

# CONSTITUTION



**EQUESTRIAN FEDERATION  
OF  
PAKISTAN  
(EFP)**

**2014**

**CONSTITUTION**  
of the  
**EQUESTRIAN FEDERATION OF PAKISTAN - EFP**

**Introduction**

Equestrian Federation of Pakistan – EFP, was shifted to Pakistan Rangers – Punjab, from The President's Bodyguard in December'2013. The inaugural meeting of the new management of EFP was held on 10<sup>th</sup> April'2014 to hold the elections and to elect the Office Bearers and the Executive Committee.

EFP is now the National Federation of Pakistan, which is the governing body of all equestrian sports under its umbrella, excluding Polo only. EFP is responsible for the following equestrian disciplines;

- 1. Federation Equestrian International (FEI) Disciplines;**
  - (a) Show Jumping
  - (b) Dressage
  - (c) Endurance
  - (d) Eventing
  - (e) Vaulting
  
- 2. International Tent Pegging Federation (ITPF) Disciplines;**
  - (a) Tent Pegging & Gymkhana Rounds
  
- 3. National Disciplines;**
  - (a) Horse Dancing

**ARTICLE-I****Name & Headquarters**

- 1.1 The Federation shall be called the '**Equestrian Federation of Pakistan**' and the abbreviations or short title shall be '**EFP**'.
- 1.2 The Headquarters of the **Equestrian Federation of Pakistan - EFP** shall be located at **Headquarters, Pakistan Rangers (Punjab), Lahore.**

**ARTICLE-II****Emblem/Logo**

- 2.1 The emblem/logo of the **Equestrian Federation of Pakistan – EFP** in its nearest proportion and colors is reproduced below:



- 2.2 The emblem/logo of **EFP** will be also have the emblem/logo of the Parent Governing Organization, the **Pakistan Rangers – Punjab (PR)**, as and when required. **Pakistan Rangers – Punjab (PR)** emblem/logo in its nearest proportion and colors is reproduced below:



**ARTICLE-III****Pakistan National Color & EFP Color Badge**

- 3.1 The Colors of the Federation shall be green and golden with the letters “ **EFP**” in golden 4 inches in width and 5 inches in height, stitched on the front pocket of the blazer.
- 3.2 **No team or individual, unless approved by the Equestrian Federation of Pakistan - EFP shall be described as “Pakistan Team” or as a “Pakistan Color” or play in Pakistan Colors, within (or) outside the Country. EFP shall issue an authority letter to each team/individual which shall permit him/her to wear the Pakistan/National Federation Color. EFP Color Badge shall be issued officially by the NF.**

**ARTICLE-IV****Jurisdiction**

- 4.1 **Equestrian Federation of Pakistan - EFP**, is the Supreme National Body of Equestrian Sports in Pakistan. **EFP** is the **National Federation (NF)** or the Supreme Organization in the country responsible for all equestrian activities, excluding Polo. The Federation is being managed by Pakistan Rangers (Punjab). The jurisdiction of the **Equestrian Federation of Pakistan - EFP** shall extend throughout Pakistan, the acceding States and the Territories under the control of Pakistan.

**ARTICLE-V****Definitions & Interpretation of Terms**

The terms and abbreviations used hereinafter shall mean:-

- |     |                     |   |
|-----|---------------------|---|
| 1.  | <b>IOC:</b>         | International Olympic Committee                           |
| 2.  | <b>WADA:</b>        | World Anti Doping Agency                                  |
| 3.  | <b>POA/NOC:</b>     | Pakistan Olympic Association / National Olympic Committee |
| 4.  | <b>PSB:</b>         | Pakistan Sports Board                                     |
| 5.  | <b>EFP:</b>         | Equestrian Federation of Pakistan                         |
| 6.  | <b>PPA:</b>         | Pakistan Polo Association                                 |
| 7.  | <b>ITPF:</b>        | International Tent Pegging Federation                     |
| 8.  | <b>NF:</b>          | National Federation                                       |
| 9.  | <b>PR:</b>          | Pakistan Rangers - Punjab                                 |
| 10. | <b>Member Unit:</b> | Federation.   |

