**INDEX**

**1. Name**

**2. Address**

**3. Jurisdiction**

**4. Objective and Goals**

**5. Membership**

**5.1 Club Members**

**5.2 Educational Institution Members**

**5.3 Institutional Members**

**5.4. Life Members**

**a) Life Members with voting Right**

**b) Honorary Life Members without Voting Right.**

**6. New Membership & Renewal.**

**7. Sports Discipline**

**8. Composition of GSA**

**a) General Body of GSA**

**b) Executive Committee and Office Bearers**

**c) Core Committee**

**9. Tenure of Executive Committee**

**10. Power and Functions of the Executive Committee & Core Committee**

**11. Power and Functions of the Office Bearers.**

**a) President**

**b) Vice President**

**c) General Secretary**

**d) Joint Secretary**

**e) Assistant General Secretary**

**f) Treasurer**

**g) Secretaries of adopted Discipline (Sports Secretary)**

**h) Executive Members**

**12. Sub-Committees of GSA**

**a) Finance Committee**

**b) Membership and Screening Committee**

**c) Disciplinary Committee**

**d) Selection Committee**

**e) Football Committee**

**f) Cricket Committee**

**g) Others sports disciplines committee**

**h) Referee Board**

**i) Umpire Board**

**13. Annual General meeting of the General body**

**14. Agenda of AGM**

**15. Notice of the Meeting**

**i) Notice of Annual General Meeting**

**ii) Notice of Executive Committee**

**16. Quorum**

**17. Vote**

**18. Correspondence**

**19. Fund and Bank Account of the Association**

**20. Auditor**

**21. Official Year and Financial Years**

**22. Foundation Day of the Association**

**23. Seal**

**24. Logo & Emblem**

**25. Crest and Blazers**

**26. Flag**

**27. Termination of the terms of Office Bearers and Members of the General Body**

**28. Vacancy**

**29. Disciplinary Action**

**30. Suit**

**31. Legal Advisor and Legal Committee**

**32. Chief Executive Officer**

**33. Annual Sports and Activities Calendar**

**34. Bylaws of Games and Sports**

**35. Bye-Laws of the Association**

**36. Amendment of the Constitution**

**37. Properties of the GSA.**

**38. Repeal and Saving.**

**39. Power of interpretation and removal of difficulties.**

(1)

**CONSTITUTION**

**GUWAHATI SPORTS ASSOCIATION**

(As Adopted in Extraordinary General Body Meeting held on 18th.June, 2023)

**1. Name**: The name of the Association shall be - **“Guwahati Sports Association”** hereinafter referred to as **“GSA”**.

**2. Address:** The registered office of the Association will be at **R. G. Baruah Sports Complex, Nehru Stadium, Guwahati-781007.**

There may be a temporary relocation of the office of the GSA in case of any emergent need.

**3. Jurisdiction:** The GSA will hold the right of operation in Kamrup Metro District and all such neighbouring and adjoining areas/zones as may be designated from time to time.

**4. Objectives and Goals**: The objectives for which the association is established are:

(a) To promote, encourage, foster and improve sports in the area of jurisdiction of the GSA and within and outside the State.

(b ) To enhance the prestige and to improve the conditions of sporting pursuits in the area of jurisdiction of the GSA, to develop true sportsmanship spirit in games and sports, to foster the spirit of discipline through aforesaid activities amongst the sports-loving people therein.

(c) To establish and maintain sports infrastructures in its areas of jurisdiction.

(d) To create and maintain funds by means of subscription, fee, donation, holding charity matches, etc. to take forward the activities of the GSA.

(e) To run and manage all such activities pertaining to sports disciplines, both that are already adopted by the GSA and any such new sports disciplines that may be adopted by the GSA subsequently.

(g) To promote social harmony by organising various cultural events and philanthropic activities etc.

(g) To perform such other legitimate activities as are incidental and conducive for the welfare of the GSA and the society at large.

**5. Membership:** There are 4(four) types of members in the Association. They are as follows:

(1) Club Members

(2) Educational Institution Members

(3) Institutional (Office/Corporate/PSU) Members

(4) Life Members.

(2)

**5.1. Club Members**

Eligibility criteria of a club for membership:

i) It should be a duly registered club with premises within the jurisdiction of GSA.

ii) It must have regular sports activities in at least one of the discipline adopted by the GSA.

