AMATEUR SOFT TENNIS FEDERATION OF INDIA

CONSTITUTION

MEMORANDUM AND RULES AND REGULATIONS

CHAPTER: 1

RULE: 1 **NAME:** The name of the federation shall be **AMATEUR SOFT TENNIS FEDERATION OF INDIA** and it shall hereafter be referred to as the FEDERATION and that will also be known equally by its acronyms **A.S.T.F.I.**

RULE: 2 **JURISDICTION:** The jurisdiction of the federation shall extend over the whole of Indian Union.

RULE: 3 **HEADQUARTERS:** The Headquarters of the Federation shall be at the Headquarters of the Secretary General or as decided by the General Council.

RULE: 4 **DURATION:** **A.S.T.F.I.** is an organization of indefinite duration, unless four-fifths of its members declare it dissolved at an extra-ordinary general council where the future of its patrimony will be decided.

CHAPTER: 2

RULE: 5 **OBJECTS**: The object of the Federation shall be: -

(a) To promote; encourage and develop the game of Soft Tennis both men and women in the Indian Union.

(b) To maintain general control of the game of Soft Tennis in the Indian Union and keep it on the highest ideals of amateurism in sports.

(c) To seek International and National affiliations which may be instrumental in the development of Soft Tennis.

(d) To encourage the promotion of Soft Tennis and formation of State Association for the control of the game is such territory as may be assigned to them.

(e) To Co-ordinate inter member activities in respect of Soft Tennis in all possible ways including conducting Inter State Tournaments and National Soft Tennis Championship, Inter Zonal, Regional and Invitation Tournaments for Sub-Junior, Junior and Senior both men and women in as many categories as considered necessary by its members.

(f) To secure participation in International Tournaments.

(g) To hold such International Championships and Asian Championship as approved by The International Soft Tennis Federation and Asian Soft Tennis Federation.

(h) To take such steps which my conducive in general, to the fulfillment of the objects of the Federation.

(i) To give information and the necessary assistance to the members who request it.

(j) To select teams to represent India and to promote, control and finance visits of such teams abroad.

(k) To control and regulate the terms and visits of any Soft Tennis team from the union of India going abroad.

(l) To promote, control and if necessary, finance visits of foreign teams to India.

(m) To sell, mortgage, lease, exchange, dispose-off or otherwise deal with all or any or assets or property of the Federation.

(n) To donate such sum or sums towards such charity as the Federation; may deem fir for the benefit of a Soft Tennis player who has left playing Soft Tennis or his wife or children or any other person who has served Soft Tennis or his widow or his children as the Federation; may consider fit and to organize charity matches in aid of such funds.

(o) To start and maintain a library of books, periodicals on sports in general and Soft Tennis in particular and to start journal or journals and to donate top such library.

(p) To encourage the development of the physical and moral qualities, which are the base of our sport, creation through regional and national competitions, and world competitions, respect and international goodwill helping in this way to improve and build a world or peace.

(q) To carry out studies and researches and to promote seminars and conferences of a technical and scientific character for the development and improvement of Soft Tennis Nationwide.

(r) To establish the rules and regulations that shall govern all the competitions of Soft Tennis in India authorized by **A.S.T.F.I.**

(s) To approve and register the National records so Soft Tennis.

(t) To mediate in any dispute which; may occur between its members.

(u) To be the only Soft Tennis Federation recognized by the Indian Olympic Committee and the only affiliated unit of our country with International Soft Tennis Federation & Asian Soft Tennis Federation.

(v) To generally do all other activates as may seem to the Federation to be incidental or conducive to the attainment of the said objects earlier or any one of them.

CHAPTER: 3

RULE: 6 **PERTAINING TO MEMBERSHIP:** The membership of the Federation shall be confined to the Indian Union and shall be open to: -

(a) The Soft Tennis Association; of the States and the Union Territories within the Indian Union.

(b) Each State or union territory will be represented by only one Association, Federation; or Organization affiliated to **A.S.T.F.I.**

(c) No application for affiliation; of a Federation, Association or Organization will be carried through if in such State or Union Territory exists a Federation, Association or Organization affiliated to **A.S.T.F.I.**

(d) The application for affiliation to **A.S.T.F.I.** must be submitted to the Executive Committee through President accompanied by Rs. 2100/- (Rupees Two Thousand and One Hundred Only) affiliation fee and the application must be in triplicate with following particulars: -

(i) The Names and Address of the Officer Bearers.
(ii) Certified Copy; of its status and regulations.

The President, **A.S.T.F.I.** will study the application and the documents received and if he finds everything legal, he will proceed to inform the rest of the members of the Executive Committee asking them for their voting on the subject.

The Executive Committee shall inform the applicant and the members of the **A.S.T.F.I.** the result of the voting and its recommendation, which will be determined by the approval vote of at least two-third of its members.

Accepted the application as such, it will be submitted to a council of Delegates who will decide its acceptance or rejection by majority.

Necessary documents for certification would then follow.

(e) The members of **A.S.T.F.I.** will have jurisdiction; only in their respective States.

(f) The rights of the; members of **A.S.T.F.I. ARE: -**
(i) To have the right to speak and vote in the deliberations of the council.
(ii) To elect and to be elected to perform executive positions.
(iii) To participate in the National Championship, Federation Cup or Regional Tournaments programmes and events organized and sanctioned by **A.S.T.F.I.**
(iv) To receive the services and benefits established by **A.S.T.F.I.**
(v) To propose reforms or innovations in the organization or the performance of **A.S.T.F.I.** through the General Council.
(vi) Any other things designated by this constitution and regulation.

