee –

FAI shall encourage the participation of sportspersons in its governance and ensure that a minimum of 25% of the Executive Committee are eminent sportspersons.

4.5 Election –


4.5.1 Election shall be held once in four years at the Annual General Council Meeting to elect the Executive Committee including office-bearers from amongst the representatives of the Permanent Members.

4.5.2 Election can also be held before due date, in a Special General Council Meeting convened for it.

4.5.3 The election procedures shall be governed by the FAI Byelaws for Election, as amended from time to time.

4.6 Term and Tenure –

4.6.1 Elected officials of the Executive Committee shall hold the office for a term of four years.

  
President

  
Secretary-General

  
Treasurer

- 4.6.2 The President can hold office for a maximum period of twelve (12) years, with or without break.
- 4.6.3 The Secretary-General and Treasurer can hold the office for a maximum of two successive terms of four (4) years each after which a minimum cooling off period of four (4) years will apply to seek fresh election to either post.
- 4.6.4 The office-bearers have to retire from their post on attaining the age of 70 years.

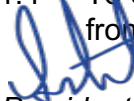
#### 4.7 Vacancies –


- 4.7.1 The office of an official of the Executive Committee (including that of an office-bearer) shall fall vacant/ be removed from office –
  - (a) if he/she is absent in three consecutive meetings of the Executive Committee, without a just cause or without the leave of absence of the Executive Committee;
  - (b) if he/ she resigns their office by a notice in writing and his/ her resignation is accepted by the President;
  - (c) if the person is sanctioned for disciplinary offence;
  - (d) if he/she is of an unsound mind and/or is declared so by the court.
  - (e) if he/she is involved in any criminal activity, where the charges have been framed by any Court in India, in respect of an offence which is of serious nature under the Indian Penal Code/ Prevention of Corruption Act, in which there is a punishment of imprisonment of more than 02 (two) years; or
  - (f) By death.
- 4.7.2 In case of the vacancy of an office-bearer, the Executive Committee shall have the power to fill up the vacancy by co-option from among representatives to the Executive Committee.
- 4.7.3 If not for the choice of co-option, a Special General Council meeting may be convened to conduct election only to fill that vacancy.


### 5. POWER, FUNCTIONS AND DUTIES

#### 5.1 General Council –

- 5.1.1 To carry into effect the objects of the society.
- 5.1.2 To formulate, consider and adopt Policies of the FAI.
- 5.1.3 To have powers to frame Byelaws and Rules/ Procedures, which are not inconsistent with these Rules and Regulations.
- 5.1.4 To elect the office-bearers and members of the Executive Committee from amongst the eligible members of the General Council.

  
President

  
Secretary-General

  
Treasurer

- 5.1.5 To admit membership to any Association/ Board/ Institution eligible under the Constitution, on recommendation of the Executive Committee.
- 5.1.6 To take decision regarding continuing/ discontinuing its affiliation with any organisation.
- 5.1.7 To enforce the penalty or disciplinary action for any violation of the Rules and Regulations or other good governance policies of the FAI.
- 5.1.8 To raise funds adopting all lawful means and to hold the same and control and administer the properties of FAI.
- 5.1.9 To appoint Auditor to audit the book of accounts of FAI.
- 5.1.10 To adopt the Annual Report, Statement of Accounts and sanction the budget estimates.
- 5.1.11 To consider and ratify all the decisions taken by the Executive Committee.
- 5.1.12 To explain and interpret the Rules and Regulations of FAI and to take decision on any point if not covered under the Constitution.
- 5.1.13 To consider and to approve the amendments of the Constitution as and when considered necessary.
- 5.1.14 To exercise such other powers and to perform such other duties as are incidental and expedient to carry out the aims and objects of FAI.

## 5.2 Executive Committee –

- 5.2.1 To conduct the general management and direction of the General Council during the interval between the meetings of the General Council and report all the decisions and actions.
- 5.2.2 To consider and approve the Annual Report, Statement of Accounts and sanction the budget estimates before presenting the same to the General Council.
- 5.2.3 To initiate and recommend to the General Council different schemes for the promotion and development of fencing.
- 5.2.4 To fill in vacancy/ vacancies in the Executive Committee.
- 5.2.5 To appoint Committees and Commissions with specific tasks assigned to them. The Executive Committee shall also be empowered to frame the necessary terms of reference for such Committees and Commissions.

