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## CONSTITUTION OF THE PAKISTAN POLO ASSOCIATION 2021

### PREAMBLE

WHEREAS it is expedient to arrive at an order regulating the activities of Polo in Pakistan and to evolve a system and mechanism for its discipline, administration, supervising and other matters connected therewith or ancillary thereto.

### CHAPTER 1 - STATUS & INTERPRETATIONS

#### 1. **SHORT TITLE, EXTENT, APPLICATION AND COMMENCEMENT**

- 1.1 This constitution may be called the Constitution of Pakistan Polo Association (hereinafter "PPA").
- 1.2 It extends to the whole of Pakistan.
- 1.3 It shall apply to every member, affiliated clubs and all individuals, group of individuals and committees made under the PPA.
- 1.4 It shall come into force at once.

#### 2. **APPLICABILITY.** It shall come into force at once.

#### 3. **HEADQUARTERS.** The Headquarters of the PPA shall be managed and established by **The President's Bodyguard** or as decided by the Chairman.

#### 4. **INTERPRETATION OF TERMS**

- 4.1 **AGM** Annual General Meeting of Members held in accordance with the provisions of this Constitution.
- 4.2 **Association** PPA.
- 4.3 **Chairman** Chairman PPA.
- 4.4 **Club** Any Equestrian facility which caters for the discipline of polo and allied facilities and offers it to community.
- 4.5 **Committee** Committee established in terms of this constitution.
- 4.6 **Constitution** Constitution of PPA.
- 4.7 **Constitutional Jurisdiction** Means the administration of PPA shall be effective in entire Islamic Republic of Pakistan.
- 4.8 **COAS** Chief of Army Staff.
- 4.9 **Elected Members** Members of Executive, Handicapping, Awards and Rules / Discipline Committees.

- 4.10 **ECM** Executive Committee Meeting.
- 4.11 **FIP** Federation International Polo.
- 4.12 **Game** Equestrian Polo.
- 4.13 **Good Standing** The status assigned to a member of a club where he or she has been regularly paying dues to the PPA and is not a defaulter, moreover, has not repeatedly violated discipline and good order. Furthermore, he or she has not been adjudged to any form of sanction, suspension or disciplinary censure. This shall also be applicable to a club affiliated with PPA.
- 4.14 **Patron** "An amateur player / non player (but an owner of a team) who hires local or foreign professional player (s) and has a string of horses to mount himself and his foreign professional players, bears the expenses of his team himself or by getting sponsorship, is a member of a club/PPA and meets the requirements as laid down in the PPA Constitution, is eligible to be considered a patron.
- 4.15 **Professional** "A polo player who gets paid to play polo and makes his livelihood by doing so, owns a decent string of horses to support his/her handicap/game and/or may be provided mounts by the patron if so agreed by them. Must have a minimum of three goals handicap, minimum for two seasons (or as may be specified by the PPA from time to time). Is a member of a club of PPA and meets requirements as laid down in the PPA constitution is eligible to be called a professional."
- 4.16 **Professional (Foreign)** "A Foreign and/or Non-resident Pakistani Polo Player who gets paid to play polo and is mounted by the patron, has a minimum of (2) two goals handicap minimum for two seasons (or as may be specified by the PPA from time to time) and, also

## CHAPTER 2 - JURISDICTION & OBJECTIVES

### 5. JURISDICTION

- 5.1 The jurisdiction of the PPA shall extend throughout Pakistan, including Islamabad Capital Territory, AJ&K, Gilgit - Baltistan and other territories at present and purportedly to be under the control of Pakistan.
- 5.2 PPA being the supreme / governing organization will be responsible for all polo activities in the Country.
- 5.3 The provisions of this constitution (PPA) shall have effect, applicable and binding upon all its members, committees, sub committees, individuals, group of individuals of PPA and bodies and clubs affiliated or caused to be affiliated with the PPA.
- 5.4 In case of inconsistency in any of the provisions of this constitution and constitution of affiliated clubs, the provisions of PPA Constitution shall prevail.
- 5.5 The Association shall regulate and control all matters arising out of the national conduct of the game. It shall administer functions through an EC.
- 5.6 The Association shall be responsible to make every effort to support, promote and control the game of polo, safeguard the interest of affiliated clubs and individual members and coordinate their efforts at regional, national and international level.

### 6. OBJECTIVES

- 6.1 To act as the national controlling body of all forms of Equestrian Polo and to promote, develop and regulate the sport in Pakistan.
- 6.2 To follow and enforce the Rules and Regulations of PPA, FIP and HPA or as decided by the Executive Body of the Association.
- 6.3 To communicate with the Pakistan Sports Board, FIP, HPA and other Governmental Bodies where required.
- 6.4 To follow the PSB constitution and Sports Policy of the Government in letter and spirit.
- 6.5 To facilitate formation of affiliated Clubs.
- 6.6 To ensure better administration and technical structures of the polo clubs.

- meets other requirements as laid down by the PPA, from time to time, is eligible to be called a Foreign Professional."
- 4.17 **Guest Player** Guest Player means an amateur player who plays polo in any registered polo club on a short term basis in accordance with the terms specified in the PPA Constitution or by the EC from time to time. Nevertheless, no foreign guest can play with another foreigner in the same team, save for tournaments where two foreign professionals are allowed to play.
- 4.18 **HPA** Hurlingham Polor Association, of United Kingdom
- 4.19 **Member unit** Association / Organization affiliated with the Federation.
- 4.20 **IOC** International Olympic Committee.
- 4.21 **Other** ICT, AJ&K and Gilgit - Ballistan Association(s).
- Associations**
- 4.22 **Player** Equestrian Polo Player.
- 4.23 **POA** Pakistan Olympic Association.
- 4.24 **NOC** National Olympic Committee.
- 4.25 **PPA** Pakistan Polo Association.
- 4.26 **Polo / Sport** Game of Equestrian Polo.
- 4.27 **PSB** Pakistan Sports Board.
- 4.28 **Services/  
Organizations** Departmental Sports Organizations constituted at national level viz:- Pakistan Army, Pakistan Air Force, Pakistan Navy, Civil Armed Forces, Pakistan Railway, Police and WAPDA etc.
- 4.29 **WADA** World Anti-Doping Agency.
- 4.30 **Year** Means a calendar year.



- 6.7 To establish training Camps and organize tournaments for expanding and raising standard of polo in Pakistan.
- 6.8 To coordinate and control activities in respect of polo by all ways and means including the holding of tournaments, organizing of National, Senior and Junior Championships, under its own or under the auspices of any of its affiliated member clubs.
- 6.9 To select teams and officials to represent Pakistan in the polo tournaments to be held within the Country and abroad.
- 6.10 To create, standardize and regulate structures of Technical Officials / Referees / Judges / Umpires, Coaches and Administrators under EC of the Association.
- 6.11 To encourage the qualification of individuals as officials, umpires, coaches, and event organizers.
- 6.12 To encourage and ensure the appointment of coaches at all levels within the private and public spheres.
- 6.13 To ensure increase in the number of individuals registered with PPA and to actively develop and build human capacity.
- 6.14 To decide disciplinary matters, address grievances of its members and to resolve disputes between individuals involved in Equestrian Polo in Pakistan.
- 6.15 To ensure resolution of all disputes in the Association and its affiliated clubs.
- 6.16 To raise funds for the purpose of running and managing of the affairs of the Association and to utilize the same in such a manner as may be considered desirable for attainment of the aims and objectives of the Association.
- 6.17 To perform its functions in a non-discriminatory and democratic way, striving at all times to provide equal rights and fair opportunities to all players/participants, administrators, managers, officials, umpires, coaches and event organizers throughout the Country.
- 6.18 To foster a spirit of healthy competition, sportsmanship and fair play among players of all gender and ages.
- 6.19 To encourage women participation, as far as possible, in polo, and induct women in the EC of the Association with the strength as per Pakistan Olympic Association's directive at national and club level.

- 6.20 To launch Youth Development Programs at grass-root levels.
- 6.21 To recognize and accept the jurisdiction, rules and regulations of the code of WADA relating to anti-doping and the promotion of drug-free sport. **(Anti-doping Annexure H)**
- 6.22 To protect the horse from all forms of cruelty or neglect from any malpractice committed in the course of its training or use in polo. **(Pony Welfare Annexure I)**

## 7. POWERS OF PPA TO CARRY OUT ITS OBJECTIVES

- 7.1 PPA shall be the supreme entity to regulate the equestrian polo activities throughout Pakistan including GB and AJK and shall have all such powers and authorities which may deem necessary or conducive for achievement of its objectives.
- 7.2 Shall enter into lawful contracts of any kind necessary to carry out the objectives of PPA.
- 7.3 To frame rules and regulations of PPA with the powers to repeal or alter the same with or without penalties to carry out proper administration and implementation of Constitution of PPA.
- 7.4 To employ, suspend or dismiss and remunerate employees, professional assistants and experts.
- 7.5 To invite the patronage of any person or persons as it may consider advisable.
- 7.6 To promote and hold an interest in any trust, company or concern for the purpose of acquiring all or any of the property or undertaking any of the liabilities of PPA.
- 7.7 To institute, conduct, defend, compound or abandon any legal proceedings by or against PPA or its officers or otherwise connected with the affairs of PPA, or the action of its members, including the employment of attorney(s)/ advocates and also compound and allow time for payment or satisfaction of any debt due or any claim or demand made by or against the PPA.
- 7.8 To support or subscribe or make donations to any charities or other institutions, clubs, societies and funds.
- 7.9 To pay all or any expense incurred in connection with the promotion and functioning of PPA.

## CHAPTER 3 - MEMBERSHIP OF THE ASSOCIATION

### 8. CLUBS' MEMBERSHIP

- 8.1 To be eligible for membership of the Association, a club must have to comply with the Association's requisites and payment of the requisite fees and subscription.
- 8.2 All clubs must be registered with PPA to play polo. Unregistered clubs shall only organize polo tournaments up to two goals or as decided by PPA from time to time, when clashing with PPA Calendar being played in the same station.
- 8.3 No club shall be eligible for registration and subsequent affiliation with the Association unless it has first satisfied the EC that it is competent to represent the game of Polo in the region or area.
- 8.4 Amateur clubs, private clubs or clubs not extending memberships cannot be the members of Association.

**Note:-** Clubs' membership / affiliation procedure is attached as per **Annexure "A"**

### 9. INDIVIDUAL PLAYER'S MEMBERSHIP

- 9.1 No player or individual interested in obtaining registration of the Association can directly or individually approach the Association for their registration.
- 9.2 Players or individuals interested in obtaining registration with PPA shall have to be members of any of the PPA's affiliated club and that club will be the sponsor club of interested players or individuals.
- 9.3 Players or individuals interested in obtaining registration with PPA will send their nominations through their sponsor clubs after completing, signing and submitting the prescribed registration form and paying the prescribed registration fee.
- 9.4 By registering, the individual automatically agrees to adhere to the Code of Conduct, the policy, rules and procedures prescribed by PPA from time to time.
- 9.5 Any player registered with PPA, may participate in any Polo event conducted under the auspices of PPA.
- 9.6 Only registered members are allowed to launch an appeal against club official in EC.

- 7.10 To lawfully raise money to fund its ordinary operations whether by subscription or levies, which are paid to PPA each year by its members, inclusive of Clubs, tertiary institutions or any other associations or organizations which are affiliated directly or indirectly with PPA on behalf of its participants who are members of the bodies referred to above, as well as to obtain lawful funding from any other source and to recover the same by adopting due process of law.
- 7.11 To impose fines, to suspend for a period of time, to expel or implement any other disciplinary measures on its present or former Members or any Club at present or formerly affiliated with PPA, and any member of the Equestrian Community including official, committee member, coach, team manager and event organizer connected with, arising out of any contravention or breach of the provisions of this Constitution or any rule, regulation of PPA. PPA shall have the power to suspend or ban any participant, Member or Club from participating in any championship or event.
- 7.12 To associate with any other foundation, institution, society, trust, entity or person having the same or similar objectives to those of PPA and to enter into any arrangements that may be conducive to the objects of PPA.

10. **ASSOCIATE MEMBERSHIP.** Organization / institutional (educational) requiring certification for youth / athletes with regards to qualification / admissions in National and International institutions.

11. **VISITORS FROM ABROAD**

11.1 On an application to the Honorary Secretary, visitors from abroad may be accorded temporary membership for the duration of their stay.

11.2 All foreign professionals are required to pay PPA membership fee for acquisition of temporary membership.

11.3 The professional fee structure may be amended, from time to time, as deemed appropriate.

11.4 Guest players will be governed under the club rules where they are visiting or playing.

12. **HONORARY LIFE MEMBERSHIP**

12.1 Members of EC shall have the power, from time to time, to nominate any individual having rendered exceptional meritorious and notable service over a long period of time to PPA or in the promotion of Polo, if so agreed to by such an individual.

12.2 Such nomination shall be presented before the EC for adoption at the next AGM and if so adopted, such person shall become an Honorary Life Member.

12.3 Any past President / Chairman of PPA or its predecessor bodies may become an Honorary Life Member of PPA.

12.4 Honorary Life Member shall have the right to attend the AGM but only with the right of audience.

12.5 He may be a special guest of PPA or the organizers of any event or championship held under the auspices of PPA / affiliated clubs.

13. **SUSPENSION OR TERMINATION OF MEMBERSHIP.** A decision to suspend or terminate membership of a club or an individual member shall take place:-

13.1 If he/she/it violates any of the terms of the Constitution or refuses to comply with the decisions of the EC.

13.2 If he/she/it conflicts with any of the provisions of the Constitution or defies the Rules and Regulations of PPA.

- 13.3 If a member or a club fails to pay the annual subscription within the appointed date / period.
- 13.4 If he/she commits misconduct and is found unbecoming to be a member of PPA or its affiliated clubs.

## CHAPTER 4 - EXECUTIVE BODY

### 14. THE EXECUTIVES

14.1 **PATRON-IN-CHIEF.** The Prime Minister of the Islamic Republic of Pakistan shall be the Patron-in-Chief of the PPA.

#### 14.2 PATRONS

14.2.1 The Chief of Naval Staff.

14.2.2 The Chief of Air Staff.

14.2.3 The Federal Minister for Sports, Government of Pakistan.

#### 14.3 HONORARY PATRONS

14.3.1 The Governors of the Provinces.

14.3.2 Pakistan Dignitaries by Invitation and Appointment.

**Note:-** The Chairman PPA may request foreign dignitaries to become Honorary Patrons.

14.4 **PRESIDENT.** The Chief of Army Staff (COAS).

#### 14.5 CHAIRMAN

To be nominated by President of the Association (COAS). He should be a senior serving officer of the Armed Forces, preferably a polo player / equitation qualified or having association with the game of Polo.

#### 14.6 HONORARY SECRETARY / TREASURER

Commandant **The President's Bodyguard** will be the Honorary Secretary / Treasurer or as decided by the Chairman. **He will be non-voting member of all the committees.**

### 15. TENURE RESTRICTION OF OFFICE BEARERS

15.1 Chairman, Honorary Secretary / Treasurer shall be allowed a maximum of two tenures of three years each, in any office of the PPA after which they will become ineligible for holding the same office.

15.2 An office bearer of PPA, except the representatives of departments, shall not be allowed to be member of any other Polo Federation or Association within the Country. He/she shall, however, be allowed to hold office in International Federations or Associations without any bar.

### 16. CHARTER OF DUTIES OF OFFICE BEARERS

#### 16.1 CHAIRMAN

16.1.1 He shall be the Chief Executive of the Association.

**Note:-** Organogram of Executive Office is attached as per Annexure "B".

16.1.2 He shall be responsible for calling general meetings and meetings of EC in accordance with the Constitution

**Note: -** Details for calling General Meeting as per Para 18.

16.1.3 He shall decide all disputes referred to him by respective Committee.

16.1.4 He shall have powers to incur expenditure up to PKR two million during the year without prior sanction of the EC / Finance Committee.

16.1.5 The pay / honorarium of office staff will be sanctioned by Chairman.

## 16.2 HONORARY SECRETARY / TREASURER

16.2.1 He shall be responsible for maintaining all records including minutes of all meetings and accounts of the Association.

16.2.2 He shall implement the decisions of the EC and General Meetings under the direction of the Chairman.

16.2.3 He shall process all applications for registration, affiliation and membership and shall maintain an up to date records of the same.

16.2.4 He shall ensure that all dues are paid in time and outstanding recovery made accordingly.

16.2.5 All correspondence to Association will be addressed to him.

16.2.6 He will submit to the Handicapping Committee any recommendation for revision of handicaps and for confirmation of handicaps in consultation with affiliated clubs.