(g) The duties of the; members of **A.S.T.F.I. are: -**
(i) To comply with the Constitution, regulations and resolutions.
(ii) To attend punctually all the meeting and General Councils.
(iii) To pay on time the fees established. The Treasurer of **A.S.T.F.I.** is requited to send and Official Notification of the annual dues payment on; or before March 31st and the annual dues are to be paid not late than March 31st of the current year.
(iv) To accept and perform the positions entrusted to them.
(v) To actively participate programmes of **A.S.T.F.I.**
(vi) To inform the Secretary General of **A.S.T.F.I.** the number of leagues, clubs and players affiliated or registered to the Federation or Association or Organization affiliated.
(vii) Any other thing as established by this constitution and its requirements.

(h) Membership status of **A.S.T.F.I.** will be lost only for the following reason: -
(i) By written resignation presented to the Executive Committee.
(ii) By temporary expulsion duly justified after a previous hearing and the member must be notified by a registered letter.
(iii) For not having paid two consecutive annual dues and after having been notified in writing (with 60 days of grace from the date of written notification).
(iv) For not having cleared any other dues to the Federation for two years from the date of the due arose, and after having been notified in writing (with 60 days of grace from the date of the written notification).

Secretary General

(j) Items (i), (ii), (iii) and (iv) of this rule shall come in to force temporarily after resident has notified (Temporarily Expulsed).

(k) Items (i), (ii), (iii), and (iv) of this article shall be known and solved by the immediate ordinary or extraordinary council by majority of votes.

(l) Any defaulted member losing his membership status shall be eligible for re-admission on the payment of all the arrears of subscription and other dues will penalty, and surcharges if any and also re-admission fee of Rs. 2500/- to the federation and the Federation shall re-admit such defaulted members provided he clears the arrears and pays the re-admission fee within 60 days from the date of the council meeting.

(m) After 60 days if the member has not applied for re-admission after fulfilling the conditions, then the Executive Committee may find another member for that territory.

(n) The right of **A.S.T.F.I.** members is of individual character and it is not allowed to give power to another member to vote on their behalf.

THE ORGANS OF A.S.T.F.I.

01. THE GENERAL COUNCIL OF DELEGATES.

02. THE EXECUTIVE COMMITTEE.

03. THE TECHNICAL COMMITTEE.

04. THE UMPIRES COMMITTEE.

05. THE COACHES COMMITTEE.

06. THE YOUTH COMMITTEE.

07. THE FUND RAISING COMMITTEE

08. THE PROPAGANDA OR PUBLICITY COMMITTEE.

09. THE SELECTION COMMITTEE.

CHAPTER: 4

RULE: 7 PERTAINING TO THE GENERAL COUNCIL: -

(a) The Council of delegates is the supreme authority of **A.S.T.F.I.** all resolutions, agreements and dispositions; legally adopted by the council bind compulsorily the organs, members and the Soft Tennis players.

(b) The council shall meet in ordinary session once a year tow days before the start of every nationals or inter zonal tournaments. It will be an essential condition for granting of the privilege to the host state obligation or providing all necessary f facilitates for the celebration of the council.

(c) In case that in a given year no tournament is held the President must call on the ordinary council in the way established in thi9s constitution.

(d) An extra ordinary general council can be held by request, of the President, of the Executive Committee or by request of at least half of the affiliated State with voting power.

(e) They should have written convocation ablest 21 days before the opening of the General Council, specifying the subjects to be discussed, and those will be the only one, which can be considered validly.

(f) When an extraordinary council is summoned ti solve any conflict between two or more affiliated members, the meeting should be held in a state other than those involved in the conflict.

(g) Each member of **A.S.T.F.I.** can be represented in General Council by two delegates with right to speak, but only in of them will have the right to vote. In the credentials issued by the Association, they will indicate the name of the head delegate who will have the right to vote.

RULE: 8 POWER AND DUTIES OF THE COUNCIL:

The council shall have the power:

(a) To grant affiliation to Association of State and Union Territories as provided in the constitution.

(b) To disaffiliate or to take such other suitable action against members for misconduct; in discipline and for other reason provided, no other such action shall be taken without giving the member a month's notice to show cause why such action should not be taken.

(c) To hold, control, and administer property (movables and immovable) and funds of the Federation.

(d) To make and amend the Constitution of the Federation as and when deemed necessary.

(e) To frame by-laws generally for the management of the affairs of the Federation.

(f) To adjudicated on and resolve differences among members arising out of jurisdiction, neglect of the game of Soft Tennis and conflicts, which may definitely mar the cause of the game.

(g) To alter, add of reject any rule of a member, which any be reprehensible or contrary to the Constitution of the Country or Federation and are generally harmful to the promotion of the game in the area.

(h) To delegate to the Executive Committee or to one or more Committees or sub Committees all or any of the powers enumerated in clause c, e, f and g aforesaid.

Secretary General

(i) To consider and decide matters not covered by the constitution.

(j) To appoint India's representative or representatives for the **International Soft Tennis Federation, Asian Soft Tennis Federation and Indian Olympic Association and similar bodies and Federation.**

(k) To take such other steps as may be necessary or expedient to carry into effect the objects of the federation.

(l) To elect (i) The President (ii) Four Vice Presidents, (iii) The Honorary Secretary General, (iv) Two Honorary Joint Secretaries, (v) The Honorary Treasurer and Eight Committee Member to be abominated by the President in consolation with the Honorary Secretary General, giving equal representations to all the zones.

(m) The office bearers shall be elected at the Annual General Meeting for a term of four years form among the representatives if members present (except as in clause (p) mention below) and eligible to vote, in separate and secret voting following the order as listed in (I) above.

(n) Cancel

(o) Candidates must be present during the elections or have indicated previously in writing their availability for the post.

(p) A person can be elected for a positioning case or absence in the council due to personal illness, death in the immediate family unpreventable transportation problems or what is considered to be an of God. Such a person will be sworn in at the **A.S.T.F.I.** head quarters or in a later General Council at the first opportunity.

