



SOFTBALL ASIA

SOFTBALL ASIA

CONSTITUTION

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(As at 21 December 2021)



SOFTBALL ASIA

[formerly known as Softball Confederation Asia / Amateur Softball Association of Asia]
[SA / SCA / ASA-ASIA]

DECLARATION

AMATEUR SOFTBALL ASSOCIATION OF ASIA (ASA-ASIA) was formally re-constituted at the 9th ASA-ASIA Congress attended by eleven (11) members in Manila, Philippines on May 3, 1990 and the Constitution OF ASA-ASIA was approved at the 10th ASA-Asia Congress attended by thirteen (13) members in Jakarta, Indonesia on August 5, 1991.

Amendments to the Constitution were approved at the 14th ASA-Asia Congress in Bangkok, Thailand on 15th December, 1998.

The name of ASA-Asia was formally changed to “**SOFTBALL CONFEDERATION ASIA**” (**SCA**) and further amendments to the Constitution adopted at the 16th ASA-Asia Congress in Shenzhen, China on 22nd December, 2002.

The name of SCA was formally changed to “**SOFTBALL ASIA**” and further amendments made to the Constitution approved at the 24th Softball Asia Congress in Kuala Lumpur on 5th December 2018.

Further amendments to this Constitution were approved at the 25th Softball Asia Extraordinary Congress (held online) on 21 December 2021.

CONSTITUTION

NAME

The title and name of this organisation shall be "**SOFTBALL ASIA**" (which may hereinafter be sometimes referred to as “**SA**” or “**SCA**”) and it shall be the sole recognised governing and controlling body in Asia for the Sport, which includes all disciplines, events and activities of the sport of Softball, Baseball5, and including but not limited to Para-Sports and eSports as herein defined.

INTERPRETATION

The interpretation of the Constitution, Rules and Regulations, By-Laws and Standing Orders, shall, unless the context otherwise requires, be as follows:

1. **Softball Asia** means this recognised governing & controlling body for the Sport in Asia.



2. **WBSC** means "World Baseball Softball Confederation", the international governing body/federation for Baseball-Softball recognised by the International Olympic Committee".
3. **Affiliate or Member** means the national association or the governing controlling body for the Sport within a country, territory or region affiliated to Softball Asia.
4. **Associate Affiliate or Member** means an Affiliate or Member that has all the rights, privileges, duties, rights and responsibilities as a member, except it has no right to vote, nor to nominate for, nor for its nominee to be elected to, any office in the Executive Council.
5. **Congress** means the supreme governing body of ~~the~~ Softball Asia.
6. **Constitution** means the Constitution of Softball Asia.
7. **Esports** means all virtual and or electronic versions and or formats of the Sport.
8. **Executive Council** means the Executive Council of Softball Asia constituted in accordance with the Constitution.
9. **Ordinary Affiliate or Member** means an Affiliate or Member that has all the rights, privileges, duties, rights and responsibilities of an affiliate or member, and with the right to vote, to nominate for, and for its nominee to be elected to, any office in the Executive Council.
10. **Para Sports** means all adapted versions and or formats of all disciplines, events and activities of the Sport for people with physical and or mental impairments.
11. **Sport or Softball** means and is inclusive of all disciplines and events of the sport of softball and baseball⁵, and including but not limited to all versions and or formats of Esports and Para Sports.

ARTICLE 1: HEADQUARTERS & OFFICIAL LANGUAGE

- 1.1 The headquarters and secretariat of Softball Asia shall both be situated in the country, territory or region where the president resides or such other country, territory or region as the Executive Council shall decide.
- 1.2 The official language of Softball Asia shall be English.



ARTICLE 2: OBJECTS OF SOFTBALL ASIA

The objects of Softball Asia are:

- 2.1 to promote, develop, improve and propagate the Sport in Asia and elsewhere;
- 2.2 to encourage the affiliation of national associations and any controlling or governing body for the Sport within Asia;
- 2.3 to establish and foster friendly relationship, goodwill and understanding amongst Affiliates through the Sport and by encouraging participation in tournaments, competitions, matches, events and activities at all levels;
- 2.4 to enforce amongst Affiliates due compliance with the Constitution and the laws whatsoever of the Sport as approved and laid down by WBSC and to prevent the introduction of improper methods in the game and protect it from abuses;
- 2.5 to govern, control, regulate and conduct tournaments, competitions, matches and events of the Sport within and for Asia in accordance with the rules and regulations of WBSC and to ensure that the spirit and values of the Olympiad advocated by the International Olympic Committee (IOC) and WBSC are followed strictly by Affiliates;
- 2.6 to cooperate and coordinate with WBSC in the matter of the participation of Affiliates in the Olympics Games, World Championships, World Cups, World Games, Asian Games and other international, continental, regional or sub-regional games and events;
- 2.7 to provide rules and regulations and by-laws, and the method of deciding and settling all differences and disputes that may arise between Affiliates, between members, players/athletes and or officials of Affiliates, between Softball Asia and Affiliates and or members and or officials of Affiliates;
- 2.8 to raise funds in any manner proper as decided by the Congress and or the Executive Council for the benefit and promotion of the Sport in Asia;
- 2.9 to purchase or hold any real or other property, equipment and or asset or any interest in the same to further the objectives of Softball Asia;
- 2.10 to maintain contact and cooperate with WBSC and other associations and organisations.

ARTICLE 3: MEMBERSHIP

3.1 Affiliation to and membership of Softball Asia shall be open to all national associations or the controlling or governing bodies for softball within a country, territory or region which is duly and properly constituted and recognised by the respective national, territorial or regional Olympic Committee/Council or the Olympic Council of Asia or is affiliated with WBSC and which accept and agree to abide by the Constitution, rules, regulations, by-laws and directives of Softball Asia.

3.1.1 The constitution, statutes, rules, regulations, by-laws and or articles of



association of an Affiliate must not be in conflict with those of Softball Asia. Where there is a conflict, the Softball Asia Constitution, statutes, rules, regulations, by-laws and or articles of association shall prevail.

- 3.1.2 Each Affiliate, by accepting membership of Softball Asia, recognises and acknowledges that Softball Asia is the only recognised continental body in the world that governs Softball in Asia.
- 3.1.3 The jurisdiction of an Affiliate is limited by and to the geographical boundaries of the country, territory or region it represents.
- 3.2 Softball Asia shall have the following categories of membership:
 - 3.2.1 Ordinary Affiliate or Member, which may be either Full Ordinary Affiliate or Member, OR Provisional Affiliate or Member which shall have all the rights, privileges, duties and responsibilities as an Affiliate or Member of Softball Asia, and with the right to vote, to nominate for, and for its nominee to be elected to, any office in the Executive Council; and
 - 3.2.2 Associate Affiliate or Member which shall have all the rights, privileges, duties and responsibilities as an Affiliate or Member of Softball Asia, except it has no right to vote, nor to nominate for, nor for its nominee to be elected to, any office in the Executive Council.
- 3.3 Eligible associations, organisations or federations shall signify their intent for admission to membership by written application with its respective constitution or statutes, list of its members, list of its executive board, council or committee officers/members, and the relevant registration and recognition, and other necessary documents, to the Executive Council for consideration.
 - 3.3.1 Where the application is for Associate Affiliation or Membership, the Executive Council may, after investigation and receipt of payment of prescribed membership dues, and if it deems fit and appropriate, approve such Associate Affiliation or Membership.
 - 3.3.2 Where the application is for Ordinary Affiliation or Membership, the Executive Council may, after investigation and receipt of payment of prescribed membership dues, and if it deems fit and appropriate, submit such application and documents, with its recommendation, to the Congress for consideration, and if the Congress deems fit and appropriate, for approval by the Congress of Full Ordinary Affiliation or Membership.
- 3.4 Any new Ordinary Affiliate or Member may be admitted by a majority vote of the Ordinary Affiliates or Members in good standing (as stated in Article 7.4.1) present and voting, each such Affiliate having one (1) vote only.
- 3.5 During the interim between sessions of the Congress, the Executive Council is empowered to elect and approve Provisional Affiliation or Membership as the Executive Council may deem fit and appropriate. Provisional Affiliates or Members



shall be entitled to all the rights, privileges, duties and responsibilities as an Affiliate or Member of Softball Asia except that it has no right to vote, nor to nominate for, nor for its nominee to be elected to, any office in the Executive Council.

3.6 Membership in Softball Asia may be terminated:

3.6.1 for an Associate Affiliate or Member, or a/an Provisional or Ordinary Affiliate or Member, by resignation duly accepted by the Congress or the Executive Council; or

3.6.2 for an Associate Affiliate or Member, by termination, de-registration, expulsion or cancellation of its affiliation or membership by the Executive Council; or

3.6.3 for a/an Provisional or Ordinary Affiliate or Member, by de-registration, expulsion or cancellation of its membership by the Congress, by a simple majority of votes of the Ordinary Affiliates or Members in good standing (as stated in Article 7.4.1) present and voting, each such Affiliate having one (1) vote only.

