

# PAKISTAN ROWING FEDERATION

## CONSTITUTION

AMENDED IN ACCORDANCE WITH THE IOC – AGENDA 2020 &  
GUIDELINES OF NOC PAKISTAN FOR GOOD GOVERNANCE,  
GENDER EQUALITY & TRANSPARENCY

&

APPROVED IN THE GENERAL COUNCIL MEETING OF PAKISTAN  
ROWING FEDERATION HELD ON 31<sup>ST</sup> JANUARY, 2020.

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APPROVED IN THE ANNUAL GENERAL COUNCIL MEETING OF  
PAKISTAN ROWING FEDERATION HELD ON 26<sup>TH</sup> DECEMBER,  
2020 AND CONFIRMED IN THE ELECTIVE GENERAL COUNCIL  
MEETING OF PAKISTAN ROWING FEDERATION ON 24<sup>TH</sup>  
JANUARY, 2021

Secretary General  
Pakistan Rowing Federation



Pakistan Rowing Federation



## **Article I**

### **PREAMBLE**

WHEREAS it is expedient to establish a National Federation in Pakistan as defined in the Olympic Charter and Constitution of Pakistan Olympic Association and World Rowing having exclusive rights to;

Administer, govern, organize, control and promote the game of rowing in accordance with this Constitution and guidelines of the Pakistan Olympic Association and World Rowing; and

Establish, amend from time to time and enforce the rules for the sports of Rowing and code of conduct of and for Pakistan Rowing Federation and its affiliated and recognized Provincial Rowing Associations, Services organization / Institution / Departments or Private Entities etc., associated with the game of Rowing in Pakistan and as such shall be governed in accordance with the applicable statutes of Pakistan Rowing Federation.

## **Article II**

### **TITLE**

The organization shall be called the Pakistan Rowing Federation.

## **Article III**

### **JURISDICTION**

The Jurisdiction of the Pakistan Rowing Federation shall extend throughout Pakistan, the acceding States and the Territories under the control of Pakistan.

## **Article IV**

### **SECRETARIAT**

Pakistan Rowing Federation shall have its Secretariat located in the city where the Secretary General resides or as decided by the President.

## **Article V**

### **AUTONOMY**

The Pakistan Rowing Federation shall be an autonomous body and shall resist all pressures of any kind; and shall declare its opposition to any form of discrimination on the ground of sex, politics, race, religion or creed etc, and shall prevent commercial, legal and any other form of exploitation of the sports of Rowing and / or national rowers by members or individuals associated with PRF or any third party. In accordance with the Constitution of POA, any governmental and external authorities must not interfere with





the internal affairs, operations, governance, management, composition and elections of the Federations and / or control of Rowing in Pakistan.

## **Article VI**

### **AFFILIATION**

Pakistan Rowing Federation is affiliated with World Rowing WR, Asian Rowing Federation, Pakistan Olympic Association and Pakistan Sports Board and shall ensure retention of membership(s) as part of the Olympic Movement of Pakistan.

## **Article VII**

### **DEFINITIONS AND INTERPRETATION OF TERMS**

The terms and abbreviations used in this Constitution shall mean:

1. I.O.C. – International Olympic Committee
2. W.R. – World Rowing
3. P.O.A. – Pakistan Olympic Association (National Olympic Committee of Pakistan)
4. A.R.F. – Asian Rowing Confederation
5. P.S.B. – Pakistan Sports Board
6. W.A.D.A. – World Anti-Doping Code
7. Federation – Pakistan Rowing Federation
8. P.R.F/PRF. - Pakistan Rowing Federation
9. Member Unit - Provincial Associations / Departments & Services / Other Regional Associations / Individual Members / Lady Members / National Rowing Umpires / Jury Members Commission / Athletes Commission of PRF / National Women Rowing Commission / National Rowing Coaches Commission / Provisional Members / etc recognized by Pakistan Rowing Federation
10. Association - Provincial Rowing Association recognized by Pakistan Rowing Federation
11. Other Association – Islamabad Rowing Association, Azad Jammu & Kashmir Rowing Association, Gilgit Baltistan Rowing Association recognized by Pakistan Rowing Federation
12. Service Organization - Departments and Services Organizations affiliated with Pakistan Rowing Federation
13. Constitution - Constitution of Pakistan Rowing Federation

## **Article VIII**

### **Roles, Aims & Objectives**

1. To promote, develop, regulate and control the sport of Rowing in Pakistan by positive youth engagement and encouragement of women and to participate in international arenas of Olympics etc.





