

CONSTITUTION

and

BY LAWS

of

The EUROPEAN Powerlifting Federation



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CONSTITUTION OF THE EUROPEAN POWERLIFTING FEDERATION



Terminology

Unless specifically stated otherwise, the terms "General Assembly", "President" "Technical Committee" and such like shall mean the "EPF General Assembly", "EPF President", "EPF Technical Committee" etc.

Unless specifically stated otherwise, the terms "him", "his" and "Chairman" shall refer to persons of either sex.

1 DEFINITION

1.1 Name

1.1.1 The EUROPEAN POWERLIFTING FEDERATION hereinafter called "EPF" is an organisation founded on May 14, 1977 in Turku, Finland. The EPF is a non-profit organisation. The Federation is composed of the affiliated European National Federations governing the sport of powerlifting on the basis of one national federation per country.

1.2 Objectives

- 1.2.1 The union of all eligible national federations or associations active in powerlifting throughout in Europe.
- 1.2.2 To develop standardised competitive rules according to the IPF rules.
- 1.2.3 Maintain a system for recognising and approving records.
- 1.2.4 Establish administrative and technical committees from its own number.
- 1.2.5 Establish, define and enforce rules for the government of European powerlifting.
- 1.2.6 Promote, support and encourage drug free powerlifting.
- 1.2.7 Produce official bulletins and/or powerlifting publications.
- 1.2.8 Secure other national affiliates (countries).
- 1.2.9 Promote, sanction and supervise European development programs and competitions, including European championships and single lift competitions.
- 1.2.10 Maintain an EPF General Assembly of bona fide European representatives.
- 1.2.11 To maintain membership of the International Powerlifting Federation.
- 1.2.12 To work towards gender equity in powerlifting.
- 1.2.13 To safeguard the integrity of powerlifting, respecting good governance and observing human rights principle.

1.3 Public utility

The EPF works for the purposes of this order for the benefit of the public in each valid version.

The members have no interest in the federation's property. The members of this body work in an honorary capacity; the property of the EPF serves exclusively for charitable purposes of the sport. Any profits may be supplied only for statutory purposes. Members receive no shares in the profits.

No person may receive for an activity or task in the EPF, an unreasonably high reimbursement.

1.4. Funds for reaching of the statutory tasks

To the fulfilment of the federation tasks, necessary money is raised by:

- a) Membership fees of the member federations, lifters and referees
- b) Income of competitions
- c) Sanction fees
- d) Donations
- e) Fees
- f) Income from advertisements

- g) Income for TV rights **and from Internet Pay-TV**
- h) Miscellaneous income

2 EMBLEM AND FLAG

2.1 Emblem

The official emblem is characterised with an illustration in blue colour of a powerlifting bar in oblique position with three plates on either end of the bar. The ends of the bar are closed by an elliptic arc in yellow colour. The letters EPF are displayed inside the arc in blue colour.

2.2 Flag

2.2.1 The flag of the EPF is the emblem on a white background.

2.3 Authorisation

2.3.1 The EPF emblem must not be used without the EPF's authorisation.

2.3.2 Only the EPF may authorise the fabrication of its emblem, badges, medals, etc.

3 GENERAL PROVISIONS

3.1 The EPF is recognised by the International Powerlifting Federation (IPF).

3.2 In its activities, the EPF follows the Olympic ideal and principles and support and maintain the ideals and objectives of the Olympic movement. The EPF accept and recognize the Statutes and aims of the International Olympic Committee (IOC) and those of the World Anti-Doping Agency (WADA).

3.3 EPF recognises the Court of Arbitration for Sport in Lausanne as the only external body for jurisdiction, applying the Code of Sports-Related Arbitration for all disputes which cannot be settled amicably or through local arbitration or mediation. However, all internal remedies must be exhausted before referring a matter to the Court of Arbitration for Sport.

3.4 In the case of conflict between the EPF Constitution and the IPF Constitution, the terms of the IPF Constitution shall prevail.

3.5 All political and religious discussions or demonstrations are forbidden within the EPF.

3.6 The EPF supports all initiatives by Powerlifters for peace and understanding.

3.7 No distinction is made between **and no discrimination shall be accepted with regards to** continents, countries or individuals for reasons of race, colour, gender, sexual orientation, religion or politics.

3.8 **No one who has committed an anti-doping rules violation will be eligible to serve in position of leadership in the EPF, defined as a member of the Executive or member of any of the standing committees or commissions.**

4 OFFICIAL LANGUAGE OF THE EPF

4.1 The official language of the EPF is English.

4.2 All publications and reports of the EPF are in English. The proceedings of the meetings of the Executive and the Committees are held in English.

5 MEMBERS

5.1 Membership

The membership of the EPF consists of European national affiliates active in powerlifting. The EPF can recognise only one member (organisation) from each nation **defined by the IOC glossary**. A new member nation must be affiliated to the IPF before it can be affiliated to the EPF.

Categories of EPF Membership:

5.1.1 Full Member

5.1.2 Provisional Member

A Provisional Member may only compete in European championships by the decision of the EPF Executive. However, once granted permission, a Provisional Member shall have all competition rights but no vote. The Executive will be authorised to decide the amount of annual subscription required from a Provisional Member.

All countries applying for membership shall, on payment of the annual subscription fee, be granted provisional membership of the EPF subject to ratification at the next General Assembly.

5.2 Representation

The EPF is governed by a General Assembly consisting of a maximum of two delegates from each nation affiliate with one vote per country, and the EPF EC members with one vote each.

An annual membership fee as stipulated in 103.2.1 of the EPF By-Laws must be paid by the member nations at the latest by the end of March each year to have voting rights at the annual General Assembly of this particular year. EC members are restricted to only one vote each as the officers cannot represent both their nation and the EPF Executive Committee.

6 EPF BODIES

The EPF is composed of the following bodies:

- the General Assembly
- the Executive
- the Committees

7 GENERAL ASSEMBLY

7.1 General Provisions

7.1.1 The General Assembly is the supreme governing body of the EPF.

7.1.2 The General Assembly shall meet annually one day before the start of the combined European Men's and Women's Powerlifting Championships.

7.2 Powers

The General Assembly has the power:

- 7.2.1 To admit any national affiliate (country) eligible under the Constitution by means of a two-thirds majority of votes cast.
- 7.2.2 To prescribe and amend the constitution by a two-thirds majority of votes cast and the By-Laws by a simple majority of votes cast.
- 7.2.3 To impose and enforce penalties for any violation of the Constitution or By Laws.
- 7.2.4 By a two-thirds majority vote of members present, to remove any suspension or remit any penalty previously imposed on any person or organisation, being members of the EPF.
- 7.2.5 To remove from office by means of a two thirds majority vote, any person who through neglect of duty or misconduct has brought the EPF into disrepute or in any way impaired its function or development.
- 7.2.6 To establish dues of the EPF.
- 7.2.7 To control the income, expenditure and property of the EPF. In particular, it shall examine the audited balance sheet presented by the Treasurer and approve a budget for the forthcoming year.
- 7.2.8 To call and determine the time and place of special meetings of the General Assembly.
- 7.2.9 To institute, locate, conduct and manage all European powerlifting.
- 7.2.10 To establish, define and enforce rules for the government of European powerlifting.
- 7.2.11 To explain, define and interpret any provision of the Constitution.
- 7.2.12 To consider and accept proposed changes to the Constitution and By-Laws.
- 7.2.13 To elect the executive officers of the EPF every four years. Elect executive officers to fill any casual vacancies, which may occur between such election years.
- 7.2.14 To elect the EPF representative as to the IPF Board Member in the electoral years of the IPF. The final ratification is made by the IPF General Assembly.
- 7.2.15 To form standing, ad hoc and sub committees and to elect the chairman **and to appoint other members, where mandated** of the same. The standing committees of the EPF shall include Law and Legislation, Technical, and Women's Committee.

7.3 Annual General Assembly

7.3.1 Annual

Unless otherwise determined by the General Assembly, the annual meeting of the EPF will be held one day before the start of the ~~Combined~~ European Men's and Women's Powerlifting Championships.

7.3.2 Special

Special meetings of the EPF are scheduled at the request of the President or at the written request of two thirds of the members of the EPF. Specific matters, except amendments to the Constitution, can be considered at a special meeting.

7.3.3 Notices

Time is of the essence. Not less than ninety (90) days' notice must be given for any annual meeting (the General Assembly) and not less than thirty (30) days' notice of any special meeting of the EPF. The Secretary General will send by e-mail a notice and agenda to all national member federations.

The abovementioned documents will be placed **simultaneously** on the EPF website at: www.europowerlifting.org.

A notice sent to the last email address known to the Secretary General complies with this requirement. The official agenda for the EPF General Assembly must be received by all members at least thirty (with amendment 30) days before the General Assembly takes place. Items not in the agenda cannot be considered in the General Assembly.

7.3.4 Order of Business

At all annual meetings of the EPF the following will be the order of business:

- 1) Roll Call
- 2) President's Address
- 3) Minutes of the last General Assembly
- 4) Treasurer's Report - Auditors' reports - Approval of Budget
- 5) Secretary General's Report
- 6) Committee Reports
- 7) Elections
- 8) Action on proposed amendments
- 9) New Member Applicants
- 10) Delinquent Nations
- 11) Hall of Fame
- 12) Future Championships
- 13) Any Other Business
- 14) Adjournment

7.3.5 Quorum

At all meetings of the EPF, a quorum will consist of thirty per cent of nations in full membership.

