



**ASIAN FEDERATION of BODY  
BUILDING & FITNESS**

**A.F.B.F.**

**CONSTITUTION**

**2018 EDITION**

# **CHAPTER 1**

## ***General Provisions***

### **ARTICLE 1. NAME And TERRITORY**

- 1.1 The Organization shall be known under the name 'Asian Federation of BodyBuilding and Fitness', hereinafter called 'AFBF'.
- 1.2 The AFBF operates in the territory of Asia and shall govern all aspects of the sport of bodybuilding and fitness for men and women in Asia.

### **ARTICLE 2. LOGO**

2.1 The logo of this Organization, an impression of each is printed upon the front cover of this Constitution, shall be the official logo of Asian Federation of BodyBuilding and Fitness (AFBF), after the approval of the IFBB.

### **ARTICLE 3 OFFICIAL LANGUAGE**

3.1 The Official language of the AFBF shall be English.

### **ARTICLE 4. COMPOSITION**

4.1 The AFBF is an international association of national sport governing bodies of the Asian Countries for the sport of bodybuilding and fitness.

4.2 The AFBF is affiliated with and operates under the guidance of the International Federation of BodyBuilding and Fitness (IFBB), of Las Rozas, Madrid Spain, abides by the IFBB Constitution and Rules *and it's recognized by the Olympic Council of Asia (OCA)*.

### **ARTICLE 5. GENERAL PROVISIONS**

#### **5.1 General Provisions of the AFBF**

5.1.1 The AFBF is a not-for-profit organization. Members of its Executive Council and Committees are democratically elected and serve on a voluntary basis.

5.1.2 The AFBF forbids any and all racially, sexually, politically or religiously motivated decisions, demonstrations or acts.

5.1.3 The AFBF does not discriminate between individuals or countries on the basis of age, race, colour, sex, sexual orientation, religion, politics or other reasons.

5.1.4 The duration of the AFBF shall be unlimited.

### **ARTICLE 6. OBJECTS**

6.1 Objects to the AFBF:

6.1.1 to develop, promote and control the sport of Bodybuilding and Fitness on the Continent of Asia, under the guidance and supervision of the IFBB;

6.1.2 to promote health and fitness through physical culture, weight training, proper nutrition and lifestyle in Asia;

6.1.3 to develop co-operation between affiliated National Federations and associations of Asian Countries;

- 6.1.4 to co-operate with the governmental sport agencies, National Olympic Committees of the Asian countries and Olympic Council of Asia (OCA), to get their support for BodyBuilding and Fitness;
- 6.1.5 to co-operate with mass-media and TV broadcasting organizations to promote BodyBuilding and Fitness and to cover the sports events organized under AFBF patronage;
- 6.1.6 to sanction, regulate and control all continental championships and other types of Bodybuilding and Fitness competitions and to ensure they are conducted according to the IFBB Rules and under IFBB approval;
- 6.1.7 to issue AFBF Certificates for the Asian manufacturers of BodyBuilding/Fitness training equipment,, sport clothes and shoes, accessories, as well as food supplements;
- 6.1.8 to conduct seminars on doping, nutrition and training problems;
- 6.1.9 to conduct seminars for judges;
- 6.1.10 to co-ordinate the education of coaches, trainers and other specialists;
- 6.1.11 to honour individuals and organizations for their outstanding contributions to the sports of bodybuilding and/or fitness, with special diplomas, plaques or medals;
- 6.1.12 to promote clean sport, following and applying the IFBB Anti Doping policy, the IFBB Anti Doping program and the IFBB Anti Doping Rules;
- 6.1.13 to educate athletes and all people involved in fitness on healthy lifestyle.

## **CHAPTER II**

### ***Membership***

#### **ARTICLE 7. MEMBERS**

##### **7.1 National Sports Organizations**

7.1.1 Membership in the AFBF shall be limited to those National Federations which have already been affiliated to the IFBB.

##### **7.2 Individuals**

7.2.1 Membership in the AFBF is automatically granted to any individual who, with the approval of his/her National Federation become AFBF Executive Council member.

##### **7.3 Rights**

7.3.1 Every individual or organization, upon becoming a member of the AFBF shall have the right to participate in, and benefit from any activity of the AFBF, as long as that member meets the qualifications of that activity.

##### **7.4 Resignation**

7.4.1 Any member may resign from the AFBF by submitting a written letter of resignation to the AFBF President.

##### **7.5 Revocation of membership**

7.5.1 Any membership may be revoked by two third majority vote of AFBF Congress.

##### **7.6 Fees**

7.6.1 Every national sports organization affiliated with the AFBF shall pay a yearly membership fee in an amount proposed, from time to time, by the Executive Council and established by the AFBF Congress.

7.6.2 Any affiliated organization which does not pay the fee, may be suspended in its rights, or may be removed from AFBF.

## **ARTICLE 8. NATIONAL FEDERATIONS**

### **8.1 General Provision**

The AFBF shall recognize one National Federation per country, and only these Federations which have been already recognized by the IFBB.

