Constitution

Papua New Guinea

P O Box 2988 Boroko, National Capital District

Papua New Guinea Volleyball Federation

Constitution, which outlines the organization’s purpose, structure and policies.

The purpose of this document is to:

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and elsewhere.

In International Volleyball matches in Papua New Guinea

To ensure the proper representation of Papua New Guinea

International Competitions in Papua New Guinea

To encourage, promote, and conduct Regional, National and

the game of Volleyball in Papua New Guinea

To encourage, promote, control, and manage all versions of

3.1.1 The objectives of the Federation shall be:

3. OBJECTIVES

Federation of PNGVF

The Association shall be called the Papua New Guinea Volleyball

2. NAME

Words importing the masculine gender shall include femininity gender.

Annual or Special

General Meeting means a general meeting of the Federation whether

International Federation Volleyball

Rules means the current International Volleyball Rules as endorsed by

Game means the game of Volleyball

according to this Constitution.

Committee member means a member of the Committee elected or appointed

Management of the Federation.

Executive Committee means the Committee of

Affiliated means a member of the Federation

Body means an Affiliated Association of PNGVF

International Federation of FIVB means the International Volleyball

Federation of PNGVF means the Papua New Guinea Volleyball

in this Constitution unless a contrary intention appears from the context:

INTERPRETATION
5.2 Each Association whose affiliation with the Federation is accepted shall:

5.1 Voluntary in Papua New Guinea.

Associations and Regional Leagues controlling the game of Volleyball in Papua New Guinea.

Membership to the Federation shall be open to property constituting

MEMBERSHIP

5.9 To delegate its powers to sub-committees or officers as deemed necessary to achieve the objectives of the game.

5.7 To make representations to Papua New Guinea or other relevant international authorities on any aspect of the game.

5.6 To make representations to Papua New Guinea and Regulations of the Federation.

5.5 To suspend, disqualify or temporarily suspend any affiliated body or member thereof on any matter relating to the game.

5.4 To hear and adjudge appeals and settle all questions or disputes on any matter relating to the game.

5.3 To accept or reject an application for affiliation from any body.

5.2 To impose upon and collect from affiliated bodies levies of other Constitution.

4.1 To monitor activities of affiliated bodies in accordance with its Constitution.

POWERS

4.3 Deemed desirable by PNG VF Executive.

4.2 Deemed essential to the interests of the game and by-laws.

4.1 To affiliate each year with PNG Sports Federation, Oceanic Volleyball Confederation, Asia Volleyball Confederation and International Federation Volleyball.

4.2 To affiliate with Volleyball Federation of other

3.2 To establish and maintain contact with Volleyball Federation of other

3.1 To act as members in all matters pertaining to Volleyball and the

3.1 To act for its members in all matters pertaining to Volleyball and the

3.1 To act for its members in all matters pertaining to Volleyball and the
opportunity of the Federation and shall exercise all powers.

7.2 The Executive Committee shall have the duty to carry out all
committee of seven members.

7.1 The management of the Federation shall be vested in an executive

EXECUTIVE COMMITTEE

majority of the affiliated Associations.

National Open Championship at the date venue approved by the
Council shall meet at least once every year preferably during the

Regulations specify that such matters shall be referred by affiliated
Council may determine all matters necessary to the proper
President of each affiliated association from time to time.

The affairs of the Federation shall be in the hands of a Council

COUNCIL

Secretaries of the Federation by no later than 31st May each year.

Each affiliated member must submit a written Annual Report to the

as follows:

addition of alteration.

amendment. Addition and alteration to its Constitution
forward to the Secretary of the Federation a copy of each

Constitution which must be acceptable to the Federation

expenses as maybe decided by the Federation.

be bound by the Constitution and By-laws and Regulations of the Federation and the Interpretation thereof as determined by

Adopt the Playing Rules of the International Volleyball

5.2.1

5.2.2

5.2.3

5.2.4

5.2.5

5.2.6

5.3.3

5.4

6.3.3

6.2

6.1

6.0

5.3

5.2

5.1

4.3

4.2

4.1

3.3

3.2

3.1

2.3

2.2

2.1
shall keep proper records and maintain files.

