

**CONSTITUTION**

**OF**

**THE UGANDA WOODBALL**

**FEDERATION**

**3<sup>rd</sup> EDITION ADOPTED ON 7<sup>th</sup> November 2020**

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## **Preamble**

This amended version of the Uganda Woodball Federation (UWbF) Constitution, and its Rules and Regulations are hereby made in very close conformity to the International Woodball Federation (IWbF) Charter.

The Mission of UWbF is to develop, promote, and control Woodball sport in Uganda in accordance with the laws of Uganda and based on IWbF Rules.

Realizing the huge challenges facing the promotion of the Woodball sport and in view of the fact that collaboration and coordination with other stakeholders is vital support for achievement of the mission and also convinced that organizational dynamism is an important pivot to development, this UWbF Constitution provides for joint effort towards the direction right from the grass root level to the national level.



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## **Interpretation Clause**

In this Constitution, unless the context otherwise requires further definition and interpretation

<b>AWbF</b>	Africa Woodball Federation
<b>Congress</b>	A legally convened meeting of fully paid up members who congregate themselves into the Supreme UWbF Governing Body.
<b>DWbA</b>	District Woodball Association
<b>EAWbF</b>	East Africa Woodball Federation
<b>IWbF</b>	International Woodball Federation
<b>Members</b>	A Club, an institution or school affiliated to UWbF
<b>NCS</b>	National Council of Sports
<b>The Club</b>	A group of persons affiliated with a guiding constitution affiliated to UWbF
<b>UWbF</b>	Uganda Woodball Federation
<b>Voting Delegate</b>	A person entitled to vote at a general congress in accordance with Article 2.1 of the Constitution.
<b>WOODBALL</b>	A ball sport using wooden balls, mallets, and gates.

## **Article 1: Name, Address, Affiliation, Objectives and Membership**

### **1.1 Name**

The Name of the Federation shall be **Uganda Woodball Federation**, and shall be abbreviated as (UWbF).

### **1.2 Head quarters**

UWbF shall have headquarters to host the President's office, Secretariat and showroom for Woodball equipment and merchandise. The current headquarters of the Federation are located at Plot 264 Block 10, Balintuma Road – Mengo, Kampala.

### **1.3 Affiliation**

The Federation shall be registered with NCS and affiliated to the following bodies; IWbF, AWbF, EAWbF.

### **1.4 Vision and Mission**

#### **a) Vision**

To be the leading federation of the Woodball sport in Africa.

#### **b) Mission**

UWbF is committed to professionally develop, promote and control the Woodball sport in Uganda to match international standards.

### **1.5 Objectives**

- a) To manage stakeholder expectations as a National governing body for the sport of Woodball
- b) To promote the growth of the Woodball sport in Uganda
- c) To foster honest practices and active participation in Woodball
- d) To develop and enforce rules and regulations governing national competitions.
- e) To organize capacity building activities for referees, coaches, players and leaders of Woodball in Uganda.
- f) To supervise and enforce obligations of members.



- g) To create and enforce a dispute resolution mechanism by arbitration within the Woodball sport.
- h) To develop links with local and international organizations to ensure sustainability of Woodball at all levels.

### **1.6 Powers**

The UWbF:

- a) Has exclusive powers for representing Uganda at all international competitions.
- b) Have the powers to maintain its autonomy and identity.
- c) Has exclusive powers for representing Uganda at all international Competition organized under the auspices of IWbF, AWbF and EAWbF.
- d) Shall have to participate in activities under the patronage of IWbF, AWbF and EAWbF.
- e) Has exclusive powers over the governance of Woodball subject to the laws of Uganda.
- f) Has the sole authority to designate a city, town, association and club to organize or host district, clubs, regional, continental or world Woodball competitions.
- g) Has exclusive powers over all sponsorship deals offered to the Woodball sport in Uganda.
- h) Shall enjoy exclusive rights and powers of final interpretation of all the Rules and Regulations of the Sport of Woodball in the Country.
- i) Has exclusive powers over the dealership and importation of all Woodball Equipment in Uganda.



## 1.7 Membership

Types of Memberships:

- i. Clubs
- ii. Institutions and Schools
- iii. District Associations
- iv. Honorary Members

### a) Club Membership

Any interested group of persons may apply for admission as an affiliate Club, if such a group satisfies the following requirements:

- i. Has an Executive of at least five members and regulations that conform to the objectives of the Federation
- ii. Must have fully paid up membership and annual affiliation fees as shall be determined by the Congress
- iii. Membership fee shall be paid once at the time of registration
- iv. Annual affiliation fee shall be paid every year
- v. No new member shall be admitted during an elective congress or at an Extra Ordinary meeting unless that meeting was convened to purposely admit new members. No other item shall appear on the Notice and Agenda for this purpose.

