

# Constitution



**Pakistan Body Building  
Federation  
Lahore - Pakistan**

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SH. FAROOQ IQBAL  
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Pakistan Bodybuilding Federation

# **Constitution**

## **of**

### **Pakistan Body Building Federation**

#### **I. Title**

The Organisation shall be called the “**Pakistan Body Building Federation**”.

#### **II. Jurisdiction.**

The Jurisdiction of Pakistan Body Building Federation shall extend throughout Pakistan, the acceding States and the territories under the control of Government of Pakistan.

#### **III. Interpretation of Terms.**

|         |  |
|---------|--|
| WBPF    | ...World Body Building and<br>Physique Sports Federation |
| ABBF    | ...Asian Body Building Federation                        |
| PBBF    | Pakistan Body Building<br>...Federation.                 |
| MEMBER  | ...Affiliated Association.                               |
| Amateur | ...As defined by WBPF.                                   |

Eligible ...Born or having acquired nationality of Pakistan or the States therein.

Federation ...Pakistan Body Building Federation.

#### **IV. Aims and Objects.**

The Aims and Objects of PBBF shall be:

1. To promote and develop physical culture as much as it relates to 'Body Building in Pakistan.
2. To maintain general control of Body Building in Pakistan.
3. To promote the formation of affiliated organisations.
4. To co-ordinate activities in respect of Body Building in all ways including holding of inter provincial contests etc. and organising or re-organising national championship.
5. To collect funds for the purpose of PBBF and employ the same in such a manner as may be considered desirable for the aims and objects of the Federation.
6. To select teams to represent Pakistan abroad and to promote, control and finance visits by such teams.
7. To promote, control and if necessary to finance the visits to Pakistan of foreign teams.

8. Generally to do all such other things and acts as maybe convenient and/or conducive to the carrying out of the objects of the Federation.
9. To standardise and control judging.
10. To certify the amateur status of the Pakistani representatives for international contests.
11. To affiliate with WBPF, ABBF and such other organisation as may be deemed necessary.

#### **V. Membership.**

The membership of PBBF shall consists of:-

- (a) Affiliated provincial organisations or such organisa-tions as the General Council may desire.
- (b) President and Vice-Presidents need not necessarily by representatives of Members.

#### **VI. Subscription.**

1. President, Vice Presidents shall be members of PBBF without payment of any membership fee.
2. Each Member Organisation shall pay to PBBF an annual subscription of Rs. 1,000/- or such sums as may be fixed by the General Council from time to time.
3. No member shall have the right to vote at any meeting of PBBF or of a committee or subcommittee there of unless the subscription for the year and other dues if any have been paid.

4. The PBBF financial year shall be from 1st July to 30th June.
5. Annual subscription shall be due from the start of the official financial year and shall be paid within three months from the date which it falls due.
6. Members failing to pay the dues within the time fixed will be liable to be removed by General Council.
7. All applications for membership must be accompanied by the requisite amount without which it shall not be considered.
8. Once a member is removed for non-payment by the General Council readmission will not be allowed unless arrears and in addition a penalty to be fixed by the General Council are paid in advance.

#### **VII. General Council.**

The supreme authority of the Pakistan Body Building Federation shall vest in the General Council consisting of:-

1. President.
2. Vice-Presidents (Maximum Seven).
3. Two representatives of each affiliated member.

#### **VIII. Powers & Duties of the General Council.**

1. To admit to membership of PBBF any organisation applying for membership in accordance with the rules of the Federation Orders on such application should be passed within three months.



2. To elect office-bearers.
3. To appoint the Executive Committee and such other Standing Committees as it may think necessary for carrying on the work of PBBF.
4. To appoint sub-committee as and when it is deemed necessary.
5. To adopt the annual report submitted by the Honorary Secretary.
6. To pass the audited statements of accounts and budget estimates.
7. To hold, control and administer the property and funds of PBBF.
8. To make and amend articles of Constitution and rules of PBBF as and when considered necessary.
9. To frame rules in accordance with the articles of Constitution.
10. To consider and decide matters not covered by the rules.
11. The General Council may delegate any or all of its powers except those mentioned in clauses 2, 5 and 6 of Articles VIII to Executive Committee or any sub-committee or the President.

12. To take such other steps as may be necessary and expedient.
13. To remove from membership any member of the General Council by two-third majority present in the meeting.
14. To frame rules to carry out the objects of PBBF.