7.3.6 Procedures

The following are the procedural rules for all meetings of the EPF:

- 7.3.6.1 The Standing Orders of the EPF are the supreme document for all EPF meetings except when they are in conflict with the provisions of the Constitution. In such cases, the Constitution prevails.
- 7.3.6.2 A motion to table is debatable only when a time to debate is fixed by a simple majority of the General Assembly.
- 7.3.6.3 All amendments to the Constitution and the By Laws must be submitted to all national affiliates and the appropriate committee before it can be acted upon at the annual meeting of the EPF. Such proposed amendments must be in the hands of the Secretary General at least sixty (60) days prior to the date of the General Assembly. A national federation, a sub-regional federation, EC members or the appropriate committee, can submit all such amendments. The Secretary General shall send out all such amendments at least thirty (30) days prior to the date of the General Assembly for the attention of all national affiliates.

7.3.7 Credential

The following are required:

- 7.3.7.1 The names of all delegates to the General Assembly. Member Federations may designate a maximum of two delegates, preferably the President and the Secretary General. Delegates other than the President and Secretary General must be a member of their national federation and must present a written authority of their national federation not later than the opening of the annual or special meeting.

- 7.3.7.2 Failure to make the proper certification will deny a seat at such meetings unless the delegate is accepted by a simple majority vote by the General Assembly.
- 7.3.7.3 At any meeting of the General Assembly, only the delegates duly registered and certified shall be permitted to speak and vote.

8 EXECUTIVE OF THE EPF

8.1 Titles

The titles of the Executive officers of the EPF are: President, Vice-President, Secretary General, Treasurer, the Technical Committee Chairman, the Law & Legislation Committee Chairman and the Championship Secretary. A maximum of two executive officers shall be from any nation.

- 8.1.1 A member of a regional (EPF) Executive Committee cannot hold both a regional (EPF) and an IPF officer function as President, Secretary General or Treasurer; only the elected representative of the EPF as to the member of the IPF Executive Committee (refer Constitution 7.2.14) can hold a regional (EPF) and an IPF officer function.

8.2 Executive Committee.

The Executive shall consist of all the EPF officers, listed in 8.1, of whom a minimum of four are required to form a quorum. In the event of an impasse (stalemate), the President shall cast the deciding vote.

8.3 Powers of the Executive

- 8.3.1 It shall be the governing body of the EPF between General Assemblies and have the following power without limitation.
- 8.3.2 To maintain running control of the expenditure of the EPF, in accordance with the budget approved by the General Assembly.
- 8.3.3 It shall prepare a budget for the forthcoming year for presentation to the General Assembly.
- 8.3.4 Vacancies. In the event of the death, resignation or in case of inattention to duty by recommendation of the Disciplinary Committee, the various offices are to be filled as follows:
 - 8.3.4.1 President: The Vice President will be designated by the Executive to succeed the President until the next General Assembly. At this General Assembly, the presidential successor shall be elected.
 - 8.3.4.2 Vice-President: The Executive shall appoint a successor to serve until the next General Assembly.
 - 8.3.4.3 Secretary General, Treasurer, Technical Committee Chairman and Law and Legislation Committee Chairman. The Executive shall appoint a successor to serve until the next General Assembly.
- 8.3.5 To appoint the non-executive officers specified in 10.1 hereunder. The Executive shall also have the power to remove non-executive officers from office.
- 8.3.6 To administer the EPF Sport Development Fund
- 8.3.7 To negotiate and sign contracts with equipment manufacturers. The term of such contracts shall be not more than an election period.
- 8.3.8 **The EPF Executive members have duties and responsibilities as specified in the EPF Constitution and By Laws. Any misconduct or responsibility neglect by a member not solved by the Executive Committee, shall be forwarded to the IPF EDC for review and action. EPF as organization will hold harmless EPF officials from undue actions from third parties including civil law suits connected to their EPF work, as long as their work conforms to the EPF Constitution and By Laws.**

9 ELECTION OF THE EPF-OFFICERS

9.1 Election

Elections for all officers will be held every four years. The elections are to take place in the same year as those designated for IPF elections.

- 9.1.1 Names of candidates for election of EPF officials shall be received by the EPF Secretary General at the latest 6 weeks prior to the General Assembly where the election takes place. Later nominations shall not be accepted.
- 9.1.2 A person may be nominated for EPF office by any national member federation provided that the candidate is in good standing in his own national federation. "A member in good standing" shall be defined as a fully

paid up or honorary member within his national federation, who is not under suspension by that body or by any other respectable sport organization, including EPF and IPF.

- 9.1.3 If a candidate withdraws or an office has no nominated candidate at the time of election, new candidate(s) may be nominated by the General Assembly delegates.

9.2 Term of Office

- 9.2.1 The term of office for all officers of the EPF shall be for four years and the mandate of all officers, even those who were elected between electoral General Assemblies, shall expire at the electoral General Assembly. All officers shall be eligible for re-election.
- 9.2.2 New EPF Officials elected by the General Assembly (GA) enter their office the day after the completion of the Open European Championships which follows the GA.

10 NON-EXECUTIVE OFFICERS

10.1 Titles

The titles of the non-executive officers of the EPF are: Records Registrar, Doping Control Secretary, Internet Officer, and Media Officer.

10.2 Appointment and Rights

The Executive shall appoint non-executive officers **taken into consideration the gender ratio**. By invitation of the President they may attend meetings of the Executive but without vote and with voice only on matters relating to their respective offices.

11 COMMITTEES

11.1 General Provisions

Each committee shall consist of a chairman elected by the General Assembly and a maximum of four (4) members from various nations who shall be appointed by the Executive in consultation with the Committee Chairman.

11.2 Technical Committee

- 11.2.1 The Technical Committee shall be entrusted with the examination of all requirements and proposals of a technical nature submitted to the EPF by affiliated federations.
- 11.2.2 The decisions of the Technical Committee are subject to approval of the Executive Committee, and if accepted, they will be presented to the IPF Executive as proposals.
- 11.2.3 The Committee appoints the chief and side referees for European championships and the members of the jury.
- 11.2.4 The Committee trains and instructs referees who have not reached the international level and re-examine those who have already reached it. The Committee shall inform the General Assembly of the names of referees qualified to officiate at international championships and of those who need to be re-examined.
- 11.2.5 Organises courses for referees before important competitions such as the European championships. The expense of organising courses or clinics shall be borne by the host national federation.
- 11.2.6 It shall establish procedures for the training of officials in order to improve the standards of all officials involved in the conduct of contests and prepare job briefs for the use of officials having specific duties during a contest.
- 11.2.7 Establish a code of ethics and good behaviour for the use of all officials. Infringements of the code may be referred to the Executive Committee for appropriate action.
- 11.2.8 The Committee may, subject to the approval of the Executive Committee, publish material of a technical nature, which deals with methods of training and performance of the power lifts. Such material shall be sent to all affiliated federations.
- 11.2.9 Ensure that the equipment used by member nations and at European championships conforms to the specific detailed requirements of the EPF and IPF.

11.3 Disciplinary Hearings.

11.3.1 Disciplinary hearings

The following provisions shall apply to Disciplinary hearings.

11.3.1.1 DISCIPLINARY HEARINGS

The IPF Ethics & Disciplinary Committee shall investigate the case of any affiliated federation, lifter or official accused of any of the following:

- I) Bringing the EPF or the sport of Powerlifting into disrepute.
- II) Acting in a manner that is contrary to the best interests of the EPF.
- III) Contravening any of the provisions of the Constitution or By-Laws.
- IV) Contravening any of the rules or regulations governing the accepted behaviour of members of the EPF.

Following such investigation the IPF Ethics & Disciplinary Committee may impose an appropriate penalty e.g fine, suspension and ban from participation in EPF event and ban from staging EPF events.

11.4 Appeal Hearings.

The IPF Appeal Committee shall receive all documents relating to any appeal for which it has jurisdiction under the Constitution and By Laws of EPF and IPF.

Appeals must be lodged within the IPF Appeal Committee Chairman within one month of the written notification of the decision on which the appeal is based. A copy of the appeal must be sent to the EPF Secretary General.

11.5 Law and Legislation Committee

11.5.1 Shall receive any proposals regarding Constitution and By-Law documents of the EPF from member nations within the proper time frame, evaluate accordingly and suggest to the EPF Executive Committee alternative courses in action.

11.5.2 Shall serve as the parent committee in further amending the Constitution and By-Laws.

11.5.3 Is responsible for updating the Constitution and the By-Laws.

11.5.4 Shall study the Constitutions of new applicant nations and report the results to the Secretary General.

11.6 Women's Committee

11.6.1 Consists out of the Chair (female) elected by General Assembly and a sufficient number of members appointed by the Chair.

11.6.2 Shall work to promote female powerlifting and recruit Women into governing bodies in powerlifting.

11.6.3 The Chair of the Women's Committee is not the member of the Executive, but may be invited at the EC meetings where she has a right to speak but not vote when the question is of matters applying to the activity of the Committee and/or concerning the proposals for any rule changes the Committee would like to be made.

11.7 Auditors Committee

11.7.1 Consist of two (2) Auditors elected by the General Assembly.

11.7.2 Shall audit the balance sheet and books of the Treasurer prior to the General Assembly.

11.7.3 Monitor the expenditure of the EPF in regard to the budget.

12 SUBSCRIPTIONS AND FEES**12.1 Subscription**

The General Assembly will determine the amount of the annual subscription to the EPF from time to time. The subscription is payable during the first month of the year. Upon receiving payment, a certificate of membership will be issued by the Treasurer. Any country, which has not paid its subscription for the current year, cannot participate or vote in the various meetings of the EPF. Its lifters cannot take part in competitions or meetings organised under the rules of the EPF and IPF, nor obtain ratification of their records. A reminder letter shall be sent to every national federation, which has not paid its subscription by the end of January.

