

**Rules and Regulations  
of  
Bihar Olympic Association**

**Updated as on 15-12-2019**

# Rules and Regulations of Bihar Olympic Association

## Name and Office

1. The name of this institution is and shall be Bihar Olympic Association, hereinafter referred to as “the BOA.”
2. The office of the BOA is and shall be situated within the limits of the Municipal Corporation of Patna.

## Jurisdiction

3. The territorial jurisdiction of the BOA does and shall extend to the whole State of Bihar.
4. The authority of the BOA does and shall extend to all sports and games, within its territorial jurisdiction, recognized and controlled by the Indian Olympic Association.

## Aims and Objects

5. The aims and objects of the BOA are and shall be to:
  - (A) Popularize sports and games in the society and create a social awareness for sports in Bihar.
  - (B) raise the standard of skill and accomplishment in sports and games in Bihar.
  - (C) promote the social status and economic security of players, sportspersons, athletes and others.
  - (D) encourage and guide institutions, i.e., the State and District Associations and individuals functioning in Bihar under the discipline of Indian Olympic Association, and to
  - (E) take all steps that may be conducive to the attainment of the foregoing or any one thereof.
6. The Executive Council of the BOA is and shall be the competent committee of the members of the BOA to take all steps for the attainment of the aims and objects of the BOA.

## **Explanation**

7. The terms, enunciated in the several Sub-Rules of the Rule 7 hereof, shall express and denote the meaning and connotation specifically ascribed to them in these several Sub-Rules of the Rule 7.
  - (i) Affiliation shall mean and connote enrolment of an institution as a member of the BOA.
  - (ii) Annual General Meeting shall mean and connote that general meeting of the members of the Association, which is held, once in each calendar year to consider and pass the annual report of the Honorary Secretary and the audited annual accounts of the BOA.
  - (iii) Joint Secretary shall mean and connote the Joint Secretary of the BOA.
  - (iv) Council shall mean and connote the Executive Council of the BOA, that is, the committee of the members of the BOA, entrusted with the management of the BOA.
  - (v) District Olympic Association shall mean and connote a district unit of the BOA affiliated as and continuing to be a member of the BOA. A District Olympic Association which will have affiliation with BOA shall have at least four District Sports Associations of different games as its Members/Units.
  - (vi) Emergent Meeting shall mean and connote an emergent meeting of the Council.
  - (vii) Special General Meeting shall mean and connote that general meeting of the members of the BOA, which is convened to discuss special matter pertaining to the management of the BOA.
  - (viii) General Body shall mean and connote the general committee of the members of the BOA.
  - (ix) General Meeting shall mean and connote a meeting of the General Body.
  - (x) IOA does and shall mean and connote the Indian Olympic Association.
  - (xi) Member shall mean and connote an institution affiliated as a member of the BOA.
  - (xii) Membership shall mean and connote the member of the BOA.
  - (xiii) National Federation shall mean and connote a national sports organization affiliated to the IOA.
  - (xiv) The 'Associate Member' means a member of the Bihar Olympic Association who cannot stand in elections, cannot vote for any decision

and also cannot vote in elections of Bihar Olympic Association. They can be from State Sports Associations, District Olympic Associations or otherwise. The same rules will apply for Associate Member's membership, suspension and termination as they apply in case of other members.

- (xv) Office shall mean and connote an honorary office of the BOA.
- (xvi) Office Bearer shall mean and connote an honorary office-bearer of the BOA.
- (xvii) Ordinary meeting shall mean and connote an ordinary meeting of the Council.
- (xviii) President shall mean and connote President of the BOA.
- (xix) Chairman shall mean and connote Chairman of the BOA.
- (xx) Quadrennial Meeting shall mean and connote General Meeting which is convened in every four years in which the Office-Bearers and the members of the Council are elected.
- (xxi) Regulations shall mean and connote the regulations of the BOA which the Council may, from time to time, frame and all amendments that may, from time to time, be made thereunto.
- (xxii) Rules shall mean and connote those rules of the BOA and all amendments that may, from time to time, be made hereunto.
- (xxiii) Secretary shall mean and connote the Honorary Secretary of the BOA.
- (xxiv) State Association shall mean and connote a State organization for any one branch of sports and games under the IOA, which is affiliated, through the BOA, to a National Federation.
- (xxv) Sports shall mean and connote all sports, games, athletics and all other disciplines, recognized and controlled by the IOA.
- (xxvi) Sportsperson shall mean and connote a person who participates in Sports or any branch thereof.
- (xxvii) Sub-Rules shall mean and connote the sub-rules of the Rules which are enumerated herein in Greek numerals.
- (xxviii) Treasurer shall mean and connote the Treasurer of the BOA.
- (xxix) Senior Vice –President shall mean and connote the Honorary Senior Vice-President of the BOA.
- (xxx) Vice-President shall mean and connote the Honorary Vice-President of the BOA.