2. To adopt and enforce the Rules for the promotion and development of and to regulate the sports of Rowing at International and National level. The Federation shall enforce the applicable rules and regulations and shall exercise and reserve all the vested rights by virtue of Federation's affiliation with POA and PSB to secure and protect the rights of Federation, its members and of national Rowers and all individuals who respect and acknowledge this Constitution and Olympic Charter and want to be associated with Rowing in Pakistan
3. To promote formation of and conduct of member units and any rowing activity of national or regional stature in Pakistan or at international level involving Rowers, individuals related to active national rowing in Pakistan
4. To coordinate and control activities in respect of Rowing in all ways including the holding of championships/regattas, organizing of National/International Championships, Senior and U 17, U 19 and U 23, under its own or under the auspices of any of its affiliated member unit.
5. To collect funds for the purpose of the Federation and utilize the same in such a manner as may be considered desirable for the attainment of the aims and objects of the Federation.
6. To select teams and officials to represent Pakistan in the sports programs i.e. training completions to be held within country and abroad. To create standardize and regulate structure of Technical Officials / Umpires / Jury Members / Coaches and Administrators under Executive Committee of the Federation.
7. To establish Training Camps and organize Promotional Programs for expanding and raising standard of Rowing in Pakistan
8. To communicate with the Pakistan Olympic Association, Pakistan Sports Board, WR, ARF and other international and / or national entities as and when required.
9. To take action against violence in sport and against any form of discrimination on grounds of race, religion and politics etc.
10. To enforce Anti-Doping Code of WR, WADA and NOC Pakistan and to educate against doping and use of substances and procedures prohibited by WR/ WADA.
11. To resolve and conduct resolution of all disputes within the Federation and within its affiliated member units through arbitration.
12. To establish Commissions for governance and improving performance of the Rowers.
13. To promote mutual respect among affiliated Associations in their relations and the reciprocal recognition of penalties and suspensions.
14. To promote youth development programs at grassroots levels.
15. To control and augment administration and technical structures of the Pakistan Rowing Federation and the Associations from National to the Provincial / Units levels.
16. To do all other acts and things as deemed to be necessary or conducive to perform its functions in accordance with Roles, Aims & Objectives and Role of the Pakistan Rowing Federation.
17. To raise funds for the promotion and development of Rowing through Rowing Events and Marketing of the Sports of Rowing.
18. To purchase, lease of or hire or acquire any moveable or immovable property or rights necessary for the purpose of promotion and development of Pakistan Rowing Federation.





## **Responsibility of the Federation**

- A. The Federation shall be responsible and authorized to approve conduct of and participation in all kinds of provincial, departmental, national, regional and international rowing championships/regattas and other programs of WR, ARF, P.O.A., P.S.B. or other international organizations for all recognized genres of Rowing.
- B. **Responsibility for the Professional Rowing Program in Pakistan:**  
The Federation shall run and administer the Professional Rowing such as World Rowing Programs in Pakistan. Any type of Professional Rowing shall fall under the authority and control of the Federation through its President.
- C. **Collaboration and Cooperation with Other International Organization:**  
The Federation shall follow the procedures of WR and / or POA to relate / join with any other Rowing Organization at international level where the PRF shall be the exclusive authority to enter into any understanding or agreement or contract governing or related to the sports of Rowing in Pakistan. In instances where any entity(s) or member defined in the Constitution of PRF, affiliated or recognized by the Federation, has relationship, of any manner with International Organizations, shall ensure adherence with PRF statutes, rules and directions.
- D. **Elections – Eligibility of Officers of the National Federation:**  
A person shall not be eligible to be elected as an officer of the Federation:
- If he / she is not member of the Executive Committee, elected in last Elective General Council Meeting of PRF. This clause shall be prospective and applicable only for the post of Chairman, President, General Secretary & Treasurer.
  - If he/she has held any position (including as a Rower, official, coach or trainer) or has been associated with any parallel body of rowing in Pakistan. Such persons shall not be entitled to hold any position within the Federation or within the affiliated Units of the Federation and shall not be allowed to be elected as an official if he / she retains association with any such body mentioned above. However the person shall be allowed to contest elections only after submitting his / her undertaking to the Federation that he / she has disassociated with such parallelism.
  - If he/she has violated the Code of Conduct of the Pakistan Rowing Federation and is under permanent or temporary suspension.
  - If he / she has violated the instructions and directions of the competent authorities of PRF.
- E. **Compliance with Constitution and Rules of WR and Pakistan Olympic Association:**  
By virtue of Pakistan Rowing Federation's affiliation with WR and POA, the Federation and each member of the Federation is subject to the WR statutes and must always comply with the WR and POA statutes, the WR Bylaws, the Technical & Competition Rules issued by WR from time to time, the WR Code of Ethics, the WR Disciplinary Code and other procedural rules and the WR Anti-Doping Code. Where there is any discrepancy between the constitutional provisions of the Federation and the WR documents described above, the WR documents will prevail.