11. **Other Association:** ICT, AJ&K, FATA and Gilgit – Baltistan Associations (s).
12. **Service Organization:** Departmental Sports Organizations constituted at National levels, viz:-  
Pakistan Army, Pakistan Air Force, Navy, Railway, Police and WAPDA
13. **Constitution:** EFP
14. **Patron in Chief:** President of the Islamic Republic of Pakistan
15. **Patron:** COAS
16. **Chairman:** DG PR (Pb)
17. **President:** Proposed by Chairman and elected by Executive Board & Committees
18. **Secretary General:** Proposed by President and elected by the Executive Committee
19. **Treasurer:** Proposed by President and elected by the Executive Committee
20. **Executive Committee:** 8 - 12 Members to be elected through voting
21. **Members:** All Pakistani National's are eligible for Membership, approved by EC

#### **ARTICLE-VI**

#### **Aims, Objects & Role**

The aims, objects and role of EFP shall be:-

1. To promote, develop, regulate and control the equestrian sports in Pakistan.
2. To follow and enforce the Rules and Regulations of FEI, POA, PSB and ITPF or as decided by the General Body of the Federation.
3. To promote formation of affiliated clubs / associations / individuals.
4. To coordinate and control activities in respect of equestrian sports by all ways and means including holding of tournaments, organizing of National Championships, Senior and Junior (if possible), under its own or under the auspices of any of its affiliated organizations/members clubs.
5. To raise funds for the purpose of the Federation and utilize the same in such a manner as it may be considered desirable for the attainment of the aims and objectives of the Federation.
6. To select teams and officials to represent Pakistan in the equestrian sports and related tournaments to be held within the country and abroad.
7. To create, standardize and regulate structures of Technical Officials / Referees / Judges / Umpires, Coaches and Administrators under Executive Committee of the Federation.
8. To establish training Camps and organize tournaments for expanding and raising standard of equestrian sports in Pakistan.
9. To communicate with the PSB, POA and other Governmental and International bodies as and when required.
10. To take action against violence in related sports and against any form of discrimination on grounds of race, religion, politics and sex etc.

11. Ensure the observance of World Anti Doping Code of WADA approved by the IOC and fight against doping and use of substances and procedures prohibited by the IOC or the FEI.
12. To encourage women participation, as far as possible, and induct women in the Executive Committee of the Federation with the strength as per POA's directive at National and club levels.
13. To ensure resolution of all disputes in the Federation and its affiliated Member Units through its Executive Board/Committee or PSB.
14. To establish Medical and Scientific Commission for Anti – Doping and for improving performance of the Players / Ponies.
15. To launch Youth Development Programs at grass-root levels.
16. To improve administration and technical structures of the FEI disciplines and tent pegging clubs.
17. To do all other acts and things as deemed to be necessary or conducive to carry out Aims, Objects and Role of the Federation.
18. The EFP shall follow the PSB constitution and sports Policy of the Government, in letter and spirit. It shall keep the relation harmonized with PSB.

## **ARTICLE-VII**

### **Membership of the Federation**

#### **7.1 Domestic Members**

The membership shall be open to:

- a. All Tent pegging clubs and individual riders in the Country and their members of good standing and on complying with the requisites and payment of the requisite fees and subscription.
- b. No club or rider shall be eligible for registration and subsequent affiliation with the Federation unless it has first satisfied the Executive Committee that it is competent to represent the game of tent pegging and other equestrian disciplines, as specified earlier.

#### **7.2 Visitors from Abroad**

On an application to the Secretary General, visitors from abroad may be accorded Honorary Associate Membership for the duration of their stay. PKR.Rs.25, 000.00 will be charged as foreign professional fee. The professional fee structure may be amended, from time to time, as deemed appropriate by the Executive Committee of the Federation.

### 7.3 **Termination of Membership**

Membership shall be terminated forthwith:-

- a. If any club/rider or member fails to pay the annual subscription fee within the specified date / period.
- b. If any club/rider or member is found unworthy of membership by the Executive Committee based upon disciplinary action or any other reason.
- c. Only registered members are allowed to launch a complaint against the Federation to the Arbitration Committee.

### **ARTICLE-VIII** **Office Bearers**

#### **PATRON.IN-CHIEF.**

The President of the Islamic Republic of Pakistan

#### **PATRON;**

Chief of The Army Staff (COAS)

#### **CHAIRMAN;**

Director General, Pakistan Rangers - Punjab

#### **Vice Chairman;**

Sector Commander, Suttlej Rangers - Punjab

#### **PRESIDENT;**

Proposed by Chairman and elected by Executive Board & Committees through voting, for a period of four years, for a maximum of two tenures.

