



STATUTE

Alpe-Adria Karate-Federation Rules and Regulations

Article 1: Name, Seat, Scope of Operation

- (1) The federation shall be called Alpe-Adria Karate-Federation and will be referred to as AAKF in short hereinafter.
- (2) The AAKF is based at Fürstenfeld, it operates in all Alpe-Adria regions and can accept other regions interested in co-operation as guests.
- (3) As far as the specific karate-related regulations are concerned the AAKF is based on the regulations of the European Karate Federation (EKF) and of the World Karate Federation (WKF).
- (4) All references hereinafter made to persons are meant to apply equally to both sexes.

Article 2: Purposes of the AAKF

- (1) Activities in order to establish and maintain a common peaceful democratic and pluralistic Europe by means of sportive and sport-political endeavours.
- (2) Promotion of friendship and co-operation between the different peoples of the Alpe-Adria regions for the purpose of internal European integration.
- (3) Bridge-building between EU-member states and new acceding countries.
- (4) Promotion of the process of integration in order to remove existing and virtual barriers in the member regions
- (5) Co-ordination & promotion of sportive activities concerning karate-do in the member regions
- (6) Coverage of exchange programs for young people and of such topics as the education of young people to peaceful and tolerant individuals who mutually respect cultural and personal differences
- (7) Promotion of contacts between sports organisations; arrangement of sportive events, competitions and in the educational sector sportive contacts among schools relating to karate.
- (8) Organisation and execution of measures against drug abuse and for the support of anti-doping projects
- (9) Supporting of AAKF-activities and representation of the interests of the AAKF-members on international level
- (10) The activities of AAKF are not oriented towards achieving financial profits and the AAKF operates in all matters to the benefit of the public and the community. Its main purpose is the physical, social and mental training by means of exercising the sport of karate.

Article 3: Resources for Achieving the AAKF's Purposes

- (1) Resources of know-how with regard to
 - a) the carrying-out of the sport of karate in all of its kinds
 - b) physical training in general
 - c) the carrying-out of competitions, sport festivals and other sportive and social events with a special emphasis on the needs of young athletes
 - d) the basic and advanced training of all kinds of instructors and trainers, referees, judges and officials
- (2) Economic resources can be:
 - a) membership fees
 - b) duties & levies



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- c) subsidies of all kind or other kinds of financial support by public and private institutions
- d) donations of money or contributions in kind
- e) income from sponsoring or advertising

Article 4: Membership/Affiliation

All national or regional federations or promotional organizations recognized by their national Olympic Committee or by their national or regional government can become AAKF members;

There are three kinds of membership: full membership, associated membership and honorary membership

- (1) Full membership is reserved to official Alpe-Adria regions. They officially participate in the activities of the AAKF.
- (2) Associated members are regions which are not officially recognized as Alpe-Adria regions but neighbouring regions which can be invited to co-operate with the AAKF. They can also participate in the activities of the AAKF upon application.
- (3) Persons who have gained outstanding merits on behalf of the AAKF can be awarded honorary membership by a resolution of the general assembly.

Article 5: Obtaining of Membership

- (1) Both full members and associated members have to submit an application for AAKF-membership to the board in writing. The board decides on the application by single majority.
- (2) Honorary members are appointed by a resolution of the general assembly owing to a motion made by the board on a single majority basis.

Article 6: Termination of Membership

- (1) Membership can be terminated by deliberate withdrawal from the AAKF, by deletion of a member or by expulsion of a member.
- (2) Deliberate withdrawal of full members or associated members is possible at the end of each quarter of a year and has to be notified to the board in writing. This notice of termination has to be serviced to the board at least one month before the possible date of withdrawal. If this deadline is not adhered to, the notice of withdrawal shall only be effective with the next possible date of withdrawal (quarter).
- (3) The board can delete a full member or an associated member if in spite of two prior warnings given by the board in writing the said member fails to pay its membership fee or displays no interest in actively participating in AAKF-activities. The deletion of a member is to be communicated to it in writing within one month from the said resolution by the board.
- (4) The expulsion of a full member or an associated member can be resolved on by the board on a single majority basis on grounds of
 - a) acts causing damage to the AAKF, dishonourable acts, culpable acts violating the reputation and the interests of the AAKF
 - b) acts that grossly violate the AAKF's rules and regulations
 - c) acts that grossly violate decisions of the AAKF's sports committee
 - d) acts that constitute a violation of the directives and provisions of international and national anti-doping commissions
- (5) The expulsion of honorary members can only be effected if the general assembly passes a single-majority resolution owing to a motion submitted by the board.
- (6) The expulsion of a member is to be notified to the said member within a month from the respective resolution.