## Article IX

### Membership

1. The membership of the Pakistan Rowing Federation shall consist of:
  - i. Provincial Rowing Association having affiliated Divisional Rowing Associations, starting from the Club levels. The controlling body of the sport of Rowing in a province shall be affiliated with the respective Provincial Olympic Association and Pakistan Rowing Federation. The Provincial Rowing Association affiliated and recognized by PRF shall be a member of PRF subject to compliance with the constitution of Pakistan Rowing Federation.
  - ii. Controlling body of the sport of Rowing in Services Organization / Departments subject to compliance with the constitution of Pakistan Rowing Federation
  - iii. Controlling Body of the sport of Rowing in the Islamabad / Azad Jammu & Kashmir/ Gilgit Baltistan provided the body complies with the eligibility conditions as prescribed in the constitution of Pakistan Rowing Federation.
  - iv. Individual Members - The membership of the Pakistan Rowing Federation shall be granted to individuals who can assist the Federation in achieving its objective and aims.
  - v. Lady Members - In pursuance of the Olympic Agenda 2020, there shall be Lady Members on the General Council of PRF to secure at least 40% representation of women in General Council in due course of time.
  - vi. Athletes Commission of Pakistan Rowing Federation - Pakistan Rowing Federation shall have, as a member, on its General Council an Athletes Commission of the Pakistan Rowing Federation.
  - vii. National Rowing Coaches Commission - Pakistan Rowing Federation shall have, as a member, on its General Council a National Rowing Coaches Commission.
  - viii. National Women Rowing Commission - Pakistan Rowing Federation shall have, as a member, on its General Council a National Women Rowing Commission
  - ix. National Umpires and Jury Members Rowing Commission - Pakistan Rowing Federation shall have, as a member, on its General Council a National Umpires and Jury Members Rowing Commission.
  - x. Provisional Members who have been granted affiliation for the promotion and development of Rowing in Pakistan shall be entitled to attend the meetings of the Executive Committee and the General Council as an observer only.
2. Representation of the members and affiliated Units on the General Council of the Federation shall be as under:

i. Chairman, President and Secretary General (Elected at the Elective Meeting of the General Council)	One (01) each
ii. Provincial Associations (Including One Female)	Three (03) each
iii. Other Associations (Including One Female)	Two (02) each
iv. Services Organizations / Departments	One (01) each
v. Athletes Commission of PRF	Two (02) each



(Including One Female)	
vi. Individual Members	One (01) each
vii. Lady Members	One (01) each
viii. National Rowing Coaches Commission	One (01)
ix. National Women Rowing Commission	One (01)
x. National Umpires and Jury Members Rowing Commission	One (01)

## Article X

### ELIGIBILITY FOR MEMBERSHIP

1. Provincial Associations the provincial Rowing Association shall be eligible for seeking and retaining membership of the Federation if they fulfill the following conditions:
  - i. Each Association has a valid Constitution in the line with the Constitution of the Pakistan Rowing Federation.
  - ii. These shall be constituted by the properly represented Divisional Associations, genuinely existing and functioning. The District Association of each District Associations of each Divisional Association shall be constituted by the Active Clubs (registered with PRF). The minimum number of Active Clubs in each District shall be not less than three.
  - iii. All the clubs affiliated with District Associations shall participate in the annual District, Divisional and Provincial championships if so required by the provincial associations.
  - iv. Active clubs shall have premises with playing facilities where sports activities of Rowing shall take place at least 150 days in a year. Such clubs shall have a proper management and some sort of financial support system to ensure sustainable activities of the club during the year as well as its participation in the Championships/regattas, competitions and championships.
  - v. The clubs affiliated with the District Association. The District Associations may be registered with the Governmental sports Bodies to receive the requisite financial and infrastructure / logistic support of the Government to run the rowing activities efficiently. In case Divisional and / or District association face any problems in this regard these shall bring the same to the notice of the Provincial Association & the Federation, where Governmental bodies must not interfere with the internal affairs, operations, governance, management, composition and elections of such Associations.
  - vi. These hold regular competitions as per SOP and decisions of the PRF.
  - vii. These are affiliated with the respective provincial Olympic association who will certify bona fides of these associations. The Provincial Rowing Association affiliated and recognized by PRF shall be a member of PRF subject to compliance with the constitution of Pakistan Rowing Federation.
  - viii. These are enrolled with the respective provincial sports boards under the recognition of provincial Olympic association & Pakistan Rowing Federation to receive financial, Infrastructure and logistic support of the government



from authorities and the Governmental bodies must not interfere with the internal affairs, operations, governance, management, composition and elections of the Federations. In any case PRF shall recognize only one Association at each province or region duly elected under the auspice of and as governed by PRF.

- ix. These hold elections as embodied in their respective constitutions on which one representative each from Federation, Provincial Olympic Association and Provincial Sports Board shall be called to attend the elections meetings, so as to ensure transparency and compliance of the constitutions of the associations however Governmental bodies must not interfere with the internal affairs, operations, governance, management, composition and elections of the Associations.
  - x. These participate without fail in the national championships senior, U 17, U 19 and U 23 every year as well as participate in other championships/regattas / competitions when asked by the Pakistan Rowing Federation.
  - xi. The Constitution and functioning of Provincial Rowing Association shall not conflict with the constitution of Pakistan Rowing Federation.
  - xii. These pay the annual subscription / affiliation fee.
  - xiii. These assist the Pakistan Rowing Federation in organizing its annual championships / championships/regattas / other rowing activities as and when so asked by the Pakistan Rowing Federation.
2. Other Associations - The Other Rowing Association shall be eligible for seeking and retaining membership of the Federation if they fulfill the following conditions:
- i. Each Association has a valid Constitution in the line with the Constitution of the Pakistan Rowing Federation.
  - ii. These shall be constituted by the properly represented District Associations or direct by the clubs (registered with PRF) as the case may be, genuinely existing and functioning. The District Association shall be constituted by the Active Clubs. The minimum number of Active Clubs in each District shall be not less than three.
  - iii. All the clubs affiliated with District Associations shall participate in the annual district championship and Other championships it so required by the Other associations
  - iv. Active clubs shall have premises with playing facilities where sports activities of Rowing shall take place at least 150 days in a year. Such clubs shall have a proper management and some sort of financial support system to ensure sustainable activities of the club during the year as well as its participation in the Championships/regattas, competitions and championships.
  - v. The clubs affiliated with the District Association. The District Associations may be registered with the Governmental sports Bodies to receive the requisite financial and infrastructure / logistic support of the Government to run the rowing activities efficiently. In case District association face any problems in this regard they shall bring the same to the notice of the Other