**5.2. Educational Institution Members**

Eligibility Criteria for Educational Institution Membership are:

i) Any duly affiliated/recognised educational institution having a regular sports team in at least one of the discipline adopted by GSA shall be eligible to apply for Educational Institution Membership.

**5.3. Institutional Members**

The eligibility criteria for membership of the GSA as Institutional Member are:

i) All Offices, PSU’s & Corporate Houses having registered Head Office and/or Branch Office and/or having area of operation within the jurisdiction of the GSA.

ii) The Offices, PSU’s & Corporate Houses must have regular sports activities in at least one of the disciplines adopted by the GSA.

iii) Any sports club operating under Office/PSU/Corporate and business entity shall came under this category of membership.

**Explanation**: The GSA shall grant membership in terms of Clauses 5.1, 5.2 and 5.3 to clubs, Educational Institutions and Institutions subject to recommendation by Membership and Screening Committee, and, thereafter approval by Executive Committee on fulfilment of the norms laid down in Membership Bye-laws.

**5.4. Life Members**

There shall be two types of Life Member which are as follows :

**I) Life Members**

a) The GSA will have a maximum of 25 (twenty-five) Life Members. All existing life members shall continue to be Life Members of the GSA, and, in case of arising of any vacancy, such vacancy shall be filled up as per the terms and conditions laid down in the Membership Bye-laws.

b) Life Member shall be of minimum 50 years of age and been member of the GSA for at least 10 (ten) years to apply for Life Membership as and when a vacancy arises.

(3)

**(II) Honorary Life Members**

a) GSA may offer Honorary Life Membership to eminent persons of the society and sports persons who have represented National and State teams in different sporting disciplines.

b) The Executive Committee of the GSA shall decide on whom to confer the Honorary Life Membership.

c) Such Honorary Life Members shall have the right to attend the Annual General Meeting (AGM) and other meetings of GSA and enjoy all privileges as granted to the members of the GSA except the right to contest and vote.

**6. New Membership and Renewal/Cancellation of Existing Memberships**

1. Granting of new Membership or cancellation of existing Membership of the GSA shall be subject to Rules and Regulations of Membership Bye-laws.
   1. Membership and Screening Committee shall examine applications submitted for new membership/renewal of existing membership and if found suitable under the criteria, shall forward the recommendation for grant of new membership or renewal or cancellation of existing membership, as the case may be, to the Executive Committee for approval.
2. The final decision to accept or reject new memberships or rejection/renewal of existing membership is vested with the Executive Committee.

**7. Sports Disciplines adopted by GSA**

The following are the sports disciplines adopted by GSA.

**I.** a)Football

b) Cricket

c) Hockey

d) Volleyball

e) Badminton

f) Basketball

g) Table Tennis

h)Athletics

1. The Executive Committee reserves the right to add or delete any sports discipline at any point of time.

(4)

**8. Composition of the GSA**

**A)** The General Body shall be the Supreme Authority of the Association.

Total number of members of the General Body will depend upon the participation of individual members in sports disciplines adopted by the GSA within its annual sports calendar and other terms and conditions as laid down in the Election, Membership and other bye-laws of the association.

**B) Executive Committee and Office Bearers**

1. GSA shall be managed and governed by the Executive Committee which shall consists of the following posts:

i) President : 1

ii) (1) Vice-President (General) : 5

(2) Vice-President (Educational Institution) : 1

(3) Vice-president (Institution) : 1

(4) Woman : 1

iii) General Secretary : 1

iv) Treasurer : 1

v) Joint Secretary : 1

vi) Assistant General Secretary : 4

vii) Sports Secretary (Football/Cricket/Hockey/Volleyball/

Badminton/Basketball/Table Tennis/Athletics) : 8

viii) Executive Members : 7

----------------------------------------------------------------------------------------------------

**Total : 31**

**C) Core Committee**

i) The Core Committee consists of the following :

a) President

b) General Secretary

c) Treasurer

d) Joint Secretary

e) Senior most Vice President

(5)

**9. Tenure of Executive Committee:**

9.1. The terms of the Executive Committee is 4 (four) years which is called "Tenure".

9.2. An individual shall be an office bearer of the Executive Committee for only 3 terms (12 years) in total .

9.3. No individual shall be an office bearer of the Executive Committee for more than 2 (two) terms continuously.

9.4. An office bearer/individual who has held any post for two consecutive terms shall not be eligible to contest any further election without completing a ‘**cooling off**’ period of one term of 4 (four) years.

