



SOFTBALL ASIA

CONSTITUTION OF SOFTBALL ASIA

CONTENTS

<u>Article Number</u>	<u>Heading</u>	<u>Page Number</u>
	Declaration.....	1
	Name.....	1
	Interpretation.....	1
1	Headquarters & Official Language.....	1
2	Objectives.....	2
3	Membership.....	2
4	Recognition and Obligations of Affiliates.....	3
5	Subscription.....	3
6	The Legislative, Executive & Administrative Bodies.....	4
7	Congress.....	4
8	Extraordinary Congress.....	5
9	The Executive Council.....	6
10	Quorum of Meetings.....	7
11	The Chairman & President.....	8
12	The First Vice-President.....	8
13	The Secretary-General.....	8
14	Auditors/Accounts.....	8
15	Honorary Appointments.....	8
16	Competitions.....	9
17	Amendments/Alterations.....	9
18	Dissolution.....	9
19	Matters Not Provided For.....	9
	Duties and Functions of the SA Standing Committees.....	9

(As at 05 December 2018)

**FORMATION OF THE SOFTBALL ASIA [formerly known as SOFTBALL
CONFEDERATION ASIA/AMATEUR SOFTBALL ASSOCIATION
OF ASIA (SCA/ASA-ASIA)]**

DECLARATION

The **AMATEUR SOFTBALL ASSOCIATION OF ASIA (ASA-ASIA)** was formally 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 formally adopted at the 10th ASA-Asia Congress attended by thirteen (13) members in Jakarta, Indonesia on August 5, 1991.

Amendments to that Constitution were formally adopted 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 that Constitution formally 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 this Constitution formally adopted at the 24th Softball Asia Congress in Kuala Lumpur on 5th December 2018.

**CONSTITUTION OF THE SOFTBALL ASIA [formerly known as – SOFTBALL
CONFEDERATION ASIA/AMATEUR SOFTBALL ASSOCIATION – ASIA]
(as at 5th December 2018)**

NAME

The title and name of this organisation shall be "**SOFTBALL ASIA**" and it shall be the sole recognized governing and controlling body for the sport of Softball and all its disciplines and events, including Baseball5 in Asia.

INTERPRETATION

The interpretation of the Constitution, Rules and Regulations and Standing Orders, unless the context otherwise requires:

1. **Softball Asia** means this "**SOFTBALL ASIA**" (formerly known as **SOFTBALL CONFEDERATION ASIA/AMATEUR SOFTBALL ASSOCIATION – ASIA**), the recognised governing & controlling body for the sport of Softball and all its disciplines and events, including Baseball5 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 softball within a country or region affiliated to the Softball Asia.
4. **Congress** means the supreme governing body of the Softball Asia.
5. **Constitution** means the Constitution of Softball Asia.
6. **Executive Council** means the Executive Council of Softball Asia constituted in accordance with the Constitution.

ARTICLE 1: HEADQUARTERS & OFFICIAL LANGUAGE

- 1.1 The headquarters and secretariat of Softball Asia shall both be situated in the country or region where the president resides or such other country 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 game of softball in Asia;
- 2.2 to encourage the affiliation of national associations and any controlling or governing body for softball within Asia;
- 2.3 to establish and foster friendly relationship, goodwill and understanding amongst Affiliates through softball and by encouraging participation in tournaments, competitions and matches at all levels;
- 2.4 to enforce amongst Affiliates due compliance with the Constitution and the laws whatsoever of softball 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 softball tournaments, competitions, matches and events within and for Asia in accordance with the rules and regulations of WBSC and to ensure that the spirit of the Olympiad advocated by the International Olympic Committee (IOC) 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 or World Cups, World Games, Asian Games and other international, continental, regional or sub-regional games;
- 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;
- 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 softball in Asia;
- 2.9 to purchase or hold any real or other property, equipment and or asset or any interest

in 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.
- 3.2 The jurisdiction of an Affiliate is limited by and to the political boundaries of the country or region it represents.
- 3.3 Eligible associations or federations shall signify their intent for admission to membership by written application with its respective constitution to the Executive Council which, after investigation and receipt of payment of prescribed membership dues, shall submit said application to the Congress for election and approval.
- 3.4 Any new member Affiliate may be admitted by a majority vote of Affiliates represented at the Congress.
- 3.5 During the interim between sessions of the Congress, the Executive Council is empowered to elect and approve provisional membership for such ruling bodies as they may deem necessary. Provisional members shall be entitled to all the privileges of Softball Asia except the right to vote in Congress and election to office.
- 3.6 Membership in Softball Asia may be terminated:
- 3.6.1 by resignation duly accepted by Softball Asia or the Congress; or
- 3.6.2 by expulsion by Softball Asia or the Congress.
- 3.7 To resign from Softball Asia, an Affiliate shall notify its intention by registered letter. The same may be made absolute, subject to Article 3.8 herein, if confirmed by a further registered letter within three (3) months.
- 3.8 A notice to resign shall be made absolute only when the Affiliate has fulfilled its financial and other obligations towards Softball Asia and its Affiliates.
- 3.9 A notice to resign, when made absolute, the Affiliate shall, ipso facto, lose its privileges and status as an Affiliate.
- 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 softball in its country or region; and
or
- 3.10.4 hinder the progress of softball within Asia or 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 of
Softball 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 Affiliates present and voting at the Congress.

