



# ASIAN TENNIS FEDERATION CONSTITUTION



## CONSTITUTION

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## CONSTITUTION

### **ARTICLE I: NAME**

The official name of this organisation shall be “The Asian Tennis Federation” (hereinafter referred to as “the Federation”). It may also be officially referred to as the “ATF”.

The Federation is a Regional Association affiliated to the International Tennis Federation, hereinafter called the ITF.

### **ARTICLE II: HEADQUARTERS**

The Headquarters of the Federation shall be at such place within the region of Asia as shall from time to time be decided by the Board of Directors.

### **ARTICLE III: STATUS**

The Federation is a non-profit making and non-political organisation to which membership is open to Asian Countries and territories without regards to race, religion, colour or creed.

### **ARTICLE IV: OBJECTIVES**

The objectives of the Federation shall be:

1. To promote, develop and raise the standard of Tennis in Asia;
2. To encourage and assist in the formation and development of governing tennis bodies in the Asian countries and territories;
3. To strengthen and develop bonds of friendship and co-operation with the Members and all other related tennis bodies and to improve links between Affiliated members;
4. To assist and support the development of programs in all aspects of tennis in member countries and territories;
5. To coordinate tournaments in Asia and to appoint committees and technical officials in the official tournaments;
6. To promote and encourage the training of coaches, referees and technical officials;



7. To promote and control the holding of Asian Championships, Cup Competitions and Tournaments, at Senior, Professional and Junior level and to regulate and manage such events;
8. To do all such other lawful things as may be incidental or may be deemed to be conducive to the attainment of these objectives, or any of them;
9. To work at all times within the rules and regulations of the ITF and accept as final the ruling of the Federation in any matter.
10. To provide a link between its affiliated members and the ITF;
11. To represent its affiliated members in their dealings with the ITF, if asked to intervene on their behalf;
12. To establish and sanction calendars of events at all levels within the Region and with respect to international circuits extending beyond the Region, to recommend events and calendars to the ITF for inclusion in such international calendars;
13. To execute all functions, which the ITF may delegate to the regional association;
14. To employ the funds of the Federation in such a manner as shall be deemed expedient;
15. To administer as required by the ITF any funds which Federation may receive;
16. To safeguard the interest of Members and of ATF as a Regional Body.

## **ARTICLE V: MEMBERSHIP**

### **A. GENERAL PROVISIONS**

The Federation has Members and Associate Members to be accepted by the Annual General Meeting and as described hereinafter.

Any decision of the Annual General Meeting concerning Membership requires at least a two thirds majority of the votes cast.

Membership rights and obligations start as from 1<sup>st</sup> January of the year following the positive decision of the Annual General Meeting.



## **B. FULL MEMBERSHIP AND ASSOCIATE MEMBERSHIP**

- a) The Federation shall be open to any Tennis Association of nations and territories located within the geographical boundaries of Asia, who are eligible for membership of the Federation, whether or not such tennis associations are also members of the International Tennis Federation
- b) In following with the ITF Constitution, Associations in Asia must be a Member of the Federation before applying for membership of the ITF,
- c) On admission a Full Member shall have a vote, in keeping with the Article VII of this Constitution, detailed hereinafter.
- d) **Full Members** are split into three categories as specified in Appendix 1. Any amendment of Appendix 1 is subject to the approval of the Annual General Meeting.
- e) In the event that either a country for which a member is responsible for tennis has been divided into two or more countries or two or more countries for which two or more Full members are responsible for Tennis are merged into one country, the membership of the respective Full members shall be re-evaluated and Appendix 1 shall be amended accordingly
- f) **Associate Members** are the members who are awaiting affiliation with the ITF or do not have affiliation with the ITF. Associate Members are not entitled to a vote in the Federation. On acceptance in the Federation, Appendix 1 shall be amended and reflect it accordingly