9.5 After completion of cooling off period, a member may hold office for third and final term.

**10. Powers and Function**

**I) Executive Committee**

a) The Executive Committee shall meet at least once every month, preferably in the first week of the month.

1. The General Secretary of GSA may at any time convene a meeting of the Executive Committee giving 5-days notice to the office-bearers.
2. i) 11 (eleven) members of the Executive Committee may requisition a meeting of the Executive Committee made under their individual signatures and delivered to the President.

ii) The agenda of the meeting requisitioned thus, shall indicate the purpose/s

of the meeting, to be submitted in writing.

iii) On receipt of such requisition, the President shall forthwith instruct the General Secretary to convene such requisition meeting, and, if the General Secretary refuses to act accordingly, the president shall proceed to convene a Requisition meeting by giving a 5-days notice.

iv) If such meeting is not held within 7 days from the date of requisition due to inaction of the President or the General Secretary, the office bearers requisitioning the same may call for a meeting on a day not more than 15 days thereafter with due notice of 7 days to all concerned .

**II) Core Committee**

a) The Core Committee shall take decisions on emergent situation.

b) The decision so taken shall have to be ratified in the next immediate Executive Committee Meeting.

(6)

**11. Power and Functions of the Office Bearers:**

a) **President:**

i) The President shall act as per the provisions made in the Constitution, bye- laws made thereunder and resolution as adopted in the General Body and Executive Committee meetings.

ii) The President shall maintain order at the meeting and shall conduct proceedings in such a manner as may be conducive to expeditious and active disposal of business.

iii) He shall decide all points of order and his decision on such points shall be final and binding.

iv) He shall be overall head of GSA and lead all its activities.

b) **Vice President:**

The Vice-president will assist the President in all matters in discharge of his duties and shall enjoy all the powers of the President in his absence or leave

c) **General Secretary**:

i) The General Secretary shall act according to the provisions made in the Constitution and by resolutions as adopted in the General Body and the Executive Committee and as advised by the President.

ii) He will entirely be responsible for the smooth running of the Association and will act in such manners befitting the status of the Executive Head of the association.

iii) He shall supervise and give necessary direction to the sports discipline secretaries to carryout day-to-day activities and business with full co-operation and coordination.

iv) All financial transactions of the GSA must have the prior approval of the General Secretary.

v) He shall be the custodian of all records and properties of GSA.

vi) All official communications shall be in his name and seal.

vii) Any other activity/ies to be done in the interest and furthering the objective of the association

d) **Joint Secretary**;

i) The Joint Secretary shall assist the General Secretary in all matters in absence or leave of the General Secretary, he shall also discharge the duties of the General Secretary as an interim measure upon delegation of authorities by the General Secretary.

(7)

e) **Assistant General Secretary**:

i) Assistant General Secretary will work in close co-ordination with the Joint Secretary to assist the General Secretary in all matters. The General Secretary will nominate one of the Assistant General Secretaries to supervise the functioning of different sports discipline as follows:

Group A : Football

Group B : Cricket

Group C : Hockey, Athletics & Basketball

Group D : Volleyball, Table Tennis and Badminton.

iii) The Assistant General Secretary shall maintain records of registration of players in their respective sports discipline and also shall maintain the participation list of the members and prepare the annual sports calendar in close co-ordination with the concerned sports secretary, subject to approval of Executive Committee.

iv) He/she will also act in accordance with the other provisions as laid down in the Constitution.

f) **Treasurer**:

i) The Treasurer shall keep up-to-date proper accounts of all the funds of the Association and shall place them before the Executive Committee from time to time.

ii) He shall prepare the Annual Budget and Statement of Accounts and get them properly audited and place the same before the Executive committee for adoption before placing it in the Annual General Meeting of the Association.

iii) The Treasurer shall not make any payment without written approval of the General Secretary.

iv) The Treasurer shall verify all bills, vouchers and all other supporting documents before submitting and obtaining approval from General Secretary for payment.

g) **Sports Secretary**

i) Sports Secretary shall be responsible for activities of the sports discipline of which he is in-charge.

ii) The Sports Secretary shall conduct the game and sports of his respective sports discipline in consultation with the General Secretary and Assistant General Secretary attached to that particular sports discipline.

iii) He shall also be responsible for all other activities of the Association as to be entrusted upon him by the General Secretary.

