

**African Taekwondo Union**

**Rules and Regulations**

**2008**

## Article ( 1 ) Definitions

- 1.1 **The Union:** The African Taekwondo Union (AFTU)
- 1.2 **Member Federation:** Member National Taekwondo Association of the country (MNAs)
- 1.3 **World Federation:** World Taekwondo Federation (WTF)
- 1.4 **Association of Confederation:** Association of African Sports Confederations (AASC)
- 1.5 **Committee:** A subsidiary committee of the AFTU
- 1.6 **Secretariat:** The General Secretariat of the AFTU
- 1.7 **Members:** AFTU Members with voting rights
- 1.8 **System:** The principal system of the AFTU
- 1.9 **Absolute Majority:** Majority vote by (half + 1) of the absolute total of Members with voting rights
- 1.10 **Ordinary Majority:** Majority vote by (half + 1) of members attending a meeting
- 1.11 **Relative Majority:** Majority vote by a specified percentage of the total number of members
- 1.12 **President:** President of the AFTU
- 1.13 **1<sup>st</sup> Vice President:** First Vice President of the AFTU
- 1.14 **Vice President:** Vice Presidents of the AFTU
- 1.15 **Exco -Members:** Executive Council Members
- 1.16 **Chairman:** Chairman of a subsidiary committee

## **Article (2)**

### **The Essence of the Union**

#### **The nature of the union**

- 2.1 It is an independent sports association, a virtual identity affiliated to the AASC and the WTF
- 2.2 Name and Purpose: African Taekwondo Union (AFTU), a permanent union based at the Presidency location. It is consisted of National Taekwondo Federations of African countries that are affiliated to the WTF, with the rates of one federation for each country that is acknowledged by the Olympic Committee of the relevant country.

## **Article (3)**

### **Objectives**

- 3.1 Manage, direct and develop the sport of Taekwondo in the continent of Africa.
- 3.2 Unite members and strengthen friendly relations between members at all levels (Officials – Coaches – Referees – Players)
- 3.3 Close cooperation with the WTF, AASC and other continental unions.
- 3.4 Assist Member Federations for the development of the game in their countries, assist MNAs in organizing African and International championships and spread the game by adding new members.
- 3.5 Register, acknowledge and accredit championships and players results (men – women) (juniors – seniors).
- 3.6 Take decisions related to supervising the Annual African Championship, put the rules and regulations and fully supervise the Taekwondo competitions at the All African Games.

- 3.7 Implement the technical regulations of the WTF in all African competitions and championships (local or international).
- 3.8 Collect reports from all member countries of their activities done for the game and its promotion.
- 3.9 Resolve all disputes that might arise between members during meetings or competitions.
- 3.10 Arrange courses for International Referees and coaches as well as courses for the admission of national referees to promote them to the International level.
- 3.11 Prohibit racial and religious disputes within the AFTU.

#### **Article (4) Logo and Flag**

- 4.1 The acronym of the African Taekwondo Union is: AFTU. The logo is: the globe showing the African continent with a Taekwondo player inside it. Outside the frame of the globe there is an olive leaf and above the globe there is the symbol of the International Olympic Committee (IOC).
- 4.2 Colors of logo: The five circles that symbolize the IOC with their colors, the olive leaf in green, the globe in blue, the African continent in gold and the Taekwondo player in black.
- 4.3 The Acronym and Logo of the AFTU are its own property; they are not entitled for use without the permission of the AFTU secretariat.

#### **Article (5) Headquarters**

- 5.1 The headquarters is located at the Presidency location.
- 5.2 Relocating the headquarters is done through an extraordinary General Assembly meeting with the approval of 2/3 of the members with voting rights.

## **Article (6)**

### **Official Languages**

- 6.1 The official languages of the AFTU are English, French and Arabic. In case of disagreement over the translation or interpretation then the English copy is the original.
- 6.2 The organizing country of any event shall provide translation for the three official languages of the AFTU.