#### **SECRETARY GENERAL/TREASURER.**

To be nominated by the President EFP for a period of four years, for a maximum of two tenures.

All Office Bearers shall hold their Offices for four years unless they resign or any of them is removed by the appointing authority. In exceptional circumstances the General Body on cogent grounds, shall include unsatisfactory performance to be evaluated by the General Body in its Annual General Body Meeting each year and for any other reason, may recommend to the appointing authority, the removal of Office Bearer(s).

Chairman, Secretary General and Treasurer shall not hold any of these offices in any other National Federation.

#### **Tenure Restriction of Office Bearers**

Tenure of any Office Bearers of Federation will be of four years.

Chairman, Secretary General and the Treasurer will be allowed a maximum of two tenures, in any office of the EFP, after which they will become ineligible for holding the same office.

An office bearer of EFP, except the representatives of departments, will not be allowed to be a member of any other Federation or Association within the country. He will, however, be allowed to hold an office in International Federations or Associations without any bar.

### **ARTICLE-IX** **Charter of Duties of Office Bearers**

#### **President**

He shall be the Chief Executive of the Federation.

He shall be responsible for calling general meetings and meetings of the Executive Committee in accordance with the Constitution.

He shall decide all minor disputes of the Federation and of the affiliated clubs in consultation with the Executive Committee.

He shall be responsible for keeping the Patron-in-Chief informed, through the Chairman of the Federation, of the affairs of the Federation.

He shall obtain a decision from the Chairman of the Federation on major matters of policy.

All office staff will be appointed by Chairman and their salaries/honoraria will be sanctioned.



**Secretary General/ Treasurer**

He shall be responsible for maintaining all records, including minutes of all meetings, accounts of the Federation and monetary support extended to the office staff.

He shall implement the decisions of the Executive Committee and General Body Meetings, under the direction of the Chairman/President.

He shall process all applications for registrations, affiliations and memberships and shall maintain an up to date records of the same.

- a. He shall ensure that all dues are paid in time.
- b. All correspondence will be addressed to him and through him.
- c. He will supervise Championships and Tournaments conducted by the Federation from time to time.
- d. He will bring to the notice of the Chairman any infringement of the Constitution by an affiliated club or an individual member.
- e. He will be responsible for the maintenance, state, custody and record of all the trophies of the Federation when they are in the care of the Federation.

**Executive Committee**

Patron in Chief

Chairman

President

10 - 15 members to be elected at a general body meeting through voting for a term of two years shall form the Executive Committee, excluding the office bearers.

**Notes:-**

The President of each affiliated club shall intimate to the Secretary General about the names of the nominees for election or nomination, as per his/her choice. The nominee(s) shall be tent pegging players or riders for at least 5 years, with a good standing and should be actively associated with the game. The list shall then be finalized by the Office Bearers and the final list of candidates shall be published and announced by the Secretary General.

The Executive Committee shall meet, as often as required, at the discretion of the President or on notice being given to the Secretary General signed by not less than **ten (10) members** of the Federation. **Ten (10) members shall form a quorum** at all meetings of the Executive Committee.

The Agendas shall be circulated to members of the Executive Committee at least fifteen days before a meeting, except for an emergent meeting when the Committee may meet at the discretion of the President or on requisition by five members with the provision that only the specific matter for which the emergent meeting has been called shall be considered at such a meeting.

#### **Function of the Executive Committee**

To determine eligibility of clubs/individuals for registration and affiliation with the Federation.

To supervise, generally, the game of tent pegging and other equestrian disciplines.

To arrange visit of Pakistan team abroad and nominate selection committee for the selection of players for this purpose.

To arrange visit of foreign teams to Pakistan and arrange, manage and stage matches with such teams.

To fix dates and conduct tournaments, in consultation with the affiliated clubs.

To render necessary advice to the EFP.

To arrange training camps to coach members for tournaments and tours abroad.

To resolve all financial matters, including, raising of funds for the Federation, policy, expenditure, accounts, consideration of requests for financial assistance and other demands on the funds of the Federation.