16.2.7 He will monitor matches and tournaments conducted by the Association.

16.2.8 He will bring to the notice of the Chairman any infringement of the Constitution by an affiliated club or individual member.

16.2.9 He will be responsible for the maintenance, safe custody and record of all the trophies of the Association when they are in the care of the Association.



- 16.2.10 He shall have power to incur expenditure up to PKR 500,000.00 (five hundred thousand only) during the year out of the Association's funds without prior sanction of the Chairman or the EC.
- 16.2.11 He will be the official spokes person of the Association.

## CHAPTER 5 - COMMITTEES

### 17 EC

17.1 Chairman

17.2 Honorary Secretary / Treasurer (Non - Voting Member)

17.3 Members

17.3.1 The Chief of General Staff Pakistan Army or his nominee (not below the rank of Brigadier).

17.3.2 Quarter Master General Pakistan Army or his nominee (not below the rank of Brigadier).

17.3.3 Deputy Chief of Air Staff, (Administration), Air Headquarters Islamabad or his nominee (not below the rank of Air Commodore).

17.3.4 Director General Armoured Corps or his nominee (not below the rank of Brigadier).

17.3.5 Director General Supply & Transport or his nominee (not below the rank of Brigadier).

17.3.6 Director General Remounts Veterinary and Farms or his nominee (not below the rank of Brigadier).

17.3.7 General Officer Commanding 1 Armoured Division or his nominee (not below the rank of Brigadier)

17.3.8 General Officer Commanding 6 Armoured Division or his nominee (not below the rank of Brigadier)

17.3.9 DG Pakistan Rangers Punjab or his nominee (not below the rank of Lieutenant Colonel).

17.3.10 DG Pakistan Coast Guard or his nominee (not below the rank of Lieutenant Colonel).

17.3.11 Inspector General Frontier Corps, KPK (N) or his nominee (not below the rank of Lieutenant Colonel).

17.3.12 Inspector General Frontier Corps (N), Baluchistan or his nominee (not below the rank of Lieutenant Colonel).

17.3.13 Presidents of all affiliated Polo Clubs or their Secretaries.

17.4 Five members elected through AGM for a term of two years:-

17.4.1 1 Patron

17.4.2 1 Professional

17.4.3 1 from Lahore Zone

- 17.4.4 1 from Rawalpindi / Islamabad
- 17.4.5 1 from rest of Pakistan (Sindh, KPK, Baluchistan and GB).
- 17.4.6 In the absence of Chairman senior most in rank shall chair the meeting or as nominated by the Chairman.

**Note:-** Election criteria for Members EC are attached as per **Annexure "C"**. Procedure to be adopted for recording attendance & voting in PPA AGM / ECM is attached as per **Annexure "D"**.

- 17.5 The EC shall meet, as often as required, at the discretion of the Chairman or on notice being given to the Honorary Secretary signed by not less than **five members** of the EC.
- 17.6 Minimum ten members shall form a quorum at all meetings of the EC.
- 17.7 The agendas shall be circulated to members of the EC at least **fifteen (15) days** before a meeting, except for an Emergent Meeting when the committee may meet at discretion of the Chairman.

#### 17.8 **POWERS OF EC**

- 17.8.1 EC's jurisdiction shall not be limited to dealing with such matters which are referred to it by the affiliated bodies but shall have the power to be proactive and can take such steps as Committee seems fit.
- 17.8.2 EC shall be entitled to frame regulations necessary to promote the aims and objectives of PPA and such shall be binding upon members.
- 17.8.3 Subject to the provisions of this Constitution, EC can make, amend, vary, repeal and enforce rules regulations for PPA.
- 17.8.4 To determine eligibility of clubs for registration and affiliation with the Association.
- 17.8.5 To censure, penalize or otherwise resolve any unsporting conduct in or in connection with the game even though it is not provided for in the rules of polo.
- 17.8.6 To censure, penalize or otherwise resolve any conduct whatsoever, which in the opinion of the EC is unfavorable to the interest and good order of the game or of the Association.

- 17.8.7 To censure, penalize or otherwise resolve any use of foul or offensive or objectionable act / language during a game or related to it.
- 17.8.8 To arrange visits of Pakistan Polo Teams abroad and nominate selection committee for the selection of player for this purpose.
- 17.8.9 To arrange visits of foreign teams to Pakistan and arrange, manage and stage matches with such teams.
- 17.8.10 To fix dates, conduct and lay down handicap limits for tournaments, in consultation with the affiliated clubs.
- 17.8.11 To ensure that the dates, venue and handicap limits of a tournament once decided by PPA, will not be altered to suit the requirements of an individual / certain players.
- 17.8.12 To render necessary advice to the General Headquarters Pakistan Army regarding use of hired out and boarder horses in PPA Tournaments.
- 17.8.13 To resolve all financial matters, including raising of funds for the Association, policy, expenditure, accounts, consideration of requests for financial assistance and other demands on the funds of the Association.
- 17.8.14 To adjudicate upon disputes between affiliated clubs and between members in so far as the disputes relate to the game.
- 17.8.15 To receive and resolve complaints from affiliated clubs, umpires and individual members.
- 17.8.16 To request foreign or Pakistan dignitaries, to become Honorary Patrons of the Association.
- 17.8.17 A club desiring any point to be discussed at EC meeting shall give notice in writing to reach the Honorary Secretary of the Association before such a meeting.
- 17.8.18 Member(s) desiring any point to be discussed should forward the same to Association through respective clubs.

Agenda forwarded by individual player will not be entertained.

- 17.8.19 Refer matters to the Disciplinary Committee for:-
- 17.8.19.1 Investigation and the conduct of disciplinary proceedings in respect of any infringement of this Constitution or the rules or regulations, including the Code of Conduct of PPA.
- 17.8.19.2 Breach of any agreement between PPA and another contracting party falling under the jurisdiction of PPA
- 17.8.19.3 Violation of the Rules of the Game and the sanctions imposed by the Disciplinary Committee whether by way of fines or suspension or banning / exclusion from participating in any championship or event or the activities of PPA or by way of withdrawing dues for which any person would otherwise be eligible.
- 17.8.20 Approve the employment and termination of employment of staff and existing contracts of employment of staff.
- 17.8.21 Decide any question, issue or matter relating to emblems and colours for PPA.
- 17.8.22 Shall decide the composition of teams, handicap and playing format of all tournaments above eight goals.
- 17.8.23 Shall decide the venue and organizer club of the National Open Polo Championship being collateral of the Association.

## 18 ANNUAL GENERAL MEETING (AGM)

- 18.1 General meeting of the Association shall be held at least once in a year, subject to the discretion of the Chairman. The meetings shall be open to all members of the association provided they fulfill the following conditions:-
- 18.1.1 Should have been regular member of an affiliated polo club for at least three years.

(OR)

Should be polo player having attained a minimum of one (1) Handicap during polo career.

(AND)

Should be not under 18 years of age.

(AND)

Should have paid Capitation Fee up to date.

**Note:** Procedure to be adopted for recording attendance & voting in PPA AGM / ECM is attached as per **Annexure "D"**.

18.2 **Quorum.** Except when the President of the Association is present, general meetings shall be chaired by the Chairman and a minimum of **Fifty (50) members** shall form a quorum.

18.3 The following matters may be discussed in a general meeting:-

18.3.1 Review of accounts and their endorsement.

18.3.2 Review of Polo Season.

18.3.3 Finding ways and means of popularizing polo.

18.3.4 Election of **Five (5) members** of the EC for two year (civilian), Serving / Retired Defence Forces' officers).

18.3.5 Constitutional amendments.

18.3.6 Agenda for AGM to be received through affiliated clubs as per following procedure:-

18.3.6.1 The Honorary Secretary shall communicate to all affiliated clubs, at least three weeks in advance of the date fixed for a general meeting.

18.3.6.2 The agenda and the audited balance sheet are circulated to the affiliated clubs, at least **two weeks** before a general meeting.

18.3.6.3 Agenda points desired to be discussed at general meeting shall be forwarded in writing to reach the Honorary Secretary of the Association at least **two weeks** in advance of the scheduled date each year.

- 18.3.6.4 Member desiring any agenda points to be discussed should forward to PPA through respective club.
- 18.3.6.5 Agenda forwarded by individual member shall not be entertained.
- 18.4 All decisions at a general meeting or a meeting of the EC shall be taken by majority votes of those present except the decisions regarding constitutional amendments (as provided herein).
- 18.5 The Chairman will have the casting vote.

19

**FINANCE COMMITTEE**

- 19.1 Plan and generate funds to create collateral / asset for the Association and manage PPA events through such efforts. Make all out effort by advising and assisting in terms of sponsorships, grants and corporate partnerships so as the Association remains financially viable at all times. Four members will be elected for a term of two years.

**19.2 Organization**

- |        |                                |   |   |                      |
|--------|--------------------------------|---|---|----------------------|
| 19.2.1 | President                      | - | Chairman                                | } Elected through EC |
| 19.2.2 | Members                        | - | 4 x PPA Members<br>Including 1 x Patron |                      |
| 19.2.3 | Honorary Secretary / Treasurer |   |   |                      |

**19.3 Functions**

- 19.3.1 Its function is primarily to provide financial oversight for the Association.
- 19.3.2 To generate funds for the Association
- 19.3.3 To support and organize PPA events encompassing the following:-
- 19.3.3.1 Expenditure related to National Polo team.
- 19.3.3.2 Expenditure related to National Junior Polo team.
- 19.3.3.3 Training of Horses.
- 19.3.3.4 Polo development programs.
- 19.3.3.5 Developing assets of PPA.
- 19.3.3.6 To improve the financial status of PPA.

19.4 **Miscellaneous**

- 19.4.1 PPA financial transactions shall be conducted by means of a banking account or banking accounts opened and maintained by the Treasurer at the direction of the Chairman.
- 19.4.2 PPA's income will not be distributable to its members or office bearers except as reasonable compensation for services rendered.
- 19.4.3 Members or office bearers have no rights in the property or other assets of PPA solely by virtue of their being members or office bearers.

20 **HANDICAPPING COMMITTEE**

20.1 The Committee shall consist of the following:-

20.1.1 President: Chairman

20.1.2 Members: 5 x PPA Members  
(Elected through EC)  
2 Representatives of Lahore  
(one each from LPC and LGPG/ JP&CC)  
1 Representative of Rawalpindi / Islamabad  
1 Representative of Peshawar / Gilgit-Baltistan.  
1 Representative of Sindh and Baluchistan

20.1.3 Honorary Secretary of the Association.

**Note:-** Election procedure & criteria for Members Handicapping Committee is attached as per **Annexure "E"**.

20.2 **Quorum.** A minimum of three members excluding the Chairman shall form the quorum.

20.3 **Functions.** The function of the Handicapping Committee shall be conducted in accordance with the following rules and any decision so taken shall be final:-

20.3.1 All playing members of the association shall be handicapped by points before they can play tournament.

20.3.2 No player shall be handicapped higher than ten or lower than minus two.

20.3.3 Handicaps shall be finalized and intimated to the affiliated clubs in the **month of June each year** which shall be



- effective during the following polo season unless a recommendation for revising any handicap is received by the Honorary Secretary of the Association from the concerned affiliated club not later than the first day of November each year. Such recommendations shall invariably be supported by reasons warranting revision of the allotted handicap.
- 20.3.4 Any player coming from abroad shall play off the last handicap allotted to him by any association affiliated with PPA.
- 20.3.5 Satisfactory evidence of each foreign handicap must be produced to the Honorary Secretary of the Association and the handicap confirmed by him before the foreign player takes part in any tournament.
- 20.3.6 In case the last handicap allotted to a foreign player is not acceptable to the PPA for any reason, Secretary PPA shall approach the relevant association in order to ascertain the correct handicap.
- 20.3.7 No player from abroad may play in tournament unless he has been enrolled as a temporary member of PPA.
- 20.3.8 All foreign professional players whose handicap has been changed during the last three years, names of such player shall be forwarded to the Association for pre-qualification at least fifteen days prior to the commencement of tournament(s) wherein he has to participate. The list of foreign players so received shall be shared with Handicapping Committee Members for confirmation of the handicap.
- 20.3.9 A guest player having handicap of one (1) goal and below, the local clubs at which he/she is playing, can handicap him/her in case of a blatant disproportionality in his/her handicap and playing ability. However, this rule shall be used sparingly and with caution. Arbitrary exercise of such authority to damage a player or his team shall be obviated at all costs.

- 20.3.10 Non Members / defaulters are not allowed to play PPA tournaments, till dues are paid and **NOC along with fresh handicap issued by PPA.**
- 20.3.11 All new players / beginners shall be properly handicapped after their first tournament. A club EC is empowered to recommend a minus two (-2) or minus one (-1) to zero (0) with the help of at least one member of the PPA Handicapping Committee. Such recommendations to reach Secretary PPA by **1<sup>st</sup> November each year for finalization and issue of NOC.**
- 20.3.12 A foreign player with handicap of two (2) goals and above will be considered as foreign professional.
- 20.3.13 A local player with handicap of three (3) goals and above will be considered as local professional.

## 21 AWARD COMMITTEE

21.1 The Committee shall comprise the following:-

- 21.1.1 President: Chairman PPA
- 21.1.2 Members: President LPC  
President LGPG/JP&CC  
President RGPC  
1 x member from LPC  
1 x member from LGPG/ JP&CC  
1 x member RGPC
- } To be elected by respective club
- 21.1.3 Secretary PPA

21.2 Award categories are as follows:-

- 21.2.1 **Category for National Open Awards:-**
- 21.2.1.1 Most Valuable Player
- 21.2.1.2 Most Valuable Foreign Player
- 21.2.1.3 Best Polo Pony
- 21.2.2 **Category for Medium Goal (4-8) Awards:-**
- 21.2.2.1 Best Player
- 21.2.2.2 Most Improved Player
- 21.2.3 **Category for Low Goal (0-4) Award:-**
- 21.2.3.1 Best Player
- 21.2.3.2 Most Improved Player
- 21.2.4 **Additional Awards:-**
- Award of National Colour (Green Blazer) criteria, as laid down by Government of Pakistan

**DISCIPLINARY COMMITTEE**

- 22.1 Disciplinary Committee will monitor / control the professional ethics of all affiliated clubs and members. It holds both an audit role during the implementation of procedures and an investigator / prosecutor role during the processing of complaints from the individual members and clubs.
- 22.2 The maximum tenure of President of Disciplinary Committee will be three years and not more than 2 tenures.
- 22.3 The Committee shall comprise the following:-
- 22.3.1 President - Chairman
- 22.3.2 Members - 4 x PPA Members  
(Elected through EC)
- 22.3.3 Honorary Secretary of the Association.
- Note:-** Selection procedure & criteria for Members Disciplinary Committee is attached as per **Annexure "F"**.
- 22.4 Affiliated clubs shall report all cases of unsporting conduct forthwith to Secretary which will be placed in front of Disciplinary Committee.
- Annexure G**
- 22.5 All cases shall be reported in writing describing in reasonable detail the violation of the Association's Rules.
- 22.6 Charged parties may attend their hearing at their option or may send a representative and may call witnesses and submit signed statements or other evidence.
- 22.7 The Disciplinary Committee upon such complaint by a club, umpire and member or of its own motion shall consider and adjudicate upon the complaint or conduct.
- 22.8 Upon consideration of such a matter, the Disciplinary Committee, by a majority vote, may recommend to impose one or more of following penalties upon an affiliated club or individual member:-
- 22.8.1 Warning.
- 22.8.2 Censure.
- 22.8.3 Monetary sanctions.
- 22.8.4 Suspension with such stipulation as the Committee may deem appropriate.
- 22.8.5 Expulsion from the Association games and tournaments.
- 22.8.6 Procedure for penalties is attached as **Annexure G**.

- 22.9 A player suspended / expelled by a club shall not be allowed to play PPA or local tournaments or become a member of another club till his appeal is decided by the Disciplinary Committee.
- 22.10 The affected individual will also not be allowed to attend any PPA or club meeting as he is not a member in good standing, till PPA decides on his appeal.
- 22.11 The penalty of suspension / expulsion must be intimated to PPA by the concerned club. PPA would then inform all other clubs for its implementation.
- 22.12 In the event of an umpire reporting a player to the Executive / Disciplinary Committee of a club, the club committee may suspend the player from playing at the club until the matter has been finally adjudicated upon by the Disciplinary Committee of the Club.
- 22.13 When decided to suspend a player, notice of suspension shall be posted in the club or clubs within a period of not less than **twenty four hours** and the player concerned simultaneously informed accordingly.
- 22.14 If the Executive / Disciplinary Committee of a club imposes a penalty upon any affiliated member, the member shall have the right of appeal to the Disciplinary Committee of PPA. Such appeals must be sent to the Honorary Secretary in writing within **thirty days** of the publication of the penalty notice.
- 22.15 The PPA Disciplinary Committee may rescind or alter the penalty or may let it prevail.