12.1.1 EPF must submit the following documents to IPF annually:

- (a) Annual report

- (b) Financial Report including Balance Sheet, P/L statement, notes etc.
- (c) Auditors report and Budget
- (d) Calendar of Events (dates and location) by the end of the preceding calendar year.
- (e) Results and Reports from all Championships
- (f) Results and Reports from all international competitions held in Europe (except for the IPF Events)
- (g) List of Records (and any updates)
- (h) Ranking lists (at least once a year)
- (i) Any other relevant information requested by IPF

12.2 Fee for organising an international contest

Any national federation organising an international contest must pay to the EPF a fee in accordance with the scale set out in the By Laws.

12.3 Permission for organising an international contest

On payment of the required fee, the Secretary General will issue a permit for the international contest to the organising national federation. An additional condition for permission is, that at the international contest drug tests must be carried out according IPF rules. Facilities must be made available in which doping control may be carried out. These are separate facilities or rooms, and are not used for other purposes during the date of contest. Only member federations can apply for a sanction of an international contest.

12.4 Participation in a contest without permission

No national federation shall take part in a contest for which a permit has not been issued.

12.5 Doping Control Costs

12.5.1 All costs arising from doping controls in all European Championships and Cups, initiated by the EPF are born by the EPF. This includes:

- a reasonable compensation to the sampling officer and his or her assistant;
- material costs for sampling kit and formulas;
- transport of the sealed samples to the WADA accredited laboratory; and
- sample-analysis by the WADA accredited laboratory.

13 DISCIPLINARY ACTIONS AND PENALTIES

13.1 Failure to apply for Competition Permit

National federations, which neglect to request the required EPF permit for an international competition and do not pay the required fee, shall be fined an additional EUR 200. The Secretary General shall send a warning letter to them. If the fee and fine are not paid within thirty (30) days of sending the warning, the national federation shall be suspended until such time as the total amount has been paid. Sanction fees for European championships must be paid at the time of application for the event.

13.2 Failure to Pay Annual Subscription Fee

A national federation, which has not paid its annual subscription by the 30th of June, despite having received a reminder letter, shall be suspended from membership of the EPF.

13.3 Sanctions and Consequences for Anti-Doping Rule Violations

- 13.3.1 In case a violation of the IPF Anti-Doping Rules, the lifter or other person involved shall be imposed in an appropriate period of Ineligibility as defined under article 10 of the IPF Anti-Doping Rules and shall be subject to other consequences as defined under articles 9 and 10 of the IPF Anti-Doping Rules.
- 13.3.2 Consequences to Teams shall be as defined under article 11 of the IPF Anti-Doping Rules.
- 13.3.3 Sanctions and costs assessed against National Federations shall be as defined under article 12 of the IPF Anti-Doping Rules.

13.4 Defaulting on Agreements to Compete

If a national federation defaults on a competition engagement with another country or countries, the IPF EDC may, in the case of disagreement between them, make a decision or impose penalties if the EPF Constitution or rules have been ignored.

13.5 Reporting Infractions in International Competition

If a lifter or official commits any form of violation during an international contest in another country, the organising national federation must send a detailed report to the Secretary General. He in turn will inform the IPF Ethics & Disciplinary Committee which will impose appropriate penalties. The organising national federation cannot penalise lifters or officials from other countries.

13.6 Suspension of Federations for Violations of the Constitution/Bylaws

Any affiliated national federation, which violates the Constitution or rules of the EPF, shall be suspended by recommendation of the IPF Ethics & Disciplinary Committee for a period to be decided by the General Assembly.

13.7 Hearing prior to Penalty

Any national member federation, lifter or officials asserted to have committed a rule violation has the right to be heard in its or his/her case before the IPF Ethics & Disciplinary Committee or hearing body makes its decision on the case. This right may be satisfied by the opportunity to make written submission.

13.8 Procedure for Filing Complaints against Individuals

Any lifter or official who considers that he has been wronged has the right to file a written complaint stating his reasons for complaining. This must be done through the intermediary of his national federation. If another person is implicated, the latter must be heard if at all possible. If the complaint is not made to the organizing national federation, it may be made to the Jury before the start of the competition. It must be examined immediately and if possible a decision taken.

A copy of the complaint and the decision of the Jury must be in writing and must be sent to the IPF Ethics & Disciplinary Committee.

13.9 Participating in Non-IPF/EPF Competition

Any lifter, coach, referee or official, who competes or participates in an international Powerlifting or Bench Press competition not organized, sanctioned or approved by the IPF or EPF shall not be permitted to take part at any EPF championship or cup for a period of 12 months from the date of that non-approved competition.

13.10 Other causes for Suspension/Expulsion: Dishonourable conduct, failure to attend, "throwing competitions"

The following may be subject to suspension or expulsion:

- 13.10.1 Any lifter or referee properly entered for a competition that without acceptable reasons does not attend.
- 13.10.2 Any lifter who is deemed guilty of violating the rules or disobedience towards his national federation or any official in the execution of his duties.
- 13.10.3 Any lifter convicted of agreement to alter his best effort.
- 13.10.4 Any lifter or official, who by words or gestures threatens referees or any other officials in the execution of their duties.
- 13.10.5 Any lifter who participates in a contest organised in a foreign country without permission of his national federation.

Penalties

Up to a maximum of 6-month suspension for the first offence.

Up to a maximum of 12-month suspension for the second offence and a maximum fine of EUR 250.

13.11 Offences against person while at Championships, Jury Role

For offences such as false accusations of dishonour or dishonesty against a lifter or Official occurring at a championship, the Jury decides in these cases as soon as is possible (see Constitution 13.13 and 13.16)

Penalties

First minor offence: up to a maximum of 6-month suspension.

Second minor offence: up to a maximum of 12-month suspension and a maximum fine of EUR 250.

First serious offence: up to a maximum of 12-month suspension.

Second serious offence: up to a maximum of 24-month suspension and a maximum fine of EUR 500.

13.12 Ad Hoc Jury as Discipline Body

In absence of a Jury an ad hoc Jury may exclude a lifter or official from a competition for reasons of his misconduct. In such a case the Jury or ad hoc Jury must inform the lifter or official's own national federation, who in turn must decide what punishment to impose upon the lifter or official.

In absence of a Jury the EPF Official, who is the official representative of the EPF at this championship, must arrange an ad hoc Jury. The decisions of this Jury must be sent to the IPF Ethics & Disciplinary Committee.

13.13 Penalty for “Bringing the Sport into Disrepute”

Any member of an affiliated national federation who is found to be guilty of bringing the sport into disrepute by means of his comments, published articles, TV or radio broadcasts may be requested to appear before the IPF Ethics & Disciplinary Committee. Should the Committee feel that a bona fide case of violation exists, they will then present the matter to the General Assembly with a recommendation for appropriate penalties. In serious case, the EC may provisionally suspend the member. The case will then be immediately sent to the IPF EDC for decision.

13.14 Responsibility for Payment of Fines

The concerned member federations are responsible for the payment of all fines that the IPF Ethics & Disciplinary Committee has imposed.

13.15 Limitations to Jury’s Role in Discipline

The Jury has the right to act as Disciplinary Committee, but only in cases which are connected to the championship and which need an immediate decision. The decision of the Jury is definite for this championship. The President of the Jury must send a copy of all decisions with all related documents to the IPF Ethics & Disciplinary Committee who will then review the actions of the Jury.

13.16 Withdrawal by a Promoter

When a National Federation have been granted permission to organise an European Championships or cup, and thereafter, withdraws from the obligation to host this championships, a fine will be imposed which will be paid by the National Federation to EPF and forwarded to the replacing (new) organizer. Penalties will be set according to the time period in which the organizer withdraws, as follows:

- 13.16.1 if 6-12 months prior to the scheduled date of the championships the fine to be paid is **5 times** the amount as the championships fee (refer By-Law 103.2).
- 13.16.2 if 3-6 month prior to the scheduled date of the championships, the fine to be paid is **10 times** the championships fee (refer By Law 103.2).
- 13.16.3 if less than 3 month prior to the scheduled championships, the fine to be paid is **10 times** the championships fee (refer By Law 103.2). Penalties will also include the documented losses (e.g. cancelled air tickets) from nominated participants (lifters and officials). The fines above will not be imposed if the reason for the withdrawal is due to circumstances the promoter could not possibly have foreseen which are catastrophic and which place potential participants at risk (e.g. natural disasters, political crises, outbreak of war etc.)

13.17 Official Defined

The term "official" wherever it may appear in this Article, shall be deemed to include all persons described as such in the IPF Technical Rules or appointed by the organising committee of a championship, to act in any official capacity during the whole or any part of that championship.

13.18 Staying in the Venue until the end of Medal Ceremony

13.18.1.1 All athletes taking part in competition in European Championships must stay in the venue after the weigh-in for that particular lifting session until the end of the medal ceremony for the weight category in which the athlete competed in that European Championship.

13.18.2 An athlete who wants to leave the venue before the end of the medal ceremony for his/her weight category must ask and obtain a written permission from the Jury before leaving the venue.

13.18.3 If the athlete leaves the venue before the end of the medal ceremony without permission from the Jury, it may be considered as an asserted violation of article 2.3 of the IPF Anti-Doping Rules (Evading, Refusing or Failing to Submit to Sample Collection). If the athlete is found to have committed an abovementioned anti-doping rule violation the consequence for that violation is as defined in article 10.3.1 of the IPF Anti-Doping Rules.

