

CONSTITUTION
OF
PAKISTAN KARATE FEDERATION

I. TITLE

The organization shall be called the Pakistan Karate Federation

II. OBJECTIVES

The objectives of the Federation shall be:

- 1) To promote and foster the true spirit, and friendly, rivalry among the affiliated organizations in the sport of Karate.
- 2) To maintain general control of the sport of Karate in Pakistan particularly with reference to the rules and regulations for the conduct of the game.
- 3) To promote the formation of affiliated organizations.
- 4) To coordinate activities in respect of Karate in all ways including the holding of tournaments and organizing National and International competitions under the rules of World Karate Federation.
- 5) To collect funds for the Federation and employ the same in such a manner as may be considered desirable for the objects of the Federation.
- 6) To select teams and officials to represent Pakistan and to promote and control visits by such teams and officials abroad for training / competitions.
- 7) To promote and control the visits to Pakistan of Foreign teams.
- 8) Generally to do all such other acts and things as may seem to the Federation convenient / or conducive to the carrying on the object of the Federation.
- 9) To standardize and control Referring Judging through the "KARATE BLACK BELT BOARD".
- 10) To promote mutual respect among affiliated organizations in their relations and the reciprocal recognition of penalties and suspensions.
- 11) To purchase, take lease of hire or acquire any moveable or immovable property or rights necessary or convenient for the purpose of Federation.
- 12) To standardize the Belt Test and issue of the Certificates for each belt.

III. MEMBERSHIP

Membership of the Pakistan Karate Federation shall be open the following to:

1. The controlling body for Karate in a province or in a Federally administered area having affiliated association / clubs in the area under its jurisdiction.
2. Departmental Sports Organizations such as WAPDA, Police and Railways/Armed Forces Sports Organization like Army, Pakistan Women Karate Association & Pakistan Karate Referee/Judges Association or any other Departmental/Armed Forces Sports Organization as and when affiliated with Pakistan Karate Federation.

IV. **SUBSCRIPTION**

1. Each member organization shall pay to the Federation the Membership fee of Rs.500/- and an annual subscription as follows:-

Departments/Armed Forces	Rs.3000/-
Provincial Karate Associations, Women Karate Association & Referee/Judges Association	Rs.1000/-

which shall be due on the 1st July in each year and paid within three months of that date.
2. No member shall be entitled to be represented or to vote at any meeting of the Pakistan Karate Federation or of a Committee / Sub Committee unless the subscription for the year and other dues if any have been paid.

V **GENERAL COUNCIL**

The supreme authority of the Pakistan Karate Federation shall vest in the General Council. The provincial affiliated organization shall have right to nominate three representatives, affiliated Federally administered area one and Pakistan Women Karate Association four representatives each to the General Council meeting whereas affiliated Pakistan Referee/Judges Association, Departments/Armed forces shall have the right to nominate one representative each to the Pakistan Karate Federation.

VI **POWER AND DUTIES OF THE GENERAL COUNCIL**

- a) To elect the office bearers of the Federation when due.
- b) To appoint standing Committees / Sub Committees as may be necessary for carrying on the work of the Federation when due.
- c) To appoint Auditors who shall as far as possible be Accountants and to fix their remunerations.

- d) To consider and adopt the report submitted by the executive Committee.
- e) To consider and pass the audited statement of accounts and budget estimate.
- f) To hold, control and administer the property and funds of the Federation.
- g) To make and amend rules of the Federation as and when considered necessary by a 2/3 majority.
- h) To frame bye laws in accordance with rules of the Federation.
- i) To consider and decide matters not covered by the rules.
- j) To take such other steps as may be necessary and expedient to carry into effect the object of the Federation.

VII. OFFICE BEARERS & MEMBERS OF THE EXECUTIVE COMMITTEE

- a) The following shall be the office bearers and members of the Executive Committee of Pakistan Karate Federation.

1.	President	1 No
2.	Chairman	1 No
3.	Vice Presidents	5 Nos
4.	Secretary	1 No
5.	Treasurer	1 No
6.	Joint Secretary	1 No
7.	Members	<u>5 Nos</u>
	Total	15 Nos

- b) All office bearers and members of the executive committee shall be elected by the General Council and shall hold office for four years or till next election unless they resign or die. They shall be eligible for re-election.

VIII. LIFE MEMBERS.

For any outstanding services rendered to the game of Karate, anyone can be elected by the General Council as a Life member to the Federation. He will be entitled to attend all meetings but will have no right of vote.