### b) Institutions and Schools

Interested schools or institutions may apply for membership if they satisfy the above requirements in 1.7 (a)

### c) District Association

These in addition to the requirements in 1.7 (a) above, they must have a Constitution approved by UWbF

### d) Honorary Members





Congress shall approve these individuals according to the meritorious services rendered to the Federation

### **1.8 Rights of members**

Every member shall:

- a) Have the right to participate fully in the activities of the Federation, apart from the Honorary members.
- b) Organize Woodball activities subject to 1.6 and present a report to the UWbF Secretariat.
- c) Select its players for representation in all scheduled national competitions
- d) Right to be heard, and to a fair hearing.
- e) Right of free expression in a civil manner.
- f) Right of access to Federation documents and information after proper authorization.
- g) Right to vote and be voted for, subject to the provision and criteria laid in the constitution unless otherwise restrained or exempted by powers of the Constitution, or by resolution of the Congress.




## **Article 2: Organisation of the Federation**

The following bodies shall comprise the structure of the Federation:

- i. The Congress
- ii. The Executive Committee
- iii. Commissions
- iv. District Associations

### **2.1 The Congress**

- a) The Congress, shall be the supreme governing body of the Federation.
- b) It shall comprise of all honorary members and two delegates from each paid up member. The member shall appoint the two delegates in writing to the Congress and will indicate the voting delegate.
- c) All Executive Committee members shall be eligible members of the congress.
- d) The Congress shall convene at least once every year.
- e) The quorum of the Congress shall be one third of the eligible members.
- f) The decisions of the Congress are valid and binding to all the Congress members.
- g) Each paid up member has one vote and only the voting delegate officially representing the eligible member shall participate.
- h) All decisions shall be made by a simple majority of votes cast.
- i)  A notice with an Agenda shall be given to all members at least 30 days before the date of the Congress.
- j) The Congress shall be held not later than January 31 for the case of the elective year.



- k) In case of an extra ordinary congress, notice of not less than two weeks shall suffice.
- l) The quorum of the extra ordinary congress shall be a third of the fully paid up members.

## **2.2 Types of Congress**

UWbF shall have two types of Congresses, which shall be convened both as prescribed by provisions of this Constitution or as and when business convenience may dictate. These are:

- i. The Annual General Congress
- ii. The Extraordinary General Congress

## **2.3 Duties of the Congress**

- a) Approve reports as well as proposals of activities and accounts of the Federation.
- b) Elect the Executive Committee.
- c) To make policies and resolutions for the Federation which shall be Law, binding to all, unless countered in a similar manner.
- d) Adopt programme of activities.
- e) Approve new members for admission.
- f) Determine membership and affiliation fees.
- g) Approve and adopt amendments to the Constitution, Rules and Regulations.
- h) Adopt the annual budget as presented by the Executive.
- i) To resolve contentious issues of conflict of interest in the Federation, and all matters of discipline and conflict resolution the Executive Committee may forward.

- j) Shall take the final decision on what disciplinary measures to be applied in the case of i) above.
- k) Decide on any other matters that shall be presented before its members by the executive.
- l) In the event of any doubts in the meaning and interpretation of any words, terms, or phrases or clauses in this Constitution, the Congress shall make the final interpretation, which shall be binding upon all members, and shall form subsequent reference.


#### **2.4 The Executive Committee**

- a) There shall be an Executive Committee elected by the Congress of the Federation after every five years, which is a reasonable period for them to achieve their targets and thereby be evaluated.
- b) The Executive Committee shall be responsible for all the day-to-day running and management of all the Federation matters, and shall be fully answerable to the Congress.
- c) Composition of the Executive Committee.
  - i. President
  - ii. 1<sup>st</sup> Vice President - Administration
  - iii. 2<sup>nd</sup> Vice President (gender in minority)
  - iv. General Secretary
  - v. Assistant General Secretary (gender in minority)
  - vi. Treasurer
  - vii. Technical Director
  - viii. Public Relations Officer
  - ix. Two Club Representatives

#### **2.5 Elections Procedure of Executive Committee**

- a) The executive committee shall recommend a three person electoral committee that will be approved by the congress.

