

CONSTITUTION OF THE BARBADOS JUDO ASSOCIATION

(Revised text as at April, 2003)

ARTICLE 1:

NAME:

1.1 The name of the Association shall be the BARBADOS JUDO ASSOCIATION (referred hereafter as “The Association”)

ARTICLE 2:

HEADQUARTERS:

2.1 The Headquarters shall be at such place in Barbados as determined by the Executive Committee.

ARTICLE 3:

OBJECTS:

3.1 The objects of the Association shall be:

- (a) To promote, encourage, develop and manage the sport of KODOKAN JUDO in Barbados.
- (b) To develop and maintain cordial sporting relations with other Judo Organisations which are affiliated to the International Judo Federation¹ and Pan American Judo Union².
- (c) To organize all National Judo Championships and Tournaments, promotion tests and technical clinics, and to be responsible for public demonstrations and promotional displays.
- (d) To represent the sport of Judo and protect its interests and characters and those of its Members.

¹ The International Judo Federation *headquarters as designated.*

² The Pan American Judo Union *headquarters as designated.*

- (e) To raise funds, including the borrowing of money and repayment of same, in pursuing the objects and interests of the Association.

ARTICLE 4:

COLOURS OF THE ASSOCIATION:

- 4.1 The official colours of the Association shall be black, white and red.

ARTICLE 5:

MEMBERSHIP

- 5.1 The following provisions shall govern membership of the Association:

a) (Categories)

Membership of the Association shall be in the following Categories:

- (i) Club Membership
- (ii) Individual Membership
- (iii) Honorary Membership
- (iv) Junior Membership

b) (Definitions)

(i) Club Membership:

Club Membership shall be conferred on Clubs, which have sought and been accorded affiliation with the Association, and paid their annual affiliation fees.

(ii) Individual Membership:

Individual Membership shall be conferred on persons who, being eighteen (18) years and over, have applied through their Club for membership of the Association, and whose applications have been approved by the Executive Committee of the Association.

(iii) Honorary Membership:

Honorary Membership shall be conferred on individuals interested in promoting the sport of Judo. Such membership

shall be conferred by the Executive Committee of the Association, after considering a recommendation by two or more of the Members of the Executive Committee, and after agreement by simple majority. [See also Articles 17.20 and 17.21]

(iv) **Junior Membership:**

Junior Membership shall be conferred on individuals under eighteen (18) years, who have applied for membership of the Association through their school or Club, and whose applications have been approved by the Executive Committee of the Association.

c) (Application for Junior or Individual Membership)

An application for membership of the Association (other than for Club Membership) shall be forwarded by the applicant's school or Club to the Executive Committee of the Association on the Association's approved entrance form and must be accompanied by the first year's membership fees. The applicant must also be sponsored by the applicant's school or Club as the case may be. [N.B: For provisions relating to applications for Club membership see Article 7.1]

d) (Conferment)

- (i) Membership of the Association is conferred upon a Junior or Individual Member, or upon an Honorary Member by the issuance of a duly authenticated Membership Card, signed by the Honorary Secretary, valid for one (1) year and thereafter by annual renewal.
- (ii) In the case of a Club, a certificate of Club Membership shall be provided as evidence of the conferment of affiliation with the Association. The certificate shall be signed by the Honorary Secretary and shall be valid for one

(1) year. A new Club Membership certificate will be issued following each annual renewal and shall be displayed in the Club dojo.

e) **(Rights)**

- i) Bona-fide Individual Members who are in good financial standing with the Association and who are eighteen (18) years and over shall have the right of voice and vote at all Annual General Meetings and Extra-Ordinary General Meetings of the Association.
- ii) Bona-fide Individual Members who are in good financial standing with the Association, and who are Citizens or Permanent Residents of Barbados and are eighteen (18) years, shall, subject to this Constitution, have the right to be elected to office on the Executive Committee of the Association.

f) **(Privileges)**

- (i) Members may, on presentation of their Membership Cards, and with the approval of the Sensei, enjoy the playing facilities of all affiliated Clubs.
- (ii) Honorary Members may, without payment of fees, be admitted to all National Tournaments and Competitions, upon presentation of their Membership Cards.