(q) To suspend by justified cause (procedure according to act to the membership) or accept the resignation of the members of the Executive Committee.

(r) To know and solve the situations or rules in membership of the present constitution.

(s) To examine and approve or reject the balances, the financial statements and reports presented by the Treasurer and or by the Executive Committee.

(t) To establish the annual and monthly fees and extraordinary ones deemed necessary.

(u) To approve or reject accounts, resolutions or agreements of the Executive Committee.

(v) To discuss and solve any subject submitted by the Executive Committee or by any of its members.

(w) To know, discuss and make agreements, resolutions and dispositions deemed necessary on any subject.

(x) Any other rights established by this constitution and its regulations.

(y) Following amendment:

  (i) The President of ASTFI can hold the office for a maximum period of 12 years with or without break.

  (ii) The Secretary General of ASTFI and the Treasurer of ASTFI may serve a maximum of two successive terms of 4 years each, after which a minimum cooling off period of 4 years will apply to seek fresh election to either post.

  (iii) The President, The Secretary General & The Treasurer of ASTFI shall cease to hold that post on attaining the age of 70 years.

(z) No. Government servant should be allowed to held elective office in any ASTFI / affiliated States/UTs association of ASTFI for a term of more than 4 years, or for one term, whichever is less.

RULE: 9 **QUORUM:**

(a) One-third the numbers of members who are entitled to vote shall be a quorum for the Annual or Special General Meeting. It there is no requisite quorum within half and hour from the appointed for the meeting, such general meeting may be adjourned by 21 days and convened at the venue decided by the President and time and such adjourned meeting the members present and entitled to vote shall from the quorum.

(b) At a meeting of the Executive Committee five members shall from the quorum.

(c) For all other committees and sub-committees (except selection committee for which the members present shall form the quorum) one-third the number of members shall be quorum.

(d) The President shall preside as the Chairman at the Annual General Meeting and meeting of the Executive committee and Special General Meeting and in his absence the senior most Vice-President shall preside. In the absence of the President and the Vice-President the members present shall elect the Chairman from among themselves.

(e) At the meeting of the sub- committee, the person elected or nominated, as Chairman of the committee shall preside.

(f) The Chairman shall have a casting vote.

RULE: 10 **VOTING:**

(a) At the Annual General Meeting or Special General Meeting each member shall have one vote although it may nominate two representatives to attend the meeting, provided that no office bearers of the Federation, unless they act as representatives of members, shall exercise vote.

(b) At the Annual General Meeting and Special Genera; Meeting voting shall be by show of hands or by ballot as the majority of the members who are eligible to vote shall decide and the verdict of the majority shall prevail. Election of Office-bearers shall be by ballot.

(c) In cause of equality of votes The President shall have a casting vote subject to clause (a.)

(d) In the credentials issued by the association they will indicate the name of the Head delegate who will have the right to vote.

RULE: 11 **ANNUAL GENERAL COUNCIL MEETING:**

The annual general council meeting of the Federation shall be held every year at a venue as the General Council may determine to allot Nationals or Inter-Zonal Championships and if such venue is not determined it shall be held at a place, day and time as may be determined by the The President in consolation with the executive committee.

RULE: 12 The following business shall be transacted at the Annual General Meeting.

(a) Confirmation of the minutes of the previous General Council Meeting.

(b) Adoption of Hon. Secretary General's Report adoption of the audited accounts and Treasurer's report for the previous year.

(c) Appointment of Auditor or Auditors for the year and to fix their remuneration.

(d) Election of Office-bearers when due.

(e) Election of the following committees.
  (i) Executive committee as laid down; in Rule 8(1).
  (ii) Technical committee of not moiré than five persons.
  (iii) Umpire committee of not more than five persons.
  (iv) Coach committee no more than five persons.
  (v) The Youth committee of nor more than seven persons.
  (vi) The Fund Raising Committee of not more than six persons
  (vii) The Propaganda or Publicity committee of not more than five persons.
  (viii) The Selection committee of not more than five persons.

(f) Election of representative on International Soft Tennis Federation, Asian Soft Tennis Federation & Indian Olympic Association and on other allied bodies.

(g) Consideration of any report or recommendations of a committee or sub-committee as may be referred to it by the Executive committee.

(h) Consideration of any motion, notice whereof is given by a members to the Hon. Secretary, 21 days before the meeting (such a motion shall be circulated in advance to all members).

(i) Transaction of any other business of an informative character as may be permitted by the Chairman.

RULE: 13 For the Annual General Body Meeting, the Hon. Secretary shall, at least 21 days before the date fixed for the meeting, circulated to all Office-bearers and members a notice of such meeting specifying the Agenda of business to be transacted at the meeting by registered post.

(a) He shall also circulate copies of the minutes of the previous meeting or meetings to be confirmed at the Annual General Meeting.

(b) Copy of other Audited Statement of Accounts to be adopted and passed at the Annual General Meeting.

(c) Copy of other audited statement of accounts of any, foreign tour submitted by the manager of any office-bearer of Federation, if such accounts are to be considered or confirmed at the meeting, and

(d) Copies of documents and papers having reference to any item on the agenda of the General Meeting.

RULE: 14 Any office-bearer or; member desiring to raise any special business at the Annual General Meeting shall give 14 days' notice thereof to the Hon. Secretary. The Secretary shall circulate such notice to all Office-bearers and members before the date fixed for the meeting.

RULE: 15 For any Special General Meeting, The Hon. Secretary shall at least 15 days before the date fixed for the meeting given notice thereof too all office-bearers and members setting out the Agenda of business for the meeting.
The president may at his discretion direct The Hon. Secretary to convene a Special General Meeting at shorter notice in which case notice of at least 10 days shall be given.

RULE: 16 Non-receipts of notice of the Annual General Meeting or Special General Meeting of Executive committee by any office-bearer or; members shall not invalidate the proceedings of any such meeting.

