

অসম অলিম্পিক সন্থা

ASSAM OLYMPIC ASSOCIATION

CONSTITUTION

ASSAM OLYMPIC ASSOCIATION CONSTITUTION

**Memorandum of Association of Assam Olympic Association
(Registered under the Societies Registration Act XXI of 1860)**

ARTICLE 1: NAME:

- 1.1 The name of the Association shall be the ASSAM OLYMPIC ASSOCIATION which will also be known as AXOM OLYMPIC XONTHA/ অসম অলিম্পিক সন্থা
- 1.2 The official language of the Assam Olympic Association shall be Assamese/ English.
- 1.3 The Assam Olympic Association shall be a non-government & not-for-profit making organisation of unlimited duration.

ARTICLE 2: HEAD OFFICE:

The Registered Head Office of Assam Olympic Association will be at Radha Gobinda Baruah Complex, Nehru Stadium, B. Barooah Road, Guwahati – 781007.

ARTICLE 3: AIMS AND OBJECTS:

The aims and objects of the Association are:

- 3.1 To propagate Olympic ideas, encourage, develop and strengthen the Olympic movement and enforce, develop and strengthen the Olympic movement and enforce the rules and amateurism.
- 3.2 To promote and encourage the physical, moral and cultural education of the youth of the state.
- 3.3 To enforce all rules and regulations of the Indian Olympic Association.
- 3.4 To be the official organisation in complete and sole charge of all Olympic matters in the state.
- 3.5 To promote and control directly or in co-operation with the State Sports Associations, amateur games and sports under Olympic programs in the State, in accordance with the rules of the National and International Federation concerned.
- 3.6 To have full and complete jurisdiction over all matters pertaining to the participation of the State in the Olympic and/ or other Games under the patronage of the Indian Olympic Association.
- 3.7 To secure the representation of the state in National, Inter-State and other All India contest/s in games and sports under the Olympic programs.

- 3.8 To do all other things that may be necessary or expedient to promote the development of amateur games and sports in the state and for the conduct of its business.
- 3.9 To act as channel of communication between the affiliated units of Assam Olympic Association and the State Government/ Central Government or any other agencies for financial and other assistance as and when required.
- 3.10 To host State Games, State Youth Games and State School Games.
- 3.11 To take disciplinary action against any affiliated unit for misbehaviour or any other undesirable activity bringing discredit to the country/ state and sports.
- 3.12 To resist in the realm of sports all pressures of any kind, whether of a political, racial, religious or economic nature.
- 3.13 To take steps for the creation of State Olympic Academies, Olympic Museums and other sports & cultural institutes related to the Olympic movement.
- 3.14 To promote and encourage other games & sports in the state of Assam as per Sports Policy and guidelines of Govt. of India and Govt. of Assam.
- 3.15 To resist and oppose any form of discrimination on grounds of race, religion, politics, gender or otherwise and to resist violence in sport.
- 3.16 To laydown guidelines to enforce the World Anti-Doping Code and to fight against the use of substance and procedures prohibited by the International Olympic Committee or the International Federations and to adopt and implement World Anti-Doping Agency Code as per guidelines of Indian Olympic Association.

ARTICLE 4: JURISDICTION

The jurisdiction of the Association shall extend over the state of Assam and also other areas as and when admitted as an Association member.

Rules and Regulations of Assam Olympic Association

ARTICLE 5: DEFINATIONS:

Unless otherwise indicated by the context,

- 5.1 The 'ASSOCIATION' means the ASSAM OLYMPIC ASSOCIATION also be known as 'AOA.
- 5.2 'MEMBER' means the member of the ASSAM OLYMPIC ASSOCIATION.
- 5.3 The 'COUNCIL' means the Executive Council of the ASSAM OLYMPIC ASSOCIATION constituted for the management of the affairs of the Association.
- 5.4 The 'STATE' means the state of Assam.

- 5.5 'CONSTITUTION' means the constitution of the ASSAM OLYMPIC ASSOCIATION.
- 5.6 'GENERAL ASSEMBLY' means inclusion of the representatives deputed by the members in accordance with the rules here in after mentioned contained a person of Indian citizen and office bearers and executive members from Assam in the Indian Olympic Association.
- 5.7 'OFFICE BEARER' means the President, General Secretary and Treasurer of Assam Olympic Association.

ARTICLE 6: ASSOCIATION YEAR:

The official year of the Assam Olympic Association shall be from 1st April to 31st March every year.

ARTICLE 7: MEMBERSHIP:

The membership of the Association shall be open to the following, subject to approval by the General Assembly.

7.1 ALL STATE SPORTS ASSOCIATIONS:

- 7.1.1. State Sports Associations affiliated to National and International Sports Federations whose sport is included in the programme of the summer and winter Olympic Games.
- 7.1.2. State Sports Associations affiliated to National and International Sports Federations whose sport is not included in the programme of the summer and winter Olympic Games but is included in the programme of all Asian and or Commonwealth Games.
- 7.1.3. Whose sports are included in the Olympic discipline and are composed wholly of amateurs.
- 7.1.4. Who promote and control their respective sports and games in the entire state of Assam.
- 7.1.5. Which are active bodies having active participation of the District Associations in their jurisdiction.
- 7.1.6. Who hold or cause to hold district & state championship/s in their respective sports every year.
- 7.1.7. Who are registered under Indian Societies Act 1860.
- 7.1.8. Assam Olympic Association will appoint observer for election Annual General Meeting of State Sports Associations. The State Sports Associations will conduct their elections as per their election byelaw prescribed in their constitution. Those sports

associations who does not have election byelaw, they will follow byelaw of Assam Olympic Association. (Annexure-1)

- 7.1.9. State Sports Association will conduct their elections for new executive councils in due time as per their constitution. This may be extended with maximum six months either by respected NSF or General Body of the respective State Sports Association. Exceeding six months, AOA will propose to the respective NSF to form an Ad hoc committee to run the day to day activities of the association and the Ad hoc Committee will be responsible for forming the new Executive Council within 90 days.

7.2 **ALL DISTRICT ASSOCIATIONS:**

- 7.2.1. Whose sports are included in the Olympic discipline and are composed wholly of amateurs.
- 7.2.2. Who promote and control their respective sports and games in their respective districts of Assam.
- 7.2.3. Which are active bodies having active participation of the respective association/s from the various sub-division in their jurisdiction.
- 7.2.4. Who hold or cause to hold sub-divisional & state championship/s in their respective sports every year.
- 7.2.5. Who are registered under Indian Societies Act 1860.
- 7.2.6. Assam Olympic Association will appoint observer for election Annual General Meeting of District Sports Associations. The District Sports Associations will conduct their elections as per their election byelaw prescribed in their constitution. Those sports associations who does not have election byelaw, they will follow byelaw of Assam Olympic Association. (Annexure-1)
- 7.2.7. District Sports Association will conduct their elections for new executive councils in due time as per their constitution. This may be extended with maximum six months by the General Body of the respective District Sports Association. Exceeding six months, AOA will form an Ad hoc committee to run the day to day activities of the District Sports association and the Ad hoc Committee will be responsible for forming the new Executive Council within 90 days.

7.3. **ASSOCIATE MEMBER:**

In the interest of promotion of Games & Sports, any Government Department or Public Sector undertakings, Universities who promote Olympic Games and participate in the National & International events may be admitted as an Associated Member by the General Assembly of the Association. However , such Associate members will not have any voting rights.

