
CONSTITUTION

ALL ASSAM TENNIS ASSOCIATION

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ALL ASSAM TENNIS ASSOCIATION COMPLEX
EXPRESS HIGHWAY (EASTERN SIDE) OFF: SIX MILE
CHACHAL, GUWAHATI-781036.

CONSTITUTION

ALL ASSAM TENNIS ASSOCIATION

1. **NAME:**

The Association shall be called “**All Assam Tennis Association**” (hereinafter referred to as the Association). The Registered Office of the Association is at Guwahati.

2. **DEFINITIONS:**

- (a) **Headquarters:** The working headquarters of the association shall be located at the place of residence of the Hony. Secretary.
- (b) **Central Council:** It shall mean and include the Hony. Secretaries or representative of affiliated clubs and/or other affiliated organisations.
- (c) **Club:** An organization of not less than 10 persons with tennis playing facilities or where tennis is one of the discipline associated together for the purpose of playing tennis and managed by a committee in accordance with the rules and which shall provide.
 - (i) For holding of Annual General Meeting and other general meetings of the Club.
 - (ii) For election of members of the club either annually or at stated periods of their representatives in the committee of management; and
 - (iii) For the election of office-bearers and alternation of the rules of the club by members of the club in the general meeting.
- (d) **Educational Institution:** Means any educational institutions where there is a special tennis section where minimum 10 person are playing tennis and where all facilities for playing tennis exists.
- (e) **President:** Shall mean the President of the Association duly elected by its Central Council.
- (f) **Hony. Secretary:** Shall mean the Hony. Secretary of the Association duly elected by its Central Council.
- (g) **Hony. Treasurer:** Shall mean the Hony. Treasurer of the Association duly elected by its Central Council.
- (h) **Vice President:** Shall mean the Vice President(s) of the Association duly elected by its Central Council.

- (i) **Financial Year:** Shall mean the period of 12 months from 1st April to 31st March of the following year.

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- (j) **Jurisdiction:** Jurisdiction of the association shall extend to all the geographical limit of the state of Assam as recognized by the Govt. of India.
- (k) **Office bearers:** Shall mean the President, Hony. Secretary the Hony. Joint Secretary(s) and the Hony. Treasurer.

3. **CONSTITUTION:**

- 3.1. The Association, for the time being shall consists of minimum of twelve clubs and/or educational institutions directly affiliated to the Association.
- 3.2. No individual member shall have any voting rights in the Association.
- 3.3. Corporate bodies or business houses can get affiliated to the Association but shall not be entitled to any voting rights subject however, that if any corporate body or business house has a sports club within the state of Assam where tennis is one of the disciplines and if such a club conforms to the definition of the Club as mentioned in the rules of the AITA, such a club can be affiliated to the Association with full voting rights.

4. **OBJECTIVES**

The Association shall be the governing body of the game of tennis (hereinafter referred to as “the game”) in the state of Assam and its objects shall be to advance and safeguard the interest of the game and those of the Association and particularly.

- (a) To promote and develop the game of tennis within its jurisdiction.
- (b) To promote major competition and tournaments as the Central Council may consider desirable and to regulate, arrange and manage all matches in connection there with and to make and publish rules and regulations for the game and to fix the dates and places where such matches and tournaments shall be held.
- (c) To enter and manage teams to represent Assam in National team competitions and to arrange and/or manage ties held in Assam.
- (d) To collect funds for the Association and employ the same in such manner as the Central Council considers desirable to achieve the objects of the Association.
- (e) To invest any part of such funds as shall not be required immediately for the said purpose and objects, in such manner as may be considered advisable from time to time.
- (f) To buy, acquire or lease any property necessary for the furtherance of the objects of the Association.
- (g) To make and maintain annual ranking list of player within its jurisdiction.

- (h) To promote the teaching of the game and to encourage those recognized as coaches and teachers.
- (i) To encourage talent and in deserving cases help the player in obtaining scholarships, sponsorships, employment and monetary benefits etc.

