



**ASIAN BOWLING FEDERATION**

**INTERNATIONAL BOWLING  
FEDERATION**

CONSTITUTION

January 2021

## Table of Contents

<b>Title</b>		<b>Page</b>
<b>Asian Bowling Federation Executive Committee – 2020 - 2024</b>		<b>3</b>
<b>Office and Correspondence Address</b>		<b>3</b>
<b>Members of the Asian Bowling Federation</b>		<b>4-5</b>
<b>Chapter 1 : Constitution</b>		
<b>Article</b>	<b>Title</b>	<b>Page</b>
I	Name and Office	6
II	Interpretations	6-7
III	Objectives and Official Language	7
IV	Membership	7-8
V	Organizational Structure – Legislative Authority - Representation	8-9
VI	General Assembly	9-12
VII	Executive Committee	12-15
VIII	Duties of Office Bearers	15-16
IX	Finance and Auditing	17
X	Members Obligations	18
XI	Sanctioning of International Tournaments	18-20
XII	Dissolution	20
XIII	Service of Notices	20-21
<b>Chapter 2 – Federation Championships</b>		
2.1	Application to Host	22
2.2	Information Required	22
2.3	Financial Commitment	22
2.4	Official Delegation	22-23

2.5	Registration Fee	23
2.6	Federation Expenses	23
2.7	Withdrawal as Host	23-24

**ASIAN BOWLING FEDERATION  
EXECUTIVE COMMITTEE  
2020 - 2024**

PRESIDENT: HRH SHEIKH TALAL MOHAMMAD AL-SABAH

VICE-PRESIDENTS: MR. CHOI JANG-KYU ( FAR EAST )  
MRS. SUWALAI SATRULEE ( SOUTH EAST )  
HRH ABDULHAKIM AL SAUD ( WESTERN )

EXECUTIVE COMMITTEE MEMBERS: MR. BANDAR AL-SHAFI  
MR. MA CHI-SENG  
MR. MAKHMUT ISKHAKOV  
MR. KANNAN RAMACHANDRAN  
MR. STEVE ROBLES

HON. SECRETARY GENERAL: MS. EMBA LEUNG

HON. AUDITOR: MR. WINSTON CHAN

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## **MEMBERS OF THE ASIAN BOWLING FEDERATION**

- |     |             |   |
|-----|-------------|---|
| 1.  | AFGHANISTAN | AFGHANISTAN BOWLING FEDERATION                    |
| 2.  | BAHRAIN:    | BAHRAIN BOWLING ASSOCIATION                       |
| 3.  | BRUNEI:     | NEGARA BRUNEI DARUSSALAM TENPIN BOWLING CONGRESS  |
| 4.  | CHINA:      | CHINESE BOWLING ASSOCIATION                       |
| 5.  | DPR KOREA:  | DPR KOREA BOWLING ASSOCIATION                     |
| 6.  | HONG KONG:  | HONG KONG TENPIN BOWLING CONGRESS                 |
| 7.  | INDIA:      | TENPIN BOWLING FEDERATION (INDIA)                 |
| 8.  | INDONESIA:  | PERSATUAN BOLING INDONESIA                        |
| 9.  | IRAN:       | BOWLING, BILLIARD & BOULES FEDERATION OF I.R.IRAN |
| 10. | IRAQ:       | IRAQI BOWLING FEDERATION                          |
| 11. | JAPAN:      | JAPAN BOWLING CONGRESS                            |
| 12. | JORDAN:     | JORDAN BOWLING FEDERATION                         |
| 13. | KAZAKHSTAN: | KAZAKHSTAN PIN SPORT FEDERATION                   |
| 14. | KOREA:      | KOREA BOWLING ASSOCIATION                         |
| 15. | KUWAIT:     | KUWAIT BOWLING FEDERATION                         |
| 16. | MACAO:      | MACAO CHINA BOWLING ASSOCIATION                   |
| 17. | MALAYSIA:   | MALAYSIAN TENPIN BOWLING CONGRESS                 |
| 18. | MONGOLIA:   | MONGOLIAN BOWLING ASSOCIATION                     |
| 19. | NEPAL:      | NEPAL BOWLING ASSOCIATION                         |
| 20. | OMAN:       | OMAN BOWLING COMMITTEE                            |

- |     |                                   |   |
|-----|-----------------------------------|---|
| 21. | PAKISTAN                          | PAKISTAN TENPIN BOWLING FEDERATION                    |
| 22. | PHILIPPINES:                      | PHILIPPINE BOWLING FEDERATION                         |
| 23. | QATAR:                            | QATAR BOWLING FEDERATION                              |
| 24. | SAUDI ARABIA:                     | SAUDI BOWLING FEDERATION                              |
| 25. | SINGAPORE:                        | SINGAPORE BOWLING FEDERATION                          |
| 26. | SYRIA:                            | SYRIAN ARAB BILLIARDS SPORT AND<br>BOWLING FEDERATION |
| 27. | CHINESE TAIPEI:                   | CHINESE TAIPEI BOWLING ASSOCIATION                    |
| 28. | THAILAND:                         | THAI TENPIN BOWLING ASSOCIATION                       |
| 29. | TURKMENISTAN:                     | TURKMENISTAN BOWLING FEDERATION                       |
| 30. | UNITED ARAB EMIRATES:             | EMIRATES BOWLING FEDERATION                           |
| 31. | UZBEKISTAN:                       | UZBEKISTAN PIN SPORT FEDERATION                       |
| 32. | VIETNAM:                          | VIETNAM BOWLING FEDERATION                            |
| 33. | CAMBODIA:<br>(Provisional member) | CAMBODIA BOWLING FEDERATION                           |