To appoint a Finance Sub Committee from among its members, if required.

To adjudicate upon disputes between affiliated clubs and between members in so far as the disputes related to the game.

To receive and resolve complaints from affiliated clubs, umpires and individual members.

To censure, penalize or otherwise resolve any unsporting conduct in, or in connection with, the game even though it is not provided for in the rules of equestrian sports.

To ensure penalize or otherwise resolves any conduct whatsoever, which in the opinion of the Executive Committee is prejudicial to the interest and good order of tent pegging or of the Federation. Use of foul or offensive or objectionable language during a game is forbidden and even a remote tendency towards use of such language shall constitute prejudicial conduct and shall be penalized.

To request foreign or Pakistan dignitaries, to become Honorary Patrons of the Federation.

To appoint committees adhoc or give special powers to the President to examine and consider any special subject on which recommendations may be made to the Executive Committee. Such Committees adhoc may determine their own procedural rules and fix a quorum. They shall meet at such time and place as they shall determine, always subject to completing their deliberations and rendering their report within the time specified by the Executive Committee, failing which the committee adhoc shall automatically stand dissolved unless the Executive Committee extends the term.

### **General Meetings**

General meetings of the Federation shall be held at least once in a year, subject to the discretion of the President. The meetings shall be open to all members, of good standing, of the Federation provided they fulfill the following conditions:-

- a. Should have been regular members of the Federation or an affiliated tent pegging or equestrian club for at least five (5) years.  
(AND)
- b. Must be at least 21 years of age.  
(AND)
- c. Must have paid the membership/registration fee up to date. Except when the President of the Federation is present, general meetings shall be held under the Chairmanship of the Chairman and a minimum of **Ten (10) members shall form a quorum.**

**Agenda Points for General Meetings:**

Review of accounts and their endorsement.

Finding ways and means of popularizing equestrian sports.

Critique of tournaments arranged during the season.

Appointment of auditors.

Election of **10-15** member of the Executive Committee for two (2) years.

Any other matter which may be duly placed by a member.

Amendment to the Constitution in terms.

The Honorary Secretary shall communicate with all affiliated clubs/riders, at least three (3) weeks in advance, the date fixed for a general meeting. The agenda and the audited balance sheet shall be circulated to the affiliated clubs, if possible, three weeks and at least two weeks before a general meeting.

A club/member/individual desiring any point to be discussed at general meeting shall give a notice in writing to reach the Secretary General of the Federation at least four weeks before such a meeting.

All decisions at a general meeting or a meeting of the Executive Committee shall be taken by a majority vote of those present. The President will have the veto power.

Any Rules /Policy decision so taken at a general meeting shall form part of the rules of the Federation.

**ARTICLE-X****Fee Structure**

1. The Patron-in-Chief the Patrons, including Honorary Patrons, Ex-Officio Executive Committee Members, President and the Secretary General of the Federation, shall not pay any fees.
2. Any club/rider shall be considered for affiliation with the Federation after registration upon payment of a registration fee of Rs.10,000.00 (one time). On subsequent affiliation, the club shall be eligible for representation on the Executive Committee under this Constitution, subject to payment of an annual subscription of Rs. 5000.00 for Tent Pegging Clubs. For other equestrian sports, the Executive Board and the Executive Committee shall determine the fee structure from time to time. The fee structures can be changed at any time as per the discretion of the EB & EC. This shall be informed to all concerned by the Secretary General of the Federation.

3. All subscriptions and fees shall be paid not later than the 31<sup>st</sup> of January each year in advance. No affiliated club/rider shall be entitled for representation on the Executive Committee or take part in any match, tournaments or tour undertaken under the auspices of the Federation while any registration fee or subscription due from it remains unpaid. No member shall be eligible to attend a meeting of the Federation or play in any match or tournament while his membership fee, payable to the Federation or to the club to which he belongs, is in arrears.

**Complaints Unsporting and Prejudicial Conduct Penalties, Consideration and Adjudication of Complaints:**

1. Affiliated clubs/riders shall report all **cases** of unsporting or prejudicial conduct forthwith to the Executive Committee/Secretary General in written.
2. The Executive Committee upon such complaint by a club, umpire or member or of its own motion shall consider and adjudicate upon the complaint or conduct.
3. Upon consideration of such a matter, the Executive Committee, by a majority vote of those present, may impose one or more penalties upon an affiliated club or individual member i.e.:-
  - a. Warning.
  - b. Censure.
  - c. Suspension with such stipulation as the Executive Committee may deem appropriate.
  - d. Expulsion from the Federation games and tournaments.