8.3.2 Secretary General

Shall act for the President in his absence.

8.2.2 Secretary General

Shall assist the President.

8.2.1 Secretary General

8.2 Vice President

Shall attend to all correspondence.

8.1.3 Secretary General

Shall become official member of any sub-committee.

8.1.2 Secretary General

Meetings.

8.1.1 President

Shall preside at all General and Executive Committee Meetings.

Shall proceed to all General and Executive Committee Meetings.

In accordance with the Constitution.

8.1 President

DUTIES OF OFFICE BEARERS

8. Presidents.

At least two (2) members of nominated office bearers shall be females.

7.3.9 President

Four Presidents of the Regional Leagues or Associations.

7.3.8 President

Assistant Treasurer

7.3.7 Treasurer

7.3.6 Treasurer

Assistant Secretary General

7.3.5 Secretary General

7.3.4 Secretary General

Vice President (Female)

7.3.3 Vice President (Female)

Vice President (Male)

7.3.2 Vice President (Male)

7.3.1 President

Committee who shall be:

The office bearers of the Federation will consist of the Executive Committee.

7.3 Vice President (Male)

Volleyball.

Laws and Regulatons as are necessary and beneficial to constitute. If shall have the power to introduce such By.

except those expressly prohibited by any other clause of the
shall keep proper records and maintain files
shall attend to all correspondence
Secretary General
shall act for the President in his absence.
shall assist the President
Vice President
formed within the Federation
shall become ex-official member of any sub-committee
Meetings
shall preside at all General and Executive Committee
in accordance with the Constitution
shall preside at General and Executive Committee Meetings

DUTIES OF OFFICE BEARERS

be females
At least two (2) members of nominated office bearers shall
for Presidents of the Regional Leagues or Associations
Assistant Treasurer
Treasurer
Assistant Secretary General
Secretary General
Vice President (Female)
Vice President (Male)
President

The office bearers of the Federation will consist of the Executive

Committee which shall be:

Volleyball

laws and regulations as are necessary and beneficial to
Constitution. It shall have the power to introduce such by-
except those expressly prohibited by any other clause of the
Positions for which written nominations have not been.

Nominations from the floor of the meeting shall be accepted only for

Meeting.

Secretary General at least 21 days prior to the Annual General

Nominations of Office Bearers shall be made in writing to the

Nomination of Office Bearers

- Assist in depositing all monies received immediately
  - 8.6.2
- Assist in recording all receipts received
  - 8.6.1
- Prepare and present an audited financial report
  - 8.5.5
- Maintain an accurate financial record
  - 8.5.4
- Obtain receipts for all payments
  - 8.5.3
- Deposit all monies received immediately
  - 8.5.2
- Record all receipts of all monies received promptly
  - 8.5.1

The Treasurer shall be responsible for all financial matters. He shall keep an accurate record of receipts.

Treasurer

- Shall act for the Secretary General in his absence
  - 8.4.2
- Shall assist the Secretary General
  - 8.4.1

Assistant Secretary General

Committee.

- Shall discharge any other duty as directed by the Executive
  - 8.3.6
- Shall prepare and circulate minutes of the meetings
  - 8.3.5
- Shall call for meetings and make physical arrangements before those meetings
  - 8.3.4
- Shall write the annual report
  - 8.3.3
14.2 Notice of Meeting

Regional Leagues

14.1 The Annual General Meeting (AGM) of the Federation shall be held every year during the Open National Championship. The AGM of the Federation shall be held on a date and event of a congratulation of the championship in any year. The AGM shall be held every year during the Open National Championship. The AGM of the Federation shall be held on a date and event of a congratulation of the championship in any year. The AGM shall be held every year during the Open National Championship.

14. Annual General Meeting (AGM)

Hold a committee meeting.

13.2 The members present to vote. There shall be no less than five members present to vote.

13.2 Quorum of Committee Meeting

Committee to be convened at least quarterly each year at a mutually convenient time and place which shall be decided by the Committee.

13.3 The Committee shall meet quarterly each year at a mutually convenient time and place which shall be decided by the Committee.

Executive Committee Meeting

Committee as required from time to time.

