



# COMMONWEALTH JUDO ASSOCIATION INC

## CONSTITUTION

**Approved by Congress 2008**

**CONSTITUTION of the  
COMMONWEALTH JUDO ASSOCIATION INCORPORATED**

### **ARTICLE 1**

#### **NAME**

The name of the Association shall be the Commonwealth Judo Association Inc, hereinafter referred to as "the Association".

### **ARTICLE 2**

#### **INTERPRETATIONS**

The "Statutes" of the Association shall mean this Constitution and it's associated Bylaws, Appendices and Codes as registered with the New Zealand Registrar of Incorporated Societies.

### **ARTICLE 3**

#### **OBJECTIVES**

The objectives of the Association are:

- a) To promote and develop the sport of Judo, at all levels, in and throughout the Commonwealth.
- b) To promote the continuing programming of Judo in the Commonwealth Games.
- c) To promote cordial and friendly relations between its members.
- d) To regulate the Competition in Judo at the Commonwealth Games and other Commonwealth Judo Tournaments.

- e) To accumulate such funds and properties as are deemed desirable for effective running of the Association.

## **ARTICLE 4**

### **MEMBERSHIP**

- a) Membership of the Association shall be open to the National Governing Body of Judo in each member Nation of the Commonwealth hereinafter referred to as "member". Such Governing Body to be that recognised by its National Commonwealth Games Association or other Organisation recognised by the Commonwealth Games Federation.
- b) An exception to Article 3(a) may occur if the statutes or regulations of the International Judo Federation preclude association between any National Governing Body of Judo and other Members of the Association.
- c) A National Governing Body of Judo becomes a member upon complying with (a) above, unless the exception of (b) applies and upon submission of a written application and payment of any fees which have been set by the Association.

## **ARTICLE 5**

### **OFFICERS**

- a) The Officers of the Association shall be:
  - (i) Executive President
  - (ii) Vice Presidents (2)
  - (iii) Secretary General/Treasurer
  - (iv) Sports Director
  - (v) Assistant Sports Director
  - (vi) Six (6) Executive Members
- b) The Officers shall constitute the Executive.
- c) The Officers shall be elected or appointed at a Congress of the Association for a four (4) year term, subject to the following protocol. (order of election)
  - (i) The Executive President
  - (ii) Vice Presidents
  - (iii) Secretary General/Treasurer
  - (iv) All other Officers will be elected from among the Nations. Only registered members of a member Judo Federation can be nominated or elected. All officers may either be nominated by their own Member Country or by any

other Member Countries

- (v) A Member may be co-opted to the Executive from the next Games Host Country, if that Country is not already represented on the Executive
- d) In the event that an Officer of the Association vacates Office between Congresses, the Executive President or in his unavailability the two Vice Presidents jointly may appoint an interim replacement..
- e) Honorary Legal Advisers are appointed at Congress and remain in place until replaced.

f) **FUNCTIONS OF THE OFFICERS**

- (i) The Executive President  
Directs the Association, presides over the Meetings of the Congress and Executive and represents the Association in Judo related matters and co-jointly with the “President” before third parties on sponsorship matters.
- (ii) Vice Presidents (2)  
The Vice Presidents will represent the Association when required and deputise for the Executive President where so required and directed. The longest serving Vice President assumes the Executive Presidency until the next Congress in the event of the resignation or permanent absence of the Executive President or in the event of a temporary absence until the Executive President resumes office.

In the event that both Vice Presidents have an equal term of service, it shall be the duty of the Secretary General to carry out a poll (by email) of the Executive should it be necessary for one of the Vice Presidents to assume the Executive Presidency for any of the reasons specified above.

- (iii) Secretary General / Treasurer
  - a) The Secretary General / Treasurer is responsible for the operation of the Association Secretariat and for providing such secretarial facilities as are required for the Association
  - b) Is responsible for the efficient conduct of all official Association functions as set out in the Association Organisational Code.
  - c) Is responsible for the administration of the Treasury as set out in Article 12 Finances.
- (iv) Sports Directors (2)  
  
The Sports Directors shall be responsible for the efficient conduct of all official Association Competitions as set out in the Association Sporting Code.
- (v) Executive Members (6)

Executive Members shall be responsible for such duties as may be

delegated to them from time to time by the Executive or Congress.