ARTICLE 6:

MEMBERSHIP FEES:

6.1 The following annual membership fees shall be payable to the Association until such time as the same shall be modified by the Association in General Meeting:

Club Membership	-	\$125.00 per annum
Individual Membership	-	\$25.00 per annum
Junior Membership	-	\$10.00 per annum
Honorary Members	-	nil

6.2 Membership fees shall be payable in advance and shall be paid no later than March 31st and shall be referable to the financial year beginning April 1st.

6.3 A Member whose annual membership fee has not been paid by March 31 in any year is not in good financial standing with the Association and automatically loses the rights of membership specified under Article 5.1 (f). Such Member will be regarded as having been automatically suspended from membership of the Association as at March 31st of the same year if the annual fee remains unpaid at that date.

6.4 If payment of the annual fee is made after March 31, a Member whose membership has been suspended under Article 6.3 will be ineligible to vote at General Meetings of the Association and will also be ineligible for election to office in the Association until such time as an application for reinstatement of his membership is placed before the Executive Committee and a resolution is passed to reinstate his membership.

6.5 The Executive Committee may in special circumstances exempt a Member of the Association from paying the fee for any particular year.

ARTICLE 7:

CLUBS:

7.1 An application for affiliation for purposes of obtaining Club Membership shall be forwarded to the Executive Committee on the Association's approved Form, together with a copy of the Constitution of the Club and a list of the Club's Members showing all grades. The first year's membership fees must accompany the application.

7.2 The Judo activities of the Club must include Kodokan Judo. Continued affiliation will always depend on the Club's maintenance of the forms and traditions of Kodokan Judo.

7.3 The Chief Instructor of a Club must be a Member of the Barbados Judo Association's recognized Grade not less than Shodan, except in exceptional circumstances to be approved by the Executive Committee,.

7.4 The facilities of every Club which has applied for membership must be opened to inspection by the Association before affiliation is granted.

7.5 A valid Club membership certificate should be displayed in the dojo at all times.

ARTICLE 8:

WITHDRAWAL, SUSPENSION AND LOSS OF MEMBERSHIP:

8.1 A Member may withdraw from the Association by notifying the Honorary Secretary, in writing and if possible, stating reasons. Such notification of withdrawal will be placed before the Executive Committee at the subsequent meeting.

8.2 Membership may be suspended or withdrawn for any of the following reasons-

(i) An Individual Member, Junior Member or Club who/which fails to pay the relevant annual membership fee by March 31, is not in good financial standing with the Association and automatically has his/its membership status suspended. Such Members or Clubs shall be suspended from participation and from exercising the rights and privileges of membership, until all arrears are fully paid to the Association and their membership status is restored by a resolution of the Executive Committee.

(ii) A Member or Club who/which is found by the Disciplinary Board or the Executive Committee to have willfully violated any of the provisions of the Constitution of the Association, or to have injured the character or reputation of the Association, its Officers or Members, or to have brought the sport of Judo into disrepute³, may have his/its membership status suspended or withdrawn for such period as may be determined by the Disciplinary Board or the Executive Committee as the case may be.

(iii) A Member or Club who is found by the Disciplinary Board or by the Executive Committee to have committed an offence against the Association⁴ may have his/its membership status suspended or withdrawn for such period as may be determined by the Disciplinary Board or the Executive Committee as the case may be.

ARTICLE 9:

SPORTING CODE AND ETHICS:

9.1 Judo Activities of affiliated Clubs must include Kodokan Judo. Continued affiliation with the Association will depend on the Club's maintenance of the forms and traditions of Kodokan Judo.

9.2 Tournaments and competitions promoted or sponsored by the Association shall be conducted under the contest Rules and Sporting Code⁵ of the International Judo Federation as revised from time to time.

9.3 The use or distribution by players or Members of any substance designed to artificially improve the players' physical or mental performance is forbidden⁶.

³ See Articles 9.2 and 9.3 below incorporating offences against the International Judo Federation Sporting Code and use of forbidden substances.

⁴ See Article 10 below for offences against the Association

⁵ See International Judo Federation Eligibility Code and I.O.C. Charter Rule #45 and #48 of the Eligibility Code of the Olympic Games.