RULE: 17 **Special General Meeting:** (Extraordinary General Council Meeting)

(a) Business other than that could be transacted at the Annual General Council Meeting shall be transacted at the Special General Meeting which shall be convened by the Hon. Secretary General (a) on a directive of The President (b) on a resolution of the Executive v (c) on requisition signed by not less than two-third the number of members entitled to attend and vote at such meeting specially stating the business to be transacted at such meeting.

(b) In the event of the Hon. Secretary General failing to convene a Special General Meeting within 21 days of receipt of a requisition, the requisitions may themselves convene a meeting for the purpose specified in the requisition at such place and time as may be determined by the requisitions.

(c) In the event of the Hon. Secretary Failing to convene a Special General Meeting at the direction of the President or on is solution of the Executive committee within 10 days, the President may convene meeting over his own signature.

(d) Atleast 15 day's notice of a Special General Meeting shall be given to the members by the Hon. Secretary General or by the requisitions or by the President, as the case may be, by registered post active.

RULE: 18 **PERTAINING TO THE EXECUTIVE COMMITTEE:**

The management and administration of **A.S.T.F.I.** activates will be in – charge of an Executive committee formed by: -

(i) The President
(ii) Four Vice-Presidents
(iii) The Hon. Secretary General
(iv) Tow Hone. Joint Secretary
(v) The Hon. Treasurer and
(vi) Eight Executive committee members

(a) A special Meeting of the Executive committee may be convened at any time by the President and also shall be convened on the requisition to the effect made in writing by no less than six members of the committee. Any such requisition shall express the object of the meeting proposed to be called and shall be sent to the Hone. Secretary General.

(b) The Executive Committee shall meet at such time and place and shall conduct the proceeding in such manner as the President may from time to time decide.

(c) Until otherwise determined, 5 members shall from a quorum. The President or in his absence a Vice-president or in absence of both a member elected by those present at the meeting shall be the Chairman. In the event of an equality of votes, the Chairman shall have a second or casting vote.

(d) The members of the Executive committee will perform their positions ad honoree and these are separated from those of delegates of the Federation, Association affiliated to **A.S.T.F.I.** The executive committee incur during the performance of their position the Executive committee incur during the performance of their position shall be paid by the **A.S.T.F.I.** except in case of the attendance of the members of the Executive committee at Nationals and

Inter-Zone where food and lodging will be provide by the respective organizing committee. These expenses shall be approved at the next council.

(e) The members of the Executive committee shall not take part in any action of controversy in which the state that they represent is involved.

(f) The Executive committee shall meet at least thrice a year or as often as deemed necessary by the President or when requested by six of its members or by the request of at least one half of **A.S.T.F.I.'s** affiliated members.

(g) Fourteen day's clear notice of meeting of the Executive committee together with an agenda shall be given to its members of the Executive committee. However an emergent meeting of the Executive v shall be called at a shorter notice of seven days.

(h) A resolution in writing signed and agreed by all members of the Executive committee shall be a valid and effective as if it had been; passed at a meeting of the Executive committee. Such a resolution shall be ratified at the next meeting of the committee.

(i) The duties of the Executive committee: -

(i) The Executive committee shall govern and administer **A.S.T.F.I.'s** matters with utmost zeal and diligence.

(ii) The Executive committee shall solve all urgent matters of general interest and any particular one presented by its members not otherwise assigned in this constitution.

(iii) The Executive committee shall observe the efficient functioning of **A.S.T.F.I.** Soft Tennis in the country and to seek its progress and improvements.

(iv) The Executive committee shall prepare and convoke for ordinary and extraordinary council when the requirements established in this constitution have been complied with.

(v) The executive committee shall impose sanctions to the members for motives duly justified.

(vi) The Executive committee shall suspend and expel from Soft Tennis those players of **A.S.T.F.I.** when they violate or do not comply with this constitution and its regulations.

(vii) The Executive committee shall approve and compile the records of Soft Tennis one they have been verified.

(viii) To do everything possible in order to maintain harmony among its members.

(ix) To decide without prejudice any controversial affair submitted to the Executive committee that may arise among its members.

(x) To consider and act upon any matter submitted by the council

(xi) To give all their co-operation and support to its members when due to reason of principle they have difficulties with the official or private organizations of this state which could endanger the stability or authority of **A.S.T.F.I.** In any case the Executive committee shall appoint one of its members or from the respective zone to go to the state in disagreement to give them all the moral and material help necessary.

(xii) To direct all the matters relating to National Championship, Inter-Zone and Federation cups and any other competitions organized or authorized by **A.S.T.F.I.** not otherwise assigned by this constitution.

(xiii) To interpret, any matter related to **A.S.T.F.I.'s** constitution, its regulations and the amateur status. This interpretation will rule until the meeting of the next council, which will ratify reform or revoke it.

(xiv) To prepare a budget for approval in the next council. The fiscal year will be the financial year (01st April to 31st March)

(xv) To prepare and present in the next ordinary council the audited balance sheet, financial statements and annual reports of its activates.

(xvi) To handle applications for affiliation in accordance with its constitution.

(xvii) To present motions before **A.S.T.F.I.'s** General Council.

(xviii) To keep the **International Soft Tennis Federation / Asian Soft Tennis Federation / Indian Olympic Association / Ministry of Sport, Govt. of India and other bodies duly informed of A.S.T.F.I.'s activities.**

(xix) To handle all such matters which are convenient to **A.S.T.F.I.** and which are no attributions of the General Council.

(j) (i) The Executive committee shall have power and discretion to institute or defend any action or actions at law for or against the Federation.

(ii) The Executive committee shall have power to control vacancy of auditor or auditors forthwith whenever it occurs.

