



EMAU CONSTITUTION

Valid from 1 January 2013

(italics: motions at EMAU Congress, Amsterdam, 20 May 2012)

This Constitution shall in no way contravene the Constitution of the World Archery Federation, hereinafter referred to as WA, which shall be used as a guide in all queries regarding the interpretation of this Constitution.

1.1 NAME

- 1.1.1 The name of the Association, shall be *World Archery Europe* and shall be abbreviated *WAE*. Hereinafter referred to as the *WAE Association*.
- 1.1.2 *The official brand and logo of World Archery Europe, accepted by the Congress, comprises two basic elements: the bow and arrow icon and the World Archery Europe logotype.*
- 1.1.3 *The WAE flag shall be white with the WAE emblem in colour surmounted by the letters World Archery Europe centrally placed.*

Member Associations may fly the *WAE* flag only at Tournaments recognized by *WAE*.

1.2 REGISTERED OFFICE

- 1.2.1 The address of the office of *WAE*, shall be that of the President.

1.3 OFFICIAL LANGUAGES

- 1.3.1 Shall be as in I.O.C. and *World Archery Federation*, presently English.

1.4 GOALS

- 1.4.1 In co-operation with WA.
The goals of the Association are:
 - To promote Archery and Olympic and Paralympic ideals and principles
 - Organization of European Championships and International competitions in all disciplines
 - Representation of Archery in Europe
 - The education and Development of Archery Associations at all levels
- 1.4.2 The terms of reference of the *Executive Board* are:
 - to comply and honor the goals of the Union
 - to be the task force for the promotion of Archery in Europe and the Mediterranean countries creating the opportunities for the development of archers, coaches and officials, thereby giving the maximum opportunity for archers to achieve their potential on the world stage.

1.5 MEMBERSHIP

- 1.5.1. Members of the *World Archery Europe* shall be:
 - Member Associations
 - Associate Members
 - Honorary Members
- 1.5.2. All Member Associations must be recognized by WA.

Where the Constitution & Rules of the Continental Association do not cover the issue, the matter shall be covered by the WA Constitution & Rules.

1.5.3 Associate Members may be individuals, institutions or companies wishing to contribute substantially to the Association's activities in promoting archery within its boundaries.

1.6 AFFILIATION

1.6.1. A National Association will, when becoming a member of WA, automatically be a member of its Continental Association based on their NOC membership in NOC's Continental Association as recognized by the IOC.

1.7 ORGANIZATION

1.7.1. Congress is the Senior Administrative body of the WAE. All powers that are not specifically attributed to other positions of this Constitution belong to the Congress

1.7.2. Congress elects, and to it are responsible, the following officers of WAE, namely:

- the President
- the two Vice Presidents
- the six *Executive Board* Members.

Responsible to Congress are also:

- the Secretary General
- the Finance Board

which are appointed by the President and confirmed by Congress.

The above shall be named, and as hereinafter referred to, as the *Executive Board* which shall be responsible for the management of WAE between Congresses.

1.7.3 The Finance Board consists of 3 persons: the Secretary General and 2 persons with a financial qualification or with relevant accountancy or financial experience over the previous 5 years before the appointment. The Chairperson of the Finance Board will be designated by the President. He/she is subject to the authority of the President and he/she will review the orderly accounting of the finances.

1.7.4 In accordance to the WA Rules Art.1.25 Auditing, ~~EMAU~~ WAE *Executive Board* will appoint 2 auditors for 4 years. Auditors will present a report to the *Executive Board* annually and to Congress every 2 years.

1.7.5 Congress also elects two *Executive Board* substitutes, who shall take the place of any member who fails to attend two consecutive Executive Board meetings or three Executive Board Meeting in 3 consecutive years.

The substitutes are nominated according to their number of votes, such as the one with the highest number of votes are to be first substitute, and the other second substitute.

In case the two substitutes receive the same number of votes, the older of them will be the first substitute.

Substitutes will be elected at each Congress. A substitute may only serve as a member of Executive Board until the next Congress.

1.7.6 The President and the two Vice Presidents, together with the Secretary General, shall form the Executive Committee. The Secretary General does not have a vote.

1.7.7 All positions have a term of four years.

1.7.8. Retiring officers are eligible for re-election.

1.7.9 Nominations for positions shall be submitted only by Member Associations and not by individuals and should include a statement from the nominee, that he/she will accept the position if elected. Those nominations should be directed to the WAE Secretary General within the deadline stated in WAE Constitution .

If no nomination for a position is submitted, then nominations shall be accepted up to the time of the election.