(g) Responsibility of Officers

All officers are responsible to the Executive and Congress.

Any officer elected or appointed shall vacate office:

- (i) By resignation in writing
- (ii) In the event of a vote of no confidence by a Congress

## **ARTICLE 6**

### **“PRESIDENT OF THE ASSOCIATION”**

- a) The position and title of “President of the Association” shall normally be given for a four (4) year term but the period of holding such title may be varied by the Executive at its will and pleasure to meet the perceived needs of the Association.
- b) The “President of the Association” shall be appointed by the Executive and approved / ratified by the Congress.
- c) The “President of the Association” has no executive powers and shall not preside over any Executive meetings or Congresses.
- d) The “President of the Association” shall be an honoured guest at any Association Championship or other official function.
- e) The “President of the Association” shall co-jointly with the Executive President represent the Association before third parties in sponsorship matters but has no role in other Judo matters.

## **ARTICLE 7**

### **AUTHORITY**

- a) The Congress is the General Meeting of Members and is the ultimate authority of the Association. Only a Congress has the authority to change the Constitution of the Association.
- b) The Executive is delegated to act for the Association between Congresses and is responsible to the Congress.
- c) The Executive President is charged with acting and delegated the authority to act, on behalf of the Association on day-to-day activities and is responsible to the Congress.

## **ARTICLE 8**

### **MEETINGS**

- (a) A Congress will be held biannually, and where possible is to be held in conjunction with the Commonwealth Games or Commonwealth Judo Championships. In the event of Judo not being programmed for a particular Games the Executive shall decide whether and where that years Congress will be held.
- (b) The agenda for a Congress shall include:
  - (i) Approval of the Minutes of the preceding Congress.
  - (ii) Approval of the Minutes of any Extraordinary Congresses since the preceding Congress.
  - (iii) Reports from the Officers.
  - (iv) Election/Appointment of Officers.
  - (v) Proposals for change in the Constitution provided that due notice has been given.
  - (vi) Any matter requested by a member to be placed on the Agenda – General Business.
- (c) An Extraordinary Congress may be held in conjunction with an Olympic Games or a World Championship, or may be called at the request of the majority of members the Executive or the Executive President in which case the time and location will be decided by the Executive.
- (d) The agenda for an Extraordinary Congress shall consist of those items included in the Notice of Meeting.
- (e) An Executive Meeting may be called at any time at the discretion of the Executive President and will normally be held in conjunction with the Commonwealth Games, Olympic Games or a World Championship and / or Commonwealth Judo Championships.

## **ARTICLE 9**

### **NOTICE AND NOMINATIONS**

- (a) For a Congress or Extraordinary Congress, three months notice shall be given of the date and place of the Congress and such notice shall call for Remits and Nominations when appropriate.
- (b) For a Meeting of the Executive, in general six weeks notice shall be given but a meeting can be called by the Executive President at such shorter notice he decides
- (c) Nominations for Officers and Notice of Proposals to change the Constitution may be made by any member and must be in writing and received six weeks before the

Congress is to be held. The Secretary General will include such nominations with the Agenda of the Congress.

- (d) Items will be included in the Agenda of a Congress or Extraordinary Congress at the request of any member. Such request must be in writing and made six weeks before the day upon which the Congress will be held.
- (e) In the event that there are no nominations for a particular office and only in that event, nominations may be made from the floor of the Congress.

## **ARTICLE 10**

- (a) Each member may be represented by not more than two delegates at any Congress.
- (b) Each member will be entitled to one vote only.
- (c) Voting may be by voice, show of hands, voting cards or roll call. At the request of three members, a secret ballot will be held.
- (d) There shall be no proxy voting.