(k) The Executive committee or shall have power to fill in the casual vacancy of auditor or auditors forthwith whenever it occurs.

(l) The Executive committee or any special committee duly nominated by it shall hear and decide, ask questions submitted to it, including those relating to the internal dispute of a member. All its decision shall be binding on member but an appeal therefore may be filed to the council in writing within 15 days of such decision by a member who is not satisfied with the decision along with an appeal fee of Rs. 3000/-

(m) The Executive committee shall have power generally to do all acts and things necessary and expedient to carry our objects of the Federation and not herein expressly specified.

(n) The executive committee shall have the power the remove and replace any member of the selection committee, technical committee, and umpires committee or of any other committee whether such member had been elected or nominated by the council or by the Executive Committee itself.

(o) The Executive committee shall have the power to frame bylaws, not inconsistent or adverse to the constitution generally for the management of the day-to-day affairs of the Federation.

RULE: 19 POWERS AND DUTIES OF OFFICIAL-BEARERS:

(a) **The Chairman:**

He/she may be elected from amongst the members of the affiliated Units of may be a male or female of high status and keenly interested in sports. He/she shall attend all General Council and Executive Committee Meetings and give his/her advice for the development of the Soft Tennis game. He/she shall not exercise any vote.

(b) **The President:**

(i) The President shall be the head of the Federation.

(ii) The president shall represent **A.S.T.F.I.** officially with full powers, but always subject to this Constitution and regulations.

Secretary General

(iii) The President shall convoke and preside over the sessions of all the General Council Meetings of **A.S.T.F.I.** and the Executive Committee and to sign together with the Secretary General the corresponding minutes.

(iv) The President shall prepare with the Secretary General Sand the treasurer the annual report to all **A.S.T.F.I.** members and to present a written report of the President's activates at the end of the term of office which shall be read in the corresponding Ordinary Meeting of the General Council.

(v) The President shall execute the decisions of the council and of the Executive Committee and present to them the reports that may be requested.

(vi) The President shall assign person to be responsible for carrying our research that may be necessary to **A.S.T.F.I.**

(vii) The President shall be responsible for **A.S.T.F.I.**

(viii) The President may invite the persons of high eminence who take interest in the game of Soft Tennis to become the patrons of the federation by they shall not have the right to vote.

(ix) If in the opinion of the President, an emergency has arisen requiring immediate action including suspension and other disciplinary action any official of the **A.S.T.F.I.** any member, the organization of any tournament, umpires, players, managers, and coaches accompanying a team, the President shall take such actions as he/she deems fit and proper and report the same at the next meeting of the council of the Executive Committee whichever in the ordinary course would have dealt with the matter. However in case of a member, action for suspension shall be taken only for deliberate breach of the rules of the Federation or for defiance of any direction of the geranial council or Executive Committee and such suspension shall be reported within a period of one month to the Executive Committee or General Council or Special General Council as the case may be for ratification.

(x) Any other set forth by this constitution and regulations.

(c) **The Vice-President**

(i) They may be elected as Chairman of the Committees and the Sub-committees by the council.

(ii) The President or the Council or the Executive Committee may assign any particular work to them or any of them.

(iii) During the leave or absence of the President or until such time a new President is elected owing to the sudden demise of the President or in the event of resignation of the President, the senior-most Vice-President shall officiate as President and shall exercise all the powers of the President.

(d) **The Hon. Secretary General: -**

(i) To keep the minutes of the sessions of the Federal Council and of the Executive Committee and to sign them together with the President.

(ii) To transcribe the minutes of the General Council and seen them to all **A.S.T.F.I.** members within thirty days after the General Council Meeting.

(iii) To receive, answer and file all the correspondences and documents in the name of the Federation including those that relate to the

Government, I.O.A., National Federation of other countries and International Soft Tennis Federation & Asian Soft Tennis Federation and other Inter-National bodies.

(iv) To dispatch the convocations for the General Council and for the Executive Committee Meetings.

(v) To receive all suggestions, petitions and claims and to inform the President, circulation them among the members, advising them of the resolutions taken.

(vi) To receive and transact any matter submitted for the consideration of the Executive Committee.

(vii) To issue all official and legal documents ordered by the Executive Committee or its President.

(viii) To be in charge of **International Soft Tennis Federation & Asian Soft Tennis Federation publicity** and its distribution.

(ix) To be the Secretary of other Committee and Sub- Committee when so appointed by the Council.

(x) To be the Secretary of the Council and the Executive Committee.

(xi) To generally supervise the work of the hon. Joint Secretaries.

(xii) All those relating to his position and any other indicated in the Constitution and its regulations.

(e) **The Hon. Joint Secretaries: -**

(i) To carry out all works of the Federation allotted to them and act according to directions and subject to approval of Executive Committee.

(ii) To be the Secretary of the other Committee and Sub- Committee when so appointed by the council.

(iii) To assist the Hon. Secretary General in carrying out the works of the Federation.

(f) **The Hon. Treasurer: -**

(i) To keep accounting book with the records of the assets and liabilities, income and expenditure of **A.S.T.F.I.** The accounting books should be analyzed or audited by a competent outside agency authorized by the Ordinary General Council.

(ii) To keep a file of all invoices paid by **A.S.T.F.I.** and of the bank statements.

(iii) To collect the fees established for the members and to notify all members of fees due to the organization. Notification of annual dues should be received by the State Association prior to January 01st for the year in which the fees is due.

(iv) To prepare the balances, financial statements and economic reports.

(v) To present to the President quarterly reports of the Income and Expenditure with copies to all members of the Executive Committee.

(vi) To assist or send a member of the Executive Committee under his responsibility to all tournaments and championship organized and approved by **A.S.T.F.I.** in order to verify the correct Contribution and Regulations established in favor of **A.S.T.F.I.'s** Treasury.
To designate a member of the Executive Committee to assist in the collection of all fees resulting from **A.S.T.F.I.** tournaments.