⁶ The Barbados Judo Association accepts and will be guided by the most recent list of "Forbidden Substances" as outlined in the Handbook of the International Judo Association (as revised from time to time)

ARTICLE 10:**OFFENCES:**

10.1 Anyone who willfully or is known to have willfully damaged the Association's property may be suspended from membership of the Executive Committee, Standing Committees, Ad Hoc Committees and from appointed office for such period as may be determined by the Disciplinary Board or the Executive Committee as the case may be.

10.2 Anyone who willfully damages or destroys or is known to have willfully damaged or destroyed any document(s) of the Association, may be suspended from membership for such period as may be determined by the Disciplinary Board or the Executive Committee as the case may be.

10.3 Anyone entrusted with the safe keeping or custody of any document(s), equipment or item(s) of the Association who refuses to surrender such document(s), equipment or item(s) to a person authorised by the Executive to collect such document(s), equipment or item(s), may be suspended from membership for such period as may be determined by the Disciplinary Board or the Executive Committee as the case may be.

10.4 Anyone entrusted with the safe keeping or custody of any document(s), equipment or item(s) of the Association and through negligence, such document(s), equipment or item(s) is (are) damaged or destroyed, and who fails to repair or replace such document(s), equipment or item(s) at their own expense, if required to do so by the Executive, may be suspended from membership for such period as may be determined by the Disciplinary Board or the Executive Committee as the case may be.

ARTICLE 11:**OFFICERS:**

11.1 The Association shall have the following officers, who shall be elected by

ballot at the Annual General Meeting, who must be Members in good financial standing and who must be Citizens or Permanent Residents of Barbados:

The President

The Vice President

The Honorary Secretary

The Honorary Treasurer

The Assistant Secretary/Treasurer

The Refereeing Director

The Sports Director

The Public Relations Officer

11.2 Nominations for these posts must be submitted to the Association in writing, by at least two (2) Members of the Association in good financial standing, no later than twenty-one (21) clear days prior to the Annual General Meeting.

11.3 If no nominations for these posts are received within the period specified in Article 11.2, the nominations may be made at the Annual General Meeting.

11.4 To be eligible for election to the post of President or Vice President, the individual shall be eighteen (18) years and over and shall hold the Judo rank of Shodan or above.

11.5 The President shall be an ex-officio member of all committee.

ARTICLE 12:

EXECUTIVE COMMITTEE:

12.1 The Executive Committee shall consist of the following office-bearers and delegates:

The President

The Vice President

The Secretary

The Treasurer

The Assistant Secretary/Treasurer

The Refereeing Director

The Sports Director

The Public Relations Officer

One (1) Delegate from each affiliated Club

12.2 Office-bearers shall be elected at the Annual General Meeting in accordance with this Constitution and shall hold office as provided in Article 12.5.

12.3 Clubs shall endeavour to submit the names of their delegates and alternates to facilitate their nomination at the Annual General Meeting. Failing this, a Club shall notify the Executive Committee of the names of their delegates and alternates no later than seven (7) days following the Annual General Meeting.

12.4 All office-bearers of the Association and every person performing executive functions in the Association shall be Members in good financial standing.

12.5 (i) Except as provided in paragraph (ii) of this Article and in Article 12.6 below, all office-bearers elected at the Annual General Meeting shall hold office until the next Annual General Meeting;

(ii) In the case of the President and the Secretary, their appointments shall be for a period of two (2) years.

12.6 Notwithstanding Article 12.5, an office bearer on the Executive Committee shall cease to hold office if he/she fails to attend three (3) consecutive meetings of the Executive Committee, without a prior excuse given to the Secretary, or in the absence of the Secretary, to the President.

12.7 Not less than 50% plus one of the Members of the Executive Committee shall be regarded as a quorum.

ARTICLE 13:

POWERS OF THE EXECUTIVE COMMITTEE:

13.1 The Committee shall have the following powers and authority, namely power:-

- a) to manage, engage or dismiss agents of the Association, and to appoint its two (2) Trustees;
- b) to fill temporary vacancies;
- c) to manage the finances of the Association;
- d) to make such by-laws or rules as may be necessary to ensure discipline and to further the objectives of the Association. Such by-laws or rules will only become operative after a majority vote of the Committee, and shall be ratified at the next Annual General Meeting or Extra Ordinary General Meeting of the Association;
- e) To appoint Standing and ad hoc Sub-Committees;
- f) To make final decisions and pronouncements regarding all matters connected with the sport of Judo under the management of the Association;
- g) To borrow money and arrange for its repayment in pursuing the objectives and interests of the Association;
- h) To hear appeals from decisions of the Disciplinary Committee and make final decisions in relation thereto;