7.4 **HONORARY MEMBER :**

Any Sports person, Sports Organiser or prominent citizen of the state having contributed for the overall development of Sports and Games in the state of Assam may be nominated as Honorary Member by the President of the Association and be designated as Honorary Advisor to any specific discipline of the AOA. However, such Honorary members will not have any voting rights.

ARTICLE 8 : AUTHORITY OVER MEMBERSHIP :

The Executive Council of the AOA shall be the sole judge of the qualification, subject to ratification by the General Assembly of the State Sports Association, District Sports Association and Associate Members of the Association, to be a member of AOA and to continue or cease to continue, otherwise as a member.

All affiliated member associations of AOA shall submit to AOA a copy of their Constitution a list their accredited member units and their office bearers, duly approved by their general body within one month of their joining the Association and/ or within one month of the formation of new association and/ or disqualification of primary members.

ARTICLE 9 : TERMINATION OF MEMBERSHIP

A member shall cease to be a member for the following reasons :

- 9.1 With respect to an Association and or member of Assam Olympic Association.
 - 9.1.1 Upon dissolution or declaration of insolvency.
 - 9.1.2 If the member does no longer fulfil the requirements of this Constitution
 - 9.1.3 Upon expulsion in case of violation of this Constitution of AOA and / or the Olympic Charter subject to a decision made by the General Meeting and after having given a reasonable opportunity to the member concerned to be heard . Such decision shall be made by a majority of at least 2/3rd of the votes cast by the voting members present.
- 9.2 Upon death, resignation or loss of capacity;
 - 9.2.1 On conviction of an offence which is of serious nature under the Indian Penal Code/ Prevention of Corruption Act, the Executive Council Member/ Office Bearer/ member of AOA shall resign immediately and if not then will be excluded and will not be allowed to contest in the elections of the Executive Council/ Office Bearers of AOA till three years after completion of the sentence.
 - 9.2.2 Where the charges have been framed by any Court in India, in respect of an offence which is of serious nature under the Indian Penal Code/ Prevention of Corruption Act, in which the punishment of imprisonment of more than 2 (two) years is prescribed then the Member/ Office Bearer/ Member of the Executive Council of the AOA will resign immediately and if not then they will be provisionally suspended and will not be eligible to contest in the elections.
 - 9.2.3. Upon expulsion in case of violation of this Constitution of AOA and/ or the Olympic Charter. The final decision shall be made by the General Meeting after having given a reasonable opportunity to the member concerned to be heard. Such decision shall be made by a majority of at least 2/3rd of the votes cast by the voting members present.

ARTICLE 10: RIGHT OF APPEAL FOR MEMBERSHIP:

Any member of the AOA who has been disqualified or suspended by the Executive Council shall have the right of 'appeal' to the General Secretary within 30 (thirty) days from the date when the decision is communicated to the member.

ARTICLE 11: MEMBERSHIP FEES (Admission fee & Annual fee):

11.1 The fee for admission to membership of the Association and the annual fee payable to the association for each category of members shall be:

	Admission Fee	Annual Fee
11.1.1. State Sports Association	Rs. 25,000.00	Rs. 2,000.00
11.1.2. District Sports Association	Rs. 10,000.00	Rs. 1,000.00
11.1.3. Associated Member Association	Rs. 10,000.00	Rs. 2,000.00

11.2 The membership fees shall be due on 1st April every year and shall have to be paid on or before 30th April, or else the said membership/s will be termed as defaulter/s and shall not be entitled to attend any meeting of the AOA nor shall they be permitted to participate in any consecutive State Games. These rights and privileges may be resettled by the defaulter/s on payment of the arrears of membership fee together with a late fee of Rs. 100.00 within the 30th June of the same year.

11.3 Defaulting member/s failing to clear the annual or the renewal membership fee within the Association's official year will be automatically cease to be a member of AOA and the re-admission of the defaulting member/s will be treated as a new entry as such will subsequently entail payment of requisite admission fee etc. by the said member.

ARTICLE 12: FUNDS & ITS OPERATION:

- 12.1. The fund of the Association shall be derived from:
 - 12.1.1. Membership fee from members, under Article 11.
 - 12.1.2. Share in the gate receipt of tournaments or competitions under its constituents, as the case may be.
 - 12.1.3. Donation/s and/ or grant/s from Govt. or any other authority or institution/s or person/s.
 - 12.1.4. Any other "Fund-Raising Program/ Schemes/ Projects" that may be constituted as and when required and decided by the Executive Council.
 - 12.1.5. Other sources determined from time to time by the Association.
- 12.2. One or more account/s shall be maintained in a Nationalised/ scheduled Bank approved by the executive committee in the name of the Association and shall be "Jointly" operated by the Hony. Treasurer and the President or the Hony. General Secretary.

ARTICLE 13 : MANAGEMENT:

- 13.1. **GENERAL ASSEMBLY:** The General Assembly shall consist of :-
 - 13.1.1. The President and Secretary of each State Sports Associations and District Sports Associations shall be the members of the General Assembly.

- 13.1.2. In case of necessities any other members may however represent the Association on their behalf if authorized by the President of the State/ District Association.
- 13.1.3. Associate members are authorized to represent as the Associate member.
- 13.1.4. IOA Executive Members and Office Bearer from Assam.
- 13.1.5. Office Bearer & Executive Members of AOA Executive Council.
- 13.1.6. The accredited representatives of members in the council shall be
- a) State Sports Association :4 (four) Each
 - b) District Sports Association :2(two) Each
- 13.1.7. Athletes Commission (International and National Athletes) : 8 (eight)

13.2. **EXECUTIVE COUNCIL:**

An executive council (EC) shall comprise of the following “ Office Bearers, EC Members and Members” who are residents of the state of Assam to be elected by & from amongst the eligible members/representatives present in the General Assembly and shall consist of

- a) PRESIDENT : 1 (One)
- b) SENIOR VICE PRESIDENT : 2 (Two)
- c) VICE PRESIDENTS : 10 (Ten)
- d) GENERAL SECRETARY : 1 (One)
- e) JOINT SECRETARY : 6 (Six)
- f) ASST. SECRETARY : 8 (Eight)
- g) TREASURER : 1 (One)
- h) EXECUTIVE COUNCIL MEMBERS : 16 (Sixteen)
- i) REPRESENTATIVE ELECTED OUT OF THE ATHLETES COMMISSION : 2 (1 male and 1 female)

13.3. **NOMINATED MEMBERS:**

Other than the above members, the EC shall also comprise a group of 10 (Ten) members which may be nominated by the President subject to ratification of the General Assembly. The individuals so nominated should be reputed citizens of Assam who are known sports enthusiasts and have been associated with promotion and development of sports in the state. They will be treated as nominated members without having voting rights.

ARTICLE 14: **ELECTION OF EXECUTIVE & OTHER COMMITTEES:**

- 14.1. The ELECTION of the Association, shall be held on completion of every 4(four) years term by the General Assembly specially convened for the said purpose of the ELECTION of the Association.
- 14.2. The General Secretary of the AOA, with the direction of the President of the AOA, shall convene the meeting of the Executive Council within 3 (three) months before completion of the 4(Four) years term, which shall decide the Time, Date & Venue for the meeting of the General Assembly for the purpose of ELECTION of the Executive Council and/or other committees, for the new Term.
- 14.3. The date of General Assembly for Election purpose shall be fixed by the Executive council generally within 1 (One) months of its meeting which may further be postponed or deferred for another 3 (three) month as may be decided the Executive Council by simple majority vote in its Special meeting called for the said purpose.