## CHAPTER 1

### ASIAN BOWLING FEDERATION CONSTITUTION

This Constitution is the Constitution for the federations granted membership in International Bowling Federation (IBF) united together as an international sporting organization known as the Asian Bowling Federation in the geographical area covered by the Asian Zone.

#### ARTICLE I

##### NAME AND OFFICE

The organization shall be known as the **Asian Bowling Federation**. The office and all records of the Asian Bowling Federation shall be situated in the country in which the President resides or in a place as agreed to by the Executive Committee.

#### ARTICLE II

##### INTERPRETATIONS

Words importing the singular number shall include the plural number.

Words importing the plural number shall include the singular number.

Words importing the masculine gender shall include the feminine gender.

Words importing the feminine gender shall include the masculine gender.

"**Asian Bowling Federation**" means the international governing body of the sport of tenpin bowling comprising an association of member federations granted membership in the International Bowling Federation (IBF) which replaced World Bowling united together as an international sporting organization in the geographical area covered by the Asian Zone, the boundaries of which are defined by International Bowling Federation.

"**Asian Zone**" means the geographical area the boundaries of which are defined by IBF.

"**bowling**" means the participant sport known as tenpin bowling.

"**bowler**" means anyone who plays bowling.

"**congress or association or federation**" means the national federation controlling competitive bowling within a given country.

"**delegate**" means a person authorized by a member federation to be its representative at any General Assembly.

"**Executive Committee**" means the board of management whose members are elected by the General Assembly or appointed in accordance with the terms of this Constitution.

"**Federation**" shall have the same meaning as Asian Bowling Federation.

"**IBF**" and "International Bowling Federation" means the International Bowling Federation which is recognized and accepted as the world governing body of bowling sports (Ninepin, Tenpin and Para Bowling) and for the purpose of this Constitution tenpin bowling.

"**General Assembly**" means the supreme governing body determining policies of the Asian Bowling Federation and consists of delegates of member federations and the Executive Committee gathered together at a duly convened meeting.

**"member federation"** means a national controlling body of bowling (an association, congress or federation) which has been granted membership in the IBF and has been accepted as a member of the Asian Bowling Federation by the General Assembly of the Asian Bowling Federation.

**"non-member entity"** means any entity/organization that is not a member federation

**"Zone"** or **"Zones"** means one or more of the Asian, American, European, African and Oceania region, the boundaries of which are defined by IBF.

## **ARTICLE III**

### **OBJECTIVES AND OFFICIAL LANGUAGE**

The official language at all General Assemblies and Executive Committee Meetings shall be English.

The objectives of the Asian Bowling Federation shall be:

To advance the aims of IBF

To foster interest in tenpin bowling as a sport

To generate international friendship and goodwill amongst the member federations

To promote, organize and conduct the Asian Tenpin Bowling Championships and Asian Youth Tenpin Bowling Championships every two years and the Asian Junior Tenpin Bowling Championships every year or as otherwise decided by the General Assembly and to establish standard rules and procedures which shall govern all phases of the day-to-day operation of those championships

To grant official sanction or moral support for any international tournament, which are to be held within the countries covered by the Asian Zone provided the tournament rules are acceptable.

## **ARTICLE IV**

### **MEMBERSHIP**

1. Membership in the Asian Bowling Federation is opened to any eligible national bowling federation, regardless of race or religion.  
Eligibility shall be limited to only one federation from each country/territory.
2. Admission of new members shall be in accordance with the rules of the IBF but the final decision to admit a new member shall rest with the General Assembly of the Asian Bowling Federation.
3. Full membership in the organization can be conferred by the Asian Bowling Federation General Assembly or by a simple majority postal ballot obtained by the President from amongst members.
4. All applications for membership shall be in accordance with the following procedures:
  - (a) The applicant federation must first apply to the IBF in writing as required by its rule
  - (b) Following IBF General Meeting's approval, the President shall then decide whether the application shall be dealt with by the General Assembly when in session or by means of the postal ballot as outline in paragraph 3 above.



