

## **Yemen Swimming Aquatics Federation Statute**

## Introduction

This statute is the general and basic rule of the Yemeni Swimming Aquatics Federation, it is of organizational importance in the management, dissemination and development of the game, and is developed in a manner that does not conflict with the rules issued by the International Swimming Federation FINA.

It is also developed to regulate relations, competences, responsibilities and tasks among all components of the game in the Federation, whether in the General Assembly, the Board of Directors, supporting committees, organizers, technicians, swimmers in their various age groups, clubs or centers and officially registered in the Federation's records. All are required to work and shall abide by this statute, and no party may amend, add or cancel any text or article of this statute except through the adoption of the General Assembly of the Federation and in a manner that not violating international rules of the International Swimming Federation (FINA).

## Article 1: Definitions

Federation	:	Yemeni Swimming Aquatics Federation
The game	:	Swimming in all its competitions
General Assembly	:	General Assembly of the Yemeni Swimming Aquatics Federation
Board of Directors	:	Board of Directors of the Yemeni Swimming Aquatics Federation
International Federation	:	International Swimming Federation- FINA
Asian Federation	:	ASF Asian Swimming Federation
Arab Federation	:	Arab Swimming Federation
Olympic Committee	:	Yemeni Olympic Committee
Secretariat	:	General Secretariat of the Yemeni Swimming Aquatics Federation
Members	:	Federation members who have the right to vote
Statute	:	Yemeni Swimming Aquatics Federation Statute
Who have the right to vote?	:	Every club or center having membership
Quorum	:	Half +1 with a minimum of the total of members
Absolute majority	:	Approvals (half +1) with a minimum of the total number of absolute members entitled to vote
Ordinary majority	:	Approvals at a minimum of half +1 of the total absolute members entitled to vote
Simple majority	:	Approvals of a minimum of half +1 of the total absolute present members who are entitled to vote in a fixed, incomplete quorum and deferred meeting for 24 hours.

Relative majority	:	The majority of approvals are at a specified percentage of the total absolute members.
Voting	:	Taking decision b raising hands

## Article 2: Federation Identity

It is an independent Yemeni sports body with a legal and non-profit identity and its frame of reference is the International Swimming Federation (FINA).

## Article 3: Basic Provisions

3-1: It was founded in 1972 in Aden, Republic of Yemen.

3-2: Name: The Federation has been named: Yemen Swimming Aquatics Federation

3-3: Headquarters: Aden Governorate.

3-4: Official language: The official language of the Federation is Arabic.

3-5: Logo: The logo of the Yemen Swimming Aquatics Federation consists of the flag of the Republic of Yemen in a circular way, a swimmer and water.

3-6: E-mail (YEMENSWIMMING@hotmail.com)

3-7: Phone:00967711199977

3-8: Arab Federation in Arabic: الاتحاد العربي للسباحة

Arab Federation in English: Arab Swimming Federation

Headquarters: In The Kingdom of Morocco.

Email: arabswimming4@gmail.com

Phone:

3-9: Asian Federation: The name of the Asia Federation in Arabic: الاتحاد الآسيوي للسباحة

The name of the Asia Federation in English: Asia Swimming Federation

Headquarters: Oman

Email: aasf@omantel.net.om

Phone:

3-10: International Federation: The name of the International Federation in Arabic: الاتحاد الدولي للسباحة

*Federation International de NATATION* name abbreviated to (FINA) **Federation of the International Swimming Association**

Headquarters: Lausanne/ Switzerland.

E-mail (sportsdep@fina.org)

Phone (0041213104710) Fax (0041213126610)

#### Article 4 Objectives

4-1: Spreading, developing and revitalizing the game throughout the Republic of Yemen.

4-2: Preparing technical and administrative staff and upgrading the level of the game.

4-3: Work to raise the technical level of Yemeni swimmers.

4-4: Strengthening the relationship with clubs and centers.

4-5: Deepening the relationship with the Arab, Asia and International Swimming Federations.

4-6: Supporting clubs and centers when participating in local tournaments, championships and external participations in general.