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- (7) An expulsion can be appealed against within a month from service of the said resolution. This appeal has to state the reasons for the appeal and has to be submitted to the general assembly. Until the final decision on the appeal by the general assembly the membership of the member concerned is temporarily suspended.

Article 7: Rights and Duties of the Members

- (1) Rights of the members: Each full member and each associated member is entitled to participate in all AAKF-events and to use all its facilities as laid down in the rules and regulations of the AAKF. Both full members and associated members enjoy the right to submit motions to the general assembly and to the board.
- (2) Duties of the members: Full members and associated members are obligated to promote the interests of the AAKF to the best of their knowledge and belief and to refrain from any acts that violate the reputation and the purposes of the AAKF. They have to comply with the present rules and regulations as well as with the resolutions and instructions of the appointed and confirmed officials of the AAKF. It is also the duty of the members to settle the membership fees or any possible levies or duties correctly and in time.

Article 8: Organs/Officials of the Federation

- (1) The following organs shall be installed.
- (a) the General Assembly
 - (b) the Board
 - (c) the Sports Committee
 - (d) the Auditors
 - (e) the Arbitrators
- (2) The organs of the AAKF shall only be composed of natural persons who are themselves members of full members or associated members.
- (3) The term of office shall amount to three years, but shall last till the election of new organs in any case. A re-election on organs/officials shall be possible.

Article 9: The General Assembly/Congress

- (1) The normal General Assembly, hereinafter called GA, shall be convened once per year.
- (2) In addition special GAs can be convened by the board whenever the proper management of the AAKFs requires this step or when the normal GA passes the resolution that an additional GA shall be held. It shall also be convened if at least five full or associate members apply for the additional GA with the board in writing. This application shall also specify the reasons why the GA is requested. The said additional GA shall be convened within four weeks from receipt of the application or the passing of the respective GA resolution at the latest.
- (3) Both normal and additional GAs shall be convened in the following manner: The invitation to the GA shall be mailed to the members at least four weeks before it actually takes place. The invitation shall be issued in writing by the board and it specify the date, time, place and agenda of the GA.
- (4) Each full member and each associate member has the right to submit motions to the AAKF. Board members are also entitled to make motions. All motions shall state the reasons for the motion and shall be submitted to the board three weeks before the GA at the latest. The board shall send all motions received to all members for their information two weeks before the GA at the latest. It shall be possible to amend the motions filed (main motions) or to make additional motions, which shall be dealt with together with the main motion. When votes are taken on the motions, amended motions and additional motions shall be voted on before the main motion.



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- (5) Valid motions can only be taken in relation to the agenda (except for motions for convening an additional GA).
- (6) Each member may officially be represented by delegates. The official delegates, who may exercise the voting rights of the members, shall be nominated to the board of the AAKF in writing two weeks before the GA.
- (7) The GA shall have a quorum if at least two thirds of the delegates exercising the voting rights are present. If the GA has no quorum at the beginning of the meeting, the GA shall be postponed for half an hour. When this time has expired the quorum is constituted automatically and the GA takes place with the same agenda irrespective of the number of delegates present.
- (8) The GA shall pass its resolutions on a single majority basis if the rules and regulations do not explicitly contain any other provisions. Parity of votes automatically leads to the rejection of a motion. Resolutions about the AAKF's Rules and Regulations shall require a two thirds majority.
- (9) Secret voting: If at least 50 per cent of the delegates present move for this, votes shall be taken secretly and in writing. The election of the board members shall be carried out secretly and on ballot paper unless all delegates present wish to refrain from this provision.
- (10) The GA is presided over by the president, or in his absence, by the vice president. In the case of elections an interim president shall be appointed by the board.
- (11) In all GAs precise minutes shall be taken. In particular the minutes shall specify the number and the names of the delegates, the quorum, the proportion of votes with the respective resolutions as well as all the information required to establish that the GAs were carried in compliance with the AAKF's Rules and Regulations. The respective minutes of the GAs shall be mailed to all members by three month after the date of the GA at the latest.
- (12) Persons permitted to be present at the GA are: all board members, the auditors, the delegates from the member regions, election candidates, if required the members of the election committee, persons submitting a motion (if not identical with the delegates) , guests (if any) invited by the board, interpreters (if needed). **Each full member and each associate member shall nominate and be represented by two delegates.**