14.4. But any further postponement necessitated due to unavoidable circumstances, may be extended for another maximum period of 3 (three) months by the Executive Council shall need 2/3rd vote of Executive Council Members.

14.5. The electoral college of AOA will be constituted of 1 (one) State Sports Association is equal to 4 (Four) representatives each. (1 Representative is equal to 1 vote).

14.5.1 The electoral college of AOA will be constituted of 1 (one) District Sports Association is equal to 2 (Two) representatives each. (1 Representative is equal to 1 vote).

14.6. In case of more than one nominations filed for any of the Executive Council posts elections will be held through secret ballot as per the election Byelaw of Assam Olympic Association. (Annexure I)

14.7. Other committees will be known as sub committees formed by the EC as stated in Annexure 2.

ARTICLE 15: TENURE OF POSTS:

Office-bearers and Members of Executive Council; of the Association shall be elected for a term not exceeding four (4) years. They may be eligible for re-election as below:

15.1. Office Bearers and Members of Executive Council shall be elected on obtaining simple majority votes of the members present and voting in the election.

15.2. 'Terms' shall normally mean a period of 4 (four) years.

15.3. Cooling Off Period shall mean a period of 6 (six) months less than the Term.

15.4. No Member shall hold the post of President for more than three consecutive terms or twelve years, whichever is less.

15.5. No Member shall hold the post of General Secretary or Treasurer for more than two consecutive terms or eight years, whichever is less, but can contest for the post of President after completion of two terms without a cooling off period.

15.6. Two terms shall be treated as consecutive with the age between them is less than the cooling off period.

15.7. Secretary General or Treasurer will be eligible after a cooling off period to contest for their or each other's post after completing two terms.

ARTICLE 16: HOLDING OF OFFICE:

16.1. No office bearers of the State Sports Association shall be eligible to be the Office Bearer simultaneously of any other State Sports Association excepting the Assam Olympic Association.

- 16.2. If the Member/ Office Bearers absents himself for three consecutive meetings of the Executive Committee without reasonable ground or without leave of absence from the committee shall be deemed as removed from the office.
- 16.3. Office Bearers once elected for a term of four years shall hold office for that full term/ period unless otherwise as provided in Article 9.

ARTICLE 17: QUALIFICATION OF THE REPRESENTATIVES:

Representatives deputed by members to attend the Annual General Assembly meetings shall be citizens of the state of Assam and person of good standing, sound judgement and independent mind with knowledge of and belief in Olympic principles. They must be amateur/s according to the rules of the Assam Olympic Association (AOA). The President/ General Secretary shall approve the accreditation of all members before the commencement of the Annual General/ Special/ Executive Council Meeting.

ARTICLE 18: VOTING:

- 18.1. At any Annual General/ Special/ General Meeting each representative from valid Members, Office Bearers and Executive Council Member of the AOA shall be entitled to 1 (one) vote each.
- 18.2. President of the meeting will have a casting vote in case of equality of votes.
- 18.3. One and same person under no circumstances be entitled to represent more than one member and no proxy will be allowed.

ARTICLE 19: DUTIES AND POWER OF THE OFFICE BEARERS & OTHERS:

19.1. President:

The President shall be the Head of the Assam Olympic Association and shall preside over all the meetings of the General Assembly and Executive Council. He shall guide the Assam Olympic Association in all its activities .He shall exercise superintendence over office-bearers and members of the Executive Council and other Commissions in the discharge of their duties . He shall have overall powers of supervision over the working of the Association and its efficient administration.

19.1.1. Senior Vice President:

In the absence of the President, one of the Senior Vice-President, with the concurrence of the Executive Council shall preside over the meetings.

The Senior Vice Presidents may perform any other tasks/ functions as directed by the President, the Executive Council or the General Assembly.

19.2 Vice-President:

In the absence of the President, Senior Vice Presidents, one of the Vice-President, with the concurrence of the Executive Council shall preside over the meetings.

The Vice Presidents may perform any other tasks/ functions as directed by the President, the Executive Council or the General Assembly.

19.3. Hony. General Secretary :

- 19.3.1 The General Secretary reports directly to the president only.
- 19.3.2 The General Secretary will keep the maintain the minutes of All Annual General Meetings (AGM) or Special Meetings of the General Assembly, the Executive Council and such other committees as may be instituted from time to time and maintain appropriate records correctly recorded and confirmed.
- 19.3.3. He shall carry day-to-day administration and transact all official business as per advice of the President and the decision of the General Assembly and Executive Council.
- 19.3.4. He shall convene all meetings of the Association under the advice of the President and implement decisions of the General Assembly and Executive Council.
- 19.3.5. He shall prepare and submit the annual report of the General Assembly at the AGM of the Association.
- 19.3.6. He shall ensure that the accounts of the Association have been properly maintained by the Treasurer and regularly audited.
- 19.3.7. The financial power of the General Secretary and restricted to sanctioning of an amount not exceeding Rs. 20,000.00 (Rupees Twenty Thousand) only in cash, at any given time to meet the incidental and other day to day expenses.
- 19.3.8. He shall be the custodian of all the properties of the AOA.
- 19.3.9. The General Secretary shall ensure renewal of Assam Olympic Association regularly with the Registrar of Societies, Assam, Guwahati.
- 19.3.10. The General Secretary will represent AOA in all legal cases/ issues.

19.4. Hony. Joint Secretaries:

They shall extend all help and co-operation to the General Secretary in all matters. They shall perform such duties as may be assigned to them from time to time by the President and/ or the General Secretary. The Joint Secretaries may perform any other tasks/ functions as directed by the President, the General Secretary, the Executive Council or the General Assembly.

19.5. Hony. Asstt. Secretaries:

They shall assist the General Secretary and the Joint Secretaries. They shall perform any other tasks/ functions as directed by the General Secretary.

19.6. Hony. Treasurer:

- 19.6.1. They Hony. Treasurer will receive all money of the Association and shall pay all the bills certified by the General Secretary, unless the amount of the said bill exceeds the budget amount in which case the excess amount must have the sanction of the Executive Council.

- 19.6.2. He shall prepare and submit the annual income and expenditure amount together with a duly audited balance sheet. He shall also maintain inventory of the Association's property and submit the same, along with the accounts. He shall also prepare the budget of the association every year.
- 19.6.3. He shall be responsible to operate the Bank A/c of the Association jointly with the President or the General Secretary.

ARTICLE 20: DUTIES AND POWER OF THE GENERAL ASSEMBLY:

- 20.1. To formulate and enforce bye laws, all rules and regulations and the policy decisions of the Association.
- 20.2. To carry to effect the objectives of the Association.
- 20.3. To hold election of the office bearers and the Executive Council whenever necessary within every four years, in accordance with the rules of the constitution.
- 20.4. To control the fund and other properties of the Association.
- 20.5. To admit the membership to any eligible organisation, eligible under this Constitution or to terminate their membership as per this Constitution.
- 20.6. To consider and adopt the annual report of the General Secretary, Audited statement of Accounts, Budgets/ Estimates of the Association.
- 20.7. To appoint Auditors and fix their remunerations.
- 20.8. To appoint sub-committees as and when necessary.
- 20.9. To appoint Employees for the Association to look after the day-to-day administration of the AOA office under the guidance and supervision of the Secretary General and President and fix their remunerations.
- 20.10. To have power to frame By-laws and rules which are not inconsistent with the constitution.
- 20.11. To exercise such power and perform such other duties as related to the purpose and objects of the Association.
- 20.12. To explain and interpret the rules and bye laws under this constitution.
- 20.13. To hold State Olympic meet/s at least every two years.
- 20.14. To hold and/ or support national and other games & tournaments.

