

CONSTITUTION
OF
THE NATIONAL ASSOCIATION
OF
PHYSICAL EDUCATION
AND
SPORTS

— Published By —

Hon. Gen. Secretary of the Association
C/o H. V. P. Mandal, Amravati,

National Association of Physical Education and Sports

Article 1 : Name : The name of the association will be the " NATIONAL ASSOCIATION OF PHYSICAL EDUCATION AND SPORTS ".

Article 2 : Jurisdiction and Headquarters : The territory under the jurisdiction of the association shall be the Indian Union and its headquarters shall be any place as may be decided by the executive committee.

Article 3 : Official year of the association shall be from 1st April of the year to 31st March of the following year.

Article 4 : Aims and Objectives : The objective of the association is to render effective service to the youth and the people of the country by promoting health, physical education and sports programmes through its affiliated units, institutions and qualified individuals.

The objectives of the association are :

1. To achieve maximum coverage of the students / youth under its programmes.
2. To achieve quality improvement of the participants.
3. To secure proper status for physical education and sports in the pattern of education.
4. To encourage utility and publicity literature in the field of health, physical education and sports through preparation of reference books, magazines, leaflets and the like.
5. To suggest improvements in professional courses.
6. To popularise the programmes of health, physical education and sports through mass media.
7. To organize conferences, workshops, refresher courses, orientation courses etc. for updating the knowledge of its members and others working in this field for improving their professional ability and skill.

8. To attend to the problems of physical education and sports teachers in respect of their status, pay-scales, promotion and other requirements for effective organization of the programme.
9. To collect data regarding physical education and sports from all parts of the country.
10. To publish annual souvenir and issue pamphlets, leaflets etc. for wide publicity.
11. To do any such act as may be necessary to promote health, physical education and sports amongst the youth and the people of the country.

Functions and Duties :

Article 5 :

1. To take all such steps as may be necessary to achieve the objects of the association
2. To lay down rules and regulations for the affiliation with the association.
3. To collect, receive and acquire grants, funds, donations, contributions, trophies, shields, awards and other properties movable and immovable on behalf of the association.
4. To levy affiliation and other fees to its members for its proper working.
5. To arrange representation of the association in international bodies and their meetings.
6. To arrange conferences, meetings, workshops, refresher courses, etc. in co-operation with Government both at the centre and the states, universities and U. G. C. and other organizations.
7. To take all steps as may be necessary within the scope of the aims and objectives of the association.
8. To take disciplinary action against the members and their office-bearers as and where necessary.

Article 6 : Affiliation : The association, if found necessary shall affiliate with the international organization for physical education, sports and games and the educational organizations on conditions mutually agreeable.

Article 7 : Membership : The association shall consist of founder members, life members, state / regional members, universities, colleges, schools, sports bodies and individual teachers qualified as physical educationists and sports coaches.

1. Founder Members : The members of the adhoc Executive Council will be the founder Members provided they pay Rs. 500/- each.

2. Life Members : Persons interested in development of sports and games shall be accepted as life members of the association subject to the approval of General Council on payment of Rs. 500/- (and in consideration of their eminence in the field of sports and or devoted service for the promotion of sports and games). They shall enjoy all the privileges of membership and shall have the right to attend and vote at all meetings of the General Council of the association.

3. State Members : Each State or Union Territory or established state organization for the promotion of physical education, sports and games shall be eligible for membership of the association. Any other organization of the all India status catering physical education, sports and games shall nominate representatives on the General Council.

4. Any regional association with affiliated units of three or more districts or institutions from such districts shall also be considered eligible for membership of the association.

5. Colleges of physical education shall be eligible for membership.

6. Universities and affiliated colleges can also be members of the association.

7. Educational/Sports institutions can also be members of the association.

8. Individual members interested and concerned with promotion of physical education and sports can become members provided they are qualified.

9. Outstanding persons in the field of health, physical education and sports may be conferred by the General Council as members of the Association.