- (xxxii) Year shall mean and connote the BOA year, that is, from the first day of April of a Calendar year to the thirty-first day of March of the following Calendar year.
8. The terms, enunciated in the several Sub-Rules of Rule 7, have been used herein and may be used elsewhere to express and denote the meaning and connotation specifically ascribed to them in these Sub-Rules of Rule 7.

**Composition:**

9. The BOA does and shall consist of an indefinite number of members, that is, of an indefinite number of institutions affiliated as and continuing to be the members.
10. The BOA does and shall comprise the General Body, the Council and such other committees, Sub-Committees and ad hoc committees as may, from time to time, be constituted by the General Body and the Council.

**Membership:**

11. Only those institutions which are, in the opinion of the Council, capable of organizing and running Sports in a particular region or a branch of sports in the whole State of Bihar will be eligible for Membership.
12. Subject to the subsequent approval of the Council, the Secretary may affiliate an institution as a Member.
13. To be accepted as new member, a legal entity eligible for membership shall submit a complete application in prescribed performa to BOA. Thereafter, the Affiliation Committee will examine the application and after being satisfied, the Committee will recommend to Executive Council.
14. Provisional affiliation shall be granted to a new member unit for three years. On completion of three years only, such member shall be granted regular affiliation. On grant of regular affiliation only, such member shall be entitled to attend the meeting of Bihar Olympic Association.

Those member units who have ceased membership on account of non-payment of affiliation fee as per Clause of the constitution, shall have to apply afresh for grant of affiliation. They will be treated at par with fresh applicant and all other conditions applicable for grant of fresh affiliation as above, shall also be applicable in such cases.

15. The Honorary General Secretary of an institution, affiliated as a member, shall, unless specifically otherwise decided by the Executive Committee of that institution, represent the member-institution in the BOA.
- (i) The duly authorized representative of a Member-institution shall, ipso facto, be the Member.

- (ii) A Member-institution shall withdraw its representative and nominate another, if so desired by the Council.
- (iii) A Member-institution shall be liable and responsible for the conduct of its representative.
- (iv) The IOA Past and Present Members in Bihar, will be members of the BOA Executive Council and the General Body, without voting rights and they will not be eligible to contest election for any post in the BOA.
16. The Council may, from time to time, fix and regulate all fees and charges in respect of Membership, provided that the Affiliation/Member/Recognition Fee shall be as follows:

	<b>Sport Organization</b>	<b>Fees for Admission to Membership</b>	<b>Annual Renewal Fee</b>
i.	State Sports Associations included in the Olympic/Asian/Commonwealth Games Programme	Rs 1,50,000/-	Rs 500/-
ii.	District Olympic Associations	Rs 1,50,000/-	Rs 500/-
iii.	Associate Member	Rs 1,25,000/-	Rs 0/-

The Membership Fee shall be paid on or before July 31 of every year. The Members whose membership fee remains unpaid would be termed as defaulters and shall not be entitled to attend the meetings of the General Assembly, Executive Council, other BOA Commissions.

17. Two (one male and one female) active athletes or retired athletes having taken part in the National Games/National Championships; subject to the condition that the retired athletes must retire from their post. These two athlete representatives shall be nominated by President in consultation with Honorary Secretary for BOA Athletes Commission.
18. The affiliation of an institution as a member shall be deemed to be a declaration of its voluntary surrender of its right to go to a court of law in respect of any matter arising out of the activities of the BOA or the management thereof.
19. The affiliation of an institution as a member shall be deemed to be a declaration of its acquiescence in and submission to the Rules and the Regulations.
20. No member shall make a matter of personal reprimand the conduct of an employee of the BOA, and all incidents of incivility on the part of the employees of the BOA may be referred to the Secretary.
21. Every member shall strictly abide by the Rules and the Regulations and the circulars which the Secretary may, from time to time, issue in pursuance of his duties.