## 23 MONITORING COMMITTEE

The Monitoring Committee will ensure welfare of staff, pony welfare, grooms, condition of grounds and safety. Tenure of the members will be two years.

- 23.1 **Composition**
- |               |                                   |
|---------------|-----------------------------------|
| President     | Chairman PPA                      |
| OIC           | } To be nominated by the Chairman |
| Member        |                                   |
| Secretary PPA |                                   |
- 23.2 Committee will be required to visit all polo playing stations and report on following aspects:-
- 23.2.1 Condition of polo grounds
- 23.2.2 Efforts shall be made to categorize each Polo Pitch as well as the clubs.

- 23.2.3 A detail report will be formulated for each station visited, with a view to highlight various issues faced by the players / clubs (to include welfare of grooms and ponies) and suggest measures to improve / rectify the existing anomalies. The report will be forwarded to Chairman PPA duly recommended by the OIC Committee.
- 23.3 PPA will ensure that all member clubs constitute a committee that looks after the rights and privileges of grooms / grounds men staff as per the law of land.

## CHAPTER 6 - GENERAL

### 24. COLOURS OF THE ASSOCIATION

- 24.1 The colours of the Association shall be green (BBC 26) with letters "PPA" in white 20 centimeters (8 inches) in width and 12 centimeters (5 inches) in height, stitched on the front 20 centimeters (8 inches) from the shoulders.
- 24.2 No team, unless approved by the PPA shall be described as "Pakistan Polo Team" or play in Pakistan colours, within and without the country.

### 25. FEE

- 25.1 Any polo club shall be considered for affiliation with the Association after registration upon payment of a registration fee (one time) as fixed by EC of PPA from time to time.
- 25.2 Each member shall pay to the Association an annual PPA Capitation fee through the club to which he/she belongs.
- 25.3 All subscriptions and fees shall be paid not later than the **30<sup>th</sup> of April** each year in advance (for following Polo Season).
- 25.4 No affiliated club shall be entitled for representation on the EC or take part in any match, tournaments or tour undertaken under the auspices of the Association while any registration fee or subscription due from it remains unpaid.
- 25.5 No member shall be eligible to attend a meeting of the Association or play in any match or tournament while his/her membership fee, payable to the Association or to the club to which he/she belongs, is in arrears.
- 25.6 In case of discontinuation or termination of membership, subscription / capitation fee will not be refunded.
- 25.7 All Ex Officio and Honorary nominees of Association shall not pay any fees.
- 25.8 Payment of Club, Membership (Capitation) Fee, Eligibility and Publishing Names in PPA Yellow Book.
- 25.8.1 Clubs have to pay their club fee before forwarding handicapping list for next FY. The last date for which will be **30<sup>th</sup> of April** each year.
- 25.8.2 Names of only those players will be published in **PPA Yellow Book**, who have paid their Membership (capitation) Fee through their respective clubs.

- 25.8.3 Respective club will be responsible to ensure that individuals not listed in this Yellow Book and Non Members are not allowed to play PPA tournaments till dues are paid and **NOC along with fresh handicap issued by PPA.**

## 26. NOTIFICATION

- 26.1 For the purposes of this Constitution, all notifications by PPA to any person or any Member, Honorary Life Member or Patron shall, unless delivered by hand, be effective from the date of dissemination by post or by hand or by fax or by electronic mail to the last known postal or fax or email address. As the case may be, of the addressee, by any official of PPA, but all notifications to PPA by any person (natural, corporate or otherwise) or any Member, Honorary Life Member or Patron shall only be effective from the date of receipt by Secretary PPA.
- 26.2 The responsibility of updating all data and addresses will rest with respective clubs / members.

27. **AMENDMENT TO THE CONSTITUTION.** This constitution may be amended by a General Meeting at any time and with immediate effect. A minimum of **seventy five (75)** members shall form a quorum. Two-thirds of the votes cast by the quorum will be required to pass an amendment.

## 28. DISSOLUTION OF THE ASSOCIATION

- 28.1 PPA may be dissolved at any time by the Members in General Meeting, upon a majority vote of not less than 75% (seventy five percentage) of the total Members of the Association at that time, regardless if the members are represented at such Meeting or not. Provided that a written notification of such Meeting or resolution that is aimed at dissolving PPA shall have been given to all Members at least **15 (fifteen)** working days prior to the meeting.
- 28.2 Non available members shall lose their rights to vote.
- 28.3 If the Association is dissolved, its funds shall be distributed to each affiliated club in equal proportion. No individual member shall be entitled to participate in any such distribution.
- 28.4 All trophies for events played under the auspices of the Association, shall be dispatched immediately upon dissolution to the Commandant President's Bodyguard for custody until required again.

- 28.5 All records of the Association shall also be deposited with the Commandant President's Bodyguard

**29. PRIVACY, DIGNITY AND REPUTATION OF PPA**

- 29.1 With respect to the Constitution of the Islamic Republic of Pakistan 1973, PPA acknowledges, respects and supports the rights of freedom of thought, belief, opinion and expression, without, however, derogating from PPA's own entrenched rights to privacy (which includes its dignity and reputation) and to freedom of association.
- 29.2 No person bound by this Constitution may perform any act that brings Polo, PPA or any of its members, officials or office bearers into disrepute or which injures them in their dignity or which has the potential of doing so or which has the effect or is calculated to have the effect of doing so.
- 29.3 In particular, but without affecting the generality of the foregoing, such acts include the uttering, authoring or publishing of statements, articles or comments, verbally or in writing, or by way of social media or any other medium or method of communication whatsoever and which are threatening, derogatory, obscene, indecent, seditious, offensive, pornographic, abusive, disparaging, racist, discriminatory, menacing, inflammatory, blasphemous, or defamatory.
- 29.4 Persons bound by this Constitution who author or publish statements, articles or comments, must make it clear that they are speaking on their own behalf and not on behalf of PPA and that their views do not represent those of the aforesaid bodies.
- 29.5 Persons bound by this Constitution may not use any of PPA's logos, brand names, slogans or other trademarks.
- 29.6 Persons bound by this Constitution may not divulge any of PPA's confidential or proprietary information without the prior written permission of PPA.
- 29.7 PPA may require any person bound by this Constitution to remove postings, comments or any other submissions made using social media that are deemed to constitute a breach of the above provisions. Failure



to comply with such a request may in itself result in disciplinary action.

- 29.8 Failure to comply with the above provisions will render such persons / clubs / organization(s) liable to disciplinary action by PPA, in addition to any other civil rights PPA may have such as claiming damages for defamation.

## CLUBS' MEMBERSHIP / AFFILIATION PROCEDURE

1. To be eligible for membership of the Association, a club must be registered with the Association on payment of the requisite fees. The application for registration and subsequent affiliation shall be supported by:-

- a. Two copies of the constitution of the club duly approved by its members.
- b. A list of members on its roll.
- c. Copy of the clubs last balance sheet approved by the members provided that a club which has been formed during the year in which the application is made shall not be required to send the balance sheet.
- d. The EC of the Association shall consider the application for registration and affiliation and shall communicate its decision to the club. Before arriving at a decision, the EC may refer the application back to the club for such clarification, as it may consider necessary.
- e. A club upon affiliation with the Association shall provide a copy of its constitution. Each club will ensure that it has a valid and legally constituted managing committee as per its constitution.

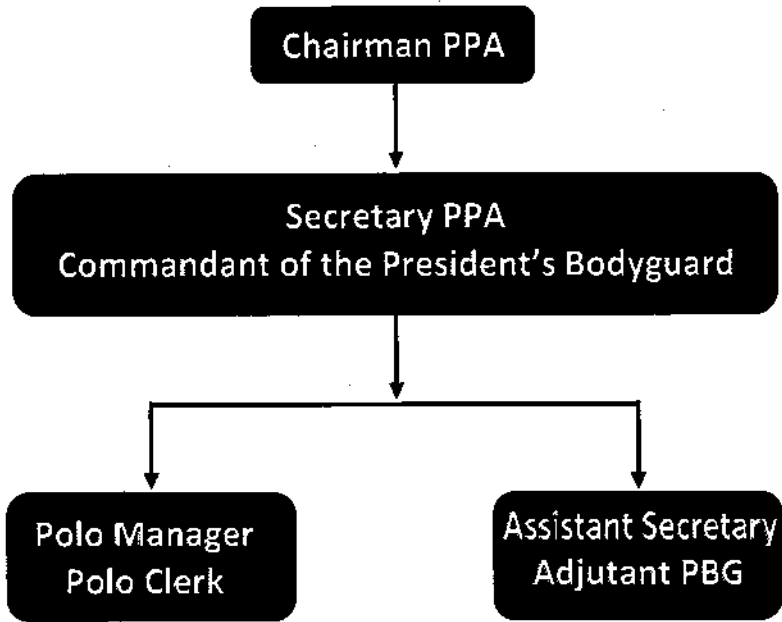
### INFORMATION BY POLO CLUBS FOR AFFILIATION

- a. Brief history, date founded, by whom founded, if reactivated, date and manner. Significant events since foundation / reactivation of play grounds available to the club. Any other activates.
- b. Office location, telephone numbers & email.
- c. Patron(s).
- d. President of the club.
- e. Honorary Secretary and other office bearers, if any.
- f. Days of play.
- g. Subscriptions playing non playing members.
- h. Particular of tournaments played / tours undertaken by the club or members.
- i. Tournaments results run by the club during a year.

- j. Any other particulars the club may wish to be included.
- k. Details as above to be forwarded initially to the Honorary Secretary of the Association. Any change to be communicated to PPA by the Secretary of the concerned club as and when they occur. Club details to be included in the Association's Handbook.

ORGANOGRAM - EXECUTIVE OFFICE

Anx - B



## ELECTION PROCEDURE &amp; CRITERIA MEMBERS EC

1. The President of each affiliated clubs shall intimate to the Honorary Secretary of the Association the names of the nominees for election or nomination.
2. Serving, retired and civilian members are eligible for election.
3. For a patron to be eligible, he/she, must have fielded team in at least four tournaments of eight goals and above, consecutively, at least for three seasons in last five seasons.
4. Each club can forward 2 (two) names of nominees against one vacancy along with agenda points.
5. A quorum of 50 members in AGM will be required for election of member of EC.
6. A Member EC will be elected for tenure of two years through ballot.
7. While sending the names of nominees for Member EC, clubs to make sure that the nominee must fulfill following criteria for election:-
  - a. Should possess Good Standing in polo community.
  - b. Minimum 10 (ten) years of active involvement in Polo.
  - c. Should have attained, preferably, three (3) goals handicap or minimum two (2) goals handicap for minimum of two consecutive seasons in his/her Polo career (for civilian members).
  - d. Not below the rank of Lieutenant Colonel or equivalent or having attained minimum three (3) goals handicap for minimum of two consecutive seasons in case of defense forces (both for serving as well as retired).
  - e. Achievements in the game of Polo.
  - f. Contributions towards Polo in the Country.
  - g. Can be member of one committee of PPA at one time.
  - h. All nominees must be members of good standing.
8. Particulars / details of the nominee should be well supported, analyzed and vetted by the President of the concerned club while formally forwarding the names to Association.

## PROCEDURE TO BE ADOPTED FOR RECORDING ATTENDANCE & VOTING IN PPA AGM / ECM

1. **Attendance.** All members of a club affiliated with PPA who are desirous of attending a PPA AGM must give their names to their respective club secretary and to be forwarded to the PPA office. No member of an affiliated club may approach the PPA for the same directly. Those who are eligible according to the conditions laid down in Constitution can attend these meetings:-

- a. All members will be provided with PPA membership card for a period of one year and will be renewed thereafter. The cost of card will be charged to the member. The Card must have a membership number on it. The member will this card on his person while attending PPA meeting.
- b. While entering the hall where PPA meeting is being held the member must enter his signature and his PPA membership number against his name on the list available with PPA representative assigned this duty.
- c. All those members who are desirous of attending PPA meeting after the list of members has been dispatched to PPA as mentioned in Para 1a&b above will have to get a letter from their club stating the same. The club must ensure the member fulfills the terms and conditions as laid down in the Constitution.

2. **Voting.** All other terms and conditions remain the same as in Para 1 above reference to membership of PPA:-

- a. While entering the hall where the PPA meeting is being held the member will be provided with ballot papers for voting in the AGM. He / she will put a second signature on the attendance list confirming that he / she has received a ballot paper for voting in the AGM. If more than one ballot paper is required they will be in different colors. The ballot paper will be printed and will clearly show what it is being used for e.g. if it is for voting in member of the EC the names of the candidates will be printed with a box in front of each name in which his / her name can be ticked or otherwise.
- b. All ballot papers will be duly stamped and signed by Secretary PPA or an official of the PPA authorized to do so by the Secretary.

- c. Voting in the PPA ECM will be done in the same manner as defined in Para 2 and sub paras a and b above.
- d. Counting of the votes will be done after completion of voting in front of all members present by Secretary PPA and one other person nominated to do so, or two members from the AGM assigned by the house to do so.

## ELECTION PROCEDURE & CRITERIA MEMBERS HANDICAPPING COMMITTEE

1. Five members of the Association shall be elected as Members Handicapping Committee by EC for a period of two years.
2. Serving, retired and civilian members are eligible for election.
3. The President of each affiliated clubs shall intimate to the Honorary Secretary of the Association the names of the nominees.
4. Each club can forward two names of nominees against one vacancy to the Association.
5. Names received by the Association will be reviewed and shortlisted before presenting them in coming EC.
6. A quorum of minimum 20 members in EC will be required for election of member(s) of Handicapping Committee.
7. Majority vote of the quorum will elect the member(s) of Handicapping Committee out of the nominees. In case of tie, casting vote will be of Chairman.
8. While sending the names of nominees for Member Handicapping Committee, clubs should make sure that the nominee must fulfill the following criteria for election:-
  - a. Should possess Good Standing in polo community.
  - b. Having more than 10 (ten) years of Polo experience.
  - c. Minimum 10 (ten) years of active involvement in Polo.
  - d. Should have attained preferably three (3) goals handicap or minimum of two (2) goals handicap for minimum of two consecutive seasons in his/her Polo career (for civilian member).
  - e. Not below the rank of Lieutenant Colonel or equivalent or having attained three (3) goals handicap for minimum of two consecutive seasons in the case of defense forces (both for serving as well as retired).
  - f. Having a good understanding of National and International Polo rules and regulations.
  - g. Should be actively associated with the game.
  - h. Can be member of one committee of PPA at one time.
9. Particulars / details of the nominee should be well supported, analyzed and vetted by the President of the concerned club while forwarding the name to Association.



**Annexure 'F'****ELECTION PROCEDURE & CRITERIA  
MEMBERS DISCIPLINARY COMMITTEE**

1. Four members of the Association shall be elected as Member Disciplinary Committee by EC for a period of two years.
2. Serving, retired and civilian members are eligible for election.
3. The President of each affiliated clubs shall intimate to the Honorary Secretary of the Association the names of the nominees.
4. Each club can forward two names of nominees against one vacancy to the Association.
5. Names received by the Association will be reviewed and shortlisted before presenting them in coming EC.
6. A quorum of 20 members in EC will be required for election of member of Disciplinary Committee.
7. Majority vote of the quorum will elect the member of Disciplinary Committee out of the nominees.
8. While sending the names of nominees for Member Disciplinary Committee, clubs should make sure that the nominee must fulfill following criteria for selection:-
  - a. Should possess Good Standing in polo community.
  - b. Having more than 10 (ten) years of Polo experience.
  - c. Minimum 10 (ten) years of active involvement in Polo.
  - d. Should have attained preferably three (3) goals handicap or minimum of two (2) goals handicap for minimum of two consecutive seasons in his/her Polo career, (For civilian member).
  - e. Not below the rank of Lieutenant Colonel or equivalent or having attained three (3) goals handicap for minimum of two consecutive seasons in the case of defense forces (both for serving as well as retired).
  - f. Having a good understanding of National and International Polo rules and regulations.
  - g. Achievements in the game of Polo.
  - h. Contributions towards Polo in the Country.