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- 1.7.10 A candidate must be supported by his/her own Member Association, if the nominator is not from the candidate's own country
- 1.7.11 The President, one Vice-President and three Executive Board Members shall be elected at the Congress held at the European Outdoor Championships, two years after the Summer Olympics.
One Vice President and three Executive Board Members shall be elected at the Congress held at the European Outdoor Championships in the year of the Summer Olympics.
With the exception of the Secretary General, no two of the above Members of the Executive Board may belong to the same country.
- 1.7.12 The following Permanent Committees will be elected at the Congress held the year of the Summer Olympics for a term of four years.
For each Permanent Committee 3 members are elected. The Chairman will be appointed by WAE Executive Board out of the 3 elected persons.
The chairperson of each committee will submit to the Executive Board once a year, a report, a plan of committee activities and a suggested budget to be approved by the Executive Board.
- Junior Development Committee
The primary objective of the Committee is to oversee the European Junior Cup and Junior Championships in such a way as to encourage cadets and juniors to prepare for international competitions.
The allocation of the European Junior Cups will be made by the WAE Executive Board.
 - Development Technical Assistance Committee
The Committee will work on matters of development within WAE. The Committee will work within the approved budget from the Executive Board and will report directly to the Secretary General.
 - Judges Committee
The Committee will work with the WA Judges Committee. The Committee will also recommend to the *WAE Executive Board* the appointments of the judges for the European Championships and for WAE competitions.
 - 3D/Field Committee
The Committee will work with the WA Field Committee and the 3D Archery Coordinator.
- 1.7.13 The following Liaison Officers to WA Committees will be appointed by the *Executive Board* for a period of 4 years.
The Liaisons will submit to the Executive Board once a year a report and a plan of their activities.
- Athletes Liaison
he/she will work with WA Athlete's Committee
 - Medical Liaison
he/she shall be a Doctor of Medicine
 - The Para-archery Liaison
he/she shall work with the WA Para Archery Committee
- 1.7.14 Congress may elect Honorary positions, who shall be distinguished persons whom the Association wishes to honor, or persons who have distinguished themselves by their work on behalf of the Association. These persons will have no vote in Congress.
- 1.7.15 *The Executive Board* shall meet at least once a year.
50% of elected members shall constitute a quorum at the Executive Board meetings and the President or Chairman may have a casting vote as required..

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1.8 VOTING

- 1.8.1 Elections shall be by written ballot or by a electronic voting system
- 1.8.2. 1st Round: simply majority of the valid votes of the registered Member Associations at that Congress session.
2nd Round: For any remaining positions after the 1st Round, a system of plurality of votes is used. The candidates obtaining most votes in the 2nd Round independently if they obtain a simply majority will be elected.
In case of a tie between 2 or more candidates a ballot will be held and the candidate(s) who receive the highest number of votes, will be elected.

1.9 CONGRESS

- 1.9.1. Congress is formed by the delegates of the Member Associations and the *Executive Board*. A roll call of Member Associations will be taken and the names of the voting delegates and Country that they represent attached to the attendance list.
Delegations are qualified to attend Congress only if the Member Association they represent, has paid their membership fee to WA up to and including that one of the current year.
- 1.9.2. Each Member Association shall be allowed one voting delegate and no more than two other delegates. Associate Members may be represented by no more than one representative.
- 1.9.3. Each Member Association shall have one vote. The vote of a Member Association may be cast by proxy. No delegation may carry more than one proxy vote. Each voting delegate and proxy shall present written authority from the Member Association represented before the meeting starts.
- 1.9.4. A Congress session shall be valid if at least half the Member Associations qualified to attend have registered prior to the beginning of the session.
The President shall preside at all meetings of Congress. In the absence of the President, one of the Vice Presidents shall preside, or, if none are present a Member of the *Executive Board* other than the Secretary General. If none of these are present then a voting delegate shall be elected as Chairman.
- 1.9.5 The President or Chairman shall have a casting vote in the event of a tie.
Other members of the *Executive Board* shall have no vote unless acting as properly appointed voting delegates or proxies of Member Associations.
The Secretary General can not serve as a voting delegate or carry a proxy.
With exception of election of Executive Board Members and members of all the Committees, voting shall be by a show of hands.
A ballot may, however, be demanded by not less than three voting members.
- 1.9.6 Congress decisions are final and can only be changed by a vote of the following Congress.
Amendments to the Constitution shall require a two-third majority of the votes cast; whereas other Rules, Regulations and matters shall be decided by a simple majority of the votes cast.
- 1.9.7. Congress shall be held during the European Outdoor Championships every 2 years.
6 months (180 days) prior to the Congress, the date and venue of the Congress shall be announced to Member Associations, and the nomination forms will be distributed.
- 1.9.8 Extraordinary Sessions of Congress shall be convened at the written request of the *Executive Board* or a simple majority of Member Associations.
- 1.9.9. Motions for the Constitution and modifications of the Rules to be considered by Congress, shall be submitted only by Member Associations, the President or the *Executive Board*, at least 90 days prior to Congress.