  
President

  
Secretary-General

  
Treasurer

- 5.2.6 To approve the appointment of office staffs/ specialists or experts as per requirement as well as their dismissal or suspension.
- 5.2.7 To approve/ ratify the approval of teams, officials, coaches, entourage, etc. participating in international competitions/ tours.
- 5.2.8 To collect, procure, accept and receive subscriptions, donations, sports goods or assistance in kind, gifts and endowments.
- 5.2.9 To approve the quantum of affiliation fee, renewal fee, registration fee, competition fee, license fee, etc.
- 5.2.10 To manage, supervise, and administer the funds of FAI as delegated by the General Council.
- 5.2.11 To invest the funds of FAI in such manner as delegated by the General Council.
- 5.2.12 To decide on TA/ DA or/ and other allowances that is not provided by the Ministry of Youth Affairs and Sports, Government of India.
- 5.2.13 To depute the Secretary-General or any other person to act on its behalf with full authority to sign any deed or documents or to give valid and effective discharge of duties.
- 5.2.14 To enter into, vary, carry out and cancel contracts on behalf of FAI.
- 5.2.15 To purchase, administer, transfer or sell movable or immovable properties for and on behalf of FAI.
- 5.2.16 To decide on cases of indiscipline, misconduct or breach of regulation, by an affiliated Permanent Member/ Unit or individual, and impose suitable penalty, including suspension of affiliation, subject to his/ her/ their right to appeal the same.
- 5.2.17 To implement the penalty or sanctions directed by the Commissions/ Committees for violation of the Constitution or other good governance policies of the FAI.
- 5.2.18 To suspend any member or athlete from participating in National/ International competitions for such period as shall be stated in the decision.
- 5.2.19 To interpret the Rules and Regulations of FAI.
- 5.2.20 To make Byelaws, Policies, and Rules/ Procedures generally for the management of the affairs of FAI. Such Byelaws, Policies, and Rules/ Procedures shall be published and ratified in the next immediate General Council Meeting.

  
President

  
Secretary-General

  
Treasurer

- 5.2.21 To authorise the President/ Secretary-General/ Treasurer, to raise loans for FAI with approval of the Executive Committee from Banks/ other sources from time to time, as and when required. And, repay the same back to the Bank/other sources from the funds of FAI.
- 5.2.22 To delegate any of its powers to any (special purpose) Committee/ Commission.
- 5.2.23 To do all such acts and things as are incidental and conducive to the doing of the forgoing acts or any of them.

5.3 The President –

- 5.3.1 Shall be the Constitutional and Executive head of the FAI for the execution/ implementation of the Rules and Regulations, Byelaws, Policies and Rules/ Procedures to achieve its aims and objects.
- 5.3.2 Shall exercise superintendence and oversee the functioning of the General Council and the Executive Committee and guide FAI in all activities.
- 5.3.3 Shall preside over all the meetings of the Executive Committee and General Council and other meetings of the FAI, as required.
- 5.3.4 Shall have power to nominate any member of the Executive Committee to preside over the meetings in his absence.
- 5.3.5 Shall have a decisive vote in case of a tie in addition to the mandatory vote.
- 5.3.6 Shall be authorised to determine the dates, venue and time of the meetings of the Executive Committee and General Council and any other meetings as deemed fit to fulfil the aims and objects of FAI.
- 5.3.7 Shall be authorised to sanction expenditure up to any limit for any item not included in the budget. The Executive Committee shall ratify the expenditure such taken.
- 5.3.8 Shall ensure that the financial position of FAI is sound and no unauthorised expenses have taken place.
- 5.3.9 In case of emergency, the President will have full power to issue order/ orders, which may subsequently be confirmed by the Executive Committee or General Council, as the case may be.

5.4 The Vice-President(s) –

In the absence of the President, one of the Vice-Presidents nominated by the President shall perform the duties assigned to him/her.