12.1 The Executive Committee has the power to appoint sub-committees.

Sub-committee

Period as Council may determine.

11.2 Such appointments shall be ratified by postal/electronic votes of the Council and the persons so appointed are elected shall hold office until the next Annual General Meeting.

11.1 Such appointments shall be ratified by postal/electronic votes of the Council and the persons so appointed are elected shall hold office until the next Annual General Meeting.

Vacancies

10.1 All nominated Office Bearers shall be elected by a simple majority.

Election of Office Bearers

All Office Bearers who are elected shall hold office for a period of four years unless re-elected shall retire at the conclusion of the Federation.

10.2 All nominated Office Bearers who are elected shall hold office for a period of four years unless re-elected shall retire at the conclusion of the Federation.

Written nominations must be supported by an affiliated association or Regional Leagues.

3.9 Written nominations must be supported by an affiliated association or Regional Leagues.
14. Vote of No Confidence

14.7.1 A Special General Meeting shall be called by the Secretary General of the Federation within twenty-one days of the receipt of a request signed by Secretaries of all Affiliated Leagues, stating the nature of the business. No less than two-thirds majority of the affiliated bodies, stating the nature of the business, shall request the President to convene a Special General Meeting.

14.7 Notice of Motions

14.6.4 Treasurer's Report

14.6.3 Reading and Confirmation of Minutes of previous Annual General Meetings

14.6.2 President's Address

14.6.1 Roll Call

14.5 Order of Business at Annual General Meeting

14.4.1 Quorum

14.3.1 Each Affiliated Association of Regional League shall be represented by two voting delegates.

14.2.1 Notice of the Annual General Meeting shall be sent to Twenty-one days prior to the meeting date.

14.1 Business at Annual General Meeting

14.4.3 Representation

14.3.1 Each Affiliated Association of Regional League shall be represented by two voting delegates.

14.2.1 Notice of the Annual General Meeting shall be sent to Twenty-one days prior to the meeting date.

14.1 Business at Annual General Meeting

14.4.2 Quorum

14.3.1 Each Affiliated Association of Regional League shall be represented by two voting delegates.

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14.1 Business at Annual General Meeting

14.4.1 Quorum

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14.2.1 Notice of the Annual General Meeting shall be sent to Twenty-one days prior to the meeting date.

14.1 Business at Annual General Meeting

14.4 Order of Business at Annual General Meeting

14.3 Business at Annual General Meeting

14.2 Notice of Motions

14.1 Notice of General Meeting

14.2 Notice of Motions
The Council shall have the power:

18.2

- Papua New Guinea Volleyball Championships as in the Bye-
  Law,
- Papua New Guinea Volleyball Championships with the Rule and Regulations of the
  Federation shall prevail. If possible be held every year, if shall be
  All Tournament sanctioned by the Papua New Guinea Volleyball

SEC. 18. TOURNAMENTS, ETC.

Cumann, and present its report to the Executive Council.
These commissions shall have the power to develop and
institute programmes for the benefit of volleyball in Papua New

17.3

17.2.3 Rules of the Game Commission

17.2.2 Referees' Commission

17.2.1 Coaches' Commission

These commissions shall be:
- Papua New Guinea in liaison with the Federation
  is to assist the development and management of the game in
Reference (TOR) approved by Council and whose general aim
These shall be Commissions empowered with special Terms of

17.1

16. COMMISSIONS

Associations

shall be entitled to have a debatable and casting vote.
Each Affiliated Association of Regional League shall be entitled

16.4

16.3

No proxy vote shall be taken.
In the interval between Annual General Meetings any action that

16.2

16.1

Voting shall be by secret ballot.

15. VOTING

or twelve (12) months prior to the expiration of the term of office.
The Executive shall meet when twelve (12) months immediately after election
There shall be no vote of confidence on the Executive or any Member of

19. REPRESENTATION

19.1. Any proposal to arrange any event at any time of the year by the Executive Committee shall be submitted to the National Selection Committee for approval or rejection. Any proposal to arrange any event by an affiliated association shall be approved by the Executive Committee of the Papua New Guinea Volleyball Association.