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- 2.0 At least 60 days prior to Congress the Secretary General shall collate all Motions and Proposals and distribute them to all Member Associations and Members of the *Executive Board* .
- 2.0.1 40 days prior to Congress, amendments may be submitted by Member Associations, the President, the *Executive Board*, or Permanent Committees within their terms of reference to the Secretary General. After which time no amendments to motions and proposals will be permitted.
- 2.0.2 30 days prior to Congress, nominations for positions shall be submitted by the Member Associations to the Secretary General.
- 2.0.3 20 days prior to Congress, the Secretary General shall distribute to all Member Associations, and Members of the *Executive Board*
- a) The Congress Agenda.
 - (b) The Finance Board and Auditors Reports together with the audited income/expenditure account, the balance sheet and the financial program.
 - (c) The Annual Report.
 - (d) The Motions and Proposals.
 - (e) A list of nominations for offices so far received.
 - (f) The Permanent Committees reports
- 2.0.4 Postal ballot
In cases of emergency the *Executive Board* is empowered to call for a postal ballot. The results of such a ballot shall be immediately communicated to each Member Association. All communications in *WAE* may also be valid if made by electronic means.
- 2.0.5 *Congress venue*
- 1 *The Congress venue is the responsibility of the organizers of the European Championships. Arrangements will be made in cooperation with and approval of WAE.*
 - 2 *The Congress hall must be large enough to accommodate seating facilities for the Executive Board at the main table, preferably on a raised platform. The delegates should be seated in a semicircle, if the hall is large enough, or will be seated at tables in rows. Nameplates will be placed on the tables for Executive Board.*
 - 3 *Technical facilities will be provided in the hall. They include a number of microphones and a blackboard or a flip chart, and, if requested, a projector and screen.*
 - 4 *The cost of the Congress venue, of the coffee break and the official meal at the end of the Congress for Delegates and other attending Congress shall be borne by the Organizers.*

2.1 AWARDS

- 2.1.1 *WAE* may give awards to persons in recognition of their work for the development and the promotion of European Archery.
- 2.1.2 Proposals for awards come from Member Associations or from *Executive Board* Members and must be approved by Congress.
- 2.1.3 All proposals must be addressed to the Secretary General at least 2 months before the date of the Congress session . Detailed information on the achievements of the person proposed for the award, must accompany the proposal.

2.2 DISSOLUTION OF WORLD ARCHERY EUROPE

In the event of dissolution of *WAE*, all monies, minutes, and records relevant to the Association will be transferred to *WA* for safekeeping, and kept in trust until such time as a

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new Association submits to WA a guarantee to operate within the policy and objectives of WA and within an agreed geographical area known currently as WAE.

2.3 FINANCES

2.3.1 All money and sums received on behalf of the Association shall remain the property of the Association and there shall be no general distribution of such funds among the Member Associations.

This does not include the issue of grants to Member Associations towards specific objects of the Association.

2.3.2 Income will be derived from:

- (a) Member Association's fees
- (b) Contributions from WA
- (c) Donations from any source.
- (d) Grants from any source.
- (e) Copyright fees from any source relating to any material which the Association produces or is involved in the production of such.

2.4 CHAMPIONSHIPS

2.4.1. WAE arranges for the organization of the following Continental Championships:

- *World Archery Europe Outdoor Championships - Recurve and Compound Divisions*
- *World Archery Europe Indoor Championships (Senior and Junior) – Recurve and Compound Divisions*
- *World Archery Europe Youth Championships ((Juniors and Cadets)- Recurve and Compound Divisions*
- *World Archery Europe Field Championships (Senior and Junior) – Barebow, Recurve and Compound Divisions.*
- *World Archery Europe 3D-Championships – Barebow, Instinctive Bow, Longbow and Compound Divisions*
- *World Archery Europe Para Championships – Recurve and Compound Divisions.*

2.4.2. The above European Championships shall be held every two years as follows:

- *World Archery Europe Outdoor Championships, in even years*
- *World Archery Europe Indoor Championships, in odd years*
- *World Archery Europe Field Championships, in odd years*
- *World Archery Europe Youth Championships, in even years*
- *World Archery Europe 3D-Championships, in even years;*

2.4.3. *The World Archery Europe Para Championships will be held every 4 years in even years*

2.4.4 The Championships are organized for the classes named in WA Constitution & Rules, Book 2, art. 4.2

For Para-Archery see WA C&R - *Book 3, art. 21*

At the European Championships, all European Member Associations in good standing may enter no more than 3 athletes in each category .