22. The membership shall be terminated of a member by his:
- (A) voluntary resignation, addressed in writing to the Secretary, from a prospective date provided that he does not owe any sum of money to the BOA;
  - (B) breach of the Rules or Regulations or of the defiance of the circulars which the Secretary may, from time to time, issue in pursuance of his duties;
  - (C) being found guilty, by the Council, of a conduct likely to be injurious to the assets or the reputation of the BOA; or by his
  - (D) failure to get his membership renewed in accordance with the Rules and the Regulations; or;
  - (E) by death.
23. The membership of an institution shall not be renewed except by the prior approval of the General Body, if the membership has been terminated.
24. Election of a Member-institution /Unit/Association shall be held only under the supervision of an Observer duly deputed for the same by the BOA otherwise its affiliation will not be renewed.

**Voting:**

25. All Member-Affiliated State Sports Associations/District Olympic Associations only and not the recognized ones who have voting rights.
26. All affiliated State Sports Associations will have two votes and each District Olympic Association will have one vote in QGM. State Sports Association will have two representatives with one vote for each representative while District Olympic Association will have one representative with one vote.

**Management:**

27. The management of the BOA, pecuniary and otherwise, shall be conducted by the Council, consisting of thirteen (13) members, excluding the Office-Bearers.
28. The Council shall be constituted for four years at a Quadrennial General Meeting, and all vacancies, occurring before the expiry of the normal term of four years, shall be filled in by co-option for the unexpired period of the term but the co-opted member shall have no right to vote.
- (i) The Executive/ Annual General Meeting shall nominate a Returning Officer to conduct the elections of the office bearers and members of the Executive Committee/Council as per election Bylaws.

- (ii) Candidates shall be proposed and seconded for the offices of the President, senior Vice-President, seven Vice-Presidents, Secretary, Treasurer and four Joint Secretaries and for the rest of the seats in the Council.
- (iii) One Chairman shall be nominated by President for Bihar Olympic Association.
- (iv) Candidates shall be proposed and seconded in writing, provided that no member shall propose and also second the same candidate.
- (v) It shall be a mandatory requirement for election to the post of President, Honorary Secretary and Treasurer that only those Members who have either been President or Secretary of a Member institution for at least four successive years and also who have held an office in the preceding Executive Council of the Bihar Olympic Association for four years, shall be eligible to contest the election.

For election to the posts of Senior Vice-President, Vice Presidents and Joint Secretaries, it shall be mandatory that only those members who either have been the office bearers or members of the Executive Council of a member institution for four successive years shall be eligible to contest the election.

- (vi) The Returning Officer shall scrutinize the validity of the proposal and the eligibility of the member to be a candidate in accordance with the Regulations which the Council may from time to time framed in this respect.
- (vii) Members, desirous of casting their votes shall cast their votes through secret ballots issued by and under the authority of the Returning Officer.
- (viii) If any Member / Unit / Institution / Association has dues of affiliation fee for three consecutive years, its affiliation will cease automatically. The Membership fee shall be paid on or before 31st July every year.
- (ix) No member, whose accounts with the BOA are in arrears, shall be eligible to be a candidate in these elections, nor shall he be entitled to vote.
- (x) Election of office-bearers of Bihar Olympic Association will be conducted as per provisions contained in the election bylaws of BOA.
- (xi) The Returning Officer shall conduct the entire process of the elections by himself or with the assistance of the member selected by him and announce the results at the meeting.

29. The General Body may, before the expiry of the normal term of four years, remove any Office-Bearer or a member of the Council or the entire Council by a simple majority vote at an Extra-Ordinary General Meeting, provided that at least more than half of the total Membership votes in favour of the no-confidence.