14 DOPING CONTROL, MAIN PROCEDURES

14.1 General

- 14.1.1 The EPF shall conduct doping testing in all European Championships and Cups. Testing conducted by the EPF shall be in substantial conformity with the WADA *International Standard for Testing and Investigations* and the *IPF Anti-Doping Rules* in force at the time of testing.
- 14.1.2 The EPF shall consult with the IPF Doping Commission prior to testing arrangements for the EPF contest(s).
- 14.1.3 The EPF has the right to determine the manner in which the lot draws for lifters to be tested is made at any contest under its jurisdiction.
- 14.1.4 Prior to the start of a competition, the Executive member(s) present shall decide the number of tests to be taken in each category.
- 14.1.5 Doping Control Samples shall be sent for analysis only to a WADA accredited laboratory. The choice of the WADA accredited laboratory used for the Sample analysis shall be determined by the EPF Executive upon consult with the IPF Doping Commission.
- 14.1.6 Results from all analyses shall be sent directly to the IPF Anti-Doping Administrator from the WADA accredited laboratory.
- 14.1.7 Result Management for tests initiated by the EPF (and for tests performed by the IPF at the EPF contests, or for tests performed by WADA pursuant to agreement with the IPF) shall be conducted by the relevant bodies of the IPF as set forth under article 7 of the IPF Anti-Doping Rules.
- 14.1.8 When it appears, following the Result Management process, refer 14.1.7 above, that the IPF Anti-Doping Rules have been violated in connection with the testing at the EPF Contest then the case shall be assigned to the IPF Doping Hearing Panel for adjudication.
- 14.1.9 Decision made under the IPF Anti-Doping Rules may be appealed as set forth in article 13.2 through 13.7 of the IPF Anti-Doping Rules.

14.2 Comply with the IPF Anti-Doping Rules

EPF and all its National Federations shall comply with the IPF Anti-Doping Rules. The Anti-Doping Rules shall also be incorporated either directly or by reference into each National Federations Rules. All National Federations shall include in their regulations the procedural rules necessary to effectively implement the IPF Anti-Doping Rules. Each National Federation shall obtain the Consent Form attached as Appendix 3 of the IPF Anti-Doping Rules of all Athletes subject to Doping Control and Athlete Support Personnel for such Athletes. Notwithstanding whether or not the required form has been signed, the Rules of each National Federation shall specifically provide that all Athletes, Athlete Support Personnel and other Persons under the jurisdiction of the National Federation shall be bound by the IPF Anti-Doping Rules.

15 RESTRICTIONS ON TRADING

The President, Board Members, Secretary General, Treasurer, Auditor and all the committee members and their spouses, de-facto partners, siblings, parents and children shall not be permitted to deal in or supply powerlifting equipment.

16 VOLUNTARY DISSOLUTION OF THE ORGANISATION

Dissolution of the EPF shall only be possible by decision of the General Assembly. For this purpose, a written request stating the reasons for such dissolution shall be handed over to the Executive. After discussion of the request, the Executive will then put the request on the agenda of the next General Assembly.

In order for the dissolution to become valid, a three-quarters majority of all votes cast is required.

In the event of such dissolution of the EPF and provided the EPF still holds assets, and having covered any liabilities, the General Assembly shall also decide on whom to transfer the remaining assets. These assets shall, if possible and permitted, be transferred to an organisation having the same or similar interests compared to the EPF, or shall be allocated to good causes.

17 CODE OF ETHICS

104.1 17.1.1 GUIDANCE FOR COACHES

This guidance has been produced specifically for coaches who provide opportunities for young people in Powerlifting, either in Sub-junior and Junior sections or mixed squad training camps. The IPF Guidance

for Coaches is available on the IPF Website at www.powerlifting-ipf.com

104.2 17.1.2 CHILD PROTECTION POLICY

Every child should have the opportunity to take part in sport at all levels in a safe, secure and positive environment. Children have unique capabilities and strengths yet remain vulnerable to being influenced. In sport, where children and youth participation is predominant child protection becomes everyone's responsibility. It is essential for EPF to have and implement a child protection guidelines and policies. The IPF Child Protection Policy is available on the IPF Website at www.powerlifting-ipf.com

104.3 17.1.3 GUIDANCE FOR PARENTS

This guidance has been produced specifically for parents whose children participate in Powerlifting. Powerlifting provides opportunities for enjoyment and achievement; it can develop qualities such as self-esteem leadership and teamwork, as well as physical benefits. Providing young people with a positive lifting experience means that they will be more likely to achieve their true potential. Every young people have the right to have fun and to be safe and free from harm, whether competing at local level or representing their nation at International level. Parent/legal guardian should feel comfortable with the environment that the child is in and able to ask questions about the federation, structure, people, policies and practices of that federation. The IPF Guidance for Parents is available on the IPF Website at www.powerlifting-ipf.com

104.4 17.1.4 PARENTAL CONSENT FORM

The Parental Consent Form (in addition to the Consent Form that is as Appendix 3 to the IPF Anti-Doping Rules) is to accompany nominations for the Championships for Athletes under the age of 18 years. If the Athlete is under 18 years of age on the day he/she competes he/she must provide a parental consent that he/she can provide urine or blood samples taken for doping testing. The IPF Parental Consent Form is available on the IPF Website at www.powerlifting-ipf.com

BYLAWS OF THE EUROPEAN POWERLIFTING FEDERATION



Terminology

Unless specifically stated otherwise, the terms “General Assembly”, “President” “Technical Committee” and such like shall mean the “EPF General Assembly”, “EPF President”, “EPF Technical Committee” etc.

Unless specifically stated otherwise, the terms “him”, “his” and “Chairman” shall refer to persons of either sex.

101 GENERAL ASSEMBLY

101.1 General Assembly May be Open to Public

The General Assembly may be open provided that space is available. The decision to be taken by the Executive and announced prior to the opening of the General Assembly.

101.2 Outside Parties Attending the General Assembly

The President may invite outside persons to attend the General Assembly. However, although they may be invited to address the General Assembly, they remain ineligible to vote and cannot be elected.

101.3 Constitutional General Assembly Schedule

The General Assembly shall, if necessary, address itself to re-examining in full the Constitution, By-Laws and their appendices every fourth year commencing in 1999. However, amendments may be considered annually.

101.4 International Powerlifting Federation

The General Assembly shall serve and maintain a membership in the International Powerlifting Federation and in the General Assembly of European Sports Federations.

101.5 Proposals to the World General Assembly

The General Assembly itself can make proposals to the World General Assembly (IPF General Assembly)

101.6 Past Presidents Participation in General Assembly

The General Assembly shall recognise Past-Presidents as active but non-voting members of the General Assembly.

101.7 Awarding European Championships to Individuals and Commercial Entities

The General Assembly, in the absence of bids from a national federation, may award European Championships to an individual or a commercial entity.

101.8 Participation Guidelines for Committee Chairmen

The Committee Chairmen, other than the Technical Committee and Law and Legislation Committee Chairmen, and non-executive officers by virtue of their attaining officer status in the EPF are allowed admission to the General Assembly in its entirety but without vote and with voice only as pertains to their respective responsibilities.

101.9 Speeches by Candidates for EPF Office

Candidates for EPF office shall be permitted to address the General Assembly for a maximum period of five minutes.

101.10 Duties of the Executive

All EPF EC officers by virtue of their attaining officers' status in the EPF are allowed admission to the General Assembly in its entirety with vote and with voice.

The duties of various officers are those duties appointed by the General Assembly and include:

101.10.1 President

- 101.10.1.1 He orders meetings of the EPF as provided in the Constitution and presides at all meetings of the EPF and General Assembly.
- 101.10.1.2 He has the right to exercise all the duties pertaining to his office in accordance with the Constitution.
- 101.10.1.3 He is an ex officio member of all committees.
- 101.10.1.4 The President provides leadership in the long-term and day-to-day activities of the EPF, delegating responsibility for completion of tasks, and making necessary contact with outside agencies to conduct EPF business.
- 101.10.1.5 He shall represent the EPF at the IPF Executive meetings and the IPF General Assembly.

101.10.2 Vice President

- 101.10.2.1 He has such duties as assigned to him by the President and has all the power to perform the duties of the President in the absence or inability of the latter to attend.

101.10.3 Secretary General

- 101.10.3.1 To make proper arrangements for keeping the records of the EPF and the General Assembly.
- 101.10.3.2 Issue all official notices of all EPF meetings.
- 101.10.3.3 To serve as Secretary of the General Assembly and at any special meetings or hearings of the EPF.
- 101.10.3.4 To certify as a "Provisional Member" any applying nation who submits the proper fees and credentials, until such time as the General Assembly shall deliberate such membership.
- 101.10.3.5 Delegate any of the aforementioned duties to an "assistant secretary" appointed by the Executive or to such assistants as may be provided by the EPF By-Laws to perform it.
- 101.10.3.6 All television rights and multimedia coverage for international competition shall be the sole property of the EPF, less any fee negotiated with the promoting national federation. At European championships, the EPF will receive 40%; the promoting national federation 30% and all the participating national federations will share the remaining 30% of the television revenue. This distribution of monies will only apply when the EPF obtains the contract and represents the profit after any costs of providing the signal for the broadcast are deducted. In the event of the EPF not having obtained a signed contract with a TV company at least twelve months before the date of the championships, then the EPF will waive its rights in favour of the promoter and receive an agreed percentage of the TV and sponsorship monies. This percentage will not exceed 25% of said monies. Promoters of European championships should be aware that when they apply for a sanction to promote the championships, the EPF does not guarantee that it will be able to obtain a TV contract for the event.