At European Championships a team consists of 3 athletes in each category.

A mixed team consists of 1 female and 1 male athlete of the same category.

2.4.5 In a European Championship no title will be assigned if the participants are less than 12 individuals and 6 teams.

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For Youth and Para-Archery categories , no finals will be shot if less than 4 individuals and 4 teams are participating. In these cases the individuals or teams will be ranked according the Qualification Round and the Organizer will award them with own medals.

2.5 ALLOCATION OF CHAMPIONSHIPS

2.5.1 The Organization of European Championships shall be entrusted by the Executive Board to a Member Association after checking of the bid, the WAE Bid/Evaluation Checklist must be submitted in writing to the Secretary General.

2.5.2 *The Executive Board*, upon its decision, shall give a written confirmation to the Organizers and send at the same time the WAE Organizer Agreement which has to be signed by the Organizers. The *Executive Board* will communicate the names of the Technical Delegate (TD) and the Tournament Judges Commission to the Organizers.

2.6 ORGANIZERS' RESPONSABILITIES FOR WAE EVENTS

2.6.1 The Organizers shall be responsible for making financial arrangements for the Championship allocated to them as:

- deciding the amount of Entry Fees (as per Organizer Agreement limit)
- bearing the cost of doping control
- creating a Web Site of the event for publishing the daily results according to the WAE approved results system.

2.6.2 The Organizers shall arrange for food, lodging and local transportation for the judges. The cost of which shall be borne by the Organizers.

2.6.3 The Organizer shall send the Invitation to Member Associations eligible to compete, at least 6 months before the first day of the European Championships, including preliminary and final entry forms, detailed information on the entry fees, accommodation, meals, transport , etc. Participation waiver, WA anti doping agreement, athlete's biography, etc. Entry forms have to be returned at the latest:

- a) preliminary entry forms - 90 days before the 1st day of the competition
- b) final entry forms - 20 days before the 1st day of the competition

2.6.4 A Technical Delegate (TD) shall be appointed by the *Executive Board* in order to advise the Organizers and to check that all preparations are in accordance with WA and WAE Rules. The TD's expenses for travels (for Inspection visit and for the event), food, lodging and local transportation will be borne by the Organizers.

2.6.5 The Jury of Appeal will be appointed on the field by the TD. If it is necessary the *WAE Executive Board* can appoint the Jury of Appeal.

2.7 TOURNAMENT JUDGE COMMISSION

2.7.1 Judging activities at WAE Championships will be coordinated by the Tournament Judge Commission.

2.7.2 The Tournament Judge Commission will be advised to the *Executive Board* by the WAE Judge Committee and confirmed by the *Executive Board*.

2.7.3 One of the judges as per 2.7.2. will be appointed as Chairman of the Tournament Judge commission by the WAE Judge Committee and confirmed by the *Executive Board*.

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- 2.7.4 The Tournament Judge Commission will co-operate closely with the appointed WAE Technical Delegate.
- 2.7.5 *The chairperson, on behalf of the Tournament Judge Commission, shall present a report on the tournament to the WAE Secretary General and to the WAE Judges Committee.*

2.8 TITLES AND RECORDS

2.8.1 EUROPEAN AND MEDITERRANEAN CHAMPIONSHIP TITLES

2.8.2 EUROPEAN AND MEDITERRANEAN RECORDS

Refer to WA C&R, articles 5.3.1.1, 5.3.1.2, 5.3.1.4

2.9 MEDALS AND DIPLOMAS FOR EUROPEAN CHAMPIONSHIPS

- 2.9.1 WAE Championship medals individual and team shall be awarded to the first, second and third place in each European Championship. WAE Diplomas shall be awarded for 4th placed individual and teams

2.10 EUROPEAN RECORD TOURNAMENTS

- 2.10.1 Individual and team European Records may be established at World Championships, Olympic and Paralympic Games, World Ranking Tournaments, Continental Championships, National Championships as well as at National or International tournaments conforming to WA C&R.Art.5.4.2 and 5.4.3.