Survey of Deadlines:

- Calling up of a GA by the board at least four weeks before it is actually held
- Submission of motions with the board three weeks before the GA at the latest
- Transmission of motions received to full and associate members by the board two weeks before the GA at the latest
- Nomination of delegates by the members to the board two weeks before the GA at the latest

Article 10: Scope of Responsibility of the GA/Congress

- (1) Registration of delegates exercising the members' voting rights
- (2) Establishment of quorum
- (3) Approval of the minutes of the preceding GA, hearing of the reports of the board members for the concluded year of period of performance
- (4) Hearing of and approval of the auditors' report
- (5) Formal approval of the board's work on the auditors' motion
- (6) Appointment, confirmation or dismissal of the board or individual board members and of the auditors



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- (7) Deliberation and passing of resolutions on the issues of the agenda
- (8) Deliberation and passing of resolutions on appeals against the expulsion of full members or associate members
- (9) Deliberation and passing of resolutions on motions concerning the amendment of the AAKF's rules and regulations
- (10) Deliberation and passing of resolutions on a motion for the dissolution of the AAKF
- (11) Deliberation and passing of resolutions on motions for the appointment of honorary members or on motions for the deprivation of honorary membership
- (12) Determination of the amount of the membership fee and of duties and levies

Article 11: The Board

- (1) The board shall consist of
 - a) up to seven board members who are entitled to vote in the board meetings such as
 - 1) the president
 - 2) the vice president
 - 3) the treasurer
 - 4) the deputy treasurer
 - 5) the secretary
 - 6) the deputy secretary
 - 7) the president of the sports committee
 - b) and of persons who have only an advisory function such as
 - 1) experts concerning specific issues such as medical matters, legal matters, public relations etc.
 - 2) the heads of the sports committees of the respective membersThe persons with an advisory function can be invited by the board.
- (2) The board is elected or removed by the GA on a single majority basis. The board members fulfil their duties unpaid and on an honorary basis. Election proposals for board functions shall be expressed as motions to the GA. They have to contain the name of the official and the position he or she is supposed to be elected for.
- (3) The term of office of the board shall amount to three years or in any case to the next election. The board is entitled in the case of the premature retirement of a board member to cooptate another eligible person as a substitute. Former board members can be re-elected.
- (4) The office of a board member is terminated by the official's decease or retirement, by expiry of the term of office or by removal by the GA. Retirement from a function is to be communicated to the board in writing or in the case of the resignation of the whole board to the GA. The retirement of a board member or resignation of the whole board shall only be effective upon the cooptation of a successor or upon the election of a new board.
- (5) Board meetings shall be convened in writing by the president or the vice president at least two weeks before a board meeting. On request of at least five board members this period can be reduced to one week. The board meeting are chaired by the president or the vice president. The quorum for board meetings is constituted if at least five board members are present. Resolutions require a single majority, in the case of the parity of the votes, the president's vote shall be decisive.
- (6) The board is entitled to invite experts or guests to the board meetings whenever necessary.
- (7) Minutes shall be kept of each board meeting and signed by both the president and the secretary. The minutes shall be attached to the invitation for the next meeting and shall be considered as approved if no objection is raised in the next meeting.



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Article 12: Scope of responsibility of the board

The board shall be competent to deal with all tasks that are not explicitly attributed to any other organ of the AAKF according to its Rules and Regulations. Its scope of responsibility shall be in particular the following issues:

- (1) Management and control of the AAKF pursuant to the AAKF's Rules and Regulations, including its right to submit motions to the GA
- (2) Convocation of both normal and additional GAs including all preparatory measures
- (3) Administration of the AAKF's assets
- (4) Drawing up of an annual timetable in cooperation with the sports committee
- (5) Implementation of measures required for the performance of resolutions passed in the GA
- (6) Admission and deletion of full members and of associate members
- (7) Drafting of reports of performance and of the annual financial report, drafting of a budget for the following business year
- (8) Specific duties of the Board members

The president represents the AAKF (externally) towards public authorities and third parties and (internally) chairs the GA and the board. The president is responsible for the execution of resolutions of the GA and of the board. It is also the president's duty to maintain good relations with the members.