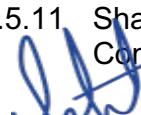
  
President

  
Secretary-General

  
Treasurer

## 5.5 The Secretary-General –

- 5.5.1 Subject to general control of the President, the General Council, and the Executive Committee, the Secretary-General shall be responsible for carrying out the decisions of the General Council, Executive Committee and various Committees/ Commissions and enforcing the Rules and Regulations, Byelaws, Policies and Rules/ Procedures of FAI.
- 5.5.2 Shall convene all meetings of the General Council and Executive Committee and keep minutes of all proceedings and resolutions of all such meeting correctly recorded in a book/ file specially provided for the purpose and such minutes shall upon question put and votes taken thereon to be signed by the Chair of the meeting and when signed by him/her shall be conclusive evidence of the correctness of the entry.
- 5.5.3 Shall transact all official work and day-to-day affairs of FAI.
- 5.5.4 Shall be responsible for carrying out all correspondences in the name of FAI or otherwise correspond as directed by the President. Take penal steps if others resort to misinformation/ wrongful official correspondences.
- 5.5.5 Shall be in-charge of all records and documents (including the register of members, players, officials, etc.) as may be necessary for the smooth and efficient working of FAI.
- 5.5.6 Shall have custody and maintain in proper order and condition, all documents, trophies, souvenirs and seals, equipment, uniforms, and insignia of FAI and documents of all moveable and immoveable properties of FAI and have annual stock taking made of all such properties.
- 5.5.7 Shall exercise general supervision on all staff and specialists/ experts employed by FAI.
- 5.5.8 Shall collect or cause to be collected all subscriptions and fees and get in with due diligence all other monies and dues payable to FAI.
- 5.5.9 Shall ensure that accounts of FAI have been properly maintained by the Treasurer and are regularly audited.
- 5.5.10 Shall be entitled to incur any legitimate expenditure on behalf of the FAI not exceeding INR 50,000/- (Rupees Fifty Thousand only) that shall be confirmed by the Executive Committee at its next meeting. Any expenditure exceeding the said amount shall require prior sanction of the President or the Executive Committee.
- 5.5.11 Shall oversee the functioning and progress of various Committees and Commissions.

  
President

  
Secretary-General

  
Treasurer

- 5.5.12 Shall be empowered to call for any papers and information from the Permanent Members/ Units, or athletes/ fencers, or coaches, or officials, or licensed academies/ clubs, or anyone associated with the sport, which is necessary for the disposal of any matter and to perform such other duties as authorised in the Constitution.
- 5.5.13 Shall prepare every year the Annual Report on the working of FAI and place the same before the General Council after getting it duly approved by the Executive Committee.
- 5.5.14 Shall perform such duties as may be specially assigned to him/ her by the President or the General Council or the Executive Committee.

#### 5.6 The Joint Secretary(s) –

In the absence of the Secretary-General, one of the Joint Secretaries nominated by the Secretary-General shall perform the duties assigned to him/her.

#### 5.7 The Treasurer –

- 5.7.1 Shall be in charge of all the funds, finance and accounts of FAI.
- 5.7.2 Shall ensure to maintain and keep proper books and accounts in respect of all sums of money received and expended by FAI and its assets and liabilities. He/ she shall also maintain an inventory of the property and stock (including equipment and uniform) of FAI and submit the same along with the accounts.
- 5.7.3 Shall receive moneys on-line due to FAI and maintain proper accounts of the same and issue appropriate receipts.
- 5.7.4 Shall deposit all moneys as and when received with FAI in the approved Bank(s) without delay.
- 5.7.5 Shall make all payments of FAI after the connected bills and vouchers have been duly checked by him/ her and passed for payment by the Secretary-General.
- 5.7.6 Shall prepare and place the budget before the General Council and the Executive Committee.
- 5.7.7 Shall help the auditor(s) in the auditing of the accounts and to explain to him/ her such items and entries, which he/ she may be called for.
- 5.7.8 Shall prepare and present the Statement of Accounts of the income and expenditure of FAI duly audited by a Chartered Accountant in the meeting of the Executive Committee and General Council for approval.

  
President

  
Secretary-General

  
Treasurer



5.7.9 May be allowed to keep an imprest cash not exceeding INR 20,000/- (Rupees Twenty Thousand Only) for defraying urgent expenses. No other expenditure shall be made by the Treasurer, without the sanction of the President/Secretary-General.

5.7.10 Shall perform such duties as may be specially assigned to him/ her by the General Council or the Executive Committee.

5.8 Affiliated Permanent Members/ Units –

5.8.1 All Permanent Members/ Units shall abide by the Rules and Regulations, Byelaws, Policies, and Rules/ Procedures of FAI.

5.8.2 Permanent Members/ Units shall be responsible for conducting State/ Union Territory Championships or Selection Trials and sending teams to the National Championships.

5.8.3 Permanent Members/ Units shall be held responsible for the conduct of their representatives at the National Championships.

5.8.4 Disciplinary action whenever taken against affiliates/ athletes/ officials/ coaches in its jurisdiction shall be reported to the Secretary-General of FAI within ten days of the action having been taken.