- b) The Congress shall approve and appoint a three person electoral committee comprising of a Chairperson, Secretary and one Member. The Chairperson of the electoral committee shall be the returning officer, receive all members duly nominated, vet the nominated candidates.
- c) The executive shall provide the criteria for office bearers to the electoral committee as provided for by the constitution.
- d) A candidate for a particular elective position on the Executive whose member club or institution is in good standing shall notify the Electoral committee through the UWbF secretariat of the elective position they intend to stand for, in writing not less than 14 (fourteen) days to the elective General Congress.
- e) A candidate for an elective position on the Executive shall be nominated by two (2) member clubs and institutions in good standing and shall submit his or her nomination documents to the UWbF Secretariat at least fourteen (14) days before the elective Congress.
- f) Candidate shall pick nomination forms from the returning officer which must be returned within two weeks after the notice. All candidates must have two seconders for nomination
- g) The full list of all the nominated candidates and the positions they intend to vie for, shall not later than two (2) days after closure of the nomination period, be communicated to all UWbF members and published at the UWbF Secretariat. This communication will be upon completion of verification of all the documentation relating to the candidates by the electoral committee.
- h) Only the individuals indicated in Article 2.1 in good standing and fully paid up with the UWbF, where applicable, shall be eligible to vote.
- i) Nominated Candidates may where practicable be accorded an opportunity to address the General Congress for a period as may be decided by the individual conducting the election.
- j) Members of the Executive Committee shall relinquish power and the Returning Officer shall preside over the Congress.

- k) An election shall only take place once a quorum consisting of one-third of the duly registered and fully paid up members are present.
- l) Voting for elective positions on the Executive shall be by secret ballot
- m) If after a ballot has been conducted and there emerges no winner for a given position, the two (2) candidates with the highest number of votes will hold a run – off election. Where the votes of two (2) competing candidates are a tie, the election will be repeated amongst the candidates until a winner emerges.
- n) The Congress shall vote and admit Honorary Members on recommendation of the Executive Committee. Such members shall have no voting rights.
- o) The Returning Officer shall call upon the elected Executive members to assume their respective offices and the ceremony shall signify inauguration of the new Executive Committee.
- p) If during the term of office, a vacancy arises, the Executive Committee shall appoint an acting officer, pending election or approval by the Congress.
- q) At the conclusion of the voting, the impartial body or individual present appointed or elected by the General Congress to conduct the election will declare the result of each ballot in the following manner, namely, a statement of the number of ballot papers issued with respect to each ballot, the number of formal votes cast in each ballot and the number of votes received by each candidate.
- r) The President shall notify the IWbF of the dates and the location of the elections, and shall provide the IWbF with the Resolutions of the elective Assembly no later than thirty (30) days after conclusion of the General Congress. 

### **2.5.1 Criteria for office bearers;**


#### **a) President**

- i. Provide evidence of full membership.


- ii. Provide written letter from seconders who shall be fully paid up members.
- iii. Proven administrative ability to run a national federation as head
- iv. Provide evidence of holding similar office or office of similar competence

**b) Vice Presidents (as above)**

**c) General Secretary**

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- i. Provide evidence of full membership
  - ii. Provide letters from seconder who shall be fully paid up members
  - iii. Held similar function before or office with similar competence before.

**d) Treasurer**

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- i. Provide evidence of fully paid up membership
  - ii. Provide letters from seconders who shall be fully paid up members
  - iii. Provide evidence of certified accountant or equivalent and held a similar office in a body holding a budget not less than UGX 500 Million.

**e) Technical Director**

- i. Provide evidence of fully paid up membership.
- ii. Provide letters from seconders who shall be fully paid up members.
- iii. Proof of technical knowledge of the Woodball sport.
- iv. Held similar function before or office with similar competence before.

**f) Public Relations Officer**

- v. Provide evidence of fully paid up membership.
- vi. Provide letters from seconders who shall be fully paid up members.
- vii. Proof of Publicity knowledge and relations with sport media.

- viii. Held similar function before or office with similar competence before.

**g) Club Representatives**

- i. Provide evidence of fully paid up membership.
- ii. Provide letters from seconders who shall be fully paid up members.
- iii. Proof of mobilization skills.

**2.6 District Association Committee**

a) Election of District Association delegates shall be by the members within that same District.

b) In case of a vacant seat at a District Association, members from that region shall immediately elect a new regional committee member.

c) This will comprise of the following posts:

- i. Chairperson
- ii. Vice Chairperson
- iii. Secretary
- iv. Treasurer

d) The Executive Committee will define their duties from time to time unless deemed otherwise.