association, such authorities or Governmental bodies must not interfere with the internal affairs, operations, governance, management, composition and elections of the Federations.

- vi. These hold regular competitions as per SOP and decisions of the PRF.
  - vii. These are affiliated with the respective Other Olympic association who will certify bona fides of these associations. The Other Rowing Association affiliated and recognized by PRF shall be a member of PRF subject to compliance with the constitution of Pakistan Rowing Federation.
  - viii. These are enrolled with and recognized by Pakistan Rowing Federation and may be affiliated with respective sports board to receive financial, infrastructure and logistic support of the government from authorities.
  - ix. In any case PRF shall recognize only one Association at each territory duly elected under the auspice of and as governed by PRF.
  - x. These hold elections as embodied in their respective constitutions on which one representative each from Federation, Other Olympic association and Other sports board shall be called to attend the elections meetings, so as to ensure transparency and compliance of the constitutions of the associations however Governmental bodies must not interfere with the internal affairs, operations, governance, management, composition and elections of the Associations.
  - xi. These participate without fail in the national championships senior, U 17, U 19 and U 23 every year as well as participate in other championships/regattas / competitions when asked by the Pakistan Rowing Federation.
  - xii. The Constitution and functioning of Other Rowing Association shall not conflict with the constitution of Pakistan rowing Federation.
  - xiii. These pay the annual subscription / affiliation fee.
  - xiv. These assist the Pakistan Rowing Federation in organizing its annual championships / championships/regattas / other rowing activities as and when so asked by the Pakistan Rowing Federation.
3. Service Organization / Departments: Services Organization / Department shall be eligible to seek or retain membership of the Federation only, if they are constituted on national basis and fulfill the following conditions:
- i. These have a constitution / Rules, Bye Laws in line with the Constitution of the Pakistan Rowing Federation
  - ii. These organize Inter-Unit / Inter Divisional / Inter-Departmental Championships every year at national level in which all their component units, with bona fides employee / Rowers from throughout the country take part.
  - iii. These assist the Pakistan Rowing Federation in organizing its annual championships / championships/regattas / other rowing activities as and when so asked by the Pakistan Rowing Federation.
  - iv. These have paid affiliation fees and are paying annual subscriptions within first three months of the financial year to the Federation.
  - v. These pay the annual subscription / affiliation fee.



- vi. These participate without fail in the national championships as per the directions of the Pakistan Rowing Federation.
4. National Rowing Coaches Commission:  
The eligibility of the members of this Commission shall be determined by the PRF and it shall always be in line with the Constitution of PRF. The Commission shall exercise its right to vote at the General Council of PRF only by its Chairman, who shall be elected, from amongst the members of the Coaches Commission, by the Executive Committee of PRF on the nomination of President.
5. National Women Rowing Commission:  
The eligibility of the members of this Commission shall be determined by the PRF and it shall always be in line with the Constitution of PRF. The Commission shall exercise its right to vote at the General Council of PRF only by its Chairperson, who shall be elected from amongst the members of the Women Commission, by the Executive Committee of PRF on the nomination of President.
6. National Umpires and Jury Members Rowing Association:  
The eligibility of the members of this Commission shall be determined by the PRF and it shall always be in line with the Constitution of PRF. The Commission shall exercise its right to vote at the General Council of PRF only by its Chairman, who shall be elected, from members of the Umpires, by the Executive Committee of PRF on the nomination of President.
7. Athletes Commission of the Pakistan Rowing Federation:  
Pakistan Rowing Federation shall have, as a member, on its General Council an Athletes Commission of the Pakistan Rowing Federation, formation and Constitution of which shall be from amongst the National Rowing players, playing under the rules and auspice of PRF. The Athletes Commission, including seven athletes from amongst the athletes of PRF Units including at least three female Rowing players shall be constituted in line with guidelines of I.O.C., WR and P.O.A. The Commission shall perform duties and responsibilities as per guidelines of PRF and its constitution. The Commission shall exercise its right to vote by its Chairman and by a female member nominated by Commission.
8. Individual Member:  
The General Council may induct such individuals upon the nomination of and as per the recommendation of the President PRF duly endorsed by the Executive Committee. There shall be maximum (04) individuals, as Individual Members, on the General Council of Pakistan Rowing Federation.
9. Lady Members:  
There shall be representation at least 40% representation of Lady Members on the General Council of PRF and such ladies shall be nominated by the Executive Committee and inducted by the General Council. There shall be at least (04) individuals, as Lady Members, on the General Council of Pakistan Rowing Federation.
10. Provisional Members:  
The General Council of PRF shall be empowered to recognize entities interested to work for the promotion and development of Rowing in Pakistan however such entities shall undertake to adhere with the statutes of PRF. Such Provisional



Members shall however not be entitled with rights to vote and other entitlements vested to the affiliated of PRF including but not limited to rights of vote and playing rights. The representatives and individuals associated with the Provisional Members shall not be entitled to represent any other affiliated unit(s) of PRF.