## **The Council**

30. In addition to all other duties and responsibilities entrusted to it herein elsewhere, the Council shall: -
- (A) examine and pass the expenditure incurred for, and on behalf of the BOA;
  - (B) take steps for the attainment of the aims and objects of the BOA;
  - (C) ensure the constant affiliation of the BOA to the IOA and the observance of the instructions of the IOA;
  - (D) organize Sports and Sports organizations in the districts and also in the State of Bihar;
  - (E) cause the General Meetings and the meetings of the Council to be convened as stipulated in the Rules; and shall;
  - (F) do and perform all other duties which the General Body from time to time, assign to it;
31. In addition to all other authority and power vested in it herein elsewhere, the Council may:
- (A) delegate to the President, the Secretary and the Treasurer such of its duties and authority as it considers proper and expedient to do;
  - (B) organize and run matches, tournaments, competitions and all other meets and events of Sports;
  - (C) organize and hold meetings, seminars, conferences, festivals, conventions and all other functions which may, in its opinion, be conducive to the attainment of the aims and objects of the BOA or anyone thereof;
  - (D) award trophies, medals, crests, badges, cash rewards and all other tokens of appreciation to the Sportspersons and organizers of Sports;
  - (E) organize and run coaching camps, training centres, sports hostels and similar other organizations;
  - (F) from time to time, frame the Regulations, provided that the provisions of the Regulations are not inconsistent with the Rules or any part thereof.
  - (G) create its own district or districts, the territories of which may vary from the administrative districts of the Government of Bihar.
  - (H) create institutional districts, if it is, in the opinion of the Council, proper and expedient in the interest of the development of Sports or any branch thereof; and may
  - (I) take all other steps that may be conducive to the foregoing or anyone thereof;

32. The Council is and shall be authorized and empowered to raise funds through subscription, donation, subsidy, grant, gift, charity, fee, levy, rent, dividend, commission, interest, loan, sale of tickets, raffle, mortgage of the properties of the BOA, sale of the properties of the BOA and otherwise for the activities of the BOA and the management thereof;

### **The Office-Bearers**

33. The Office-Bearers shall be one President, one Senior Vice-President, seven Vice-Presidents, one Secretary, one Treasurer and four Joint Secretaries.
34. The President, when present, shall preside over the General Meetings and the meetings of the Council, provided that there is no vote of no-confidence against the President on the agenda.
35. The President may, with the approval of the Council, delegate to the Vice-Presidents such of his duties and power as he considers proper and expedient to do.
36. The President may, in consultation with the Secretary, suspend an Office-Bearer or a member of the Council from his office, provided that the suspension, within thirty days of it, is placed for approval before the Council.
37. The President, in consultation with Honorary Secretary is authorized to nominate not exceeding four Associate Vice-Presidents, not exceeding four Associate Joint Secretaries and not exceeding four Associate Executive Committee/Council members. These Associate Vice Presidents, Joint Secretaries and Associate Executive Committee/Council may be members of any State Sports Associations / District Olympic Associations and reputed Indian Citizens from Bihar who are known sports enthusiasts and have been associated with promotion and development of sports in the State. Individuals appointed as Associate Vice-Presidents, Associate Joint Secretaries and Associate Executive Committee/Council members will have no voting rights when attending the BOA Executive Council and General Body meetings.
38. In absence of the President, the Chairman shall preside over the General meetings and the meetings of the Council and shall exercise all powers vested to the President.
39. In absence of both the President and the Chairman, the Senior Vice-President shall preside over the General meetings and the meetings of the Council and shall exercise all powers vested to the President.
40. The Vice-Presidents shall do and perform such duties as may be assigned to them by the Council and the President.
41. In addition to all other duties and responsibilities entrusted to him herein elsewhere, the Secretary shall;

- (A) scrutinize and sanction expenses for the activities of the BOA and the management thereof;
- (B) ensure the maintenance of correct accounts of all receipt and expenditure by the BOA;
- (C) cause to be properly kept and maintained all files, records, assets and properties of the BOA;
- (D) ensure the implementation of the Rules, the Regulations and the decision of the General Body and the Council;
- (E) institute and defend all legal proceedings by or against the BOA; and shall
- (F) do and perform such other duties as may, from time to time, be assigned to him by the General Body and the Council.