## **C. ADMISSION AND MEMBERSHIP PROCEDURE**

- a. An applicant wishing to become a Member of the Federation shall submit a written application to the ATF Office; for the same to be reviewed and recommended by the Board of Directors
- b. The application must include the following:
  - i. The Constitution of the applicant
  - ii. A declaration whereby the applicant undertakes to observe the Federation's Constitution, regulations and decisions at all times
  - iii. Documents giving information about the internal organization of the applicant, as well as any competitions staged by the applicant and including details of the development of the game in that country or territory



- iv. Names of the members of Board of the applicant
- v. A sum equivalent to the current initial membership fee and the first year's membership dues
- c. The Board of Directors, on receiving an application for membership, shall appoint a representative to visit the country and submit a report to the Board. The cost of travel shall be borne by the Federation and other costs of hospitality to be borne by the applicant
- d. The Board of Directors may refuse to submit to the Annual General Meeting, a Membership application, which does not comply with the above requirements
- e. Upon approval of the application for membership at the Annual General Meeting, the new members name shall be included in the roll of members of the Federation – as stated in Appendix 1
- f. If in a case, for whatever reason(s), the application is not approved, the payment shall be returned in full. The applicant has the right to reapply for membership. Any such application will be for the next AGM business.

#### **D. RESIGNATION, SUSPENSION, TERMINATION AND EXPULSION**

- a) A Member may resign with effect from the end of the financial year by giving at least three months' written notice to the ATF Office; for the same to be reviewed and recommended by the Board of Directors. A resigning member must settle all its outstanding financial obligations towards the Federation prior to the termination of its membership. Membership fees may not be refunded to a resigning member.
- b) Membership in the Federation shall be suspended / terminated forthwith upon the happening of any of the following events:
  - a. Withdrawal of Membership (Article 5 D(a))
  - b. Termination of member's status as the governing body of tennis in its country; and
  - c. Suspension of, or expulsion from, membership of the ITF;



- c) Membership in the Federation shall be suspended / terminated upon resolutions passed for that purpose in an Annual or Special General Meeting of the Federation on any of the following grounds:
- a. Non-payment of any obligation and/or annual subscription for two (2) consecutive years.
  - b. Violation of the Constitution, Rules and regulation of the Federation; and
  - c. Any act or cause, which might impede friendly relations among members, or induce a significant number of members from participation in official events.
  - d. A member, whose continued membership, in the opinion of the Federation, seriously damages the standing of tennis as a regional and international sport, shall be suspended as a member of the Federation, by a resolution of the General Meeting passed by a majority of two-thirds votes cast. Any such suspension shall be effective at the conclusion of the respective General Meeting.
- A suspended member is not entitled to submit motions, to attend or exercise voting rights at any General Meeting and shall not participate in the official events of the Federation.
- d) The rules governing membership adopted by the ITF from time to time shall apply to the Federation save in so far as they are inconsistent with the provisions of this Article herein above contained.

#### **E. RE-ADMISSION**

##### **a. General Provisions**

- i. Any former Member may, after meeting the requirements set out below, be re-admitted as a Member by a resolution of the Annual General Meeting passed by a majority of at least two thirds of the votes cast.
- ii. Article V (C) shall apply accordingly to any application for re-admission
- iii. The following payments by the applicant shall be a condition precedent to such re-admission:
  - 1. Any membership fee arrears of the applicant;
  - 2. The membership fee for the year of re-admission



- iv. The Annual General Meeting may, in exceptional circumstances, waive the payment of any sums mentioned in sub-paragraph (iii) hereinabove

**b. Suspended Members**

- i. For the lifting of suspension of the suspended Members, the General Provisions (sub-paragraph a. hereinabove) apply accordingly
- ii. After the resolution lifting the suspension has been passed by the General Meeting, the re-admitted Member is permitted to participate in Federations' official events and exercise any right as a Member.
- iii. Any Member who is suspended pursuant to Article V D (c) may, when it has paid in full any outstanding fee, apply for a lifting of that suspension and have its suspension lifted at the discretion of the Board of Directors with readmission effective from 1<sup>st</sup> January of the following year.