- i) To accept recommendations of the Technical Committee and award grades or to reject same;
- j) To consider all reports and recommendations of the Internal Audit Committee and take any decisions as may be necessary to ensure that the Association's finances are properly managed;
- k) To exercise all administrative powers and take all decisions as may be necessary for the proper and effective carrying out of the objects of the Association in accordance with this Constitution and any by-laws or rules hereunder.

ARTICLE 14:

PROPERTY OF THE ASSOCIATION:

14.1 The Property of the Association shall be vested in the two (2) Trustees who shall be responsible for the safekeeping thereof.

14.2 The President and the Secretary shall be appointed Trustees of the Association. In the event that one of the two (2) Trustees is unable to perform his functions as Trustee of the Association, then the Treasurer shall be appointed as a replacement Trustee.

14.3 All withdrawals from the Association's bank accounts must be signed by the Treasurer and one (1) Trustee. In the event that the Treasurer is unavailable, then the two (2) Trustees will sign.

ARTICLE 15:

MEETINGS:

15.1 The following provisions shall govern all meetings of the Association and of the Executive Committee.

a) **THE ANNUAL GENERAL MEETING:**

15.2 The Annual General Meeting shall be held in April every year except under unusual circumstances when the Executive Committee shall appoint another date.

15.3 The purpose of the Annual General Meeting shall be:

- (i) To receive from the Executive Committee a report of the year under review;
- (ii) To receive from the Executive Committee a financial report and an Auditor's Statement of Accounts;
- (iii) To decide on any resolution which may be submitted to the Meeting;
- (iv) To elect the officers of the Executive Committee;
- (v) To appoint an external Auditor;
- (vi) To make and vote on any amendments to the Constitution.
- (vii) To discuss any other pertinent business.

15.4 Thirty (30) clear days' notice in writing shall be given by the Secretary to each Member of the Association to summon an Annual General Meeting.

15.5 When Notice of the Annual General Meeting is given, each affiliated Club shall, at the request of the Secretary, submit to the Secretary at least ten (10) days before the date of the Annual General Meeting, a list of the names of the Members of the Club who are in good financial standing with the Association and who will be eligible to vote at the Annual General Meeting.

15.6 At least seven (7) days prior to the date of the Annual General Meeting, the Secretary shall compile and publish at the registered office of the Association, a list of all Members of the Association who are in good financial standing with the Association and who will be eligible to vote at the Annual General Meeting.

15.7 Voting at the Annual General Meeting shall be by ballot.

15.8 One third (1/3rd) of the Members of the Association who are in good financial standing and eligible to vote at the Annual General Meeting, shall form a quorum, provided that the President or Vice President and two (2) other Committee Members are present at the meeting.

15.9 If at the Annual General Meeting a quorum is not present half an hour after the time fixed for the commencement of the meeting, such meeting shall stand adjourned to the same day and time in the following week. At such postponed meeting any members of the Association in good financial standing who are present shall have the power to proceed with the business of the day, but such membership shall not have power to alter the Association's Constitution.

b) EXTRA-ORDINARY GENERAL MEETINGS:

15.10 An Extra Ordinary General Meeting shall be summoned at the direction of the President or on the written request of any eight (8) Members in good financial standing.

15.11 Such requests shall state the purpose for which the meeting is required.

15.12 At least five (5) of the Members who signed the request must be present to allow the Meeting to start.

15.13 Seven (7) clear days' written notice shall be given by the Secretary to each Member of the Association, stating the reason for which the meeting has been called.

15.14 No other business shall be transacted at the meeting.

15.15 The quorum shall be one third (1/3rd) of the membership of the Association in good financial standing.

15.16 Voting at the Extra-Ordinary General Meeting shall be by ballot.

c) **COMMITTEE MEETINGS:**

15.17 Meetings of the Executive Committee shall be convened by the Secretary as often as business warrants, but at least once every quarter.

15.18 The Secretary shall give seven (7) clear days' notice to each Member of the Executive Committee, in order to summon a committee meeting.