## **ARTICLE V**

### **ORGANIZATIONAL STRUCTURE, LEGISLATIVE AUTHORITY AND REPRESENTATION**

#### **1. ORGANIZATIONAL STRUCTURE**

The Asian Bowling Federation shall consist of:

- (a) The General Assembly
- (b) An Executive Committee

#### **2. GENERAL ASSEMBLY – LEGISLATIVE AUTHORITY**

- (a) The General Assembly has complete and final authority with respect to any legislation or any matter affecting or likely to affect the Asian Bowling Federation and member federations and may amend, rescind, reinstate or ratify any by-laws adopted, amended or rescinded by the Executive Committee.
- (b) Decisions of the General Assembly shall be final and binding on the Executive Committee and all member federations and their delegates except, and only in those instances where it is established that the decision taken was unconstitutional.
- (c) The authority of the General Assembly does not extend to the internal affairs of any member federation.

#### **3. MEMBER FEDERATION REPRESENTATION – VOTING RIGHT – DELEGATES AND THE EXECUTIVE COMMITTEE**

- (a) Member federations shall be represented at any General Assembly by delegate/s who shall have the right to participate in the proceedings.
- (b) Each member federation shall have one voting delegate who shall retain delegate status until the next General Assembly or until his successor is appointed by his respective federation.
- (c) Member federations may designate two additional delegates who shall be entitled to enter into discussion on any of all matters being dealt with by the General Assembly, but these additional delegates shall not be entitled to vote.
- (d) Member federations may designate a maximum of two observers who shall be without voice or vote.
- (e) Voting at each General Assembly shall be on the basis of one vote per federation. Where a tie in voting exists, the President or Chairman may call for a recount or exercise his casting vote, except for the election of office bearers.
- (f) No delegate, whether under Article V, rules 3(b), 3(c) or 3(d) herein, from a member federation whose membership of the Asian Bowling Federation has been suspended or terminated may attend any General Assembly unless and until such member federation's membership has been reinstated.

#### **4. NOMINATIONS**

- (a) All incumbent officers who intend to run for re-election shall so advise the Hon. Secretary General of his/her interest at least 3 months before an elective General Assembly.
- (b) All other nominations shall be submitted to the Hon. Secretary General at least two months before the General Assembly.
- (c) All incumbent and other nominations will then be reported to the member federations one month before the General Assembly.
- (d) If nominations are received pursuant to the above process, no additional nominations from the floor will be accepted at the General Assembly.
- (e) If no nominations are received pursuant to the above process, then nomination from the floor will be accepted.
- (f) All candidates must be members of and authorized by their respective federation to be eligible for election.

## **ARTICLE VI**

### **GENERAL ASSEMBLY**

1. The General Assembly of the Asian Bowling Federation shall be held once every two years and to coincide with the Asian Championships or as otherwise provided for herein.
  - (a) When called for by the General Assembly
  - (b) When called for by the President
  - (c) When called for by the Executive Committee
  - (d) When called for by the President on receipt of a written request from at least five member federations

When one of the above occurs, the President shall give at least three months notice of such proposed Assembly.

2. **DECIDING THE HOST FEDERATION AND SETTING OF THE DATE**

The host federation and the timing for regular General Assembly shall be determined at the preceding General Assembly by the delegates entitled to vote at that time.

3. **NOTICE OF INTENTION TO CONVENE GENERAL ASSEMBLY**

The President shall issue written notice of his intention to convene a General Assembly at least 90 days in advance of the agreed time.

4. **NOTICE OF ARRANGEMENTS FOR GENERAL ASSEMBLY**

Such notice shall specify the date, time and place of the Assembly and shall include all the necessary information required to ensure that the delegates are properly informed on all details relating to the proposed General Assembly.

5. **NOTICE OF INTENTION TO ATTEND**

Upon receipt of the notice of the proposed Assembly, all member federations are urged, within 30 days to notify the President in writing of their intention or inability to attend.

6. PROPOSAL OR AGENDA ITEMS

Any proposals or notice of motion which have to be dealt with by the Assembly must, unless put forward by the Executive Committee, be submitted to the President at the same time as the intention to attend i.e. 60 days prior to the Meeting. The President may accept any such proposal or notice of motion put forward by the Executive Committee at any time prior to distribution of the Agenda for the General Assembly.

7. PREPARATION AND DISTRIBUTION OF THE AGENDA

The President shall then prepare an Agenda for distribution to the member federations, which shall be in the hands of the delegates entitled to receive such agenda at least 30 days prior to the date of the Assembly.

8. PROPOSALS FOR WHICH DUE NOTICE HAS NOT BEEN GIVEN

All proposals for which due notice has not been given and which do not affect this Constitution may be discussed by the Assembly but no vote shall be taken except and only as follows:

- (a) If the Assembly by simple majority vote deems a matter to be of sufficient urgency, it may then be placed on the agenda to be duly dealt with.
- (b) Any such motion must then be carried by a 2/3 majority of the votes recorded in respect of same before a resolution can be considered to have been carried.

9. AMENDMENTS TO THE CONSTITUTION WITHOUT NOTICE

All proposals brought to the attention of the General Assembly which if carried, would amend this Constitution and of which due notice has not been given shall be dealt with in the same manner as prescribed in the preceding paragraph 8 except that no amendment shall be considered to have been adopted unless it is carried by 4/5th majority vote.