ARTICLE 4: RECOGNITION AND OBLIGATIONS OF AFFILIATES

- 4.1 All Affiliates shall acknowledge each other as the only legislative authority for softball in the respective country, territory or region, and as the only association or organisation authorised to regulate international, continental and regional agreement in softball. No discrimination is allowed against any country, territory, region or person on the grounds of race, religion, gender, creed 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 or regional affairs shall pass through the Affiliates.
- 4.3 The Affiliates shall:
 - 4.3.1 comply with the Constitution, rules, regulations, by-laws and directives of Softball Asia and WBSC 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;
 - 4.3.4 recognise each other as the sole controlling body for softball in their respective country and region;
 - 4.3.5 not form themselves into regional associations or federations without the consent of Softball Asia.

ARTICLE 5: SUBSCRIPTION

- 5.1 Each Affiliate shall pay an one-only affiliation fee of Two Hundred Dollars U.S. (US\$200.00) only and an annual membership subscription fee of Two Hundred Dollars U.S. (US\$200.00). The annual fees shall be payable to the Secretary-General on the 1st day of January of each year.

- 5.2 The Secretary-General of Softball Asia shall notify the Affiliates by registered post of the non-compliance of Article 5.1.
- 5.3 An Affiliate shall have no representation at any meeting, tournament, competition, match or event and shall cease to be a 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 shall, subject to the prior approval of the Executive Council, 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; and
 - 7.1.6 not more than two (2) representative-delegates from each Affiliate; and
 - 7.1.7 at large Executive Council Members.
- all of whom shall each have one (1) vote **PROVIDED ALWAYS** that in order for an Affiliate to be entitled to exercise its right to vote in the Congress, the same must participate in at least one (1) of the tournaments, competitions, matches or events organized, recognised or sanctioned by or under Softball Asia within a period of four (4) consecutive years immediately preceding the Congress.
- 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 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 In cases where an Affiliate sends only one (1) delegate, he or she shall be entitled to two (2) votes.

- 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 notice of the meeting of the Congress under prepaid registered cover not later than ninety (90) days before the scheduled date of the Congress unless decided otherwise by the Executive Council.
- 7.7 The agenda of the Congress, the report of the Secretary-General, the receipt and expenditure accounts shall be posted under prepaid registered post not later than thirty (30) days prior to the scheduled date of the Congress.
- 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 Reports of the President and Secretary-General;
 - 7.8.6 To consider and approve the receipts and expenditure accounts;
 - 7.8.7 To consider and approve the Reports, if any, of the Vice-Presidents and Standing Committees;
 - 7.8.8 Unfinished business;
 - 7.8.9 New Business;
 - 7.8.10 Election of Officers (every four (4) years);
 - 7.8.11 Appointment of Auditors, where applicable;
 - 7.8.12 To consider and approve, or ratify new membership;
 - 7.8.13 To consider and approve Bids for the hosting of Softball Asia tournaments, competitions, matches and events.
 - 7.8.14 Adjournment.
- 7.9 Affiliates shall give notice of nominations for candidacy to the Executive Council for election by mailing to the Secretary-General, not later than forty-five (45) days prior to the scheduled date of the Congress. For the positions of the President, First Vice-President and Secretary-General, each Affiliate can nominate only one (1) candidate from any association or body for each such function and 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) and the nomination must be signed by the president and the secretary of the Affiliate that gave notice of the nomination.