**EXPULSION AND SUSPENSION**

1. The penalty of expulsion and suspension exceeding fourteen days shall be imposed only at a meeting of the Executive Committee of the Federation, notice of which would have been duly sent to each member of the Committee at his usual address, unless members have been intimated and they acknowledge the same in writing.
2. In the event of an Judge reporting a player to the Executive Committee of a club, the club committee may but need necessarily not, suspend the player from playing at the club or elsewhere until the matter has been finally adjudicated upon by the Executive Committee of the Federation.
3. Should it be decided to so suspend a player, notice of each suspension shall be posted in the club or clubs for a period of not less than twenty four hours and the player concerned simultaneously informed accordingly.
4. If the Executive Committee imposes the penalty of expulsion upon any affiliated club or member, the club or member shall have the right of appeal to the Executive Committee. Such appeals must be sent to the Secretary General in writing within **Thirty (30)** days of the publication of expulsion notice. The Executive Committee may alter the penalty or may let it prevail. The decision of the Executive Committee shall be final.

5. Same as aforesaid in every case the decision or adjudication of the Executive Committee of the Federation shall be absolute and final.

### **SUPPLEMENTARY RULES**

1. The dates and venue of a tournament once decided by EFP, will **not** be altered to suit the requirements of an individual certain players.
2. All riders who become members of Pakistan team, and compete against foreign teams within and outside the Country, would be awarded national colours.
3. **Suspension/Expulsion of Player,** A player suspended/ expelled by a club shall not be allowed to play EFP or local tournaments, or become a member of another club till his appeal is decided by EFP EC. The penalty of suspension/expulsion must be intimated to EFP by the concerned club, ASAP. EFP would then inform all other clubs for its implementation. The affected individual will not be allowed to attend any EFP or club meetings, as he is not a member in good standing.

### **FINANCE COMMITTEE**

1. The following shall be members of the Committee:
  - a. President.
  - b. Two members of the Executive Committee to be elected by the members of the Executive Committee for a period of two years. (Retiring members are eligible for re-election).
  - c. Secretary General.

### **FUNCTION**

The Finance Committee shall assist the Executive Committee in dealing with such financial matters as the Chairman of the Committee may consider necessary. The Committee shall, however, be solely responsible for expenditure of the Federation funds, commensurate with economy and objects of the Federation, and for their accounting.

### **TOURNAMENT COMMITTEE**

Composition:

- a. Chairman
- b. \* Members (1) 5 x EC Members  
(2) Secretary General

**Functions of Tournament Committee**

- c. To make amendments to the calendar necessary due to visits of foreign teams, Federation's teams visit abroad, inclement weather conditions and any other unavoidable reason.
- d. To attend to minor complaints and discipline matters.
- e. To decide matters referred to it by the Chairman /Executive Committee.

**DISSOLUTION OF THE FEDERATION**

- a. If the Federation is dissolved, its funds shall be distributed to each affiliated club in equal proportion. No individual member shall be entitled to participate in any such distribution.
- b. All trophies for events played under the auspices of the Federation, shall be dispatched immediately upon dissolution to the Pakistan Rangers (Punjab) for custody until required again.
- c. All records of the Federation shall also be deposited to Pakistan Rangers (Punjab).

**WAIVER OF NOTICE**

Whenever, in accordance with this constitution, members are required to meet after call notice, lapse of time or other pre-requisites, a meeting may be held, without complying with such requisites upon waiver notice in writing, signed by each person entitled to issue notice and stating the time and place of such meeting. The presence at any meeting of persons entitled to notice thereof shall be deemed a waiver of such notice by such persons.

**AMENDMENT TO THE CONSITUTION**

This Constitution may be amended by a General Meeting at any time, and with immediate effect, by a majority of no less than two thirds of the members present of which due notice shall have been given in the manner prescribed herein, provided that any motion having the effect of dissolving the Federation shall be only by a majority of not less than two thirds of the members borne on the rolls of the Federation.