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- i. Should be actively associated with the game.
  - j. Can be member of one committee of PPA at one time.
9. Particulars / details of the nominee should be well supported, analyzed and vetted by the President of the concerned club while forwarding the name to Association.

Annex - F

## PPA DISCIPLINARY RULES AND PROCEDURES 2021

## 1. Definitions

- a. **Club.** Club means a Member Club.
- b. **Disciplinary Committee.** A Disciplinary Committee (the "Committee" or the "Disciplinary Committee") means:-
- (1) In the case of a Disciplinary Hearing of a Club in Polo related matter; those persons or officers of the Club being at least three in number who are authorised or appointed by the EC of the Club to conduct a Disciplinary Hearing. In exceptional cases one such person may conduct a Club Disciplinary Hearing. The Club Disciplinary Committee "the "CDC", shall be appointed by each Club and notified in writing to PPA prior to the commencement of the Polo season each year.
  - (2) In the case of a Disciplinary Hearing of the PPA or an Appeal to the PPA from a Club Committee or an Individual Member it shall mean those persons being at least three in number whom the PPA EC shall have elected as the PPA Disciplinary Committee (the "PPA-DC") for that purpose in accordance with *Paragraph 6 below*.
  - (3) In the case of an appeal from the decisions of a PPA-DC it shall mean the Appeal Committee appointed in accordance with *Paragraph 8 below*.
- c. **Disciplinary Officer**
- (1) **Club Disciplinary Officer.** Shall mean the person duly appointed by the EC of a Club to assist the Club with Discipline related matters. Usually, it shall be the Secretary of the Club.
  - (2) **PPA Disciplinary Officer.** Shall mean the person appointed by the PPA EC to act as the Deputy to the President of PPA-DC. He will receive the top copy of a report form dealing with a Disciplinary Incident and will thus often be the initiator of a Disciplinary Investigation. He may be appointed to act as the Prosecuting Officer at a PPA Disciplinary Hearing but another may be appointed to act in this role, which could

- be a lawyer. PPA may appoint Discipline Liaison Officers in each Polo Circuit who shall report to the Disciplinary Officer.
- d. **Disciplinary Hearing.** A Disciplinary Hearing is the process by which a Disciplinary Committee; the Association Disciplinary Committee or Club Disciplinary Committee considers whether the Party Charged is guilty of Misconduct or not. It will usually, but not necessarily, be a process, which includes an oral hearing.
- e. **Disciplinary Incident.** A Disciplinary Incident means an incident, which in the view of a Club, Club Disciplinary Committee, Chairman PPA, PPA EC, the PPA Disciplinary Officer, Secretary PPA, or the Doping Control Officer, might be an example of Misconduct. Such a view may be reached on the basis of information provided by any person.
- f. **Disciplinary Investigation.** A Disciplinary Investigation is such investigation adopted by a Club or the PPA as the case may be to establish whether a Disciplinary Incident should be made the subject of a Disciplinary Hearing, and to identify the Party or Parties Charged.
- g. **Doping Control Officer**
- (1) **Club Doping Control Officers.** Club Doping Control Officer is a person authorised by the Club to carry out Doping Controls testing on behalf of the Club.
  - (2) **PPA Doping Control Officers.** PPA Doping Control Officers are those persons authorised by the PPA EC to carry out Doping Controls testing on behalf of the PPA.
- h. **Member.** Member includes all persons referred to in Annexure F.
- i. **Misconduct.** Misconduct means conduct, wherever it may take place, which in the opinion of a Disciplinary Committee is prejudicial to the interests and good order or reputation of the PPA or the game of polo and may include, without limitations, repeated, persistent or serious breach of the PPA's playing or other Rules or Regulations or Directives, from time to time in force, or is otherwise unsporting.
- j. **Party Charged.** A Party Charged means a player, other person or Club whose conduct (whether alone or with others) is the subject of a Disciplinary Hearing.

k. **Party Concerned.** A Party Concerned means a player, other person or Club whose conduct (whether alone or with others) is the subject of a Disciplinary Investigation or who may have information, which is relevant to it.

i. **Polo Pony Welfare Officer**

(1) **Club Pony Welfare Officer.** Each Club shall appoint a Pony Welfare Officer who is well versed with the Equine Welfare and possess interest and knowledge in the field. The person so appointed shall oversee all matters pertaining to pony welfare at the Club level. He/she shall assist and liaise with the PPA Pony Welfare Officer as and when required in matters related to the subject. In case of a violation, he/she shall fill out the report form, retain the bottom copy of a form and send the other 2 (two) leaves to the Club Disciplinary Officer for appropriate action.

(2) **PPA Pony Welfare Officer.** The PPA EC shall appoint a Pony Welfare Officer who must be a member of PPA in good standing and is well versed with the Equine Welfare and possess interest and knowledge in the field. The person so appointed shall oversee all matters pertaining to polo pony welfare. He/she will receive the top copy of a report form, if appropriate, and will act thereafter, as would the PPA Disciplinary Officer.

2. **Reporting and Referral of Cases**

a. **Report Forms.** A Disciplinary Incident will commonly be initiated via a Report Form submitted to the PPA by the umpires, a PPA or Club official or a Veterinary Surgeon. Report forms may be obtained from Clubs and shall be used to report disputes, complaints and Disciplinary or Welfare Incidents to the concerned PPA appointed persons. One copy will be sent to the PPA Disciplinary Officer or President PPA Polo Pony Welfare Committee, as appropriate, by the Club where the incident occurred, one copy should be retained by the Club and one given to the Party Concerned.

b. **Direct Referral to the PPA.** A Member Club, a Club Disciplinary Officer, the Chairman PPA, an EC Member of PPA, the Disciplinary

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Officer, the President of the Polo Pony Welfare Committee or the Doping Control Officer may refer any Disciplinary Incident or matter which might be considered misconduct direct to the PPA.

- c. **Suspension by Disciplinary Committee.** In the case of a Disciplinary Incident the Disciplinary Committee may suspend any player involved in it from playing pending the conclusion of the Disciplinary Investigation or Disciplinary Hearing as the case maybe. A player so suspended may apply in writing to the President of the PPA Disciplinary Committee for such suspension to be lifted.
- d. **Reporting to PPA.** All Polo related disciplinary actions taken by Clubs, whether under the PPA Rules, Regulations and Directives or not, shall be reported to the Secretary of the PPA by the Club orally and in writing as soon as possible after the Disciplinary Hearing has taken place.

### 3. Club Disciplinary Investigations and Hearings

- a. **Responsibilities.** If a Disciplinary Incident related to Polo occurs at a Club, that Club shall promptly conduct a Disciplinary Investigation. A Club must hold a Disciplinary Hearing as soon as possible without a preliminary investigation if:

- (1) A player is sent off for the rest of a match.
- (2) Physical Abuse to another player or official.
- (3) A report form is received from a Qualified Veterinary Surgeon or an official of the Club or PPA concerning abuse or cruelty to a pony.

If the game was being played at another club or private ground, the club that is running the tournament, and thus providing the club officials, has the responsibility to hold a Disciplinary Investigation.

- b. **Statements.** The scope and conduct of a Disciplinary Investigation is a matter for the Club. Subject to that overriding discretion the Club Disciplinary Officer should obtain written statements from the officials concerned, to include the umpires and referee, if relevant, any other witnesses and all Parties Concerned, on the same day or as soon as possible after the Disciplinary Incident as is reasonably practicable. Where relevant, a copy of any video/DVD or digitally or electronically stored images or recordings should also be obtained. Any potential

members of the Disciplinary Board should at this stage avoid contact with all Parties Concerned or any witnesses beyond receiving the complaint or report from a match official. Where such interview(s) has taken place, a detailed summary should be prepared for presentation at any subsequent Disciplinary Hearing.

- c. **Result of Disciplinary Investigation.** The Club Disciplinary Officer shall gather the statements of all Parties Concerned, seek information and assistance from all quarters and then put up the gathered documents to the Club Disciplinary Committee for it to decide whether there is credible evidence of Misconduct or not. If they so decide, a Club Hearing shall be held, but if not they shall inform all Parties Concerned and the PPA. If the PPA decides that the evidence or the nature of the Disciplinary Incident warrants the holding of a Disciplinary Hearing it may convene a PPA Hearing.
- d. **Club Disciplinary Hearing.** If a Club Disciplinary Hearing is to be held the Club Disciplinary Officer shall:-
- (1) Prepare a charge sheet as outlined in **Appendix 1**. The breach of a Rule must be serious enough to amount to Misconduct as defined and there may be more than one offence.
  - (2) Convene a Club Disciplinary Hearing on the same day or as soon after the completion of the Disciplinary Investigation as is reasonably practicable. In any event, such a Hearing should take place before the next match in which the Party Charged is scheduled to play, particularly where such a match is part of the same tournament in which the Disciplinary Incident occurred. No person who has any conflict of interest in relation to the Party Charged or the team in which he was playing at the time of the incident should be a member of the Committee. The Party Charged and all Disciplinary Committee should be informed and given a copy of the charge sheet, which should include the time and place for the Hearing, the witness statements and any other available evidence. A copy should be forwarded to the PPA. A brief for the *Disciplinary Committee Members* is at **Appendix 2** and *Guidance Notes for the Party Charged* is at **Appendix 3**.

- e. **Witnesses.** Ideally, all witnesses and the Party Charged should attend the Disciplinary Hearing but, where that is not possible, the Party Charged should be informed of the material substance of all evidence, and shall be provided with copies of all written statements that are put before the Disciplinary Committee, and be given an opportunity of responding to such evidence before the Disciplinary Committee reaches its decision. Associate Members shall give such assistance as the Club may require in connection with Disciplinary Enquiries including attending and giving evidence and producing relevant videos under their control at any Disciplinary Hearings if so required by the Club Committee.
- f. **Legal Representation.** The Party Charged, whether or not a member of the Club in question, shall only be permitted legal or other representation if the Rules of that Club permit this for its members. The Party Charged shall be entitled to make oral representation to the Club Committee, present evidence and to call witnesses.
- g. **Record.** The Club must take as full a note as possible of what is said at any Disciplinary Hearing. It is especially important that an accurate record is made of the substance of the evidence of the Party Charged and material witnesses. In every case where the Club deals with the incident, the Club must pass details of the case to the PPA as soon as possible. This shall include details of the incident, whether or not the Party Charged pleaded guilty, a summary of evidence and the penalty awarded with brief reasons. See **Appendix 4**. Where the case is referred to the PPA by the Disciplinary Committee, as full a record of the Disciplinary Hearing as possible and all evidence must be passed on as quickly as possible, and within two days, to the PPA.
- h. **Precedence of Rules.** If a Disciplinary Incident occurs at a Club and there is a conflict between the Club Rules and the PPA Rules, Regulations and Directives, then the PPA Rules, Regulations and Directives shall prevail.

#### 4. Club Powers and Findings

- a. **Powers of a Club Disciplinary Committee.** It is important that the rules of a Club give a Club Disciplinary Committee the necessary powers to award the Penalties provided for in **Appendix 5**.



- b. **Findings.** If the Club Disciplinary Committee is not satisfied that the Disciplinary Incident constitutes misconduct, it may either dismiss the case or call for further evidence. If the Club Disciplinary Committee is satisfied that the Disciplinary Incident constitutes Misconduct, the Club Disciplinary Committee must give reasons for its decision in respect of the charge or charges and any penalty.
- c. **Referral and Suspension.** If referred to the PPA, the Club Disciplinary Committee may suspend the Party Charged from playing in the remainder of the tournament and/or from the Club, pending a decision by the PPA Disciplinary Committee. The Party Charged may apply in writing to the President PPA Disciplinary Committee for such suspension to be lifted.

#### 5. **Appeal to the PPA**

- a. **Right of Appeal.** Any Party Charged upon whom a penalty is imposed by a Club Disciplinary Committee under or purportedly under these Regulations shall have the right to appeal to the PPA, provided the Secretary PPA shall have received his written request to that effect within seven days of the decision in question. The request, which shall state the grounds for the appeal, shall, unless the President PPA Disciplinary Committee agrees on grounds of hardship or other exceptional reason that it may be waived, be accompanied by a deposit of PKR 50,000 (fifty thousand only ) which shall be liable to forfeit at the discretion of the PPA Disciplinary Committee on concluding the Disciplinary Hearing. This right of appeal shall not be available in respect of any penalty or disciplinary action, which the Club Disciplinary Committee may impose or take against a member of their own Club under its own rules unless it is a Disciplinary Incident within the meaning of the Regulations.
- b. **Hearing of Appeal.** An appeal shall take the form of a full hearing with the attendance of witnesses. Upon such an Appeal, the PPA shall have full power to impose any of the penalties provided for in **Appendix 5**. In addition to declaring the deposit forfeit, they may impose a more severe penalty than the Club if they are of the opinion that the request for an appeal was frivolous and ought never to have been made, or that it is otherwise justified or appropriate to do so.

6. **PPA Disciplinary Investigation and Hearing**

- a. **Powers of the PPA.** The PPA has full power to conduct a Disciplinary Investigation or to hold a Disciplinary Hearing into any Disciplinary Incident whether or not the said Disciplinary Incident has been the subject of a Disciplinary Investigation or Disciplinary Hearing of a Club and whatever has been the decision or outcome of such Club processes.
- b. **Referral by the Club to the PPA.** A Club, having held a Disciplinary Hearing, may refer the matter to the PPA in which event the PPA Disciplinary Committee will decide whether or not to hold a PPA Disciplinary Hearing. If, however, the matter is referred to the PPA by a Club or PPA Official direct then the PPA Disciplinary Committee will consider the evidence and decide if the Club concerned or the PPA should hold a Disciplinary Investigation and/or Hearing. If they decide it should be the Club they shall so direct the Club. If it is their opinion at any stage that there is no case or insufficient evidence of Misconduct, the parties involved will be informed.
- c. **Convening of a PPA Disciplinary Hearing.** Where it is decided to hold a PPA Disciplinary Hearing, the PPA shall prepare a charge sheet as necessary (see **Appendix 1**) and convene a Disciplinary Hearing as soon as practicable and usually within fourteen days of the matter being referred to them. Neither any person connected in anyway with the case or any persons involved shall be eligible to sit as a member in the Disciplinary Hearing. No person may be part of the PPA Disciplinary Hearing as a member, who was on the Club Disciplinary Committee enquiring into the same incident, but the person who Chaired the Club Disciplinary Committee may attend the Hearing before the PPA Disciplinary Committee and may give an account of evidence given before the Club Disciplinary Committee by any witness. The Party Charged shall be notified promptly of the Disciplinary Hearing, and any objection on the grounds that the inclusion of one or more of the persons on the PPA Disciplinary Committee would be unfair on an actual or apparent conflict of interest or bias basis shall be made with sufficient particulars within 48 hours of the notification failing which any grounds for objection merely

- on an apparent conflict of interest or bias basis on known facts shall be deemed waived. An objection shall be determined by the PPA Disciplinary Committee as soon as practical.
- d. **Place of Hearing.** The place of Hearing of Disciplinary proceedings will be decided by the Chairman PPA in consultation with the Secretary PPA. A brief for the PPA Disciplinary Committee is at **Appendix 2.**
- e. **Suspension of Official.** If the Party Charged holds any official position with the PPA he shall be automatically suspended from office pending the outcome of a Disciplinary Hearing. For these purposes, "official" bears its ordinary and natural meaning and includes but is not limited to members (including ad hoc members) of any PPA Committee. Reinstatement of such officials thereafter shall in every case be subject to the express approval of the Chairman PPA whether or not the conduct of the Party Charged was found to be Misconduct.
- f. **Witnesses.** Associate Members and any person who has agreed or is deemed to be subject to these Regulations shall give the PPA Disciplinary Committee such assistance as it shall require including attending to give evidence and producing relevant evidence of any description under their control whenever asked to do so, including at any hearing before the Appeal Committee.
- g. **Evidence.** All written evidence, papers and/or videos/DVDs or digitally recorded or electronically held data on which the Disciplinary Committee intends to rely together with a list of witnesses and a summary of their evidence should, where within reason practicable, be made available to all the PPA Disciplinary Committee and the Party Charged not less than four days before the hearing.
- h. **Objections.** The Party Charged will be entitled to put forward any objections in writing within 24 hours of notification.
- i. **Requirements of Party Charged.** Guidance Notes for the Party Charged are at **Appendix 3.** The Party Charged when notified of the date of the hearing before the PPA Disciplinary Committee must if required provide the PPA with **Index 1 to Appendix 3** completed and signed. This includes how he/she intends to plead, a list of witnesses whom the Party Charged intends to call with a summary of their

evidence, and any other evidence the Party Charged wishes to rely upon including any relevant videos under the control of the Party Charged as the PPA may direct but, in any event, not less than two days before the date of the hearing.

- j. **Legal Representation.** The Party Charged shall be permitted to be legally represented. Where the Party Charged intends to be legally represented he/she must, at least 24 hours prior to the time fixed for the hearing, notify the Chairman through Secretary PPA of the identity and contact details of the lawyer concerned.
- k. **Non-legal Representation.** The Party Charged shall not be entitled to non-legal representation unless; following an application made by the Party Charged, the Chairman considers that there are special reasons to permit otherwise. A request to be permitted non-legal representation shall be made in writing at least 24 hours prior to the time fixed for the hearing, excluding weekends and bank holidays, with the reasons advanced as to why the Chairman ought to depart from usual practice.
- l. **Oral Representation.** The Party Charged shall be entitled to make oral representation and present evidence to the PPA Disciplinary Committee in the course of a Disciplinary Hearing and to call witnesses.
- m. **Undisclosed Evidence.** The PPA Disciplinary Committee may decline to hear evidence the nature of which has not been disclosed in advance as required by this Regulation or order of the PPA Disciplinary Committee or it may adjourn on such terms including terms as to costs as, in its discretion, it thinks fit.
- n. **Umpires Attending.** The Disciplinary Hearing should be attended by the umpires where the Party Charged has been reported by the umpires.
- o. **Recording.** The Chairman may order that a digital or electronic recording be made of the proceedings; any such recording shall be the property of the PPA.

## 7. PPA Powers and Findings

- a. **Powers of a PPA Disciplinary Committee.** A PPA Disciplinary Committee may expel, suspend or fine a member or club. See Appendix 5.

- b. **Findings.** If the PPA Disciplinary Committee is not satisfied that the Disciplinary Incident constitutes misconduct, it may either dismiss the case or call for further evidence. If the PPA Disciplinary Committee is satisfied that the Disciplinary Incident constitutes Misconduct, the PPA Disciplinary Committee must give reasons for its decision in respect of the charge or charges and any penalty.
- c. **Notification of Suspension.** The PPA Disciplinary Committee shall publish its decision to all Clubs within seven days of its final hearing. Should the PPA Disciplinary Committee decides to suspend or expel a Party Charged, notice of such suspension shall be posted in the Club concerned for a period of not less than fifteen days. The suspension shall be notified to such overseas associations or Clubs, as the PPA shall decide. See **Appendix 4.**

8. **Appeals from the Decisions of a PPA Committee**

- a. **Appeal.** There shall be no appeal from a decision or finding of a PPA Disciplinary Committee except as provided for in Regulation 8.b. and 8.c.
- b. **Right of Appeal.** If the PPA Disciplinary Committee imposes a suspension on the Party Charged for a period of more than 21 days or two Matches in a tournament and/or a fine in excess of PKR 75,000 (seventy five thousand only) the Party Charged shall have the right to appeal to the Appeal Committee on the following grounds:
- (1) The finding(s) of the Committee was clearly wrong.
  - (2) The conduct of the Disciplinary Enquiry of the Committee was unfair.
  - (3) The penalty was disproportionate save that this ground shall not apply in respect of a penalty imposed for a doping offence in accordance with *Paragraph 1.i. of "PPA Doping Regulation 2021"*.
  - (4) There is new evidence not reasonably available at the time of the Disciplinary Enquiry which, had it been considered by the PPA Disciplinary Committee, would probably have caused them to find that the Disciplinary Incident did not involve

Misconduct on the part of the Party Charged or the penalty they imposed would probably have been materially different.

- (5) That the reasons given by the PPA Disciplinary Committee are insufficient to support the decision.
- (6) That there was insufficient evidence on the basis of which a reasonable PPA Disciplinary Committee could have made the decision in question.
- (7) That the PPA Disciplinary Committee misconstrued or failed to apply Regulations or Directives relevant to the decision.

c. **Rehearing.** The right to appeal shall not be limited to the grounds set out in Regulation 8b above and the appeal will be by way of a full rehearing where the decision of the PPA Disciplinary Committee appealed involves:-

- (1) A period of suspension of more than 90 days;  
or
- (2) A period of suspension of which at least 30 days is to be served between the months of October to April inclusive;  
or
- (3) A fine of more than PKR 75,000 (seventy five thousand only)  
or
- (4) The substance of the Disciplinary Incident in question is a dishonest act on the part of the Party Charged, which the PPA Disciplinary Committee find substantiated.

The Appeals Committee shall additionally have discretion to entertain an appeal by way of a full re-hearing in any case where the PPA so agrees or where Appeals Committee considers that the interest of fairness requires it to hear evidence to determine the facts in dispute.

d. **Legal Representation.** The Party Charged shall be permitted to be accompanied by a friend and to be legally represented. Where the Party Charged intends to be legally represented he/she must, at least 24 hours prior to the time fixed for the hearing, notify the Chairman through Secretary PPA of the identity and contact details of the lawyer concerned.

- e. **Application to Appeal.** The Party Charged wishing to appeal to the Appeals Committee must apply in writing to the Chairman through Secretary PPA within 14 days of the publication of the decision appealed against. Nevertheless, admissibility of timed barred appeals can be decided by the EC on case to case basis. The application shall state whether the Party Charged intends to be legally represented; whether he/she desires the appeal to be by way of a rehearing and generally the basis upon which the appeal is sought. In all other circumstances the application shall state on which of the grounds set out in 8.b. above, the appeal is based. In either case the application must be signed by the Party Charged and accompanied by a deposit of PKR 50,000 (fifty thousand only) which is liable to be forfeited at the discretion of the Appeals Committee at the conclusion of the appeal process. In any case, where the Party Charged wishes an appeal to proceed by way of written submission only, the application for appeal shall so state and be accompanied by the said submissions. Pending the result of an appeal to the Appeals Committee, the decision of the Appeals Committee will be deemed to be effective and valid.
- f. **Time and Place of Hearing.** Within fifteen days of receipt of the Appeal Notice by the PPA, the Chairman shall give the Party Charged a minimum of seven days' written notice of the time and place of the hearing.
- g. **Nomination of Appeals Committee.** The Appeals Committee shall be chaired by a person who is a member of a panel ("the Appeals Presidents Panel") established by the PPA of persons eligible to serve as President of an Appeals Committee. The person in question shall be appointed by the Chairman PPA for the time being of the Appeals Presidents Panel who may appoint himself. The person so appointed shall appoint two other persons to sit on the Appeals Committee. Such persons shall be selected from a panel established by EC of PPA ("the Appeals Committee Panel") established by the PPA of persons eligible to sit on an Appeals Committee. No person selected to serve on an Appeals Committee shall have any material connection to the Party Charged or the team for which he/she was or is playing at the time of the Disciplinary Incident or the hearing, but the person who chaired

the PPA Disciplinary Committee may attend the Appeals Hearing and may give an account of evidence given before his Hearing. The principles governing the establishment and maintenance of the Appeals Presidents Panel and the Appeals Committee Panel are set out below.

**h. The Appeals Presidents Panel ('the Panel')**

- (1) There shall be no less than two nor more than four members of the Panel whose initial appointment shall be made by the EC of PPA for a period of two years.
- (2) Appointees and any persons subsequently appointed to fill vacancies from time to time shall be present or past members of the legal profession who shall not at any time have served as a Member EC of the PPA nor in the five years prior to appointment shall they have served on any committee of the PPA or provided any professional or other paid services to the PPA.
- (3) The PPA may not remove from the Panel any person appointed to it.
- (4) The initial appointees shall select from their number a president, and members of the Panel may by simple majority replace any president, in each case following consultation with the PPA. The President appointed for the time being is referred to below as 'the President'
- (5) Members of the Panel shall resign on reaching the age of 70 unless in any individual case the Appeals Committee President after consulting with the PPA and other members of the Panel shall decide otherwise.
- (6) The filling of any vacancies shall be affected by the Appeals Committee President following consultation with other members of the Panel and the PPA.
- (7) The Chairman PPA can also act as President of the Appeals Committee Panel (see below).
  - (a) **The Appeals Committee Panel ('the Appeals Committee Panel')**
  - (b) There shall be no less than four nor more than ten members of the Appeals Committee Panel whose



initial appointment shall be made by the PPA EC for a period of two years.

- (c) Appointees and any persons subsequently appointed to fill vacancies from time to time should be out of the Members of the PPA.
- (d) The PPA may not remove from the Appeals Committee Panel any person appointed to it.
- (e) The President of the Panel shall ex-officio be a member of and shall also chair the Appeals Committee Panel.
- (f) Members of the Appeals Committee Panel shall resign on reaching the age of 70 unless in any individual case the Appeals Committee President after consulting with the PPA and other members of the Appeals Committee Panel and the Panel shall decide otherwise.
- (g) The filling of any vacancies shall be affected by the Appeals Committee President following consultation with other members of the Appeals Committee Panel and the PPA.

i. **Evidence.** Members and any person who has agreed or is deemed to be subject to these Regulations shall give the Appeals Committee such assistance as they shall require including attending to give evidence and producing relevant videos under their control at a hearing.

j. **Findings.** The Appeals Committee shall not be bound by any findings of the PPA Disciplinary Committee and may by a simple majority confirm or reverse the decision of the PPA Disciplinary Committee, or may exercise any of the powers listed in **Appendix 5**, including increasing any penalty. When determining penalty the Appeals Committee shall have regard to the penalty guidelines in **Appendix 5**.

## 9. **Costs and Fines**

a. **Costs.** Where the result of a Disciplinary Enquiry of a Club or of the PPA or of an appeal to the Appeals Committee is a finding of Misconduct on the part of a Party Charged the relevant Committee may require the Party Charged to pay any direct costs occasioned to the

Club or the PPA including, but not limited to, the hiring of rooms for hearings; the reasonable charges and expenses of Committee members; witness expenses and the fees of experts third parties engaged in the hearing or the enquiry process including legal fees. The Club Disciplinary Committee, PPA Disciplinary Committee or Appeals Committee shall have power to assess such costs themselves, with or without assistance, or to appoint a third party to do so. The power to order a Party Charged to pay a sum in respect of such costs must be exercised within six months of the Disciplinary Committee in question. An order of costs may be overturned by a PPA Disciplinary Committee or an Appeals Committee, as the case may be, where there is an appeal against a finding or penalty as provided for above but not otherwise.

**b. Fines**

- (1) In addition to any action taken pursuant to Regulation 9.b.(5) below, if a fine is not paid within seven days, the Party Charged will be automatically suspended until it is paid or, if already suspended, that suspension will be increased by the number of days beyond seven that the fine is left unpaid, unless the Party Charged is able to satisfy the PPA EC that there was good reason (e.g. incapacity due to illness or accident) for the delay in payment.
- (2) Where a sum in respect of fines is overdue as at 31<sup>st</sup> May or becomes overdue thereafter the period of automatic suspension shall continue or commence from the following 1<sup>st</sup> October and last for as many days as the sum was overdue for payment.
- (3) The automatic suspension for non-payment of fines provided for in above shall apply with due alteration to any fines imposed or confirmed by the Appeals Committee and to any sum ordered by any Committee to be paid in respect of costs if such sum is not paid within 14 days of notification.
- (4) Markup at 3% per month is due for every month or part month during which a fine or costs remain unpaid for more than 7 or 14 days respectively, and any suspension will remain in force

until the correct amount of markup is paid in full on any overdue payment of fines or costs.

- (5) Notwithstanding and in addition to the application of suspensions and the accrual of markup provided for in these Regulations, a sum ordered to be paid by way of fines or costs which remains unpaid for 7 days or 14 days respectively will constitute a debt as between the Party Charged and the PPA and shall be recoverable as such in the Courts by action plus markup as provided for in these Regulations.

## 10. **Suspensions**

- a. **Club.** Clubs may award specific match bans and suspend a player at their own club for as long as their own rules allow. A club may request the PPA to extend automatically a club suspension for up to 2 weeks to all affiliated clubs, and to any private ground where a tournament is being conducted by an affiliated club. The suspended player shall have a right of appeal to the PPA EC but the suspension shall not be lifted pending any appeal.
- b. **National.** Clubs shall not allow any person who is subject to a suspension imposed by the PPA under these Regulations to play polo at their club or at any private ground where any game is being conducted under their auspices during any period when the suspension is operative except and to the extent that the express terms of the suspension otherwise allow.
- c. **International.** Any player who has been suspended by another national association and where suspension has been notified to the PPA, will not be allowed to play in the Pakistan for the period of their suspension except with the permission of the PPA EC. Any suspension awarded by the PPA shall normally be effective in affiliated countries and other member countries of FIP.

11. **Past Members, Clubs and Associations.** The disciplinary provisions in this Annexure including without limitation any power to impose penalties and to award costs shall continue to apply and to be binding on any entity or person who has been an Affiliated Club or Association or Associate Member of any category or any person who has by these Regulations been deemed to be subject to them in respect of any matter occurring, arising or attributable to a

time when such a Club or person was subject to these Regulations notwithstanding that any relevant period of membership shall have subsequently elapsed or they may have subsequently resigned or purported to resign.

12. **Persona non Grata.** The PPA acting by the Secretary with the concurrence of the Chairman PPA and the President PPA Disciplinary Committee shall have power to declare a person who is not at the time bound by these Regulations to be "Persona non Grata" which shall mean that the said person shall be ineligible to join the PPA as an Associate Member where in their absolute discretion they consider such a restriction is desirable in the interests of the game of polo or the PPA. The PPA shall when making the declaration inform the person concerned of all material facts on which the decision has been based. Such a declaration may be made for a fixed or an indefinite period. Member Clubs shall not allow a person against whom such a declaration is in force to play in any match or practice chukkers at its own grounds or which they may conduct elsewhere, nor may they employ that person in any capacity associated with playing polo at their Club. The person made subject to such declaration and any Member Club aggrieved by it may appeal to an Appeal Committee nominated in accordance with *Paragraph 8.g.* and conducting itself in accordance with these regulations where he/she or it disputes the material facts asserted by the PPA or alleges that the declaration either at all or as to length is one which no reasonable PPA Committee could make in the interests of polo or the PPA. A person by so appealing submits themselves to the powers of the Appeals Committee in relation to Costs under *Paragraph 9* and agrees to the PPA's right to recover any sums awarded in exercise of such powers by action through the Courts as described in *Paragraph 9.b.(5)*.
13. **Standard of Proof.** Where a matter is required to be established to the satisfaction of any PPA Disciplinary Committee it shall be established on the balance of probabilities. i.e more likely than not.

**Appendixes:**

- 1: Template for a Notice of Disciplinary Hearing and Charge.
- 2: Preparation and Brief for Members of a Disciplinary Committee.
- 3: Guidance Notes for Party Charged.  
Index I to Appendix 3: Declaration by Party Charged.
- 4: Template for Notice of a Result of a Disciplinary Hearing.
- 5: Powers of Disciplinary Committees and Guidelines on Penalties

**Appendix '1'**  
To Annexure G

**EXAMPLE TEMPLATE FOR OF A NOTICE OF  
DISCIPLINARY HEARING AND CHARGE**

A Disciplinary Hearing will be held at ..... (Location)..... on .....  
(Date)..... at..... (Time)

**Party Charged:** (Name)

**Particulars of Charge(s)**

You are charged with misconduct within the meaning of *Paragraph 1.i.* of the PPA Disciplinary Procedure, namely that your conduct was prejudicial to the interests and good order or reputation of the PPA or the game of polo in that you *(insert here the details of the alleged offence so that Party Charged understands the nature and details of the misconduct and of what he/she is being accused)*

.....  
.....  
.....  
.....  
.....  
.....

**Disciplinary Committee:**

1. (Name) President
2. (Name)
3. (Name)

**In Attendance:**

**Prosecuting Officer:** (Name if a PPA Disciplinary Hearing)

**Witnesses for the Prosecution:** (Names)

**Witnesses for the Defense:** (Names)

**Statements:** (List by Name and Date)

Annex - G

**PREPARATION AND BRIEF FOR MEMBER OF A  
DISCIPLINARY COMMITTEE**

1. **General**

- a. This brief is written primarily for PPA Disciplinary Hearings, but the general principles shall apply to all Hearings unless otherwise stated. They have been drawn up so as to ensure that all are conducted in a fair manner. No Hearing shall be deemed invalid by reason only of the PPA or a Club adopting an alternative procedure. The PPA is not bound by any enactment or rule of law relating to the admissibility of evidence before Courts of Law and have discretion to make such costs orders as they think fit arising from the conduct of any hearing whatever their final decision concerning Misconduct.
- b. A room should be set aside for the hearing with a long table for the PPA Disciplinary Committee to sit beside each other and chairs opposite for the accused, any friend, the witness and a table and chair for the secretary taking notes on the proceedings. Another room should be set-aside for the witnesses. Coffee and biscuits for all are appreciated.