PROVIDED ALWAYS that where an elected office of the Executive Council is vacated after nominations close and before the Congress closes, the presiding 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 and each Affiliate at least thirty (30) days prior to the scheduled date of the Congress.
- 7.11 Affiliates may give notice of motions to form part of the agenda of the Congress to the Secretary-General not later than forty-five (45) days prior to the scheduled date of the Congress; and the Secretary-General shall circulate same to the Executive Council and each Affiliate not later than thirty (30) days prior to the scheduled 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 votes recorded in the Congress.
- 7.12 **SAVE AS IS PROVIDED** in Article 17 herein, all matters put to a vote at the Congress shall be decided by a simple majority of the votes cast.
- 7.13 The election of elected office bearers to the Executive Council shall be by secret ballot.
- 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 the attendee shall have no right to vote.
- 7.16 Members of the Standing 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 also be convened upon a written request by at least one-third (1/3) of the Affiliates in good standing within sixty (60) days of the receipt by the Secretary-General, of such written notice.
- 8.3 The date and venue 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 Extraordinary Congress shall discuss only items on the agenda.
- 8.5 Extraordinary Congress shall be conducted in the same manner as an ordinary Congress.

ARTICLE 9: THE EXECUTIVE COUNCIL

- 9.1 The Executive Council shall comprise :
- 9.1.1 a chairman;
 - 9.1.2 a president;
 - 9.1.3 a first vice-president;
 - 9.1.4 five (5) vice-presidents;
 - 9.1.5 a secretary-general; and
 - 9.1.6 any elected member(s) of the WBSC Executive Board and 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 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 9.4.1 The elected members of the Executive Council shall be elected and serve for a period of not less than four (4) years and assume their office immediately after the Congress wherein they are elected. Elections take place every four years or when one of the elected officers mentioned in Article 9.1 is **no** longer able to fulfill his or her duty.
- 9.4.2 The at large Executive Council Member(s) shall serve the Executive Council of Softball Asia for the same term as his/her/their term in WBSC.
- 9.5 The elected members 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:
- 9.6.1 to carry out the objects of Softball Asia;
 - 9.6.2 to submit to the Congress the financial report 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 Asian Games, regional, continental and sub-regional games and other tournaments, competitions, matches and events of Softball Asia, and the same as delegated to Softball

Asia by WBSC;

- 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, an Extraordinary Congress under Article 8 herein;
- 9.6.8 to mediate, arbitrate or resolve disputes between and amongst 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 year from the scheduled date of the Congress, in which event, the First Vice-President shall deputise;
- 9.6.10 to appoint (when necessary), the following Standing Committees;
 - 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; and/or
 - 9.6.10.8 Any other Committee(s) deemed necessary by the Congress or the Executive Council or as requested by WBSC;
- The Chairman of each of the above Committees, where possible, shall be a member of the Executive Council and all recommendations by Affiliates of individuals for membership to Committees shall be submitted one (1) month before the scheduled 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 WBSC;
- 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 Committee, Commissions or Affiliates;
- 9.6.14 to co-opt the services of any person or persons for the purpose of conducting any business of Softball Asia;

- 9.6.15 to replace any Standing Committee member who ceases to carry out his or her duties satisfactorily or upon representation by an Affiliate, unless decided otherwise by the Executive Council;
- 9.6.16 to appoint assistant secretaries for a term of not less than four (4) years;
- 9.6.17 to appoint, dismiss or remunerate any employee and staff of and for Softball Asia;
- 9.6.18 to consider and decide on any recommendations made by the Standing Committees.
- 9.7 Executive Council meetings shall be subject to the following consideration:
- 9.7.1 except in emergencies, members of the Executive Council shall be notified at least forty-five (45) 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 members of the Executive Council shall have the right to vote by mail.
- 9.8 If funds are available, all expenses related to travel, meals and accommodations of the Executive Council members 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 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 Chairman of the Executive Council Meeting.

ARTICLE 10: QUORUM OF MEETINGS

- 10.1 The quorum for the Congress or an Extraordinary Congress shall be not less than two-thirds (2/3) of the Affiliates in good standing unless otherwise decided by the Congress.
- 10.2 The quorum for Executive Council and Standing Committee Meetings shall be not less than one-half (1/2) the number that constitutes the Council or Committee.
- 10.3 In the event of a lack of quorum, the Congress or 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 Affiliates in good standing.

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, the Extraordinary Congress and the Executive Council.
- 11.4 The President shall be an ex-officio member in all Standing Committee 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 and Standing Committee meetings;
 - 13.2.3 be responsible for the minutes of all meetings and records of all Affiliates;
 - 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 an income 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.
- 13.3 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 Softball Asia.

ARTICLE 14: AUDITORS/ACCOUNTS

- 14.1 The account books of Softball Asia shall, where necessary, be audited annually by an auditor chosen by the Congress or the Executive Council.
- 14.2 The report of the auditor shall, where applicable, be submitted to the Congress.

ARTICLE 15 : HONORARY APPOINTMENTS

- 15.1 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 Secretary and or Member.
- 15.2 The Executive Council may from time to time recommend individuals for such appointments.
- 15.3 Honorary officials may attend and participate in Congress and Standing Committee meetings with no right to vote.