## **Article (7)**

### **General Assembly**

- 7.1 The General Assembly is the highest authority in the AFTU, where every country is represented by two delegates; one of them only has a voting right, with the rate of one vote for each country. A deputy may represent the President of a National Federation in case he could not attend in person, this deputy should be an official at the relative National Federation and should have an official proxy.
- 7.2 Before the convention, a committee is formed to assist the General Secretary in examining proxies.
- 7.3 The attendance of the President, General Secretary and Treasurer is compulsory in all meetings.
- 7.4 The subjects discussed in the meeting are only those specified in the meeting agenda. The Secretariat sends the agenda to MNAs at least one month before the convention of the General Assembly meeting.
- 7.5 Member's suggestions should reach the secretariat not less than 15 days prior to the meeting.
- 7.6 The agenda shall include (the President, Secretary General and Treasurer annual reports), affiliation of new members, filling in

of vacancies in the Executive Council and committees, allocation of African Championships and propositions submitted by member countries.

- 7.7 The technical committee shall present the championships and competitions agenda to all members at the General Assembly meeting for approval. Then members wanting to host the events shall sign and submit the relative applications, undertaking the necessary commitments that are stated by the AFTU.
- 7.8 Unless a member country hosts the General assembly, bearing it shall be held in the country of the Headquarters in the date and time specified by the Secretariat once a year.
- 7.9 The General Assembly meeting is valid if the absolute majority of members with voting rights agreed to attend it. The convention of the General Assembly is valid if it was attended by the absolute majority. If the number of attendance did not meet the quorum then the meeting is postponed for 24 hours, then the convention of the meeting is valid if it was attended by third ( 1/3 ) the number of members with voting rights.
- 7.10 The General Assembly of the AFTU decides on the following:
  - 7.10.1 Determining the policy of the Union
  - 7.10.2 Acknowledging the affiliation of new members
  - 7.10.3 Studying the work plan of the coming year
  - 7.10.4 Deciding over suggestions submitted on time by members
  - 7.10.5 Acknowledging the administrative and financial reports, Income statement and Balance sheet.
  - 7.10.6 Approving of the budget of the coming year.
  - 7.10.7 Deciding on the compensation of the Certified Accountant.
  - 7.10.8 Electing members of the Executive Council and committees.
  - 7.10.9 Granting honorary memberships to those who render special services to the game.
  - 7.10.10 Admitting or dropping the membership of any federation.
  - 7.10.11 The General Assembly shall hold one ordinary meeting each year.

- 7.10.12 The General Assembly shall hold an extraordinary meeting in any of the following cases:
- a. The request of the President.
  - b. The request of the Executive Council unanimously
  - c. The request to move the Headquarters.
- 7.11 The Secretariat shall send invitations to the General Assembly meeting and a draft agenda at least 45 days prior to the date of the meeting, and the meeting agenda shall be sent at least one month prior to the meeting.
- 7.12 Invitations shall be sent to the member's addresses registered at the Secretariat; if unworkable then the Secretariat shall send the invitation through the National Olympic Committee of the relevant member country.
- 7.13 The President opens the meeting session and it starts by roll call, forming a committee to take the meeting minutes and forming a ballot committee in case of elections.
- 7.14 Voting is by raising hands except for elections then its by secret ballot.
- 7.15 At the end of term; after the Olympic Games – maximum one year - the President, the 1<sup>st</sup> Vice President and Exco-Members for the new term are elected. The elections are held under the supervision of a committee formed of those who have no candidature for any position.
- 7.16 If a meeting convenes validly then it does not affect its validity if a number of members withdrew as long as the number of attendants is not less than third 1/3 of total members with voting rights.
- 7.17 Each Member Federation that has fulfilled its financial liability has the right to share in ballots and voting.
- 7.18 When two or more candidates obtain an equal number of votes, the President may cast a deciding vote.