(vii) To present to the General Council annual reports of Income and Expenditure with copies to all delegates.

(viii) To issue vouchers of Income and Expenditure made by **A.S.T.F.I.** for such purpose, when necessary.

(ix) All other pertaining to his position and those established by this Constitution and its regulations.

(x) To sign the cheques of the Federation along with the Hon. Secretary General and the President.

RULE: 20 PERTAINING TO OPERATION OF BANK ACCOUNT: -

(i) An account shall be opened in any of the Nationalized Banks.

(ii) All money transactions shall be operated through this account.

(iii) It shall be operated as a Joint account by the President, Hon. Secretary General and Treasurer.

(iv) The cheques may be signed by any two persons as mentioned in Rule: 20(iii)

RULE: 21 PERTAINING TO TECHNICAL COMMITTEE

(a) The technical committee shall consist of five members, elected by the council for two years term and they are eligible for re-election.

(b) Within the five members they themselves elect the Chairman of the Committee.

(c) The Chairman of the Technical Committee, or the person designated by him, has the obligation to attend all the meeting of the Executive Committee when requested whether regular of special and to all ordinary and extraordinary general councils, where he shall have the right to sepal in an advisory capacity but cannot vote.

(d) The Technical Committee will attend all National Championship and Inter-Zonal Championship, but the organizing Committee will be responsible for the expenses of only three of them. The Committee will determine the way in which the three members to be sent under the advise of the Chairman.

(e) The members of the Technical Committee will perform their position ad hornworm; however the expenses incurred by the chairman of the committee regarding his position will be paid by **A.S.T.F.I.** if nor covered in other ways, but such expenses should be approved in the next council.

(f) Along with three members of the Technical Committee who will attend **A.S.T.F.I.** Championship two others from the Host State are appointed by the Host State.

(g) The cost of travel, food and lodging incurred by the members of **A.S.T.F.I.'s** Technical Committee on these occasions are to be paid by the Host State.

(h) The Chairman of the Technical Committee shall be responsible for approval of the compiling and registration of the National records of Soft Tennis.

RULE: 22 RESPONSIBILITIES OF THE TECHNICAL COMMITTEE: -

(a) The prepare the rules of the game to be approved by the Executive Committee.

(b) To study and report annually any reforms made to the rules of the game.

(c) To have final on-sight authority in order to regulate all the competition, events held under **A.S.T.F.I.'s** recognition and authorization.

All tournaments protests are to be decided by the Technical Committee and can only be appealed to the **A.S.T.F.I.** Executive Committee or Council at future **A.S.T.F.I.'s** reunion following the completion of the tournament.

Secretary General

(d) To compile and submit to the approval of the Executive Committee the records of the Soft Tennis once they have been verified.
(e) To oversee the operations of the Umpire Committee.
(f) Any other such task set forth in this constitution and its regulations.

RULE: 23 PERTAINING TO UMPIRE'S COMMITTEE:

(a) The umpire's committee shall consist of five members elected by the general council for period of two years and are eligible for re-election.
(b) The Chairman of the Committee shall be appointed by the Executive Committee from among the members.
(c) The Umpire's Committee is directly responsible to the Technical Committee.
(d) The Chairman of the Umpire's Committee serves as a non-voting member of the Technical Committee.

RULE: 24 RESPONSIBILITIES OF THE UMPIRE'S COMMITTEE:

(a) To establish and enforce standards for certifications of A.S.T.F.I.'s national umpires.
(b) To assist in standardizing umpires techniques, mechanics and procedures in International Labour Sports play.
(c) To encourage and promote the development of competent umpires throughout the Nation.
(d) To select and schedule umpires for **A.S.T.F.I.** tournaments.

RULE: 25 PERTAINING TO COACHES COMMITTEE:

(a) The coaches committee shall consist of five members elected by the General Council for a period of two years and eligible for re-election.
(b) The Chairman of the Committee shall be appointed by the Executive Committee from among the members.
(c) The Coaches committee is directly responsible to the Executive Committee.
(d) The Chairman of the coaches committee shall be a non-voting members of the technical;' committee.

RULE: 26 RESPONSIBILITIES OF THE COACHES COMMITTEE:

(a) The responsibilities of the coaching committee shall be to improve and standardize the play of Soft Tennis in our Country.
(b) To coach the players at par with international level.
(c) It shall have the power to nominate a panel of coaches to be sent to state association for their coaching programme.
(d) The Chairman of the; Committee shall be the national coach.

RULE: 27 PERTAINING TO YOUTH COMMITTEE:

(a) They youth committee shall; consists of seven members.
(b) Amongst the seven, five members shall be elected from the General Council.
(c) One Vice-President shall be appointed by the Executive Committee as the chairman of the Youth committee.
(d) One joint-secretary shall be appointer by the Executive Committee as the convener of the youth committee.
(e) It shall generally deal with the matters of the little league for the youth below 17 years age.

RULE: 28 RESPONSIBILITIES OF THE YOUTH COMMITTEE:

(a) To prepare rules for little league to approved by the Executive Committee.
(b) To study and report annually any reforms to be made to the rules of little league.
(c) To have final onsite authority in order to regulate all the competitions, events held under **A.S.T.F.I.'s** recognition and authorization for little league tournaments.
(d) To compile and submit to the approval of the Executive Committee, the records of little league Soft Tennis once they have been verified.
(e) To encourage and prompted the development of little league tournaments throughout the Country.
(f) To select and schedule umpires for little league tournaments.
(g) To appoint coaches to coach youth players.
(h) To receive fund from **A.S.T.F.I.** and spent for the development of the game among youth players.
(i) To receive funds from sponsors for organizing and conduction little league championship.
(j) The committee shall meet atleast four times in a year to decide and chalk out plans for the development of Soft Tennis game among the youths.