ARTICLE 16: COMPETITIONS

- 16.1 Softball Asia shall organise the softball tournaments, competition, matches and events for and in Asia, and in the Asian Games and South East Asian Games and any other tournament, competition, match or event 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 and events involving any number of 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 or event 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 or event.

ARTICLE 17: AMENDMENTS/ALTERATIONS

- 17.1 The Congress or the Extraordinary Congress shall be the only body to amend and or alter the Constitution of Softball Asia.
- 17.2 All proposals for 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) vote of those present and voting.
- 17.4 Decisions of the Congress shall be legally binding on Softball Asia and the Affiliates thirty (30) days from the date of the Congress unless decided otherwise by the same.

ARTICLE 18: DISSOLUTION

18.1 In the event of dissolution of Softball Asia, its funds shall be entrusted to the appropriate authority of the country or region of the headquarters to invest the same in securities until such time Softball Asia is re-established.

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.

**RULES RELATING TO DUTIES AND FUNCTIONS OF SOFTBALL ASIA
STANDING COMMITTEES**

1.0 STANDING COMMITTEES

- 1.1 The Standing Committees will each comprise a Chairman and not less than two (2) members, who shall hold office for a term of four (4) years or such period as may be decided by the Executive Council.
- 1.2 Members of the respective Standing Committees shall be appointed by the Executive Council.
- 1.3 Each Standing Committee must hold its respective meeting at least once (1) a year unless otherwise exempted by the Executive Council.
- 1.4 All matters put to a vote at the Standing Committees shall be decided by a simple majority of the members present and voting, except that in addition, members of the Standing Committees shall have the right to vote by mail. Ex-officio members of Standing Committees shall have no right to vote.

2.0 COACHING COMMITTEE

The main functions of the Coaching Committee shall be :

- 2.1 to undertake studies, researches, surveys and discussions and draw up, coordinate, organise and carry-out plans, programmes, courses, seminars, conferences and clinics, for the development, improvement and advancement of softball coaches, instructors and trainers in Asia and submit the same to the Executive Council for consideration and decision;
- 2.2 to advance the knowledge and methods of training and coaching of softball in Asia including to prepare and publish for dissemination to Affiliates, papers, reports, information and materials relating to same;
- 2.3 to carry out, research and outline physical training programmes for improving the physical and mental conditioning of players and the standard of softball in Asia;
- 2.4 to coordinate and cooperate, in consultation with the Executive Council, and/or WBSC, with any international, continental and or regional sports bodies with the purpose of coordinating and participating in sports programmes, courses and clinics to raise and improve the standard of softball coaches, instructors and trainers in Asia and to submit its reports and recommendations to the Executive Council for consideration and decision;
- 2.5 to advise and assist Affiliates in the setting up of National Coaching or other Schemes or programmes upon request;
- 2.6 to establish a system of registering coaches and a code of conduct for coaches and to register, cancel, remove and or maintain the name of Softball Asia and

or WBSC qualified coaches on the Roll of Coaches;

- 2.7 to convene a meeting of the Coaching Committee at such time and place as the Chairman may decide; and
- 2.8 such other duties and functions as the Executive Committee may decide.

3.0 DEVELOPMENT COMMITTEE

The main functions of the Development Committee shall be :

- 3.1 to undertake studies, surveys, researches and discussions and draw up plans and programmes to promote and raise the standard of softball in Asia and to prepare sports programmes, courses and clinics for the development of softball in Asia for submission to the Executive Council for consideration and decision;
- 3.2 to coordinate and cooperate, in consultation with the Executive Council, and/or WBSC with any national, international, continental and/or regional sports bodies with the purpose of coordination and participation in sports programmes, courses and clinics and for the development and raising the standard of softball in Asia and to submit its reports and recommendations to the Executive Council for consideration and decision;
- 3.3 to prepare for dissemination to Affiliates, papers, reports, sports information and teaching materials as well as Softball Asia activities and plans;
- 3.4 to advise and coordinate on all development activities for Affiliates upon request;
- 3.5 to convene a meeting of the Development Committee at such time and place as the Chairman may decide; and
- 3.6 such other duties and functions as the Executive Council may decide.

4.0 FINANCE COMMITTEE

The main functions of the Finance Committee shall be :

- 4.1 to consider the financial planning, and projection and budget estimates, and statements of accounts of all Softball Asia activities for submission to the Executive Council for consideration and decision;
- 4.2 to be responsible for raising of funds as may be required by Softball Asia;
- 4.3 to deliberate on all financial matters relating to Softball Asia and its financial assets and expenditure and submit its recommendations to the Executive Council for consideration and decision;
- 4.4 to convene a meeting of the Finance Committee at such time and place as the Chairman may decide; and

- 4.5 such other duties and functions as the Executive Council may decide.