10. PROXY VOTES

A member federation, which cannot be represented at the General Assembly, may give its proxy to another member federation but no federation shall be entitled to hold and cast more than one proxy vote.

11. PROXIES MUST BE VALIDATED

A written proxy authority must be presented to the President for validation in the presence of the General Assembly before the right of proxy can be exercised. A proxy must be on the letterhead paper of the member federation giving the proxy and signed by an authorized person of that member federation.

12. QUORUM AT GENERAL ASSEMBLY

A quorum for any Assembly shall be 50% of those entitled to vote and the count shall include those represented by proxies.

13. PROPOSALS – MAJORITY VOTE SUFFICIENT

Proposals for which due notice has been given and which do not affect this Constitution shall be carried by a simple majority vote.

14. CONSTITUTION AMENDMENTS – REQUIRED MAJORITY

Proposals for which due notice has been given which affect this Constitution shall be carried by a 2/3 majority votes. All amendments once adopted by the General Assembly will become effective immediately.

15. GENERAL ASSEMBLY AGENDA

The Agenda for a biennial General Assembly shall include the following:

- (a) Roll Call and Regrets
- (b) Validation of Proxies and Determination of Voting Rights
- (c) To adopt minutes of the previous General Assembly and to deal with matters arising therefrom
- (d) Report of the President and questions arising therefrom
- (e) Financial report, Auditor's report, and questions arising therefrom
- (f) To deal with applications for membership
- (g) To determine membership fee
- (h) Election of President, three Vice-Presidents (one from each Region), five members of the Executive Committee and the Hon. Auditor, every four years
- (i) To appoint the host federation and fix the date for the next Asian Championships and/or Asian Youth Championship and General Assembly every two years
- (j) To consider and deal with motions of which due notice has been given
- (k) Any other matters

16. EMERGENCY – GENERAL ASSEMBLY

The Agenda for any Asian General Assembly other than the biennial General Assembly, shall be as follows:

- (a) Roll Call and Regrets
- (b) Validation of proxies and Determination of Voting Rights
- (c) President's interim report
- (d) To fill any vacancies which have occurred since the last General Assembly or confirm the action of the President with respect to the filling of any vacancies which occurred after the last General Assembly
- (e) To deal with applications for membership

- (f) To consider and deal with motions for which due notice has been given
- (g) Any other matters (to be dealt with in accordance with the provisions of Article VI paragraph 8)

## ARTICLE VII

### EXECUTIVE COMMITTEE

#### 1. EXECUTIVE COMMITTEE – NUMBER OF MEMBERS – POWERS – DUTIES – RESPONSIBILITIES – MEETINGS

- (a) The Executive Committee, shall consist of nine members which include the following:

President	-	Elected
Three Vice-Presidents	-	Elected
Five elected delegates of member federations		

(No two members of the Executive Committee shall be from the same national federation.)

Nominations for the President and Vice-Presidents should be received by the Hon. Secretary General 60 days prior to the General Assembly.

- (b) Where a member of the Executive Committee cannot attend a Committee Meeting, his place may be taken for that meeting by an alternate seconded by his national federation. When no alternate is available a proxy authority may be issued but no one Executive Committee member shall carry more than one proxy vote.
- (c) The Executive Committee shall meet once every two years immediately prior to a General Assembly unless it is considered necessary to convene before that time. A postal ballot may also be taken at the discretion of the President.
- (d) Members of the Executive Committee shall be members in their own national bowling federation and in order to remain a member of the Executive Committee; they shall have the continued support of their respective national federation. Should a notice of no confidence, suspension or expulsion be reported to the President, an Executive Committee meeting shall be convened and a vote taken to decide if he should continue in office.
- (e) In the event that a member federation's membership of the Asian Bowling Federation is suspended or terminated, any existing member of the Executive Committee or the Hon. Secretary General if a member of such member federation shall not continue in office. In addition, members of such member federation are no longer eligible to be elected to the Executive Committee or appointed as the Hon. Secretary General.

#### 2. EXECUTIVE COMMITTEE MEETINGS

- (a) NOTICE OF MEETING TO BE ISSUED

The President shall issue a written notice to all member federations and members of the Executive Committee signifying his intention to convene a meeting of the Executive Committee. Such notice must be given 90 days in advance of the proposed meeting date.

(b) NOTICE OF ARRANGEMENT FOR EXECUTIVE COMMITTEE MEETING

Such notice shall specify the date, time and place of the proposed Executive Committee Meeting and in addition it shall invite member federations to submit details of any proposals which they consider should appear on the Agenda to be dealt with by the Executive Committee.

(c) NOTICE OF INTENTION TO ATTEND

Upon receipt of the notice of meeting, all members of the Executive Committee are urged, within 30 days to notify the President of their intention to attend.

(d) PROPOSALS AND/OR AGENDA ITEMS

The details of any proposals, whether they arise from committee members or member federations, shall be forwarded to the President at least 60 days prior to the proposed date of the Executive Committee Meeting.