RULE: 29 PERTAINING TO FUND RAISING COMMITTEE:

(a) The fund raising committee will be formed by the general council with five members.
(b) The President will be the chairman of the committee and the treasurer will be the convener.
(c) They will actively work; to secure funds for **A.S.T.F.I.**
(d) They will make their arrangements to find ways and means to secure funds for **A.S.T.F.I.** for its developmental programmes.

RULE: 30 PERTAINING PROPOGANDA OR PUBLICITY COMMITTEE:

(a) It shall consist of five members elected by the general council. The period of the term shall be for two years and are eligible for re-election.
(b) The President shall be the Chairman and the Hon. Secretary General be the convener.
(c) They shall bring out magazines and booklets regarding play of Soft Tennis.
(d) They shall publish books, monthly mentioning development of the game, briefing latest techniques of the game and giving all latest records of Soft Tennis.
(e) To make arrangements to publish all particulars regarding development of game, results of game, records of the game in all leading newspaper and also through national news agencies.
(f) To make arrangements for telecasting the game of Soft Tennis during important tournaments such as national championship, federation cup and inter zonal tournaments.

RULE: 31 PERTAINING TO SELECTION COMMITTEE:

(a) The selection committee shall consist of five members elected by the general council.
(b) The term of the Selection Committee shall be for two years and its members are eligible for re-election.

(c) The Chairman of the Selection Committee shall be appointed by the Executive Committee from among the five members.

(d) The Hon. Secretary General shall be the convener of the committee without any voting right if not otherwise elected to the committee.

RULE: 32 RESPONSIBILITIES OF THE SELECTION COMMITTEE:

(a) They shall elected the national teams to play against visiting foreign teams.

(b) They shall select the national team to tour abroad.

(c) There is no quorum required for the Selection Committee meeting; the members present shall form the quorum.

(d) The Hon. Secretary General, convener shall inform the members well in advance the time, date and venue of the Selection Committee meeting and the purpose of the meeting.

(e) At the meeting of the Selection Committee in case of tie the Chairman shall have a costing vote.

(f) The Selection Committee shall select a captain from among the selected players.

(g) If they select a team to abroad, along with the captain they shall select a vice-captain.

(h) The selection committee shall select players after getting a written letter from the Executive Committee, the number of players to be selected. In addition to this they may selected some stand-byes who may replace the selected players who are unable to play.

NOTE: When an Indian Team is on tour abroad the Manager, Captain and Coach shall from the tour selection committee with the Manager as its Chairman. They shall decide the final playing combination.

CHAPTER: 5 PERTAINING TO THE TOURNAMENTS:

RULE: 33 **A.S.T.F.I.** should organize every year following National Tournament, Sub-Junior, Junior & Senior National Soft Tennis Championship, Federation Cup and Interzonal Championship both Men & Women for doubles & Single.

Binding Procedures:

The prospective host Soft Tennis State Association shall apply in writing to the **A.S.T.F.I.** Executive Committee for approval and sanction. The application shall contain information about the competition sites, the availability of accommodation and eating facilities, travel arrangements to the hosting site and to and from accommodations tot the various competition sites. An application must document that the ground to be used in the competition are fully equipped and confirm with the minimum standards established for a regulation Soft Tennis court.

Before final approval is given by the **A.S.T.F.I.** the facilities proposed by the applicant shall be inspected in person by a member of the Technical Committee. This provision may be waived if the Technical Committee is satisfied that the facilities meet International requirements.

In the event that **A.S.T.F.I.** shall elect to call for a council or extraordinary meeting to precede the National Soft Tennis Tournaments the availability of suitable meeting facilities, etc., will be a major factor in selecting a site for the National Soft Tennis Championship.

Secretary General

Support from the host State Sports Council should be sought and one secured will be asset to the hosting bid. The host Soft Tennis Association application may also contain any other pertinent information, which the applicant seems appropriate. All applications will be review by the **A.S.T.F.I.** Executive Committee who when shall make recommendations on sites to the **A.S.T.F.I.** members at the next scheduled **A.S.T.F.I.** council.

RULE: 34 The Executive Committee will invite the affiliated members in good standing to participate in the National Championship with no less than three months notice prior to the date of the inauguration.
The inscription should be returned to the **A.S.T.F.I.** Secretary General not less than two months prior to the start of the tournament and should be accompanied by the following:

(a) Participation fee of Rs. 500/-
(b) Guarantee appearance bond of Rs. 2500/-

These will be immediately forwarded to the **A.S.T.F.I.** Treasurer. In case that a team fails to appear for participation in the tournament the amount of Rs. 2500/- given as a guarantee will be awarded to the organizing committee. The fee schedule above applies only to National Championship, Federation Cup and Inter-Zonal Tournaments. Similar requirements for all tournaments will be determined by the Youth Committee in the corresponding.

RULE: 35 The invitation shall bear the name of the affiliated association in charge of the National Championship, the name of the Host State and the date of inauguration of the tournament.

RULE: 36 The Executive Committee, during the development of the National Championship will watch and supervise that the present Constitution, the regulations that govern those series and the Soft Tennis official rules are complied with and faithfully applied.

RULE: 37 The affiliated federation or association of the Host state working in co-operation with the **A.S.T.F.I.'s** Technical Committee are responsible for the tournaments and will be in charge of its organization, which will be done observing the pertinent regulation that promote the participation of the largest number of teams and the normal development of the event.

RULE: 38 The following are the duties and responsibilities of the association of the Host State of the National Championship/Federation Cup/Inter-Zonal Championship.