42. In addition to all other authority and power vested in him herein elsewhere, the Secretary may;

- (A) appoint and dismiss the employees of the BOA, and fix their duties, salaries and emoluments;
- (B) affiliate or re-affiliate an institution as a Member, subject to the approval of the Council:
- (C) sign all cheques, bills, receipts, deeds letters, circulars, endorsements and all other papers and documents for and on behalf of the BOA.
- (D) delegate to the Treasurer and the Joint Secretaries such of the responsibility and authority as he considers proper and expedient to do;
- (E) organize functions of all kind, the expenses of which may be defrayed to the funds of the BOA or to especially raised funds;
- (F) invite guests to all functions and events organized and run by the BOA;
- (G) enquire into the functioning of the District Associations and State Associations and take appropriate action in the light of his findings;
- (H) control and discipline all Sportspersons within the State of Bihar.
- (I) ensure observance of the Rules and Regulations of Sports in vogue for the time being, by the District Associations and the State Associations, and may
- (J) take all other steps that may be co-incidental to the foregoing or anyone thereof.

43. The Treasurer shall cause true accounting to be kept of all sums of money received and expended by the BOA, and shall be responsible and liable for the cash balances of the BOA.
44. The Treasurer shall not disburse any amount without the prior sanction of the Secretary, nor shall he receive any amount specifically not approved of by the Secretary.
45. The Treasurer shall not obstruct the payment of any sum of money sanctioned by the Secretary, and should he disagree about the propriety of any expenditure sanctioned by the Secretary, he may refer the matter to the President subsequently.
46. The Joint Secretaries shall do and perform such duties as may, from time to time, be assigned to them by the General Body, the Council or the Secretary. In the event of the death of the Secretary, one of the Joint Secretaries will be named by the President to become Secretary of the B.O.A and he shall continue to function in that capacity for remaining tenure of the previous Secretary or till election is held.

**Accounts:**

47. True accounts shall be kept of all sums of money received and expended by the BOA and of all matters, in respect of which such receipt and expenditure take place, and of all credits, assets and liabilities of the BOA.
48. The Association shall have a bank account with any Scheduled Bank or Scheduled Banks at Patna and shall jointly be operated by any two of the following office-bearers while the signature of the Treasurer is a must.
  - (a) President
  - (b) Honorary Secretary
  - (c) Treasurer
49. The accounts of the BOA shall, once in every year, be audited by a Chartered Accountant elected as the Auditor at every Annual General Meeting or a Quadrennial General Meeting, as the case may be, and the correctness thereof ascertained and certified by the Auditor.
50. In case of any emergency situation, the President is authorized to sanction expenditure in excess of Rs. 1,00,000/- which has to be regularized by the Executive Council, and the Honorary Secretary will be authorized to sanction expenditure in excess of Rs. 50,000/- but not more than Rs. 1,00,000/- subject to approval of the President.
51. All sums of money, in excess of ten thousand rupees in cash, shall be kept in a Scheduled Bank or Scheduled Banks, as the Council may, from time to time, decide provided that, in the cases of emergency, the Council may permit the Treasurer to retain in hand an amount larger than five thousand rupees.

## **Meeting:**

52. All the General Meetings and the meetings of the Council shall be convened by the Secretary, and should the Secretary fail to convene a General Meeting or a meeting of the Council as stipulated therein, the President shall authorize one of the Joint Secretaries to convene the meeting.
53. (A) A member can vote at any General Meeting on a letter of authority given by the Secretary if he is not able to attend the same, but no member shall vote by any representative in Council meeting.  
  