5.8.5 Any penalty imposed by FAI or any of its Permanent Members/ Units for any infraction of the principles set forth in its Rules and Regulations, Byelaws, Policies, and Rules/ Procedures shall be honoured by other affiliated Permanent Members/ Units.

5.8.6 Any Permanent Member/ Unit or any of the affiliate of the Permanent Member/ Unit intending to host Regional/ National/ International event or Championship should seek prior written permission of FAI.


5.8.7 The office-bearers of a State/ Union Territory Association shall not be office-bearers at the same time of other sports organisations in the State/ Union Territory with the exception of State/ Union Territory Olympic Association or other multi-sport organisations.

5.8.8 Notice of any motion to be brought forward before the Annual General Council Meeting of FAI by a Permanent Member shall be sent in writing to the Secretary-General at least 14 days before the date of meeting. Such motion shall be considered in the Agenda of the meeting with recommendations thereon, if any.

5.8.9 All the State/ Union Territory Associations shall include in their Constitution, a provision that they would resolve their disputes in accordance with the provisions of FAI, before approaching the court of law. Legal remedy if required, after exhausting all the procedures prescribed above, shall be sought in a court of law at New Delhi only.

  
President

  
Secretary-General

  
Treasurer



- 5.8.10 In the event of an unresolved dispute within an affiliated Permanent Member/ Unit of the FAI, and which affects normal working of the Permanent Member/ Unit or prevents preparation and training of athletes under the charge of the Permanent Member/ Unit, the Executive Committee may constitute an Ad-Hoc Committee as necessary, until the dispute within it, is resolved.
- 5.8.11 To avoid disputes in the State/ Union Territory Associations, the presence of an Observer from FAI will be mandatory during the election meeting of State/ Union Territory Associations. The election of a State/ Union Territory Association should be informed a minimum fifteen (15) days in advance, along with the list of voters and other relevant information, as deemed necessary prior to the election meeting. Proceedings of election meeting of a State/ Union Territory Association without the presence of the Observer will not be accepted.
- 5.8.12 Permanent Members/ Units shall submit to the FAI a digital copy or/ and upload on the FAI web-platform, their Constitution, Rules, Byelaws and Policies. Any changes in the above-mentioned documents should be updated on the platform within fifteen days of adopting it.
- 5.8.13 Permanent Members/ Units shall submit to the FAI a digital copy or/ and upload on the FAI web-platform their Annual Report and audited Statement of Accounts every year.

## 6. MEETINGS


### 6.1 Annual General Council Meeting –

The Annual Meeting of the General Council/ Annual General Council Meeting shall be held every year at a place, date and time to be decided upon by the President and Secretary-General. Minutes, Annual Report, the Statement of Accounts and all relevant papers on the subjects mentioned in the Agenda shall be circulated to all the eligible persons present at the meeting. The Agenda of the Annual General Council Meeting shall include:

- 6.1.1 Confirmation of the minutes of the previous Annual General Council Meeting and of the Special General Council Meeting, if any.
- 6.1.2 Consideration and adoption of the Secretary-General's Annual Report on the working of FAI.
- 6.1.3 Consideration and passing of the Audited Statement of Accounts of the year and the budget for the next year to be submitted by the Treasurer.
- 6.1.4 Appointment of Auditors and fixing their remuneration.

- 6.1.5 Election of the Executive Committee (if due).

  
President

  
Secretary-General

  
Treasurer

- 6.1.6 Consideration of the Annual Calendar of competition and events.
- 6.1.7 Approval of the decisions of the Executive Committee.
- 6.1.8 Amendment(s) of the Constitution, Byelaws, Policies and Rules/ Procedures (if any).
- 6.1.9 Ratification of the membership granted/ suspended/ terminated by the Executive Committee, if any.
- 6.1.10 Prescribe and fix fees for different matters, as necessary.
- 6.1.11 Any matter for which due notice has been given or other matters with the permission of the Chair.
- 6.1.12 Any matter affecting the welfare of FAI, which the President and Secretary-General may bring or allow to be brought before it. This shall also include discussions about development activities, analysis of programmes, and assessment on implementation of Byelaws/ Policies/ Rules/ Procedures of FAI.

## 6.2 Special General Council Meeting –

Special General Council Meetings may be summoned at any time by the Secretary-General with permission of the President and can cover all the items of Annual General Council Meeting except the clauses 6.1.3 and 6.1.4. The Agenda should be mentioned in the notice of the Meeting and no person shall discuss any subject other than that of which the Meeting is convened.