## **Article XI**

### **SUBSCRIPTION**

1. Each Association / Service Department shall pay affiliation fee amount of which shall be decided by the General Council at the time of its affiliation with the Federation. The payment of annual subscription (Rs. 5,000/-) shall be made before 30th September of each year. Financial year of the Federation, which will also be the year of the Federation for all purposes, shall from 1st July and end on 30th June.
2. The entities applying to attain the Provisional Membership of PRF shall pay the fee to the tune of PKR 100,000/-.
3. No representative of a member unit shall be entitled to vote at any meeting of the Federation if the member unit is in arrears in respect of payment of its subscription to the Federation.
4. A member unit failing to pay subscription or any other dues to the Federation for two years, for which at least two notice have been duly issued and served by the Secretary General, shall be liable to be removed from the membership of the Federation through a decision of the General Council of the Federation.

## **Article XII**

### **DISBARMENT, SUSPENSION AND WITHDRAWAL OF MEMBERSHIP**

1. The membership of any member can be suspended temporarily or permanently and any individual related to the sports of Rowing can be disbarred from the sports of Rowing in Pakistan on non-compliance of Constitution of PRF, directions of the Executive Committee or the President and any other rules, code of conduct applicable upon the member units or the office bearers of the Federation or any other individual associated with the Federation or the sports of Rowing in Pakistan. Federation, through its competent authority(s) may issue any such directions prescribed from time to time and is necessary to be compliant with.
2. Power to Suspend or Withdraw Membership:  
Nothing shall prevent the Chairman and the President of the Federation to suspend, withdraw or disbar any member(s)/ Functionary (s) / Office Bearer (s) / Players (s) on charges of irregularities, malpractices, violation of constitution, disregard of Bye-laws / Directives or on any other charge of blemishing the name of the Federation / Sports of Rowing / Pakistan. The President of Federation will constitute a Disciplinary Committee, if deemed appropriate, to inquire / investigate complaints of offences and recommend disciplinary actions, if so required, in any



case, the individual / member unit shall be provided a chance to defend himself/herself/itself.

3. **Removal of or Withdrawal or Disbarment / Suspension / Affiliation Withdrawal:**

The decision of suspension or withdrawal or disbarment of membership or individual shall be treated temporary till approved by the General Council, in the very first meeting held in normal course, of the Federation. In the meanwhile President is authorized / empowered to remove such suspensions or decisions subject to ratification of the Executive Committee / General Council as the case may be. In case the decision of the suspension or withdrawal or disbarment is reversed or declared void, the General Council shall ensure cognizance of all the facts and laws prior to such decision and the same shall be recorded in the minutes.

### **Article XIII**

#### **Powers & Duties of the General Council of Pakistan Rowing Federation**

1. The Supreme authority of the Pakistan Rowing Federation shall vest in the General Council consisting of authorized representatives of affiliated members and member units as per constitution, duly elected office bearers of the Pakistan Rowing Federation i.e. President, Chairman, Sr. Vice President, Vice presidents, Secretary General, Joint Secretary & Treasurer.
2. General Council shall meet at least once a year. Other meetings of general Council may also be held as and when summoned by the:
  - i. President
  - ii. Executive Committee, if decided in its meeting
  - iii. At a request in writing from not less than forty (40%) of the total strength of the person eligible to attend the General Council meeting.
3. General Council shall meet to normally transact the following business:
  - i. To consider and approve admission and removal of member units.
  - ii. To elect Office Bearers and Member of the Executive Committee in a General Council Meeting expressly convened for this purpose when elections are due. WR BY-LAWS shall be complied in all aspects to ensure the elections are in accordance with WR statutes. Votes may be taken either by show of hands or by ballot as may be decided by the General Council of the Federation.
  - iii. To consider and approve audited statement of account. Statement of accounts shall be for each year and shall be audited by Chartered Accountants appointed by the General Council.
  - iv. To comprehensively consider and approve each year program of future activities of the Federation with yearly targets and measurable indicators in the General Council or a special General Council meeting to be convened for the purpose within one month of elections.
  - v. To consider and evaluate the annual report of activities of the Federation and of the member units submitted by the secretary general.
  - vi. To consider and approve the amendments to the constitutions of Pakistan Rowing Federation.