ARTICLE 21: DUTIES & POWER OF THE EXECUTIVE COUNCIL:

- 21.1. To appoint special committee for special function, whenever necessary subject to be approval of the General Assembly.
- 21.2. To initiate and recommend to the assembly, schemes for the promotion and development of under developed sports and games and also to hold State Olympic meet in the State.
- 21.3. To consider and if feasible recommend to the Assembly schemes and proposal for grant of financial assistance to member Association of the Association by Government.
- 21.4. To decide cases of in-discipline, misconduct, breaches of regulations and take suitable actions subject to the right to the appeal by the party concerned to the council within 30 days of decision of council.
- 21.5. To consider and recommend the Annual report prepared by the General Secretary for submission to the General Assembly.
- 21.6. To perform such other duties as may be assigned to it by the Assembly.

- 21.7. In all matters relating to the interpretation and application of the constitution as well as in matters not specifically provided for herein, the decision of the Executive Council shall be final and binding on all concerned.
- 21.8. To decide the date, time and venue of Special General Assembly for election of new council after its 4 years terms,

ARTICLE 22: MEETINGS:

- 22.1. Annual General Meetings: The Annual General Meetings of the Assembly shall be held once in its every official year at a place, date and time to be decided upon by the Executive Council,. As far as possible the meeting shall be held by rotation at different places. The normal agenda of the Annual General Meeting amongst other things shall be:
- To present the Credentials.
 - Confirmation of the minutes of the last Annual General Meeting.
 - Consideration and passing of Annual report.
 - Appointment of the auditor and fixing their remuneration.
 - Constitution of the Annual Sports Calendar of AOA.
 - Any other matter with permission from the chair.
- 22.2. Special General Meeting for any purpose other than the General Elections, may be summoned at any time by the General Secretary with the approval of the President and/ or by written requisition signed by not less than 15 valid members within one month from the date of receipt of such requisition/s by the President or the Secretary.
- 22.3. Executive Council meeting shall be held at least twice a year.

ARTICLE NO. 23: NOTICE & QUORUM OF THE MEETING:

<u>MEETING</u>	<u>NOTICE</u>	<u>QUORUM</u>
23.1. General Assembly for Election **The election bye law is annexed with this constitution (annexure I)	30 (Thirsty) clear days	2/3 rd of the members
23.2. Annual General Meeting Meeting	21 clear days	1/3 rd of the members Present & eligible to vote.
23.3. Special General Meeting	15 clear days	1/3 rd of the members Present & eligible to vote.
23.5. Emergency Meeting Executive/ General	7 clear days	1/3 rd of the members Present & eligible to vote.

NOTES: Notifications for each meeting may be communicated to individual Members/ Office Bearers by letter/s, e-mails, as considered expedient. No quorum is necessary for adjourned for meetings, but notice must be circulated to members/ office bearers concerned, intimating them of the change of date, time and venue for the said meeting/s to be held later on.

But of emergent general/ executive committee meetings intimation must be send by e-mail or phone/ text messages.

ARTICLE 24: LAW SUIT:

The Assam Olympic Association may sue or be sued in the name of the General Secretary. Jurisdiction shall in any case be at Guwahati only.

ARTICLE 25: VACANCY:

In case, any vacancy occurred, the Executive Council empowered to fill up the vacancy. The Executive Council member/s (except Office Bearers who shall continue in office till full term or if otherwise disqualified/ removed before term). Shall cease to be a member of the EC of and when the said member ceases to be a primary member in his/ her respective State/ District Association.

ARTICLE 26: AMENDMENT OF THE CONSTITUTION:

- 26.1. Any amendment of the constitution may be proposed through a Special Amendment Meeting of the EC and then be subsequently passed in the Annual General Meeting/ Special General Meeting of the Association. To be supported by 2/3rd of the members present in the meeting but not less than 50% of the total members of the association.
- 26.2. Proposed amendment must be submitted to the Hon'y. General Secretary and the General Secretary will forward that proposal to the EC for necessary action.

ARTICLE 27: Settlement of Disputes

27. If any dispute/ conflict arises between NSF and SSA who is an affiliated member of AOA then AOA shall take up the matter which the concerned NSF and IOA.

ARTICLE 28: FLAG AND EMBLEM:

The Flag and Emblem adopted by the AOA for use in relation to its activities shall be subject to the approval of the AOA.

ARTICLE 29: RENEWAL OF REGISTRATION:

The Assam Olympic Association, which is registered under Societies Registration Act 1860 and should be renewed regularly with the Registrar of Societies, Assam, Guwahati. Once in every year a list of office bearers and members of the Executive Council shall be filed with the Registrar of Societies, Assam.

ASSAM OLYMPIC ASSOCIATION (AOA)

(Affiliated to Indian Olympic Association)

ELECTION BYE-LAWS

(Election of Office Bearers and members of the Executive Body and all other Elections of the Association)

This Election Bye Laws comes into force on this the _____ day of _____ 20__ in pursuant to the Executive Council Meeting and resolution taken in compliance to the Govt. Guideline and the National Code for Good Governance in Sports '2017 (Sports Code) to hold free, fair and transparent Secret Ballot Election of the Office Bearers and Members of the Executive Committee/Council and all other Elections of Assam Olympic Association (AOA).

Prefatory Note: - The most fundamental principle defining credible elections of an Association is that they must reflect the free expression of the will of the members, representatives and candidates for election. It is in the interest of Assam Olympic Association (AOA) and the Affiliated State/District Association/Unit and their members and candidates for election, to have free, fair, transparent Secret Ballot Election and to achieve this, elections should be transparent, inclusive, and accountable, and there must be equitable opportunities to compete in the elections. This election bye laws are framed with a view to curb and restrict the long going practice of formation of the Executive Body/Council of the Assam Olympic Association (AOA) and its Affiliated State/District Association/Unit by way of "Selection" and to encourage the practice of free, fair and transparent "Election" through Secret Ballot, inasmuch as, a free and fair election involves freedoms of expression and fair processes leading up to the vote, a fair count of eligible voters who cast a ballot and acceptance of election results by all parties.

1. Short Title & Definition: -

- a. These Bye-Laws shall be called the "Election Bye-Laws" and shall govern the conduct of Election of Office Bearers and Members of the Executive Body.
- b. In these Bye-Laws, unless the context otherwise requires-
 - i. 'Clause' and 'sub-clause' means the clause and sub-clause of these Bye-Laws.
 - ii. 'Executive Member' means the members of the Executive Body.
 - iii. 'Form' means the Forms appended to these Bye-Laws
 - iv. 'Assam Olympic Association (AOA)' means the name of the State Association
 - v. 'office bearer' shall mean the members of the Executive Body
 - vi. 'Rule' means the rules and regulations of these Bye-Laws
 - vii. "E-mail/mail" means the Officially declared Emails/mails of the Association (AOA).