19.2. The Executive Committee of the Papua New Guinea Volleyball Association shall have the responsibility to organize and host tournaments or tours.
23.2 A member of the Judicial Committee shall not be an active player or official of the Federation or an Association.

23.1 There shall be a Judicial Committee of the Federation which shall consist of only three members appointed by the Council.

22.1 Appeals to the game of the Federation to persons who have tendered outstanding services to the Federation from time to time, Grant Life memberships of the Federation and such nominations must be approved by the Council. Recommended to Honours and Awards Committee for award to any nominated person who has rendered outstanding service to the Federation may be awarded to any International Match that Papua New Guinea takes part in must be endorsed and sanctioned by the International Referees Committee.

20.6.1 Suitable candidates for the respective positions shall be screened by the Referees Committee, all Committee on the merits of applications. They shall be selected and appointed by the Executive Manager and Managereess.

20.5 Days after the advertisements, the full Executive Committee of the Federation prepare and application for selection shall be forwarded to the Secretary of the Federation Recomendation. (21)

19.4.1 Any International Match that Papua New Guinea takes part in must be endorsed and sanctioned by the International Referees Committee.
Annual General Meeting and take part in the discussion.

The Auditor may attend the General Meeting to audit the accounts of the Federation. The Auditor shall be appointed by resolution of the Annual Meeting.

26.1 Auditor

25.4 Treasurer

25.3 Secretary General

25.2 Vice President (Male/Female)

25.1 President

25.5 All withdrawals shall be signed by any two of the following:

25.4 The Treasurer of the Federation shall be responsible for the keeping of cheque books, passbooks and any other assets of the Federation.

26.3 The accounts shall be audited by an appointed Auditor who shall give a report to the Executive Committee. The accounts shall be audited by an appointed Auditor who shall give a report to the Executive Committee. The accounts shall be audited by an appointed Auditor who shall give a report to the Executive Committee. The accounts shall be audited by an appointed Auditor who shall give a report to the Executive Committee.

25.2 The Executive Committee shall keep the accounts of all monies received and spent by the Federation.

25.1 The Executive Committee shall ensure that all accounts are kept in suitable and proper formats.

25. FINANCE

24. TRAINING

To refuse any change of affiliation, the person in charge of the club concerned has held a reasonable opportunity to present his or her case to the member in a satisfactory manner and any request to refuse the member a satisfactory appeal shall fail. Such appeal may be taken against any club, team or member of an affiliate association unless such association has failed on any complaint of any other matter it where it is not considered that there is sufficient evidence to uphold the complaint. The JUDICIAL COMMITTEE shall have the power to inquire into the matter.
of motion is to be considered.

least three (3) months notice of the meeting at which such notice
copy to all Affiliated Associations or Regional Leagues giving at
signed by the proposer and the seconded who shall forward a
motion for dissolution of the Federation in writing
the Federation shall not be dissolved unless with the consent of

30.1

30. DISSOLUTION

Leagues

until it is received by the Affiliated Associations or Regional
resolved as necessary for the control of an immediate matter
set upon by By-laws and Regulations made, altered or
shall be decided by the Affiliated Association but Council may
Any By-laws and Regulations so made, altered or repealed

29.2

29. BY-LAWS AND REGULATIONS

to vote.

Such motions or any part thereof shall be no effect unless
General meeting.

The Secretary shall give copies of motion to all the Affiliated

28.2

No alteration, repeal or addition to this Constitution shall be

28.1

28. CONSTITUTION

K3, 000.00 for Affiliation Fee each year.

Each Affiliated Association or Regional League will pay an amount of

27.1

27. FEES
33. Seal Holders

The Constitution shall repeal all previous regulations.

32. Indemnity

Where the Council, on the dissolution of the Federation, is of the opinion that there is no other Association or Regional League having substantially similar objects to the Federation and which provides the distribution of its income and property amongst all its members in an equal manner, the Federation shall assign the whole or any part of its assets to the Federation or any other Association or Regional League having substantially similar objects, or to any other body corporate or body, or portion thereof, to which the Council is of the opinion that Council shall be in disagreement that Council shall submit to

31. Taxation Provisions, Distribution of Assets

In the event of dissolution that Council shall submit to