- vii. To take such other steps as may be necessary and expedient to carry into effect the Aims and Object of Federation.
4. The Quorum for meetings of the General Council shall be One Third (1/3<sup>rd</sup>) of the total strength of the persons eligible to attend the General Council meeting.
5. In order to exercise their votes in the General Council Meeting:
  - i. Names of the representative from member units must be received in writing in the Federation's secretariat at least (07) days before the date of meeting.
  - ii. Member Units can send nominations only from amongst their Executive Committees whereas the Departments & Services may nominate their representatives only from amongst their bona fide Employees.
  - iii. If the representation of any nominee has been withdrawn by the concerned unit on cogent grounds, the intimation to this effect shall be provided jointly by the president and Secretary General or duly nominated individual of the concerned member unit to the president and General Secretary of the Pakistan Rowing Federation at least (10) days before the General Council meeting of the Federation.
6. All business discussed and decided at the Meeting of General Council shall be recorded in a minute book which shall be signed by the chairman of House / Meetings. Copies of the proceedings will be supplied to all members units and their authorized representatives who attended the meeting within 45 days of the meeting.
7. At least 21 days' notice shall be issued for all General Council Meetings until specified or otherwise in any rules applicable.
8. In the event a meeting of the General Council is not held on the appointed date for want of quorum, the same will be held on a subsequent date within a month with the same agenda items without quorum. For this purpose 07 days previous notice shall be necessary for convening the said adjourned meeting of the General Council.
9. All decision shall be taken by simple majority of votes in the General Council meeting.

#### Article XIV

#### OFFICE BEARERS

1. Following shall be the office bearers on the Executive Committee of Pakistan Rowing Federation who shall be elected after every four years in the Elective General Council Meeting of the Federation except for the Executive Director and Legal Advisor (President shall be authorized to notify the responsibilities of these Ex-Officio Member) who shall be appointed by the President as Ex-Officio Member without the right to vote on the General Council:-

i.	Chairman	One (01)
ii.	President	One (01)
iii.	Sr. Vice President	One (01)
iv.	Vice Presidents	Five (05)





	(With at least Two Lady Vice President)	
v.	Secretary General	One (01)
vi.	Treasurer	One (01)
vii.	Associate Secretary General	One (02)
	(With at least One Lady Associate Secretary General)	
viii.	Members Executive Committee	Eight (08)
	(Including at least Four Lady Members)	

2. All elected office bearers shall hold their offices for four years unless any of them resigns/ dies or stands removed by the General Council on cogent grounds which inter-alia shall include unsatisfactory performance to be evaluated by the General Council in its Annual general Council Meeting each year and for any other reason for which notice to the concerned person has been duly served and opportunity of explaining his case has been provided.
3. An office bearer shall cease to hold office of the Federation if his representation is withdrawn by the concerned affiliated member unit through a decision taken by the General Council / Executive Committee/ president of the said member unit and intimation of which is duly received by the Secretary general and President of the Pakistan Rowing Federation at least 07 days before the meeting of the General Council / Executive Committee of the Federation, where this matter will be finally decided.
4. Any office bearer shall cease to hold office if he / she is absent from the two consecutive meetings without cogent reason that will be reviewed and approved by the Executive Committee.
5. Chairman, President, Secretary General and Treasurer shall not hold
  - a. Any of these offices in any other national sports Federation.
  - b. Same office for more than two terms of four years each.
6. All office bearers shall be elected from amongst the authorized representatives of member units or the persons eligible to attend the General Council meetings.

## Article XV

### POWER AND DUTIES OF THE OFFICE BEARERS

1. Chairman:  
The Chairman will be the head of the Pakistan Rowing Federation and will chair the meetings of the General Council and Executive Committee of PRF and shall be responsible for assignments of the PRF at the National and International Forums.
2. President:
  - a. The President shall be the Chief Executive Officer of the Federation. He / She shall preside over all meetings of the General Council/Executive Committee and of any committee of which is a member.
  - b. He / She shall interpret the provisions of the constitution and rules of the Federation shall be authorized to appoint committees / sub-committees, define their terms of reference and take decisions on their reports on behalf of the





General Council / Executive Committee and issue directions for smooth working of the Federation on day to day basis.

- c. In case of equality of votes, he shall have right to casting vote/and in any emergency.
  - d. The President shall have the powers to take any action on the suggestions or consolation with Secretary General but such action taken by the President shall be reported to the General Council or the Executive Committee.
  - e. To nominate representative of the Pakistan Rowing Federation to attend meetings of POA & PSB or any other such meetings where representative of the Pakistan Rowing Federation is necessary.
  - f. To exercise powers explicitly mentioned in this Constitution.
  - g. Be authorized to over-rule the decisions/recommendation of the Council, or any committee or refer such decision/recommendation again to the Council for consideration, for the attainment of the objectives of the Federation.
  - h. In absence of the Chairman, the President shall convene and chair the meetings of the Federations.
  - i. Have unlimited Financial Powers
3. Sr. Vice President
- a. In the absence of the President, he will exercise all powers of the President. He /She shall also carry out duties as assigned to him/her by the President or the Executive Committee
4. Vice President
- a. In the absence of the President and Sr. Vice President nominated Vice President shall exercise the powers of the President for a meeting. The Vice Presidents shall carry out other assignments / duties given to them by the President / Executive Committee.
5. Secretary General
- a. To act as Secretary of the Federation, the Executive Committee and any other Committee / Sub Committee.
  - b. To perform all his duties under the control of the President and the Executive Committee.
  - c. To superintend and control the work of office. He shall also be responsible for the maintenance of other records or registers as well as the custody to all papers of the Pakistan Rowing Federation.
  - d. To sign on behalf of the Pakistan Rowing Federation and conduct its correspondence.
  - e. To issue Notices and Agendas for all meetings.
  - f. To include, in the Agenda / Supplementary Agenda for the meetings of the General Council and Executive Committee, any matter duly proposed and seconded by a Member Unit or by any other person eligible to attend the said meeting and delivered to the Secretary General at least 15 days and seven days before the dates of the meetings of the General Council and Executive Committee respectively.
  - g. To record proceedings of all meetings and to obtain signatures of the President thereon and supply copies to all concerned persons/Member Units.