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- (j) To promote the training of Referees and Umpires for conducting tournaments/matches at all levels and/or standard.
- (k) Generally to and all such matter and things in connection with, or incidental to the effective carrying out of any of the objects mentioned in the previous sub-clause thereof.
- (l) To preserve the independence of the Association in all matters concerning the game of tennis and in its relation with the affiliated units without intervention or any outside authorities.
- (m) To preserve the integrity and independence of tennis as a sport.

5. MANAGEMENT:-

The Central Committee shall supervise and control the administration of the Association and game in the state of Assam through the Executive Committee or other sub committee.

(a) Central Council:-

- (i) The Central Council shall consists of a President, three Vice-President, Hony. Secretary, the Hony. Treasurer, two Joint Secretary and the Hony. Secretaries, or representatives of the affiliated organizations.
- (ii) The President shall within 30 days of his election nominate one of the Vice-Presidents to discharge all the duties and function of the President in the absence of the President, provided the period of such absence does not exceed three month.
- (iii) No person shall represent more than one organization nor have more than one vote (except for the Chairman's casting vote following an equality) in the Central Council. Any person accepting nomination to the Central Council who has any financial interest in the game must, before his election, state in writing to the Association all such interest. Failure to do so will lead to automatic disqualification from the central Council membership. The Central Council has the right to veto such election.

(b) Executive Committee:

The Executive Committee shall consists of the President, Three Vice-Presidents, the Hony. Secretary, the Hony. Treasurer, the two Joint Secretaries and nine members elected from amongst the member of the Central Council in the annual general meeting.

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(c) **Sub Committees :**

The Committees as mentioned below shall be elected each year at the Annual General Meeting of the Central Council and/or delegated, by the Executive Committee and each subcommittee shall consists of not more than five, other than the President, Hony. Secretary and Hony. Treasurer. One of the member of the Sub-Committee shall be elected Chairman.

- (i) Ranking Committee,
- (ii) Rules Committee.
- (iii) Finance Committee
- (iv) Coaching Committee
- (v) Umpires Committee
- (vi) Veteran's Committee
- (vii) Tournament Committee,
- (viii) Selection Committee
- (ix) Disciplinary Committee

(Not more than 2 members may be co-opted at the discretion of the Chairman of the Sub-Committee. The President, the Hony. Secretary and the Hony. Treasurer shall be ex-officio members of all the Sub-Committee).

5.1 NOMINATION & ELIGIBILITY. *

(A) **NOMINATIONS:**

Nomination for the offices of the President, the Vice-Presidents, Hony. Secretary and the Hony. Treasurer shall be made by any four Affiliated Members with voting rights. Nomination for councilors shall also be made by four affiliated members with voting rights. Letters of consent of the nominated candidate is compulsory.

Such nomination should reach the office of the All Assam Tennis Association at Chachal, Guwahati at least 30(Thirty) days prior to the date of holding the Annual General Meeting.

In case there is no valid nomination at the time of the Annual General Meeting of the Central Council, the Central Council itself would be entitled to make such nomination. Each such nomination must have the consent of the Nominee.

(B) **ELIGIBILITY FOR ELECTION TO THE STATUS OF OFFICE BEARERS:**

- (a) Only those persons who have the experience of being the Office Bearer of an Affiliated Member for 4(Four) years or more.
- (b) All the Office Bearers of the STATE Association who are serving as on 23rd April,2005 and who have served in the past.

*** Inserted as per Resolution adopted in the A.G.M. on 12.09.2010.**

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- (c) If the contesting candidate happens to be self employed, he will be required to give a undertaking that he will devote sufficient time for the working of the Association.
- (d) If the contesting candidate happens to be an employee, he must obtain a NO OBJECTION certificate from the employer and he will give an undertaking that he will give sufficient time for working of the Association.
- (e) For the post of the President, however, the Executive Committee can pass a resolution by 2/3 (TWO-THIRD) majority to over rule the above conditions.