2.11 EUROPEAN RECORDS CONFIRMATION

- 2.11.1 European records shall be subject to confirmation by the Secretary General
- 2.11.2 Scores shall be sent to the Secretary General, with the WAE Records Claim Form not later than 15 days after the competition in question by the Member Association under the control of which the tournament was organized, or by the Member Association of the archer.
- Records made by archers from an WAE Member Association and achieved in the Olympic Games, World Championships, WA World Cup and European Championships are confirmed as European Records by the Secretary General, on receipt of the WAE Records Claim Form. It is not necessary to add the score sheets.
- 2.11.3 For Grand Prix, European Junior Cup and other International or National competitions, the Secretary General shall ratify a claim for a European Record on receipt of the records Claim Form together with the score sheets.
- 2.11.4 Should an European Record be broken by two or more equal scores made on the same day, the archers shall be declared Joint European Record Holders.
- 2.11.5 Individual and Team Record holders shall be presented with a Diploma stating the result and the place of the record.
- 2.11.6 For Para-Archery see WA C&R - *Book 3- art. 21.9*

2.12 PUBLICATION OF RECORDS

- 2.12.1 Records for women and men shall be kept separate. Details of new Records shall be published on WAE Website.

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2.13 PERFORMANCE AWARDS
As per WA C&R

- Rules for the European Grand Prix are approved by *WAE Executive Board* and thereafter published by the WAE Secretariat on the Website
- Rules for the European Junior Cup are prepared by the Junior Development Committee, approved by the *Executive Board* and thereafter published on the Website.
- The word “Grand Prix” is strictly reserved for competitions that count for the World Ranking Circuit, that are proposed to WA by WAE.

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APPENDIX 1

Terms of Reference of *WAE Executive Board* members

Executive Board-member in the position of President:

- Represents WAE at main events and meetings
- Represents and relates to the issues of the Members Associations
- Presides over Congress, Executive Board and Executive Committee
- The financial planning for the Executive Board and Congress
- Fundraising
- Media

Executive Board-members in the position Vice Presidents (2) and Executive Board-members (6).
These 8 members of the Executive Board will be assigned to the following responsibilities:

- WAE Calendar: Co-ordination of Championships, Grand Prix etc Technical Delegates
- Junior programs including FISU, Schools & Adventure Holidays
- Seminars and Special Projects: Including Coach, and Judges.
- New Disciplines and Projects, Press and Media Promotion
- Competitors , Rules and Motions to WA Doping Control, Ethics, DTAC

Terms of Reference of Secretary General:

- Responsible for functioning of WAE's administration
- Responsible for all official communications
- Prepares Congress, Executive Board and Executive Committee-meetings
- Represents WAE in contacts with WA, EU and other sports organizations
- Provides support to WAE projects

Terms of Reference of Finance Board

- Under the responsibility of the President, keeps an orderly accounting of WAE finances
- Responsible of the keeping of income and expenditure accounts
- Responsible of the keeping of balance sheet
- Responsible of the keeping of relative to each chapter of the budget
- Prepares the financial information necessary for Congress, Executive Board and Executive Committee meetings.
- Prepares annually a detailed budget for Executive Board approval
- Presents annually a report and audited accounts to Executive Board and Congress every two years

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APPENDIX 2

W A E OTHER OBJECTIVES

1. To promote, organize or assist in promoting archery meetings, competitions, courses, demonstrations and events.
2. To select, if and when required, competitors to represent the Association and to enter into any agreements which may be necessary or convenient in connection therewith or with any objects of the Association and to do all or any of the above things either alone or in conjunction with any other person or any other body.
3. To co-ordinate the WAE major competition calendar.
4. To arrange for the organization as required of the European Championships in all Classes and Disciplines recognized by WA.
5. To confirm and maintain WAE Record scores.
6. To maintain complete lists of scores from the European Championships.
7. To produce and issue each year ranking lists of the best archers of the Association of women, men and junior. Executive Board will decide on the number of archers.
8. To co-ordinate training activities, coaching, etc.
9. To deal with all topics of general interest regarding archery submitted by a Member Association.
10. To assist, when required any Member Association entrusted with organization of WAE. Championship.
11. To give prizes, medals and other awards and to obtain, collect and receive money and funds by way of donations, subscriptions grants or by any other lawful method, for or towards all or any of the objects of WAE.
12. To procure to be written or made and print, publish, issue, exhibits and circulate gratuitously or otherwise any reports periodicals, books, pamphlets, leaflets, films, photographs instructional matter or any such documents as maybe thought expedient in connection with all or any of the objects of WAE.
13. To do all such other lawful things as are incidental or conducive to the attainment of all or any of the objects of WAE.
14. To use electronic features (Internet) for WAE purposes

Where the Constitution & Rules of the Continental Association do not cover the issue, the matter shall be covered by the WA Constitution & Rules.