**ARTICLE VI: GENERAL MEETINGS**

**A. ANNUAL GENERAL MEETING**

A General Meeting of the Members shall be held annually ("Annual General Meeting") at a place and time appointed by the Board of Directors.

The General Meeting of the Members is the supreme authority of the Federation and deals with all business attributed to it by this Constitution. The business of an AGM shall be to:

- a. Approve the minutes of the previous General Meeting
- b. Receive the annual report of the Board of Directors
- c. Receive the statement of accounts and the financial statements, duly audited;
- d. Appoint the Auditors
- e. Confirm any amendments to the Constitution
- f. Resolve membership issues (admission, membership status changes, suspension, expulsion, re-admission and subject to Article V (E (b)), lifting of the suspension)





- g. To elect every four years for a four-year term, The President of the Federation
- h. To elect every four years for a four-year term, The Board of Directors of the Federation (effective from 1<sup>st</sup> Jan'2022).
- i. To receive nominations and confirm and elect Honorary Positions
- j. Resolve other motions and nominations
- k. Determine the Membership Fees
- l. To transact any other business relating to the affairs of the Federation of which due notice has been given subject to the provisions of these Articles.

#### **B. SPECIAL GENERAL MEETINGS**

- a. A Special General Meeting of the Members may be convened at any time by the Board of Directors and shall be convened within ten weeks after the receipt by the Federation of a requisition in writing to that effect by Full Members representing between them one-third of the aggregate votes capable of being cast at any General Meeting of the Federation.
- b. Every such requisition shall specify the business for which the Special General Meeting is to be convened. No other business except the confirmation of the Minutes of the last preceding General Meeting and that specified by the requisition shall be transacted at any such Special General Meeting.

#### **C. NOTICE AND AGENDA**

- 1) Notice of every General Meeting stating the date, time and place thereof and the business to be transacted thereat, shall be sent to each Member as follows:
  - a. In case of an Annual General Meeting, the notice shall be circulated by the ATF Office to all members at least sixty (60) days before the said meeting; and
  - b. In the case of any other Meeting of Members ("Special General Meeting"), not less than six weeks' written notice shall be given.
- 2) The inadvertent failure or omission to give any such notice aforementioned shall not invalidate the proceedings of any General Meeting



- 3) The agenda of the meeting shall be sent to all members twenty (20) days before the scheduled meeting.
- 4) The agenda for each General Meeting shall be prepared by the Board of Directors or any member of the Professional Staff acting in accordance with the instructions and under the authority of the President and Board of Directors.
- 5) If a member wishes to have an item added to the agenda of the Annual General Meeting, the request, together with the specific motion, must be provided to the ATF Office, at least forty-five (45) days before the said meeting. A Member whose membership fees and dues are in arrears is not entitled to bring forward any item to be on the agenda other than the items of (1) its reduction in membership status and (2) resumption of its membership status
- 6) Written notice of the particulars of Resolutions intended to be brought forward by the Board of Directors for consideration at an Annual General Meeting shall be given to the members not less than fifteen (15) days before the date fixed for the meeting.
- 7) Simple majority of the total number of votes allocated to the members present in the Annual or Special General Meeting (as the case may be) shall be sufficient to approve any proposal, unless otherwise specified in this Constitution and except for the amendment to this Constitution, which shall require a 2/3<sup>rd</sup> of the total number of votes allocated to the members present in the meeting.
- 8) The quorum of the meeting shall be 1/3 of the number of members of the Federation
- 9) All resolutions for the election of the President, members of the Board of Directors and / or any alteration to the Constitution of the Federation shall be decided by a poll
- 10) Subject to VI (C (9)) above, at any General meeting of the Federation, a resolution put to the vote shall be decided by a show of hands.
- 11) The Federation can hold a virtual meeting instead of an in-person meeting, in case of special circumstances. The decision to hold such meetings will be approved by the Board of Directors of the Federation.