POWERS AND DUTIES OF THE CENTRAL COUNCIL

6. THE CENTRAL COUNCIL SHALL HAVE THE POWER:

- (a) To elect the President, the Vice-Presidents, the Hony. Secretary, the Joint Secretaries, the Hony. Treasurer, the Executive Council, the Sub-Committees as mentioned in Rule 5(c) and such other Committee(s) as it may think necessary for carrying on the work of the Association, Subject however, that the power of nominating the various sub-committees may be left to the Executive Committee also.
- (b) To carry out the objects of the Associations and to make and maintain and publish all necessary rules and regulations of the Associations.
- (c) To appoint not more than one person to act in the Committee of management in tournament(s) held in the state by any affiliated unit and expenses for such appointed person shall be met by the unit holding such tournament.
- (d) To prohibit any act or practice by affiliated members or tournament committees affiliated to such members or by any person which in the opinion of the central council is detrimental to the interest of the game and to deal with or any such members or tournament committee of person, in such manner as council may think proper.
- (e) To impose penalty on affiliated units or on such members and/or player for any infringement of the Rules and Regulations of the Association.
- (f) To consider and deal with all application for affiliation and decide all questions as to the right to representation at the meeting of the Central Council.

- (g) To decide all questions of eligibility of persons nominated or elected as office bearers and to annul any election if through non-attendance or any other course, continuation as a member of the Central Council is not considered to be in the interest of the Association.
- (h) To delegate all or any of its powers to its duly appointed committee.
- (i) To nominate a Chief patron and other patrons.
- (j) To establish and maintain office premises, to appoint staff and to appoint auditors.
- (k) To disaffiliate any organization which has not complied with any of the rules. The central council shall have the power⁴⁵ to re-admit such organization that is disaffiliated under these rules on being satisfied that the non-compliance was not intentional and the circumstances indicated sufficient cause for condoning the non-compliance.

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EXECUTIVE COMMITTEE:

- 7. The Executive Committee as defined in rule 5(b) of the rules, shall exercise the following powers. An appeal against the division of the Executive Committee shall be to the Central Council.
 - (a) All affairs of the Association shall be conducted by the Executive Committee and it shall be the duty of the Executive Committee to see that the general provision of the constitution and the Regulations and Bye Laws of the Association are complied with by all members/affiliated units.
 - (b) The Executive Committee shall have supervision over all tournament conducted under the auspices of the Association and it may assume the conduct of such tournament as it may deem advisable.
 - (c) The Executive Committee shall have general charge of the funds of the Association. It shall sanction and control expenditure, where necessary, and shall generally supervise and conduct the business of the Association.
 - (d) The Executive Committee shall hear and decide all question submitted to it by the members for decision. All its decisions shall be complied with forthwith but an appeal therefrom may be filed with the Central Council by any member who is not satisfied with the decision of the Executive Committee.
 - (e) The Executive Committee shall meet as and when the work so requires in order to dispose of urgent business of the Association, subject to a minimum of three sittings in a financial year.

- (f) Each member of the Executive Committee shall be a member of a affiliated unit of the Association.
 - (g) The time and place of such meetings shall be fixed by the Hony. General Secretary and a notice shall be issued by him to all members of the Executive Committee at least 7 (seven) days before the date fixed for such meeting. The agenda for the meeting shall also be circulated alongwith the notice.
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- (h) A meeting of the Executive Committee shall be convened by the Hony. General Secretary within 21 days of the receipt by him of a requisition in writing from atleast three members of the Executive Committee which shall include at least one office bearer.
 - (i) Quorum: At all meetings of the Executive Committee one third of the members of the Executive Committee shall form a quorum.
 - (j) No business other than the formal adjournment of the meeting shall be transacted at any meeting unless a quorum be formed. No quorum will be necessary for an adjourned meeting.
 - (k) All business or meeting shall be decided by a bare majority of votes properly recorded. In case of equality of votes, the President or Chairman shall have the casting Vote.

POWERS AND DUTIES OF THE OFFICE BEARERS

8.1 The President:

The President shall be the Chairman of the Association and of the Central Council and shall direct all transaction with the assistance of the Central Council and it shall be his duty to preside at all meeting of the Central Council and the Executive Committee and to take action as provided in these rules.

8.2 The Hony. Secretary :

- (i) Cause minutes of all meetings of the Association and the Council to be Association and the Council to be correctly recorded, confirmed and kept.
- (ii) With the consent of the President, convene meetings of the Executive Committee s whenever required.
- (iii) Have custody of all the correspondence and records of the Association.
- (iv) Exercise general control over all matter of routine nature relating to the Association.