101.10.4 Treasurer

- 101.10.4.1 Receive all monies due to the EPF and deposit it to accounts in the name of the EPF.
- 101.10.4.2 Sign all cheques, notes and drafts together with one other signature as provided by the EPF By-Laws by a sum greater than Euro 2.500.
- 101.10.4.3 Pay all bills approved by the duly authorised officer or by the General Assembly provided it is within the authorised current budget of the EPF.
- 101.10.4.4 When requested, hand over to the Auditor for audit or other purposes, all monies, accounts, books, papers, vouchers and records pertaining to his office.
- 101.10.4.5 To present an audited balance sheet to the annual General Assembly. Audit of EPF accounts is to be made by the Auditor.
- 101.10.4.6 To be responsible for collecting all fees due the EPF.
- 101.10.4.7 To be responsible for issuing invoices and collecting any penalties.

101.10.5 Chairmen of the Technical and L & L Committees

- 101.10.5.1 Duties of the Technical Committee Chairman are as designated in article 11.2 of the Constitution.
 101.10.5.2 Duties of the Law and Legislation Chairman are as designated in article 11.5 of the Constitution.

101.11 Duties of the Non-Executive Chairmen

- 101.11.1.1 Duties of the Disciplinary Committee Chairman are as designated in article 11.3 of the Constitution.
 101.11.1.2 Duties of the Appeal Committee Chairman are as designated in article 11.4 of the Constitution.
 101.11.1.3 Duties of the Women's Committee Chair are as designated in article 11.6 of the Constitution.

101.12 Duties of the Non-Executive Officers

Duties of the non-executive officers are those duties mandated by the Executive including.

101.12.1 Records Registrar

- 101.12.1.1 Shall certify all European records and maintain an up to date register of all records in all categories. European records can only be confirmed if IPF doping testing requirements according IPF Anti-Doping Rules 5.1 for the acceptance of European records have been complied with. Pending the confirmation of a negative doping test by the analysing laboratory records shall be shown on the register as being "pending" for a period of not more than three months from the date of the performance. If the record is not confirmed within this period it shall be erased from the register.

101.12.2 Championship Secretary

- 101.12.2.1 Shall maintain a Calendar of Events covering all major events for a period of not less than 24 months from the date of the Calendar.
 In normal circumstances, all European championships and Cups shall be allocated dates within the calendar that fall at approximately the same time each year. This principle shall be adhered to wherever possible. For example, the Men's and Women's Open European Championships should be staged in May each year. The date of the organization of the Sub-Junior & Junior Powerlifting Championships shall be in April each year, starting from 2013.
 The major events in the EPF calendar are as follows:
- 101.12.2.1.1 European Powerlifting Championships for Men and Women in the following categories: Open, Sub-Junior & Junior, Masters, Classic Open, Classic Sub-Junior and Junior (classic for Open, Sub-junior and Junior starts from 2015). European Bench Press Championships for Men and Women in the following categories: Open and Masters.
 101.12.2.1.2 Danube-Cup (held in every other year) and Western European Championships.
 101.12.2.1.3 Other international events as approved.

The Championship Secretary shall ensure that major international events do not clash. If necessary, sanction may be refused in order to achieve an orderly calendar.

- 101.12.2.2 Shall distribute to affiliate federations the invitation and details of major events at least six months prior to the event. He shall also distribute team nomination forms and other necessary documents to affiliated federations.
 The invitation will be based upon the answers to a standard questionnaire sent to the host national federation and/or promoters of the championship when a bid is accepted. Closing date for an organizer of European Championships to provide all details in the invitation is 6 to 8 months prior to the contest date. If special hotel and transport booking forms are required, a draft copy of these forms shall also be sent to the Championship Secretary in order that they may be distributed with the invitation. Nomination forms for European championships must provide columns for the following information:
- 101.12.2.2.1 Lifter's family name.
 101.12.2.2.2 Lifter's first name in full.
 101.12.2.2.3 Lifter's best total performed within the preceding twelve months at national or international championships.
 101.12.2.2.4 Lifter's year of birth.
 101.12.2.2.5 Lifter's passport number.
- 101.12.2.3 Shall collate all team nomination forms and ensure that they are fully and properly completed. He shall then prepare a full list of lifters nominated for the event and make sure of that the nominations are published at the EPF Website.
- 101.12.2.4 Prepare or obtain from the responsible event official, the full results of the event and distribute this to the persons specified in the preceding section. Pending the final drug testing results championships results shall be published as "Provisional Pending Final Drug Test Results."

- 101.12.2.5 Shall sanction European competitions on an international level. This applies to any competition between two or more nations, which is not open to all nations within Europe. Previous to such sanction, he must consult the GS to be informed about the applicants conditions related to his EPF obligations.
- 101.12.2.6 Before a sanction for a major event is granted he must ensure that the applicant has the capacity for successfully promoting the event and the ability to comply with all the requirements of the EPF.

101.12.3 Doping Control Officer

- 101.12.3.1 Arranges and co-ordinates drug testing for all European Championships and Cups in liaison with the IPF Doping Commission.

101.12.4 Internet Officer

- 101.12.4.1 Maintains the EPF Internet site.
- 101.12.4.1.1 The Directory
- 101.12.4.1.2 Constitution and By-Laws
- 101.12.4.1.3 The IPF Anti-Doping Rules
- 101.12.4.1.4 European Records
- 101.12.4.1.5 Calendar of Events
- 101.12.4.1.6 Invitations and details on forthcoming events
- 101.12.4.1.7 Results of major events
- 101.12.4.1.8 Authorised material from the President or Executive
- 101.12.4.2 Other than replies to routine enquiries he shall not post any other material without the written consent of the President.

101.12.5 Media Officer

- 101.12.5.1 Shall work together with the IPF Media Officer to distribute results and other information from every EPF calendar Event to the mass media, i.e., TV, Radio, Newspapers, etc. in Europe.
- 101.12.5.2 Shall promote the EPF through the electronic and print media. The President must approve in writing all promotional material and press releases.
- 101.12.5.3 Shall make personal contacts and relationship with key persons in mass media.

102 PROCEDURES

102.1 EPF Member Nations Addresses

All listings of the EPF member nations shall include the name of the national federation.

102.2 Expulsion of Member Nations

No national federation shall remain a member of the EPF if the General Assembly by at least two-thirds majority of votes cast decides that it is not in the best interest of the EPF for that national federation to remain a member.

102.3 Timelines for Submitting, Awarding Bids for European Championships

Bids shall be made and European Championships awarded three years in advance. All bids, accompanied by outline reports on the extent of preparations made, shall be sent to the Secretary General at least ninety (90) days before the next General Assembly.

All organising federations must sign the promoter contract **two** years before the according championships **and latest within 30 days from receiving the Promoters contract**, otherwise the EPF sanctions will apply if this federation withdraws.

The executive committee will examine the bids and makes the decision where the different championships will be held.

The selected nation must then report in detail to the General Assembly.

102.4 Testing for Category I Referees

The EPF may test for category 1 referees at any European championship except that of the Bench Press Championships.

102.5 Application for National Affiliation

The Secretary General shall design and maintain an application form for the use of nations wishing to affiliate to the EPF. The form shall require all necessary information from the applicant including the names and addresses of

officers, other affiliations and relevant organisational data. The form will be returned together with a copy of the applicant Nation's constitution.

102.6 Incorporation of the EPF

The EPF shall be incorporated under the laws of Norway. The headquarters is located at the place of residence of the President. It is not necessary to move the country of incorporation with changes in officers or with a move of the headquarters if all functions of the EPF are continued without interruption and the corporate and legal integrity of it are maintained. The Executive will make any need for changes in location of incorporation or of location of the headquarters.

102.7 Litigation among EPF Entities

No entity of the EPF may bring litigation against another entity of the EPF.

102.8 Permitted Expenses by Officers

The permitted expenses of all officers of the EPF shall be decided by the EPF-EC and contained in the Treasurer's budget proposals. If necessary the executive may by two-thirds majority vary payments approved in the budget. Associated with the duties of the EPF Officers with high and daily workload, a monthly expense allowance is granted to cover telephone, office accessories, internet, stamps etc. Other officials will receive a day to day compensation or a yearly compensation based on their workload. Such compensation shall be decided by the EPF-EC and included in the Treasurer's budget proposal.

102.9 Standing Orders Authority

The Standing Orders of the EPF shall be the supreme document for all EPF meetings. The exception being when they are in conflict with the Constitution (Re: EPF Constitution 7.3.6.1).

102.10 Use of "European" as Relates to European Championships Defined

The word "European" in connection with powerlifting may only be used by the EPF for competition and records.

102.11 Proposals accepted by the IPF General Assembly and adopted with the EPF

All proposals accepted at the IPF General Assembly for inclusion in the official IPF Constitution or By-Laws shall be immediately examined by the EPF Executive preferably post that General Assembly. If they are deemed to be equally relevant to the EPF region, they will be adopted and will become operative on the same date as that decided upon by the IPF.

102.12 Proposals and nominations to the EPF General Assembly

Proposals and nominations to the EPF General Assembly can only be made by EPF member federations which have paid the yearly membership fee within the deadline for forwarding such proposals and nominations.

103 FINANCE

103.1 Audit of the Auditors

The Auditors shall perform an audit closing the books on 31st of December each year. There must be an audit of EPF accounts. The audit is to be made by the Auditors.

103.2 EPF Subscription and Fees

The annual membership fee includes EPF sanction fees, but sanction will still be required from the Championships Secretary. For European championships a sanction fee will still be required.

103.2.1	National affiliations (annually):	EUR	300
103.2.2	Sanction fee for international matches:	EUR	200
103.2.3	Sanction fee for European Championships	EUR	1000
103.2.4	Sanction fee for Western European Championships	EUR	400
103.2.5	Sanction fee for Danube Cup	EUR	200
103.2.6	Appeals (refer EPF-Con. 11.4.1):	EUR	150
103.2.7	Doping test fee for each lifter entered:	EUR	50

103.2.8 Participation fee for each nominated lifter. The fee to be split with

1/3 to the organiser and 2/3 to the EPF:

EUR

90

An annual membership fee as stipulated above in 103.2.1 must be paid by the member federations at the latest by the end of March each year to have voting rights at the annual General Assembly of this particular year.

The promoter shall be responsible for providing at his own expense all necessary medals, 1st 2nd and 3rd for all competing categories and classes (refer to 104.4 for medals or certificates for individual lifts). The category and class medals are to be ordered from the Treasurer at least three months prior to the championships.

The participating national federations shall pay a doping test fee of EUR 50 for each lifter entered and declared at the **preliminary** entry form. In addition to the doping test fee, participating national federations shall pay a participation fee of EUR 90 per lifter for each lifter entered and declared on the **preliminary** entry form. No such fees are to be paid for nominated reserve lifters if not replacing any of the nominated lifters. If a hotel reservation fee is specified in the invitation for the championship or cup, the same rule and time limits as above shall apply for nominated lifters and officials.

Furthermore the maximum banquet fee is EUR 30 for each lifter and official, which participates at the banquet. The fee charged shall reflect the actual cost level in the hosting country.

103.3 Penalty Fee for Not Paying the Participation and Doping Fees in Time

103.3.1 If a national federation nominated for European championships or cups has not paid the required participation and doping fees to the bank account of the EPF within **one day prior to** the Technical Meeting for the particular championship a penalty fee of 500 Euro will be charged.

103.3.2 The invoice must be sent to the nominated federations by the EPF Treasurer at the latest 14 days prior to the day of the Technical Meeting for each of the European Championships.

103.4 Suspension for Failure to Pay Appropriate Sanction Fee for Competition

Any national federation organising any of the events listed in 103.2 and who has not paid the necessary sanction fee, shall automatically be suspended from memberships of the EPF until such time as the required fee is paid in full.

103.5 Television Rights of the EPF

All television rights and multimedia coverage for European competition shall be the sole property of the EPF. If the EPF Executive cannot obtain a signed contract at least twelve months before the date of the competition, then the EPF will waive its rights in favour of the promoter and in accordance with the terms contained in 101.10.3.6 of the By-Laws.

103.6 Hotel Bills for National Federations and Officials at European Championships

At all European championships, participating national federations shall be responsible for their own hotel bills.

All pre-booked rooms have to be paid before the championships, except those rooms which have been cancelled until twenty-one (21) days before the beginning of the championships. If required Visa is not obtained, the hotel must be notified latest 7 days prior to the technical meeting to cancel the reservation.

Cancellation has to be proved by a written confirmation of the organiser e.g. by email or fax.

No other exception can be accepted.

Not the organiser, but the national federation concerned will be charged for any damages or thefts occurring in the room.

103.7 Hotel Bills for EPF Officials Attending European Championships

103.7.1 The hotel bills of a maximum of three (3) EPF officials as decided by the EC shall be paid by the promoter of the championships on the basis of room and breakfast only for the length of the championship plus 2 days.

103.8 Travel Costs for EPF Officials

The EPF shall pay travel costs and other expenses of three (3) EPF officials as decided by the EC as follows:

103.8.1 One hundred percent of the cheapest airfare obtainable from recognised carriers less any subsidy paid by any other agency.

- 103.8.2 In the event of a promoter not being in a position to honour his obligation to the three EPF officials with regard to their hotel bills, the EPF shall pay same on the basis of a length of stay at least equal to that of the teams, or for the length of the championship + 2 days.
- 103.8.3 Any finance referred to in item 103.7 shall be derived from the championship itself or current EPF deposits. Such funding must not be offset against future deposits.
- 103.8.4 Both the President and the Treasurer must approve all claims for expenses or reimbursements. This ruling applies equally to the issue and signing of cheques and contracts.

103.9 Lapel Pins

A lapel pin portraying the official EPF emblem shall be obtained for sale to all members. In addition, the Treasurer will obtain a stock of items such as belt buckles, cuff links, ties and tie clasps etc. for sale to members and as a means of raising funds.

103.10 Delinquent National Affiliate Fees

Delinquent Nations: National federations more than two years in arrears with their annual subscription shall be suspended from membership of the EPF.

103.11 Video Fee for Commercial Enterprises and Individuals

Video Fee: Any person making videos of European championships for commercial reasons, i.e. resale to the public at large, shall pay EUR 200 for the privilege. The organising national federation will however, have the right to its own video coverage with the income to be shared as for commercial video with a free copy for the EPF files. If no commercial contract for videos exists, then individuals may be given permission to video separate bodyweight classes in which a member of their family or club is competing. In these circumstances the EPF will issue a permit at a nominal fee not exceeding EUR 30.

103.12 Imposition of New Conditions for European Championships Promoters

The General Assembly will not impose changes in EPF requirements and conditions for promoting European championships upon promoters until twelve months after acceptance of such proposals. Promoters awarded European Championships prior to such changes shall be entitled to relinquish their sanctions without penalty, within 3 months of the change(s) being accepted by General Assembly. Promoters will not have any recourse against the EPF as a result of such changes.

103.13 Promoters Responsibility to Honour EPF Contracts

The promoter of a European championship must honour all contracts legally undertaken between the EPF and any outside commercial concern.

103.14 EPF Sport Development Fund

The EPF may budget for and maintain a development fund. This is to be administered by the Executive Committee. The purpose of the fund is to assist national member federations with low economy (not supported by their National Confederation of Sport or National Olympic Committee nor Government) organizing European Championships to provide IPF recognised, high standard equipment at the warm up room and at the lifting platform.

- 103.14.1 National federations organizing European Championships may apply for an economical support from EPF to purchase an IPF approved equipment to be used at European Championships held in that nation.
- 103.14.2 The EPF Sport Development Fund is limited, and the EPF EC will yearly evaluate and decide about organizing national federation(s) to whom the money from the EPF Sport Development Fund will be donated.
- 103.14.3 Further details of the development fund are outlined in the Application form for receiving of economical support from EPF, and also in the Contract regarding the EPF Sport Development Fund that will be made with the National federation(s) the EC has decided will receive an economical support from this fund.

104 RECORDS AND AWARDS

104.5 National Records

Each national federation shall be responsible for its own records and record claims.

104.6 European Record Certificates

The EPF shall provide an honour certificate free of charge to all lifters who establish bona fide European records.

104.7 Best Lifter Award

At all EPF championships, a "Best Lifter" award shall be given to the lifter who produces the best performance based upon the appropriate Wilks formula. Awards shall be given also to the lifters placed second and third based on the achieved Wilks points.

104.8 EPF Medals

- 104.8.1 The EPF shall maintain standardised medals which are obligatory for use at all European championships. If the medals are not ordered from the EPF Secretary General, the organizer must provide an example of the layout of the medals he will provide not later than 6 months before the championship to be inspected and accepted by the EPF Secretary General. Medals to be presented for first, second and third places in each category based upon totals. In addition, medals or merit award certificates shall be presented for first, second and third places in the individual lifts of Squat, Bench Press and Deadlift in each category. Lifter must make a total in the competition in order to qualify for an award. In the event of two competitors lifting the same weight, the lighter lifter will be declared the winner. The face of medals to be inscribed with the EPF-emblem and suitable wording. The reverse to remain blank for use by the promoter at his own expense.
Other awards may be provided according to the custom of the host nation.
- 104.8.2 Host nations may prepare medals to use as awards for category winners, in lieu of medals obtained from the EPF. Such medals must be of high quality, and must be submitted to the Executive for approval six months prior to the championships in question. Arrangements for manufacture and time of completion must be submitted as well.
- 104.8.3 A lifter found positive at an European championship or cup must return all his/her medals from that competition. If not returned by his/her federation within 1 month after receiving such claim, the national federation must pay a fine of 100€.

104.9 European Championships Participation Certificates

European championship participation certificates shall be awarded to each lifter and official (team manager, coach) according to EPF regulations. They shall also be awarded to approved EPF officials and referees.

104.10 EPF Hall of Fame

Hall of Fame: There shall be an honorary body titled the "EPF Hall of Fame". Its purpose shall be to honour members who have made an outstanding contribution either by way of lifting achievement or service in general to the sport of powerlifting internationally. A maximum of two lifters and two officials may be elected to the Hall of Fame each year

A certificate of achievement will be awarded. No one who has been involved in drug offences or has been suspended by drug abuse shall be proposed to Hall of Fame.

Any lifter or official previously awarded Hall of Fame will lose this distinction if suspended by his/her National Federation, EPF or IPF due to doping abuse or other serious violation.

104.11 Election to Hall of Fame

The Executive decides prior to the General Assembly, after having received the bids from nations, whom will be awarded Hall of Fame. The appointed persons will be honoured at the General Assembly.

104.12 National Award of Merits

EPF National Award of Merits are to be given to members of national federations who have rendered outstanding services in the development of the sport of Powerlifting in national level.

EPF will produce standard medals of 5 cm in diameter. The EPF emblem is printed on one side of the medal with the text "EPF Award of Merits", and the other side is blank for engraving the name of the person receiving the medal. A diploma accompanies with the medal.

To order the medal and diploma by a national federation a standard form must be filled in and sent to the EPF Secretary General. A nation will be charged 10 Euro for each medal.

The National Award of Merit may be awarded by the EPF Executive Committee under the following conditions:

- a) The Gold Award for 25 years of continuous membership and work.
- b) The Silver Award for 15 years of continuous membership and work.
- c) The Bronze Award for 10 years of continuous memberships and work.

104.13 Free Entry to Championships, Executive, Committee Chairmen, Hall of Fame Members

Members of the EPF Executive Committee, EPF Committee Chairmen and members of the EPF Hall of Fame will have free entry to any powerlifting competition organised by a member federation or its affiliates. An identification card will be issued by the EPF.

104.14 Categories of European Records

The EPF recognises European records for Men and Women in the following categories: Open, Sub-Junior (starting from 2011), Junior and Masters, and in single lift Bench Press for Open and Masters.

104.14.1 European records will be accepted and registered only within the categories listed in this item.

104.14.2 Records will only be accepted if applications are made strictly in accordance with the requirements of the IPF Technical Rules and according to the IPF Anti-Doping Rules.

104.15 Recognition of European Records

104.15.1 European records will only be accepted from international competitions where doping testing is carried out according to the IPF Anti-Doping Rules 5.1 and lifter tested returns a negative doping test. This must be done strictly in accordance with the IPF Anti-Doping Rules including the analysis of samples in a laboratory accredited at the time of analysis by WADA. European records broken at World Championships may be accepted without doping test. Ref. IPF Anti-doping Rules 5.1.1.2.

104.16 European Powerlifters of the Year

The Executive appoints at the end of each year one female and one male European lifter in both categories "equipped" and "classic" as European Powerlifter of the Year.

104.16.1 The appointment is based on Wilk's points. Lifters with the highest scores calculated from the total at both the European Open Powerlifting and the World Open Powerlifting Championships in one calendar year are elected.

104.16.2 Each elected lifter will be honoured by a silver plated dish with inscriptions.

104.16.3 No one who has been involved in an anti-doping rule violation is eligible for appointment and if previously appointed, he/she loses his/her distinctions.

105 COMPETITIONS

105.1 Non-discrimination in EPF Competition

No one is to be denied access to competition on the grounds of race, colour or creed.

105.2 National Flags

Each participating nation at an European championship must provide if required, a national flag approximately 1.5 m x 1.0 m in size. Any nation failing to meet this obligation will be fined the sum of EUR 30 in order to reimburse the promoter for any loss and inconvenience suffered. It is the responsibility of the promoter to issue a receipt on acceptance of the flag and request the return of this receipt on returning the flag to the team manager. If for any reason whatsoever, the promoter fails to return a nation's flag, he shall be required to reimburse that nation for the loss suffered.

105.3 Entry to Championships, Coaches, Officials, Meals for Working Officials, Lifters Profile form

At all European championships the promoter shall provide free access to the venue and other competition buildings or functions for team officials and coaches on the following scale:

105.3.1 For the first three competing lifters, one official or coach shall be permitted access.

105.3.2 For every additional three competing lifters, one additional official or coach shall be permitted access to maximum of three per nation.

105.3.3 The courtesy of free access shall also be extended to all officiating referees and jury members to a maximum of three per nation.

105.3.4 The courtesy of free access shall be extended to all members of the Sports Medicine Team who participate during the championships. The names of such personnel shall be forwarded to the promoter and an agreement reached between the Doping Control Officer and the promoters upon the number to be accepted.

105.3.5 Promoters of European Championships and Cups shall provide for the referees and the EPF officials free meals during the competition. Free meals should preferably include at least two servings of food and

non-alcoholic drinks each competition day served in the competition area. Only referees and EPF officials that work with official duties during a competition day shall be granted such benefit from the promoter.

- 105.3.6 Dress code for Coaches at EPF events shall be national team tracksuit plus team or IPF/EPF approved T-Shirt, or sport shorts plus team or IPF/EPF approved T-Shirt. Failing by the coach to adhere to this code may result in the Coach being excluded from the event warm up room and competition surrounds by the ruling of the Technical Controller or the Jury.
- 105.3.7 All lifters taking part in European championships and cups shall fill in the "*Lifters Profile form*". The participating nations shall send the forms for all lifters in their team with the preliminary nomination to the organizer not later than 60 days before the championships. If a lifters Profile form was not sent in for one or more of a nation's nominated lifters a federation will receive a reminder and if not provided with the date of the final nomination, the lifter(s) will be withdrawn from final nomination.

105.4 Invitation and Accommodation

- 105.4.1 The official invitation and details of European championships must be received by member nations at least six months prior to the event. Details shall include the date of the General Assembly, competition date, names and addresses of hotels and the rates to be charged.
- 105.4.2 Accommodation rates charged by the promoter must not exceed the normal rack rate charged by the establishment providing the accommodation. Any overcharge without providing a higher accommodating quality may bring the case to the IPF DC to decide about any sanction. Possible sanctions are fines up to the level of the profit from the overpricing and/or exclusion from organizing European championships the following 1-3 years.
- 105.4.3 At all European Championships the accommodation fees shall be payable by bank transfer or credit card as follows:
- 1) by bank transfer latest 14 days before the Championship as specified by the organizer in the invitation for each European Event;
 - 2) by credit card;
 - 3) by cash payment at the Organizer's risk if this option is specified in the championship invitation.

105.5 Nomination

- 105.5.1 Nomination of lifters and officials to European championships shall be received by the EPF Championship Secretary with a copy to the Meet director within following time limits:
- Preliminary nomination not later than 60 days before the Date of each European championship.
 - Final nomination, submitted not later than 21 days before the date of the Championship, must be made from those nominated in preliminary nomination.
 - Later entries will not be accepted.
- 105.5.2 A national federation taking part in European championships and cups shall pay the EPF doping test fee and the participation fee for each lifter nominated and entered on the preliminary entry form. No such fees are to be paid for nominated reserve lifters if not replacing any of the nominated lifters. If a hotel reservation fee is specified in the invitation for the championship or cup, same rule and time limits as above apply for nominated lifters and officials.

105.6 Representation at the Technical Meeting

All participating nations in European championships should be represented at the Technical Meeting. If a representative of a participating nation is not present at the Technical Meeting prior to the European championship or has not informed the EPF Championship Secretary about his/her absence by confirming the participation of his/her federation's nominated lifters (by e-mail or phone) a fine of 250 Euro will be imposed to the concerned national federation.

105.7 Obligatory to Stay in the Meet Hotel

All athletes, coaches, referees or officials from each federation must stay in the official hotel for all days in attendance of the championship. If athletes, coaches, referees or officials do not stay in the official hotel during the championship, they will be obliged to pay an administration fee of € 100 per person to the organizer. Failure to comply will have the effect that they will not receive accreditation and will be excluded from that championship. All room bookings must be done through the Meet director of the championship, unless otherwise specified on the entry form.

105.8 Meet Director's Guide

An organizer of European Championships needs to sign 3 contracts with the EPF which contain detailed specifications the Organizer must meet.

- 105.8.1 *Promoter's Contract* contains general rules and regulations for the overall organization.
- 105.8.2 *Organizer's Checklist* contains technical rules, regulations and recommendations for the technical part of the organization.
- 105.8.3 *Antidoping Control Agreement* contains rules and specifications regarding the doping control room and the conduct of the doping control.

105.9 Hotel bills and travel costs for the EPF Computer Secretary attending European Championships

- 105.9.1 The hotel accommodation and food (breakfast, lunch and dinner) for the EPF Computer Secretary shall be paid by the promoter of the European championships or cups for the length of the championship + 2 days while flight and travel costs and other approved expenses shall be paid by the EPF.
- 105.9.2 The organiser must provide all computer equipment necessary according to the Organisers Handbook, and as agreed by the Computer Secretary.

105.10 Equipment Standards

The EPF accept the "Equipment Standards" for all equipment, which is approved by the IPF.

105.11 Sub-Regional Competitions

The EPF Executive shall sanction sub-regional competitions on an international level. Sub-regional means a competition between two or more nations but not open to all the nations in that region.

105.12 Competitions

- 105.12.1 Any national federation or promoter of international events must not attempt to advertise or invite lifters and officials to the event without first obtaining a written sanction from the Secretary General. Only written contracts or sanction will be valid.
- 105.12.2 Normally, only national federations affiliated to the EPF may apply for sanctions.
- 105.12.3 All members of national teams taking part in European or international competition must be in possession of a valid passport of the country they are to represent. Failing this, proof of a two-year period of residence in that country will be accepted.
- 105.12.4 The Secretary General of the IPF has to be informed of all sanctions granted by the EPF.
- 105.12.5 A lifter can only compete in championships or Cups outside his/her Region if nominated by his/her national federation and accepted by the organizing federation. Nominations must be made within the time limits as specified in Article 105.5.
- 105.12.6 Such participation at any championship or Cup under the supervision of the EPF will be as a guest lifter outside of a particular competition for the placements in that championship or Cup.
- 105.12.7 Participation and anti-doping fees as specified in Article 103.2 must be paid for the guest lifters as well.

105.13 Including a Referee in National Teams, Fine, Restriction

Any nation, being a member of IPF more than 5 years, participating with more than 3 lifters in EPF championships or EPF cups, as nominated at the final entry form must include at least one international referee among its team officials available for refereeing or being a member of the jury at least two days. The host federation can nominate six referees. In combined championships/cups (men and women) the 3 lifters include the total number of lifters from one nation. If a referee from that nation is not present or, if present, is not available to act in the capacity of either referee or member for jury at least two days during the championship/cup, the lifters are allowed to take part, but a fine of Euro 500 has to be paid by the nation. The EPF treasurer must receive such payment before lifters from that nation are allowed to take part in any further EPF championships or cups.

