



FIHB

The universe
of Horse-Ball



FIHB
Statutes
2016 EN

Fédération Internationale de Horse-Ball

The FIHB Statutes have been reviewed and approved by the International Federation of Horseball (FIHB).

These FIHB Statutes are available on the FIHB website: <http://www.fihb.net>

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CHAPTER I - OBJECTIVES AND PRINCIPLES

Article 1

An international association entitled Fédération Internationale de Horseball, regulated according to the law of the 27th June 1921, has been founded amongst those who adhere to the present Statutes.

All the acts, invoices and publications or any other documents will bear :

AISBL Fédération Internationale de Horseball

or

aisbl Fédération International de Horseball

or

Association Internationale Sans But Lucratif Fédération International de Horseball

or

AISBL FIHB

or

aisbl FIHB

The associations has been established and this without any time limit.

Article 2

The Fédération Internationale de Horseball (FIHB) objectives are:

- unify, spread and develop Horseball at International level;
- organize and certify Horseball International competitions;
- regulate and certify all Horseball intervenients.

And for that:

1. group at International level the National Organisations of Horseball designated in the present Statutes by the abbreviation NOHB;
2. facilitate by all means contacts and a harmonious relationship between the affiliated members, to give them the help and the encouragement needed and to fortify their authority and prestige;
3. co-ordinate and harmonise their actions, and determine the methods of application concerning the Horseball at International level;
4. regulate the International Rules of the game that all the NOHB will apply at International meetings;
5. co-ordinate and nominate International referees;
6. promote the organisation of meetings and competitions at International level;
7. approve, supervise and lead International competitions;
8. draw the attention of National and International authorities in regards to all questions and regulations concerning Horseball directly or indirectly;
9. in general, bring an interest to all matters at an International level concerning the horse in its relation to Horseball, in as much as these questions relate to any of the above objectives or to any other similar objectives.

Article 3

The headquarters have been established at the La Petite Bilande, 140 Tienne de la Petite Bilande, 1300 Wavre, Belgium. It can be transferred with a simple decision of the Bureau with the ratification of the General Assembly.

Article 4

The FIHB and the affiliated NOHB will act in accordance with the following principle:

- the FIHB recognises the exclusive competence of the International Equestrian Federation (FEI) regarding all the aspects of equestrian activities and all the aspect related to horses, well fare and doping, the regulations and the organisation of the traditional forms of equestrian activities (including their competitions);
- the FIHB has the competence regarding the regulations, organization and control of the competitions;
- the FIHB is based on the principle of equity and mutual respect from all the affiliated NOHB, without prejudice in regards to the race, the colour, the religion or the interior politics;
- the affiliated NOHB recognises the FIHB as the only International authority in regards to Horseball;
- the affiliated NOHB agrees to the fact that it cannot become affiliated to any other equivalent organisation that pursues similar goals;
- the FIHB and all the affiliated NOHBs agree to respect and apply the Statutes, the general and the specific regulations;
- any conflicts in the interpretation or the application of the Statutes, the FIHB's general and specific regulations will be settled by an arbitrating committee composed of three (3) members of the Bureau, of different Nationality designated by it to this effect. The FIHB's General Assembly will be the final authority;
- all sanctions pronounced by the FIHB have to be recognised and applied by all the affiliated NOHBs;
- all sanctions pronounced by the affiliated NOHB and related to all the Horseball activities, intervenient and including horses related matters have to be communicated to the FIHB in order to be recognised and applied by all the affiliated NOHBs.

CHAPTER II – AFFILIATIONS

Article 5

NOHB (National Horseball Organization) could be a NEF (National Equestrian Federation) or an Horseball Association, that manages and controls clubs, sports societies or sport agents engaged to Horseball, named technical and administrative staff, players, coaches, supervisors and referees.

Only the NOHB, which accepts the obligations contained in these Statutes, the general and specific regulations of the FIHB, can become affiliated to the FIHB.

