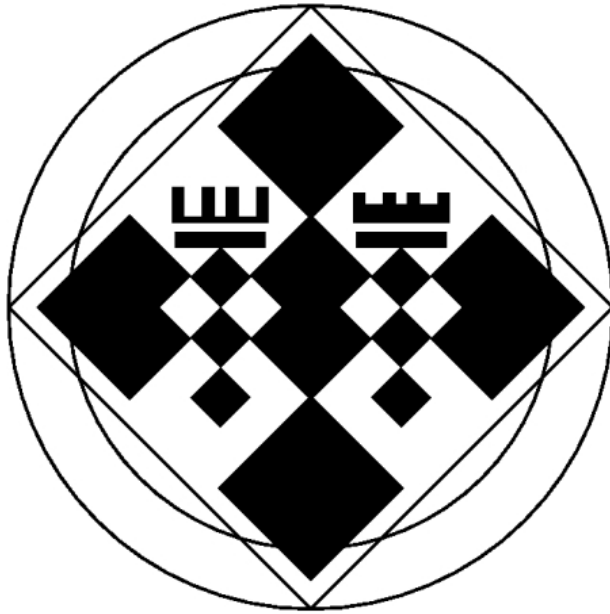


Papua New Guinea Chess Federation



The Constitution

NAME

1. The name of this body shall be the **PAPUA NEW GUINEA CHESS FEDERATION** and it shall hereafter be referred to as the “**Federation**”.

MISSION STATEMENT

Our mission is to promote Chess at all levels of society as an effective tool to enhance social and intellectual development for the benefit of one and all.

OBJECTIVES

2. (a) To promote Chess in Schools and Communities in Papua New Guinea.
(b) To organize Chess tournaments and competitions.

(c) To liaise with relevant National and International Sporting and Chess Federations.

MEMBERSHIP

3. Any person who is interested in Chess shall be eligible for membership regardless of gender, class, social status or ethnic affiliation upon filling up of an application for membership form.
4. (a) The annual membership fee for all classes of membership shall be determined at the Annual General Meeting of the Federation in each year.

(b) Persons under the age of 18 years shall be eligible to join as junior members at such special fee as shall be determined but they shall not be entitled to hold office, or vote or take part in business procedure at meetings of the Federation.
5. A properly constituted Annual General Meeting or an Extra-Ordinary Meeting may appoint any person as an honorary member of the Club in recognition of the interest and support rendered in promoting the interests and objectives of the Federation.
6. Any member may resign from the Federation and such resignation must be in writing to the Secretary of the Federation.
7. Upon any person ceasing to be a member for any reason whatsoever, he shall not be entitled to the return of his membership subscription or any position thereof.
8. (a) The Committee shall expel from the Federation or otherwise penalize any member whose conduct, in the opinion of the Committee, is discreditable or injurious to the character or interests of the Federation.

(b) Before any member is expelled from the Federation, provided that quorum is established, a full investigation or enquiry shall be conducted and the member shall be given the opportunity to defend or justify or explain his conduct as aforesaid, then the Committee may expel or penalize him.

(c) Should any member fail to appear at any enquiry conducted under Clause 8 (b) hereof or any adjournment thereof, the Committee may proceed in that member's absence to conduct the said enquiry and to make its findings as seen fair and just.

COMMITTEE

9. The business and affairs of the Federation shall be under the management and control of the committee, provided however, that except in the case of extreme urgency the committee shall not take any action contrary to decisions made at a general meeting.
10. The committee shall consist of:

- a. The President, Vice-President, Secretary, Treasurer (hereinafter called the Office Bearers) and;
 - b. Four (4) members of the Executive Committee shall be elected at the Annual General Meeting or as provided herein.
11. All members of the committee must be financial members of the Federation except where an honorary member or patron is appointed at the Annual General Meeting or an Extra-Ordinary Meeting.
 12. Should any vacancy occur, in the committee or office bearers of the Federation other than in the normal course of elections, the committee shall fill such vacancy from the financial members of the Financial and such member duly elected shall hold office for the portion of his predecessor's term.
 13. The committee shall meet as often as may be required to conduct the business of the Federation. The President of the Federation shall take the chair at all committee meetings. Should the President not be present, the Vice-President shall be elected to the chair and there be no Vice-President present the committee shall elect one of its member to take the chair.
 14. The chairman at all committee meetings shall have a casting vote in addition to a deliberative vote.
 15. All notices of committee meetings shall be in writing and posted to members of the committee at least 7 days prior to the date of such meeting by the Secretary.
 16. The accidental omission to give to any member, or the non-receipt by any member of any notice required by this constitution, shall not invalidate or affect any proceedings at such meeting.
 17. The quorum for committee meeting shall be five (5) members present in person.

ANNUAL GENERAL MEETING

18. Once a year the Committee shall convene the Annual General Meeting. This meeting shall be held within 5 months from the end of the previous financial year.
19. The Annual General Meeting shall be open to all members of the Federation.
20. The quorum for the Annual general Meeting shall be ten (10) members present in person.
21. All notices of the Annual General Meeting shall be in writing and posted or emailed to Federation members 21 days prior to the date of such meeting by the Secretary.

ELECTION OF COMMITTEE

- 22. Nomination for each candidate for election as office bearers or committee members shall be proposed and seconded respectively by two members at the Annual General Meeting. Voting shall be by the show of hands by all eligible members.
- 23. No person shall be eligible for election unless he is a financial member of the Federation

DUTIES

- 24. The Chairman of the committee shall always be the President of the Federation who shall also chair all committee meetings and the Annual General Meeting.
- 25. In Vice-Chairman shall assume duties and responsibilities of the Chairman in his absence for any reasons whatsoever.
- 26. The Secretary shall carry out his duties under the direction of the committee and keep a true record of all minutes of all meetings, attend to correspondence, issue notices for meetings, keep records and carry out such duties as the committee may from time to time direct.
- 27. The Treasurer shall receive all monies payable to the Federation and receipts for the same. All monies so received shall be paid into the bank account of the Federation. The Treasurer shall present at each meeting a statement of financial position and shall keep proper books of account of all monies received and disbursed and perform all such duties as directed by the committee from time to time.
- 28. The Members of the committee shall have voting rights and shall be elected during the AGM or any extra-ordinary meeting as seen appropriate by the committee.

FINANCES

- 29. The Financial year shall be from 1st January to 31st December
- 30. All monies of the Federation shall be paid into the account of the Federation at such bank as the committee may direct.
- 31. The following members shall be the signatories to the Federation's bank account; President, Secretary and Treasurer from which any two can sign to draw payments agreed upon by the committee.
- 32. All monies shall be drawn from the Federation account by cheque signed by the bank

signatories authorized by the committee.

33. No cheque shall be pre-signed unless approved by the committee for such withdrawal whereby either or any of the signatories are unavailable to sign the cheque.
34. The books and accounts shall be audited annually by an independent auditor appointed by the Annual General Meeting.

TRUSTEES

35. Unless otherwise determined, the members of the committee for the time being shall be deemed to be the trustees of the Federation, to hold any property real and personal belonging to the Federation.

AMENDMENTS TO CONSTITUTION

36. This shall be the only Constitution of the PAPUA NEW GUINEA CHESS FEDERATION and shall come into force forthwith and shall not be altered, varied, added to or repealed unless two thirds of financial members present at an Annual General Meeting or any meeting specifically convened for that purpose are in favor of such alteration, variation, addition or repeal.
37. The property assets and equipment whether purchased or donated and income of the Federation shall be not paid or transferred either directly or indirectly by way of bonus or dividend to members generally of the Federation. However, nothing herein contained shall prevent the payment in good faith of remunerations and services provided by any officers or servants of the Federation or any member in return for services actually rendered.
38. Should the Federation ceases to function for any reason whatsoever, any member or person holding any money or property shall forthwith pay the same to the committee. The asset and property shall be donated to any similar federation or organization with similar objectives to the Federation under the jurisdiction of the committee.

INTERPRETATION

39. In this Constitution masculine includes feminine and words importing singular include the plural and words importing plural include the singular where the context permits.