**Article 3: Powers and Functions of the Organs of the Federation**

**3.1. The Powers of the Executive Committee**



- a) To summon all meetings / Congress of the Federation to deal with any serious matter deemed to be of great importance to the Federation and the Sport.
- b) Approve Rules, Regulations and plans drawn by the Commissions.
- c) Appoint Chairpersons of Commissions.





- d) Take decisions on all disciplinary matters brought before it or forward to Congress where deemed necessary.
- e) Shall take decisions on salesmanship and dealership rights of all Woodball Equipment in the Country

### **3.2. Functions of the Executive Committee**

- a) To respect, protect and uphold the UWbF Constitution, and promote its objectives
- b) To implement decisions of Congress and report back performance updates
- c) Manage the affairs of the Federation
- d) Prepare for the Congress, prepare reports for the Congress, and decide on the venue dates and agenda.
- e) To appoint and supervise its Commissions.
- f) To clear all players and officials for national and international assignments.
- g) To maintain contact and liaison with National and International Sport Bodies and nominates representatives to those bodies like IWbF, AWbF, and NCS. Will have powers to recall representatives in accordance with standing Rules and Regulations of such bodies.
- h) To award UWbF certificates, badges, blazers, trophies and others.
- i) Supervise the organization of the national competitions and any other events under the auspices of UWbF.
- j) Maintain contact between member clubs and associations with the Federation.
- k) Develop and promote Woodball as a sport.
- l) Maintain all records and funds of the Federation.

### **3.3. Meetings of the Executive Committee**

- a) The first meeting of the Executive Committee shall converge to discuss the approved Budget for the financial year in question and activity calendar after the annual Congress.
-  b) Subsequent meetings shall be summoned by the President at least every four months, or upon the request of one third of its members.
- c) The notice and Agenda form the members shall be communicated at least two weeks before the meetings.
- d) The quorum shall be half its members. 
- e) Representatives authorized by their associations may attend as observers and may not deliberate unless permitted by the Executive Committee.
- f) A simple majority makes all decisions and where there is a tie in the votes cast, the President shall have a casting vote.
- g) A member who is absent without apology for three consecutive meetings shall be assumed to have resigned and will no longer be eligible to hold Office any further. In such a case, the Executive Committee shall appoint an acting or co-opt a replacement in a capacity, pending confirmation by the congress.
- h) No member elected or co - opted to the Executive Committee shall be entitled to any remuneration just for executing a given function relevant to that appointment/office.
- i) However, where a specific budget provides for allowances, communication, transport, and welfare expenses may be covered or refunded whenever deemed appropriate.

### **3.4. Duties of the Executive Committee Officers**

#### **a) The President**

The President shall be responsible for the top administration of UWbF and his special duties shall include:

- i. Summoning the Congress and Executive meetings to convene.
- ii. Presiding over meetings of the Congress and Executive Committee
- iii. Signing together with the General Secretary and Treasurer documents that commit UWbF.
- iv. Negotiate or oversee negotiations of all major contracts on behalf of UWbF in consultation with the appropriate members or relevant bodies.
- v. Maintaining contacts between the Executive Committee.
- vi. To be an ex-officio member of all Commissions apart from Finance Commission
- vii. Shall be head of the Finance Commission.
- viii. Shall be the Principle signatory to all Federation accounts.

**b) 1<sup>st</sup> Vice President - Administration**


- i. Deputizes for the President in all administrative matters.
- ii. Shall supervise all District Woodball Associations.
- iii. Perform any other duties assigned by the President with the exception of signing Federation accounts.

**c) 2<sup>nd</sup> Vice President**


- i. Shall be head of the Marketing Commission
- ii. Shall deputize the President and perform any other duties assigned by the President with exception of signing Federation accounts.

**d) General Secretary**

- i. Responsible for all the administration of the secretariat.

- ii. Maintaining contact between member clubs, associations and international bodies.
- iii. Taking minutes, preparing all necessary reports and maintaining UWbF Records.
- iv. Presenting a report at Executive Committee meetings and the Congress on UWbF administration issues.
- v. Shall be an alternate signatory to all Federation accounts.
- vi. Shall in consultation with the President, write all notices and correspondences of the Federation and ensure their timely and effective delivery to members
- vii. Inform NCS of intentions to amend the UWbF Constitution, showing areas of attraction not less than 30 days before the Congress. 
- viii. Inform NCS of the actual modifications and amendments of the Constitution by the Congress, not more than 30 days after the Congress
- ix. Perform any other duties as shall be assigned by the President.