2. Executive Council:

- a. Executive Council (EC) shall comprise of the following “Office Bearers, EC Members/Members”, who are residents of the State of Assam to be elected by & from amongst the eligible members present in the General Assembly and shall consist of-
 - i. President 1 (one)
 - ii. Senior Vice President 2 (two)
 - iii. Vice President 10 (ten)
 - iv. General Secretary 1 (one)
 - v. Joint Secretary 6 (six)
 - vi. Assistant Secretary 8 (eight)
 - vii. Treasurer 1 (one)
 - viii. Executive Council Member 16 (sixteen)

3. Manner of Election:

- a. Office Bearers and Managing/Executive Committee Members of AOA shall be elected only by Secret Ballot Election.
- b. Election for each and every tenure shall be held at the Annual General Council Meeting (AGM) or in a Special General Body Meeting (SGM) and/or otherwise in accordance with the procedure prescribed in the Constitution of the Association (AOA) from amongst the Representatives of Permanent Member State Unit/District Sports Association under Assam Olympic Association (AOA).

4. Calling Election and Election College/Electoral College (Process):

- a. The President of the Assam Olympic Association, supported by a resolution of the Executive Body shall call the Election in accordance with the relevant provisions of the Constitution of the Association (AOA) and the call for Election shall be included in the agenda of the particular/applicable Annual General Meeting and such call for Election shall contain the following: -
 - i. Name of the Returning Officer
 - ii. Posts that are the subject of such Elections.
 - iii. Any pre requisites or qualifications for Candidates to contest such Post/Posts.
 - iv. The Electoral Schedule which shall be determined in consultation with the Returning Officer appointed for the conduct of Secret Ballot Election for a particular term.
- b. The President and the General Secretary shall duly prepare the list of the Voting Members for the Election of a particular term and/or for any by-election and/or any other Election of the Association (AOA) by inviting

representations from the State Unit/District Association in accordance with the provisions contained in Article 14.5 and Article 14.5.1 of the Constitution of Assam Olympic Association in **FORM 1** and submit a copy of the list of Election/Electoral College duly signed and sealed by the President and the General Secretary jointly and submit a copy of the same to the Returning Officer who shall counter signed the same and rely on it during the entire election process conducted by him, provided always that in presence of any error/mistake/ground raised either by the President/General Secretary and/or the Representatives which the Returning Officer considers to be fair and just to make corrections/deletions and/or revocation in **FORM 1** prior to start of Polling, can make such changes for the interest of a free and fair election.

- c. Each permanent member of State Association duly affiliated by the Assam Olympic Association (AOA) shall nominate 4 (four) Representatives and each Representative shall have 1(one) vote each at the elections of the Office Bearers and Managing Committee Members (*Ref. Article 14.5 of the Constitution of AOA*).
- d. Each permanent member of District Association duly affiliated by the State Association shall nominate 2 (two) Representatives and each Representative shall have 1(one) vote each at the elections of the Office Bearers and Managing Committee Members (*Ref. Article 14.5.1 of the Constitution of AOA*).
- e. For the purpose of sub-clause (c) each affiliated member State Association shall be represented by 4 (four) members duly authorised by the President and/or General Secretary of such affiliated member State Association; provided that in case the President and the General Secretary nominates different person(s), the person(s) authorised by the President shall be deemed to be the duly authorised person(s), irrespective of the date.
- f. For the purpose of sub-clause (d) each District Association shall be represented by 2 (two) members duly authorised by the President and/or General Secretary of such District Association; provide that in case President and the General Secretary nominates different person(s), the person(s) authorised by the President shall be deemed to be the duly authorised person(s), irrespective of the date.
- g. Each affiliated member unit/district shall intimate the name(s) of their representative mentioned in Clause (c) and Clause-d to the President/General Secretary of the Assam Olympic Association (AOA) on their letter head duly signed by President/General Secretary of the concerned State/District Associations as specified in **Appendix-A**.

- h. The President/General Secretary of Assam Olympic Association shall prepare the list of the authorised Representatives of the State/District Associations in **FORM 1** and circulate a copy of the **FORM 1** so prepared to all the State/District Associations

5. Returning Officer:

- a. As soon as may be before or after issue of Notice for the Annual General Body Meeting (AGM) and/or Special General Body Meeting of Assam Olympic Association (AOA), the President/General Secretary shall nominate a person as Returning Officer, who shall either be a retired Judge of the Gauhati High Court and/or a leading practicing Lawyer/Advocate of the Gauhati High Court who has the past experiences of conducting elections of Associations as per their Election Bye Laws.
- b. The President/General Secretary of the Association (AOA) shall immediately after the acceptance of nomination of the Returning Officer in the Executive Council shall issue an appointment letter to him, as specified in **APPENDIX-B** to conduct the Secret Ballot Election of the Office Bearers and members of the Managing Committee in accordance with the provisions of the Constitution of AOA & this election bye-laws.
- c. The Returning Officer after his appointment may further appoint any Assistant Returning Officer(s) and/or any other Officials of his choice to assist and help him during the Election process and such Assistant Returning Officer(s)/other Officials shall sincerely perform all such duties as may be assigned/allotted to him/her during the election.
- d. On his appointment the Returning Officer shall intimate the President/General Secretary of all permanent member State Unit/District State Sports Association regarding his appointment as Returning Officer to conduct the Secret Ballot Election under the provisions of the Constitution of Assam Olympic Association (AOA) & as per the procedure prescribed in Election Bye-Laws of the Association (AOA) and shall circulate the Election Schedule to all those State/District Associations under Assam Olympic Association (AOA) either through their official email and/or through WhatsApp and/or by displaying the same in the Notice Board at the Office of the Returning Officer and/or by registered post as may be decided by the Returning Officer.
- e. The Returning Officer shall provide all nomination related papers to the President/General Secretary of the permanent member State Unit/District State Sports Association either through their official email and/or through WhatsApp and/or by displaying the same in the Notice Board at the Office

of the Returning Officer and/or by registered post as may be decided by the Returning Officer.

6. Nomination of candidates:

- a. The nomination of a candidate for election as Office Bearer or Member of the Managing Committee shall be made in **FORM 2**
- b. The nomination of candidate for election as Office Bearer or a Member of Managing Committee shall be proposed by one of the representative of the affiliated unit/district whose name is included in the Electoral College list in **FORM 1** and also subscribed by one such representative as Secunder.
- c. Each candidate shall be entitled to be nominated by not more than 2(two) nomination papers.
- d. Each nomination paper shall be delivered/submitted to the Returning Officer either personally and/or through an authorised representative duly authorised by the candidate at the Office of the Returning Officer on the date and time fixed by the Returning Officer.
- e. No person shall be eligible to nominate more than one candidate for the same post, either as proposer or seconder and if he does so, his/her signature on the nomination papers delivered second in point of time to the Returning Officer shall be deemed to be inoperative.
- f. No person shall be permitted to withdraw his/her name as a proposer/seconder once the nomination paper subscribed by him/her has been delivered to the Returning Officer.
- g. The Returning Officer shall prepare a list of all the nominations received by him post-wise in **FORM 3** and publish the same in a conspicuous place in his Office.

7. Scrutiny of Nominations:

- a. The Returning Officer and/or the Assistant Returning Officer duly appointed and authorised by the Returning Officer shall scrutinize each nomination paper, one by one, received by him/her and determine its validity or otherwise.
- b. After scrutiny, nominations which are cancelled by the Returning Officer/Asstt. Returning Officer shall have to be brought on record by specifically mentioning the reason for cancellation in the rejected nomination papers/FORM 2 itself and on request of the candidate whose nomination is being cancelled, the Returning/Asstt. Returning Officer shall provide him the detailed reason for such cancellation but such request should be made before completion of the Election process.
- c. Soon after the scrutiny of all nomination papers, the Returning Officer shall prepare a list of validly nominated candidates in **FORM 4** and the

contesting candidate can take a copy from the Returning Officer, if so desires.