#### **D. CONDUCT OF THE MEETINGS**

##### **a. The President shall take chair at General Meetings.**

The President shall take the Chair at General Meetings. However, in the event that the President: requires assistance in the conduct of the Meeting; or requires the Meeting to appoint a CHAIR in their place; or is unable to attend the Meeting; then the first business at the General Meeting concerned shall be to select a CHAIR.



- b. The Board of Directors shall assist the CHAIR in taking charge of the proceedings of a General Meeting and a member of the Professional staff of the Federation shall act as Secretary of the General Meeting with such assistance as the Board of Directors may think necessary
  
- c. Prior to the commencement of any General Meeting:
  - i. Each Member represented shall name the delegate who will vote (in accordance with the Constitution and as per appendix 1) for and on its behalf at the Meeting.
  
  - ii. All members whose subscriptions are in arrears shall be announced, and any delegates representing any Member in arrears shall thereupon pay the outstanding arrears in full or, failing such payment, shall be treated as having Observer status only.
  
  - iii. The CHAIR of the Meeting shall decide all matters of procedure not prescribed by this Constitution.
  
  - iv. The CHAIR shall conduct the proceedings at the General Meeting and shall have power to interrupt the reading of any document or any speaker. Any person who disobeys a ruling of the CHAIR in this regard or who otherwise conducts themselves in a manner detrimental to the orderly conduct of the Meeting may be directed to leave the Meeting by resolution of the Council.
  
  - v. A General Meeting may be adjourned if a Resolution of the Council to that effect is carried by a two-thirds majority recorded in respect of the same.
  
  - vi. The CHAIR of the Meeting shall decide the order in which a resolution and any amendments to the resolution shall be voted upon.
  
  - vii. A vote may be taken by a show of hands, unless the Chairperson, or any delegate requests that there be a formal vote reflective of the number of votes held by each member, which may be taken by computer or roll call, as the Chairperson may determine. If a roll call is taken, the Members shall be called in English in alphabetical order.



- viii. Decisions taken at a General Meeting shall (unless provided in the relevant Resolutions or by this Constitution) become operative forthwith save that (and notwithstanding any other provision in the Constitution) Resolutions with regard to the acceptance of any application for Membership or for any increase or decrease of votes, which shall become operative on 1<sup>st</sup> January following the General Meeting.

#### **ARTICLE VII: VOTES AND VOTING BY MEMBERS**

- A. Each member of the Federation, for purpose of any and each question arising at any Annual or Special General Meeting of the Federation, shall be entitled to following category of votes (detailed as well in Appendix 1 of this Constitution) as mentioned herein below:
- A member shall be entitled to three (3) votes, if it has 9(nine) to 12(twelve) votes in ITF;
  - A member shall be entitled to two (2) votes, if it has 3(three) to 7(seven) votes in ITF;
  - A member shall be entitled to one (1) vote, if it has 0(zero) to 1(one) votes in ITF;
- B. An Associate member of the Federation, who is still awaiting membership to the ITF, will not be entitled to any vote.
- a. On confirmation of the member's status with the ITF, corresponding category of voting rights will be awarded to the member for the Annual or Special General Meeting of the following year.
- C. The Full members have the voting rights as specified in this article VII A & B of this Constitution and shall exercise them through one of its delegates named prior to the opening of the General Meeting concerned.
- D. The AGM shall be governed by the delegates of the Members assembled in a General Meeting who collectively shall constitute the Council provided that:
- a. No delegate of a Member whose subscriptions are in arrears shall be entitled to speak or vote at any General Meeting of the Federation;
  - b. A delegate must be either a national of the country represented by the Member for which they are a delegate; a person permanently resident in that country; or an official of at least two years' standing in the Member Association.



- c. Nomination of a delegate who is not a national of a country they represent, but who meets the above qualifications, shall be received by the Federation – ATF Office, 28 days before the General Meeting, together (as appropriate) with a certificate from the Full Member that voting instructions have been given to the delegate.
  
- E. The number of delegates representing Members entitled to attend General Meetings shall be two. Any Member hosting a General Meeting shall be entitled to send two additional representatives to such General Meetings as observers without power to speak or vote.
  
- F. Members of the Board of Directors shall be entitled to attend and to speak at General Meetings but shall have no entitlement to vote, other than as a delegate of a Full Member acting in accordance with the Articles VII A & C
  
- G. Non-accredited persons may attend a General Meeting of the Council only with the express prior permission of the President. Such persons may speak if the Council so permits but shall not in any case have any entitlement to vote.
  
- H. A recognised Federation Partner shall be entitled to be represented by two persons at any General Meeting. The representatives shall be a person designated by the Recognised Federation partner in writing to the ATF Office prior to the date of the meeting. Any such representatives shall be entitled to speak but not vote.
  
- I. The Council shall elect a Board of Directors every four years at the Annual General Meeting, and may, in turn, delegate all or any of its powers to the Board of Directors. The Board of Directors may delegate all or any of its powers to Committees and Commissions duly appointed by it.

## **ARTICLE VIII: GOVERNING BODY**

The governing body of the Federation is the Annual General Meeting, and the Board of Directors is its implementing body, whose function is to manage and administer the affairs and business of the Federation.

### **A. BOARD OF DIRECTORS**

The Board of Directors shall consist of the President, who shall be elected in accordance with this Constitution, plus Fourteen (14) members of the Board, of whom at least two each shall be from East, South-East, South, Central and West Asia.



The Board of Directors shall, thereafter, elect Six (6) Vice-Presidents – one for each region and one (1) Vice President Development; one (1) Secretary General and one (1) Treasurer. As such there will be Fifteen (15) members including the President.

1. Membership of the Board shall be personal, and no member shall be accountable to any Association, either National or Regional, in respect of work on the Board.
2. The Board of Directors shall serve and act on an honorary basis for a period of four (4) years and the President will serve and act for a period of 4 years.
3. The period between two Annual General Meetings is to be considered as one year. Such Four-year term shall commence at the end of the Annual General Meeting at which they were elected until the end of the Annual General Meeting at which the successors shall have been elected. Re-election is permitted.
4. The Board of Directors shall be responsible to the Annual General Meeting.
5. The President of the Federation shall be elected at the Annual General Meeting for a term of four consecutive years, from a list of nominees nominated by the National Associations to which such nominee belongs.
6. The other members of the Board of Directors shall be elected in the Annual General Meeting from a list of nominees nominated by the National Associations to which such nominees belong.
7. The Vice Presidents, Secretary General and Treasurer shall be elected by the Board of Directors amongst their numbers who have been elected in the Annual General Meeting.
8. The Board of Directors may appoint Committees and delegate such duties, as the Board of Directors may consider advisable. The Committees shall serve and act on an honorary basis for a period of two (2) years.
9. The Board of Directors may co-opt any person within the Federation to be a member of the Board if a vacancy(ies) arise(s) at any time for any reason. The co-opted member shall serve until the next Annual General Meeting, at which time his / her appointment will be ratified.
10. The Board of Directors shall meet at least twice in each year. The quorum for the meetings shall be the President, who shall prepare and chair the meetings (with assistance of the ATF Office), and seven voting members. Decisions are taken by simple majority of votes cast. In the case of an equality of votes, the CHAIR shall have a second and the casting vote.



11. A resolution in writing signed by all of the Board of Directors shall be as valid and effectual as if it had been passed at a meeting of the Board of Directors duly called and constituted. In effect, Circular resolutions are permitted unless a member of the Board requests for a meeting.
12. All questions of procedure arising at, or in relation to, a meeting of the Board of Directors not specifically regulated by these Articles, or the Constitution shall be decided by the majority of the Board of Directors present.
13. If a Director has an actual or perceived conflict of interest in a matter that relates to the affairs of the federation, the CHAIR may request the relevant Director to excuse himself/herself from the meeting or to refrain from voting or participating in discussion on that matter. If there is an objection to the CHAIR's ruling or the conflict is with respect to the CHAIR, the Board (excluding relevant Director or CHAIR as the case may be) shall vote on the issue and a simple majority vote that a conflict exists or may exist is sufficient for the meeting to request the CHAIR or Board member concerned to excuse himself/herself from the meeting or refrain from participating in discussion on the matter.
14. Any member of the Board of Directors may be removed as a member by a two-thirds majority Resolution of the Council, following a two-thirds majority resolution of the Board of Directors.
15. Members shall not be entitled to payment for their services but shall, where possible, be provided travel and accommodation assistance.
16. The ATF Office shall keep complete record of the funds, income and expenses of the Federation and perform such other duties that normally pertain to that office.