- 7.19 Membership: Federations that enjoy a Membership are those that meet the following criteria:
- 7.19.1 A federation that is officially recognized in its country and approved of its National Olympic Committee (NOC).
  - 7.19.2 A federation that is officially registered with the WTF.
  - 7.19.3 A federation that submits a request along with an approval from the NOC or the Ministry concerned in its country as a guarantor with the federation filling for membership that it will meet its liabilities and membership obligations.
  - 7.19.4 3 Categories to be established by the executive council for the membership fees to meet the economic status of each MNAs country as follows:
    - Category (A); US\$ 300 per year
    - Category (B); US\$ 200 per year
    - Category (C); US\$ 100 per year
  - 7.19.5 A membership is suspended if the member fail to fulfill its financial liabilities, violate the rules and regulations, loose its post in its country, fail to participate in the African championships for two successive years or fail to attend meeting without a reasonable cause.
  - 7.19.6 The President has the right to refer a member to the Investigations Committee in case that member committed a violation against the board of the union or contradicting to the objectives of the Union. The results of investigations are presented to the Executive Council to assign the proper penalty.
  - 7.19.7 Two auditors have to be elected with the same duties as WTF rules.



## **Article ( 8 )**

### **The Executive Council**

- 8.1 The Executive Council consists of the following:
- The President, 1st Vice President, the Five Vice Presidents representing the geographical regions (North – West – Center – East – South), and Five Members (a member from each mentioned region) elected by the General Assembly, and one Vice President and two Members nominated by the President, Joined by:
- The Secretary General / Treasurer (with no voting rights) and they are appointed by the President preferably from the country where Headquarters are located. In addition to International Members (with no voting rights).
- 8.2 The Executive Council shall have an annual meeting preferably along side one of the continental or international championships.
- 8.3 The Executive Council is responsible for:
- 8.3.1 Administering the Union
  - 8.3.2 Implementing the decisions of the General Assembly
  - 8.3.3 Pass Implementation procedures and put programs to develop the game.
  - 8.3.4 Enact the rules of tournaments, championships and seminars supervised by the AFTU.
  - 8.3.5 Approve of the nominated Secretary General and Treasurer that are appointed by the President and decide on their salaries and compensation
  - 8.3.6 Form the subsidiary Committees, determine their specifications and authorities.
  - 8.3.7 Organize competitions, championships and supervise African tournaments and the qualifications for the Olympics with the support of the WTF
  - 8.3.8 Look into the suggestions of members and decide on them.

- 8.3.9 Look into the recommendations of the committees and decide on them.
- 8.3.10 Study the new membership applications and give a preliminary decision in their regard.
- 8.3.11 Study the Balance sheet, financial report and Income Statement.
- 8.3.12 Suggest a salary for the Certified Accountant.
- 8.3.13 Decide on date and location of the General Assembly and compile its agenda.
- 8.3.14 The President of Union is the Chairman of the Executive Council.
- 8.3.15 Accredit the minutes of the previous meeting.
- 8.3.16 Study the report of the General Secretary and Treasurer
- 8.3.17 Study the Budget of the coming year.
- 8.3.18 Acknowledge the legitimacy of candidatures to all posts in the Union.
- 8.3.19 The meeting is valid if it was attended by 2/3 of the members.
- 8.3.20 If the quorum was not met, the meeting is postponed for 24 hours then held validly with 1/3 of the members.
- 8.3.21 Voting shall be conducted by open ballot in principle. However, if one or more representatives request for a secret ballot, the Executive Council shall vote on this matter. If a simple majority supports secret ballot, then the voting shall proceed by secret ballot. If the majority does not agree, then the voting shall remain open. In the event of an election, the voting shall proceed by secret ballot. Voting by passing ballots is allowed.
- 8.3.22 Attendance of the Executive Council meeting through a proxy is not allowed.
- 8.3.23 The Secretary General takes the meeting minutes and have them signed by attending members.

## **Article (9)**

### **Candidature to Executive Council membership**

- 9.1 Is through an official letter delivered by hand, Electronic mail or express mail, were candidatures will be received within the period of 10 days only ends on time 11:59 PM in the 10<sup>th</sup> day with the time of the headquarters country.
- 9.2 The candidate must be a member of the National Federation of his country or a previous member of his National Federation (nominated by his Federation).
- 9.3 The President may file for candidature for this position.
- 9.4 The Vice Presidents may file for candidature for this position.
- 9.5 Members may file for candidature for this position.
- 9.6 Two members of the same country cannot be elected to the Executive Council except the President.
- 9.7 Any member of the Executive Council fails to attend two consecutive meetings or three separate meetings shall have his membership canceled, also if he commits a violation to the Unions objectives or if he loses his capacity by which he was nominated for this position.
- 9.8 If the number of candidates is the same as the number of vacancies, then candidates win the positions by recommendation.
- 9.9 The executive committee members have the right to vote in all voting and elections activities of AFTU.
- 9.10 The executive committee member must be selected for a complete Olympic round.
- 9.11 The membership falls by
- Death
  - Resignation
  - After sanction by the majority of 2/3 the members of the General Assembly.

