

C O N S T I T U T I O N

1. PROPOSED TITLE : The Association shall be known as the "Fiji Table Tennis Association" (hereafter known and referred to as the "Association").
2. OBJECTS :
 - (a) To promote and encourage table tennis throughout the Republic of Fiji.
 - (b) To ensure affiliated bodies and players whether members of affiliated bodies- or otherwise conform to the laws and rules of the International Table Tennis Federation.
 - (c) To be a Court of Appeal in all matters of dispute between affiliated bodies and any other players playing in any event directly organised by the Association.
 - (d) To organise competitive match play between affiliated bodies or between table tennis players generally within the Republic of Fiji.
3. a) MEMBERSHIP / FULL : Membership is open to all Association, clubs or teams, on application to the Secretary. All such applications shall contain:-
 - (a) The name of association, club or team and the area or area in which such association, club or team operates and in case of dispute or conflict as to areas, the association shall determine the same and such decision shall be final.
 - (b) The number of clubs, teams or members within its jurisdiction.
 - (c) Playing and accommodation facilities available for Inter-District Tournaments.
 - (d) Names clearly indicated of players who have previously played for other association clubs, or teams and the date they have obtained clearance from such Association.
 - (e) Names of Secretary and/or club or team delegated and where he or they can be contacted.
 - (f) Notification of willingness to comply with the constitution, rules and decisions made by the Management committee of the association.
 - (g) A copy of its constitution.
- b) MEMBERSHIP / ORDINARY : Any individual member may register upon approval of the management committee.

4. SUBSCRIPTIONS: (a) All subscriptions must be forwarded within such time as fixed by the Annual General Meeting to the Secretary or Treasurer, otherwise such Association, clubs, or teams will be considered un-financial and be automatically suspended until subscriptions are paid.
- (b) The annual subscription shall be \$20.00 or such other sum fixed by Annual General Meeting per each Association, club or team, provided however any Association, club or team may apply for a reduction of the subscription payable by it on grounds of hardship.
- (c) The above listed sums shall be subject to review at the Annual General Meeting or Management Committee of the Association.

5. OFFICIALS : (a) Election of Officials shall take place annually at the Annual General Meeting provided any casual vacancy shall be filled by the Management Committee, and all officials shall continue to hold office until a fresh election at the Annual General Meeting.
- (b) In the event of there being various persons nominated for the same post, the election shall be by ballot.
- (c) The Officers shall comprise:-
1. Patron
 2. President
 3. Vice-Presidents
 4. Chairman
 5. Secretary
 6. Treasurer
 7. Auditor
 8. Assistant Secretaries (if required)
 9. Assistant Treasurers (if required)
 10. Press Officer (if required)

6. MANAGEMENT : (a) The affairs of the Association shall be controlled by a Management Committee. This Committee shall consist of Officials and one delegate from each affiliated body.
- (b) The Management Committee shall have the power to:-
1. Appoint such Committees or sub-committees as are deemed necessary.
 2. Control Association finances.
 3. Authorise Tournament, Competitions, Exhibition and Matches.
 4. Choose players to represent Fiji in the South Pacific Games or in any other tournament either in Fiji or elsewhere.

- (b) 5. Penalise Associations, clubs, teams or individual players for infraction of the Constitution and/or rules.
- (c) A Quorum shall consist of one third of the elected and/or nominated Management Committee Members.
- (d) The decisions of the Management Committee shall be binding on all affiliated Association clubs, teams or individual players in matters appertaining to the Association.
- (e) The Management Committee shall meet whenever necessary or practicable, or at any time when an Inter-District tournament is being held, and shall hold at least one meeting every three months.
- (f) The Management Committee shall have the power to co-opt.
- (g) Appoint officials whenever any casual vacancy arises.
- (h) Amend the Constitution in cases of necessity or where expedient, such amendment to be confirmed by the next Annual General Meeting.
- (i) Appoint two delegates to F.A.S.A.

7. ANNUAL GENERAL MEETING

- (a) The Annual General Meeting of the Association shall be held during the first fortnight in March or when Committee directs.
- (b) Notice of such Annual General Meeting shall be rendered to every affiliated body in writing fourteen days prior to such meeting.
- (c) Notification of the Annual General Meeting shall be inserted in the "Fiji Times" at least three days prior to such meeting.
- (d) The routine of business at the Annual General Meeting shall be as follows:-
 - 1. Minutes of previous Annual General Meeting.
 - 2. Secretary's Report
 - 3. Statement of Accounts accompanied by duly audited Balance Sheet.
 - 4. Election of Officers.
 - 5. Amendments to Constitution.
 - 6. Any other business.
- (e) One-third of affiliated bodies being represented shall form a quorum.
- (f) Each body shall be entitled to send two delegates to the Annual General Meeting and shall be entitled to attend by proxies.