8. Withdrawal of candidatures:

- a. Each candidate whose nomination has been found valid on scrutiny shall be entitled to withdraw his/her candidature on the date and time fixed by the Returning Officer for this purpose.
- b. Notice of withdrawal of candidature shall be submitted in FORM-5 either by the candidate himself/herself or by a person duly authorized by him/her.
- c. Notice of withdrawal of candidature shall be final and shall not be allowed to be cancelled.
- d. The Returning Officer shall accept the notice of withdrawal if he is satisfied as to the genuineness of the notice.
- e. Candidates who have been nominated for more than one post shall keep one post only of his/her choice and shall withdraw all other post in FORM-5.
- f. Candidates who do not comply rule 8(e) shall be allowed to hold and contest in the highest post in which he/she has been nominated and he shall not be allowed to contest election in the rest of the post.
- g. The Returning Officer shall thereafter prepare the final list of contesting candidates in FORM-6 and display a copy of the said list in a conspicuous place in his Office and also furnish a copy of the same to each of the candidates/their authorised representatives on demand.

9. Uncontested Returns and Contested Elections:

- a. Where the number of contesting candidates for any post or category of post in **FORM 6** is equal to the number of posts to be filled, all such contesting candidates shall have deemed to be duly elected unopposed to those posts and it shall not be necessary to take a pool for election to such post.
- b. Where the number of contesting candidates for any post or category of post in **FORM 6** is more than the number of posts to be filled, a pool shall be taken by Secret Ballot for those posts remaining unfilled.
- c. The name of contesting candidates on the ballot papers shall appear in the same order as in **FORM 6**.
- d. The ballot papers for the remaining post to be filled for polling shall be in **FORM 7** to **FORM 13** to be made individually for each post.

10. Campaign Practices: -

- a. Electoral campaigns may be carried out by the candidate/candidates in a fair and reputable manner and more particularly in a spirit of respect for fundamental ethical principles.

- b. Candidate/candidates may conduct all campaign with dignity and moderation and with respect for other candidate/candidates for election of the Association (AOA) and its members/representatives.
- c. Candidate/candidates for the election may take the means of spoken word, written text or representation of any nature which will not harm the image of other candidate/candidates and/or cause prejudice to him/her.
- d. Criticisms of other candidates shall not be made publicly and if made shall be limited to their policies, programmes and past records, provided always that criticisms based on unverified allegations or distortion shall not be appreciated and must be avoided. No campaign on the basis of cast or communal feelings for securing votes.

11.Neutrality and Independence: -

- a. Voting is secret and hence voting members are strictly prohibited individually and/or collectively to pronounce and/or to announce publicly about their intention to vote or not to vote for candidate/candidates.
- b. The Executive Body and/or any of the members/representatives are also strictly restricted from making any public declaration of the Election process.

12.Poll:

- a. The poll for the posts of remaining unfilled Post under clause (9) sub-clause (b) shall be taken post-wise/category-wise as per the Election Schedule.
- b. The polling station shall remain under complete control of the Returning Officer and/or such Pooling/Presiding Officer(s) duly appointed by the Returning Officer to help and assist him during the poll, who shall perform all such acts and deeds as has been assigned/allotted to him/her by the Returning Officer from time to time during the Election.
- c. Each contesting candidate can nominate one person (if he/she so desires) only from amongst the authorised representatives list to remain present at the polling station.
- d. At the poll each authorised representative of affiliated unit/district whose name is included in the electoral college in **FORM 1** shall be entitled to –
 - i. Cast one vote for each of the posts remaining unfilled where only one such seat is to be filled.
 - ii. Cast as many votes as are the number of seats to be filled for any post, where more than one seat is to be filled. (For example, for the purpose of filling eight seats of Vice President, each voter can cast up to eight votes only and likewise for four Joint Secretaries, he/she can cast six votes respectively for the said seats of six Joint Secretaries

- e. In case any voter casts more number of votes than the number of seats to be filled for any post, his/her vote for that post shall be declared invalid by the Returning Officer.
- f. Prior to supply of ballot paper to the voter, each voter is required to give his/her signature on the authenticated copy of the Electoral College list in **FORM 1** used by the Returning Officer for taking pool.
- g. The voter shall record his/her vote on the ballot paper in secrecy in a voting compartment specially provided for the purpose at the polling station.
- h. The voter shall record his/her vote on the ballot paper by placing a tick mark by means of the article specifically provided for the purpose by the Returning Officer and put the same against the name of the candidate of his/her choice and any other mark, placed on the ballot paper shall render the ballot paper liable for rejection.
- i. A ballot paper marked otherwise by means of any pen, ball point pen etc. by the voter shall render the ballot paper liable for rejection.
- j. The ballot paper marked by voter shall be deposited by him/her in a ballot box specially prepared and sealed by the Returning Officer and placed at such conspicuous place in the polling station that it shall be constantly visible to all that are present in the polling station.
- k. The Returning Officer shall close the pool at the appointed hour, provided that all those voters present at the polling station at the appointed closing hour shall be entitled to vote even if the poll proceeding have to be continued for some more time.
- l. After all the voters referred to in sub-clause (i) have voted, the Returning Officer shall close the ballot box and shall not permit thereafter any person to vote.

13.Counting of votes:

- a. The Returning Officer shall take up counting of votes with the help of his appointed Counting Supervisor/Assistant etc. and shall declare the time of Counting of votes soon after the polling is completed.
- b. Each contesting candidate can nominate one authorised representative (as specified in clause (10) sub-clause (c) and he/she shall be entitled to remain present at the place of counting of votes.
- c. The Returning Officer shall take up the counting of votes in a post-wise and category wise as applicable.
- d. Each ballot paper on which a vote has been recorded in accordance with clause (10) shall be treated as one vote for the candidate for whom it has been validly marked and if any ballot paper has been marked in violation of any of the aforesaid provisions of Clause (10) shall be rejected by the Returning Officer.

- e. The votes validly cast for each of the contesting candidates shall be counted and recorded by the Counting Supervisor post-wise in descending order of votes so cast for each candidate in **FORM 14**.
- f. The Returning Officer shall thereafter ascertain the result of counting and the candidates who have secured the maximum number of votes to the said descending order, post-wise and category wise, where applicable, equal the number of seats to be filled for each post or category of posts, where applicable, shall be deemed to have been duly elected to those posts.

14. Declaration of Results:

The name of the contesting candidates who shall be deemed to have been elected at the election in accordance with clause (11) sub-clause (f) shall be declared as having been duly elected to their respective posts by the Returning Officer at the Annual General Meeting (AGM) or Special General Meeting in **FORM 15**.

15. Sanctions and Complaints:

- a. All administrative matters relating to any Election not covered by this Election Bye-Laws shall be ruled upon by the Returning Officer.
- b. If there is proof of a breach of these Election Bye-Laws upon reference from the Returning Officer, the Ethics Committee of Assam Olympic Association (AOA) may make to the Candidate in question.
- c. In the event of a serious breach of these Election Bye-Laws upon reference from the Returning Officer, the case shall be referred to Sports Dispute Resolution Committee for possible sanctions.
- d. If a candidate or a voting member has any specific complaint or problem regarding the conduct of Election, he/she may bring the same to the notice of the Returning Officer and if the complaint or problem related to the Returning Officer he/she may bring the same to the notice of the Observer appointed for the election.