Note No. 6: The Council may consider the advisability of setting up a Finance Committee with the following powers:-

- (a) To examine accounts and scrutinize proposals for expenditure.
- (b) To consider and comment on the annual accounts and the financial estimates prepared by the Treasurer before they are submitted to the Executive Committee.
- (c) To fix limits for the total expenditure (recurring as well as non-recurring) for the year on the basis of the income and resources of the National organization, and
- (d) To consider and decide proposals for expenditure not provided for in the budget.

#### **IX. Office Bearers.**

- (a) Following shall be the office bearers of PBBF and shall be elected by the General council:-



President.

Vice-Presidents (two or more).

Honorary Secretary.

Honorary Treasurer.

Hony: Associate Secretary.

- (b) All office bearers shall hold office for FOUR years unless they vacate office before it OR removed.
- (c) The office bearers shall be eligible for re-election. Provides that a person cannot hold the office of President, the Honorary Treasurer for more than two tenures.

## **X. Powers & Duties of the Office Bearers.**

### **I. President.**

(a) The President shall convene and normally preside over all the meetings of the General Council, the Executive Committee and of any other Committee of which he is a member. In case of equality of votes he shall have a casting vote. If in the opinion of President any emergency has arisen which requires that immediate action should be taken, he shall take such action as he deems necessary and shall report the same at the next meeting of the General Council or the Executive Committee whichever in the ordinary course would have dealt with the matter.

(b) The President may at his discretion when he is satisfied that the continuance in office of any member of the Association is not in the best interests of PBBF may direct such member to vacate office and thereupon the member thus shall cease to be a member of the Association

or hold any office as the case may be. The President may also fill the vacancy thus caused temporarily, from amongst the member of PBBF pending election by the General Council.

**2. Vice President:**

In the absence of the President, one of the Vice-Presidents, in the order of election, shall exercise all powers of the President and shall preside over all meetings. If the President or any of the Vice-President is not available the house may elect one of its own members to preside over the meeting.

**3. Honorary Secretary:**

The Honorary Secretary shall:-

- (a) be the Secretary of General Council and the Executive Committee.
- (b) carry on correspondence on behalf of PBBF on the directions from the President and give effect to the resolutions of the General Council and the Executive Committee.
- (c) issue notice of meetings and record minutes of the same and shall be responsible for their maintenance.
- (d) be responsible for the maintenance of other records or registers\* as well as the custody of all papers of the Federation and for carrying out other duties that may be entrusted to him.
- (e) call the meetings of the General Council, Executive Committee with the consultation of the President or in his absence the Senior Vice-President.

#### **4. Honorary Associate Secretary:**

In the absence of Honorary Secretary, the Honorary Associate Secretary, shall perform all duties of the Honorary Secretary and such other duties as may be assigned to him by the President or the Executive Committee.

#### **5. Honorary Treasurer.**

The Honorary Treasurer shall:-

- (a) exercise general supervision over the funds of PBBF and advise the General Council/Executive Committee as regards financial policy.
- (b) receive all subscriptions and donations and keep a regular account of receipts and disbursements.
- (c) be responsible for all money received by PBBF from whatever source derived and shall issue receipts for the same.
- (d) submit to the General Council at the Annual General Meeting a statement of the receipts and expenditure, the balance sheet as audited and financial estimates approved by the Executive Committee.

#### **XI. Procedure for Annual Meetings of General Council.**

The Annual meeting of the General Council shall be held at least once in a calendar year . The Secretary shall give not less than 15 days notice of the meeting to all

members and shall circulate with the notice a copy of the Agenda. The, business transacted at the meeting shall include:-

- (1) The adoption of the annual report Presented by the Honorary Secretary.
- (2) Passing of the audited statement of accounts and the budget estimates Presented by the Honorary Treasurer.
- (3) The election of office bearers (in the year elections are held).
- (4) Votes may be taken either by show of hands or ballot as may be decided by the General Council. All matters shall be decided by a majority of votes, provided that no amendment to the constitution shall be made unless it is carried by a majority of at least two-thirds of the members present.
- (5) The minutes of all the meetings of the General Council shall be recorded by the Secretary and after the approval of the President they shall be circulated to members. At such meetings the minutes of the previous meetings shall be confirmed after considering any objection that may be raised.
- (6) In the interval between two meetings of the General Council any action that might be taken



may be so taken, if the President so desires, after consulting the members by post or telegram, and in every such case, the votes so taken shall be recorded by the Secretary and the decision reported at the next meeting.

- (7) At a meeting of the General Council one-third of the members shall form a quorum. If at any meeting there is no quorum, then meeting may be adjourned to a date not earlier than ten days later. No quorum shall be necessary for an adjourned meeting provided that no less than a week's notice is given to members of the adjourned meeting. Provided that no amendment in the constitution shall be made unless there is a quorum of at least 1/4th of total members in the adjourned meeting.
- (8) Except for want of quorum no meeting of the General Council once convened shall be postponed or cancelled unless two third of the members asked for postponement or cancellation.
- (9) Notices of resolutions to be brought up at the Annual Meeting of the General Council shall be given in writing of the Secretary not later than one month before the date of the meeting. These shall be incorporated in the Agenda or sent separately as supplementary agenda if received after the issue of the regular agenda. Provided that a resolution

due notice of which has not been given may be brought up for the consideration of the General Council with the permission of the President.

- (10) In order to exercise their votes at a meeting of the General Council the member organisations shall intimate in writing to the Honorary Secretary the names of their two representatives by the 1st of November every two years. Any change of representatives during the period of two years shall be intimated in writing. The representation shall be supported by a resolution of the organisation concerned or a letter of authorisation signed by the Secretary and countersigned by the President of the organisation concerned.

## **XII. Special Meeting of the General Council.**

1. Special meetings of the General Council may be called at any time by a resolution of the General Council or on a requisition in writing of at least one-fourth of the members or at the discretion of the President, to consider such matters as may be mentioned in the resolution or requisition or as may be indicated by the President\* The Secretary shall give not less than 15 days notice of such meetings to all members and shall also circulate with the notice a copy of the Agenda.



2. In case of emergency, the President at his discretion may convene a meeting at a shorter notice.

### **XIII. Executive Committee**

The Executive Committee shall consist of the President, Vice-Presidents, Honorary Secretary, Honorary Treasurer, Honorary Associate Secretary and five members elected by the General Council from amongst the members of affiliated organisations. The total strength of the Executive Committee shall be seventeen.

The Executive Committee shall:-

- (a) conduct all the affairs of PBBF and see that the general provision of the Constitution, the regulations and the rules of PBBF are complied with.
- (b) sanction and control expenditure in accordance with the budget approved by the General Council, and shall generally supervise and conduct the business of the Federation.
- (c) hear and decide all questions submitted to it which lie within its powers. All its decisions shall be complied forthwith but an appeal therefrom may be filed with the General Council by any member who is dissatisfied with the decision of the Executive Committee. It shall also circulate with the notice a copy of the Agenda.

- (d) appoint auditors who would invariably be Chartered Accountants and to fix their remuneration.
- (e) meet not less than three times a year.
- (f) be competent to fill in any vacancy occurring during the period of two years from amongst its members.
- (g) may delegate any of its powers to :-  
President  
Vice-President, Honorary Secretary or  
a Sub-Committee from amongst its members.
- (h) exercise such powers as are delegated to it by the General Council.
- (i) To take disciplinary action against officials and competitors where-ever and when-ever required.
- (j) the quorum of the Executive Committee shall be five.

NOTE 1. The time and place for such meetings shall be fixed by the President and a notice shall be issued the Secretary to each member of the Executive Committee at least 7 days before the date fixed for such a meeting provided that the meeting may be called at a shorter notice. The Agenda for the meeting shall also be circulated along with the notice of the meeting.

2. No proxy shall be allowed at the Executive Committee meeting.

### **Miscellaneous**

- 1) All funds of the Association shall be deposited in a Bank selected by the General Council in the name of the Association and shall not be withdrawn except under the signature of the President or the Vice-President and Honorary Treasurer OR by the Honorary Secretary and the Honorary Treasurer, Hony Secretary and Associate secretary.
- 2) The interpretation of the articles of the Constitution by the PBBF General Council shall be final.

### **XIV. Arbitration.**

Dispute amongst the members Organizations shall be referred to an Arbitrator(s) to be appointed by the next higher Organization. The award of the Arbitrator(s) shall be deemed as final.

### **NOTE 7.**

For instance a dispute at the Tehsil level will be referred to the President of the District Association who will appoint an Arbitrator (s), receive the award and communicate it to the President of the Tehsil Association for implementation.

A dispute at District level will be dealt with as laid down above at the Divisional level and the dispute at the Divisional level will be dealt with at the Provincial level.

In all cases the National Body will be Final Court of Appeal and no dispute whatsoever be referred to a court of law by any individual or affiliated organisation at any level.

Any member, official, body Builder, or coach, giving statements in the Press or passing derogatory remarks or going over the head of the Federation to the Ministry or to the Pakistan Sports Board, shall be debarred for a period to be fixed by the Executive Committee.

  
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