3.7 To resign from Softball Asia, an Affiliate shall notify its intention by written notice sent either by post or electronic mail to the Softball Asia Secretary General.

3.8 Notwithstanding any notice to resign, an Affiliate or Member must fulfill all its financial and other obligations towards Softball Asia and its Affiliates or Members.

3.9 Upon a notice to resign being accepted under Article 3.6.1, the Affiliate or Member shall, ipso facto, lose its privileges and status as an Affiliate but it must still fulfill all its financial and other obligations towards Softball Asia and its Affiliates.

3.10 If an Affiliate:

3.10.1 fails to comply with or infringes the Constitution, rules, regulations, by-laws or directives of Softball Asia whereupon notice, after sanction of the Congress, shall be served upon the defaulting Affiliate;

3.10.2 defaults in payment of dues and or debts to Softball Asia;

3.10.3 loses its status as the controlling body for the Sport in its country, territory or region; and or

3.10.4 hinder the progress of the Sport within Asia or elsewhere, or within Softball Asia and or at any other level; and or

3.10.5 be in misconduct or conduct any act or omission which brings the Sport and or Softball Asia into disrepute;

then in any such event, such Affiliate shall be subject to a penalty which may be a warning, censure, fine, suspension for a definite period and or expulsion from Softball Asia as decided upon by Congress by a two-thirds (2/3) majority of the Ordinary



Affiliates in good standing (as stated in Article 7.4.1) present and voting, each such Affiliate having one (1) vote only.

ARTICLE 4: RECOGNITION AND OBLIGATIONS OF AFFILIATES

- 4.1 All Affiliates shall acknowledge each other as the only legislative authority for the Sport in the respective country, territory or region, and as the only association or organisation authorised to regulate international, continental, regional and national/local agreement in the Sport. No discrimination is allowed against any country, territory, region, organisation or person on the grounds of race, religion, gender, creed, sexual orientation, national origin or ancestry, disability, and or political affiliation. Political interference by any government into the internal operation or function of a national, territorial or regional governing body or any Affiliate does not meet the spirit and objectives of Softball Asia.
- 4.2 All correspondence regarding international, territorial, continental or regional affairs relating to the Sport shall pass through the respective relevant Affiliates.
- 4.3 The Affiliates shall:
 - 4.3.1 comply with the Constitution, rules, regulations, by-laws and directives of Softball Asia and WBSA at all times
 - 4.3.2 notify Softball Asia of all amendments and or alterations to their constitutions;
 - 4.3.3 respect and recognise the expulsion and suspension of other Affiliates and or any player/athlete, official, officer and or office bearer;
 - 4.3.4 recognise each other as the sole controlling body for the Sport-softball in their respective country, territory and region;
 - 4.3.5 not form themselves into regional and or other group of associations or federations without the consent of Softball Asia.

ARTICLE 5: SUBSCRIPTION

- 5.1 Each Affiliate shall pay a one-time only affiliation/membership fee of Two Hundred Dollars U.S. (US\$200.00) only (or such other sum and or fee(s) as may be decided by the Congress) upon approval of affiliation, and an annual affiliation/membership subscription fee of Two Hundred Dollars U.S. (US\$200.00) (or such other sum and or fee(s) as may be decided by the Congress). The annual subscription fees shall be payable to the Secretary-General on the 31st day of January of each year.
- 5.2 The Secretary-General of Softball Asia shall notify the Affiliates by written notice sent by post or electronic-mail, of the non-compliance of Article 5.1.
- 5.3 An Affiliate shall have no representation at any meeting, tournament, competition, match, event or activity and shall automatically cease to be a/an affiliate or member if



Article 5.1 is not complied with by the 1st day of June of the same year. Upon payment of their dues, the association or federation may, if it were an Associate Affiliate or Member, subject to the prior approval of the Executive Council, or if it were a/an Provisional or Ordinary Affiliate or Member, subject to the approval of the Congress, regain its status as an Affiliate.

ARTICLE 6: THE LEGISLATIVE, EXECUTIVE AND ADMINISTRATIVE BODIES

- 6.1 The Congress shall be the legislative body of Softball Asia.
- 6.2 The Executive Council shall be the executive body of Softball Asia.
- 6.3 The Secretariat shall be the administrative body of Softball Asia.