(8)

1. **Executive Members**

i) Executive Member shall take part in all activities of the association for which the General Secretary assigns.

**12. Sub-Committees of GSA.**

**A) Finance Committee.**

The Executive Committee in its first meeting of the “Tenure” shall constitute a Finance Committee comprising of the following members from the General Body to look into all financial matters, resources, and expenditures of the GSA during the “Tenure”.

The Committee will also scrutinize the budgets of all concerned secretaries before placing them to Executive Committee for approval:

Members of the Finance Sub Committee:

a) Chairman : President,

b) Vice-Chairman : General Secretary

c) Treasurer : Convener

d) Members :3 (three) members to be nominated from the General Body.

**Total: 6 (six) members**.

**B) Membership and Screening Committee.**

a) The Executive committee will constitute one Membership and Screening Committee to give membership to Clubs, Educational Institutions and Institutions and their annual renewal or cancellation.

The Membership and Screening committee will be constituted with the following members:

i) Chairman: General Secretary, GSA

ii) Convener: Joint Secretary

iii) Members: a) One Assistant General Secretary to be nominated

by the General Secretary.

b) One member to be nominated by the Executive Committee.

c) The concerned Sports Discipline Secretary.

**C) Disciplinary Committee.**

The Executive Committee in the first meeting of the “Tenure” will constitute a Disciplinary Committee to make enquiry and other acts as per the Protest and Disciplinary Bye-laws and submit its report along with recommendations for final decision to be taken by the Executive Committee.

(9)

The committee will comprise of the following members:

i) Chairman: The President

ii) Convener: The General Secretary

iv) Members: a) Concerned Sports Secretary

b) One Assistant General Secretary to be nominated by the General Secretary (concern sports discipline).

c) 1 (one) member of the General Body to be

nominated by the Executive Committee.

**D) Selection Committee:**

Each sports discipline shall have 3 (three) members selection committee with the senior member as Chairman. The tenure of the committee shall be 1 year. The executive committee shall nominate the members.

**E) Football Committee**

The Football Committee will be comprised of the following members:

i) Chairman : President.

ii) Convener : General Secretary.

iii) Members a) One of the Vice-President.

b) Sports Secretary (Football)

c) Joint Secretary.

d) Assistant General Secretary (In-charge Football)

e) Four nominated member by Executive Committee

**F) Cricket Committee**

The Cricket Committee will be comprised of the following members:

i) Chairman : President.

ii) Convener :General Secretary.

iii) Members:

a) One of the Vice-President.

b) Sports Secretary, Cricket.

c) Joint Secretary.

d) Assistant General Secretary (In-charge)

e) 4 nominated member by Executive Committee

(10)

**G) Others sports disciplines Committee**

I) The Hockey, Basketball, Athletic Committee will be comprised of the following members:

i) Chairman: Senior most Vice President (among concerned 3 sports discipline)

ii) Convener: Joint Secretary.

iii) Members: a) 2 Vice-President

b) One Assistant General Secretary nominated by the General Secretary.

c) 3 Sports Secretaries (concerned 3 discipline-Hockey, Basketball, Athletic)

II) The Volleyball, Badminton, Table Tennis Committee will be comprised of the following members:

i) Chairman: Senior most Vice President (among concerned 3 sports discipline)

ii) Convener: Joint Secretary.

iii) Members: a) 2 Vice-President

b) One Asstt. General Secretary nominated by the General Secretary.

c) 3 Sports Secretary (concerned 3 discipline-Volleyball, Badminton, Table Tennis)

**H) Referee Committee/Board:**

The Referee Committee/Board shall be constituted as per AIFF/AFA Guidelines. The Executive Committee shall constitute the committee and its tenure shall be for 1 (one) year.

1. **Umpire Committee**

The Umpire Committee will constitute as per BCCI/ACA Guidelines. The Executive Committee shall constitute the committee and its tenure shall be for 1 (one) year.