(a) To inform the Secretary General of the Executive Committee with atleast three months anticipation the inauguration date of the tournament so that such committee can make the necessary arrangements.
(b) In all **A.S.T.F.I.** authorized All India Tournaments it is mandatory that the defending champion be invited, to defend its title, by the Host State. The Host State will lose the privilege of holding such tournaments in case of failure to comply.
(c) Nominate the best Local Umpires who shall supervise the development of the game. The Umpires should be the most competent approved by the Technical/Umpires Committee.
(d) The State Association affiliated to **A.S.T.F.I.** must send atleast 15 days in advance of their arrival to their Host State, the complete list of official

delegation, their exact address of all its members and the name of the beneficiary and the address of the same. The information should be sent to the organizing committee with copy to **A.S.T.F.I.'s** Executive Committee.

(e) To cover of cost of lodging, food and necessary timely local transportation of the assigned umpires and players for each participating teams from one day prior to the start of the tournament until one day after the tournament.
To cover the cost of travel, lodging and food for the members of the Technical Committee deputed for the inspection prior to the tournament and the same cost and timely local transportation is completed.

(f) Supply the registration forms made in accordance to the official sample approved by the **A.S.T.F.I.** and which will be sent with the necessary anticipation to the participation state Associations.

(g) Supply each participation delegation in the course of the following 12 hours after the game have been concluded with the scores and official compilation of the same and the National Championship/Federation Cup/Inter-Zonal Tournament, the general computation of the competition.

(h) Supply trophies, medals, certificates etc., in accordance with accepted **A.S.T.F.I.'s** regulations that will granted as awards.

RULE: 39 The regulations for this National Tournament should comprise all aspects referring to the registration of the players and their impregnation, protest of holding the game, schedule for the ties, rules of the game and financial liquidations.

RULE: 40 In the registration form of each participating player it should show his full name and surname and his curriculum three years prior to the registration.

(a) The signature of a player should appear on the registration form.

(b) Each registration form should also be signed by the President or Secretary of the affiliated association to which the player belongs.

RULE: 41 When a participating affiliated association protests participation of any player, the same shall be referred to the Technical Committee for its resolution. In case of a protest of any kind during tournament under **A.S.T.F.I.** jurisdiction the protest should be made in writing to the Technical Committee accompanied by Rs. 500/-. Such protest should be made within two hours from the conclusion of the game.

CHAPTER: 6 GURANTEE:

RULE: 42 The affiliated federation/ association which request to organize any tournament shall, at that time the site is granted, deposit the amount of Rs. 5000/- to the Executive Committee.
A further Rs. 10,000/- must be deposited with the **A.S.T.F.I.** treasurer at least four months in advance of the tournament. This amount shall remain on deposit to guarantee compliance with the payment of the percentage as stipulated hereunder of this constitution.

RULE: 43 The affiliated association to which the site was granted and which does not conduct the tournament shall lose the amount given in guarantee unless the cause of its cancellation is beyond its control.

Secretary General
Amateur Table Tennis Federation of India

RULE: 44 All dispositions established in this chapter shall also be valid for the alternate Host State.

CHAPTER: 7 PERTAINING TO THE ASSETS:

RULE: 45 The assets of the **A.S.T.F.I.** are formed by:

(a) The payment of Rs. 2100/- as an affiliation fee.

(b) Annual membership fee of Rs. 2000/-

(c) A 5% of the gross income of all games that will be held in option of the National Championship shall be paid not later than fifteen days after the closing of the tournament. The liquidation of the last day of the tournament should be sent to the Treasurer of **A.S.T.F.I.** within a period of not more than fifteen days after the closing of the event together win an economic report endorsed by the Executive Committee of the State Association.

(d) The payment of Rs. 500/- as entry fee paid to **A.S.T.F.I.** for all tournament for each team, senior, junior, men and Women.

(e) The payment of Rs. 100/- as registration fee for each player men, women, senior and junior per tournament.

CHAPTER: 8 INTER MEMBER REGISTRATION AND TRANSFER OF PLAYERS:

RULE: 46 Inter member registration and transfer of players shall be governed by the eligibility rules and regulations prescribed from time to time by the Executive Committee. Such transfer from one member to another member shall not be deemed to be complete until the permission of the Federation is received in writing.

CHAPTER: 9 REFORMS TO THE CONSTITUTION:

RULE: 47 The actual Constitution can be reformed/amended by either of the two following methods.

(a) An ordinary or extraordinary council with a favorable vote at least two-thirds of the members present in the council.

(b) By written request addressed to the Executive Committee expressing motive and cause acted favorable upon by two-third vote of the Executive Committee, when submitted to the full membership of the council with favorable vote of at least two-third of the **A.S.T.F.I.** members.

RULE: 48 The project of reform shall be distributed to all **A.S.T.F.I.** members with at least 15 days time period between their receiving the suggested reforms and the required time to submit their vote concerning this change.

CHAPTER: 10 JURISDICTIONS OF COURTS:

RULE: 49 Only the courts located within the jurisdiction of the city in which the headquarters of the Federation is situated shall alone have jurisdiction shall entertain any suits against the Federation. The Federation shall sueor be sued in the name of the Honorary Secretary General.

CHAPTER: 11 RESIDUARY POWERS:

RULE: 50 All residuary powers shall vest in the council of the Federation.

CHAPTER: 12 FINAL DISPOSITIONS:

RULE: 51 This constitutions or changes will enter into effect as of the date of its approval.

vice

આથી દાખલો આપવામાં આવે છે
કે આ પ્રમાણિત નકલ છે.
26/3/13
અધિક,
જાહેર ટ્રસ્ટો ની નોંધણી કચેરી,
અમદાવાદ ઝોન, અમદાવાદ.

નકલ અર્થે રૂ.
મુકાબલા અર્થે રૂ. ૨૨
પેપર અર્થે રૂ. ૨૨
કુલ અર્થે રૂ. ૪૪

નકલ કરનાર:
મુકાબલા કરનાર: Mehul
તારીખ: