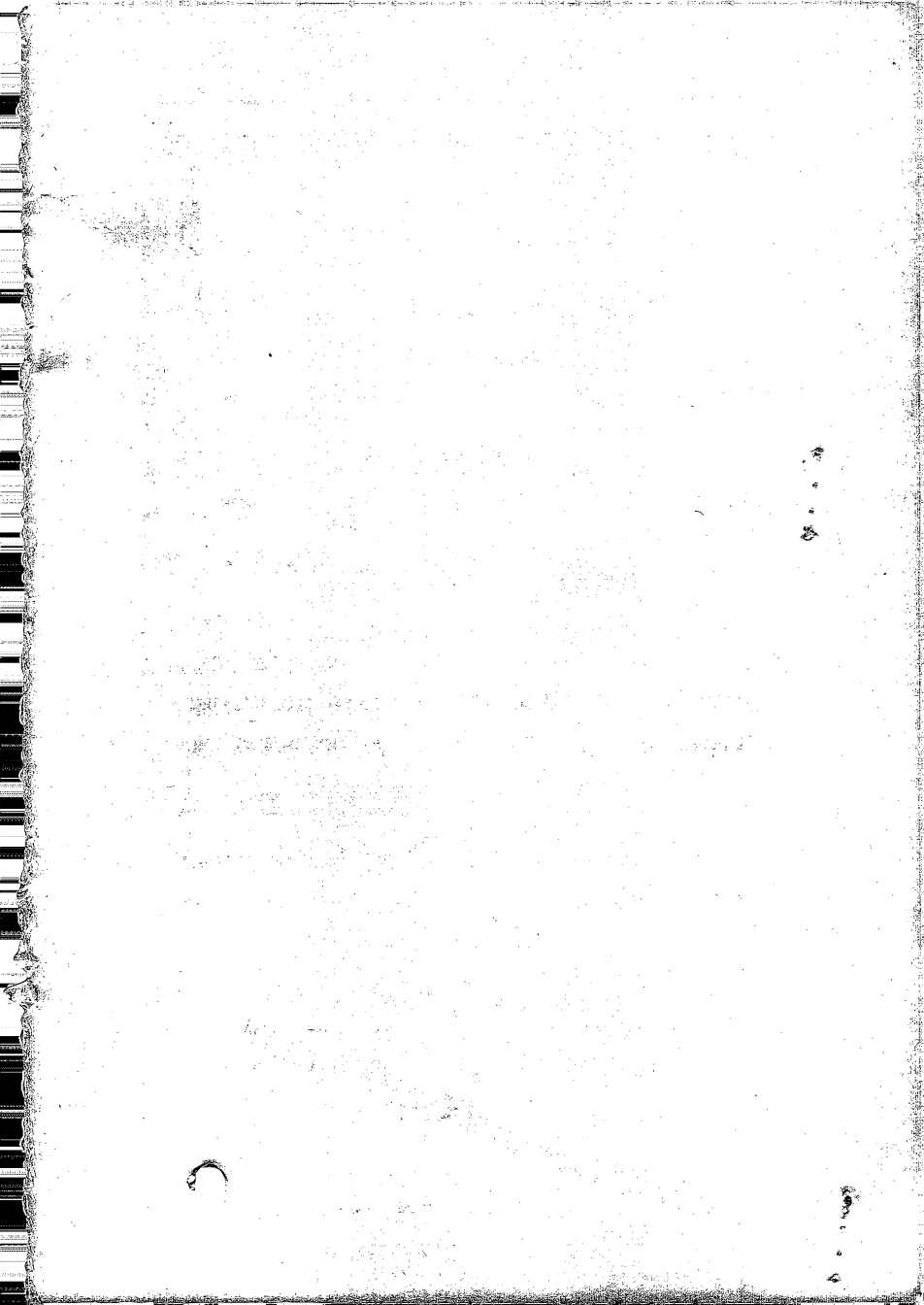


NATIONAL RIFLE ASSOCIATION OF PAKISTAN

**Constitution
and
Bye Laws**



- .6 P.O.A Pakistan Olympic Association.
- 3.7 NATIONAL On country-wide basis.
- 3.8 REGIONAL Areas restricted to the jurisdiction of a Member Unit.
- 3.9 CONSTITUTION The Constitution and Bye Laws of the NRAP.
- 3.10 MEMBER UNIT An Affiliated Association or Organization as per Article 5 herein.
- 3.11 SPORT The Sport of competitive marksmanship as practiced and played in accordance with ISSF Rules and Regulations or the Rules of the NRAP as may be framed from time to time.

4. AIMS & OBJECTS:

- 4.1 To act as the supreme body for the supervision, control, organization and management of target
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shooting as a sport, and for the supervision and guidance of all the member units within its jurisdiction.

- 4.2 To get affiliated with the Pakistan Olympic Association and/or if necessary with the Pakistan Sports Board or any other official authority constituted in Pakistan under I.O.C Charter for this purpose, and to get affiliated with the International Shooting Sport Federation, Asian Shooting Confederation, or any other international sports body as may be necessary if it serves the best interests of the Sport in Pakistan.
- 4.17 To construct, raise, erect, lease out, take on rent or lease, purchase or otherwise acquire any moveable or immovable properties or premises as deemed fit for the purpose and use of the NRAP.
- 4.18 To do all and everything necessary as required for the effective and efficient running, working, administration or organization of the NRAP as may
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he ancillary or incidental to the said Aims and Objects of the NRAP.

4.19 To appoint committees and to do all such things as may be incidental to and necessary for the attainment of the above mentioned Aims and Objects of the NRAP.

5. MEMBERSHIP:

The membership shall comprise:

- President
- Executive Vice President
- 5 provincial associations representing the Punjab, Sindh, the NWFP, Balochistan, and the Islamabad Federal Territory
- Pakistan Army
- Pakistan Navy
- Pakistan Air Force
- Universities Grant Commission (UGC)

5.1 All such units that have a direct affiliation status with the POA, and are qualified for admission to

membership, provided, the units have developed shooting facilities for their members and are active in the Sport.

- 5.2 Any new unit applying for members which otherwise cannot be part of a geographical unit and which does not maintain proper shooting facilities etc., in the form of ranges and equipment shall be eligible for membership with playing rights only but no voting rights.
- 5.3 The NRAP may elect any number of patrons. Only those persons will be eligible who donate Rs. 50,000/= or more to the NRAP or make an outstanding contribution to the NRAP or the Sport in some major way. A patron shall have no voting rights. He may retire upon his request.
- 5.4 No individual shooter or rifle club shall be directly affiliated as members of the NRAP. All clubs should obtain affiliations with their relevant Member Units,
- 5.5 All Member Units must encourage and nominate women in their ranks and associate them in
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organizing and setting up women wings within these associations. Member Units must also encourage and nominate women representatives to the General Assembly of the NRAP to establish the women wing at the national level.

6. MEMBERSHIP FEE:

- 6.1 The Patron-in-Chief, the President and the Executive Vice President shall be members of the NRAP without payment of any membership fee, except the patrons who wish to earn this status vide Article 5.3.
 - 6.2 Organizations affiliated to the NRAP shall pay Rs. 2,000/= as annual subscription fee or any other fee decided by the Executive Committee.
 - 6.3 The membership fee shall fall due on the first day of July each year, and shall be paid within three months from the date it falls due.
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6.4 No Member Unit shall be entitled to vote at any meeting of the NRAP or any of its sub-committee while its fees or any other dues are in arrears.

6.5 Members failing to pay their fee or dues within the time fixed may be removed from the membership.

6.6 All new applications for membership must be accompanied by the requisite membership fee of Rs. 1 Million a list of its members and a copy of its articles of association or constitution without which an application shall not be considered. Any subsequent change or amendment made in these articles of associations, bye laws/constitution must be intimated to the NRAP within thirty days of approval.

6.7 Once a members is removed for non-payment of fee by the NRAP, re-Admission will not be allowed until all arrears and, in addition, a penalty to be fixed by the Executive Committee shall have been paid.

6.8 The NRAP's financial year shall be from 1st July to 30th June.

GENERAL ASSEMBLY:

7.1 The supreme authority of the NRAP shall rest in the General Assembly comprising the following

7.1.1 President.

7.1.2 Executive Vice President.

7.1.3 Four Vice Presidents

7.1.4 Secretary General.

7.1.5 Treasurer.

1.6. In the General Assembly of NRAP, Punjab, Sindh, KPK and Balochistan will have 2 votes each and all the other affiliated units including Islamabad and departments will have 1 vote each.

D.S. Hodder

NATIONAL RIFLE ASSOCIATION OF PAKISTAN

7.1.7 At least 10% of the General Assembly shall comprise of women members.

7.1.8 In recognition of their contribution in the development of sport shooting in Pakistan PARA & Navy will have an extra representative in the general assembly but without any voting right. These representatives without any voting right in the general assembly will however be eligible for being elected in the executive committee.

7.2 Ordinary General Assembly meeting shall be held once every year before the end of October. Other General Assembly meetings shall be held as and when summoned by :

7.2.1 The President.

7.2.2 The Executive Committee, or

7.2.3 At the written request of not less than 3 Member Units.

7.2.4 The Quorum for the General Assembly meeting should be 55% of members in good standing.

7.3 The following business shall normally be transacted in the Ordinary General Assembly meeting :

7.3.1 To elect office bearers and members of the Executive Committee.

7.3.2 Admission and removal of members.

7.3.3 To consider and approve the Statement of Accounts, Balance Sheet and the Annual Audit Reports etc. The Statement of Accounts shall be audited every year by a firm of chartered accountants appointed by the General Assembly.

7.3.4 To frame, amend and approve the Constitution and Bye Laws of the NRAP

7.3.5 To take decisions about the levy of any contribution from the members.

7.3.6 To appoint auditors.

- 7.3.7 Any other business with the permission of the Chair.
- 7.4 In order to exercise their vote at a General Assembly meeting, the Members Units shall intimate the Secretary General. in writing the names of their representatives ten (10) days before the meeting. Change of representatives after this period shall be intimated by a resolution of the organization concerned or a letter from competent authority, to be submitted before the meeting.
- 7.5 All businesses transacted at a General Assembly meeting shall be recorded in the Minutes Book which shall be signed by the Chairman of the concerned meeting. Copies of the proceedings shall be supplied to all Member within one month of the meeting.
- 7.6 Twenty one (21) clays notice shall be necessary for any Ordinary General Assembly meeting, and
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not less than seven (7) days for adjourned meetings.

- 7.7 A meeting once convened cannot be adjourned for any reason other than lack of quorum. An adjourned meeting shall be held without quorum restriction.

8. ELECTION OF OFFICE BEARERS :

- 8.1 The following Office Bearers of the NRAP shall be elected every four years at the Ordinary General Assembly meeting :

8.1.1 President.

8.1.2 Executive Vice President.

8.1.3 Four Vice Presidents.

8.1.4 Secretary General.

8.1.5 Treasurer.

8.1.6 Two Associate Secretaries (including one lady members)

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8.1.9. President, Secretary General and the Treasurer will be allowed a maximum of two tenures of 04 years each in any of the above office of NRAP, after which they will become ineligible for holding the same post.

8.1.7 Six members of the Executive Committee (may include a lady member).

8.1.8 Except for President and Executive Vice President, all other Office Bearers and Executive Committee Members shall be elected from amongst the nominated representatives of Members Units, Art 5 and shall have the right of vote.

9 POWERS AND DUTIES OF OFFICE BEARERS:

9.1 The President :

The President shall be the Chief Executive Officer of the NRAP. He shall preside at the General Assembly / Executive Committee Meetings and shall exercise general supervision on the affairs of the NRAP.

He shall exercise his good offices to ensure the availability of means and conditions for the development and growth of the Sport.

In the case of a tie in votes he shall have the casting vote.

9.2 Executive Vice President

He shall assist the President in the discharge of his duties. In the case of the President's absence, he shall preside over meetings of the General Assembly / Executive Committee, and during the intervening period, act as the Chief Operating Officer of the NRAP and manage its executive affairs. He shall also act as the Chairman of the Selection Committee to select the national shooting teams and officials to represent the country in international shooting championships and such other competitions, and international meetings/conferences as held from time to time in the interest of Sport.

9.3 Vice Presidents:

They shall perform all duties as are assigned to them by the President/Executive Vice President. One of the Vice Presidents shall in the absence of

the Executive Vice President be elected to chair the meeting.

9.4 Secretary General :

The Secretary General of the NRAP shall act :

9.4.1 As the secretary of the NRAP, the Executive Committee and other sub committees unless otherwise decided in any specific case

9.4.2 To perform all his duties under the guidance of the President and the Executive Vice President:.

9.4.3 To superintend and control the work of the NRAP's office.

9.4.4 To sign on behalf of the NRAP and to conduct its correspondence.

9.4.5 To issue notices and agenda for the meetings.

- 9.4.6 To convene the meetings of NRAP subcommittees and to issue their agendas and minutes.
- 9.4.7 To include in the agenda of the General Assembly Meetings and Executive Committee Meetings or other meetings any matter duly proposed and seconded by members and delivered in the office of the NRAP one (1) month, and fifteen (15) days, respectively, before the schedule dates of the meetings.
- 9.4.8 To maintain correct and updated Register of Member Units and their bona fide representatives.
- 9.4.9 To record proceedings of all meetings and to obtain approval of the chairman of the concerned meeting of the recorded proceedings and to supply copies to members.
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9.4.10 To prepare the Annual Budget of the NRAP in consultation with Treasurer and have it approved by the Executive Committee,

9.4.11 To maintain all files and record of the NRAP complete and updated.

9.4.12 To keep a permanent imprest advance of Rs. 3000/= to meet expenses of contingent nature which may be recouped from time to time and to maintain a register showing its expenditure.

9.4.13 To file any law suits, appeals or take legal measures to protect the interest of the NRAP or its Member Units or the Sport as authorized by the Executive Committee.

9.5 Treasurer:

9.5.1 To maintain accurate and updated accounts of the NRAP and to certify copies of entries in books.

- 9.5.2 To receive and deposit immediately in the bank account all monies received on behalf of the NRAP and make payments as sanctioned by the Secretary General in accordance with the approved Budget.
 - 9.5.3 To assist the Secretary General in preparing the budget, and to get the accounts audited every year, and to present the Audit Report in the Ordinary General Assembly meeting.
 - 9.5.4 To act as the custodian of all the NRAP assets, arms and ammunition etc, and to maintain an updated stock register, and to manage all issues and receipts.
 - 9.5.5 To obtain and maintain an updated dealers arms license.
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9.6 Associate Secretaries:

The Associate Secretaries shall perform such duties as may be assigned to them by the President, the Executive Vice President or the Secretary General.

10. EXECUTIVE COMMITTEE:

10.1 The Executive Committee shall consist of sixteen (16) members which include

10.1.1 The President

10.1.2 The Executive Vice President

10.1.3 Four Vice Presidents

10.1.4 The Secretary. General

10.1.5 The Treasurer

10.1.6 Two Associate Secretaries which may include a Lady Member

10.1.7 Six Members, elected in the General Assembly.

10.2 Officer Bearers or Members of the Executive Committee shall be elected by name, and proxies shall not be permitted, except for the Armed Forces and departments who may replace their representatives under intimation to the Secretary General at least seventy two (72) hours before a meeting.

10.3 The Executive Committee shall be competent to fill in any vacancies created during the term through an internal election based on recommendation received from Member Units.

Any member who fails to attend three (3) consecutive meetings of the Executive Committee without due advance notice and approval from the President/Executive Vice President shall become liable for replacement and the vacancy thus created shall be filled in through internal election. A warning to this effect shall be served on the member concerned by the Secretary General after two consecutive absences prior to initiation of

replacement action after a third consecutive absence. Two such warnings issued to member within a year shall be liable for replacement action.

10.4 Meeting of the Executive Committee shall be held at least once in six (6) months and at other times when summoned by the President or the Executive Vice President, the Secretary General, or at the written request of at least three members of the Executive Committee. Quorum of the meeting shall be five (5). Seven (7) days notice shall be necessary for the Executive Committee meetings. The Agenda for a meeting shall also be circulated alongwith the notice of the meeting.

10.5 The Executive Committee shall exercise all the powers of the NRAP except those reserved for the General Assembly, and shall in particular have the following powers and duties;

10.6.1 To observe the provisions of the Constitution in all its transaction.

- 10.6.2 To ensure maintenance of true and accurate accounts of all monies received and expended and all stocks bought and sold.
 - 10.6.3 To raise funds for the NRAP
 - 10.6.4 To sanction expenditure of the NRAP.
 - 10.6.5 To hold shooting championships and tournaments to popularize, improve and develop the Sport.
 - 10.6.6 To hold and organize international and national championships and shooting events in the national or international games.
 - 10.6.7 To organize training and coaching camps for the national shooting teams.
 - 10.6.8 To appoint a Selection Committee consisting of three (3) persons for selection of shooting teams for participation in international
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championships & sanction expenditures for the same.

- 10.6.9 To appoint other sub-committee as may be required to oversee the various institutional functions of the NRAP.
 - 10.6.10 To decide about any other matter referred to it by the General Assembly or any sub-committee.
 - 10.6.11 To consider grants in aid to Member Units.
 - 10.6.12 To do all such things as may be incidental or conducive to the attainment of the Aims and Objects of the NEAP.
 - 10.6.13 To frame amend and approve rules of business for conducting the business affairs of the NRAP and its various sub-committees.
 - 10.6.14 To consider disciplinary cases and to take action against any Member Unit or
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individual contravening the rules, regulations, or the Constitution and Bye Laws of the NRAP.

- 10.6.15 To consider the enhancement/reduction of annual fees payable by Member Units.

GENERAL & MISCELLANEOUS:

- 11.1 The Headquarters of the NRAP shall be in the city where the Secretary General shall reside.
- 11.2 All Funds of the NRAP shall be deposited in an approved bank, in the name of the N RAP and shall not be withdrawn except under the joint signature of the Secretary General and the Treasurer.
- 11.3 All stocks of the NRAP to be jointly maintained and issued by the Secretary General and Treasurer after approval of the Executive Committee.
- 11.4 In the case of emergent matters when holding of a meeting is not possible, the Secretary General
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may obtain the decision of the Member Units by post or by telegram/e-mail votes and act according to the majority of votes, provided the votes so obtained are preserved in then NRAP record, and the matter is laid at the next meeting for formal approval, If, however, there is no time to take postal votes, then the Secretary General may take a decision after obtaining approval from the President or the Executive Vice President, and have the same regularized in next Executive Committee meeting as provided above.

- 11.5 No amendment to these Bye Laws shall be made except at an Ordinary General Assembly meeting, provided due notice of proposed amendment is given to the Member Units at least seven (7) days before the date of the meeting. Such amendment shall be adopted by a two-third majority of members attending the meeting.
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- 11.6 Any matter not covered by these Bye Laws shall be decided by the General Assembly by a majority of vote.
- 11.7 The interpretation of these articles of the Constitution and Bye Laws by NRAP Executive Committee or the General Assembly, as the case may be, shall be final.
- 11.8 If upon winding up the affairs of the NRAP there remains after the satisfaction of all debts and liabilities any assets or properties, the same shall not be paid to or be distributed among the Member Units but shall be transferred to the POA or to another such body as engaged in a similar sport.
- 11.9 No shooter or group of shooters of an affiliated body may correspond with or approach the NRAP or its office bearers, or foreign or zonal Organization directly. All such correspondence shall be channeled through their respective Member Unit / NRAP. In cases of serious nature
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affecting the Sport and sportsmen in general, an appeal may be addressed to the President through the Secretary General.

- 11.10 No shooter shall be allowed to participate in any Championships organized by the NRAP or any other Member Unit unless his name is approved or proposed by his concerned regional Member Unit.
- 11.11 No All Pakistan or Inter Provisional Shooting Championships shall be organized by any Member Unit or any other body or organization without prior approval of the NRAP.
- 11.12 The executive committee of a Member Unit holding championships under the authority of the NRAP must submit to the NRAP within one month of the conclusion of the championships a complete copy of the results of relevant championships, and the relevant target papers in cases of disputes or record claims, if required by the NRAP.
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11.13 A Member Unit will be fully responsible for its shooters participating in a championships or a contest not duly sanctioned by the NRAP or for which the Member Unit does not have the prior permission of participation from the NRAP, and the NRAP in such case may take such disciplinary actions as the Executive Committee may approve.

11.14 All Member Units shall abide by the rules and regulations and directives and instructions of the NRAP with regard to the holding of any championships or trials, and shall be responsible for the conduct and behavior of their members and shooters participating in such championships. In case of any misbehavior, contravention of rules of conduct or participation, or any breach of discipline, the NRAP Executive Committee shall have the authority to take action which may include.

11.14.1 Debarring of such a Shooter / Club / or

Member Unit from taking part in any championships for any period of time.

11.14.2 Disaffiliation of the Member Unit.

11.14.3 Impose a fine on the individual or Member Unit concerned.

11.15 No shooter shall be allowed to change his membership without prior written consent of his parent club and/or provincial association.

11.16 All Member Units, except those representing the Armed Forces shall submit their Articles of Association or Constitution and Bye Laws, together with any periodic changes made therein promptly to the Secretary General. Any change made but not submitted to the NPAP promptly shall not be accepted as a valid change. Such Articles, or changes therein shall bear the signatures of both the President and the Secretary of the concerned Member Unit.

- 11.17 A representative of the NRAP shall be invited to sit as an observer in the conduct of their elections by all Member Units. Any elections held by a Member Unit to elect its office bearers wherein the NRAP is not represented as an observer may not be accepted as valid and such a Member Unit may lose its voting rights in the NRAP as a consequence thereof.
- 11.18 Only duly affiliated Member Units shall be recognized by the NRAP as bona fide Members & subject to clauses 5 & 6, all unauthorized or parallel bodies shall be discouraged and denied recognition and support in accordance with the IOC & POA directions on the subject.
- 11.19 The NRAP and its Member Units shall make every endeavor to ensure that only law abiding citizens with clean and respectable record shall be enrolled as members and enjoy its protection, and facilities. Any act on the part of a member which amounts to breach of law or which brings
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disrepute to the Sport shall be liable to disciplinary action under Article 11.14

11.20 ARBITRATION

All disputes arising in the working, functioning and performance of the NRAP and/or any of its Member Units within itself or amongst each other shall be resolved through arbitration. No Member Unit or any member (person) affiliated in any manner with the NRAP shall take their disputes of any nature relating in any manner with the Unit or the NRAP to any Court of Law, but to the arbitration to be conducted by the president concerned or by any other person so authorized by the president concerned. The disputes in the subordinate units of a Member Unit from the lowest level up shall be referred to the president of the next higher level unit for arbitration and redress. The disputes in the NRAP itself if not resolved by the Executive Committee, shall be referred to the Pakistan Olympic Association

(POA) for their resolution. The Executive Committee of the POA shall be the Court of Appeal for the resolution of disputes arising in the NRAP, and its decision shall be final and binding.