IX. POWER AND DUTIES OF THE OFFICIALS

- a) **PRESIDENT**

The President shall preside over all the meetings of the General Council, and Executive Committee as & when convened. In case of equality of votes he shall have a casting vote. If in the opinion of the President any emergency has arisen which requires that immediate action should be taken, he shall take such action as he deems necessary and shall report the same at the next meeting of the General or the Executive Committee, whichever in the ordinary course would have dealt with the matter.

The President shall have the authority to select /approve manager and coach of the Pakistan Karate Team participating in any National/International competition / championships. Such persons shall be technically educated. In case of Assistant Manager, he will always be taken from services/Units

b) **CHAIRMAN / VICE PRESIDENTS**

In the absence of the President, the Chairman shall exercise all the powers of the President. In the absence of the President / Chairman, one of the Vice President nominated by the Chairman shall exercise the power of the President.

c) **SECRETARY**

The secretary shall be the Chief Executive of the General Council & Executive Committee and of all other Committees and sub –committees of the Pakistan Karate Federation. He shall carry on work and correspondence on behalf of the Federation and give effect to the Resolutions of the General Council. He shall convene all meetings of the General Council & Executive Committee to exercise general supervision and control of the working of the Federation and shall issue notice of meetings, record minutes & keep in custody all papers of the Federation. He shall operate the account of the Federation Jointly with the Treasurer and in consultation or with permission of the President.

d) **TREASURER**

He shall exercise general supervision over the funds of the Federation and advise the General Council as regards its financial policy. He shall receive all subscription and donations and keep a regular account of receipt and disbursements. He shall be responsible for all money received by the Federation from whatever source derived and shall issue receipts for the same on the official form. He shall also submit to the General Council at its meeting a statement of

the receipt and expenditure, the balance sheet and the financial Budget approved by the Executive Committee.

e) ASSISTANT TREASURER-CUM-ASSOCIATE SECRETARY

He shall carry out the duties as assigned to him by the Secretary or Treasurer and shall exercise all the powers of the Secretary and Treasurer in their absence.

X GENERAL MEETING

The General meeting of the Council shall be held at least once in two years as far as possible by the end of September of the year it is due. The Secretary shall give not less than 15 days notice of the meeting to all members and shall circulate with the notice a copy of the agenda. The business transacted at the meeting shall include:

- 1) Confirmation of the Minutes of the last meeting.
- 2) The adoption of the report
- 3) Passing of the audited statements of accounts and the budget estimates presented by the Treasurer.
- 4) The election of the office bearers and members of the Executive Committee (in the year election is due).
- 5) Appointment of auditors, and
- 6) Any other business with the permission of the chair.

XI SPECIAL GENERAL MEETING

Special General meeting may be called at any time by the Secretary of the Federation or Executive Committee or on a requisition in writing of at least 2/3 of the members, to consider such matters as may be mentioned to the resolution or requisition. The Secretary shall give not less than 15 days notice of such meetings to all members and shall also circulate with the notice a copy of agenda.

XII PROCEDURES AT GENERAL COUNCIL MEETINGS

- a) Votes may taken either by show of hands or ballot as may be decided by a majority of votes
- b) At a meeting of the General Council one third of the members shall form a quorum at any meeting there is no quorum, the meeting may be adjourned to a date not earlier than ten days later. No quorum shall be necessary for an adjourned meeting provided that not less than week's notice is given to members of the adjourned meeting.

- c) Except for want of quorum, no meeting of the General Council once convened shall be postponed or cancelled unless two third of the members ask for postponement or cancellation.
- d) Notices of resolution to be brought up at the General Council meeting shall be given in writing to the Secretary not later than one week before the date of the meeting. These shall be incorporated in the Agenda or sent separately as supplementary agenda if received after the issue of the regular agenda.

XIII. POWERS & DUTIES OF EXECUTIVE COMMITTEE

- 1. To enroll members to the Federation who have applied for application in accordance with the rules of the Federation.
- 2. To appoint patrons.
- 3. To appoint adhoc Committees as & when deemed necessary
- 4. To appoint sub-committees for specific jobs or assignments.
- 5. To conduct all affairs of the Pakistan Karate Federation to see that the general provisions of the constitution and the regulations and the bye laws are compiled with in all respect.

XIV MEETING/AGENDA – EXECUTIVE COMMITTEE MEETINGS

The time, place for and meeting shall be notified by the Secretary to each member of the Executive Committee at least 5 days before the date for such a meeting. In case of emergency the meeting may be called at a shorter notice. The agenda for the meeting shall be circulated along with the notice of the meeting. 1/3 of the quorum shall form the quorum. No quorum will be necessary for an adjourned meeting.

XV HEADQUARTERS

The headquarters of the Federation shall be located in Lahore. The venue of the meetings of the General Council, Executive Committee and any other sub committee shall be decided by the Executive Committee or as directed by the President.