**e) Assistant General Secretary**

- i. Deputizes for the General Secretary. 
- ii. Responsible for organizational matters of the Federation.
- iii. Responsible for welfare of teams and clubs at national engagements.
- iv. Producing and maintaining of statistical data of all competitions in collaboration with the Technical Commission.
- v. Shall be the Secretary to the Technical Commission.
- vi. Perform any other duties as shall be assigned by the President.

## **f) Treasurer**

- i. Responsible for all financial administration of UWbF matters.
- ii. Devise means of generation of income; advise the Finance and Marketing Commissions and raising funds for the Federation.
- iii. Compiling a detailed account and balance sheet for the previous financial year, which should be submitted to the Executive Committee, the Auditor, and Congress for adoption.
- iv. Keeping records and custody of all UWbF assets and proper accounts books.
- v. Drawing a budget to be submitted to the Executive for onward presentation to Congress.
- vi. Making a financial report at every meeting of the Executive and Congress.
- vii. Collection of membership and affiliation fees and other money.
- viii. Shall be Secretary to the Marketing and Finance Commissions.
- ix. Shall be an alternate signatory to the Federation accounts and documents and perform any other duties assigned by the President.

## **g) Public Relations Officer**

- i. Shall be responsible for acquisition and dissemination of information about UWbF to the public and be spokesperson of the Federation in consultation with the President.
- ii. Responsible for publications of the Federation, providing bulletins and magazines for the benefit of members and the public.
- iii. Shall be an ex-officio member on all Commissions apart from Media.

- iv. Shall be head of the Media Commission.
- v. Perform any other duties as shall be assigned by the President.

**h) Technical Director**

- i. The Technical Director shall be the head of the Technical Commission and will be in charge of all technical matters of the Federation.
- ii. Supervise the selection of national teams and officials for international events.
- iii. Coordinate all Federation courses and seminars of a technical nature
- iv. Organize and advise the Executive Committee on all technical matters.
- v. Shall together with the Organizing Committee agree on rules and regulations for each competition or championship.
- vi. Shall approve the course of play for competitions sanctioned by federation.
- vii. Shall Chair the Arbitration / Appeals Panel on technical matters.

## **i) Club Representatives**

- i. Two delegates will be elected to represent the entire paid up member on the Executive Committee.
- ii. The delegates shall include one male and one female.

### **Their main duties will be;**

- a) Overseeing the interest of all members and any other duties assigned to them by the President.
- b) Organize and meet club managers periodically.
- c) Recruit and guide formation of new clubs.



## **Article 4: Establishment of Commissions**

### **Establishment**

The Executive Committee will establish Commissions to assist the Executive run the Federation activities. These shall:

- a) Serve a five-year term.
- b) Have the Heads shall nominate the rest of the members and submit them to the Executive Committee for approval and appointment.
- c) Be under the direct supervision of the General Secretary and be expected to report to the Executive Committee on a quarterly basis.
- d) Have a Secretary to take minutes during meetings, make reports and command custody of records.
- e) Shall have to seek approval of the Executive Committee on all their work plans before implementing them
- f) Shall attend Executive Committee meetings strictly on invitation
- g) The Executive committee reserves the right appoint a new head of a commissions in situations where the current head in unable to run activities on behalf of the federation due to unavoidable circumstances

### **The Commissions**

Below are the commissions:

1. Publicity
2. Marketing
3. Development
4. Finance
5. Schools and Institutions
6. Medical
7. Technical (Referees, Coaches, Beach)
8. Disciplinary
9. Corporate





## **Functions of Commissions**

The following shall be the duties of the Commissions

### **4.1 Development Commission**

Shall consist of a Chairperson and not more than five members with responsibility to:

- a) Formulate coordination work plans for development efforts of the Federation
- b) Formulate policies, programmes and plans for the development of Woodball
- c) Devise programmes of integration of various institutions and other bodies into the Federation activities

### **4.2 Media Commission**

Shall consist of a Chairperson and not more than seven members.

- a) Shall be responsible for public relations and initiating programmes that promote Woodball and the Federation.
- b) Assist in production of video, audios, still pictures and dissemination of such publicity information to the public.

### **4.3 Marketing Commission**

- a) The Second Vice President shall be its head and shall have not more than five members selected/appointed by virtue of their experience and availability.
- b) The Treasurer shall be an ex-officio on this Commission.
- c) Responsible for marketing programmes of the Federation that may link it to Funding and shall work hand in hand with the Media Commission.
- d) Devise ways and means of raising funds for the Federation.