4-7: Paying attention to various research and studies to enhance the spreading and development of the game.

4-8: Organizing conferences, seminars and holding courses on the development of the game in the Republic of Yemen.

4.9: Laying the foundations, rules and programs governing training and conditions to be provided to Yemeni trainers.

4.10: Combating doping in coordination with the Yemeni Olympic Committee against doping and imposing appropriate punishment on violators.

4-11: Granting the necessary approvals to clubs and sponsoring centers by organizing championships, competitions or tournaments at the level of the Republic of Yemen.

4.12: Licensing the private sector to establish pools with international specifications.

4-13: Documenting the results of the Federation's championships and the records numbers of swimmers and allocate the necessary records.

4.14: Developing Yemen's sports environment, raising awareness and participating in the development of society.

4.15: Applying international law in accordance with FINA regulations.

**Article 5:**  
**Competences of Yemen Swimming Aquatics Federation**

5.1: Developing the General Policy of the Federation in a way that reflects the plan and policies of the Yemeni Federation and the International Federation.

5-2: Setting an annual plan for the various internal and external activities of the Federation.

5-3: Taking responsibility for leading the game and developing it in the organizational, financial and technical sports aspects.

5.4: Forming working committees in the Federation and approving their practical tasks for the implementation of plans and programs.

5.5: Implementing resolutions issued by the International Olympic Committee and the International Swimming Federation.

5-6: Participating in foreign competitions and hosting Arab, Asian, continental and international tournaments.

5-7: Participation in official and friendly meetings and competitions at home and abroad.

5-8: Taking responsibility for the good preparation of national teams and clubs to qualify them to participate at an honorable level.

5-9: Paying attention to the care of young and the talented in accordance with plans in coordination with the Ministry of Youth and Sports and the Yemeni Olympic Committee to build strong and competitive national teams.

5-10: Honoring champions and coaches in internal and external competitions in coordination with the Ministry of Youth and Sports.

5-11: Encouraging national teams who embody sportsmanship in internal and external competitions and holding accountability those who violate sportsmanship.

5-12: holding periodic and annual meetings involving the Board of Directors, coaches, referees, swimmers and those interested in the game to evaluate the sports season and external participations.

5-13: The Federation consists of clubs and sports centers officially known in accordance with the regulations of the Ministry of Youth and Sports, which have completed all legal procedures and they are officially recognized, and participate in official competitions organized by the Federation.

## Article 6: Membership

6.1: The membership of the Federation is enjoyed by clubs, centers or similar who practice the game and are accredited by the Ministry of Youth and Sports of the Republic of Yemen.

6-2: Each club or center that practices the game submits a request to the Secretariat, which includes its commitment to implement the general Federation regulations, rules and instructions, accompanied by the following documents:

6-2-1: Approval of the Ministry of Youth and Sports.

6-2-2: Membership Application form for the Yemeni Swimming Aquatics Federation.

6-2-3: A report from the Federation branch in the Governorate on the practice of the game and the list of the swimmers' names, coaches, referees and administrators.

6-2-4: Description of swimming pools, equipment and documents for the club or center.

6-2-5: The club or center is not considered a member of the Federation until the Federation's Board of Directors approves the application within a month. The club or center shall be officially notified of the decision to approve and a copy of decision shall be sent to the Ministry of Youth and Sports and the Office of Youth and Sports in the Governorate.

6.2.6: The Board of Directors shall decide on the application to join within 30 days after the conditions have been met. They have the right to reject the application by reasoned decision during the period referred to, and the club or center has the right to file a complaint with the Board of Directors within two weeks of the date of the refusal.

## Article 7: General Assembly (Composition, Meetings, Terms of Reference)

### Formation:

7.1: The General Assembly of the Yemen Swimming and Aquatics Federation shall be composed of:

7.1.1: Members of the current Board of Directors and they are entitled to run.

7.1.2: A delegate of each sports club participated in at least the last season when the General Assembly was convened.

7.1.3: A delegate of each Federation or center to which the conditions specified in the guidelines apply.

7.2: A delegate of the club or sports center in the General Assembly is required to:

7.2.1: Be of Yemeni nationality and not less than 25 years of age.

7.2.2: Be of good conduct and have not been sentenced to a criminal penalty that violates honour and honesty unless rehabilitated.

7.2.3: Have an intermediate qualification or equivalent.

7.2.4: Be selected by decision of the Board of Directors of the club or center and a copy of the minutes of the meeting of the Board of Directors shall be attached in which the decision has been made. The copy shall be stamped by the Office of Youth and Sports in the Governorate.

7-2-5: He/ she shall be an ex-player who practices the game and he/ she is registered in the records of the Federation such as the club or center in one season or he/ she has stopped or retired from playing before one sports season or he/ she as a coach of one of the sports teams in the club and is a referee of the game or an administrator has accompanied the team for two seasons.

7.3: The delegate of the General Assembly of the Federation shall be considered to be a fixed member during the period of the electoral cycle (four years) and shall be replaced only in the following cases:

7.3.1: Death.

7.3.2: Leaving the homeland for more than a year.

7.3.3: Submitting accepted resignation.

7.3.4: The club or the center shall impose a penalty against him/her and the justification for replacement shall be attached to the minutes of the Board of Directors provided by the Office of Youth and Sports in the governorate.

### **Article 8:** **Terms of reference of the General Assembly**

8.1: The Ordinary General Assembly is concerned with the following:

8.1.1: Ratifying the annual minutes and implementing its decisions.

8.1.2: Discussing the evaluation report of the work of the Federation in accordance with the action plan approved at the previous meeting.

8.1.3: Endorsing the final account for the fiscal year ended.

8.1.4: Endorsing the Federation's action plan in all aspects of the various activities for next year.

8.1.5: Approving the budget draft for the next fiscal year.

8.1.6: The election cycle for the selection of a chairman and board members shall be held every four years.

8.1.7: Filling vacancies in positions that are devoid of board of directors.

8.1.8: Discussing proposals submitted by members provided that they are handed over to the Board of Directors two weeks before the meeting.

8.1.9: Discussing any important emerging issues approved by the Board of Directors or submitted by one third of the members of the General Assembly.

8.2: The Extraordinary General Assembly is concerned with the following:

8.2.1: Discussing any emergency or urgent topic.

8.2.2: Withdrawing confidence from some or all board members with the approval of two thirds of the members of the General Assembly present.

8.2.3: Electing a new Board of Directors instead of whom the General Assembly has withdrawn confidence.

### Article 9: General Assembly Meetings

9.1: The General Assembly shall hold the following meetings:

9.1.1: A meeting of the electoral cycle every four years.

9.1.2: Regular annual meeting.

9.1.3: Extraordinary emergency meeting.

9.2: The General Assembly shall hold an annual meeting during the first three months of the beginning of the year at the invitation of the Federation's Board of Directors and shall be distributed to members one month before the date of the meeting.

9.3: The General Assembly shall hold an extraordinary meeting at the invitation of the Board of Directors of the Federation or one third of the members of the General Assembly and shall be scheduled by the Board of Directors one month before the meeting.

9.4: Meetings shall be scheduled for 30 days, members shall be invited to attend, accompanied by meeting documents and the date of the meeting shall be the announced of in the official press.

### Procedures for Electoral, Ordinary and Extraordinary Meetings

9.5: The General Election Commission, formed by the decision of the Board of Directors, shall supervise and prepare for the election meeting and shall receive the forms of candidates for the presidency and membership of the Board of Directors 15 days before the scheduled meeting.

9.6: The General Election Commission shall examine the files of candidates and delegates, shall confirm the names of those who meet the requirements set out in this statute, and shall open appeals one week before the scheduled day of the electoral meeting.

9.7: At the electoral meeting, two thirds of the members of the General Assembly are required to attend, and if the quorum is not available, the meeting is postponed for 24 hours and the meeting is valid in the presence of (half +1) members of the General Assembly.



If there is no quorum, the meeting shall be postponed for one month.

9.8: After the month, the Ordinary General Assembly meeting is valid if it is attended by (half +1), and if the quorum is not available, the meeting is postponed for 24 hours and the second meeting is held by those who attended at least one third.

9.9: The General Assembly shall not consider cases that are not approved on the agenda at the beginning of the meeting.

9.10: Voting at General Assembly meetings is public in person except for elections in which delegates shall vote personally and confidentially; the delegates shall not authorize anyone else to vote.

9.11: If the votes in the elections of two or more board members are equal and due to this it depends to complete the required members, the chairmanship of the meeting shall select by lot.

9.12: If the number of candidates is equal to the number of board members, the position is won by acclamation and positions shall be distributed by mutual consent unless elections are held among the board members over positions under the supervision of the Election Commission.

9.13: If the General Assembly meets and reasons prevent the completion of the agenda, the meeting shall be considered to be in place and the session shall be held in another time within 24 hours. The decisions taken at the first meeting shall be considered correct.

9.14: If coercive circumstances prevent the General Assembly meeting from being held on time, the Federation's Board of Directors shall notify the members of the General Assembly of the postponement, explain the reasons and notify FINA about another date and no amendment shall be made to the agenda of the meeting.

9.15: Decisions taken by the General Assembly at meetings by a majority of the members who attended when the meeting begins are valid and the withdrawal of any number of members does not affect decisions taken prior to withdrawal.

9.16: The Chairman of the Federation shall chairs the General Assembly meeting and, in his absence, the deputy-chairman shall chair the meeting and, in their absence, the Secretary-General shall chair the meeting.

9.17: The Secretary-General shall carry out the work of secretariat and, if he/she presides over the meeting or absence, the Assistant Secretary-General performs the work of secretariat and in their absence, the General Assembly chooses one who does the same and the minutes of the meeting shall be submitted to FINA.

9.18: The electoral process for the chairman's seat shall be conducted independently and it shall be followed directly by the election of the rest of the Board of Directors.

**Article 10:**  
**Board of Directors**  
**Formation of the Board of Directors**

10.1: The Affairs of the Federation shall be managed by a Board of Directors consisting of (7) members and the General Assembly shall elects the Board of Directors, whose number is determined by the electoral regulation. The number of votes received by each member shall be and determined in order for the winners of the Board of Directors, including five reserve members of the Board of Directors, as follows:

10.1.1 The Chairman.

10.1.2: Deputy- Chairman.

10.1.3: Secretary-General.

10.1.4: Financial Officer.

10.1.5: Technical Supervisor.

10-1-6: Relations, Media, Marketing and Investment Officer.

10.1-7: Women's Sports Officer.

Positions shall be distributed among board members according to efficiency by agreement and mutual consent and in the event of disagreement; elections shall be held among themselves under the supervision of the Election Commission.

Elections shall be held every four years in accordance with the regulations and rules of FINA

**Article 11:**  
**Board of Directors Terms of Reference**

11.1: The Federation's Board of Directors shall be responsible for carrying out the following tasks:

- Managing the affairs of the game.
- Holding the board meeting regularly.
- Inviting the General Assembly to ordinary, extraordinary and electoral meetings after the approval of the Ministry.
- Displaying all applications for the memberships of the new clubs teams and sports centers.
- Qualifying national cadres of trainers, referees, administrators, and developing their knowledge in the latest developments of the game internally and externally in coordination with the Yemeni Olympic Committee and FINA.
- Providing sports tools and supplies for the activities of the Federation and national teams.
- Registering clubs and centers players (swimmers) participating in different age groups in competitions organized by the Federation and the providing them with the players registration cards.

- Holding seminars, workshops and preparing research and studies to develop the level of the game.
- Dealing responsibly in optimal exploitation when disbursing activity allocations and supporting the operation in accordance with the Federation's various programs.
- Preparing annual reports on all the various activities and events of the Federation and submitting them to the General Assembly.
- Documenting all competitions and events of the Federation.
- Exerting efforts seeking additional sources of income in addition to the support provided by the competent authorities for internal and external activities or hosting championships.

### Article 12:

#### Board Membership Terms

##### **12.1: Membership Terms of the Federation's Board of Directors:**

- Being of Yemeni nationality and not less than 25 years of age and have at least a secondary school qualification or equivalent for the Chairman and a medium scientific qualification or a high sports qualification for members.
- Being an active member who has spent four years in the club, center or sports bodies of the game and it is advisable to have a foreign language.
- Being of those who have practiced the game and represented the club for three sports seasons and he/she has been registered in the Federation's records or stopped or retired before being nominated for one sports season. He/ She has been responsible for leading the game at the club for at least four years or be a coach or referee registered in the records of the General Federation. He/ She has stopped or retired from training or arbitration one year before his candidacy.
- Being of good conduct and has not been sentenced to a criminal penalty that violates the honour and honesty unless rehabilitated.
- The General Assembly has not taken any de-listing decision against him/her. The Board of Directors has dismissed him/her after the General Assembly approval due to financial irregularities or serious breaches have been established, or any Arab, continental or international Federations was issued a penalty against him/her and a full electoral cycle has not passed or an unjustified resignation was submitted.
- He/ She shall not have a financial covenant for the Federation or the relevant authorities.

-All candidates shall make a written undertaking to subject to accountability in the event of any irregularity, including candidates with diplomatic immunity.

- If the candidate violates one of the conditions that he or she meets as a candidate, his candidacy is cancelled and his membership is dropped.

- Members of the Board of Directors are not entitled to combine the membership of the Federation with the membership of the Board of Directors of another club or sports federation or branches or to supervise the games in sports clubs and federations.

## **12.2 Board of Directors Meetings:**

- Once a month, the Board of Directors shall convene an ordinary meeting and the invitation and meeting agenda shall be sent to the members one week before the meeting.

-The Board of Directors shall convene an extraordinary meeting at the invitation of the Chairman or one third of the board members. The same procedures shall be taken as for the ordinary meeting.

- If the number of votes is equal at the Board of Directors meetings, the chairman of the meeting shall be having casting vote.

12.3: If the position of Chairman of the Federation is not occupied, the Deputy-chairman shall assume his duties and if any position is not occupied in the Board of Directors, the Board of Directors shall approve who shall occupy the position from of its members provided that raising the reserve members by voting for filling the vacant positions.

12.4: If reserve members are utilized and other positions are vacant, the Board of Directors shall assign some of its members to perform the tasks until the alternative member shall be elected at the earliest annual meeting of the General Assembly.

12.5: If a number of positions are vacant, the Federation has the right to invite the General Assembly to an emergency meeting in which members are elected to fill the vacant positions at the request of one third of the members of the General Assembly for the Federation to carry out its missions.

## **Article 13:**

### **Terms of reference of Chairman and Members of Federation's Board of Directors**

13.1: Federation Chairman's Terms of Reference are as follows:

- Chairmanship of the meetings of the General Assembly and the Board of Directors.
- Preparing the agendas of General Assembly meetings in cooperation with the Secretary-General.
- Signing all contracts and agreements held with the federation after the approval of the Board of Directors.
- Signing checks with the Secretary-General and the Financial Officer.
- Developing relations between the Federation, the Olympic Committee, the Ministry of Youth and Sports and with Arab, continental, international and other federations.
- Representing the Federation at home and abroad.

**13:2: Deputy- chairman is concerned with the following tasks:**

- All powers of the Chairman of the federation in case of his absence
- The tasks assigned to him by the Chairman or by the Board of Directors.

**13:3: The Secretary- General shall assume the following tasks:**

- Making arrangements for General Assembly and the Board of Directors meetings, invitations and recorded minutes.
- Coordinating the work of the committees in the Federation and preparing the draft plans and periodic reports submitted to the Board of Directors.
- Presenting topics submitted by clubs, branches or sports centers to the Board of Directors.
- Supervising administrative work and keeping documents in accordance with modern regulations with the Federation seal.
- Following-up on the implementation of the Board of Directors decisions.
- Signing the correspondence of the Federation except the correspondence that requires to be signed by the President.
- Signing checks with the Chairman and the Financial Officer.
- Taking part with Financial Officer to prepare the draft of fiscal year budget and annual report.

**13:4: The Financial Officer is concerned with the following tasks:**

- Organizing and documenting all financial measures of revenues and disbursements.
- Implementing the Board of Directors decision on financial matters.
- Depositing the Federation funds in the bank approved by the Federation.
- Preparing the budget and annual reports for the final account in conjunction with the Secretary-General and submitting them to the Board of Directors for approval.
- Signing checks with the Chairman and the Secretary-General.
- Providing a detailed financial report on revenues and disbursements to the Board of Directors every three months.

**13:5: The technical supervisor is concerned with the following tasks:**

- Establishing technical plans and programs for sports activity and internal competitions, discussing them with the Competitions Committee and submitting them to the Board of Directors.
- Developing plans for external participations organized by Arab, continental and international federations, discussing them with the technical bodies of the teams and submitting them to the Board of Directors.
- Setting training and qualifying plans and for trainers and referees to develop them, supervising and following up the work of the technical committee.
- Receiving technical reports and submitting them to the Board of Directors.
- Evaluating the internal competitions and tournaments implemented by the Federation and submitting them to the Board of Directors for discussion.

- Following-up on the implementation of national team preparation programs, receiving participation reports, preparing an integrated evaluation report and submitting it to the Board of Directors for discussion.
- Identifying the sports requirements and tools needed for the activity of the national team for all age groups and providing perceptions after studying the need of the team concerning the national and foreign coaches and submitting this to the Board of Directors to make the appropriate decision.
- Laying controls for the external participation of clubs and national teams.
- Preparing medical files for members of national teams.
- Preparing a proposal for organizing sports seasons and external participations, making proposals for the development of competitions and teams, paying attention to documenting and enumerating participants with their grades and referees and administrators.

**13:6: The Women's Sports Officer is concerned with the following tasks:**

- Supervising the activity of women in competitions in which women participate.
- Reporting everything related to the women's play of the game to the Board of Directors of the Federation.

**13:7: The Relations and Media Officer is concerned with the following tasks:**

- Receiving and saying goodbye to visiting delegations to the Federation, preparing programs for visits and proposing escorts to delegations.
- Developing a proposal for the technical agreements draft between the Yemeni Federation and Arab, continental and international federations.
- Following up on the level of implementation of the agreements and reporting to the Board of Directors.
- Coordinating and following-up on the various media to cover the activities of the Federation and visits of delegations and characters and highlighting the work and achievements of the Federation.
- Following up on the news published in the media about the game and present it to the Board of Directors.
- Documenting competitions, tournaments and external participations in the media by various means available.
- Representing the Federation in the media committees and special relations of the game at home and abroad.

**13:8 The officer of Relations, Media, Marketing and Investment is concerned with the following tasks:**

- Receiving and saying goodbye to visiting delegations to the Federation, preparing programs for visits and proposing escorts to delegations.
- Develop a proposal for the technical agreements draft between the Yemeni Federation and Arab, continental and international federations.
- Coordinating and following-up on the various media to cover the activities of the Federation and visits of delegations and characters and highlighting the work and achievements of the Federation.
- Supervising the preparation of brochures and leaflets and providing magazines and newspapers in the field of the game.
- Representing the Federation in the media committees and special relations of the game at home and abroad.
- Finding sponsors and marketers for local and foreign championships.

- Searching for a sponsor for national teams for all age groups (first- youths, juniors - seniors).
- Investing all facilities belonging to the Federation.
- Proposing a working regulation governing marketing and investment.
- Implementing other tasks assigned to him/her by the Board of Directors.

#### Article 14:

#### Supporting Committees

##### **14.1: Referees Committee:**

The Federation has a committee called the (Referees Committee) consisting of (4) members as follows:

- Chairman of the committee, secretary and financial officer elected by the referees working in the Federation and a member chosen by the Board of Directors.
- Retired international referee selected by the Board of Directors.
- The Board of Directors may at any time and within the specified term of the Referees Committee dismiss any of the said members and appoint or reappoint a successor.