The NOHB has to be implicated on national level and also has to be implicated in Horseball as defined by the FIHB. NOHB must have an autonomous organisation regarding administrative and financial level.

The association should have at least 3 members.

The members could have to pay a membership fee to the association and this by decision of the General Assembly.

The membership fee will never be more than 2000 euros and this for all the categories of the member as described below.

The FIHB will be able to accept only one NOHB per country as a member.

Article 5.1 – Categories of Members

FIHB has four categories of members:

- **Active Member:** Active Members are NEF or associations who participate with their teams in the current year in official International competitions or WHR tournaments.
- **Non-Active Member:** Non Active Members are NEF, associations or entities engaged in the practice or promotion of Horseball who do not participate in the current year in official International competitions or WHR tournaments for a maximum of two years.

Non-active members must become active members after 3 years maximum unless losing their Member status.

Non-active members will automatically lose their membership after 3 years of non-participation in official International competitions or WHR tournaments. They will have to apply again through the General Assembly to become member again.

- **Honorary Member:** Honorary Members are Institutions or individuals, who serve the cause of Horseball, within the FIHB have rendered services, which, by its value and relevance, deserve such a distinction.
- **Founder Member:** Founders Members are individual persons who created the FIHB. The founder members fulfill the functions of members of the office during their first mandate.

Article 5.2 – Rights of Active Members

Constitute rights of Active Members:

- a) certificate of membership for the current year;
- b) free reports and copies of all communications issued by FIHB;
- c) propose to the General Assembly all the measures deemed appropriate or necessary for the development and prestige of International Horseball sport, including amendments to the Statutes;
- d) receive FIHB documentation concerning the annual report of the Board, during the 15 days immediately preceding the date of the ordinary General Assembly where will be discussed the report and accounts of the social year to which they relate;
- e) participate to the General Assembly with right of vote multiplied by a weight coefficient of 2.
- f) submit to the competent authorities through the President or the General Secretary, complaints and petitions of harmful acts or facts against their rights and interests;
- g) submit to the General Assembly proposals for the designation of honorary members;
- h) require the convening of an extraordinary General Assembly, in accordance with article 13.

Article 5.3 – Rights of Non-Active Members

Constitute rights of non-Active Members:

- The rights referred to in paragraph a), b) c), d), e), f), g) and h) of article 5.2, although, with regard to subparagraph e) right of one vote multiplied by a weight coefficient of 1.

Article 5.4 – Rights of Honorary Members

Constitute rights of Honorary Members:

- a) diploma certifying his membership;
- b) the rights referred to in paragraph b), c), d), e), f) and g) of article 5.2, although, with regard to subparagraph e), without right of vote.

Article 5.5 – Rights of Founder Members

Constitute rights of the founder members:

- The rights referred to in paragraph a), b), c), d), f), g) and h) of article 5.2.

They also have the rights:

- a) to take part in the General Assembly;
- b) to subject a request for affiliation to the office;
- c) to be eligible as member of the Bureau;
- d) to vote as members of the office as described in articles 12, 18 and 20;
- e) inherent in the functions which are allowed to them within the office;
- f) to run and manage the FIHB and the Bureau in case of resignation of the Bureau.

Article 5.6 – Duties of Members

Are duties of Members:

- a) comply with the provisions of these Statutes, regulations, protocol and all other determinations of FIHB;
- b) cooperate and collaborate on all FIHB organizations spreading the ethical values of Horseball;
- c) send the updated copies, of its Statutes and regulations or amendments as well as of their annual reports and other publications;
- d) send once a year, a complete and updated data of the NOHB and its Constitution, indicating the location of their headquarters;
- e) send annual provisional calendar of their competition before the first of November of the former year;
- f) carry out within the time limits as mentioned in article 44, the payment of FIHB membership fees or any other sums due to the FIHB unless the honorary members;
- g) in order to participate to the FIHB World Cup, the NEF, associations or entities having already participated to a World Cup, have the obligation to fulfill the registration as Active Members and this during the 4-years cyclus in-between 2 FIHB World Cup. This includes the compliance with the paragraph f) of article 5.6. However a newly affiliated Member which means in this case a new Member becoming affiliated between 2 FIHB World Cup and therefore within the 4-years cycles (as mentioned above) can be allowed to participate to the FIHB World Cup on explicit decision by the Bureau.