#### **4.4 Schools and Institutions Commission**

This Commission shall answer all questions related to development of Woodball in schools and institutions of learning. It shall consist of a Chairperson and not more than five members to:

- a) Network with all schools/institutions of learning.
- b) Planning and formulating programmes towards development and promotion of Woodball in this constituency.
- c) Work with the technical commission to select team to represent the country at different competitions

#### **4.5 Medical Commission**

Shall consist of a Chairperson and not more than five members in all with their specific duties being:

- a) Conduct research and generate publication of medical and scientific aspect of Woodball
- b) Educate and encourage the study or practice of sports medicine
- c) Ensure compliance to technical Rules and Regulations of UWbF, and IWbF regarding doping, sexual harassment, medical supervision of competitions etc.
- d) Organize seminars, courses for players and officials towards promoting scientific approaches to the study of the sport in cooperation with other Commissions
- e) Forward cases that have been tested and proved positive on doping to the Disciplinary Commission for further action

#### **4.6 Technical Commission**

Shall be headed by the Technical Director and not more than five members and shall be responsible for

- a) Draw annual calendar of activities



- b) Organize and control all competitions in accordance with the stipulated rules and regulations
- c) Draw fixtures of competitions
- d) Appoint match officials
- e) Draw and review competition rules and regulations
- f) Ensure enforcement of the rules and Regulations
- g) Select in conjunction with and present to the Executive Committee national teams and officials for approval for international engagements
- h) Conduct coaching, officiating and administration courses and seminars
- i) Compile periodic and event reports to the Executive to forward to NCS and MoES
- j) Produce instructional technical materials

#### **4.7 Disciplinary Commission**

Shall consist of a Chairperson and not more than five members whose specific role will be:

- a) Recommending appropriate disciplinary action in accordance with the approved measures against members, clubs, officials, players and individuals who act in a way which could bring the Federation and all stakeholders into disrepute
- b) Recommend to the Executive Committee and Member Associations disciplinary measures against culprits on and off venues of competition
- c) Take decisions on cases of discipline or incidences arising out of competitions organized by the Federation and IWbF

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- d) Work hand in hand with other relevant commissions in solving disputes regarding players, officials, club and competitions, noting carefully all decisions on technical cases can't be decided without consultations with the Executive Committee and Referees Commission

#### **4.8 Finance Commission**

The President shall be the chairperson and the Treasurer, the secretary of the commission. The commission shall comprise not more than five members whose responsibilities will be:

- a) Preparing a budget for the presentation to the Executive Committee for approval to congress
- b) Examining and preparing proposed expenditures of the Federation
- c) Prepare and present annual accounts to the Executive Committee before auditing
- d) Devise ways and means of raising funds for the federation

#### **4.9 Referees Commission**

Shall not comprise of more than five members. Shall be:

- a) Responsible for all technical matters regarding management of referees and refereeing the sport.
- b) Shall be responsible for organizing Referees Courses, grading referees, certifying and appointing them plus submitting reports to the Executive Committee
- c) Take decisions on cases of indiscipline or incidences arising out of referring competitions organized by the Federation



## **Article 5: Financial Provisions**

- 5.1 The financial year of UWbF shall begin on 1<sup>st</sup> January and end on 31<sup>st</sup> December and shall run an annual calendar programme.
- 5.2 All financial matters of the Federation shall be ultimately controlled by the Executive Committee, directly supervised by the Treasurer who shall discharge his/her responsibilities through the Finance Commission
- 5.3 The Federation shall at all times have an account with a Bank as approved by the Congress. The Executive Committee can only change the Bank if judged necessary, but with a 3/4 majority vote resolution.
- 5.4 The President shall be the principle signatory with the Treasurer and General Secretary being the alternate signatories.
- 5.5 The Federation shall have auditors who shall be appointed or confirmed from time to time by the Congress.



## **Article 6: Disputes and Appeals**

6.1 Members Association, any teams, Clubs and players shall not bring before a Court of Law disputes with

1. UWbF
2. Other associations
3. Any Team
4. Club
5. Player

They must submit such disputes to an arbitration panel appointed by Congress in case of (1) above or the UWbF executive Committee in case of (2,3,4,5 above)

6.2 All disputes arising during any competition shall be submitted to the Technical committee (Desk) for expeditious handling as dictated by the rules of the competition.

6.3 A party not satisfied with the decision of the Competition Technical Committee shall appeal in writing to the Technical Arbitration Panel Chaired by the Head of the UWbF Technical Commission. The decision of the competition.