(e) PREPARATION AND DISTRIBUTION OF AGENDA

The President shall then prepare the Agenda for distribution to the Executive Committee Members, which shall be in their hands at least 30 days prior to the date of the proposed meeting.

(f) PROPOSALS OF WHICH DUE NOTICE HAS NOT BEEN GIVEN

Any proposals, which are tabled at the Executive Committee Meeting and for which due notice has not been given, shall be dealt with only after a simple majority decision to discuss the issue has been taken.

(g) QUORUM AT EXECUTIVE COMMITTEE MEETINGS

Quorum of five members physically present and ready to proceed shall be necessary to form a meeting of the Executive Committee.

(h) PROXIES

Voting by proxy shall be permitted at Executive Committee Meetings but only on matters for which due and proper notice has been given and which appear on the agenda. Proxies cannot be considered when the quorum count is being taken.

(i) EXECUTIVE COMMITTEE MEETING – ORDER OF BUSINESS

The agenda or regular order of business of Executive Committee Meeting shall be as follows:

1. Roll Call
2. Validation of proxies and determination of voting rights
3. Adoption of minutes of pervious Executive Committee Meeting and matters arising therefrom
4. Report of the President and questions arising therefrom
5. Financial report
6. To consider and deal with all nominations with respect to any vacancies which occurred following the immediate past General Assembly
7. Matters to be referred to the General Assembly
8. To deal with matters due notice of which has been given
9. To deal with other matters not appearing on the agenda

### 3. DUTIES AND RESPONSIBILITIES OF EXECUTIVE COMMITTEE

- (a) The Executive Committee shall manage the affairs of the Asian Bowling Federation when the General Assembly is not in session.
- (b) The Executive Committee shall take such action including the adoption, amendment or rescission of by-laws which may be required to clarify or determine matters of policy or procedure or any other matter not previously defined by the General Assembly or not fully covered in this Constitution provided that:
  - i. The question to be resolved must have to be resolved without “undue delay” and that the lack of suitable action would be detrimental to the best interest of the Federation.
  - ii. The Executive Committee shall use its own discretion to decide what is meant by “undue delay”.
  - iii. Written notice of any adoption, amendment or rescission of by-laws must be given to all member federations and such adoption, amendment or rescission shall bind each member federation upon their receipt of such notice given in accordance with the provisions herein. Notwithstanding the foregoing, the adoption, amendment or rescission of by-laws shall take effect upon the Executive Committee's adoption, amendment or rescission of the same.
- (c) The Executive Committee may fill vacancies, which occur between General Assemblies provided that all member federations are notified of the vacancy when it occurs and are given the opportunity to submit a nomination to fill a vacancy.
- (d) The appointment of any persons by the Executive Committee to fill any vacancy in circumstances, which differ from those prescribed herein shall be invalid.
- (e) No vacancies can be filled by the Executive Committee at any of its meetings which are scheduled to be held 90 days prior to a General Assembly.
- (f) The Executive Committee has the authority to hear and determine disputes between member federations, and between member federations and bowlers who are members of member federations, provided that the subject matter of the dispute

affects the Asian Bowling Federation. The rules and procedure applicable to the resolution of disputes by the Executive Committee shall be provided for in by-laws.

## **ARTICLE VIII**

### **DUTIES OF OFFICE BEARERS PRESIDENT, VICE-PRESIDENTS, HON. SECRETARY GENERAL AND IBF COMMITTEE MEETINGS**

#### **1. PRESIDENT**

- (a) When a President has been elected by the General Assembly, there shall be a transition period in which the incumbent president shall remain as President and shall hand over the office within 30 days of the General Assembly.
- (b) The President shall be the chief executive and administrative officer and shall preside at all meetings of the General Assembly and the Executive Committee.
- (c) He shall exercise executive care and control over the provisions of this Constitution and all such acts and things done by him shall be consistent with the principles and ideals on which this federation was established. A postal ballot may also be taken at the discretion of the president.
- (d) He shall submit a report in writing to the General Assembly when in session.
- (e) He shall perform such other duties as pertain to his office.
- (f) The President shall represent the Federation at any meeting of the IBF Committee.
- (g) The President shall also normally represent the Federation in all legal matters, but should he be unable to do so, he may be represented by a Vice-President of his choice.

#### **2. VICE-PRESIDENTS**

- (a) The Asian Bowling Federation shall have three Vice-Presidents elected by the General Assembly and hold office until the General Assembly four years hence.
- (b) Vice-Presidents shall be drawn from Regions and each Region shall consist of member federations from the following countries/territories:

Vice-President – Far East Region

China, DPR Korea, Hong Kong, Japan, Korea, Macao, Mongolia and Chinese Taipei

Vice-President – South East Region

Cambodia (provisional member), Indonesia, Malaysia, Negara Brunei Darussalam, Philippines, Singapore, Thailand and Vietnam

Vice-President – Western Region

Afghanistan, Bahrain, India, Iran, Iraq, Jordan, Kazakhstan, Kuwait, Nepal, Oman, Pakistan, Qatar, Saudi Arabia, Syria, Uzbekistan, United Arab Emirates and Turkmenistan