## **Article ( 10 )**

### **Executive Committee**

- 10.1 Consists of eight members (the President + 1<sup>st</sup> Vice President + 5 Vice Presidents) plus the nominated Vice President by the President, and the Secretary General without a voting right.
- 10.2 The executive committee deals with all topics that need an immediate decision in case holding and Executive Council Meeting was not feasible.
- 10.3 Decisions are made with a majority vote during meetings that are called for by the President.
- 10.4 The decisions of the executive committee are effective as soon as they are taken subject that they are presented at the following Executive Council meeting by the majority of votes.

## **Article (11)**

### **President**

- 11.1 Represent the Union in all Judicial and Official settings on the International level.
- 11.2 Head all the General Assembly, Executive Council and executive committee meetings and sign their meeting minutes along with the Secretary General.
- 11.3 Sign contracts and agreements made in the name of the Union, after advising by the AFTU Executive Committee.
- 11.4 Attend the meetings of the Committees when he decides as such.
- 11.5 Oversee the affairs of the Union.
- 11.6 Take the decision of an extraordinary meeting for the Executive Council or General Assembly.
- 11.7 Sign on imbursement notes along with the Treasurer and the Secretary General.

- 11.8 Assign the 1<sup>st</sup> Vice President, Vice Presidents or any of the General Assembly members to perform sum or all of his duties.
- 11.9 The candidate president must satisfy one of the following:
- Current or previous AFTU member national association President for at least two Olympics rounds
  - President executive council of AFTU
  - WTF executive council member
- 11.10 The right to nominate one Vice President and two executive council member, other than the five Vice Presidents and the five council members elected from the five regions.

## **Article (12)**

### **1<sup>st</sup> Vice President**

- 12.1 In case of the absence of the president the 1<sup>st</sup> Vice President will act with the duties of the President.
- 12.2 Can suggest to the President one member to join the executive council from the two members appointed by the President.

## **Article (13)**

### **Vice Presidents**

- 13.1 Each Vice President represents one of the AFTU geographical regions.
- 13.2 Each Vice President is elected by the General Assembly.
- 13.3 In case of the absence of the President and the 1<sup>st</sup> Vice President, one of the Vice Presidents as agreed by the other Vice Presidents will act by their duties.

## **Article (14)**

### **Secretary General / Treasurer**

- 14.1 The Secretary General / Treasurer is the head of the Secretariat of the Union and he runs all the administrative and financial tasks and is responsible of it in front of the Executive Council. He is also responsible for the employees of the Secretariat.
- 14.2 The secretary General / Treasurer handles the following tasks:
- 14.2.1 Implementing the decisions of the General Assembly, Executive Council and Committee of Urgent Matters.
  - 14.2.2 Taking the meeting minutes of the General assembly, Executive Council and Committee of Urgent Matters.
  - 14.2.3 Sending invitations to the General assembly, Executive Council and Committee of Urgent Matters according to the system.
  - 14.2.4 Compile the meetings agendas.
  - 14.2.5 Book keeping
  - 14.2.6 Prepare the financial report, Income statement and balance sheet.
  - 14.2.7 Prepare the budget.
  - 14.2.8 Follow up on the implementation of decisions.
  - 14.2.9 Attend the meetings held by committees.
  - 14.2.10 Prepare administrative, technical and financial reports.
  - 14.2.11 Filing records and documents.
  - 14.2.12 Sign all of the Union correspondence.

## **Article (15)**

### **Subsidiary Committees**

- 15.1 subsidiary Committees are as follows:  
(Technical Committee, Referees Committee, Rules and Regulations Committee, Coaches committee, Competitions Committee, media Committee, Medical Committee, Investigations Committee).