## **Article 7: Amendment to The Constitution**

- 7.1 The Congress may discuss the revision of the Constitution if so requested by one third of the present and eligible members or by a request / motion by the Executive Committee. Such motions can only be entertained if it was included on the proposed Agenda, sent together with Notice of the meeting, and areas / articles being proposed for amendment not less than 30 days ahead of Congress.
- 7.2 An Extraordinary Congress may also be convened with "Amendment of the Constitution" as the only item on the Agenda, and no A.O.B. Areas of proposed amendment must be attached / shown, and the suggested changes thereof.
- 7.3 Affiliate and paid – up members of the Federation may also collectively or otherwise generate proposed views for inclusion or areas of the Constitution for amendment. Such proposals must at all times be delivered to the General Secretary only once a year and not later than 30th October who will then dispense it to members
- 7.4 The Proposals of such modification must appear in a final draft form in detail attached on the agenda for the Congress
- 7.5 Fifty percent of the effective members must be present for any modification to be approved
- 7.6 Debated amendments of modifications to this Constitution can only be adopted by a 2/3 majority of those members present
- 7.7 An adopted amendment shall only become effective after a period of 30 days from the holding of Congress.



## **Article 8: Removal of The Executive Committee**

8.1 The Executive Committee shall be considered removed from office in the following circumstances.

8.1.1 If it delivers a letter of resignation to the Congress, signed by at least 50% of the Executive Committee, two of whom should be the President, General Secretary or one of the Vice Presidents. Congress will analyze the reasons for resignation and take a decision

8.1.2 Congress may choose to stay or refuse to endorse the resignation especially on criminal abuse of office or embezzlement grounds

8.1.3 The Congress passes a vote of NO CONFIDENCE in the Executive Committee by a simple majority decision.

8.1.4 If at least one half of its members independently resign and deliver their individual letters of resignation to the President, General Secretary or Congress properly stating the cause and reasons of the action.

8.1.5 Upon the intervention of Government through the NCS, following sufficient evidence of abuse of office, abrogation of the Constitution and insubordination.

### **8.2 Right to recall an Executive Member.**

The Congress shall have the right to recall a member of the executive before the expiry of the term of office on any of the following grounds;

1. Physical or mental incapacity rendering the member incapable of performing the functions of the office.
2. Gross misconduct or misbehavior likely to bring contempt or disrepute to UWbF.
3. That he or she has dishonestly done any act or omission which is prejudicial or inimical to the development of the sport of Woodball
4. Abuse of office or willful violation of the UWbF constitution.





5. In case of removal of an executive member for under provision 2, 3, or 4, a notice in writing signed by not less than one third of the paid up members shall be submitted to the President clearly stating the intention to move a motion for a resolution to recall an executive member on specific grounds stated in section 8.2.
6. The President shall notify the affected member with in a period of one week of receipt of such notice and call for an extraordinary assembly with in thirty days to deliberate on the matter. If adopted, then the same assembly shall elect a new member to fill the vacant position.
7. In case of removal of an executive under provision (1) a notice in writing signed by not less than one third of paid up members shall be submitted to the president stating the intension to remove a motion for a resolution to recall an executive member on grounds of physical or mental incapacity.

The President shall, in consultation with a Counselor or Physician inform the executive member accordingly.

Procedure shall apply as in 8.2.2 above.



## **Article 9: Resignation of Members of The Executive Committee**

- 9.1 A member of the Executive may resign an individual position by delivering a resignation letter to the President of the federation who shall submit the same to the Executive Committee for appropriate review and action.
- 9.2 For the President to resign, he/ she shall submit a resignation letter to the General Secretary. The 1st Vice President shall then convene an Executive meeting to receive, debate and prepare to report the case and the Executive Committee's views to the next Congress to which the President should be invited to attend.

## **Article 10: Doping**

- 10.1 UWbF shall have rules on doping, ancillary offences, out of competition testing, disciplinary procedures for doping offences, sanctions, and methods of implementation wherever applicable.
- 10.2 UWbF shall allow IWbF to conduct doping control at any national and out of competition testing on athletes.
- 10.3 UWbF under its Medical Commission, and /or IWbF shall conduct seminars, workshops or run any other such activities to sensitize stakeholders anti-doping.



## **Article 11: Dissolution**

11.1 The dissolution of the UWbF can only be decreed by the Congress and shall be affected by a majority of three quarters of effective members present.