ARTICLE 7: CONGRESS

- 7.1 Softball Asia shall be governed by the Congress which shall comprise:
 - 7.1.1 a chairman;
 - 7.1.2 a president;
 - 7.1.3 a first vice-president;
 - 7.1.4 five (5) vice-presidents;
 - 7.1.5 a secretary-general;
 - 7.1.6 not more than two (2) representative-delegates from each Affiliate or Member;
 - 7.1.7 one (1) male athletes' representative;
 - 7.1.8 one (1) female athletes' representative; and
 - 7.1.9 at large Executive Council Members.
- 7.2 Notice of the appointment of delegates must be furnished to the Secretary-General not later than fourteen (14) days prior to the scheduled opening date of the Congress and such notification must be signed by the president and secretary of the Affiliate.
- 7.3 The Executive Council members, other than the President, may represent their respective associations as delegates.
- 7.4 Only the accredited delegates of an Ordinary Affiliate in good standing present at the Congress and each of the office bearers of the Executive Council present at the Congress, shall be entitled to vote, each with one (1) vote. In cases where an Ordinary Affiliate in good standing sends only one (1) delegate, he or she shall be entitled to two



(2) votes.

7.4.1 An Ordinary Affiliate shall be deemed to be in good standing if:

7.4.1.1 It is a current Ordinary Affiliate;

7.4.1.2 There are no fees or any other monies or payments due and owing to Softball Asia;

7.4.1.3 It must not be under suspension or disqualification; and

7.4.1.4 It must have participated in at least one (1) of the tournaments, competitions, matches or events organised, recognised or sanctioned by or under Softball Asia within a period of four (4) consecutive years immediately preceding the opening date of the Congress.

7.4.2 For an office bearer of the Executive Council to be eligible to vote, he or she

7.4.2.1 Must be a current office bearer of the Executive Council;

7.4.2.2 Must not have any fees or any other monies or payments due and owing to Softball Asia; and

7.4.2.3 Must not be under suspension or disqualification.

7.5 A meeting of the Congress shall be held at least once in every two (2) years.

7.6 The Secretary-General shall send written notice of the meeting of the Congress by post or electronic mail not later than ninety (90) days before the scheduled opening date of the Congress unless decided otherwise by the Executive Council.

7.7 The agenda of the Congress, the report of the President and Secretary-General, and the receipt and expenditure accounts are to be sent by post or electronic mail not later than thirty (30) days prior to the scheduled opening date of the Congress.

7.7.1 Where elections are to be held at the Congress, the notice of nomination for the positions in the Executive Council that are due for elections are to be also sent and the closing date for such nomination(s) shall be stated in such notice.

7.8 The agenda of the Congress meetings shall include:

7.8.1 Roll Call.

7.8.2 The address by the President.

7.8.3 To consider and approve of Minutes of the previous Congress.

7.8.4 To consider Matters arising from those Minutes.



- 7.8.5 To consider and approve the Report(s) of the President and Secretary-General.
 - 7.8.6 To consider and approve the Softball Asia receipts and expenditure accounts.
 - 7.8.7 To consider and approve the Reports, if any, of the Vice-Presidents and Committees.
 - 7.8.8 Unfinished business.
 - 7.8.9 To elect the following office bearers of the Executive Council, where applicable:
 - 7.8.9.1 One (1) Chairman.
 - 7.8.9.2 One (1) President.
 - 7.8.9.3 One (1) First Vice President.
 - 7.8.9.4 Five (5) Vice Presidents.
 - 7.8.9.5 One (1) Secretary General
 - 7.8.10 To ratify the following:
 - 7.8.10.1 The male athletes' representative elected by the athletes at a Softball Asia Cup Men Softball (senior) tournament; and
 - 7.8.10.2 The female athletes' representative elected by the athletes at a Softball Asia Cup Women Softball (senior) tournament.
 - 7.8.10.3 The at large Executive Council office bearers under Article 9.1.8.
 - 7.8.11 Appointment of one (1) internal auditor, where applicable.
 - 7.8.12 To consider and approve, and or ratify new affiliate-membership.
 - 7.8.13 To consider and approve bids for the hosting of Softball Asia tournaments, competitions, tournaments, matches and events.
 - 7.8.14 Any Other Business.
 - 7.8.15 Adjournment.
- 7.9 Affiliates must submit written notice of nominations for election to the Executive Council by sending such written notice of nomination, by post or electronic mail, to the Secretary-General, not later than forty-five (45) days prior to the scheduled opening date of the Congress.
- 7.9.1 For the positions of the Chairman, President, First Vice-President and Secretary-General, each Affiliate can nominate only one (1) candidate from any



association body for each such function.