**13. Annual General Meeting of the General Body:**

The Annual General Body meeting (AGM) shall be held within 15th. July of each calendar year.

**14. Agenda of AGM.**

The following agenda shall be completed in the Annual General Meeting:

* 1. Scrutiny of credentials of the representatives.

(11)

ii) Confirmation of the minutes of the previous AGM/Extraordinary General Body Meeting.

iii) Submission of Annual Report of the General Secretary duly passed by the Executive Committee, which will include reports of the all sports discipline Secretaries,

iv) Submission of the Annual Audited Statement of Accounts of the Treasurer duly passed by the Executive committee,

v) Approval of the Annual Budget of next financial year.

vi) Appointment of Auditor for next financial year.

vii) Nomination of the Chief Patron-cum-Chief Adviser and 5 (five) Patron-cum- Adviser for the “Tenure”.

viii) Any other matter with due permission from the Chair.

ix) Election of Office bearers for the next “Tenure”,

* Note: The first Executive Committee under this constitution shall be formed either through nomination or election in an Extra Ordinary General Body Meeting, and, therefore all subsequent elections shall be held by following the provisions of the Election Bye-Laws.

(Agenda item No. (vii) and (ix) will be applicable only in the first AGM of the “tenure”.)

**15. Notice of the Meeting.**

i) Notice of Annual General Meeting.

The notice of the Annual General Meeting specifying the date, time, venue, agenda must be circulated by the General Secretary to each member with a copy of the audited statement of accounts at least 10 (ten) days in advance. The notice shall have to be given wide publicity through website/notice board and one newspaper.

ii) Notice of Executive Committee:

A meeting of the Executive Committee shall be convened by the General Secretary with 5 days notice. Such notice shall be displayed in the Notice Board of the GSA and also circulated or by hand/electronic message/website.

iii) Other Meeting: All other meeting shall be convened by concerned sports secretary and other office bearers with notice as convenient to the such committee members.

**16. Quorum:**

i) General Body Meeting / Extraordinary General Body Meeting / Executive Meeting shall constitute by 1/3rd of the total members.

ii) No quorum is required for an adjourned meeting.

(12)

**17. Vote:**

Except when otherwise prescribed, all matters brought before all committees shall be decided by a majority of votes, and, each member shall have one vote. In case of any tie, the decision will be taken by drawing of lots. Voting shall normally be done by raising of hands, but incase, if the house so decides, it may be done through secret ballot.

**18. Correspondence:**

All communication of GSA shall be done under the hand and seal of the General Secretary.

**19. Fund and Bank Account of the Association:**

a) The Treasurer of the Association shall be in charge of the fund and shall operate the Bank Accounts of the Association under the Joint signatures of the General Secretary and Treasurer.

b) All receipts of the association shall be done by issue money receipts to be signed jointly by General Secretary and Treasurer.

c) All cash/cheques, received by the Treasurer must be deposited to the Bank Account of the GSA within the next working day and he will not be entitled to keep any cash exceeding Rs.25,000 (Rupees Twenty Five Thousand) only at any point of time unless otherwise authorized by the General Secretary.

d) The Treasurer shall maintain up-to-date accounts of all transaction and he shall be custodian of all relevant financial documents including cheque books.

**20. Auditor**

The Auditor shall be duly appointed by the GSA and he/she shall audit accounts of the Association annually before every Annual General Meeting (AGM).The audited report shall be placed by the Treasurer before the Executive Committee for approval, prior to its presentation in the AGM.

**21. Official year and financial year:**

a) The official year of the GSA shall be from 15th July of the every calendar year to 14th July of the following year.

b) The Financial Year of GSA shall be from 1st April to 31st March every year.

c) GSA shall not incur any major expenditure between 1st April to 15th July in the year in which election for office bearers of the Association is due.

**22. Foundation Day of the Association:**

25th April is the foundation day of the Association.

(13)

**23. Seal:**

The GSA shall have a seal of its own which shall be placed in the custody of the General Secretary and shall not be used in any manner except under the direction and supervision of the General Secretary.

**24. Logo & Emblem:**

This GSA shall have a recognized emblem/logo of its own.

**25. Crest and Blazers:**

The crest and Blazer of the Association may be used only by the players, officials and umpires authorized by the Association.