15.19 The President may direct the Secretary to call a meeting of the Executive Committee at any time he deems it necessary and for which three (3) days' notice shall be given.

15.20 In the event of an extreme emergency, the President may direct the Secretary to call a meeting of the Committee, at any time as deemed necessary, and for which twenty-four (24) hours' notice shall be given.

15.21 Special meetings of the Committee shall be called without undue delay by the Secretary on the written request of any three (3) Members of the Executive Committee. Such request should state the purpose for which the meeting is required. In addition,

- i. A statement of the purpose for which the meeting is called shall be sent to each Member of the Executive Committee.

- ii. At least two (2) of the Members who signed the request for the meeting must be present to allow the meeting to commence.

ARTICLE 16:

AD HOC COMMITTEES:

- 16.1** The Executive Committee may from time to time appoint from among Members of the Association, such Sub-committees as it may deem necessary or expedient.
- 16.2** The Executive Committee shall specify the terms of reference, and may depute same to every such Sub-committee, as the Executive Committee may determine.
- 16.3** All sub-committees shall report findings to the Executive Committee and shall conduct their business in accordance with the directions of the Executive Committee.
- 16.4** The Executive Committee shall be held responsible for all actions of the sub-committee.

ARTICLE 17:

STANDING COMMITTEES:

- 17.1** The Association shall have three (3) Standing Committees, namely, the Disciplinary Board, the Technical Committee and the Internal Audit Committee with the following respective roles and powers:

THE DISCIPLINARY BOARD:

- 17.2** The Executive Committee shall appoint a Sub-committee, which will be known as the Disciplinary Board.
- 17.3** This Board shall consist of five (5) Members, including a Secretary and Chairperson and should not include any members of the Executive Committee.

17.4 Three (3) Members shall form a quorum

17.5 It shall be the duty of the Board to consider all breaches of discipline, offences, infringement of the rules of the Association, or unsportsmanlike conduct involving an individual or Club under the direct management of the Association.

17.6 The Board may summon any Member of the Executive Committee in an advisory capacity only.

Powers of Discipline:

17.7 The Board shall have the power to suspend, disqualify or fine. Such decisions shall be sent in writing to the individual and their club, under copy to the Executive Committee within fifteen (15) days of the completion of the hearing.

17.8 The power to suspend involves the exercise of discretion to revoke membership of the Association for such limited period as shall be fixed by the Board. In exercising the power to suspend a Club or other Member from membership of the Association, regard shall be had to all the circumstances of the case, including the views of the Club or Member concerned. In addition, every effort should be made to ensure that the period of the suspension from membership of the Association is commensurate with the breach of discipline, offence, infringement or unsportsmanlike conduct for which the Club or Member is being disciplined.

17.9 The power to disqualify involves the exercise of discretion to regard a Club or Member as unable to participate in competitions, tournaments or other activities sponsored by the Association for such period of time as may be fixed by the Board. In exercising the power to disqualify a Club or other Member from participating in competitions or other activities of the Association, regard shall be had to all the circumstances of the case, including the views of the Club or Member concerned. In addition, every effort should be made to ensure that the period of the disqualification is

commensurate with the breach of discipline, offence, infringement or unsportsmanlike conduct for which the Club or Member is being disciplined.

17.10 The power to fine involves the exercise of discretion to discipline a Club or Member as an option to suspension and this fine shall prevent a Club or Member participating in any of the Association's events until all monies have been paid to the Board. In exercising the power to fine a Club or other Member regard shall be had to all the circumstances of the case, including the views of the Club or Member concerned. In addition, every effort should be made to ensure that the amount of the fine is commensurate with the breach of discipline, offence, infringement or unsportsmanlike conduct for which the Club or Member is being disciplined and shall be determined by the Board.

Right to Appeal:

17.11 Any individual dissatisfied with the decision reached by the board, shall have the right to appeal to the Executive Committee

17.12 Every appeal must set out the grounds on which it is made.

Notice of Appeal:

17.13 Notice of appeal against any such decision must be made in writing to the Secretary of the Executive Committee within thirty (30) days of the notification by the Disciplinary Board of its decision and action.