- (v) In case of urgency, obtains the views of the Central Council, of the member of the Executive Committee by circulation or by any manner as directed by the President and to take appropriate action.
- (vi) To employ such clerical and other staff as may be required from time to time for efficient running of the office with prior approval of the president or Executive Committee.
- (vii) Clerical expenses to be incurred with approval of the Executive Committee.

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- (viii) Perform such other duties as may be necessary for the proper and efficient working of the Association.
- (ix) All cheques shall be issued under the joint signatures of the Hony. General Secretary and the Hony. Treasurer and the President of the Association, the Treasurer being common.
- (x) The Hony. Secretary shall be entitled to Rs.2000/- as imprest cash at one time and may incur required expenses out of that.

8.3 Hony. Treasurer:

- (i) Within three months after close of the financial year, the Hony. Treasurer shall furnish to the Executive Committee with statement of accounts, copies of which shall be forwarded to all members of the Executive Committee.
- (ii) All accounts shall be maintained by the Hony. Treasurer and he shall be entitled to pay all bills unless previously countermanded by the Central Council and/or the Executive Committee.
- (iii) All cheques shall be issued under the joint signatures of the Hony. General Secretary, the Hony. Treasurer and the President, the Hony. Treasurer being common.
- (iv) All amounts received by the Hony. Treasurer shall be deposited with the Bankers of the Association forthwith.
- (v) The Hony. Treasurer shall ensure that the accounts of the Association are audited at the end of each financial year by the auditors of the Association.
- (vi) Collect all monies and dues payable to the Association and report to the Executive Committee on all financial matters.
- (vii) Make an annual statement of accounts and place it before the Annual meeting.
- (viii) Disburse the funds of the Association according to the directions of the Executive Committee.

POWERS AND DUTIES OF THE SUB-COMMITTEES

- 9.1 The Sub-Committees shall carry out such duties as may be authorized by the central Council and such duties shall be discharged in accordance with rules and regulations of the Association.
- 9.2 The powers of the Sub-Committees are recommendatory with the final decision resting with the Executive Committee.

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AFFILIATION

- 10.1 All application(s) shall be made to the Hony. General Secretary and acceptance and rejection of such application shall be at the discretion of the Central Council whose decision shall be final, provided that where an application is rejected an appeal shall lie with the All India Tennis Association whose decision shall be final.
- 10.2 Every organisation affiliated under the rule 10.1 shall pay an annual affiliation fee of Rs.1,000/- per year. *
- 10.3 An affiliated Association/organisation may be dis-affiliated in the occurrence of any of the following:-
 - (a) Non-payment of annual subscription and other dues to the Association on the appointed date.
 - (b) For electing or keeping in its office as an office-bearer any person who is suspended by the AITA and/or the Association for any reason whatever or if he is convicted by court of law.
- 10.4 The Central Council shall have power to readmit any unit who was dis-affiliated under rule 10.3 after it is satisfied that the disqualification has ceased to exist.

ANNUAL GENERAL MEETING:

11. The Annual General Meeting of the Association shall be held at such time and place as the President may under the advice of the Hony. General Secretary may fix but not later than the 30th September of every year.
- 11.1 The ordinary business of the Annual General Meeting shall be to receive the report of the General Secretary, the Hony. Treasurer's statement of accounts for the past year duly audited; to elect, if due, the President, Vice-President(s), Secretary, Joint Secretary/Secretaries, Hony. Treasurer and Auditors for the ensuing year. All other business transacted to the Annual General Meeting and all business transacted at an extraordinary general meeting shall be deemed

“special business” and shall be decided by two third’s majority of votes properly recorded.

- 11.2 An extraordinary general meeting of the Association may be convened by the President whenever he thinks fit and/or at the advice of the Hony. Secretary and shall be convened by the Hony. Secretary within six weeks after receipt by him of a requisition in writing to that effect by one-third or more affiliated clubs/educational or other institutions. Every such requisition shall specify the business for which the meeting is to be convened and no other business shall be transacted at such meeting.

*** Substituted vide Resolution adopted in the A.G.M. on 12.09.2010.**

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- 11.3 No business other than formal adjournment of the meeting shall be transacted at any General Meeting if there is no quorum. Quorum is not necessary for the adjourned meeting.
- 11.4 All business of the Annual General Meeting shall be decided by a majority of Votes properly recorded at such meeting, subject to the provision made herein regard to “Special Business” which requires two-third’s majority of votes properly recorded for any decision.
- 11.5 In case of equality of votes, the President or the Chairman shall have a casting vote.
- 11.6 Notice of every General Meeting shall be sent under certificate of posting (UCP) to the office bearers and members of the Central Council and Secretaries of all clubs and educational and other institutions, twenty one days prior to the date fixed for such meeting and the nature of business to be transacted and in case of as Annual General Meeting, shall be accompanied by a copy of the report of the Hony. Secretary and that of the Hony. Treasurer accompanied by the audit statement of account for the past year. A copy of such notice shall be published in any daily news-paper having wide circulation in the State. The accidental omission to give such notice to any person entitled thereto, or the non-receipt thereof by him, shall not invalidate the proceeding of any General Meeting.

QUORUM:

12. One-third of the total strength of a Executive or the general meeting shall form the requisite Quorum of all such meetings. If within half an hour of the specified time the requisite quorum is not formed the meeting shall stand adjourned to a date not less than 13 days and not more than 30 days of the scheduled date as decided by the member present at the original meeting. The Secretary shall issue 7 days notice of such adjourned meeting and the members present in the adjourned meeting shall form the quorum.

VOTING:

- 13.1 Each affiliated organisation shall be entitled to 5 (FIVE) Votes as provided to the Clubs or institution. Office Bearers and Vice-Presidents shall be entitled to 1(One) Vote. *
- 13.2 Every affiliated Club or Institution shall appoint/nominate 2 (TWO) persons to represent it at the Annual General Meeting but only 1 (ONE) person will be authorized to Vote. The names of the so appointed shall be sent to the Hony. Secretary 7(Seven) days in advance of each such General Meeting. However, failure to send the names will not disentitle the representative to so attend if in the opinion of the Hony. Secretary sufficient circumstances exists to condone such non-receipt of advance intimation. *

*** Substituted as per Resolution adopted in the A.G.M. on 12.09.2010.**

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RETIREMENT OF THE OFFICE BEARERS:

- 14.1 The President, Vice-President(s), Hony. Secretary, Joint Secretaries, Hony. Treasurer shall retire not later than every three years but shall continue to hold office until the conclusion of the Annual General Meeting at which they retire and shall be eligible for reelection. They can be re-elected by a simple majority, subject always to the rules and regulations of the All India Tennis Association in this connection.
- 14.2 No office bearers of the Association shall be eligible to be office bearer of any other state sports Association excepting the Assam Olympic Association.

WITHDRAWAL

15. An affiliated unit desiring to withdraw from the Association shall give notice in writing of its intention to so withdraw to the Hony. Secretary one month prior to the first day of April in any year and in default will be liable to pay its subscription for the whole year.

TOURNAMENT FEES

16. No Club, educational or other institution shall conduct a tournament without the permission of the Association and they shall also be required to pay the tournament fees as may be fixed by the Association.

CAPITATION FEES

- 16.1 An Affiliated Organisation conducting an open tournament shall, within one month from completion of the tournament, forward to the Hony. Treasurer the due capitation fees together with two copies of the DRAW with results and Tournament Report certified by the Referee or Secretary of the tournament. The quantum of capitation fees be decided by the Executive Committee.*
- 16.2 An affiliated organisation whose capitation fees remains unpaid for more than three month after the completion of the tournament, shall

automatically be suspended and shall forfeit all right and privileges of the State Council until payment. But if it remains unpaid after the following 1st day of March then it shall check to exercise the rights and privileges of an affiliated member. *

DISTRIBUTION OF PROFITS

17. Income of the Association shall be applied or so accumulated solely for the purpose of the objects mentioned in CLAUSE 4 (four) of the Constitution and shall not be applied for any other purpose.

The income shall not in any case be distributed among the Members.

* Inserted as per Resolution adopted in the A.G.M. on 12.09.2010.