If urgent matters arise, the president shall exclusively be entitled at his own responsibility to give the required directions without prior consent of the board, however, subsequently a report shall be given to the board or to the GA and submitted to the board or to the GA for confirmation by resolution. The president shall also be entitled to sign legal documents on behalf of the AAKF.

The treasurer shall be responsible to accept, to hold, to manage and to spend financial means on behalf of the AAKF subject to the resolutions of the GA and/or the board. All transactions shall be duly recorded and the mode of bookkeeping applied shall be determined by the respective board.

The secretary assists the president with the drafting of all kinds of documents and is responsible for keeping the minutes of GAs and board meetings.

The president of the sports committee chairs the meetings of the said committee.

The vice president, the deputy treasurer and the deputy secretary shall be present at board meetings as board members.

- (9) In all the board shall be entitled to decide in all matters that are not explicitly reserved to the GA.

Article 13: The Sports Committee

- (1) A sports committee shall be installed for the purpose of advising the board of the AAKF on all sports matters.
- (2) The sports committee shall be composed of experts from the members regions. Each member shall delegate one expert to the sports committee to represent its region.
- (3) The president of the sports committee shall be elected by the GA as a board member. A vice president of the sports committee may be appointed by the sports committee, who may if the president of the sports committee is prevented from attending a board meeting, act as a deputy for the president of the sports committee.
- (4) The sports committee shall be convened by its president or the vice president of the sports committee. Decisions/resolutions are taken on a single majority basis pursuant to and in compliance with the AAKF's Rules and Regulations and shall be in harmony with the respective current provisions of EKF and WKF.
- (5) The sports committee may adopt internal rules of operation within its scope of responsibility.



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Article 14: The Auditors

- (1) The two auditors (or their deputies) shall be elected by the GA. They shall be independent and impartial and shall not be board members at the same time. They need not necessarily be affiliated to full or associate members.
- (2) The term of office of the auditors shall last for three years or till the next election at the latest.
- (3) The two auditors shall verify if the financial means of the AAKF are/have been used purposefully (as they were meant to be used) and in accordance with the resolutions passed by the GA and/or the board, whether the organs of the AAKF apply/have applied the necessary commercial duty of care and whether all transactions are/have been duly recorded and whether the bookkeeping is/has been sufficient. The auditing shall be carried out regularly, at least once a year and a reports of the results of the auditing shall be given to the board and to the GA.
- (4) The office of the auditors is terminated by the official's decease or retirement, by expiry of the term of office or by removal by the GA. The retirement of an auditor shall be communicated to the board in writing, however, it shall only be effective upon the election of a successor.

Article 15: Arbitration

In the case of internal disputes within the AAKF an arbitration court shall be installed. The arbitration court shall consist of three members and three deputies. They shall all be elected by the GA. The three members of the arbitration court shall elect a president. All parties of a dispute shall be heard by the arbitration court. Decisions shall be taken on a single majority basis by the court.

Article 16: Dissolution of the AAKF

- (1) A resolution to dissolve the AAKF requires a two thirds majority of the votes cast in a GA specially convened for the purpose of dissolving the AAKF and in which the presence of two thirds of the members is required. A liquidator shall be elected.
- (2) The assets of the AAKF shall upon official confirmation of the dissolution by the competent authorities be donated to a non-profit oriented sports federation.

Article 17: Emblem and Anthem

Provided that the Alpe-Adria Group (Arbeitsgemeinschaft Alpe-Adria) assumes patronage for an individual AAKF-event AAKF is entitled to use both the official emblem and the official anthem. (Applications for patronage have to be submitted annually.)

Article 18: Entry into Force of the Present Rules and Regulations

The present rules and regulations enter into force upon service of the so-called official decree of non-prohibition.

APPROVED IN FÜRSTENFELD (AUSTRIA) ON 2003, NOVEMBER 14TH