7.9.2 For the positions of Vice-Presidents, the Affiliate may nominate only one (1) candidate from its own national association or body and also any candidate(s) from any other Affiliate(s) (but the total number nominated for Vice Presidents must not exceed five (5)).

7.9.3 All nomination(s) must be signed by the president and the secretary of the Affiliate that gave notice of the nomination.

7.9.4 To be eligible to make any nomination(s), the Affiliate must be an Ordinary Affiliate in good standing as stated in Article 7.4.1.

PROVIDED ALWAYS that where an elected position on the Executive Council is vacated after nominations close and before the Congress closes, the presiding election officer at the Congress may call for and accept nominations for such office from the floor of the Congress.

7.10 The Secretary-General shall circulate the list of candidates for election to the Executive Council to all the Affiliates not later than thirty (30) days prior to the scheduled opening date of the Congress.

7.11 Affiliates may give written notice of motions to form part of the agenda of the Congress by sending such notice of motion(s) by post or electronic mail, to the Secretary-General not later than forty-five (45) days prior to the scheduled opening date of the Congress; and the Secretary-General shall circulate such notice of motion(s) to the Executive Council and all Affiliates not later than thirty (30) days prior to the scheduled opening date of the Congress. Other business of which notice is submitted after the closing date or of which notice has not been given shall only be dealt with by the Congress **PROVIDED** it is agreed upon by three-fourths (3/4) of the number of eligible votes recorded in the Congress. To be eligible to vote on such matter, the Affiliate must be an Ordinary Affiliate in good standing as stated in Article 7.4.1, and each such Affiliate shall have one (1) vote only, regardless of the number of accredited delegates it has at the Congress.

7.12 Unless otherwise stated, all matters put to a vote at the Congress shall be decided by a simple majority of the votes cast.

7.13 The elections of elected office bearers (except the athletes' representatives under Articles 9.1.6 and 9.1.7, and the At Large Executive Council Members under Article 9.1.8) to the Executive Council shall be by secret ballot unless otherwise agreed to by the Congress, and in accordance with the Softball Asia Elections By-Laws.

7.14 Voting by letter or by proxy shall not be allowed in all meetings of the Congress.

7.15 The Executive Council may, at its absolute discretion, invite any person or persons to the Congress, but such attendee(s) shall have no right to vote.

7.16 Members of the Softball Asia Committees may attend and participate in the Congress,



but shall have no right to vote.

ARTICLE 8: EXTRAORDINARY CONGRESS

- 8.1 An Extraordinary Congress may be convened by the Executive Council whenever deemed necessary.
- 8.2 An Extraordinary Congress may be convened upon a written request sent by post or electronic mail to the Secretary General, by at least one-third (1/3) of the Ordinary Affiliates (under Article 7.4.1) in good standing, within sixty (60) days of the receipt by the Secretary-General, of such written notice.
- 8.3 The date and venue for an Extraordinary Congress shall be determined by the Executive Council and notified to the Affiliates at least thirty (30) days before the scheduled date for the Extraordinary Congress.
- 8.4 An Extraordinary Congress shall discuss only items on the agenda.
- 8.5 An Extraordinary Congress shall be conducted in the same manner as an ordinary Congress subject always to Article 8.4.

ARTICLE 9: THE EXECUTIVE COUNCIL

- 9.1 The Executive Council shall comprise of the following office bearers:
 - 9.1.1 a chairman;
 - 9.1.3 a president;
 - 9.1.3 a first vice-president;
 - 9.1.4 five (5) vice-presidents;
 - 9.1.5 a secretary-general;
 - 9.1.6 a male athletes' representative elected by the athletes at a Softball Asia Cup Men Softball (senior) tournament and ratified by the Congress;
 - 9.1.7 a female athletes' representative elected by the athletes at a Softball Asia Cup Women Softball (senior) tournament and ratified by the Congress; and
 - 9.1.8 any elected member(s) of the WBSC Executive Board and the WBSC Softball Division Board, and any WBSC Regional Vice-President(s) for the region/continent of ASIA, who shall become at large member(s) of the Executive Council.
- 9.2 The Chairman, President and any of the Vice-Presidents (including the First Vice-President) shall not be from the same Affiliate.