Article 6

The membership request form must be submitted to the General Secretary of the FIHB and has to be signed by the NOHB's President.

The following information must be included in the application:

- the complete designation of the NOHB, as well as its address and the telephone number of its registered office and e-mail address;
- the full name and address of the Representative;
- the membership category (Active Member, non-Active Member);
- an example of its Statutes and rules in English or French language;
- proof of Horseball activity of the NOHB;
- an agreement to pay the annual membership fee.

The request for membership is submitted to the Bureau who can temporarily accept the application if it is convinced that the NOHB has the will and the power to fulfil its obligations at National and International level. NOHB's temporary affiliation must be ratified at the next meeting of the General Assembly.

The member who wants to resign from his membership shall send a resignation letter to the Bureau which will act the resignation.

A member who resigns and this for any reasons will have no social or valuable rights on the association.

Article 7

The General Assembly can suspend for a period of time a NOHB that violates the Statutes, the general or the specific regulations of the FIHB.

Any NOHB that has not paid its fees in regards to the general regulations will automatically be suspended until the payment of the due fees, the appropriate fine or any other dues.

The suspension and the subsequent reinstatement will be announced as soon as possible by the General Secretary to all the affiliated NOHBs.

Article 8

The General Assembly can expel any NOHB that violates in a persistent way the principles included in the present Statutes.

CHAPTER III - COMPOSITION

Article 9

The FIHB is constituted by a General Assembly, a Bureau and a General Secretary. Commissions or sub-commissions may be established in accordance with the present Statutes if their creation becomes necessary.

CHAPTER IV - THE GENERAL ASSEMBLY

Article 10

The General Assembly is constituted by the delegates of all the affiliated NOHBs and by the Bureau's members. Each NOHB can be represented by two delegates duly mandated in writing by the NOHB's President. Only one delegate of each NOHB has a right to vote.

Each NOHB will advise the General Secretary at least 30 days prior to the date of the General Assembly, of the delegate's names and will identify the delegate who will have the right to vote. In the case where a designated delegate is not able to attend the General Assembly, the NOHB could replace him on the condition that the NOHB advises the General Secretary 7 working days prior to the General Assembly.

The delegate designated as the replacement will have to justify to the General Secretary his powers before attending the meeting.

The members of the Bureau will be invited to attend the General assembly.

Article 11

The functions and the powers of the General Assembly, which is the FIHB's supreme authority, are the following:

1. to affiliate the new NOHB members;
2. to suspend, disqualify, exclude an affiliated NOHB;
3. to arbitrate the matters submitted by the Bureau;
4. to exercise the disciplinary powers as indicated in Chapter IX not ratified by the Bureau;

5. to be the last decisional authority in the matters submitted to it and to arbitrate on appeals against the Bureau's decision;
6. to elect the Bureau's members;
7. to elect the auditors responsible for the accounts as per the Bureau's proposition;
8. to designate the scrutinisers as per the President's proposition;
9. to approve the amounts of the affiliation, the annual fee and other dues for the following year as per the Bureau's proposition;
10. to receive, examine and approve the reports and propositions presented by the Bureau;
11. to receive, examine and approve the annual report of the General Secretary, the annual report of the Treasurer, the budget and the reports of the auditors responsible for the accounts;
12. to approve the general regulation, specific regulations and the internal regulation;
13. to approve the changes to the Statutes and the general regulations and to authorise their publication;
14. by special vote it can discharge the Bureau and its commissioners from their duties;
15. to deliberate on any questions brought up at the General Assembly by the delegates;
16. to approve changes to the Organizational Rules, Sport Rules, WHR Rules and Competitions Rules;
17. to receive, examine and approve the proposal received by the affiliated Members.