## 6.3 Requisition Meeting –

If more than one third of the affiliated Permanent Members send request for a meeting, the Secretary-General may convene a meeting. If the Secretary-General fails to convene a meeting within thirty (30) days of receipt of the requisition letters, the requisitionists may convene the meeting giving a clear thirty (30) days' notice. The decisions of a requisition meeting should be approved by two-third of the voting members.

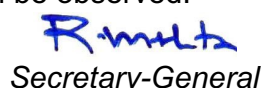
## 6.4 Executive Committee Meetings –

- 6.4.1 Executive Committee Meetings shall be held at least a minimum of twice a year.
- 6.4.2 Executive Committee Meetings may be called by the President/ Secretary-General with the approval of the President if and when needed in short-notice and it will be called as Emergency Executive Committee Meeting.

## 6.5 Notice and Quorum for Meetings –

- 6.5.1 In convening meetings, the notice period and the quorum as given hereunder shall be observed:

  
President

  
Secretary-General

  
Treasurer

S. No.	Meeting	Notice Period (Minimum)	Quorum
(a)	Annual General Council Meeting (AGM)	16 clear days	One third of the eligible people entitled to vote
(b)	Special General Council Meeting (SGM)	10 clear days	One third of the eligible people entitled to vote
(c)	Executive Committee Meeting (ECM)	5 clear days	7 People
(d)	Emergency Executive Committee Meeting	3 clear days	5 People
(e)	Committee Meetings	2 clear days	3 People

6.5.2 Notice of the meetings may be sent by E-mail, as considered expedient by the Secretary-General.

6.5.3 For Emergency Executive Committee Meetings, notification may even be given by E-mail/ Whatsapp by the Secretary-General.

6.5.4 For adjourned meetings to be held on the same day or at a later date, no quorum is necessary (no separate notification is required to be issued).

#### 6.6 Virtual meetings and online approvals –

6.6.1 Annual General Council Meeting (AGM), Special General Council Meeting (SGM) and other important meetings can be organised through video conferencing, when it is impossible to be held in person.

6.6.2 On any issue of very urgent nature and under special circumstances when a meeting of the Executive Committee cannot be convened, the Secretary-General with the permission of the President may obtain the approval of the members of the Executive Committee (as the case may be) by circulation and act accordingly, provided the majority favour the proposal so circulated. But such cases must be placed in the next meeting of the Executive Committee and General Council for formal ratification and record.

#### 6.7 Voting –

6.7.1 Permanent Member State/ Union Territory Associations shall have two votes in the General Council Meeting.

6.7.2 Chairperson or a representative elected from among the Athletes Committee shall be a member of the General Council with voting rights.

  
President

  
Secretary-General

  
Treasurer

## 7. FINANCIALS

### 7.1 Sources of Income –

- 7.1.1 Affiliation Fee
- 7.1.2 Registration Fee
- 7.1.3 License/ Royalty Fee
- 7.1.4 Competition Fee
- 7.1.5 Donations
- 7.1.6 Aid/ Grants from Government, Public Institutions or Departments
- 7.1.7 Aid/ Grants from National and International Organisations
- 7.1.8 Sponsorship
- 7.1.9 Franchise Fee
- 7.1.10 Loan from Bank(s)/ other approved sources
- 7.1.11 Interest from Bank(s) or other properties

### 7.2 Commercial Rights and Intellectual Property –

- 7.2.1 FAI is the absolute legal and beneficial owner of all the commercial rights including the title and logos (institutional and commercial) of FAI, FAI competitions and events, and other commercial assets/ rights pertaining to the functioning of FAI, as listed below including without limitation, on a worldwide basis:
  - (a) Data and Information of FAI;
  - (b) Sponsorship and Advertising of FAI;
  - (c) Merchandising, Licensing, Ticketing and Hospitality of FAI;
  - (d) Media (content including digital) Broadcast and Digital rights of FAI; and
  - (e) Any other commercial assets/ rights that come into existence.
- 7.2.2 FAI reserves the right to assign the rights or grant licenses of any of the above-mentioned commercial assets/ rights to eligible third parties, with the approval of the General Council.
- 7.2.3 FAI is the absolute legal and beneficial owner of all the intellectual property rights including the title and logos of FAI, FAI competitions and events, data and information related to FAI competitions and events, media and digital content of FAI, and other properties and rights pertaining to the governance of fencing in India. No individual or entity shall exploit these rights and properties without prior permission of FAI.

  
President

  
Secretary-General

  
Treasurer

### 7.3 Bank Account –

7.3.1 FAI shall have bank account(s) in nationalised or scheduled bank or other banks as approved by the Executive Committee.