16. Election Report: - On successful completion of the Secret Ballot Election, the Returning Officer shall submit his Report to the President/Secretary of the Association (AOA) with copy to the Observer/ Observers duly appointed for the Election.

APPENDIX A

(ON THE LETTER-HEAD OF AFFILIATED UNIT/DISTRICT UNDER AOA)

To,
The President/General Secretary
All affiliated State/District Association/Unit

Send by email to:-
[Send by WhatsApp to:-](#)

Subject: Intimation of the names of Representatives of _____
affiliated State/District Association/Unit under Assam Olympic Association
(AOA)

Dear Sir(s),

We, the undersigned hereby authorise-

1) Sri/Smt./Ms.

Address _____

Mobile No. _____ email id _____

Please affix one
recent passport
photograph
here

2) Sri/Smt./Ms. _____

Address _____

Mobile No. _____ email id _____

Please affix one
recent passport
photograph
here

to be our Representatives at the Secret Ballot Election-_____.

Yours Sincerely,

For _____ unit/district

Signature of President/General Secretary
Name (in block letters): _____
(Seal)

Official
stamp

APPENDIX-B

(ON THE LETTER-HEAD OF ASSAM OLYMPIC ASSOCIATION)

Date:- _____

To,

MR. _____
Retd. Judge/Advocate
_____ High Court

Sub. : Appointment of Returning Officer.

Sir,

We, the undersigned, President and General Secretary of Assam Olympic Association (AOA) are glad to inform you that in compliance with the Resolution taken on _____, wherein it was resolved to hold **Election of Office Bearers and Members of Executive Committee of the Association (AOA)** in an impartial and fair way by conducting the Secret Ballot Election for the term _____ for the following post: -

- j) President : 1 (One)
- k) Senior Vice President : 2 (Two)
- l) Vice Presidents : 8 (Eight)
- m) General Secretary : 1 (One)
- n) Joint Secretary : 6 (Six)
- o) Asst. Secretary : 8 (Eight)
- p) Treasurer : 1 (One)

In this context you are nominated as the Returning Officer to carry out the entire proceeding of the Secret Ballot Election - _____ of the Association (AOA) in a free and fair way and in pursuance of the same we hereby appoint you as the Returning Officer of Assam Olympic Association (AOA) to conduct the Secret Ballot Election - _____ and to do all duties as specified in the Election Bye Laws of the Assam Olympic Association (AOA) and/or any other further duty/duties that may arise as a consequence of holding Secret Ballot Election-_____. For smooth functioning of the entire Election process you are further authorised/empowered to appoint any other person/persons of your choice to help and assist you in holding the Secret Ballot Election-____ in an independent, impartial and fair way by complying the provisions of the Election Bye Laws of the Association (AOA).

(PRESIDENT)	(SECRETARY)
Assam Olympic Association (AOA)	Assam Olympic Association (AOA)

FORM

LIST OF ELECTORAL COLLEGE

Sl. No.	Name of the Affiliated Member District	Name of Authorised Representatives

Place:

Date:

PRESIDENT/SECRETARY
Assam Olympic Association (AOA)

FORM

ELECTION OF OFFICE BEARERS AND MEMBERS OF EXECUTIVE COMMITTEE OF ASSAM OLYMPIC ASSOCIATION (AOA) FOR THE TERM - _____

Nomination Paper for election as _____ (Name of the Post)

To,
The Returning Officer,
Office of the Returning Officer,

We nominate Sri/Smt./Ms. _____

(Name of the
Candidate),

(Address of the
candidate), whose name is entered at Sl. No. _____ in the Electoral College List for the above mentioned
post.

Our Particulars are given below:

	Name	Name of Member Unit/District	Sl. No. in the electoral College List	Signature
PROPOSER				
SECONDER				

I, the above named candidate do hereby give my assent to my nomination for the above post.

Name of the Candidate (in block letters): _____

Name of Member Unit/District _____

Serial Number in the Electoral College _____

Signature of the Candidate _____

Date:-

(To be filled by the Candidate along with Nomination Paper before the Returning Officer)

Please affix one
recent passport
photograph here

I, Sri/Smt./Ms. _____, (Name of the Candidate),
aged _____ years, resident of _____
_____ (mention full postal Address), having been nominated as a candidate at the above
election, do hereby solemnly affirm and state on oath as under: -

- 1) I am a candidate for the post of _____
- 2) My name is enrolled at Serial No. _____ in the Electoral College List.
- 3) My contact telephone number is/are _____ and my
email id is _____ and my WhatsApp. No. is
_____ (if any).
- 4) I will bear true faith and allegiance to the constitution of AOA
- 5) I will abide by all the election rules/instructions.

Name of the Candidate (in block letters): _____

Name of Member Unit/District _____

Signature of the Candidate _____

Date:-

AUTHORIZATION BY CANDIDATE OF HIS REPRESENTATIVE

To,

The Returning Officer,
Office of the Returning Officer,

Sub.: Authorisation by the candidate of his representative for _____

I, Sri/Smt./Ms. _____, (Name of
the Candidate), aged _____ years, resident of _____

_____, (Address), a candidate for the post of _____ at the
above election do hereby authorise Sri/Smt./Ms. _____

_____ of
_____ to be my
representative from this the _____ day of _____, _____ at the
above election, whose photo and signature are attested herein below.

Place:-

Date:-

Please affix one
recent passport
photograph of the
representative here

SIGNATURE OF THE CANDIDATE

SIGNATURE OF THE REPRESENTATIVE
ATTESTED BY ME:

SIGNATURE OF THE CANDIDATE

N.B.-Copy of identity proof of the Representative is to be attached.

**ASSAM OLYMPIC ASSOCIATION (AOA)
SECRET BALLOT ELECTION -
OF OFFICE BEARERS & MEMBERS OF EXECUTIVE COMMITTEE
FOR THE TERM-**

FORM 3

LIST OF NOMINATED CANDIDATES

NAME OF THE POST	NAME, SERIAL NO. IN ELECTORAL COLLEGE LIST & ADDRESS OF CANDIDATE	NAME, SERIAL NO. IN ELECTORAL COLLEGE LIST & ADDRESS OF PROPOSER	NAME, SERIAL NO. IN ELECTORAL COLLEGE LIST & ADDRESS OF SECONDER

**RETURNING OFFICER
SECRET BALLOT ELECTION COMMITTEE
ASSAM OLYMPIC ASSOCIATION(AOA)**

**ASSAM OLYMPIC ASSOCIATION (AOA)
SECRET BALLOT ELECTION -
OF OFFICE BEARERS & MEMBERS OF EXECUTIVE COMMITTEE
FOR THE TERM-**

FORM 4

LIST OF VALIDLY NOMINATED CANDIDATES

NAME OF THE POST	NAME OF THE CANDIDATE	NAME OF THE MEMBER UNIT/DISTRICT	SERIAL NO. IN ELECTORAL COLLEGE LIST

**RETURNING OFFICER
SECRET BALLOT ELECTION COMMITTEE
ASSAM OLYMPIC ASSOCIATION (AOA)**

**ASSAM OLYMPIC ASSOCIATION (AOA)
SECRET BALLOT ELECTION -
OF OFFICE BEARERS & MEMBERS OF EXECUTIVE COMMITTEE
FOR THE TERM-**

FORM 5

**NOTICE OF WITHDRAWAL OF CANDIDATURE FOR ELECTION AS
_____ (NAME OF THE POST)**

To,

The Returning Officer,
Office of the Returning Officer,
Assam Olympic Association (AOA)
(Office address of R.O.)_____

I, the validly nominated candidate, do hereby give notice of withdrawal of my candidature for the above post.