Article 8 : Annual fees : The following annual fees for different categories of membership are prescribed :

1. Founder Member	—	Rs. 100/- at entry & Rs. 400/- in four instalments.
2. Life Member	—	Rs. 500/-
3. State bodies	—	Rs. 100/- per year
4. Regional bodies	—	Rs. 50/- per year.
5. Universities	—	Rs. 50/- per year.
6. Colleges / Schools / Institutions	—	Rs. 50/- per year
7. Individual members	—	Rs. 30/- per year

The right to grant membership to any institution or individual is reserved by the General Council of the association.

Article 9 : General : The application for membership shall be submitted in the prescribed form with the required fees

Article 10 : The general body of the Association shall consist of institutional members as well as individual members. The members of the body shall have the right to attend annual conference, work shops etc. and can participate in the discussions. They will also be eligible to receive annual bulletin report free of cost. Suggestions from the members of this body will be given due consideration by the National Association for such action as may be deemed fit.

Article 11 : General Council : There shall be a General Council of the association consisting of the following :

1. Three representatives from each state unit.
2. One representative from each regional association
3. Two representatives from each of the :
 - a. Universities
 - b. One from college of physical education or
 - c. One from other institutions.

4. Individual members - There shall be a minimum of five members to be elected by their respective state members on the General Council. If the individual members of a state exceed hundred, one additional member for each group of hundred persons or a fraction of there shall be elected on the General Council.

5. The president may invite one representative from each of the all India organizations concered with health, physical education and sports.

6. The General Council will be elected from amongst the members present at the annual conference.

Article 12 : Executive Committee : The executive committee shall consist of the following members to be elected by the General Council.

1. One representative of each state unit.
2. Two representatives from amongst the representatives of regional associations in the country.
3. Three representatives from the college of physical education in the country.
4. Two representatives from the universities.
5. Two representatives from other colleges and educational institutions.
6. Five representatives from amongst founder members. In addition the executive committee may co-opt upto five members.

Article 13 : The association shall have the following office-bearers, who will be elected by the executive committee from amongst the members of the executive committee.

a. President — — — — —	1
b. Vice President (1 from each Zone) — — —	5
c. General Secretary — — — — —	1
d. Regional Secretaries (1 from each zone) —	5
e. Hon. Treasurer — — — — —	1
f. State liaison (for each state) — — — — —	1

Article 14 : Power and functions of the General Council :-

1. The General Council shall be the controlling body of the association. All authority shall vest in it. The General Council shall have the authority to delegate and vest it's own authority to president and/or executive committee, subject to ratification by the General Council.

2. Affiliation granted, suspended or rejected by the executive committee is subject to the ratification of the Council.

3. The General Council shall meet at least once in a year. The duties of the General Council shall be to formulate the policies of the association and the principles on which this shall be carried out. It shall pass the budget for each year prepared by the treasurer and approved by the executive council.

4. To appoint sub-committees or individual for any specific assignment in the discharge of it's duties.

5. It shall consider the audited statement of account and the annual report of each year and offer it's suggestions wherever necessary for guidance of the Executive Committee.

Article 15 : The Executive Committee shall meet atleast twice in a year. The term of the Executive Council shall be for four years. Office bearers shall be eligible to seek re-election as such after the expiry of a term of four years provided that in the event of the election for the second term for President, Hon. Secretary and Hon. Treasurer one shall be deemed to have been elected only if he/she secures not less than two third majority of the votes of the members present

at the meeting. The persons holding the office of President, Hon. Secretary and Hon. Treasurer continuously for two terms i.e. eight years shall not be eligible to seek re-election for any post of office bearers as such for the third term.

Duties and Powers of the Executive Committee :

1. To carry out the policies, decisions, resolutions, and directives of the Council and their committees and sub-committees.

2. To conduct and administer the day to day work of the Association.

3. To exercise the authority of the Association, in discharging the function of the General Council according to the rules and regulations.

4. To admit members as per the rules laid down in the constitution of the Association.

5. To frame and suggest to General Council, add or alter or repeal rules and sub clauses of rules consistent with the objects of the association for carrying out all its objectives.