2. **Preparation by Members of a Committee**

- a. Read *PPA Disciplinary Procedure* of the PPA Rules & Regulations and take it with you.
- b. Make sure you understand the charge(s) and have read the evidence.
- c. Focus on the alleged misconduct in the charges, identify the relevant issues and the evidence which relates directly to the incident that has given rise to the charge.
- d. List the main issues you need to resolve and facts you need to clarify from each witness and the party charged.
- e. Highlight any inconsistencies in the written evidence.

3. **Brief to the Committee by the President.** When the Committee has convened, check that the members of the Committee understand their duty and the procedure and then:-

- a. State that the proceedings and all papers are private and all parties

attending an enquiry should respect the Confidentiality of the proceedings. This provision is not intended in any way to constrain what may be included in the notice of the result to the PPA.

- b. Consider throughout whether the procedures adopted prior to the hearing have been fair to the Party Charged and clarify any matters of alleged unfairness. If the Party Charged presents a reasonable case of unfairness, then the enquiry should be adjourned to enable the person charged a reasonable opportunity to study the evidence.
- c. Check that all Committee members have a copy of the charge sheet, statements and a copy of PPA Rules & Regulations and that they have read and understood the main issues.
- d. State that no evidence is admissible except when the Party Charged is present.
- e. Each step is taken separately and follows the sequence below; for example, do not question the Party Charged during a witness statement.
- f. Avoid the introduction of irrelevant matters or hearsay evidence and do not allow any witness to be led; this includes by any member of the Committee or the Party Charged
- g. If any member of the Committee wishes to seek advice at any time from someone who is not a member of the Committee (such as a vet or the Chairman PPA) this must only be done in the presence of the Party Charged. In principle, any discussion with a non-member of the Committee must be in his presence. There should be no secret meetings.
- h. Confirm whether the Party Charged will be legally or non-legally represented. See *Paragraph 3.f. (Club) and Paragraph 6.k. (PPA)*.
- i. Nominate a Committee member as your runner and when ready invite him to tell the Party Charged to enter and sit down.

#### 4. **The Hearing Part 1 - The Charge**

- a. Welcome the Party Charged formally but in a friendly manner and introduce the Committee, the Prosecuting Officer if a PPA Hearing and any others present. Inform him if an electronic or digital recording is being made of the Hearing.

- b. Read out the name of the Party Charged and the Charge. You may need to expand upon the incident in question by means of short description and explain why it is considered to be a possible case of Misconduct. Where member of the Committee themselves witnessed the incident, they should say so and describe what they saw.
- c. Then say: "We the Committee, have the authority to:-
  - (1) Dismiss the Case
  - (2) Warn you as to your future conduct
  - (3) Impose a penalty up to..... (See **Appendix 5** for guidelines for offence)
  - (4) Refer the case to the PPA if a Club Committee.
- d. Confirm that the Party Charged:-
  - (1) Is content with the Committee.
  - (2) Has received all written evidence, papers, videos/DVDs on which the Disciplinary Committee intends to rely together with a list of any witnesses being called with a summary of their evidence. For a PPA Hearing this should be at least three clear working days before the date of the Hearing.
  - (3) Understands the charge and has had a reasonable time to deal fairly with the matters raised.
- e. Then ask him: Do you plead 'Guilty' or "Not Guilty" to the charge? It may be established before the Hearing whether the Party Charged intends to plead Guilty, and if so, the PPA Chairman should be informed. This does not preclude a Party Charged changing his plea but a change may affect costs, if awarded.

**5. The Hearing Part 2 - Evidence for the Prosecution**

- a. Even if the Party Charged has pleaded Guilty it is normal for the Witnesses to be called so that they can be questioned by the Committee and the Party Charged to establish the circumstances and seriousness of the offence.
- b. The Party Charged may require the attendance of any PPA Official whose report is included in the supporting papers, but the Party Charged must make clear at least 24 hours before the hearing that he wishes an official to attend for questioning concerning his report. Should the Party Charged fail to do so and it becomes apparent at the hearing

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that he/she does not accept the accuracy of the report in some material respect the Committee will normally require the Party Charged to meet any additional costs caused by an adjournment or other consequence.

- c. The Prosecution Officer should start by reading out the reports by officials who are prosecution witnesses if they are not present and then call in the other prosecution witnesses one at a time. He will invite each witness to read his statement and ask him to confirm the accuracy of the report and if the witness has anything to add. For a Club Hearing, this procedure will be carried out by the President.
- d. The Committee will assess the written evidence in the light of any oral evidence bearing in mind that the written statements would have been made nearer to the date of the incident(s) and so the events were fresher in the witness' mind.
- e. The Prosecuting Officer and the Committee may then question the witness.
- f. The Party Charged may then question the witness.
- g. After giving evidence the witnesses should remain outside as they may be called again.

#### 6. **The Hearing - Evidence for the Defense**

- a. The President should invite the Party Charged to read his/her statement (he/she may read it for him/her) and ask him/her if he/she has anything further to add. The Prosecuting Officer and the Committee may then ask questions of the Party Charged. If any member of the Committee has a theory as to what happened or what took place then this must be put to the Party Charged so that he can confirm, deny or expand upon it.
- b. The Party Charged may then call witnesses for his defense. The Prosecuting Officer and the Disciplinary Committee may ask questions of the witnesses.
- c. If further information is required, then a witness may be recalled and questioned further in the presence of the Party Charged.
- d. When the last witness has left the room the Prosecuting Officer will summarize the case. For a Club Hearing, this should be done by the President.

- e. The President should then invite the Party Charged to summarize his/her case, reminding him/her that he/she should not stray into a plea of mitigation.
- f. For a PPA Hearing, you may at this stage raise any technical or legal matter including any issue concerning the interpretation or application of the Regulations, Directives or Rules of Polo with any PPA Official or member of the PPA Secretariat, or the Disciplinary Committee's legal adviser, if any, in the presence of the Party Charged and his representative who will be given the opportunity to make a submission in respect of any matters so raised.
- g. The President should then ask the Party Charged and the Prosecuting Officer to leave the room and if content with the evidence discharge the witnesses at this stage.

**7. The Hearing Part 4 - Finding**

- a. If the Party Charged pleaded Not Guilty, then the Disciplinary Committee must make the decision as to the verdict based on the evidence which they will have heard. Any verdict must be reached by the Committee amongst themselves only. A Committee does not have to be sure beyond a reasonable doubt that misconduct has occurred; it has merely to be of the opinion that it is more probable than not that what is alleged to support the charge happened, and that it amounts to misconduct. The Disciplinary Committee will attempt to reach a unanimous decision but a simple majority will suffice and decisions reached shall be announced as the decision of the Disciplinary Committee. Reasons given for the decision shall not include reference to any minority or dissenting view.
- b. Recall the Party Charged.
- c. Announce whether the Disciplinary Committee has found the Disciplinary Incident to amount to Misconduct, Guilty; if not the hearing will be declared closed, Not Guilty.
- d. If Guilty you should give a brief summary of the reason for the decision of the Disciplinary Committee based on the evidence heard by the Disciplinary Committee during the Hearing.
- e. You should then ask for the previous record of the Party Charged on disciplinary matters. Only those matters which have either been

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determined to a conclusion through a Club or PPA disciplinary process or have been recorded in writing as part of a Report Form or official letter or email and have not been refuted are admissible.

- f. The President should then ask the Party Charged to address the Disciplinary Committee on any points which may mitigate the sentence or have a bearing on his conduct. This may include references that he/she is of good character.
- g. The Party Charged is then invited to withdraw.

#### 8. **The Hearing Part 5 - Review of Sentence**

- a. Any decisions as to the penalty to be awarded must be reached by the Disciplinary Committee amongst themselves only.
- b. Decide in principle a suitable sentence based on **Appendix 5** (noting that these are guidelines only) for the misconduct offence, remembering the importance of sending out a deterrent message. It may be appropriate for an offence committed in polo played at the higher levels to be referred to EC and to attract punishments at the higher end of the guidelines.
- c. Consider any other evidence, which might either mitigate or increase the severity of that sentence. Account should be taken of whether the accused pleaded "Guilty" or "Not Guilty" and of his/her general demeanour throughout the hearing.
- d. Should a club impose a ban on playing for a set period then the Disciplinary Committee must agree as to whether the PPA will be requested to extend the ban country or worldwide.
- e. Where the penalty is a ban from playing in Pakistan and it is uncertain as to whether this ban will be implemented in any country where that player may play then consideration should be given to ensuring that the ban from playing in Pakistan is of sufficient length to meet the justice of the case.
- f. Consideration should also be given as to whether costs should be awarded against the Party Charged. *See Paragraph 9.a.*

9. **Part 6 - Sentencing.** The Party Charged and the Prosecuting Officer are then recalled. The case in question may influence the order but the President should cover the following:-

- a. An outline of the offence and the sentence. If this includes any period of

suspension, the Party Charged must be informed when and where the suspension shall apply.

- b. The reasoning behind the sentence.
- c. Whether any costs shall be awarded with reference to *Paragraph 9.a*. Costs must subsequently be confirmed in writing. PPA Committee may reserve its decision and inform the Party Charged in writing within seven days.

10. **Part 7 - Post Hearing**

- a. Record of Proceedings:-
  - (1) For a Club Disciplinary Hearing, a summary together with the verdict and sentence shall be forwarded to the Chairman through Secretary PPA within two days of the Hearing.
  - (2) For a PPA Disciplinary Hearing a summary together with the verdict and sentence shall be circulated to all clubs and posted on the PPA website, if any.

**Appendix '3'**  
to Annexure G

**GUIDANCE NOTES FOR PARTY CHARGED**

This guidance note is written primarily for PPA Disciplinary Hearings but the general principles shall apply to all Hearings unless otherwise stated.

1. **General.** If an incident is referred for a Disciplinary Hearing, a Committee with a President will be convened as soon as practicable. You will be notified of the time, date and place for the Hearing and the charge against you. You should address any queries to a club official or, if they are unable to answer your query, to a PPA official.

2. **Prior to the Hearing**

- a. You should receive all written evidence, papers, videos/DVDs on which the Committee intends to rely, together with a list of any witnesses being called with a summary of their evidence prior to the hearing.
- b. You must provide the Disciplinary Committee with a list of any witnesses you intend to call, with a summary of their evidence and any other evidence you wish to rely upon.
- c. You will be asked how you intend to plead. You will still be at liberty to change your plea before or during the proceedings but a change from 'Guilty' to 'Not Guilty' may be counted against you and the Committee may require that you meet the costs of any adjournment.
- d. You should include any statements from other persons who you know will not be able to be present or relevant videos/ DVDS under your control.
- e. If you wish to question any Official whose report is included in the supporting papers, you must make this clear before the hearing; for a PPA hearing this must be at least 24 hours beforehand. Should you fail to do so and it becomes apparent at the hearing that you do not accept the accuracy of the report in some material respect you will normally be required to meet any costs incurred by reason of an adjournment or other consequence.
- f. The Disciplinary Committee may either decline to hear new evidence or evidence that has not been disclosed in time, or adjourn the enquiry. Any adjournment may increase costs.
- g. You must check whether you can be legally or non-legally represented.

The PPA reserves the right to require the Party Charged to complete **Index 1** to this **Appendix '3'** at least 48 hours before the start of the Hearing. It may also be used for a Club Hearing.

3. **The Hearing**

- a. Except when the Disciplinary Committee are considering their verdict and sentence you will be present throughout but if you fail to appear, the Board may proceed in your absence, or adjourn.
- b. The proceedings will be recorded by the Secretary PPA. Should a tape or digital recorder be used you will be notified.
- c. The President will ask you to confirm:-
  - (1) Your name.
  - (2) That you accept the members of the Disciplinary Committee and in particular that there is no conflict of interest.
  - (3) That you understand the charge against you. If not then the President will outline the events leading to the charge of misconduct.
  - (4) That you have received copies of all the witness statements in good time so that you have been able to prepare your own defense and summon your witnesses.
  - (5) Your plea of "Guilty" or "Not Guilty". A "Guilty" plea will normally be looked at more favourably by the Disciplinary Committee when it comes to sentencing if you are subsequently found "Guilty"
- d. The Prosecuting Officer (in a Club Hearing this duty will be carried out by the President of the Club Disciplinary Committee) will then call his witnesses individually to read their statements and invite them to add to them if they so wish. If a witness is not able to be present he will read their statement. The Prosecuting Officer and the Disciplinary Committee may question each witness after which you may do so.
- e. The President will invite you to read your statement (or read it for you) followed by any relevant written statements. You will then be invited to call any witnesses to speak in your defense. The Prosecuting Officer and members of the Disciplinary Committee may question you and any of your witnesses immediately after you or they have spoken. You may question your witnesses but may not lead them.

- f. The Prosecuting Officer or the Disciplinary Committee may recall any witness for further questioning which you may also do.
- g. Once all the evidence has been submitted, the Prosecuting Officer (or President) will summarize the case. You will then be invited to speak in your defense. You should concentrate on the facts as outlined in the charge and avoid straying into a plea of mitigation i.e. references to character and passed good conduct etc.
- h. You and the Prosecuting Officer will be invited to leave. The Disciplinary Committee will then consider the verdict. You will be recalled hearing the verdict. If 'Not Guilty' you will be dismissed without further ado. If 'Guilty' you will be asked to make a plea of mitigation. You will then be invited to leave again.
- i. The Committee will then consider the sentence (*see Appendix 5* which lays down guidelines only) and any costs which they may impose. They will take into account your plea of mitigation and any previous record of a disciplinary nature which has been determined to a conclusion through a PPA or club disciplinary process.
- j. You will then be recalled to be informed of the sentence and of any costs (*see Paragraph 9.a.*) imposed. A PPA Disciplinary Committee may reserve its decision in which case you will be informed of the outcome within seven days
- k. For Right of Appeal see *Paragraph 8*.

#### **Index 1: Declaration by Party Charged**

**DECLARATION BY PARTY**

Name.....

Hearing into possible misconduct.....

Legal Representation: NO/YES

If yes by whom .....of: .....

..... Telephone No: .....

1. DO you admit to misconduct? Yes/No/In Part.....
2. The time you estimate you will require to present your case at the hearing (including any time required for the cross-examination of PPA witnesses)  
.....  
.....
3. Do you admit the evidence of any witness contained in a statement made to the PPA, which you have seen? In respect of each witness, please identify the witness and indicate YES/NO/IN PART (if in part please refer to Note b below)

**Name of Witness**

**Admissions**

.....  
.....  
.....

.....

4. Please state concisely the substance of the case which you intend to argue at the hearing identifying the principle areas of fact which you dispute
5. Please identify the witnesses you intend to call, including whether you wish to give evidence yourself.

**Name of Witness**

**Substance of Evidence**

.....  
.....  
.....  
.....



**Notes**

- a. If you intend to take legal advice or be represented at the hearing, you should refer this form to your advisor without delay.
- b. If any answer is "in part", please give sufficient explanation and make it clear what is admitted and what is not admitted.
- c. The room for answers will be expanded if this appendix requires completion. If there is still insufficient room in any part of the form, please use continuation sheets for your answers, indicating by relevant numbers, the question being answered or continued.
- d. If you accept the evidence of a witness it may not be necessary for him/her to attend a hearing, thus saving time and expense all round and inconvenience to the witness.
- e. Unless the PPA agrees otherwise, the completed form must be delivered to the PPA 48 hours before the Hearing. Where there is a failure to do so, the Board may:-
  - (1) Refuse to allow any evidence which is not disclosed to be given at the enquiry, or
  - (2) Adjourn the enquiry and make an order for costs.

**EXAMPLE TEMPLATE FOR NOTICE OF RESULT OF  
A DISCIPLINARY HEARING**

To: Pakistan Polo Association Date: .....

Disciplinary Hearing into alleged misconduct on the part of

..... (Name)..... held at..... (Location)..... on..... (Date).....

**Particulars:**

..... (Name)..... was charged with misconduct within the meaning of PPA Disciplinary Procedure.

Para 1.m of the Regulations of the PPA in that he (insert here the nature and details of the incident and the date).

..... (Name)..... pleaded Guilty/Not Guilty.