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ALTERATION OF RULES

18. These rules may only be changed or modified by a General Meeting of the Central Council of the Association by a resolution carried by a majority of at least two-thirds of the votes properly recorded at the meeting. However, the Association will have to take permission of the Executive Committee of All India Tennis Association before affecting changes in the Constitution. In case of difference of opinion, the contents of AITA Constitution will be considered final. *

LEGAL PROCEDURE

19. As laid down in Sec.8 of the Societies Regulation Act XXI of 1860, the Association may sue or be sued in the name of the President or the Hony. Secretary.

GRIEVANCES/COMPLAINTS/DISPUTES

19.1 All Grievances/Complaints/Disputes must be settled in the first place by arbitration as per Rules.34,34.1 and 34.2 stated in the Rules and Regulations of the All India Tennis Association. Any litigation against AITA/its office bearers by an Affiliated Unit/individuals must be decided by a proper resolution passed at a meeting carried out according to due process of its rules. The notice of the meeting alongwith proposed resolution must be sent to AITA. AITA shall always have the right to send its representative to attend the meeting as an observer. The jurisdiction will be Union Territory of Delhi. The STATE Association will give an affidavit in the Court that it has no right to file litigations in any other court other than the Union Territory of New Delhi. Any litigation against AITA or its Affiliated Units either by the State Unit or by any of its affiliated members or office bearers the jurisdiction will again lie in the Union Territory of Delhi. *

ACCOUNTS AND AUDIT

20. The accounts of the Association shall be audited every year by AUDITORS/ CHARTERED ACCOUNTANTS appointed at the Annual General Meeting.

The Auditor shall have the right to access at all times to the books of Accounts and shall be entitled to enquire from the Hony. Secretary and the Hony. Treasurer or other office Bearers and Member of the Executive Committee such information and explanation as may be necessary for the due performance of their duties as Auditors /C. As

* Substituted as per Resolution adopted in the A.G.M. on 12.09.2010.

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DISSOLUTION


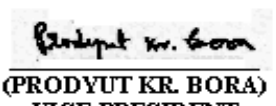

21. If upon the winding up of dissolution of the All Assam Tennis Association, there remains after satisfaction of all debts and liabilities any property/money, whatsoever, the same shall be given or transferred to such other institution having objects similar to those of the All Assam Tennis Association at or before the dissolution of the Association, as per provision under Section 14 of the Societies Registration Act,1960.


REPEAL AND SAVINGS

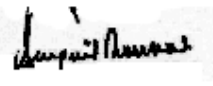
- 22.1 The Constitution of the All Assam Lawn Tennis Association, accepted in the 23rd Annual General Meeting held on 22nd July,1984 at Jorhat is hereby repealed.
- 22.2 Notwithstanding the repeal mentioned in Rule 19.1 above any act(s) and/or thing(s) done as per provision of the Constitution mentioned at Rule 19.1 above shall be deemed to have done under the corresponding provisions of this constitution.
- 22.3 The Constitution of the All Assam Tennis Association has been amended as per resolutions adopted in the Annual General Meeting held on 12th September,2010.

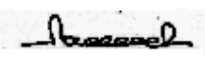
We, the undersigned members of the Executive Committee of the All Assam Tennis Association, sign this CONSTITUTION of the Association on this the **FIFTEENTH** day of **SEPTEMBER,2010**.

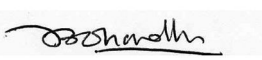
SIGNATURES

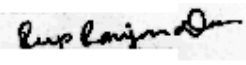
 MEMBER, E.C. (SUBHASH CH. DAS) PRESIDENT	 MEMBER, E.C. (TAPAN KR. BARUAH) VICE PRESIDENT
 (NRIPEN KR. BHARALI) VICE PRESIDENT	 (PRODYUT KR. BORA) VICE PRESIDENT
 (RAKTIM SAIKIA) HONY. GEN. SECRETARY	 (RAJIB SARMA) TREASURER
 (ANKUSH DUTTA) JOINT SECRETARY	 (SUBROTO SARMA) JOINT SECRETARY

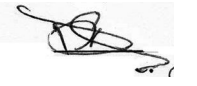

MEMBER, E.C.

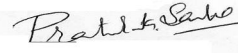

MEMBER, E.C.



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