## **B. OFFICERS**

The Officers of the Federation shall consist of the President; and up to six Vice Presidents, Secretary General, Treasurer or such other Officers as the Board of Directors may from time to time think necessary.

The Officers shall perform such duties as may be prescribed by this Constitution or assigned from time to time by the Board of Directors or the Council.



**a. THE PRESIDENT**

The President shall be CHAIR of the Board of Directors and the General Meetings as specified in this Constitution.

The President may remain a member of any National Association or Regional Body or any other office during the term of the appointment of the Federation.

**b. VICE-PRESIDENTS**

A maximum of six (6) Vice Presidents shall be nominated by the President with ratification of the Board of Directors, from within the members of the Board at the first Board of Directors meeting following the Annual General Meeting for their term equivalent to their term as a member of the Board.

Five of the six appointments have to be in regulation with the articles of the Constitution whereby the Regional representation is upheld by each of the sub-regional Vice President. Vice President Development may be nominated from any of the members of the Board with no regulation to the region.

**c. SECRETARY GENERAL**

A Secretary General of the Federation shall be nominated by the President with ratification of the Board of Directors, from within the members of the Board at the first Board of Directors meeting following the Annual General Meeting for the term equivalent to respective term as a member of the Board.

**d. TREASURER**

A Treasurer of the Federation shall be nominated by the President with ratification of the Board of Directors, from within the members of the Board at the first Board of Directors meeting following the Annual General Meeting for the term equivalent to respective term as a member of the Board.





## **C. HONORARY**

## **OFFICERS**

### **a. HONORARY LIFE PRESIDENT**

Persons who have rendered long and distinguished service as President of the Federation (including for this purpose past service as President of the Federation) may be nominated by the Board of Directors for the position of

Honorary Life President of the Federation. Any such election/ratification shall be conducted at the Annual General Meeting of the Federation.

Honorary Life President may attend and speak at all General Meetings and meetings of the Board of Directors but shall not be entitled to vote.

### **b. HONORARY LIFE VICE-PRESIDENTS**

Persons who have held the office of President and who have rendered long and distinguished service to the Federation (including for this purpose past service as President of the Federation) and persons who have rendered long and distinguished service as Vice-President of the Federation (including for this purpose past service as Vice-President of the Federation) may be nominated by the Board of Directors for the position of Honorary Life Vice-President of the Federation. Any such election/ratification shall be conducted at the Annual General Meeting of the Federation.

Honorary Life Vice-Presidents may attend and speak at all General Meetings but shall not be entitled to vote.

### **c. HONORARY LIFE COUNSELLORS**

Persons who have held the office of President and who have rendered long and distinguished service to the Federation (including for this purpose past service to the Federation) may be nominated by the Board of Directors for the position of Honorary Life Counsellor of the Federation. Any such election/ratification shall be conducted at the Annual General Meeting of the Federation.

Honorary Life Counsellors may attend and speak at all General Meetings but shall not be entitled to vote.