- 9.3 All elected members of the Executive Council shall be eligible for re-election.
- 9.4 The term of office of the office bearers of the Executive Council shall be as follows:
- 9.4.1 The elected members of the Executive Council shall assume their office immediately after the Congress wherein they are elected until the next Congress where elections are held. Elections take place every four (4) years or when one of the elected office bearers is no longer able to fulfill his or her duty.
- 9.4.2 The athletes' representatives shall assume their office immediately after the Congress where he or she is ratified until the next Congress where ratification of the athletes' representatives is held.
- 9.4.3 The at large Executive Council member(s) shall serve the Executive Council for the same term as his/her/their term in WBSC.
- 9.5 The elected office bearers of the Executive Council shall be elected at the Congress from individuals who need not necessarily be representative-delegates of the Affiliates.
- 9.6 The Executive Council shall meet at least once every year and its powers and duties shall include (but is not limited to the following):
- 9.6.1 to carry out the objects of Softball Asia;
- 9.6.2 to submit to the Congress the report of activities, and the statement of receipts and expenditure, of the preceding term and the budget, if any, for the following term;
- 9.6.3 to examine all proposals to be placed before the Congress;
- 9.6.4 to consider any matter deferred by the Congress;
- 9.6.5 to organise and carry out all matters relating to the Asian Games, any regional, continental and sub-regional games, tournaments, competitions, matches and events of and for the Sport, and or as delegated to Softball Asia by WBSC or any other organisation or body;
- 9.6.6 to give a ruling on any matter pertaining to the Constitution, rules, regulations, by-laws and directives of Softball Asia that may be referred to it by any Affiliate such ruling to be confirmed at the next meeting of the Congress;
- 9.6.7 to summon, whenever it deems necessary under Article 8.1, or upon which notice has been received under Article 8.2, an Extraordinary Congress under Article 8 herein;
- 9.6.8 to mediate, arbitrate or resolve disputes between and amongst Affiliates, between members, athletes and or officials of Affiliates, between Softball Asia and Affiliates and or members and or officials of Affiliates;



- 9.6.9 to convene an Extraordinary Congress to elect the successor in the event of a vacancy in the office of the President unless it is within one (1) year from the scheduled opening date of the Congress with elections, in which event, the First Vice-President shall be the Acting President until such election of the President;
- 9.6.10 to appoint (when the Executive Council deems necessary), the following Committees, Commissions, Working Groups or Task Force;
- 9.6.10.1 Coaching Committee;
- 9.6.10.2 Development Committee;
- 9.6.10.3 Finance Committee;
- 9.6.10.4 Laws Committee;
- 9.6.10.5 Scorers Committee
- 9.6.10.6 Technical & Competitions Committee;
- 9.6.10.7 Umpires Committee;
- 9.6.10.8 Athletes Committee; and or
- 9.6.10.9 Any other Committee(s), Commission(s), Working Group(s) or Task Force(s) deemed necessary by the Congress or the Executive Council or as requested by WBSC;

The Chairman of each of the above Committees, Commissions, Working Groups or Task Forces, where possible, shall be a member of the Executive Council and all recommendations by Affiliates of individuals for chair(s) and or membership to Committees shall be submitted one (1) month before the scheduled opening date of the Congress with details of qualification for membership;

- 9.6.11 to select, organise and group Affiliates for various tournaments and competitions for and on behalf of Softball Asia and or WBSC, and to decide on the competition and or tournament formats and schedules;
- 9.6.12 to fix the date, venue and agenda of the Congress or, where necessary, an Extraordinary Congress;
- 9.6.13 to delegate all or any of its powers to any Committee(s), Commission(s), Working Group(s), Task Force(s) and or Affiliate(s);
- 9.6.14 to co-opt and or engage the services of any person(s), company(ies), organisation(s) and or body(ies) for the purpose of conducting any business and or matter of or for Softball Asia, with or without payment(s) as it deems



appropriate;