- 15.2 Each committee consists of : (Chairman – Secretary – 3 Members).
- 15.3 Decisions and recommendations of committees are of a consultative nature.
- 15.4 The term of a committee ends with that of the Executive Council.
- 15.5 Committees meet once a year.
- 15.6 The Executive Council forms Ad-Hoc committees to perform certain tasks and the work of the committee ends with finishing the task assigned to it (like the Elections Committee, Anti-Doping Committee, Sanctions Committee)

## **Article (16)**

### **Finances**

#### **The Union finances consist of:**

- 16.1 Assets:
  - 16.1.1 Cash and bank accounts
  - 16.1.2 Buildings, facilities and land bought by the Union money.
  - 16.1.3 Machines, equipment and furnishings bought by the Union money.
  - 16.1.4 Means of transportation bought the Union money.
- 16.2 Resources:
  - 16.2.1 Fees paid for the participation in championships
  - 16.2.2 Membership fees.
  - 16.2.3 Government contributions from the Headquarters country.
  - 16.2.4 Donations, contributions and support given by the WTF and Sponsors.
  - 16.2.5 Income from tournaments, events and gatherings held or supervised by the Union is a percentage of 50 %.
  - 16.2.6 The Unions share in the income of the tournaments held by members.
- 16.3 The fiscal year starts on the first of January and ends on the last of December of each year.

- 16.4 The union is not allowed to spend its money on purposes other than it was established for, it is not allowed to enter financial or commercial deals with this money.
- 16.5 The President sees to the implementation of the WTF directions on spending the support provided by it according to the standards present by the WTF.
- 16.6 The finances of the Union shall be revised by one Auditor from the Country of the Headquarters and another out of the country of the Headquarters.
- 16.7 Money shall be kept in a bank account in the Country of the Headquarters.

## **Article (17)**

### **General Provisions**

- 17.1 In case trust was withdrawn from the Executive Council or if a decision was taken to dissolve it for any reasons, majority of 2/3 of the General Assembly can form an Interim Committee to facilitate the work of the Union.
- 17.2 The interim committee formed in item 17.1 must meet the legal stipulations and provide a date for an Extraordinary General Assembly within 90 days to form the Executive Council.
- 17.3 Suggestions for forming a committee for handing over the Union.
- 17.4 If the Interim Committee didn't hold a General Assembly meeting within 90 days, the WTF shall form another Interim Committee to run the Union and send invitations for an Extraordinary General Assembly within 6 months.
- 17.5 The Executive Council is responsible for interpreting the articles of this regulation.
- 17.6 The Executive Council has the right to take the appropriate decisions in any matter that is not detailed in this regulation



provided that it presents for the approval of the General Assembly on the first following meeting.

17.7 All of the General Assembly and Executive Council meetings shall be held at the headquarters if they were not hosted by a member by hosting all delegates on it expense.

17.8 The geographical regions of the Union are as follows :

1) North

Algeria, Egypt, Libya, Mauritania, Morocco, Tunisia

2) West

Benin, Burkina Faso, Cape Verde, Cote D'Ivoire, Gambia, Ghana, Guinea, Liberia, Mali, Niger, Senegal, Togo, Nigeria, Sierra Leone.

3) Center

Cameroon, Central Africa, Chad, Congo (Democratic Republic), Congo (Republic), Equatorial Guinea, Gabon, Sao Tome & Principe

4) East

Comoros, Ethiopia, Kenya, Somalia, Sudan, Tanzania, Uganda, Djibouti, Rwanda, Burundi, South Sudan.

5) South

Angola, Lesotho, Madagascar, Mauritius, Mozambique, South Africa, Swaziland, Zambia, Zimbabwe , Botswana, Malawi

17.9 This Regulation is working right after its acknowledgement by the General Assembly on it meeting held on 22/11/2008 in Cairo.

17.10 Sanctions Appendix consider to be part of this Status that does not separate from it

17.11 Any item contrast the WTF Status to be automatically cancelled and the WTF Status to be applied.

-----