##### **Referees Committee Terms of Reference**

- Seeking to raise the technical level of arbitration and referees.
- Supervising the training, qualifying, examining, promoting and registering referees.
- Keeping a general record of all referees of the Yemeni Swimming Aquatics Federation, including their examinations, training and any other data or topics.
- Supervising the training and familiarizing the referees to the rules of the game and its technical aspects
- Taking accountability measures as determined by the general rules against any referee who misconducts or violates the law on the game, statute, general rules, internal regulations or Federation directives.
- Supporting, rejecting or amendment of the decisions of the local referees in technical matters.
- Referring the names of referees to retirement for any health or other reasons.

##### **14.2: Trainers Committee:**

The trainers' committee consists of (4) members; three are elected and one member selected by the Board of Directors as follows:

- A chairman, secretary and financial official elected by Yemeni trainers who are registered in the Federation's records with experience and competence by nominating them from the sub-federations.
- A member selected by the Board of Directors from among retired trainers.
- The Board of Directors may at any time and within the specified term of the membership of the trainers dismiss any of the said members and appoint or reappoint a successor.

### **Trainers Committee Terms of Reference:**

- General supervision of the training and development of the game.
- Seeking to raise the level of training.
- Supervising the training, promotion and registration of trainers.
- Maintaining a general record of all trainers across Yemen, including courses, examinations, promotions, penalties and any other reports.
- Working to spread everything related to the game.
- Taking accountability procedures as determined by the general rules against any trainer who has misbehaved or violated this statute, general rules, regulations or Federation directives.
- To veto or amend the decisions of local training committees.
- Providing recommendations or making observations to the Board of Directors on all technical issues related to training.
- Supervising the training of national teams for all age groups.

### **14:3: Players (Swimmers) Committee:**

The players' committee consists of (4) members of retired players, three of whom are elected and one is selected by the Board of Directors.

- Chairman, secretary and finance official elected by retired Yemeni players who are registered in the Federation's records with experienced and competent by nominating them from the Sub-federations.
- A member chosen by the Board of Directors from among the retired players.
- The Board of Directors may at any time and within the specified period of membership of retired players dismiss any of the said members and appoint or reappoint a successor.

### **Committee of Retired Players Terms of Reference:**

- General supervision of the level of training of national team players for all age groups.
- Seeking to raise the level of training.
- Maintaining a general record of all players in age groups across Yemen.
- Working to spread everything related to the game.
- Taking accountability procedures as determined by the general rules against any player who has misbehaved or violated this statute, general rules, regulations or directives of the Federation.
- Veto or amend the decisions of the players' committee.
- Make recommendations or observations to the Board of Directors in all technical matters relating to the technical, administrative and financial aspects of the players.
- Supervising the training of national teams for all age groups.

14:4: Chairmen of referees, coaches and players are entitled to attend the Board of Directors meetings.



### **Article 15:**

#### **Arbitration Committee (Board) for Sports:**

The Federation recognizes Arbitration Committee (Board) for Sports approved by the Yemeni Olympic Committee in accordance with international arbitration rules and principles and it may be used to appeal the decisions of no technical nature after all stages of internal appeal have been completed.

### **Article 16:**

#### **Suspension and Dissolving the Federation Board of Directors**

16:1: The Membership of any of the members of the Federation's Board of Directors ends or drops in the following conditions:

- Death.
- Resignation.
- Leaving the country for migration or study for more than a year.
- If the member loses his legal capacity or is sentenced for a crime against honour and honesty.
- If the member fails to attend board meetings (3-5) successive meetings within three months without excuse.
- The decision to drop is effective with the approval of two thirds of the members of the General Assembly.

### **Article 17:**

#### **Suspension and Dropping Membership of the General Assembly**

17:1: The Federation's Board of Directors has the right to withdraw recognition or suspend and drop membership of the game from sports clubs and centers in accordance with the following conditions:

- The club or sports center will not participate in the federation's activity for two consecutive seasons.
- The club or the center violates the provisions of this regulation or by-laws.
- Approving the Board of Directors of the club or the center the request for withdrawal or the decision to boycott the activity of the Federation.
- Deliberately insulting or defaming in media, violating sports ethics and not following the rules of dealing with the Federation.
- Membership of the club or center may not be dropped until being sure of what has been committed of offences charged on them during the hearing of similar statements have been confirmed.
- The decision to drop is valid with the approval of three quarters of the Board of Directors and it is not considered final except with the approval of two thirds of the members of the General Assembly.