17.14 The Executive Committee shall have the power to uphold, vary or reverse the decision of the Disciplinary Board.

17.15 All decisions of the Executive Committee shall be final.

THE TECHNICAL COMMITTEE:

17.16 The Technical Committee of the Barbados Judo Association will be one of the Standing Committees, which will be appointed after the Annual General Meeting

17.17 Appointments to this committee will be reviewed whenever it is deemed necessary by the Executive Committee.

General:

17.18 The Technical Committee shall comprise the following persons:

* A Chairperson;

* Not less than four (4) or more than six (6)

Committee Members of Grade Shodan or above.

17.19 All Members of the Technical Committee shall be Barbadian Citizens or Permanent Residents or be the holder of a valid International Judo Federation certification.

17.20 Honorary Membership may be accorded, at the discretion of the Executive Committee, to a visiting high ranked Judoka for the duration of their visit to Barbados.

17.21 Such Honorary Members may participate in the deliberations of the Technical Committee, but shall not vote.

17.22 The Technical Committee may co-opt lower grades or any other person for such purposes as it may consider necessary for its efficient functioning, but who shall not be eligible to vote.

17.23 The Sports Director of the Barbados Judo Association shall normally be Chairperson of the Technical Committee and shall be of a grade no less than Shodan.

Duties and Powers of the Technical Committee:

17.24 The Technical Committee shall have the following duties and powers, namely:-

- (a) To establish, maintain or modify as deemed necessary, standards for grading;⁷
- (b) To examine, recommend and certify grade and other proficiency awards, for all Members of the Barbados Judo Association;
- (c) To interpret the Contest Rules or temporarily to vary same as may be necessary, and to determine what circumstances warrant such variation;
- (d) To create and develop a program of training methods and guidelines for the examination and certification of officials at club and national level;
- (e) To approve and recommend national referees and coaches;
- (f) To create and develop a program for the training of officials for contest administration at all levels;
- (g) To resolve interpretations of the Internal Judo Federation Contest Rules or of those matters on which the rules are silent;
- (h) To establish, maintain or modify as deemed necessary, standards for grading.

THE INTERNAL AUDIT COMMITTEE:

17.25 The Executive Committee shall appoint a Sub-committee, which will be known as the Internal Audit Committee.

⁷ Barbados Judo Association Grading Syllabus (as revised from time to time)

17.26 This Committee shall consist of three (3) Members, including a Secretary and Chairperson and shall not include any Members of the Executive Committee.

17.27 Two (2) Members shall form a quorum

17.28 It shall be the duty of the Board to keep the finances of the Association under periodic review and to report to the Executive Committee on any specific matter as may be referred to them by the Executive Committee for review. The Board may in giving its report, make any recommendations as they consider necessary to ensure that the Association's finances are properly managed.

17.29 The Board may summon any member of the Executive Committee to appear before the Board in an advisory capacity only.

17.30 The Board is entitled to see and to examine such documents, statements or books as are necessary to enable the Board to properly perform its functions under this Constitution.

ARTICLE 18:

AMENDMENTS TO THE CONSTITUTION:

18.1 Amendments to the Constitution shall be made by resolution passed at a General Meeting.

18.2 Any Member desiring to propose such amendments of the Constitution must give notice in writing to the Honorary Secretary at least thirty (30) clear days prior to the date of the meeting, stating the reason for and expected effect of the proposed amendment thereof.

18.3 A copy of the notification of such a proposal shall be sent to every Member with the notice convening the meeting.

18.4 A special amendment to be proposed at the meeting, must be made in writing by March 1st of the current year, to the Honorary Secretary.

18.5 The amendment will not be considered at any meeting which is held less than thirty (30) days after the amendment is first proposed.

ARTICLE 19:

DISSOLUTION:

19.1 The Association may, on a resolution passed by two-thirds (2/3^{rds}) majority of its Members in good financial standing, decide to dissolve the Association.

19.2 A Liquidation Committee of three (3) Members, including a Trustee, shall be appointed to realize all properties of the Association, and to discharge all liabilities contingent upon it.

19.3 The balance, if any, shall on a day appointed by that Committee, be distributed amongst deserving, similar or charitable Organizations in Barbados.

19.4 At the instant of final distribution the dissolution shall be deemed completed.

APPROVED AT:.....

DATE:.....

PRESIDENT:.....

SECRETARY:.....