6. To extend time for payment or remit partially the subscription of any member, if considered reasonable.

7. To disburse, invest and control all funds and properties of the Association, with the consent of the General body.

8. To impose penalties, suspend, expel, and take disciplinary action against any member violating the constitutional rules, bye-laws or decisions of the executive council or for any other reasons whatsoever which may be deemed to be sufficient, which shall be subject to appeal to the General Council.

9. To take such steps as may be necessary for the exercise of any of its powers or for the discharge of any of its duties.

10. To fill up any vacancy arising among either office-bearers or members of the Executive Committee by nomination for the remaining term of the Executive Committee.

11. Interpret the constitution, rules and bye laws of the Association, and decide matters not included there in.

12. Appoint Asstt. Secre. and select person for co-option on the Executive Committee.

13. The President shall have the right to exercise any power vested in the Executive Committee, which shall be ratified by the Executive Committee.

Article 16 : Power and duties of Office Bearers :

1. President :

A. The President of the Association shall be the Chief Administrator and shall be responsible for giving proper effect to its constitution and subject to the approval of the Executive Committee, shall exercise a control over the affairs of the Association. He shall be the Ex-officio Chairman of the Executive Committee and shall preside over all meetings and in his absence one of the vice-presidents shall preside and in their absence the meeting shall elect its own Chairman.

The Chairman of meeting will have a casting vote.

B. The President shall have the right to exercise any power vested in the Executive Committee.

C. The President shall be empowered to appoint an advisory Council consisting of not more than five to seven members in the discharge of his duties. These members shall not have any voting rights.

2. Honorary General Secretary :

1. To look after the welfare and day to day administrative work of the Association and the affairs in accordance with the rules, regulation, bye-laws and direction of the president, the Executive Council and the General Council.

2. To carry out all correspondence on behalf of the Association and the President.

3. To call all meetings and prepare and compile agenda for such meeting in consultation with President.

4. To maintain proper records, papers, up to date records, documents, registers and property of the association and preserve them.

5. To record and maintain the minutes of all meetings and circulate the same within thirty days.

6. To give effect to all resolutions of the Executive Council and the General Council.

7. To carry out all duties as may be entrusted to him under the constitution, rules and regulations of the association.

8. To prepare annual reports of the activities of the association and present same to the General Body after approval by Executive Committee.

9. To call for any paper and information from affiliated units and other office-bearers of the association necessary for the disposal of any matter and perform such other duties as may be prescribed by the constitution, rules, regulations, subsidiary rules of the association.

10. He shall have power to call meeting of the Executive Committee and of sub-committee in accordance with the decision of the councilor under instruction from the president as laid down under the rules and to generally co-ordinate activities of all other wings of the association.

11. He may be allowed to keep an imprest cash not exceeding Rs. 500/- to incur urgent expenses.

12. He will function under the direction of the Executive Committee and the President.

13. The Honorary General Secretary can appoint Honorary Joint Secretary locally to assist him in the discharge of his duties.

3 Regional Secretaries :

1. They will carry out all the directives given by the President / Hon. General Secretary in the light of the policies laid down by the General Council.

- II. Collect all information regarding physical education and sports from institutions in their zones.
- III. Maintain proper liaison with Govt. Officers, public workers, institutions, sports bodies and other concerned agencies.
- IV. In consultation with the President, appoint suitable liaison officers for States/Union Territories in their zones who can assist him in the work of enrolling members, collecting information and co-ordinate activities in the field.
- V. Carry out any other assignments as may be necessary in the promotion of physical education and sports.

4. State Liaison Officer :

They will pass on circulars and other informations received from the regional officers. They will assist them in enrolling members, collecting informations and co-ordinating activities in the fields. They will carry out any assignments received for above in the interest of promotion of physical education and sports.

5. Honorary Treasurer :

The Honorary Treasurer shall, subject to general control and direction of the Executive Committee be responsible for :

1. Receive all moneys, membership fees, contributions, grants, donations etc. from its affiliated units, individuals, members and deposit the same with scheduled National Bank approved by the Executive Committee, issue receipts as and when required and maintain proper accounts. All funds thus received should be credited in to the bank accounts of the association within 7 days from the date of receipt of money.
2. Have charge of all funds of association.
3. Will operate accounts of the association with the consent and signature of the president.