11.2 In case of dissolution, the Congress will immediately address the attention of NCS who shall guide in the available options according to the NCS guidelines, on the disposal of the assets of UWbF.



## **Article 12: Quorum**

12.1 All meetings of UWbF shall require realizing a specified Quorum for them to be duly convened. These shall be:

- a. The Annual General Congress – 1/3
- b. The Extraordinary General Congress – 1/3
- c. The Executive Committee Meetings – 2/3
- d. Commission Meetings – 1/2

12.2 For instances where Quorum has not been realized, members shall wait for 30 minutes before adjourning the Congress. The next Congress shall be held 30 days after the adjourned Congress and resolutions made by it shall be valid irrespective of Quorum.



### **Article 13: Matters not provided for**

- 13.1 The Executive Committee shall democratically decide any matters not provided for by provisions of this Constitution, and those, which may simply be implied in a less direct manner.
- 13.2 This mandate carries with it an assumption and a benefit of doubt that such matters shall be interpreted by all members to be in consonance with the cardinal spirit, vision and objectives of the Federation, and not in contravention of other provisions of this Constitution.
- 13.3 Such matters, or any identified conflicts in interpretation must immediately be brought to the attention of Congress not later than 60 days for ratification, following the provided procedures.



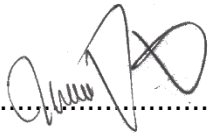
## **Article 14: Adoption of this Constitution**

- 14.1 The initial edition of this Constitution is deemed to have come into immediately upon its ratification, as below declared and endorsed, by its first Congress of members present at its first Ordinary General Congress, where upon this Supreme document has been duly adopted.
- 14.2 This Constitution has therefore been willfully adopted by a consensus of not less than 50% of the members physically present (list of attendance is hereby appended), but for emphasis shall require that at all appropriate future times require  $\frac{3}{4}$  of only eligible members, to amend all or part of its provisions.

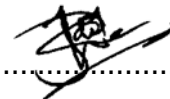


**Article 15: Declaration**

Accordingly therefore, and in full consent with the provisions enshrined in this Supreme document, this amended edition of Uganda Woodball Federation Constitution has been adopted in a duly constituted Congress, held this **8<sup>th</sup>** (day) of **February** (month) of **2020** (year), convening at **The Federation Headquarters in Mengo** (venue) as per endorsed attendance list(s) annexed and signed by:



**President**



**General Secretary**

## ANNEX A – Members Present on amendment

S/N	Club	Name
1.	Airforce S.S	Mr. Tumuhimbise Evert
2.	Ahmadiyya Primary School	Ms. Nantale Faridah
3.	Botladz Woodball Club	Mr. Mudingotto Ladslaus
4.	Buganda Land Board	Mr. Aziz Masimbi Iga
5.	Bugema University	Mr. Mukiibi Ssemakula
6.	Bukalabi Church of Uganda Primary School	Ms. Nassiwa Proscovia
7.	Eminents Woodball Club	Ms. Mukoova Joan
8.	Gulu College of Health Sciences	Mr. Komagumu Emmanuel
9.	Luweero School Coordinator	Mr. Okolo Robert
10.	Entebbe Corporate Woodball Club	Mr. Kifampa Sammuel Alex
11.	Kampala International University	Ms. Kabasindi Annet
12.	Kisubi Corporate Woodball Club	Mr. Ssemata Raymond
13.	Kiryandongo Woodball Club	Mr. Okello Anthony
14.	Kkungu Primary School	Mr. Busuulwa Fredrick
15.	Makerere University	Mr. Kanyesigye Benson
16.	Makerere University Business School	Ms. Kimbugwe Hillary
17.	Malongo Baptist High School	Mr. Ali Ahmed Kiwanuka
18.	Motherwell Junior School	Mr. Okio John Bosco
19.	Murchison Bay Primary School	Mr. Angubo Mathew
20.	Ndejje Corporate Woodball Club	Ms. Matovu Rose
21.	Ndejje University	Mr. Muhumuza Wilfred Kato
22.	Nansana Municipality	Mr. Bukenya Sulai
23.	Proway Woodball Club	Mr. Nadiope Phillip
24.	St. Joseph's Technical Institute Kisubi	Mr. Masiga Jackson
25.	Stroke Woodball Club	Ms. Eric Enabu
26.	Uganda Christian University	Mr. Vincent Kisenyi
27.	St. Marks College Namagoma	Ms. Shahnaz Luwedde
29.	Reigners Woodball Club	Ms. Sarah Mpiima