#### **D. COMMITTEES AND COMMISSIONS**

- a. Without prejudice to the generality of any power of delegation conferred upon the Board of Directors by these Articles, the Board of Directors may delegate any part of their work to Committees (including individual representatives) or Commissions. Such Committees or Commissions may include appropriately qualified persons, other than members of the Board of Directors. The Board may appoint Committee and Commission members for a two-year term. Representatives may be removed at any time by Resolution of the Board of Directors.
- b. The President shall ex-officio be a member of all such Committees and Commissions, without voting rights.
- c. Based on proposal submitted by the President, the Board of Directors appoints the Chairperson and members of each Committee and Commission for the specified term. Reappointments are permitted.
- d. Only representatives of Members whose membership fees and dues are not in arrears may be appointed to serve on Committees and Commissions.
- e. Amongst others and not limited to the tasks specified, the Chairperson shall manage and represent their Committee. In consultation and assistance of the ED ATF, the Chairperson shall set the date of meetings of the Committee. He / she is responsible for the proper conduct of business and for regularly reporting to the Board of Directors.

#### **ARTICLE IX: ELECTIONS**

The President and the members of the Board of Directors shall be elected by the Annual General Meeting complying with subsequent requirements and articles aforementioned in this Constitution.

The President and the Board of Directors will appoint an Independent ELECTION PANEL to ensure a free, fair and transparent Elections and lay out the complete rules and process for the Elections. The ATF Legal, Constitution & Ethics Committee can assist the Independent Election Panel in formulation of the rules and process for the Elections.



Paper Ballots will be used for the casting of votes and three different ballot papers will be used in actual casting of votes differentiated on the basis of the voting strength of the Member i.e. 3 categories as per the rules of this Constitution and annexure 1.

#### **A. NOMINATION OF CANDIDATES**

- 1) Nominations may be made only by the Full Members and duly authorized by the President, Secretary General or other legally appointed representative of such Member. Article VI B and VII applies accordingly
- 2) The nominated candidates shall be citizen of the respective country
- 3) The nominated candidate should have come to 25 years of age and in good standing with the National Association
- 4) Nomination for the post of President to be only received from the respective member country of the candidate
- 5) Representatives of a member whose membership fees and dues are in arrears will not be nominated
- 6) No member may have more than one representative on the Board of Directors.
- 7) No member may nominate more than one candidate for representation to the Board of Directors. Whilst with this condition in place, a member can nominate one candidate for post of President and one for representation to the Board of Directors.
- 8) Nomination of a delegate who meets the above qualifications, shall be received by the Federation – ATF Office, 30 days before the General Meeting,

#### **B. ELECTION OF PRESIDENT**

- 1) The President shall be elected before the other Board members pursuant to the following procedure:
  - i. If there is only one candidate, the candidate shall be declared elected.
  - ii. If there are two candidates, election shall be by secret ballot in which candidate supported by simple majority shall be elected.
  - iii. If there are more than two candidates, there shall be election by secret ballot, in which, if one candidate received more than 50% of the votes cast,



he/she shall be declared elected; and in case no candidate receives more than 50% of the votes cast, there shall be series of secret ballots of which each eliminates the candidate having the fewest votes.

- iv. In case of a tie, there shall be successive rounds between the tied candidates to declare a winner.

### **C. ELECTION OF BOARD OF DIRECTORS**

The following procedure shall apply to the election of the Board of Directors:

- 1) The nominations shall be listed on a ballot paper in alphabetical order and the names of retiring members nominated for re-election shall be marked thereon with an asterisk
- 2) Voting delegates shall delete the names of those candidates whom they do not wish to elect, leaving the names of those fourteen candidates they wish to elect. Any ballot paper submitted with more or less than fourteen undeleted names shall be null and void.
- 3) The Fourteen candidates with the highest number of properly recorded votes shall be declared elected in conformity with Article VIII A, fulfilment of regional qualification.

In case of a possible scenario of less than two (2) nominations from a sub-region for the election to the Board of Directors; to qualify the conditions laid down in Article VIII A for regional qualification and para above; those positions will be filled by the candidate/s with the highest number of properly recorded votes.

- 4) If several candidates poll equal votes and if the number of those candidates exceeds the number of remaining seats, there shall be further elections between those candidates only, to determine the winner of the remaining seat or winners of the remaining seats. If the result is equal in three consecutive rounds of elections, then the winner or the winners shall be determined by drawing lots.