4. Withdraw money from time to time as may be approved by the Executive Committee and/or sanctioned by the President.

5. Inform the Executive Committee of the association of the financial position of the association at its every meeting.

6. All the accounts of the association shall be duly audited.

7. Prepare annual budget of the association for the consideration of the Executive Committee and approval by General Council.

8. Present duly audited statement of account of the association at the annual General Council meeting of the association, with the approval of the Executive Committee.

Article 17 :

President, Secretary and Treasurer will be the Ex-Officio members of all the Sub-Committees.

Article 18 : Meetings of General Council :

1. The ordinary meeting of the General Council shall be held once in a year. Such a meeting should be held at the time of Annual Conferences / Seminars. The meeting will transact the following items of business :

1. Confirmation of the minutes of the last General Meeting.
2. Approval of audited statement of accounts.
3. Approval of annual report.
4. Approval of the budget for each year.
5. Election of office bearers and members of the Executive Council.
6. Appointments of the auditors - Chartered Accountants.

7. Consideration of the amendments to the constitution if any.
8. Any other business for which 15 days notice has been given.
2. Notices pecifying the date, time and place and giving the agenda, of the meeting shall be sent by the Honorary Secretary to all members of the General Council at least 30 days before the date of the meeting.
3. Extra-ordinary or special meeting of the General Council and/or shall be summoned by the Honorary Secretary upon requisition in writing from simple majority of the members of specifying the nature of the business to be transacted.
4. In case of urgency, the Executive Council shall have the power to authorise the Honorary Secretary to call a special meeting of the General Council to consider any urgent business.
5. Notice of meeting of the Executive Committee with the agenda shall be sent by the Honorary Secretary at least 15 days before the date of meeting specifying the date, time and place thereof. In case of emergency 10 days notice will be sufficient for the Executive Council and 30 days for the General Council meetings.
6. If, for any reason, what so ever, the Honorary Secretary fails to call any meeting of the General Council and of the Executive Committee within two (2) months of the date of requisition by simple majority the requisitionists themselves shall have the right to call such a meeting on proper notice at the official headquarter of the association and take appropriate decisions which shall be binding on the Executive Committee and the General Council.

Article 19 : QUORUM

1. One third of the total members shall form the quorum in General Council and Executive

Committee meetings and other Committees or sub-committees.

2. If a meeting is adjourned for want of quorum, the adjourned meeting shall be held at the same place with the same agenda on the following day. There shall be no necessity of the prescribed quorum for such a adjourned meeting.

Article 20 : AMENDMENTS :

No amendment shall be made to the constitution except at the annual General Council meeting or special General Council meeting of the association for which 30 days notice has been given by the Secretary and adopted by 2/3rd of the members of members present.

Article 21 VOTES

Votes for election will be taken in the meeting of the General body Council either by the show of hands or by ballot, and decision shall be taken on the basis of simple majority. If a member contests election second time 2/3rd majority will be necessary.

Article 22 : TRAVELLING ALLOWANCE

Members of the General Council of the association who represent various states or centrally sponsored areas should draw their TA & DA from their respective units as per rules in force in their respective states or areas for attending meeting of the General Council, Executive Committee or Special Committee. Any technical committee shall be eligible for TA & DA from the funds of the association for such specific assignments as may be entrusted to them provided he is unable to draw TA & DA from any source. The rates of TA & DA shall be framed by the Executive Committee of the association and members eligible for TA & DA from the association should be required to submit their claims in the form to be prescribed by the Executive Council. Such claims should be sanctioned by the president before releasing the amount of

TA & DA by the honorary treasurer to the member concerned. The Executive Committee member shall be eligible for TA etc. from the funds of the association subject to availability of funds and his inability to get the TA from any other source.

Article 23 : In all matters which have not been specially referred to herein for the decision of the Executive Committee of the association shall be final and binding. The interpretation of any article of the constitution, rules etc. by the executive shall be final.