The Committee found ..... (Name)..... Guilty/ not guilty

as charged and awarded the following. ....

The reasons for the verdict of the Committee were as follows:

.....  
.....

..... The reasons of the Committee for imposing the above penalties were as follows:

.....

If a ban, it is requested that it is/is not extended to (all affiliated clubs and events and/or overseas):

.....

..... The Committee awarded costs of PKR ..... accordance with PPA Disciplinary Procedure Para 9.a.

Signed.....

Date.....

Name ..... President Disciplinary Committee

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**Appendix '5'**  
to Annexure G

**POWERS OF DISCIPLINARY COMMITTEE**  
**AND GUIDELINES ON PENALTIES**

1. **Powers of a Club Committee.** If the Club Committee is satisfied that a Party Charged is guilty of Misconduct and the Party Charged is a member of the Club in question or is playing in a tournament or match being organized by that Club, it may impose the following:-

- a. A warning to the Party Charged;  
and/or
- b. Such penalty or penalties or action as may be provided for in the rules or regulations of the said Club
- c. Refer the case to the PPA.

Any affiliated or provisionally affiliated Club has the power to suspend any member of the PPA from playing or entering that Club for any period of time although any such suspension may be the subject of an appeal to the PPA. Clubs shall only award bans that apply to the tournament in which the offence was committed or at the Club concerned. However, the PPA Disciplinary Committee may extend the ban to all clubs or worldwide either independently or if requested by the club. The timing of any suspension or ban may take account of the individual's polo playing programme but shall first take effect in the same tournament in which the offence was committed and then for such matches as the Committee may specify. A fine may also be included if considered appropriate and club rules allow. Any fine so imposed shall be deposited to PPA (only in case of PPA tournaments). **An offence will be spent after two years pursuant to decision by the EC.**

2. **Powers of a PPA Disciplinary Committee.** A PPA Disciplinary Committee may impose the following:-

- a. A warning to any Member or Club;
- b. A censure on any Member or Club; and/or
- c. A fine up to a maximum of PKR 500,000 (five hundred thousand only) on any Member or Club; and/or

- d. A ban on any Member from playing in any match or practice chukker at or conducted by a Member Club in Pakistan for such a period up to three years as the Disciplinary Committee in their absolute discretion may determine, and the Disciplinary Committee has full power to specify the period or periods when the suspension shall take effect and to suspend a suspension from taking effect for such time and upon such conditions as it thinks fits; and/ or
- e. A suspension of the affiliation of any Club whether or not coupled with a fine under Para 1.c above; or.
- f. Expulsion of any Member or Club. When imposing any penalty, the Disciplinary Committee shall take into account:
- g. Any penalty, including any period of suspension, imposed by a Club.
- h. **Previous Offences.** Only previous offences, which have either been determined to a conclusion through a Club or PPA disciplinary process or have been recorded in writing as part of a Report Form or official letter or email and have not been refuted, should be admissible. The PPA reserves the right for some cases to remain admissible for longer, especially concerning welfare of ponies but, unless this right is reserved at the time the original offence is penalized, offences shall be deemed to be spent after 1 to 3 years as follows:-

Offences acknowledged as a result of a report form or letter	-	one year
Offences dealt with at Club level	-	one year
Offences dealt with at PPA level	-	two to three years
Offences acknowledged concerning welfare of ponies	-	two to three years

3. **Guidelines.** In order to help to provide consistency, below are some guidelines for Disciplinary Committees for the different offences that are considered most likely to have resulted in a finding of misconduct. The offences are described in general terms and in each case a warning may be given. The penalties suggested are guidelines only and will vary according to the severity of the offence, the circumstances and the record of the player concerned, and a Committee may exceed the upper limit should it feel there is justification for doing so.

Offence	Club Committee	PPA Committee
<b>ABUSE OF PLAYER OR OFFICIAL</b>		
Verbal abuse or disrespect to another player.	Warning to two matches ban and up to PKR 50,000/- fine.	Up to four matches ban and up to PKR. 100,000/- fine.
As above but with foul language or gesture which is visible or audible to any spectator or member of the public.	Up to three matches ban and up to PKR 100,000/- fine.	Up to three weeks ban and up to PKR 200,000/- fine.
Verbal abuse or disrespect to an official.	Two to three matches ban and up to PKR 100,000/- fine.	Two or three weeks ban and up to PKR 200,000/- fine.
As above but with foul language or gesture which is visible or audible to any spectator or member of the public.	Three to four matches ban and up to PKR 150,000/- fine.	One or two months ban and up to Rs.300,000/- fine.
<b>MISUSE OF STICK</b>		
Negligent misuse of the stick which endangers another player, official or pony.	Warning to one or two matches ban.	Three of four matches ban.
Intentional misuse of the stick which endangers another player or player's pony.	Three of four matches ban and up to PKR 50,000/- fine.	One or two months ban and up to PKR 100,000/- fine.
As above but endangers an official or his pony.	One or two months ban and up to PKR 75,000/- fine.	Two or three months ban and up to PKR 150,000/- fine.
As above but causes intentional damage to an official or his pony.	Two or three months ban and up to PKR 150,000/- fine.	Three or four months ban and up to PKR 300,000/- fine.
<b>DANGEROUS PLAY</b>		
Dangerous play which endangers another player, official or pony.	Warning to one or two matches ban and up to PKR 50,000/- fine.	Two or three matches ban and up to PKR 100,000/- fine.
Repeated dangerous play as above.	Two or three matches ban and up to PKR 100,000/- fine.	One or two months ban and up to PKR 200,000/- fine.
Dangerous play which causes a pony to lose balance or fall.	Three or four matches ban and up to PKR 150,000/- fine.	One or two months ban and up to PKR 300,000/- fine.
Repeated dangerous play as above.	Six to eight matches ban and up to PKR 175,000/- fine.	Long term ban and up to PKR 350,000/- fine.

Offence	Club Committee	PPA Committee
<b>REFUSING TO PLAY</b>		
Leaving the field of play other than in the usual course of the match.	One match ban and up to PKR 50,000/- fine.	Two or three matches ban and up to PKR 100,000/- fine.
Refusing to participate in any match.	Four or five matches ban and up to PKR 250,000 fine.	One or two months ban and up to PKR 500,000/- fine.
<b>ASSAULT</b>		
Physical response to physical aggression.	Two or three matches ban and up to PKR 125,000/- fine.	Two or three matches ban and up to PKR 250,000/- fine.
Assault by striking or other means of another player in any physical way.	One or two months ban and up to PKR 150,000/- fine.	Two or three month ban and up to PKR 300,000/- fine.
As above but of an official in any physical way in any physical way.	Two or three months ban and up to PKR 250,000/- fine.	Long term ban and up to PKR 500,000/- fine.
<b>SOCIAL MEDIA</b>		
Abuse of another player on social media.	Refer to PPA.	Up to one year ban and/or up to PKR 250,000/- fine.
Abuse of an official on social media.	Refer to PPA.	Up to three years ban and/or up to PKR 500,000/- fine.

**NOTES:**

- (1) Efforts will be made to finalize the decision within 7 (seven) working days of the occurrence of the incident.
- (2) PPA shall deal with the delinquent behavior exhibited during PPA tournament both on and off the field.

## PPA ANTI-DOPING REGULATIONS 2021

## 1. Use of Banned Substances

- a. Doping is the use by an associate member (player or official - hereafter collectively referred to as "player") - of any Banned Substance and is strictly forbidden according to the terms of this Regulation.
- b. It shall be an offence for a player to bring to a place where polo is to be played, or to have in his possession or control at such a place, any substance listed in *Part A* or *Part B* of *Paragraph 2* including Alcohol and other intoxicants, as prescribed in the CNS Act 1997.
- c. A player shall have committed an offence where the result of an analysis of any urine, blood, hair or breath sample of his shows the presence of any Banned Substance listed in *Part A* of *Paragraph 2*.
- d. A player shall have committed an offence where the result of an analysis of any urine, blood, hair or breath sample of his shows the presence of any Banned Substance listed in *Part B* of *Paragraph 2* if the presence of that substance was not attributable to any one or more of the following:-
  - (1) The injection or consumption of medical compounds or proprietary medicines in normal or recommended quantities entirely for recognized medical purposes, other than the treatment of drug addiction or dependency;
  - Or
  - (2) The ingestion of food or other nutritional substances in the ordinary course of dietary nourishment. In the absence of any explanation by the player accounting for the presence of any Banned Substance, the EC of the PPA shall be entitled to infer that the presence of the Banned Substance was not so attributable. For the avoidance of doubt the PPA EC is not required to accept the explanation of the player.
- e. A player shall have committed an offence:
  - (1) where the result of an analysis of any urine, blood, hair or breath sample shows the presence of any Banned Substance in *Part C* of *Paragraph 2* unless the player was in possession of a letter or other document issued to him by a medical

- practitioner prior to his taking the substance in question expressing an opinion to the effect that taking the substance would not impair the player's ability to play polo safely.
- (2) If he refuses or fails to submit to a doping control test when requested to do so by any PPA Doping Control Officer as defined in *Paragraph 3* below.
- f. These Regulations mean that a player may still be in breach and have committed an offence even where he can establish that the source of the substance was a course of treatment prescribed or administered by a Medical Practitioner.
- g. For the purposes of these Regulations the result of an analysis will be established by a certificate from the laboratory conducting the analysis to the effect that the sample showed the presence of a Banned Substance or Substances. Where a player has elected to have the **B** sample analyzed the certificate issued following analysis of the **A** sample will only be valid for this purpose if the analysis of the **B** sample confirms the presence (in the sample) of the Banned Substance(s) identified by the analysis of the **A** sample.
- h. All players are advised to inform their Medical Practitioners of the substances, which are banned, and of the provisions of *Paragraph 1.e*.
- i. The Association has issued guidelines at Para 3 of Appendix 5 to Annexure G concerning penalties which should be considered, in general terms, appropriate for breaches of the Regulations, but guidelines for doping offences are as follows:-

WADA Drug List	First Offence:	One month ban and PKR 100,000/- fine.
	Second Offence:	One year ban and PKR. 400,000/- fine.
	Third Offence:	Two years ban and PKR 500,000/- fine.
Cannabis:	First Offence:	One month ban and PKR. 200,000/- fine.
	Second Offence:	Six months ban and PKR 800,000/- fine.
	Third Offence:	Three years ban and PKR 1,000,000/- fine.
Cocaine:	First Offence:	Six months ban and PKR 800,000/- fine.
	Second Offence:	Three years ban and PKR 1,000,000/- fine.
	Third Offence:	Expulsion for Life.



- j. **Refusal or failure to submit to a test:** One-year ban and PKR 100,000/- Fine. The dates of any ban will take account of the polo calendar and time of year.
- k. **Re-Instatement.** Any player suspended for a breach of doping regulations may be obliged to submit to doping controls testing, using a urine, blood, hair or breath sample, both prior to and as a condition of re-instatement. This will be arranged by the PPA but will be at any time and at any place, including at the player's home and will be carried out at his own cost.

2. **Banned Substances.** The term Banned Substance shall include any isomer or homologue or diagnostic metabolite of a Banned Substance.

a. **Part A**

- (1) Alcohol at a threshold in the **A** sample at or above 54 milligrams per 100 millilitres in urine or 17 microgrammes per 100 millilitres of breath.
- (2) Barbiturates.
- (3) Cannabinoids (or Cannabis metabolites) at a screening threshold in the **A** sample of:-
  - (a) 50 nanograms per millilitre as immunoreactive cannabinoids by immunoassay and
  - (b) Confirmed at or over a threshold of 15 nanograms per millilitre 11 -nordelta9- tetrahydrocannabinol-9-carboxylic acid by gas chromatography / mass spectrometry. Both measurements must be at or above the stipulated thresholds.
- (4) **Gamma-hydroxybutyrate (GHB) and pro-drugs of GHB (1,4-Butanediol Gammabutyrolactone) at or above a threshold of 10 microgrammes per millilitre**
- (5) **Dissociative Anaesthetics and related substances e.g. Ketamine, Phencyclidine, Tiletamine.**
- (6) **Lysergic Acid Diethylamide (LSD)**
- (7) **Stimulants** excluding Caffeine, Phenylpropanolamine, Pseudoephedrine. N.B. Salbutamol, Salmeterol and Terbutaline may be taken by inhaler only. (For Ephedrine see

Part B below). Substances in this group include, but are not exclusively restricted to, Amphetamines, Cocaine, and the "Ecstasy group" i.e. Methylendioxyamphetamine (MDA), Methylenedioxyethyl amphetamine (MDEA), and Methylenedioxymethyl amphetamine (MDMA), L-methamphetamine (levometamphetamine) is excluded.

- (8) **Other Prohibited Stimulants - Clenbuterol, Benzylpiperazine and its derivatives.**

b. **Part B**

- (1) **Ephedrine** (at or above a threshold in the A sample of 10 microgrammes per millilitre).
- (2) **Opiates and Opioids** excluding Codeine, Dextromethorphan, Dihydrocodeine, Ethylmorphine, Pholcodine and Propoxyphene. (Substances in this group include, but are not exclusively restricted to, Heroin, Methadone, Morphine, Oxycodone and Pethidine).
- (3) **Ritalin**

c. **Part C**

- (1) **Anti-Depressants**, including but not exclusively restricted to:
- Monoamine Oxidase Inhibitors (MAOIs)
  - 5HT Reuptake Inhibitors
  - Tetracyclic Anti-depressants
  - Lithium Salts
  - Tricyclic Anti-depressants
- (2) **Benzodiazepines** (for example - Diazepam, Lorazepam, Nitrazepam, Oxazepam, Temazepam), and substances with similar structure or pharmacological activity.
- (3) **Benzodiazepine** receptor agonists, (Zaleplon, Zolpidem, Zopiclone)
- (4) **Sedative Medications** including the H1 receptor antagonists (e.g. Diphenhydramine, Promethazine and Trimeprazine) as well as medications such as Chloral Hydrate and Meprobromate.

- (5) **Anti-Psychotic Drugs** including Chlorpromazine, Clozaril, Haloperidol, Olanzapine, Phenothiazides and related drugs and new atypical anti-psychotic drugs.

**Note:-** Substances without thresholds will be declared positive at the limit of detection using such hybrid analytical techniques e.g. gas chromatography/mass spectrometry, as the laboratory in question considers to be appropriate.

3. **Doping Control Officer.** Doping Control Officers are those persons authorised by the PPA EC to carry out Doping Control testing on behalf of the PPA.

4. **Testing.** Testing may be conducted by the PPA Doping Control Officers using saliva, urine, blood or hair samples.

a. Saliva testing is only to be used as a screening test and only for:-

- (1) Part A - Cannabinoids, Amphetamines and Cocaine
- (2) Part B - Opiates and Opioids
- (3) Part C - Benzodiazepines,

The Doping Control Officer shall, if he considers that the result of a saliva test justifies it, require a urine, blood or hair sample immediately, or at any time within 24 hours.

b. Urine, blood or hair samples may be required as an initial test without any preceding saliva test.

c. Breath samples will be used to test the following:-

**Part A - Alcohol**

- (1) Testing may be carried out at clubs, at private grounds that are being used by a club for chukkers or matches or at any other venue deemed suitable by a Doping Control Officer.
- (2) Testing may be random or can include testing of all players present at the venue for the purposes of playing or officiating at polo that day. The PPA Doping Control Officers will have permission to undertake, at their discretion, an alcohol breath test.
- (3) If requested by a club or official of the PPA, individual players may be selected for testing.
- (4) A player must, if requested by an official of a club, or by an official of the PPA, or by a PPA Doping Control Officer submit to a doping control test. Any player requested to submit to a

doping control test may not play in any organised match or chukker at an affiliated club until the sample(s) required by the Doping Control Officer has been provided. Refusal or failure to do so may be taken as if a positive test result had been obtained and confirmed, and dealt with accordingly.

- (5) Players under the age of 16 may be requested to obtain the consent of a parent or legal guardian to their participation in doping controls testing. A refusal or failure to obtain their consent may be taken as if a positive result had been obtained and dealt with accordingly.