- (c) The Federation shall be represented at IBF Committee Meetings by the President and one Vice-President or an appropriate person appointed by the President at his discretion.
- (d) In case of absence or other temporary inability of the President, he shall appoint a Vice-President to act as President until the cause for such absence ceases.
- (e) In the event of death, personal impairment or disability, or resignation of the President, the Hon. Secretary General will arrange a postal ballot for all member federations to determine which Vice-President shall act as President until the next General Assembly

### 3. HON. SECRETARY GENERAL

- (a) An Hon. Secretary General/Treasurer will be appointed by the President
- (b) He/she may be from any member federation in the Asian Bowling Federation.
- (c) He/she shall be entitled to attend and speak at all General Assemblies and Executive Committee Meetings but shall not have the right to vote.
- (d) He/she shall keep an account of all the receipts and disbursements of the Federation's funds and be prepared to present and disbursements of the Federation's funds and be prepared to present an audited report of all financial transactions of the Federation, which must be officially audited, at the General Assembly.
- (e) He/she may represent the Asian Bowling Federation in lieu of a Vice-President.

### 4. IBF and IBF COMMITTEE MEETINGS

- (a) If for any reason whatsoever, the President is unable to represent the Federation at any IBF Committee Meetings, he shall appoint a Vice-President or the Hon. Secretary General or a representative from the Executive Committee or an appropriate person at his discretion to take his place.
- (b) If for any reason whatsoever, the President, Vice President, Hon. Secretary General and representatives from the Executive Committee are unavailable, the President shall at his discretion appoint an appropriate person.
- (c) The Asian Bowling Federation shall cover all expenses for IBF Committee Meetings.

- 5. All expenses for Executive Committee Meeting shall be covered by the national federation where the Executive Committee Member is from.

## **ARTICLE IX**

### **FINANCE AND AUDITING**

#### 1. FINANCIAL YEAR

The Federation's financial year shall start January 1 and end on December 31.

#### 2. MEMBERSHIP FEE

- (a) The annual membership fee shall be US\$ 450.00.
- (b) The General Assembly shall be empowered to fix the amount of the membership fee, and each member federation shall be required to pay the fee by March 31 every year.
- (c) In case of membership fee falling into arrears, the member's rights as prescribed by this Constitution shall be suspended during the period of arrearages. Membership rights shall be restored forthwith upon payment of the arrearages.
- (d) Membership fees shall be paid to the President. Such fees shall be made payable to the "Asian Bowling Federation".
- (e) The Hon. Secretary General may notify each member federation one month before the membership fees become due and payable, and again when any member federation falls into arrears.

#### 3. FINANCIAL POLICY

The rules and regulations regarding financial policy shall be contained in the byelaws.

#### 4. OTHER FEES

The General Assembly may from time to time decide on such other fees as it deems fit.

In case of the "Other Dues" not being paid by March 31 of every year, the membership rights as prescribed by this Constitution shall be suspended during the period of arrearages. Memberships rights shall be restored forthwith upon payment of the arrearages.

The Hon. Secretary General may notify each member federation one month before its "Other Dues" become due and payable and again when any member federation's fee falls into arrears.

#### 5. AUDITOR

At each biennial meeting of the General Assembly, one auditor shall be elected for the ensuing period charged with the duties of carrying out an audit report of the funds and financial records of the Federation in the charge of the President.

## **ARTICLE X**

### **MEMBERS OBLIGATION**

1. All member federations are required to observe the terms of this Constitution and any additional rules, regulations or requirements, which from time to time may be introduced by the General Assembly or the Executive Committee or by IBF.
2. The penalties that may be imposed by the Asian Bowling Federation in respect of any failure by a member federation to observe the terms of this Constitution or any by-laws shall include (but are not limited to) fines, withholding sanctioning of international tournaments under Article XI herein or suspension or termination of membership of the Asian Bowling Federation.
3. The decision as to whether or not to impose a penalty and the nature and extent of any such penalty is to be made by the Executive Committee. The rules and procedure applicable to disciplinary proceedings conducted by the Executive Committee shall be provided for in by-laws.
4. The rules and regulations of each member federation shall not contravene the rules and regulations of the Asian Bowling Federation and IBF.
5. Each member federation shall notify the President of the location of its federation and the number of its members. The Federation President shall in turn report them to all member federations. The number of members in each federation shall be compiled as of December 31 every year.
6. The Federation President shall be promptly notified of any changes in the address of the member federation's congress or association and/or the composition of its Executive Committee.