Date:-

Place:-

Name of the Candidate (in capital letters) _____

Name of Member Unit/State_____

Serial No. in the Electoral College list _____

Signature of the Candidate_____

**ASSAM OLYMPIC ASSOCIATION (AOA)
SECRET BALLOT ELECTION -
OF OFFICE BEARERS & MEMBERS OF EXECUTIVE COMMITTEE
FOR THE TERM-**

FORM 6

LIST OF CONTESTING CANDIDATES

NAME OF THE POST	NAME OF THE CANDIDATE	NAME OF THE MEMBER UNIT/DISTRICT	SERIAL NO. IN ELECTORAL COLLEGE LIST

**RETURNING OFFICER
SECRET BALLOT ELECTION COMMITTEE-
ASSAM OLYMPIC ASSOCIATION (AOA)**

FORM

**ASSAM OLYMPIC ASSOCIATION (AOA)
SECRET BALLOT ELECTION - _____
FOR THE POST OF: **PRESIDENT****

Sl. No. _____

Signature and Seal of R.O

Signature and Seal of P.O.

**PLACE TICK MARK AGAINST THE NAME OF ONLY 1 (ONE) CANDIDATE OF
YOUR CHOICE**

Sl. No.	Name of the Candidate	Voter's Stamp of Marking
1.		
2.		
3.		
4.		

N.B. – Tick mark should be placed by the stamp provided to you against the name of your chosen candidate.

FORM

**ASSAM OLYMPIC ASSOCIATION (AOA)
SECRET BALLOT ELECTION - _____
FOR THE POST OF: **SENIOR VICE PRESIDENT****

Sl. No. _____

Signature and Seal of R.O

Signature and Seal of P.O.

**PLACE TICK MARK AGAINST THE NAME OF ONLY 1 (ONE) CANDIDATE OF
YOUR CHOICE**

Sl. No.	Name of the Candidate	Voter's Stamp of Marking
1.		
2.		
3.		
4.		
5.		

N.B. – Tick mark should be placed by the stamp provided to you against the name of your chosen candidate.

FORM

**ASSAM OLYMPIC ASSOCIATION (AOA)
SECRET BALLOT ELECTION - _____
FOR THE POST OF: VICE PRESIDENT**

Sl. No. _____

Signature and Seal of R.O

Signature and Seal of P.O.

**PLACE TICK MARK AGAINST THE NAME OF ONLY 8 (EIGHT) CANDIDATES OF
YOUR CHOICE**

Sl. No.	Name of the Candidate	Voter's Stamp of Marking
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

N.B. – Tick mark should be placed by the stamp provided to you against the name of your chosen candidate.

FORM 37

**ASSAM OLYMPIC ASSOCIATION (AOA)
SECRET BALLOT ELECTION - _____
FOR THE POST OF: **GENERAL SECRETARY****

Sl. No. _____

Signature and Seal of R.O

Signature and Seal of P.O.

**PLACE TICK MARK AGAINST THE NAME OF ONLY 1 (ONE) CANDIDATE OF
YOUR CHOICE**

Sl. No.	Name of the Candidate	Voter's Stamp of Marking
1.		
2.		
3.		
4.		
5.		

N.B. – Tick mark should be placed by the stamp provided to you against the name of your chosen candidates.

FORM 38

**ASSAM OLYMPIC ASSOCIATION (AOA)
SECRET BALLOT ELECTION - _____
FOR THE POST OF: **TREASURER****

Sl. No. _____

Signature and Seal of R.O

Signature and Seal of P.O.

**PLACE TICK MARK AGAINST THE NAME OF ONLY 1 (ONE) CANDIDATE OF
YOUR CHOICE**

Sl. No.	Name of the Candidate	Voter's Stamp of Marking
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

N.B. – Tick mark should be placed by the stamp provided to you against the name of your chosen candidates.

FORM 39

**ASSAM OLYMPIC ASSOCIATION (AOA)
SECRET BALLOT ELECTION - _____
FOR THE POST OF: **JOINT SECRETARY****

Sl. No. _____

Signature and Seal of R.O

Signature and Seal of P.O.

**PLACE TICK MARK AGAINST THE NAME OF ONLY 6 (SIX) CANDIDATES OF
YOUR CHOICE**

Sl. No.	Name of the Candidate	Voter's Stamp of Marking
1.		
2.		
3.		
4.		
5.		

N.B. – Tick mark should be placed by the stamp provided to you against the name of your chosen candidates.

FORM 40

**ASSAM OLYMPIC ASSOCIATION (AOA)
SECRET BALLOT ELECTION - _____
FOR THE POST OF: ASSISTANT SECRETARY**

Sl. No. _____

Signature and Seal of R.O

Signature and Seal of P.O.

**PLACE TICK MARK AGAINST THE NAME OF ONLY 8 (EIGHT) CANDIDATES OF
YOUR CHOICE**

Sl. No.	Name of the Candidate	Voter's Stamp of Marking
1.		
2.		
3.		
4.		
5.		

N.B. – Tick mark should be placed by the stamp provided to you against the name of your chosen candidates.

FORM 41

ASSAM OLYMPIC ASSOCIATION (AOA)
SECRET BALLOT ELECTION - _____

FINAL RESULT SHEET

ELECTION FOR THE POST OF: _____

Sl. No. of candidate	Name of the Candidate	No. of votes cast in favour	Total valid votes	No. of rejected vote
1.				
2.				
3.				
4.				
5.				
Total				

**Signature and Seal of
Counting Supervisor**

**Signature and Seal of
Returning Officer**

FORM 15

DECLARATION OF RESULT OF ELECTION UNDER THE ELECTION BY-LAWS OF ASSAM OLYMPIC ASSOCIATION (AOA):

In pursuance of the provisions contained in Rule-12 of the ELECTION BYE LAWS OF ASSAM OLYMPIC ASSOCIATION (AOA) the following candidates are declared as duly elected to fill the post mentioned against their respective names:

Sl. No.	NAME OF THE POST	NAME OF THE CANDIDATE	TOTAL VOTES RECEIVED
1.	PRESIDENT		
2.	GENERAL SECRETARY		
3.	TREASURER		
4.	SENIOR VICE PRESIDENT		
5.	VICE PRESIDENTS	I)	
		II)	
		III)	
		IV)	
		V)	
		VI)	
		VII)	
		VIII)	
6.	JOINT SECRETARIES	I)	
		II)	
		III)	
		IV)	
		V)	
		VI)	
7.	ASSISTANT SECRETARIES	I)	
		II)	
		III)	
		IV)	
		V)	
		VI)	
		VII)	
		VIII)	

OBSERVER, _____
Secret Ballot Election - _____
ASSAM OLYMPIC ASSOCIATION

OBSERVER, _____
Secret Ballot Election - _____
ASSAM OLYMPIC ASSOCIATION

RETURNING OFFICER
Secret Ballot Election Committee-_____
ASSAM OLYMPIC ASSOCIATION

Date:-
Place:-

Annexure – II

Sub Committees

- 1. Sports Development Committee**
- 2. Education Committee**
- 3. Ethics Committee**
- 4. Arbitration Committee**
- 5. Media Committee**
- 6. Finance Committee**
- 7. Tender Committee**
- 8. The EC may form more sub-committees as and when required.**