5.0 LAW COMMITTEE

The main functions of the Law Committee shall be :

- 5.1 to carry out the directions of the Executive Council in so far as the amendments of the Constitution, the Rules & Regulations and Bye-laws of Softball Asia as approved by Congress are concerned;
- 5.2 to review and examine the Constitution, rules, regulations and by-laws of Softball Asia from time to time and to submit its recommendations for amendments through the Executive Council for consideration and decision, and thereafter to the Congress for consideration and approval;
- 5.3 to receive and consider proposals on matters relating to the amendments of the Constitution, rules, regulations and by-laws of Softball Asia and submit its recommendations to the Executive Council for consideration and decision, and thereafter to the Congress for consideration and decision;
- 5.4 to convene a meeting of the Law Committee at such time and place as the Chairman may decide; and
- 5.5 such other duties and functions as the Executive Council may decide.

6.0 SCORERS COMMITTEE

The main functions of the Scorers Committee shall be :

- 6.1 to undertake studies, researches, surveys and discussions and draw up, coordinate, organise and carry-out plans, programmes, courses, seminars, conferences and clinics for the development and improvement and advancement of softball scorers in Asia for submission to the Executive Council for consideration and decision;
- 6.2 to advance the knowledge and methods of scoring for softball in Asia including to prepare and publish for dissemination to Affiliates, papers, reports, information and materials relating to the same
- 6.3 to coordinate and cooperate, in consultation with the Executive Council and/or WBSC, with any national, international, continental and or regional sports bodies with the purpose of coordinating and participating in scoring programmes, courses, clinics to raise and improve the standard of softball scorers, instructors and trainers in Asia and to submit its report and recommendations to the Executive Council for consideration and decision.
- 6.4 to advise and assist Affiliates in the setting up of National Scoring or other Schemes or programmes upon request;
- 6.5 to establish a system of registering scorers and a code of conduct for scorers and to register, cancel, remove and or maintain the name of Softball Asia and or WBSC qualified scorers on the Roll of Scorers;

- 6.6 to convene a meeting of the Scorers Committee at such time and place as the Chairman may decide; and
- 6.7 such other duties and functions as the Executive Council may decide.

7.0 TECHNICAL AND COMPETITION COMMITTEE

The main functions of the Technical & Competitions Committee shall be :

- 7.1 to undertake studies, surveys, researches and discussions and draw up, coordinate and carry-out plans, programmes, courses and clinics, for the development and improvement of technical aspects in, and technical officials for, softball in Asia for submission to the Executive Committee for consideration and decision;
- 7.2 to coordinate, organise, carry out and manage all technical aspects of tournaments, competitions, matches and events organised by or under the auspices of Softball Asia and to submit reports thereon to the Executive Council;
- 7.3 to review and examine all rules and regulations and any other provisions relating to technical aspects and tournaments, competitions and events relating to softball and to submit its recommendations for amendments and/or improvement to the Executive Council for consideration and decision;
- 7.4 to convene a meeting of the Technical & Competitions Committee at such time and place as the Chairman may decide; and
- 7.5 such other duties and functions as the Executive Council may decide.

8.0 UMPIRES COMMITTEE

The main functions of the Umpires Committee shall be :

- 8.1 to undertake studies and researches and draw up, coordinate and carry-out plans, programmes, courses and clinics, for the development and improvement of softball umpires in Asia for submission to the Executive Council for consideration and decision;
- 8.2 to appoint the Umpire-in-Chief and any assistants and umpires, if required, for all competitions, tournaments, matches and events organized by or under the auspices or sanction of Softball Asia and to control, supervise and monitor all matters connected with softball umpires and umpiring in Asia;
- 8.3 to establish and maintain uniformity in umpiring and the interpretation and application of the rules and regulations relating to softball and to submit its recommendations for amendments and or improvements to the Executive Council for consideration and decision;
- 8.4 to establish a formal system of registering umpires and a code of conduct for umpires and to register, cancel, remove and or maintain the name of Softball

Asia and or WBSC qualified umpires on the Roll of umpires;

- 8.5 to prepare and publish for dissemination to Affiliates, papers, reports, information and materials relating to umpiring of softball;
- 8.6 to convene a meeting of the Umpires Committee at such time and place as the Chairman may decide; and
- 8.7 such other duties and functions as the Executive Council may decide.
