



EFA

**European Fistball
Association**

Standing Orders

(Valid as of 17th November 2015)

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The function and people designations used in these Standing Orders refer to both sexes.

I. General

Art. 1

The Standing Orders of the European Fistball Association (EFA) governs the communication with member federations, the activities of the Executive Committee and the elections, on the basis of the Statutes.

II. Communication with the member federations

Art. 2

The official languages are German and English.

For translations, the German text shall prevail.

Art. 3

The communication with the national federations is usually done orally or by e-mail.

Each national federation is obliged to inform the EFA of the name and address of those people who maintain official relations with the EFA.

Each national federation will inform the EFA about its important decisions and personal details.

III. Executive Committee

A. Responsibilities

Art. 4

The EFA Executive Committee shall have the following responsibilities:

- The President shall represent the EFA internally and externally
- The General Secretary shall ensure the smooth running of the administrative business and is responsible for the marketing/public relations and distribution
- The Chairman of the Sports Commission is responsible for the technical organization of EFA competitions, the referees and for the trainer education
- The Treasurer shall be responsible for the proper management of the finances and procures with the fund raising
- The Youth Officer has responsibility for the younger generation
- The Further Members support the other Committee members

The responsibilities of a maximum of two Committee members can also be assumed by a Committee member. This person has only one vote.

B. Signing rights

Art. 5

Each Committee member is authorized to sign separately as part of its range.

Financial obligations must be based on Committee decisions.

C. Resolutions

Art. 6

The Executive Committee shall adopt its resolutions in meetings, by conference call or by circular letter.

Art. 7

In meetings or teleconferences, the Executive Committee has a quorum if at least half of the members are present.

Circular resolutions are possible. They must represent the written decision of at least half of the members, whether in the affirmative or in a rejecting form.

Art. 8

For resolutions, each Committee member shall have one vote.

Voting is compulsory. It is based on a simple majority. In case of a tie, the President has the decisive vote.

D. Meetings

Art. 9

The Executive Committee shall meet at least three times annually.

Art. 10

The meetings of the Executive Committee shall be convened by the President or the General Secretary.

Art. 11

The meetings of the Executive Committee will be headed by the President, or in his absence by the Vice President or by a one-day president.

Art. 12

Motions by a member of the Executive Committee shall be submitted in writing to the President, at the latest 14 days before the meeting, so that they can be placed on the agenda.

Motions that are not on the agenda may only be validly decided if the majority of those Committee members present so decides.

Art. 13

Minutes must be kept about the Executive Committee's resolutions. These minutes shall be distributed to all members of the Executive Committee, the member federations and the IFA.

IV. Elections

A. Executive Committee / Auditors

Art. 14

Elections of the Executive Committee and the auditors shall always be carried out at an ordinary congress.

They shall be organized by the General Secretary and carried out by an election committee during the congress.

The election committee (Chairman, secretary and advisory member) shall be appointed by the incumbent Committee. It may consist of no more than two members from the same member association.

Art. 15

Nominations may be submitted by the member federations and the Executive Committee.

A possible nomination of the Executive Committee must be submitted at least 6 weeks before the Congress.

Nominations from member federations are to be submitted to the secretariat up to 4 weeks prior to the Congress. These will be sent no later than 3 weeks before the Congress to the member associations.

Art. 16

If none of the nominees receive absolute majority of the valid votes, then a decisive election between the two candidates who received the most votes in the first ballot will take place.

In the case of a tie of votes in the second ballot, this shall be decided by casting lots.

Art. 17

The nominees for election are to be interviewed before the election, whether or not they will accept the office in the event of choice.

Candidates absent during votes can only vote if they present a written declaration.

Art. 18

If a member separates from the Executive Committee during the term of office, the Executive Committee shall be supplemented by a provisional appointment until the next ordinary congress.

Provisionally appointed members of the Executive Committee are entitled to vote at meetings of the Executive Committee, but not at the Congress.

B. Commissions

Art. 19

Members of EFA Commissions shall be elected by the Executive Committee.

C. Term of Office

Art. 20

Members of the Executive Committee and the auditors are elected for the period between two Ordinary Congresses. Re-election is possible.

The term of office of members of commissions is not limited.

V. Urgent cases / matters

Art. 20

The handling of urgent cases or matters not provided for by the Statutes and the Standing Orders will be handled by the Executive Committee of the EFA, whereby the parties in question, etc. retain the right of appeal at the next Congress.

VI. Ratification

Art. 21

These Standing Orders were ratified by the EFA Committee on 17th November 2015 and come into force on 17th November 2015.