(B) No ex-officio Office-Bearers of a Member institution / unit / Association or any Associate Member shall attend any General meeting, Quadrennial meeting or meetings of the Council.
54. No proceedings of a General Meeting or of a meeting of the Council shall be void on account of the absence of a Member or on account of there being a vacancy or vacancies in the General Body or in the Council.
55. An annual General Meeting shall be held once every year within three months of the closing of the financial year, and a Quadrennial Meeting shall be convened once in every four years either within six months after close of the fourth year or before, and in Extra-ordinary situations after the completion of the four year term, such meeting shall be convened within six months after the expiry term of a grace period and an Extra-Ordinary General Meeting or any other General Meeting may be convened as and when necessary.
56. At the Quadrennial General Meeting of the BOA, the President in consultation with the Honorary Secretary, may nominate up to four persons who have rendered unique and distinguished service for the cause of the Olympic movement in the State as Life President. Such Life Presidents shall hold the office during their lifetime. The Life Presidents shall be invited to the General Meeting of the BOA. The Life Presidents shall, have the right to cast their vote at the Annual General / Special General / Quadrennial General Meeting of the BOA.
57. More than half of the total number of Members may, jointly requisition and hold an Extra-Ordinary General Meeting, provided that such an Extra-Ordinary General Meeting is held within the official premises of the BOA or at a venue selected by the President.
58. A meeting of the Executive Council may be convened at least once every year, while an Emergent Meeting may be convened as and when necessary. Notification for the meetings may be sent by letter or by courier/registered post/speed post as considered expedient.
59. The minimum notice for an Annual General Meeting shall be of fifteen days, and that for a Quadrennial Meeting shall be of twenty-one days, and that for an Extra-Ordinary General Meeting shall also be of twenty-one days, and that for any other General Meeting shall be of ten days.

60. The minimum notice for an Ordinary Meeting shall be of ten days, while that for an Emergent Meeting shall be of two days.
61. The quorum for an Annual General Meeting shall be at least one-third of the total number of members, and that for a Quadrennial General Meeting shall be two-fifths of the total number of members, and that for an Extra-Ordinary General Meeting shall be three-fourths of the total number of members, and that for any other General Meeting shall be one-tenth of the total number of members.
62. The quorum for a meeting of the Council, Emergent/Special/AGM/Ordinary, shall be more than half of the total number of the members of the Council.
63. Any General Meeting, adjourned for want of quorum, may be held on the following day at the notified time and at the notified venue, and no quorum shall be necessary for such an adjourned General Meeting, provided that:
  - (A) no agenda other than already notified shall be discussed at any adjourned General Meeting; and provided that:
  - (B) no requisitioned General Meeting shall be held, if adjourned for want of quorum.
64. A meeting of the Council, Ordinary or Emergent, if adjourned for want of quorum, may be held after two hours of the adjournment at the notified venue, and no quorum shall be necessary for an adjourned meeting of the Council, Ordinary or Emergent.

#### **Miscellaneous Provisions:**

65. Amendment: The Rules may be amended at the Annual General Meeting or a Special General Meeting, provided that each of the amendments is supported by at least three-fourths of members present at the meeting and provided that no amendment shall be made at an adjourned General Meeting in the terms of Rule 62.
66. Arbitration: All matters of dispute between a Member and the BOA, if unresolved by the Council and the General Body, may be referred to the IOA for arbitration which shall be final and binding on all concerned.
67. Badge: The Council may, with the subsequent approval of the General Body, from time to time, design and adopt the Badge of the BOA and may award it to the Members and the Sportspersons.
68. Banner: The Council may, with the subsequent approval of the General Body, from time to time, design and adopt the Banner of the BOA, which can be used only by individuals or bodies authorized by the Council.

69. Crest: The Council may, with the subsequent approval of the General Body, from time to time, design and adopt the Crest of the BOA and may award it to the Members and the Sportspersons.
70. Dissolution: The BOA may be dissolved at an Extra-Ordinary General Meeting only by the unanimous support of the members present at the meeting, and in the event of dissolution, all the assets of the BOA, after meeting all its liabilities, shall vest in the IOA.
71. Interpretation: The interpretation by the Council of the Rules and the Regulations shall be final and binding on all concerned.
72. The Association may sue or be sued in the name of the Honorary Secretary, BOA. A law suit can only be filed at Patna, the headquarters of the BOA.
73. Special: Notwithstanding anything contained herein elsewhere, the Council may levy special fees and charges to meet the cost of the activities of the BOA and the management thereof, may suspend or cancel matches, tournaments, competitions and all meets and events organized by a member or members, if in its opinion, approved rules are not observed in their conduct and may, in the cases of extreme emergency, dissolve the Managing Committee of a Member institution, constitute an ad hoc Managing Committee and get the management of the member-institution reorganized through the ad hoc Committee.

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PRESIDENT

TREASURER

HONORARY SECRETARY