- h. To prepare jointly with the Treasurer the Annual Budget of the Pakistan Rowing Federation.
  - i. To jointly operate Bank Accounts of the Pakistan Rowing Federation along with Treasurer or as determined by the President.
6. Treasurer:
- a. To maintain with the assistance of the Secretary General accurate and up to date accounts of the Federation including Cash Book.
  - b. To receive and deposit immediately in the Bank all money received on behalf of the Pakistan Rowing Federation and payments according to Federation's decision communicated to him/her through Secretary General.
  - c. To prepare statements of Accounts every year and get them audited by the approved Chartered Account as per decision of the Federation and to lay audited statement of accounts in the annual General Council Meeting or the Executive Committee's General Meeting of the Federation, if the presentation of the said statement is due.
  - d. To maintain a Stock Register.
  - e. To prepare Annual Budget in consultation with the Secretary General and present the same to the General Council in its meeting, if the presentation of the Budget is due.
  - f. To jointly operate the Bank Account along with Secretary General or as determined by the President.
7. Associate Secretary General.
- a. He/She shall perform all such duties as may be assigned to him/her by the Executive Committee, President or Secretary General. He shall perform duties of Secretary General during his absence, while doing so he will keep the President apprised of his/her working.
8. Executive Members.
- a. These shall perform all the duties as assigned by the President or the Executive Committee.

## Article XVI

### EXECUTIVE COMMITTEE

- 1. The Executive Committee shall consist of:
  - i. All Office Bearers, viz Chairman, President, Sr. Vice President, Vice Presidents, Secretary General, Associate Secretary General & Treasurer
  - ii. Six (6) Members duly elected from amongst the representative of affiliated Member Units.
- 2. Meeting of the Executive Committee shall be held at least twice every year or as frequent as necessary, and at other times when summoned by the President or at the written request of at least 10 Members of the Executive Committee.
- 3. Quorum of the meeting shall be one third of the total strength of the Executive Committee. No Proxies shall be allowed at the Executive Committee meetings.
- 4. Ten (10) days prior notice shall be necessary for a meeting of the Executive Committee.



5. All vacancies in the Executive Committee shall be filled in by the Executive Committee.
6. The Executive Committee may delegate any of its power to:
  - i. President
  - ii. Sr. Vice President
  - iii. Secretary General
  - iv. A Sub – Committee appointed by the President.
7. The Executive Committee shall exercise all powers of the Federation except those vested in the General Council and in particulars shall have the powers and duties:
  - i. To observe in all transactions the provision of the Constitution of the Pakistan Rowing Federation
  - ii. To transact the expenditures of the Pakistan Rowing Federation.
  - iii. To raise funds for Pakistan Rowing Federation.
  - iv. To prepare Coaching Camps, organize Seminars for Umpires and Coaches and encourage holding of Championships and Competitions, with a view to popularizing and improving standard the game of Rowing.
  - v. To take decision about holding of National Championships, Senior and U 17, U 19 and U 23.
  - vi. To engage experts for conducting Coaches and engage Couches, for training of teams / Rowers from within or out of country and establish Coaching and Training Camps.
  - vii. To appoint official of the teams such as Managers, Assistant Managers, Coaches or the persons officials necessary to be included for the good performance of Rowers.
  - viii. To frame Rules and Bye-Laws for conducting business of the Federation.
  - ix. To take suitable action against Sportspersons/Rowers, Officials, Organizers or any others persons connected with the activities of the Pakistan Rowing Federation.
  - x. To appoint Commission of umpires, Medical, Public Relation, Rules, Technical & Training, Legal, Arbitration, Youth & Ethic etc the functions of which shall be defined and controlled by the Executive Committee.
  - xi. To do all such other things as may be incidental or conducive for the attainment of Aims and objects of the Federation.

## Article XVII

### FILLING OF VACANCY

A Vacancy caused in the Council due the death / resignation / invalidity of any office Bearer / Representative shall be filled be in by the Executive Committee. However the President of the Federation may nominate any member to fill the vacancy till such time to get approval from the Executive Committee.