## **ARTICLE 11**

### **QUORUM**

There shall be no quorum requirement for any Congress or Executive Meeting. In the event that there are three or less members represented, resolutions of such a Meeting shall be effective only if ratified by a majority of the Executive in a postal ballot.

## **ARTICLE 12**

### **FINANCES**

- (a) Control of the finances of the Association is vested in the Executive.
- (b) An annual membership fee will be levied on members by a decision of Congress.
- (c) The Secretary General shall act as Treasurer of the Association and shall have custody of all funds of the Association. The Secretary General shall prepare for each Biannual Congress an audited Statement of Accounts for consideration and approval.
- (d) Following adoption of such Statement of Accounts by Congress, a copy shall be forwarded by the Secretary General / Treasurer (as required by the New Zealand Incorporated Societies Act 1908) to the Registrar of Incorporated Societies.
- (e) The Financial Year of the Association shall close on 31 December of each year.

## **ARTICLE 13**

### **REFEREE RULES AND SPORTING CODE**

The appropriate provisions of the International Judo Federation Referee's Rules will apply in conjunction with the Sporting Code of the Association. The Rules of the Commonwealth Judo Association will take priority at all times.

## **ARTICLE 14**

### **TERMINATION OF MEMBERSHIP**

Membership may be terminated by the Executive in any of the following ways:

- (a) A member fails to pay its fees within six months of the date of levying.
- (b) A member forfeits its membership if it infringes the statutes of the International Judo Federation in such a manner that continued association with that member would jeopardise the good standing of other members within the International Judo Federation.
- (c) A member gives written notice of resignation to the Secretary General. The resignation of membership comes into effect upon receipt of the resignation by the Secretary General.

## **ARTICLE 15**

### **BYLAWS**

Statutes, Bylaws, Appendices or Codes may be passed, modified or revoked by a simple majority at a Congress (or Extraordinary Congress) or a two thirds majority at a meeting of the Executive, for the clarification of this Constitution and the policies of the Association and to provide legislation in support of the aims of the Association.

As provided in the Incorporated Societies Act, these Statutes, Bylaws, Appendices or Codes shall be regarded as an integral part of this Constitution.

## **ARTICLE 16**

### **COMMON SEAL**

The Association shall have a Common Seal. It shall be kept in the custody of the Secretary General / Treasurer and shall be affixed to any document as resolved by the Executive.

A document shall be executed on behalf of the Association if:

- (i) The Common Seal is attached to the document and.
- (ii) The document is witnessed by either the Executive President or the Secretary General/Treasurer and countersigned by one of the other members of the Executive.

## **ARTICLE 17**

### **VOLUNTARY WINDING UP**

- (a) A proposal to wind up the Association may only be considered by a Congress following notification in the manner required in these Rules (ARTICLES 8, 9 & 15) and shall be amended, passed or rejected in the same manner.
- (b) Additionally (as provided for in the Incorporated Societies Act 1908) this resolution must be confirmed by a similar majority of an Extraordinary Congress called as provided in sub clause ( c) of ARTICLE 8 of these Rules.
- (c) The surplus assets of the Association ( following payment of all costs, debts and liabilities ) shall be disposed of as directed by the Extraordinary Congress which confirms the resolutions to wind up the Association in accordance with sub clause (d) of this ARTICLE.
- (d) If the Association is wound up and after all costs, debts or other liabilities have been paid then any surplus money or other assets may be disposed of by:
  - (i) Placing any such money or assets in trust with the International Judo Federation for the future benefit and promotion of Judo in Commonwealth member Countries.
  - (ii) No distribution may be made to any Officer other than any debts incurred and approved.
  - (iii) No distribution may be made to any Member Country other than any debts incurred.

## **ARTICLE 18**

### **OFFICIAL LANGUAGE**

The official language of the Association shall be English.

## **ARTICLE 19**

### **REGISTERED OFFICE**

The registered office of the Association shall be the place of residence of the Secretary General.

*COMMONWEALTH JUDO ASSOCIATION (INCORPORATED) NO. AK 3950111  
AUCKLAND, NEW ZEALAND*