- 9.6.15 to replace any Committee, Commission, Working Group or Task Force member who, in the sole opinion of the Executive Council, ceases to carry out his or her duties satisfactorily; or upon representation by an Ordinary Affiliate of good standing (as stated in Article 7.4.1) unless decided otherwise by the Executive Council;
 - 9.6.16 to appoint such number of assistant secretaries and for such term as the Executive Council may deem appropriate, and such appointee(s) shall have no voting rights;
 - 9.6.17 to appoint any employee staff and or contract workers/contractor(s), with or without remuneration or payment, and to terminate or dismiss such person(s) of and for Softball Asia as the Executive Council may deem appropriate;
 - 9.6.18 to consider and decide on any proposals and recommendations made by the Committees, Commissions, Working Groups and Task Forces;
 - 9.6.19 to carry out such other duties and or responsibilities as may be decided by the Congress and or as the Executive Council may deem appropriate.
- 9.7 Executive Council meetings shall be subject to the following consideration:
- 9.7.1 except in emergencies, office bearers of the Executive Council shall be notified at least fourteen (14) days in advance of any scheduled date of an Executive Council Meeting;
 - 9.7.2 an emergency meeting shall not be an official meeting unless attended by the president or first vice-president and at least three (3) vice-presidents;
 - 9.7.3 office bearers of the Executive Council shall have the right to vote by postal or electronic mail.
- 9.8 If funds are available, all expenses related to travel, meals and accommodations of the office bearers of the Executive Council related to Softball Asia Congresses, Executive Council meetings and required attendances at World Championships, World Cups, Asian Championships, Asia Cups and all other multi-sports events, tournaments, competitions, matches and events shall be paid by Softball Asia.
- 9.9 All matters put to a vote at the Executive Council shall be decided by a simple majority of the votes cast.
- 9.10 No observers shall be allowed in any meeting of the Executive Council except for the purpose of acting as interpreters unless otherwise approved by the Softball Asia President or the Chairman of the Executive Council Meeting.



ARTICLE 10: QUORUM OF MEETINGS

- 10.1 The quorum for a Congress shall be not less than one – half (1/2) of the number of Ordinary Affiliates in good standing (as stated in Article 7.4.1) unless otherwise decided by the Congress. The quorum for an Extraordinary Congress shall be not less than two-thirds (2/3) of the Ordinary Affiliates in good standing (as stated in Article 7.4.1).
- 10.2 The quorum for meetings of a/an Executive Council, Committees, Commissions, Working Groups and Task Forces shall be not less than one-half (1/2) the number that constitutes the Council, Committee, Commission, Working Group or Task Force.
- 10.3 In the event of a lack of quorum, a Congress may be postponed for twenty-four (24) hours and the quorum shall then be not less than forty per cent (40%) of the number of Ordinary Affiliates in good standing (as stated in Article 7.4.1). In the event of a lack of quorum, an Extraordinary Congress may be postponed for twenty-four (24) hours and the quorum shall then be not less than one-half (1/2) of the Ordinary Affiliates in good standing (as stated in Article 7.4.1).

ARTICLE 11: THE CHAIRMAN & PRESIDENT

- 11.1 The Chairman shall carry out such duties and responsibilities as may be decided by the Executive Council.
- 11.2 The President shall represent Softball Asia in all matters.
- 11.3 The President shall preside at all meetings of the Congress, Extraordinary Congress and Executive Council unless otherwise decided by the Congress, Extraordinary Congress or Executive Council.
- 11.4 The President shall be an ex-officio member in all Committee, Commission, Working Group and Task Force meetings.

ARTICLE 12: THE FIRST VICE-PRESIDENT

- 12.1 The First Vice-President shall perform the duties of the president in the absence or during the disability of the President.

ARTICLE 13: SECRETARY-GENERAL

- 13.1 The Secretary-General shall be the head of the Secretariat and shall work under the direction of the President and or the Executive Council.
- 13.2 The Secretary-General shall:
 - 13.2.1 be responsible for the proper management and administration of the affairs of Softball Asia as delegated and authorised by the President and or the Executive Council;



- 13.2.2 assist and participate in the Congress, Executive Council, Committee, Commission, Working Group and Task Force meetings;
 - 13.2.3 be responsible for the minutes of all meetings, documents and records of Softball Asia;
 - 13.2.4 be responsible for keeping proper books for all accounts of Softball Asia;
 - 13.2.5 receive and deposit all funds in a bank approved by the Executive Council;
 - 13.2.6 prepare and make payments for all Softball Asia and other related expenditure;
 - 13.2.7 prepare a receipt and expenditure account and or financial report for presentation to the Executive Council and or the Congress, or at any time requested by the President or the Executive Council;
 - 13.2.8 carry out such duties and responsibilities as may be assigned by the Executive Council and or Congress.
- 13.3 All official correspondence shall be addressed to the Secretary-General.
- 13.4 In the absence of the Secretary-General, any of the assistant secretaries, if so appointed by the Executive Council, should deputise.
- 13.5 The Secretary-General shall be an ex-officio member in all meetings of the Committees, Commissions, Working Groups and Task Forces of Softball Asia.