Article 12

The delegates of each nation have only one vote weighted according to their category (active member, non-active member). These votes are in block otherwise specified in these Statutes. The members of the Bureau do not vote individually unless allowed. In case of tied voting, the President of the General Assembly votes.

A secret and written vote is mandatory for all elections, membership and disciplinary questions. Voting on all other matters is by show of hands except when at least 25% of the delegates require a secret written vote. No vote can be held by post (regarding the vote for the election of members of the Bureau, see article 18).

For the vote concerning membership, the absolute majority of the weighted votes of the NOHBs present or represented and the vote of the Bureau's members voting individually, is required for the proposition to be accepted.

The General Assembly's decisions concerning the modifications to be brought to the Statutes must be taken by a majority of the votes composed of two thirds of the weighted votes by the NOHB present and represented and by the Bureau's members voting in block.

The modifications made to the social object of association will have effect only after approval by royal decree and publication in accordance with article 50 of the law of June 27th, 1921.

The decisions concerning matters other than those specified above and included in the agenda must be taken by a simple majority of the votes. In case of a draw in the votes, the President will vote for the Bureau.

The decisions concerning the matters not included in the agenda and which can be the subject to an appropriate proposition by the General Assembly must be taken by a simple majority of the weighted votes cast. In that case the Bureau's members can vote individually. In the case of a draw in the votes, the President will have a vote.

Article 13

A General Assembly is held regularly, once a year, during the first semester. Special meetings can be held if the circumstances require it.

Another statutory or extraordinary assembly can be demanded:

- at the President's request;
- at the Bureau's demand;
- at the demand of at least 25% of the NOHBs in full compliance with the membership rights and obligations.

The date and the time of the statutory or extraordinary assemblies are decided by the President with the Bureau's agreement.

Article 14

The notification for a General Assembly must be sent, by e-mail, by the General Secretary to all the affiliated NOHB at least 60 days prior to the date schedule for that assembly.

Article 15

The President presides over the General Assembly. In the case where the President is unable to attend, the General Secretary presides over the General Assembly. In the case where none of the above members are able to attend, the General Assembly will elect a member of the Bureau to preside over the General Assembly.

Article 16

All matters that the NOHB wishes to discuss or approve at an annual general meeting must be forwarded to the General Secretary by written word in a letter, a fax or an e-mail from the date of the written invitation until 5 weeks before GA in order that the agenda can be sent within a reasonable time frame to give the NOHBs and the Bureau the opportunity to study them.

The General Secretary must communicate by e-mail the agenda of a meeting and all the documents regarding that meeting to each NOHB at least one month prior to the meeting. Only the matters listed on the agenda can be approved during a meeting.

Those that have been sent late or those that are deposited verbally during a meeting can be discussed, but cannot be approved until the directors of the NOHBs have had the opportunity to discuss them. Those matters will be included in the agenda of the next meeting.

The General Secretary's report, the financial situation and the budget submitted by the Treasurer will be forwarded, by e-mail, to the NOHBs, 30 days prior to the date of the annual General Assembly.

Article 17

Minutes of all meetings are drafted. The President and the General Secretary must sign all the minutes. The adopted propositions which figure in the minutes have force of law in the same way as the Statutes and the general and specific regulations. Copies of those minutes must be forwarded to the NOHBs as soon as possible after each meeting and at the latest two months after the meeting.

The NOHBs must apply the decisions listed in the minutes by the 1st of September following the meeting or the date established by the General Assembly.

The Bureau's composition and the commissioner's committee and the duration of their mandate, must figure at the beginning of the General Assembly's agenda.

Also listed are the name and address of the President, the General Secretary and Treasurer along with the duration of their mandate.

CHAPTER V - THE BUREAU

Article 18

This article will be subject to revision dependant on the development of Horseball and the involvement on new NOHB.

The General Assembly elects, by secret vote, a Bureau which is composed from 4 up to 13 members. The Bureau is composed as a minimum of:

- one President;
- one Vice-President;
- one General Secretary;
- one Treasurer.

All the candidates who will be elected on the Bureau's board must be able to read and express themselves fluently in French and English. The NOHB who proposes candidates for the Bureau will have to certify by writing by presenting a Curriculum Vitae of the candidates attesting their competences, experience and know-how regarding Horseball.

To be a candidate for the Bureau the person needs to have an experience of one year participating in the General Assembly as an NOHB's delegate or invited by FIHB Bureau and must be :

- any proposed by an NOHB;
- any proposed by the Bureau;
- any Bureau member whose mandate is terminated and is re-eligible.

All applications must be forwarded to the General Secretary by written word in a letter or an e-mail from the date of the written invitation until 5 weeks before the General Assembly in order that the names and qualifications of each candidate is communicated to the NOHB's at the same time as the General Assembly's agenda.

All applications will be examine immediately before the General Assembly by the Bureau who will decide which candidates are eligible as per the present Statutes.

The non-eligible candidates will not be included on the list submitted to the General Assembly. The delegates at the General Assembly will indicate on the list the one they wish to elect.

To be elected, a candidate must obtain a majority of votes (half of the weighted votes cast plus one).

In the case where:

- no candidates obtain the majority of the votes needed, the candidate with the lowest number of votes is eliminated from the list and another vote will be taken with the remaining candidates on the list. This procedure will be repeated until a candidate obtains the majority of the votes needed;
- if two or more candidates obtain an equal number of votes the candidate with the lowest number of votes is eliminated from the list and another vote will be taken with the remaining candidates on the list. This procedure will be repeated until a candidate obtains the majority of the votes needed.

The mandate of each Bureau's member begins at the end of the General Assembly where he was elected. Her/his mandate runs during four annual General Assemblies unless she/he retires from her/his functions for any reason.

The vacant seats on the Bureau are replaced during the General Assembly following the announcement of the vacancy on the condition that enough time remains so that the applications

must be forwarded to the General Secretary by written word in a letter, a fax or an e-mail from the date of the written invitation until 5 weeks before General Assembly.

If a Bureau's member must be replaced before the expiration of his mandate, his successor is nominated for the time remaining in the term of the outgoing member.

The successor is elected as mentioned in the above procedures and it is not mandatory he has to be chosen within the NOHB of the departing member.

Regarding the Bureau's election, the Bureau's members will vote and their votes will be multiplied by a weight coefficient of 2. In case of a draw in the votes, the Bureau's members will vote individually. In the case of another draw in the votes, the President's vote is decisive.

Regarding the functions in the Bureau, the newly elected members of Bureau will vote in one block for each functions.

All the functions of the Bureau's members are honorary and cannot be remunerated. The members may have an expense account for travelling when they assist at the Bureau's meetings or when they officially represent the FIHB.

In case of emergency situations recognised as such by the President, the Vice-President and the General Secretary, the Bureau has the power to take a decision in the name of the General Assembly, this decision that will have to be confirmed during the following General Assembly.

Article 19

The Bureau is the authority responsible for the FIHB's administration and management. It can nominate former members of the Bureau as honorary members. It can nominate as honorary delegates former delegates for services rendered to the FIHB.

In case of emergency situations recognised as such by the President, the Vice-President and the General Secretary, the Bureau has the power to take a decision in the name of the General Assembly, this decision that will have to be confirmed during the following General Assembly.

The Bureau examines the NOHB's application concerning its membership and, if in its opinion, it is convinced that the NOHB is able to be affiliated, it submits the application to the General Assembly who in turn proceeds to the election.

The Bureau applies the disciplinary actions that are in his power as per Chapter IX.

The Bureau examines and approves if necessary any sanction imposed by a NOHB within its jurisdiction and that may concern other NOHB. The General Secretary will bring this sanction to the attention of all the other NOHBs.

The Bureau appoints, if necessary, the commissions and sub-commission's President and members.

The Bureau appoints, if necessary, the disciplinary and referee commission's President and members (see also article 26 on Subsidiary Commission).

The Bureau co-ordinates the calendar for the International activities and submits it to the General Assembly for approval.

Article 20

Each Bureau's member has only one vote multiplied by a weight coefficient of 1 during a Bureau's meeting. All votes are made by a show of hands unless a member demands a secret vote. The decisions are taken by a majority of the weighted votes cast. In case of a draw in the votes, the President's vote is decisive. The vote concerning the application for the post of President, the Vice-President, the General Secretary, the Treasurer is made by secret vote.

Article 21

A Bureau's meeting must be held regularly before the annual General Assembly.

A special meeting can be convened at the demand of the President and at least three members of the Bureau. The date, hour and place of the Bureau's special meeting are decided by the President. The notification for that meeting is forwarded by the General Secretary, by e-mail, to all the Bureau's members at the same time as the agenda, 30 days prior to the meeting.

Article 22

For the Bureau's session to be valid, the presence of the majority of the members including 2 members representing either the President, the Vice-President, the General Secretary or the Treasurer, is mandatory.

Article 23

The President (or in his absence or on his demand a Vice-President) presides all the Bureau's meeting. In the case of the President and the Vice-President being absent, the presidency is exercised by the General Secretary.

Article 24

All matters to be submitted at a Bureau's meetings must be forwarded to the General Secretary at least 5 weeks prior to the meeting. The General Secretary forwards a copy of the agenda and all the documents concerning the meeting to each Bureau member at least one month prior to the meeting.

Article 25

Minutes of all the Bureau's meetings must be drafted. A copy of the minutes is forwarded as soon as possible to each of Bureau's members at the latest 30 days after the meeting.

CHAPTER VI - SUBSIDIARY COMMISSIONS

Article 26

The Bureau can nominate subsidiary commissions with a definite purpose. It fixes the date by which the commission must deposit its report. The President and the members are designated by the Bureau.

The Bureau can nominate an investigation committee which is composed of a maximum of 3 members charged with examining the complaints from whatever source concerning the attitude, acts or decisions of referees, technical delegates, team's leaders, riders etc. or any other person officially accredited during all international events organised under the FIHB's patronage.

That commission must report to the Bureau who will decide, if necessary, any actions required. The Bureau can choose the members of each commission without a limit in numbers, except for the disciplinary commission (see article 38).

The commissions must be composed of at least 3 members with a maximum of 5 including the President.

Each commission has the total liberty to work as it pleases within the limits of its competence. It nominates the member who will present the reports to the Bureau. The reports should be in writing even if presented verbally.

The reports must be presented by a predetermined date.

The Bureau is the only one empowered to render a decision on any report presented by a commission, and, if necessary to submit the propositions to the General Assembly as per the Statutes.

CHAPTER VII - THE BUREAU'S MEMBERS

Article 27

The President of the Bureau is the principal authority of the FIHB, and for this reason President of the FIHB.

He is also President of the general meeting, during the assemblies to which he can assist.

Article 28

All the acts which engage association are, except special procurations, signed by the President or, in his absence, by the General Secretary, or the Vice-President together, who will not have to justify towards one the thirds of the powers conferred for this purpose.

The legal actions, so much while requiring than while defending, are followed by the office represented by the President or the General Secretary.

Article 29

The Bureau chooses a candidate for the President's post as per the article 18.

Article 30

The mandate and the procedure for the election of the Vice-President, the general and the Treasurer follows the prescriptions of article 18.

Article 31

The Vice-President(s) is(are) in ranks immediately after the President and the General Secretary as administrators of the FIHB. The first Vice-President is the person who has occupied the longest mandate in this capacity or as a Bureau's member. The second person with the same qualifications occupies the post of the second Vice-President.

The Vice-Presidents may be called on to take over the functions of the technical delegate. They represent officially the FIHB, if for any reason; the General Secretary is not able to do so.

In that case, their travelling and lodging expenses are paid, likewise for the General Secretary as per article 33.

Article 32

An honorary member accredited for the General Assembly can assist at the General Assembly meetings. An honorary President, honorary Vice-President or an honorary member of the Bureau may assist at the Bureau's meeting and the General Assembly but he cannot take part to the Bureau's vote. The honorary members may participate to the vote at the General Assembly at the condition that they are duly accredited as a delegate by their NOHB.

CHAPTER VIII - THE SECRETARYSHIP

Article 33 – The General Secretary

The General Secretary is in charge of the FIHB's administration. He has the responsibility to have the Statutes and the FIHB's, general and specific regulations observed and to bring all the infringements to the attention of the Bureau's administrators.

The General Secretary is given the responsibility of preparing and presenting the agenda at the general assemblies and the Bureau's meetings: preparing and publishing the official bulletin, the brief news and all other information; and handling all official correspondence.

The General Secretary must see that the meetings of the subsidiary commissions are held and that their reports are deposited in the time frame requested.

The General Secretary is given the responsibility of hiring the personnel for the secretariat and fixing with the Bureau's approval, the conditions of the hiring.

On the General Secretary's proposition the Bureau designates a legal consultant attached to the FIHB.

In the President's absence, the General Secretary represents the FIHB in legal matters and in civil proceedings.

The General Secretary prepares and submits to the annual General Assembly his report on the FIHB's general administration.

The General Secretary invokes if necessary the Bureau's disciplinary commission as per article 38.

When the General Secretary fills in the functions of a technical delegate, his travelling and lodging expenses are paid by the organising Committee.

The General Secretary may be delegated by the President to represent officially the FIHB in certain International activities in order to study the organisation or its achievements, or to assist in the FIHB's name at certain International congresses. In these cases his travelling and lodging expenses may be paid by the FIHB.

Article 34 – The Treasurer

The Treasurer's functions may be cumulated with those of the General Secretary. The Treasurer is in charge of the membership, the fees and all amounts due to the FIHB. He is responsible for keeping the books and is responsible for all expenses.

The Treasurer presents the audited accounts, his report concerning the financial situation of the preceding fiscal year and the budget of the following fiscal year at one of the Bureau's meeting and at the annual General Assembly.

The Treasurer has to inform the Bureau of all changes that he proposes concerning the entry fee, the membership and all other charges.

Article 35

The President proposes at the General Assembly, the name of two auditors responsible for the accounts. Their election is confirmed by a majority of the weighted vote cast. The vote can be made by a show of hands.

Their mandate is for a term of four years and they are re-eligible. The mandate of the commissioners responsible for the accounts starts at the end of the assembly during which they were elected and covers a period of one annual General Assembly.

Article 36

The FIHB's head office must always be in a country in which an NOHB is a member of the FIHB. The address is determined by the Bureau.

Article 37

All correspondence addressed to the General Secretary must be forwarded by an NOHB. Copy of all correspondence which does not come from an NOHB must be forwarded to the NOHB of the country from which the correspondence was issued.

All correspondence forwarded to the General Secretary must be written in one of the FIHB's official languages or be accompanied by a translation in one of the official languages.

CHAPTER IX - DISCIPLINARY MATTERS

Article 38

The disciplinary commission is composed of a minimum of 3 (three) and a maximum of 5 (five) members that must be either members of the Bureau or members presented by their NOHBs.

At least one of the members must be chosen from amongst the President, the Vice-Presidents and the General Secretary to exercise the President's function. At least three members must be present at each meeting. The names of the disciplinary commission's members are submitted to the General Assembly. Their mandate expires at the next General Assembly.