8. SPECIAL GENERAL: (a) A Special General Meeting may be called by the Management Committee on receipt of a petition signed by two affiliated bodies.
- (b) Any petition submitted must contain a statement of affairs requiring immediate attention and only the matters thus submitted shall be discussed at a Special General Meeting.
- (c) Notice in writing of such a Special General Meeting must be submitted to all affiliated bodies at least eight days prior to the day appointed for it to be held and shall state time, place of meeting and specific business to be dealt with.
9. TROPHIES : Such trophies shall be played for each season as the Management Committee shall from time to time decide.
10. SEASON : The table tennis season shall commence on a date decided by the Management Committee at the first meeting following the Annual General Meeting.
11. WINDING UP : In the event of the Association winding-up, all its assets shall be donated to charity as designated by the Management Committee.
12. CHAIRMAN : The chairman's duties shall be as under:-
- (a) To be present at all Association Meetings and ensure all Association rules are adhered to.
- (b) To be a co-signatory with the Secretary and/or Treasurer of Association funds.
- (c) In the absence of Chairman, a Vice-President shall act as Chairman.
13. SECRETARY : The Secretary's duties shall be as under;-
- (a) To be present at all Association Meetings.
- (b) To record minutes of Association Meetings and read same at following association meetings.
- (c) To convene Management Committee meetings.
- (d) Ensure the Annual General Meeting is convened as specified in Clause 7 paragraphs (a), (b) and (c).
- (e) Draft Annual Report and submit same at the Annual General Meeting.
- (f) Maintain Register of association, clubs, teams and ordinary members.
- (g) Ensure notification is sent to Officers duly elected at the Annual General Meeting.

- (h) In the event of a Special General Meeting being called, to carry out provision as specified in Clause 8 Paragraph (c).
- (i) To be co-signatory with the Chairman and/or Treasurer of the Association funds.
- (j) Carry out directions given by the Management Committee.
- (k) To delegate any of the aforesaid powers to any Assistant Secretary.

14. TREASURER : The Treasurer's duties shall be as under:-
- (a) To be present at all Association meetings.
 - (b) To receive all monies for and on behalf of the Association, and issue receipts as necessary.
 - (c) To pay all such monies into a Bank as determined by the Management Committee.
 - (d) To pay all accounts as directed by the Management Committee.
 - (e) Prepare the Annual Statement Income and Expenditure and Balance Sheet and present same at the Annual General Meeting.
 - (f) To be co-signatory with the Secretary and/or Chairman of Association funds.

15. ASSISTANT SECRETARY : The Assistant Secretary's duties shall be as under:-
- (a) To carry out any of the duties of the Secretary.
 - (b) To obey all lawful directions of the Secretary in respect of any duties to be carried out by the Secretary.

16. ASSISTANT TREASURER : The duties of the Assistant Treasurer shall be as under:-
- (a) To carry out any of the duties of the Treasurer.
 - (b) To obey all lawful directions of the Treasurer in respect of any duty to be carried out by the Treasurer.

17. AUDITOR : The Auditor's duties shall be as under:-
- (a) To audit all books of account of the Association and Annual Statements of

- 0 -

Income and Expenditure and Balance Sheet
prepared by the Treasurer.

18. FINANCIAL YEAR: The Financial year of the Association shall be deemed closed as at the 31st day of December of each and every year or at such time as directed by the Management Committee.
19. LIFE MEMBERS : Life members shall be appointed at an Annual General Meeting and shall have the powers equivalent to a member of the Management Committee.
20. AFFILIATION WITH I.T.T.F.: The Association shall affiliate with the International Table tennis Federation when the Management Committee decides.
21. AFFILIATION WITH OCEANIA : The Association shall be bona fide member to Oceania Table Tennis Federation.
22. AFFILIATION WITH F.A.S.A.: The Association shall affiliate with the Fiji Amateur Sports Association.
23. SERVICES OF NOTICES : Any notice shall be deemed to be served on the Association if delivered to the Secretary.

S.K. MURTI
PRESIDENT/CHAIRMAN

sgd: STEPHEN SANG
SECRETARY

OTHER MEMBER