ARTICLE 14: AUDITORS, ACCOUNTS, ASSETS AND FINANCIAL MATTERS

- 14.1 The account books of Softball Asia shall, where necessary, be audited annually by an internal auditor appointed by the Congress or the Executive Council.
- 14.2 The report of the auditor shall, where applicable, be submitted to the Congress.
- 14.3 Softball Asia may open such number of accounts with such bank and or financial institutions as may be authorised by the Executive Council.
- 14.4 The President shall be the sole the authorised signatory of all accounts, cheques, and other banking and financial documents for and on behalf of Softball Asia. In the absence of the President, the First Vice President OR the Secretary General shall be the authorised signatory of all accounts, cheques, and other banking and financial documents for and on behalf of Softball Asia. The Executive Council may also authorise such other person(s) to be the authorised signatory(ies) of all accounts, cheques, and other banking and financial documents for and on behalf of Softball Asia.
- 14.5 All immovable and other property shall be vested in such trustees as may be appointed by the Executive Council by a simple majority vote. Such trustee(s) shall execute the relevant trust deeds as may be required for such trust purpose. The Executive Council



shall also be authorised to remove any trustee by a simple majority vote.

- 14.6 Softball Asia owns all rights to all assets, properties, competitions, tournaments, matches, events, activities, names, brands, logos, publications, emblems, symbols relating to the Sport and Softball Asia and shall be the only entity entitled to use the same for any advertising, merchandising, commercial, marketing and any other purpose.

ARTICLE 15: HONORARY APPOINTMENTS

- 15.1 The Congress may confer the following Honorary appointments on individuals for meritorious services rendered to Softball Asia.
- 15.1.1 Honorary President;
- 15.1.2 Honorary Vice-Presidents;
- 15.1.3 Honorary Member.
- 15.2 The Executive Council may from time to time recommend individuals for such appointments for approval by a Congress.
- 15.3 Honorary officials may attend and participate in a Congress but shall have no right to vote.
- 15.4 The Executive Council shall be authorised to invite and appoint such person(s) whom in its sole opinion, is eligible and beneficial to Softball Asia, to be patron(s) and/or advisor(s).

ARTICLE 16: COMPETITIONS AND OTHER EVENTS

- 16.1 Softball Asia shall organise the tournaments, competitions, matches, events and activities for the Sport in Asia, and in the Asian Games, and South East Asian Games and any other continental, regional, sub-regional event, and or any other tournament, competition, match, event or any other activity in or related to Asia approved by Softball Asia and or WBSC.
- 16.2 Any one or more Affiliate(s) who intends or wishes to organise any international tournaments, competitions, matches, events and or activity of the Sport involving any number of other national federations, shall obtain the prior approval of Softball Asia and shall be subject to the Constitution, rules, regulations and directives of Softball Asia.
- 16.3 An Affiliate shall not organize any international tournament, competition, match, event or activity of the Sport unless it has the prior written sanction of Softball Asia and/or WBSC.
- 16.4 The Affiliate shall be responsible for all obligations and consequences from any such



international tournament, competition, match, event and or activity.

ARTICLE 17: AMENDMENTS AND OR ALTERATIONS TO THE CONSTITUTION

- 17.1 The Congress or the Extraordinary Congress shall be the only body to approve any amendments and or alterations to the Constitution of Softball Asia.
- 17.2 All proposals for amendments and or alterations to the Constitution shall be put to vote if submitted by one (1) Affiliate and supported by two (2) others or if submitted by the Executive Council.
- 17.3 The Constitution may be amended during the meeting of the Congress or Extraordinary Congress, a quorum being present, by two-thirds (2/3) of the number of the Ordinary Affiliates in good standing (as stated in Article 17.4.1) present and voting, each such Affiliate having one (1) vote only.
- 17.4 Decisions of the Congress relating to amendments and alterations to the Constitution shall be legally binding on Softball Asia and the Affiliates thirty (30) days from the date of the Congress unless decided otherwise by such Congress.

ARTICLE 18: DISSOLUTION

- 18.1 In the event of dissolution of Softball Asia, its funds shall be entrusted to WBSC until such time that Softball Asia is re-established or unless otherwise decided by WBSC.

ARTICLE 19: MATTERS NOT PROVIDED FOR

- 19.1 All matters not provided for in the Constitution shall be resolved by the Executive Council unless decided otherwise by the Congress.