To prevent any delay regarding the examination of disciplinary matters, the General Secretary convenes the commission within two weeks of the date in which an urgent matter has been submitted to him. The disciplinary commission hears the two parties and decides in the Bureau and General Assembly's name, on all the cases brought to its attention. Those decisions must be ratified by the Bureau or by the General Assembly at their next meeting.

Article 39

On the disciplinary commission's advice the Bureau could impose to a NOHB the following sanctions:

- a warning;
- a maximum fine of 250 Euros, or in the case of a non-payment of the membership fee double the amount of the relevant membership fee.

On the disciplinary commission's advice the General Assembly could impose to a NOHB the following sanctions:

- a temporary suspension;
- the exclusion of the NOHB for a period of at least five years.

The suspended or excluded member cannot send delegates at the General Assembly or at the commission's meetings for the duration of the sanction.

The NOHB's delegates may receive a warning or be suspended by the Bureau on the disciplinary commission's advice.

Article 40

Before a sanction is adopted, the person or the organisation designated will be invited to submit, in writing, its explanations but preferably in person. The cases submitted to the Bureau or at the General Assembly by the disciplinary commission will be adopted by secret vote and by a majority

of the votes cast. The decision will be communicated by registered letter to NOHB and indicated in the General Assembly's minutes.

Article 41

The sanctions imposed by the NOHB must be communicated to the General Secretary for them to be examined by the disciplinary commission and, eventually for confirmation, by the Bureau or the General Assembly. The sanctions in which a NOHB has to take action must be communicated to them as quickly as possible and by registered letter.

CHAPTER X - VARIOUS INSTRUCTIONS

Article 42

The French and English language are the official languages of the FIHB. The official documents, the minutes, the agenda and other publications are drafted if necessary in both languages.

There must be simultaneous translation in French and English in all the General Assembly's meeting if one of the members attending the meeting demands it.

The delegates wishing to use another language must be accompanied by one or two translators able to translate the language in French and English. Sufficient instructions must be given to the General Secretary regarding this matter for him to take the necessary steps. The cost of employing the translators and the material needed will be at the expenses of the NOHB concerned.

Article 43

The fiscal year begins on the 1st of January and ends on the 31st of December of each year.

Article 44

The expenses are determined by the General Assembly as per the Treasurer's proposition. An entry fee is established when a new NOHB becomes affiliated.

The membership and all other charges are due at the beginning of the year. Any NOHB who has not paid his dues cannot assist or be represented at the annual General Assembly. Any NOHB who has not paid its membership or any other charges due for the 1st of February will receive, by registered letter, a reminder and if necessary a second reminder by registered letter the 1st of April.

Any NOHB who has not paid its membership and dues by the 1st of May will be suspended and its suspension will be brought to the attention of the other affiliated NOHBs.

The NOHB, who has been suspended following their non-payment of their dues, will continue to be suspended until they pay their dues combined with a fine equal to or double the amount of the last membership's fee plus administrative costs.

Article 45

The General Assembly can decide to dissolve association. If it is necessary, the General Assembly decides also nomination of one or more liquidator and extent of their powers. In the absence of the nomination of one or more liquidator, the members of the office are jointly in charge of liquidation.

The decision to dissolve association can be adopted only with at least three/quarter of the members present or are represented, and if the decision is adopted by a favorable vote of the three/quarter of the voices of the attending members or represented with the meeting of the General Assembly. If the quorum is not reached, the general meeting is returned and convened again in the month calendar. This second assembly is considered enough if a quorum of at least

two members present or are represented at the meeting.

At the time of dissolution of the association and after payment of all the debts and obligations of all kinds of the association, its credit net will be distributed between the NOHB members, according to the number of voices held by each one.

Article 46

All the omitted cases in these Statutes are of the competence of the Bureau and/or expressed in one of the FIHB regulations.

Failing this, all that is not regulated by these statutes will be regulated in accordance with the provisions of the law of June 27th, 1921.