## **ARTICLE XI**

### **SANCTIONING OF INTERNATIONAL TOURNAMENTS**

1. INTERNATIONAL TOURNAMENT
  - (a) A tournament shall be an international tournament if bowlers from more than one country and/or Zone are invited or otherwise accepted to participate in that tournament.
  - (b) An international tournament in which bowlers from more than one country covered by the Asian Zone are invited or otherwise accepted to participate may only be held in a country covered by the Asian Zone:
    - i. in the case of a tournament organized and conducted by a member federation, if such member federation has first sought and obtained the sanction of the Asian Bowling Federation; or

- ii. in the case of a tournament organized and conducted by an entity other than a member federation, if such entity has first sought and obtained the sanction of the member federation of the country in which the tournament is to be held and such member federation has subsequently sought and obtained the sanction of the Asian Bowling Federation.
- (c) In the case of a tournament held in a country covered by the Asian Zone in which bowlers from more than one Zone are invited or otherwise accepted to participate, Article XI, rule 1(b) herein shall apply with the additional requirement that such tournament may only be held if the Asian Bowling Federation has also sought and obtained the sanction of IBF.
- (d) To obtain the sanction of the Asian Bowling Federation, a tournament must comply with the following requirements:  
The tournament must be conducted under the Universal Playing Rules set out in IBF Playing Rules;
- i. the lanes, pins and balls must comply with the specifications set out in IBF Playing Rules;
  - ii. the member federation or non-member federation entity organizing and conducting the same must (unless exempted) pay the relevant fees, which shall be fixed by the Executive Committee from time to time;
  - iii. the member federation or non-member federation entity organizing and conducting the same must (i) in the case of a tournament in which bowlers from more than one country covered by the Asian Zone are invited or otherwise accepted to participate, comply with the relevant rules and procedures set out in by-laws, and (ii) in the case of a tournament in which bowlers from more than one Zone are invited or otherwise accepted to participate, comply with the rules and procedures set out in the IBF Playing Rules on Sanctioned Tournaments; and the Zone shall review the application and the tournament rules to make sure that all requirements are met; additionally, in determining whether the application will be granted, the Zone may consider schedule conflicts with other approved Zone Championships and tournaments, Regional Games, and IBF Championships. After approval, the application shall be sent by e-mail to the IBF CEO. At the same time a letter of Zone approval will be sent to the national federation and to the tournament organizer. Furthermore, the tournament calendar on the Zone website will be updated with the tournament information indicating the Zone approved status and the pending IBF status.
  - iv. any other requirement as set out in by-laws from time to time.
- (e) The Asian Bowling Federation may at any time withdraw its sanction of any tournament if:
- i. tournament sanctioning requirement(s) set out herein or in by-laws have been or are likely to be breached; and/or

- ii. tournament playing rules and/or arrangements approved upon sanctioning by ABF have not been or are unlikely to be complied with; and/or
  - iii. disciplinary decisions of the Executive Committee have not been complied with; and/or,
  - iv. it is likely that not doing so would adversely affect the interests of the sport of bowling and/or the Federation and/or member federations.
- (f) Member federations must promptly inform the Asian Bowling Federation of any international tournament held or intended to be held within their country/territory of which they have knowledge whether or not sanctioning by the member federation or Asian Bowling Federation has been sought for that tournament.
- (g) Member federations must take all reasonable and practicable steps to ensure that their member bowlers do not participate in unsanctioned tournaments of which they have knowledge and to discipline those of their member bowlers who have participated in such tournaments. Unsanctioned tournaments mean tournaments that require sanctioning by ABF under Article XI herein.

## **ARTICLE XII**

### **DISSOLUTION**

The General Assembly shall not be dissolved except at a General Meeting of the General Assembly specially convened for the purpose and by a resolution carried by a majority of 4/5th of the votes recorded in respect of the same.

In the event of such dissolution, any General Assembly assets in hand shall be distributed in such manner, as the General Assembly shall determine.

## **ARTICLE XIII**

### **SERVICE OF NOTICES**

1. Except as otherwise provided herein, any notice in writing required to be given or served by the Asian Bowling Federation or a member of its Executive Committee to member federations hereunder may be given or served:
  - (a) by hand delivering it at or posting it by registered post to the address notified under Article X, rules 3 and 4; or
  - (b) by fax or e-mail to such number or address as may be advised by a member federation in writing for this purpose.

2. Except as otherwise provided herein, any notice in writing required to be given or served by the Asian Bowling Federation or a member of its Executive Committee to member federations hereunder shall be considered given or served:
  - (a) if hand delivered - at the time of delivery;
  - (b) if sent by post - 3 working days from the date of posting; or
  - (c) if sent by fax or e-mail - at the time of transmission.
  
3. Except as otherwise provided herein, any notice in writing required to be given or served by member federations to the Asian Bowling Federation or a member of its Executive Committee hereunder shall take effect at the time it is received by:
  - (a) the Asian Bowling Federation at the office and correspondence address or fax number stated on page 1 herein or such other postal or email address or fax number as the Asian Bowling Federation may advise in writing to member federations for this purpose;
  - (b) the relevant member of the Executive Committee at such postal or email address or fax number as he or she may advise in writing to member federations for this purpose.

## CHAPTER 2

### FEDERATION CHAMPIONSHIPS

The following championships shall be conducted by the Asian Bowling Federation;

- (a) The Asian Tenpin Bowling Championships (adult) shall be conducted every second year;
- (b) The Asian Youth Tenpin Bowling Championships shall also be conducted every two years. (These Championships shall, however, be conducted on different year);and
- (c) The Asian Junior Championships shall be conducted every year.