## **ARTICLE X: DUES AND ASSESSMENTS**

- 1) All applications admitted for membership in the Federation shall pay an initial membership fee, which shall be fixed in the Annual General Meeting of the Federation from time to time.
- 2) All members shall pay an annual fee/due at the beginning of each fiscal year. The fiscal year of the Federation shall be the first day of January to the last day of December. The annual due shall be fixed by the Annual General Meeting from time to time.
- 3) A member with his annual due outstanding is not eligible to vote.

## **ARTICLE XI: FINANCE**

### **A. ACCOUNTS OF THE FEDERATION**

- a. Unless otherwise decided by the Annual General Meeting, the fiscal year of the Federation shall close on the 31<sup>st</sup> day of December, and an annual statement of account shall be prepared and audited as soon as possible thereafter. The audited statement of account shall be submitted by the Finance Committee along with the Board of Directors to the ensuing Annual General Meeting.
- b. The reporting currency of the ATF shall be in United States Dollars (USD)
- c. The income of the Federation shall include, but shall not be limited to:
  - i. Subscriptions
  - ii. Sponsorship money paid in respect of official events of the Federation
  - iii. Sanction Fees
  - iv. ATF Tennis Foundation
  - v. Contributions received
  - vi. Assistance by ITF
- d. The Board of Directors shall control the accounts of the Federation and any funds, which may be established for the official events or other activities of the Federation with the complete working and due diligence of the Finance Committee. The control and management of funds will be as determined by the Annual General Meeting in accordance with the budget approved.



## **ARTICLE XII: LEGAL**

### **A. LIABILITY**

For obligations and Liabilities of the Federation exclusively assets of the Federation are liable. No member is liable for any obligations or liabilities of the Federation.

## **ARTICLE XIII: ALTERATION TO THE CONSTITUTION**

- a) Any alteration/s to the Constitution and Articles shall require a two-thirds majority resolution of the Council. Any provision of the Constitution and Articles that requires a majority vote greater than two-thirds may be altered only by a vote of the same majority.
- b) If the Council shall resolve to amend any part of the Constitution and Articles it may delegate the responsibility of approval of the final wording, of any such amendment, to the Board of Directors.

## **APPENDIX 1: List of the Asian Tennis Federation Member Nations 2021.**

**ADOPTED AT ATF SGM ON 31<sup>ST</sup> AUGUST 2021.**

**CERTIFIED TRUE COPY**

**Sd/-**



**APPENDIX 1: LIST OF THE ASIAN TENNIS FEDERATION MEMBER NATIONS 2021.**

**GROUP A – 3 MEMBERS REPRESENTING 9 VOTES**

CHINA  
INDIA  
JAPAN

**3 Votes for Each Member**

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**GROUP B – 15 MEMBERS REPRESENTING 30 VOTES**

HONG KONG	UNITED ARAB EMIRATES
IRAN	INDONESIA
KUWAIT	KAZAKHSTAN
MALAYSIA	CHINESE TAIPEI
PAKISTAN	UZBEKISTAN
PHILIPPINES (S)	KOREA REP.
QATAR	THAILAND
SRI LANKA	

**2 Votes for Each Member**

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**GROUP C – 26 MEMBERS REPRESENTING 26 VOTES**

BAHRAIN	SYRIA
BANGLADESH	TAJIKISTAN
BRUNEI DERUSSULUM	TURKMENISTAN
CAMBODIA	VIETNAM
IRAQ	YEMEN
JORDAN	AFGHANISTAN
KYRGYZSTAN	BHUTAN
LEBANON	KOREA DPR. (S)
MONGOLIA	LAO
MYANMAR	MACAU
OMAN	MALDIVES
SAUDI ARABIA	NEPAL
SINGAPORE	PALESTINE (S)

**1 Vote for Each Member**

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**GROUP D – ASSOCIATE MEMBER - 1 MEMBER REPRESENTING 0 VOTE**

**TIMOR LESTE**

**0 Vote for Each Member**

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**\*\* (S) - SUSPENDED**

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