7.3.2 The bank account(s) of FAI shall be operated by the President, Secretary-General or/ and Treasurer jointly or severally as decided by the Executive Committee.

### 7.4 Audit –

The book of accounts of FAI shall be audited at least once a year by an Auditor (licensed Chartered Accountant) appointed by the General Council.

## 8. COMMITTEES AND COMMISSIONS

The FAI shall appoint the following Committees and Commissions with the aim to enhance its administration and functioning:

8.1.1 Athletes Committee

8.1.2 Arbitration Commission

8.1.3 Disciplinary Commission

8.1.4 Safe Sport Commission

8.1.5 Development Committee

8.1.6 Selection and High-Performance Committee

8.1.7 Technical Committee

8.1.8 Medical Committee

8.1.9 Tender and Purchase Committee

## 9. SECRECY

Every elected official of the Executive Committee, employees, coaches, staff or any other person involved in the working of FAI shall, before entering upon his/her duties, be deemed to have pledged himself/herself to observe a secrecy respecting crucial matters of FAI among themselves, with the members of FAI, the public and the press and, thereby pledge himself/ herself not to reveal any of the matters that may come to his/ her knowledge in the discharge of his/her duties except when required to do so by the President/ Secretary-General/ Executive Committee.

  
President

  
Secretary-General

  
Treasurer

## **10. AMENDMENT OF MEMORANDUM AND RULES AND REGULATIONS**

- 10.1 Whenever it shall deem fit for the Executive Committee that it is advisable to alter, extend, abridge or amend the Rules and Regulations, it may submit the proposition to all Members in writing and may convene a Special General Council Meeting for the consideration thereof according to these Rules and Regulations. All such propositions shall be carried into effect only when it is passed by a majority of two-third of the representatives present and voting.
- 10.2 If a change in the FIE Statutes necessitates amendment of the FAI Constitution, the FAI shall abide by it, as long as the same are not inconsistent with the Indian laws.

## **11. FORCE OF THE BYELAWS, POLICIES, AND RULES/ PROCEDURES**

The Byelaws, Policies, and Rules/ Procedures made under the rules of the society as provided for in the Constitution shall have the same force as of the Constitution.

## **12. WORLD ANTI-DOPING CODE AND NATIONAL ANTI-DOPING CODE**

FAI undertakes to abide by the World Anti-Doping Code, National Anti-Doping Code and Anti-doping regulations of the Organising Committees of the Olympic Games and Asian Games that are based on the World Anti-Doping Code.

## **13. LEGAL PROCEEDINGS**

FAI shall sue or be sued in the name of the Secretary-General. A law suit can only be filed at a court of law in New Delhi, where the headquarters of the FAI is based.

## **14. SOCIETIES ACT**

The provisions of the Societies Registration Act, 1860 will apply mutatis mutandis to the society and its members.

## **15. COMPLIANCE OF SOCIETIES REGISTRATION**

Once in every year the list of office-bearers and officials of the Executive Committee shall be submitted with the Registrar of Societies, New Delhi, as required under Section 4 of the Societies Registration Act, 1860, as applicable to NCT of New Delhi.

## **16. COMPLIANCE OF RTI**

FAI shall appoint a Public Information Officer (PIO) for compliance of the RTI applications.

  
President

  
Secretary-General

  
Treasurer

## **17. INTERPRETATION/ APPLICATION**

- 17.1 In all matters relating to the interpretation and application of the Constitution, as well as in matters not specifically provided for herein, the decision of the Executive Committee/ General Council shall be final and binding on all concerned.
- 17.2 Violation of the existing rules cannot be excused on the grounds of ignorance of the said rules.

## **18. DISSOLUTION**

- 18.1 The society may be dissolved at a Special General Council Meeting, specially called for the purpose or upon requisition of 3/5<sup>th</sup> number of Permanent Members, provided that 80% majority of representatives present, votes for the same.
- 18.2 If upon the dissolution of the society, there shall remain after the satisfaction of all its debts and liabilities and property whatsoever, the same shall not be paid to or distributed amongst the Permanent Members of the society or any of them, but shall be given to some other society on such terms and conditions to be determined by votes of not less than 80% of representatives present personally or in default thereof, as the appropriate Court of the Union Government may determine in that behalf.

## **19. CERTIFICATION**

It is certified that this is a correct copy of the Rules and Regulations of the society.

  
**President**

  
**Secretary-General**

  
**Treasurer**