- 105.13.1 Each national federation must specify on the nomination form the weight categories in which their referees are available for refereeing. After the final nomination date, the EPF Technical Committee Chairman issues a referee list for the whole championship. Any changes of a referee's duty may be reported to the Technical Committee Chairman until 14 days prior to the championship. After that date the referees cannot expect to officiate in other duties than specified on the referees' duty list.
- 105.13.2 Referee duties, specified by the Technical Committee, are mandatory 14 days prior to the technical meeting. However, federations may allocate duties between their own referees latest at the technical meeting upon agreement by the appointed Technical Committee member. Any changes, withdrawal or no show up by a referee regarding the allocated duty after the technical meeting, may impose a warning or €100 in fine dependant of the reason and decided by the jury in cooperation with the appointed Technical Committee member.
- 105.13.3 In case the nation has no international category referee it can hire a referee from other nation.

105.14 Sanction of International level Competitions in Europe

European competitions on an international level shall be sanctioned by the Championship Secretary. This applies to any competition between two or more nations, which is not open to all nations within Europe.

105.15 Failure to Use IPF Approved Equipment

If the promoter of a Championship listed in 103.2 does not use the IPF recognised bars and/or plates at the competition platform, he will be fined a sum of Euro 1.500, and any European record broken by the lifters at the competition will not be accepted.

105.16 Failure to Submit Technical Checklist, Promoters Contract and Anti Doping Control Agreement.

If the promoter does not return the Technical Checklist, Promoters Contract and the Anti –Doping Control Agreement within stated time limit, he will be fined a sum of Euro 200 for each. Total Euro 600.

105.17 Facilities and Equipment Differing From Those Specified on the Organizing Checklist

If the equipment and/or other facilities have not been as specified on the Technical Checklist, the promoter will be fined a sum of maximum Euro 1500, and the EPF will not grant any European championship or cup to this nation for a period of two years after the event where the deviation from the Technical Checklist specifications are considered being seriously against the IPF rules.

105.18 IPF Consent Form

All lifters taking part in international events shall sign the IPF Consent Form (below), which is as Appendix 3 of the IPF Anti-Doping Rules, and is also separately displayed and printable on the IPF and the EPF websites. Signature of the IPF Consent Form shall take place prior to lifter's participation in an international event. In European Championships and Cups this form shall be handed over to the EPF officials during the weighing in. A copy in the lifter's native language and two copies in English shall be completed and signed by the lifter. A copy in English shall be given to the lifter, and the remainder copies shall be sent to the IPF Secretary General by the EPF.

International Powerlifting Federation (IPF) Consent Form

As a member of _____ and/or a participant in an event
National Federation
 authorized or recognized by the International Powerlifting Federation (IPF), I hereby
 declare as follows:

I acknowledge that I am bound by, and confirm that I shall comply with, all of the provisions of the IPF Anti-Doping Rules (as amended from time to time) and the *International Standards* issued by the World Anti-Doping Agency and published on its website.

I acknowledge the authority of the IPF [and its member National Federations and/or National Anti-Doping Organizations] under the IPF Anti-Doping Rules to enforce, to manage results under, and to impose sanctions in accordance with, the IPF Anti-Doping Rules.

I also acknowledge and agree that any dispute arising out of a decision made pursuant to the IPF Anti-Doping Rules, after exhaustion of the process expressly provided for in the IPF Anti-Doping Rules, may be appealed exclusively as provided in Article 13 of the IPF Anti-Doping Rules to an appellate body for final and binding arbitration, which in the case of International-Level Athletes is the Court of Arbitration for Sport (CAS).

I acknowledge and agree that the decisions of the arbitral appellate body referenced above shall be final and enforceable, and that I will not bring any claim, arbitration, lawsuit or litigation in any other court or tribunal.

I have read and understand the present declaration.

 Date

 Print Name (Last Name, First Name)

 Date of Birth
 (Day/Month/Year)

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

105.19 Spotters T-shirts and Shorts

EPF has the right to provide t-shirts and shorts for the spotters at all European championships and cups throughout the competition. Exception is that the Promoter has the option to provide his own t-shirts and shorts for one competition day. Any t-shirt and short logos must not be from a manufacturer in competition with the EPF sponsor.

105.20 Sales Booths

EPF has the right of up to 5 sales booths for EPF sponsors free of charge at European championships and cups. The space for one booth is limited to 12 m².

106 CONTRACTS

106.1 Signing Authority, EPF Contracts

Both the President and the Treasurer (and/or Secretary General) must sign all contracts performed in the name of the EPF when the majority of the EC have accepted such contract to be signed. A copy of the contract must be given to all EC-members, if it is requested.

107 APPENDIX STANDING ORDERS

107.1 Order of Business

An agenda shall be prepared by the Secretary General and circulated to all member federations at least 30 days prior to the EPF General Assembly. All items on the agenda shall take precedence over all other business. Members desirous of introducing any other business for the consideration of the meeting may only do so after the business on the agenda has been completed.

107.2 Minutes

The minutes of the previous meeting, having been circulated, shall be taken as read. No motion or discussion shall be permitted. The only exception to this rule will be in regard to the accuracy of the minutes. After confirming the accuracy of the minutes, the Chairman shall sign them, and the delegates at the General Assembly shall be at liberty to ask questions with regard to matters arising from the minutes. Such questions shall be permitted for purposes of information only, and no debate on the policy outlined in the minutes shall take place. No correction or alteration to the minutes will be accepted unless written notification had been received and acknowledged by the Secretary General within four months of the date of circulation of the minutes to member federations.

107.3 Selection of Speakers

The Chairman shall decide the order of speakers.

107.4 Chairman's Ruling

The ruling of the Chairman on any question under the Standing Orders or on any point of order or explanation shall be final. If there is a difference of opinion on a point of substance, a vote shall be taken and a two-thirds majority required to the ruling.

107.5 Speeches

No member shall speak for more than five minutes at any one time.

107.6 Motions and Amendments

The first proposition on any particular subject shall be known as the original motion. All succeeding propositions in that subject shall be called amendments. Every nation or amendment must be proposed and seconded by members actually present at the meet before they can be discussed. It is permissible for a member to make a speech first and conclude with a motion. When an amendment is moved to an original motion, no further amendment can be discussed until the first amendment is disposed of. Notice of any further amendment must be given before the first amendment is put to the vote.

107.7 Substantive Motions

If an amendment is carried, it displaces the original motion and itself becomes the substantive motion; whereupon any further amendment relating to any portion of the substantive motion moved, provided that it is consistent with the business and not been covered by an amendment or notion which has been previously rejected. After the vote on each succeeding amendment has been taken, the surviving proposition shall be put to the vote as the main question. If carried, it shall then become a resolution of the meeting.

107.8 Voting

Except when the chairman at his absolute discretion, authorises a vote to be by secret ballot the voting shall be by show of hands or coloured cards, if these are available. On particularly sensitive matters, such as a vote, which is concerned with members, or prospective members who are present at the meeting, such persons may be asked to leave the room before voting takes place.

107.9 Matters of Procedure

At meetings, all matters of procedure which are not covered under these standing orders, shall be decided by the Chairman of the meeting.

107.10 Privileged Immunity of the General Assembly

Anything said In the EPF General Assembly, committees or subsequent documentation is without prejudice and may not be used in litigation.

108 APPENDIX OFFICIAL AGENDA

- 108.1 Roll Call of Nations and Delegates Presentation of Credentials of each Nation. Certification of Athletes and Referees
- 108.2 President's Address
- 108.3 Minutes of the last General Assembly
- 108.4 Treasurer's – Auditor's report – Approval of Budget
 - a) To examine the accounts of the previous year
 - b) To approve the budget for the forthcoming year
 - c) Fees (if requested)
- 108.5 Secretary General's Report
- 108.6 Committee Reports
 - (a) Technical Committee
 - (b) Law & Legislation Committee
 - (c) Women's Committee
 - (d) Championship Secretary
 - (e) Media
- 108.7 Elections
- 108.8 Proposals
- 108.9 New Member Applicants
- 108.10 Action on Delinquent Nations
- 108.11 Hall of Fame
- 108.12 Future Championships
- 108.13 Any Other Business

108.14 Adjournment

109 APPENDIX RULE AMENDMENTS

Proposals to amend the EPF Constitution, By-Laws, Technical Rules and/or Appendices. Hereinafter referred to as rule(s), shall be set out as follows:

- 109.1 Clear identification of the exact rule(s) or portion thereof concerned. For example: "Constitution, 12.7..." or "Technical Rules page 24, Errors in loading 14, second paragraph, third sentence after the word 'appeal'."
- 109.2 Action to be taken:
 - 109.2.1 Deletion, or
 - 109.2.2 Addition, or
 - 109.2.3 Amendment, delete ... and insert (or replace with)...
- 109.3 Text involved
 - 109.3.1 and (109.2.3) above. Exact identification of the text to be deleted. Note: Paragraphs and sections may be referred to by numbers sentences and words should be quoted in full.
 - 109.3.2 and (109.2.3) above. The text of the addition or insertion, accompanied in the former case by the proposed rule no. or location.
- 109.4 Optional

A brief statement of the reasons(s) for the proposal. This will form part of the formal proposal but is merely for the guidance of The General Assembly. It shall appear on a new line separate from the proposal proper and headed 'Reasons(s)'.

Note: Any proposal, which would cause the rules to become contradictory, shall be ruled out of order. That is, it is the responsibility of the proposer to ensure that the amendments in his proposal are comprehensively framed and all the rules, which would be effected, have been consistently dealt with by the proposal.

Renumbering: It may be desirable to renumber a rule or rules to bring them into a more logical order. In such cases the proposal shall clearly indicate by number if available, which rules are to be renumbered and their intended new location, with new numbers(s) if available.