## Article 18:

### Finance

The Federation fiscal year starts from January 1st and ends at the end of December and is considered a full calendar year.

**18:1:** The Federation finance is made up of the following:

- Annual affiliation fees and contributions.
- Unconditional donations and bequests.
- Subsidy from continental and international federations.
- Proceeds from the Federation business and investment activities.
- Support allocated by the State, Supervisory body, the Ministry or FINA.
- The Federation funds, including immovable and movable assets and property, are considered to belong to it and none of its members has any right to dispose of them. The Federation funds are spent for its purposes and excess revenues and property may be exploited and invested to ensure a fixed resource for the Federation, but not to affect its activity. This is implemented in accordance with the approval of the Board of Directors.
- The Federation funds are deposited in its name with one or more Yemeni banks that are accredited in Yemen.

## Article 19:

### Accounts and Auditing

**19:1 Accounts and Auditing:**

- Organizing the accounts and financial affairs of the federation and its affiliated federations in accordance with the provisions of an internal financial regulation issued by the Board of Directors and is authorized by the General Assembly.
- The Board of Directors of the Federation shall provide its account books and revenue and disbursement documents valid and sound to the Auditor-General, while the subsidiary federations shall submit their accounts to the Auditor-General through the Board of Directors.

- Reviewing the final account of the Federation and preparing an annual report to be submitted to the General Assembly, supported by documents.

## Article 20:

### Federation Branches

**20:1:** The General Assembly in governorate shall elect the subsidiary federation of the game provided that the number of clubs or centers in the governorate shall not be less than (5-7), and if the number is not completed, a committee shall be formed to run the work of the subsidiary federation until the quorum is completed.

**20:2** The affairs of Federation branch shall be managed by the Board of Directors composed of five members, as follows:

- (Chainman - Secretary General - Financial Official - Technical Supervisor - Women's Sports Officer for the Game)

**20:3:** The branches of the Federation operate within the limits of the technical, financial and administrative policy established by the Board of Directors of the General Federation.

## Article 21:

### General provisions

- The Federation shall be committed to anti-doping rules and allows arbitration in out-of-competition doping by FINA. The Federation's regulations shall indicate that all FINA rules, including anti-doping rules, are integrated and they shall be directly applied to all and approved by competitors, competitors' support staff, coaches, doctors, managers, officials, paramedics, team leaders, delegates of clubs and centers under a mandate (Rule C8.2.4) and (Rule D14.1).
- The Federation's regulations and rules shall not conflict with the (FINA) by-laws, including but not limited, the FINA Constitution, FINA general rules, FINA Code of Ethics and the anti-doping technical guidance, which can be updated from time to time by FINA. In the event of a dispute, FINA rules prevail.

- The Federation undertakes to act in accordance with the resolutions of the International Federation Conference and FINA Office (Rule C8.2.2)
- The Federation undertakes to ensure that its members shall maintain FINA rules, regulations, directives and decisions of the International Federation (FINA); In the event of a dispute, FINA rules prevail (Rule C8.2.2.9)
- In its national rules, the Federation recognizes that the International Federation (FINA) is the only recognized body in the world that governs aquatics internationally (Rule C7.5).
- The Federation shall manages its affairs independently to ensure that it shall not be affected by any third party and shall emphasize its independence with regard to external interferences in its administration (Rule C8.2.6).
- The Federation shall notify FINA with the dates of the elections and shall submit the minutes of the meetings to the International Federation no later than 60 days after the conclusion of the meeting (Rule C8.2.8).

**Accredited by the General Assembly of the Yemeni Swimming Aquatics  
Federation**

**Adel Abdulkhaleq**  
**Associate Professor of English**  
**Certified Translator**

---