**26. Colour of the Flag:**

The GSA shall have a flag of its own of specific design with light yellow and white being its predominant colours.

**27. Termination of the Office Bearers or Members of the General Body:**

Any Office Bearer or member of the General Body shall be terminated:

a) If he or she becomes insolvent.

b) If he or she becomes incapable of acting by reasons of mental or bodily infirmity.

c) If he or she ceases to be member of the Association according to the constitution.

d) If he or she resigns office or membership by a notice in writing.

e) On his or her being convicted and or charge-sheeted in a criminal case and offence which in the opinion of the Executive Committee, is of serious nature.

f) If the club of which he or she is a representative is dissolved or discontinued of membership.

g) If he or she is expelled by the club of which he or she is a representative.

h) If he or she is involved in any case of misappropriation of the Association’s fund and property.

j) If he or she misconducts in any manner relating to the activities in GSA.

**28. Vacancy:**

On the occurrence of any vacancy of office bearers of the Executive Committee or others members in any other Committee/s, the Executive Committee shall fill up the vacancy with an individual who is eligible under Election Bye-laws and/or any other relevant bye-laws of the association, to be such member.

(14)

**29. Disciplinary Action:**

Any disciplinary action shall be governed by the rules, regulation and procedure as laid down in the Protest and Disciplinary Bye-laws.

**30. Suit:**

The GSA may sue or may be sued in the name of the General Secretary. All disputes in connection with the Association shall be subject to the jurisdiction of courts in Guwahati only.

**31. Legal Advisor and Legal Committee.**

i) There will be a Legal Committee of the Association headed by the Legal Advisor of the Association with 2 other members,

ii) The Legal Committee shall be constituted by the Executive Committee and the tenure shall be co-terminus with the tenure of the Executive Committee.

iii) Legal Adviser of the GSA who will be nominated by the Executive Committee, shall advise the Association on various legal matter connected to the Association and also shall defend the Association in the court of law and before any other judicial/quasi judicial authorities etc.

**32. Chief Executive Officer (CEO) of GSA,**

a) Chief Executive Officer (CEO).

i) GSA shall appoint a professional as CEO who shall be responsible for over all management of day-to-day affairs of the office and administrative works

ii) He/She shall carry out the policies and directions of the Executive Committee of GSA.

iii) GSA may appoint a number of other professionals from diverse fields as and when necessary for the purpose of its smooth functioning

**33. Annual Sports and Activities Calendar:**

There will be an Annual Sports and Activity Calendar for every adopted sports Discipline of the GSA, which must be approved by the Executive Committee in consultation with the concerned sports discipline committee apart from other events of the association.

**34. Bylaws of Games and Sports:**

The Executive Committee will approve the addition or alternation of any of the existing bye-laws of the games and sports on the recommendation of the concerned sports discipline Secretary. The General Secretary also may propose any amendment / alternation of such By-laws to the Executive Committee.

(15)

**35. Bye-laws of the Association**

All the Bye-laws as envisaged under this constitution including membership bye-laws, election bye-laws, protest and disciplinary bye-laws, and, any alteration/amendment thereof shall be made, approve and bring into effect by the Executive Committee of the Association.

**36. Amendment of the Constitution:**

(i) The Constitution of the Guwahati Sports Association shall be amended or altered only in the General Body Meeting of the Association, or, Extraordinary General Meeting may also be convened for the purpose.

(ii) Any amendment desired to be moved by any individual and/or by any member/s shall be intimated to the General Secretary by the 31st. of January each year. The General Secretary shall circulate it amongst the members of the General Body before fixing a date and venue of the meeting. A two-third majority of the total members present in the meeting will be required to pass a proposed amendment.

**37.** The properties of the Guwahati Sports Association shall rest in the name of the Association.

**38. Repeal and Saving.**

a) With effect from the date of adoption of this version of the constitution of GSA at the General Body Meeting of the Association, the earlier” Constitution/Rules and Bylaws of the GSA amendments shall stand repealed forthwith.

b) Notwithstanding any such repeal, anything done or any action taken under the constitution or Bye-laws so repealed, shall remain valid and saved.

**39. Power of interpretation and removal of difficulties:**

If any difficulty arises in interpretation of any provision of this Constitution or any Bye-law of the GSA, the interpretation as to be given by the Executive Committee shall be final.