## 5. Collection Procedures

- a. **Procedures.** The sampling and testing will be carried out by PPA Doping Control Officers by methods and according to standards approved by the PPA EC who shall also approve standards for the custody, transport and security of samples from the place of testing to the laboratory where the analysis is to take place. Due compliance with such standards shall be presumed unless the player is able to establish that the standards were not complied with. A departure from such standards shall not invalidate the result of an analysis unless the PPA EC is satisfied in any particular case that the departure is sufficiently serious as to cast doubt on the identity of the sample or its integrity prior to or during analysis.
- b. **Urine, Blood or Hair Sample.** If a player is asked to give a sample of urine, blood or hair, this will be split into an **A** and **B** sample. Both samples will remain the property of the PPA. The **A** sample will be tested as soon as possible and the player will be given the opportunity to insist on an analysis of the **B** sample and to be present or to be represented at that analysis. The player must make his request for analysis of the **B** sample within three days of notification that a doping offence is suspected. The analysis of the **B** sample will be carried out as soon as possible by the PPA appointed laboratory; it may not be delayed by the player. When reporting results, the testing laboratory will follow POC guidelines on reporting levels and may ignore small traces of some and will offer advice on any positive tests. The cost of the

analysis of the **B** sample will be met by the player if positive and by the PPA if negative.

- c. **Using Alco-Sensor IV System.** This is for the analysis of Alcohol, and is performed with a breath test. The breath test is completed with a single breath. The result is printed out within one minute in triplicate, with a record of the analysis. The player is requested to sign one copy of the printout, a copy is given to the player and the third copy is for record keeping.

6. **Referral to the PPA Disciplinary Committee and Provisional Suspension**

- a. Any player who is suspected of a doping offence shall be referred to a PPA Disciplinary Committee under the PPA Regulations.
- b. Forthwith upon the PPA being notified that the **A** sample from a urine, blood or hair test is positive following the laboratory analysis, the player concerned will be automatically suspended from playing in any match or practice chukkers at or conducted by an Affiliated Club in the Pakistan, until either:-

(1) The **B** sample tests negative

OR

(2) The PPA Disciplinary Committee or Officer accept the player's explanation following a positive analysis and decide not to refer the matter to a PPA Disciplinary Enquiry

OR

(3) The completion of any disciplinary process following a referral to a PPA Disciplinary Enquiry.

7. Every member will be required to sign an affidavit (Attached at **Appendix 1**) for dope testing at the time of paying capitation fee every year. PPA will have the authority to ask for tests at any time it deems necessary.

**ANTI-DOPING AFFIDAVIT**  
**PLAYER CONSENT FORM**

As a member of PPA and/or a participant in an event authorized or recognized by PPA, I hereby declare as follows:

1. I acknowledge that I am bound by, and confirm that I shall comply with, all of the provisions of the PPA Anti-Doping Regulations (as amended from time to time), the FIP Anti-Doping Code and the International Standards issued by the World Anti-Doping Agency ("WADA"), as amended from time to time, and published on WADA's website.
2. I acknowledge the authority of PPA Anti-Doping Regulations to enforce, to manage results under and to impose sanctions in accordance with the PPA Anti-Doping Regulations.
3. I acknowledge and agree that any dispute arising out of a decision made pursuant to the PPA Anti-Doping Regulations, after exhaustion of the process expressly provided for in the [PPA Anti-Doping Regulations], may be appealed in the Court of Arbitration established by Pakistan Sports Board.
4. I acknowledge and agree that the decisions of the appellate body referenced above shall be final and enforceable, and that I will not bring any claim, arbitration, lawsuit or litigation in any other court or tribunal.
5. I understand that:
  - a. My data, such as my name, contact information, birthdate, gender, sport, nationality, voluntary medical information, and information derived from my testing sample will be collected and used by PPA, FIP and WADA for anti-doping purposes;
  - b. WADA-accredited laboratories will use the anti-doping administration and management system ("ADAMS") to process my laboratory test results for the sole purpose of anti-doping, but shall only have access to de-identified, key-coded data that will not disclose my identity;
  - c. I may have certain rights in relation to my *Doping Control*-related data under applicable laws and under WADA's International Standard for the Protection of Privacy and Personal Information (ISPPPI), including rights to access, rectification, restriction, opposition and deletion, and remedies with respect to any unlawful processing of my data, and I may

Annex - H

also have a right to lodge a complaint with a national regulator responsible for data protection in my country;

- d. If I object to the processing of my *Doping Control*-related data or withdraw my consent, it still may be necessary for PPA and/or FIP / WADA to continue to process (including retain) certain parts of my *Doping Control*-related data to fulfill obligations and responsibilities arising under the Code, International Standards or PPA anti-doping regulations not withstanding my request; including for the purpose of investigations or proceedings related to a possible anti-doping rule violations; or to establish, exercise or defend against legal claims involving me, PPA and/or an Anti-Doping Organization.
- e. Preventing the processing, including disclosure, of my *Doping Control*-related data may prevent me, PPA or Anti-Doping Organizations from complying with the Code and relevant WADA International Standards, which could have consequences for me, such as an anti-doping rule violation, under the Code;
- f. To the extent that I have any concerns about the processing of my *Doping Control*-related data I may consult with the PPA and/or WADA , as appropriate.

6. I understand and agree that my information may be shared with competent Anti-Doping Organizations and public authorities as required for anti-doping purposes. I understand and agree that persons or parties receiving my information may be located outside the country where I reside. I understand that these entities may rely on and be subject to National Anti-doping Laws that override my consent or other applicable laws that may require information to be disclosed to local courts, law enforcement, or other public authorities. I can obtain more information on national anti-doping laws from PPA or National Anti-Doping Agency.

I have read and understand the present declaration.

\_\_\_\_\_

Date

\_\_\_\_\_

Print Name (Last name, First name)

\_\_\_\_\_

Date of birth  
(Day/Month/Year)

\_\_\_\_\_

Signature  
(or, if a minor, signature of legal guardian)

## PPA PONY WELFARE 2021

1. **Pony Welfare and Ownership.** The ultimate responsibility for care and welfare of a pony rests at all times with the owner who must take all responsible steps to ensure the welfare of their ponies, including all activity at private grounds and during the summer months. This includes ensuring that a pony is always under control during polo, either tied up, being led or ridden at all times and never loose.
2. **Owner'** shall mean the individual or individuals whom the Disciplinary Committee is satisfied, in fact enjoy the rights, privileges and powers incidental to ownership. This includes, without limitation, the power to make decisions concerning the care and welfare of the animal, whether such individual(s) had any legal status as owner or not. In the case of hirelings, a member of the PPA involved in the hiring of ponies has the responsibility of 'owner' until the pony or ponies concerned have been handed over officially to another member of the PPA or his agent.
3. **Tack**
  - a. A hackamore or bit less bridle may only be used in practice chukkers at the discretion of the club.
  - b. Any bit, whether single or double, with the mouthpiece of less than 0.25 inch (6.50 mm) in diameter at its narrowest point or a curb bit with a cheek length of more than 6 inches (15.2cms) is not permitted.
  - c. A tongue-tie unless inspected by a Qualified Veterinary Surgeon immediately prior to the chukker, the tongue-tie must be removed as soon as the pony leaves the field of play.
4. **Restrictions on Ponies.** In high and medium goal tournaments, a pony played by one team cannot be played by any other team in the same tournament. This rule also applies to intermediate tournaments except that dispensation may be granted by the Tournament Committee.
5. **Old Ponies.** Owners of old ponies aged 16 or over are advised to have a heart and eye test done by a Qualified Veterinary Surgeon at the start of each season. Failure to provide proof of the prescribed test shall be construed as non-compliance of this rule and shall be subject to a fine as prescribed.
6. **Limit of Time Played and Chukkers.** In the normal duration of a match, a pony must not play for more than 7½ minutes without a 10 minute break and 15 minutes in total. Should a match go to extra time then a pony that has played two chukkers may be



played for as much time as the extra chukker lasts providing it has had a break of at least ten minutes. A pony must not play more than three full chukkers or the equivalent time in any one day and at more than two locations.

7. **Umpire Ponies.** A pony to be ridden by an umpire must be equipped as for playing except that the tail need not be put up. Ponies must be suitable to umpire the level being played and should an umpire deem that the pony offered is unsuitable for umpiring then the team must provide a replacement. A pony that has either played in a match at 8 goal level and below or has already umpired four chukkers should not be used to umpire again or play unless it has had a break of at least 10 minutes. Above 8 goal, any pony that has played in a match should not subsequently be used as an umpire pony or vice versa.

8. **Inspection of Ponies.** The Chairman of the Welfare Committee may ask a Qualified Veterinary Surgeon, a member of the Polo Pony Welfare Committee or any other suitable person to inspect ponies belonging to an member or affiliated club, whether on a polo ground, in a yard or turned out. If it is considered that the inspection was warranted and that the welfare of a pony or ponies is or has been put at risk then the owner shall be charged for the costs of any such visit. If the associate member or club refuses permission for the inspection, which may be carried out at short notice, they will be reported to the OIC Monitoring Committee. The OIC Monitoring Committee may refer any club or member direct to the PPA EC for a Disciplinary Hearing.

9. **Complaints.** If a complaint is received, whether from the general public, a veterinary surgeon, a club official, an officer of any other horse welfare body or from a member of the Monitoring Committee, a Report Form should be completed and sent to the OIC of Monitoring Committee and the club concerned. The OIC will liaise with the club concerned as to the action to be taken; if it is necessary for an inspection to be made with a Qualified Veterinary Surgeon and his cost will be borne by the club concerned. A Club Disciplinary Committee is obliged to hold a Hearing (see paragraphs 4 to 8 **Annexure F**) if they receive a report from a Qualified Veterinary Surgeon concerning abuse or cruelty to any pony. A report of that hearing must be sent to the Welfare Committee President.

10. **Use of an Unqualified Veterinarian.** Any activity described as 'veterinary surgery' can only be carried out by Qualified Veterinary Surgeon who are except that a veterinary surgeon on occasion may delegate some veterinary tasks, such as minor surgery or medical procedures, in particular, to a qualified veterinary assistant /

nurse / compounder. Any member or club that allows an individual who is not a Qualified Veterinary Surgeon to carry out any veterinary surgery, on a pony, except as above, may be liable to a charge of misconduct.

## 11. Medication

- a. **Permitted Medication.** The administration to a pony of any drug or substance that is not a normal constituent of horse feed is prohibited with the exception of those listed below as permitted medication subject to their always being prescribed and administered within the manufacturers' recommendations and therapeutic guidelines and within PPA rules:-
- (1) Non-Steroidal Anti-inflammatory Drugs (NSAIDs) (e.g. 'bute').
  - (2) Corticosteroids.
  - (3) Diuretics.
  - (4) Clenbuterol (e.g. Ventipulmin®).
  - (5) Dembrexine (e.g. Sputolosin®).
  - (6) Isoxsuprine (e.g. Navilox®).
  - (7) Altrenogest (e.g. Regu-mate®).
  - (8) Cimetidine (e.g. Tagamet®).
  - (9) Ranitidine (e.g. Zantac®).
  - (10) Omeprazole (e.g. Gastrogard®).
  - (11) Antibiotics and anti-fungals (except procaine penicillin).
  - (12) Regumate (for mares and fillies only).
- b. **Medication at Polo.** A pony which has been medicated by any route (by injection or ingestion) at polo may not play thereafter that same day. The only exception is if a minor and unobtrusive injury or wound is treated or repaired that will not affect its performance and the pony is then passed fit to play by a Qualified Veterinary Surgeon.
- c. **Testing.** The PPA will arrange both random and specific tests and the clubs as considered necessary. The services of the Laboratory at Lahore Race Club, Kot Lakhpat or an equivalent of that in the relevant city; if any will be used. If the result of a test on a sample of a pony's blood shows the presence of a substance above the permitted level or not on the above list, a report form must be completed and copies sent to the player, the owner of the pony, their club and to the

OIC of the Monitoring Committee. The club may be directed by the PPA to hold a disciplinary hearing. In any case, members are required to cooperate with the PPA in producing any evidence relevant to any such enquiry by the club or the PPA when requested to do so.

12. **Vaccinations against Equine Influenza for 2021.** No pony will be allowed to play at a club or in a tournament unless the pony's it has been vaccinated against Equine Influenza. Every polo playing animal must be inoculated prior to the Influenza season each year and the owner shall provide inoculation certificate to the parent Club and the Club shall provide a receipt of the same so that all Clubs being visited by the owner with his horses can be furnished with a proof of inoculation.

13. **Contagious or Infectious Diseases.** Any pony owner, stable manager or polo club that has a suspected case of a contagious disease such as ringworm or an infectious disease such as strangles or equine herpes must inform the PPA immediately with details of the action being taken. No infected pony or others in contact will be brought to a polo ground until a Qualified Veterinary Surgeon gives clearance in writing.

14. **Water at Polo.** Water should not be withheld and shall be offered to ponies after they have played and before leaving the ground.

15. **Muzzles.** Muzzles should only be used for short periods. They shall not be adapted in any way to reduce the ability to breathe or drink.

## AFFILIATED CLUBS

1. Abbottabad Polo Club, PMA
2. Armoured Corps Polo Club, Islamabad
3. Bahawalpur Polo Club
4. Frontier Corps Polo Club, Peshawar
5. Islamabad Polo Club
6. Jinnah Polo & Country Club (JP&CC), Lahore
7. Lahore Garrison Polo Ground (LGPG)
8. Lahore Polo Club (LPC)
9. Malir Garrison Polo and Saddle Club (MGP&SC)
10. Mona Polo Club
11. Multan Polo Club
12. PAF Polo Club, Sargodha
13. Peshawar Polo Club
14. Quetta Polo and Saddle Club
15. Rachna Polo and Saddle Club, Gujranwala
16. Rachna Polo Club, Sialkot
17. Rangers Polo Club, Lahore
18. Rawalpindi Garrison Polo Club (RGPC)
19. Sargodha Polo Club

## ACKNOWLEDGEMENT

Pursuant to the approval by the AGM Lt. Gen. Azhar Saleh Abbasi, Chairman PPA, constituted the following Committee to revise the Constitution of PPA to bring it in line with new realities of International Polo Regime, suiting our dynamics and remaining in line with needs of the time.

a. President: Brigadier Sikandar Ali, SI (M) (Retd)

b. Members: Air Commodore Haider Ali Shah

Captain Irfan Ali Hyder (Retd)

Mr. Syed Muhammad Talib Rizvi

Secretary PPA: Lieutenant Colonel Rab Nawaz Tiwana

Services of Shah Khawar Law Associates, 324a, Service Road East, E11/3, Islamabad, were solicited for vetting the Constitution.

## BRIEF - PPA CONSTITUTION

1. 1<sup>st</sup> PPA Constitution was framed in 1953 and 2<sup>nd</sup> Edition of PPA Constitution was approved in 1984.
2. Jinnah Polo & Country Club forwarded an agenda regarding review and updating of PPA Constitution as per new realities of international polo regime, suiting our dynamics and remaining in line with need of the times.
3. The constitution of 1984 was cursory in nature and lacked in substance relating to discipline, criteria of committee members, Pony Welfare and Anti-Doping regimes. All of which are the protocols required of our international affiliations as well as Pakistan Sports Board.
4. PPA Annual General Meeting (AGM) was held on 22 August 2020 and agenda was presented. The agenda points were appreciated and unanimously approved by the house, along with approval to empower PPA Executive Committee (EC):-
  - a. To formulate constitution committee.
  - b. Assess the draft amendments (prepared by the office) in the Constitution of 1984 and give formal approval.
5. The Constitution Committee carried out in-depth study and discussions while framing the draft and also hired the services of lawyer Mr Shah Khawar, Law Associates to give technical / legal review to the amendments.
6. The draft Constitution - 2021 was presented by constitution committee in PPA ECM held on 04 February 2021. Copies of PPA Draft constitution were handed over to Presidents of Clubs for their deliberation and comments.
7. Comments / observations were received from the following clubs:-
  - a. 12 x Points received from JP&CC / LGPG.
  - b. 48 x Points received from LPC.
  - c. RGPC and remaining clubs supported the efforts of the Constitution Committee.
8. The observations were shared with Constitution Committee for revisiting and preparation of necessary responses to the points raised by the clubs. At the same time clubs were intimated about presentation of amendments to PPA Constitution in General Meeting.
9. PPA General Meeting was held on 11 March 2021 to discuss / accord approval to the PPA Constitution 2021, which was attended by 55 x members.

10. Points received from clubs were discussed and deliberated in detail. PPA Constitution was approved by the house through a vote, where 53 x members supported / approved the draft constitution.
11. 3<sup>rd</sup> Edition PPA Constitution, now to be called PPA Constitution - 2021 after passing of document in General Meeting was processed formally to President PPA.
12. PPA Constitution - 2021 got formal approval by President PPA (Chief of Army Staff) and shall be enforced since 2 June 2021.



Lieutenant Colonel  
Secretary  
(Rab Nawaz Tiwana)

Date: 02 June 2021