#### **2.1 Application to Host**

Applications to host all Asian Championships will be acted upon by the Asian Bowling Federation General Assembly held in conjunction with the current championships. Such applications must be received by the Asian Bowling Federation's Hon. Secretary General not later than 6 months prior to the General Assembly. However federations are encouraged to provide verbal notice of their intent to bid at the General Assembly prior to the one at which the decision will be made.

ONLY MEMBER FEDERATIONS MAY SUBMIT APPLICATIONS

#### **2.2 Information Required**

An application shall at a minimum, provide the following information:

- (a) Proposed location (city, state, region);
- (b) Proposed dates (at least which month);
- (c) Available bowling centers having the required minimum number of lanes (32, 18 and/or 16 respectively for adult and youth); spectator seating capacity; a general description of accompanying facilities and meeting rooms; assurance of exclusive availability for the duration of competition; and assurance of meeting all IBF specifications;
- (d) Available hotels; a general description of guest and meeting rooms; current and projected prices; and distance from the bowling center(s) in driving time and kilometers. Host to ensure and guarantee availability of sufficient rooms.

#### **2.3 Financial Commitment**

An application shall at a minimum, include a financial commitment to provide the following for official delegation members:

- (a) Airport pick-up and return;
- (b) Transportation between designated hotels and the bowling center in accordance with a pre-arranged schedule;
- (c) Bowling expenses for all official practice and competition, an Opening Ceremony, Welcome Party and Farewell Banquet.

#### **2.4 Official Delegation**

The Host Federation may determine the size of the official delegation with the approval of the Asian Bowling Federation President. However, the minimum official delegation will include:

- (a) Six male and/or six female athletes (four and four for Youth and Junior);
- (b) One coach for male athletes and one coach for female athletes;
- (c) One Administrator for male team and one for female team;
- (d) Medical personnel;
- (e) Elected and accredited delegates to Asian Bowling Federation Meetings held in conjunction with the Championships.

## **2.5 Registration Fee**

The Host Federation will be permitted to collect a registration fee from each member of an official delegation; to be applied against its hosting expenses. Member of the Asian Bowling Federation Executive Committee are exempted from paying this fee. For all championships the maximum registration fee shall be US\$ 200 per member of the official delegation.

Such fees may be revised by the Executive Committee from time to time if deemed necessary.

## **2.6 Federation Expenses**

An application shall at a minimum, include a guarantee to underwrite the following expenses:

- (a) Accommodation at the headquarters hotel, car and driver for: the Asian Bowling Federation President; the Asian Bowling Federation Hon. Secretary General; and the duly appointed Asian Bowling Federation Technical Delegate and Tournament Director. However, for the Federation Hon. Secretary General, Technical Delegate and Tournament Director, car and driver may be replaced with appropriate local traveling allowances.
- (b) A daily US\$ 100.00 stipend and translator (if required) for the Asian Bowling Federation Technical Delegate and Tournament Director respectively.
- (c) Rooms for the Asian Bowling Federation General Assembly and Executive Committee Meetings.
- (d) Technicians and the necessary equipment to record the proceedings and provide audio/visual service for the Asian Bowling Federation General Assembly and Executive Committee Meetings.
- (e) Luncheon for the Executive Committee members (maximum of two days).
- (f) Luncheon for the Asian Bowling Federation General Assembly.
- (g) Badges of accreditation for members of the official delegation, and such others authorized by the Asian Bowling Federation Hon. Secretary General, which will provide full access to the competition venue at all times.
- (h) Media facilities with appropriate telephone, facsimile and wifi and other communication services, as well as badges of accreditation.
- (i) Hotel accommodations for duty authorized officials (i.e. Asian Bowling Federation President or his/her representative, Tournament Director and Technical Delegate) for required pre-competition visits.
- (j) A successful host is required to enter into and sign a hosting agreement with Asian Bowling Federation incorporating all of the above terms and a non-refundable cash deposit of US\$ 5,000.00 payable on or before the agreement is signed.

## **2.7 Withdrawal as Host**

Notwithstanding the above, a member federation that is awarded Asian Championships and subsequently withdraws as host will lose its deposit and if the withdrawal is less than 4 months prior to the tournament it will be fined an additional US\$ 5,000.00. Any member federation that fails to pay the fine (including the deposit) in the event of withdrawal as host



will not be allowed to participate in any activities organized or sanctioned by the Asian Bowling Federation.

THIS CONSTITUTION was formally adopted at a General Assembly Meeting on November 21 1980 in Adelaide, again updated on November 3, 1984 in Singapore, again on June 21, 1986 in Kuala Lumpur, Malaysia, again on July 12, 1988 in Hong Kong, again on August 25, 1992 in Perth, Australia, again on June 16, 1996 in Seoul, Korea and again on June 25, 2000 in Doha, Qatar, again on August 7, 2006 in Jakarta, Indonesia, again on July 3, 2008 in Hong Kong and again on February 15, 2021 by Zoom Meeting.