## **Article XVIII**

### **MEETINGS**

1. The Elective General Council Meeting of the Federation shall be convened once after every four years, in which besides other matters, the election shall be held, on which a Representative of Pakistan Olympic Association and a Representative of Pakistan Sports Board shall be invited by the Federation to ensure transparency of the elections. The Annual General Council Meeting of the Federation shall be held at least once in a year. The date and place of all General Council Meetings shall be determined by the President or the Executive Committee.
2. Special General Council Meeting:
  - a. A Special General Council meeting may also be held to transact specific business as and when summoned by the:
    - i. President
    - ii. Executive Committee
    - iii. At the written request of not less than 40% of the total strength of the persons eligible to attend the General Council Meeting. The said request for the meeting must be accomplished with the statement of business proposed to be conducted in the requisitioned meeting.
3. The Secretary General Shall give 21 days' notice to all Member Units and the concerned persons eligible to attend the General Council meeting and Annual General Council meeting. 10 days' Notice shall be given by Secretary General in case Special General Council meeting. He / She shall circulate with the Notice a copy of agenda, Annual Audited Statement of Account and Budget Estimates if due.

## **Article XIX**

### **PERFORMANCE EVALUATION & ACCOUNTABILITY**

The Federation, in its General Council Meeting or a Special General Council Meeting to be convened for the purpose within one month after the elections, shall comprehensively, discuss and approve a one year program of its future activities. Within the available budgets as well as with the resources to be generated by the terms. The Yearly Report of activities with details of funds spent Annual General Council Meetings, which besides the representative of the Federation, shall also be attended by must be invited by the Federation well ahead of the meeting the Pakistan sports board representative will attend as an observer only and will not interfere with the internal affairs, operations, governance, management, composition and elections of the Federations. In case of the unsatisfactory performance of the office bearers, the case shall be referred by the General Council to a Committee comprising of two members from POA and Three members from the Federation. The Committee shall forward its recommendation to the General Council of the Federation and then the case shall be returned to the





evaluation & accountability committee of POA to evaluate and putting up recommendation to POA President / General Council for final decision.

## **Article XX**

### **AMENDMENTS**

Amendments to the constitution of the Federation shall be made at the General Council meeting of the Federation. The proposed amendments must be circulated by the Secretary General at least 10 days before the meeting. The amendment shall be adopted only if two third of the Member present vote in favour of the proposed amendment and such votes are more than 50% of the total strength of the General Council.

## **Article XXI**

### **REGISTRATION OF ROWERS AND OFFICIALS**

1. Every Rower and official shall be registered with one of the Member Units of the Federation within whose jurisdiction he resides or work. No Rower shall be registered with or be eligible to play simultaneously for two Member Units / Organization.
2. A Rower or official registered with one Association and will get his registration to another Association, if his place of work / residence is shifted from the jurisdiction of one Association to the jurisdiction of another Association or his transfer application is approved by the Member Unit concerned.
3. A Rower or official registered with Provincial Association is eligible to join any of the Service Organization by seeking employment on the basis of recruitment that he shall be come a registered player of that Organization after completion of one year of service therein. The Rower of Service Organization shall be bona fide employee of that Organization. In this respect Service Organization must be intimated to the Provincial Member Unit within a month.
4. The Service Organization shall provide the lists of their registered Rowers and officials to the Federation every year in the month of September.

## **Article XXII**

### **ARBITRATION**

1. All disputes arising out of the working, functioning and performance of the Federation and or any of its affiliated member units within itself or amongst each other shall be resolved through Arbitration. No affiliated member unit of the Federation nor any persons associated in any manner with the Federation shall





take the dispute of any nature relatable in any manner with the Member Unit or the Federation to any Court of Law, the arbitration procedure will be adopted as provided in the constitution of the Federation or Arbitrary Commission Constituted by the President of Federation.

2. The disputes in subordinate units of the Federation from the lowest level to the level of the Federation shall be referred to the President of the next higher level organization who shall resolve the disputes through arbitration commission and decision of arbitration commission will be final and binding.
3. The disputes arising from the operations and functions of the PRF shall be resolved through mediation and / or arbitration and all the members of PRF affiliated and / or recognized with PRF as a Member or Provisional Member shall not approach any other forum under any manner. In case if any Member and / or Provisional Member is found in violation of this clause, the affiliation and recognition shall stand suspended and the member shall not be entitled to attend, vote or participate in the activities of the PRF.

### **Article XXIII**

### **MISCELLANEOUS**

1. All funds of the Federation shall be deposited in the Bank selected by the Executive Committee in the name of the Pakistan Rowing Federation. The President, Sr. Vice President, Secretary General and Treasurer shall be entitled to operate Bank Accounts of the Federation provided any two of them shall jointly operate on behalf of the Federation.
2. In case of urgent matters when holding of the General Council or Executive Committee Meeting is not possible, Secretary General in Consultation with the President may obtain a decision from the concerned Members or Persons by Post, Fax or Email and act according to the majority votes provided the votes so obtained are preserved in the record of the Federation and the matter will be placed in the next meeting of General Council or Executive Committee, as the case may be, for approval.
3. The Constitution of the Federation shall, at all times be in line with the Constitution of WR. & P.O.A.
4. The electoral proceedings at the Elective General Council shall be in accordance with the applicable rules and Constitutional requirements. The Federation shall be responsible to adopt and comply with any statutory requirement as in Article 37 of WR Bylaws.