### **8.2 Procedures**

Any National sport governing body for the sport of bodybuilding and fitness who wishes to affiliate with the AFBF shall submit, in writing and to the President, the following documents:

- a request of affiliation signed by its President and General Secretary;
- a statement confirming they have been already affiliated with the IFBB, with the date (year) of their recognition by the IFBB;
- a copy of its Constitution;
- informations on its last electoral congress (date, place) and the current composition of its Executive Council;
- a name of the person responsible for the communication with the AFBF, with his/her detailed address, phone, fax number, e-mail;
- a list with the names of its international judges;
- a statement, signed by its President, that the National Federation agrees to abide by the AFBF Constitution and the decisions and rulings of the AFBF Executive Council and Congress;
- the annual affiliation fee, which shall be paid to the AFBF in amount established by the Congress.

### **8.3 Confirmation of Membership**

Upon receipt of the above mentioned documents and affiliation fee, the National Federation shall be provisionally affiliated till the next annual meeting of the AFBF Congress, at which the affiliation shall be confirmed or denied.

### **8.4 Resignation**

8.4.1 Any National Federation may resign from AFBF at any time by submitting a written letter of resignation to the President.

8.4.2 Any National Federation which resigns from AFBF membership, but still is a member of the IFBB, will not be allowed to participate in any Asian Championships and international competition held in Asia and will not be allowed to take part in the AFBF activity.

8.4.3 Resignation of National Federation from the IFBB shall be automatically treated as a resignation from the AFBF as well.

### **8.5 Suspension**

8.5.1 Any National Federation may be suspended for the following reasons:

- failing two years in a row with the payment of its affiliation fee;
- failing to adhere to, or comply with, with the AFBF Constitution or the decisions and rulings of the AFBF Executive Council or Congress.

8.5.2 Any National Federation suspended by the IFBB shall be automatically suspended by the AFBF.

### **8.6 Notification**

8.6.1 Any notification regarding suspension, expulsion or dissolution of a National Federation, shall be forwarded by registered mail or electronic communication by means

of an e-mail, and a copy should be sent to the IFBB Headquarters in Las Rozas, Madrid, Spain.

## **CHAPTER III** ***Administration of the Federation***

### **ARTICLE 9. THE CONGRESS**

#### **9.1 Composition**

The Congress should be composed of the Members of the Executive Council and National Federations –two (2) delegates per each National Federation.

#### **9.2 Powers**

The powers of the Congress should be as follows:

- 9.2.1 to elect or appoint, at special electoral meeting, the members of the Executive Council, who should serve for a four year term or until such a time as they are replaced in accordance with the terms of the Constitution, or any amendment to the Constitution;
- 9.2.2 to confirm, or withhold confirmation of the Constitution or any amendment to the Constitution;
- 9.2.3 to remove, by majority vote, any suspension or remit any penalty previously imposed on any person or affiliated organization of the AFBF;
- 9.2.4 to remove from office, by two third majority vote, any member of the AFBF Executive Council who, by neglect of duties or by misconduct, brings dishonour to the AFBF and or the sport of Bodybuilding / Fitness.

#### **9.3 Meetings**

The annual meeting of the Congress shall be held in conjunction with the Asian Bodybuilding and Fitness Championships or other Continental Championships.

#### **9.4 Agenda**

- 9.4.1 The agenda of the annual meeting of the AFBF Congress shall consist of, but shall not be limited to, the following items:
- 9.4.2 the examination and approval of the annual reports of the:
  - President;
  - General Secretary;
  - First Vice President and Vice-Presidents;
  - Treasurer;
  - Chairpersons of the various standing Committees;
- 9.4.3 the affiliation of new members.
- 9.4.4 The selection of locations for all continental bodybuilding and fitness championships, which must be done with the approval of the IFBB.
- 9.4.5 The approval of all international bodybuilding and fitness events organized by any National Federation affiliated to the AFBF.
- 9.4.6 The propositions submitted by the member Federations. Propositions must reach the office of the President no later than sixty (60) days before the date of the meeting of the Congress,
- 9.4.7 Only those items which are listed on the agenda may be discussed at the meeting of the Congress. Time permitting, the President may allow other matters to be discussed.

## **9.5 Notice**

The notice of the annual meeting of the AFBF Congress shall be forwarded to the members of the Executive Council and to member Federations no later than thirty (30) days prior the date of the annual meeting of the Congress. The notice shall contain informations concerning the business to be discussed at the meeting.

## **9.6 Participation**

9.6.1 The following persons are entitled to participate in the AFBF Congress:

- members of the Executive Council;
- delegates from member Federations, on the basis: two delegates per country;
- IFBB Executive Council Members;
- guests invited by the AFBF President. They may participate in the whole congress or in its part, according to the invitation.

9.6.2 The General Secretary, or duly appointed representative, shall verify the credentials of the participants of the Congress and shall issue to each '*bona fide*' member, an AFBF voting card.

## **9.7 Conduct of Meeting and Voting**

9.7.1 The President shall be in chair of the meeting.

9.7.2 The President shall have the authority to determine the number and duration of any speeches.

9.7.3 Each member Federation present is entitled to one (1) vote.

9.7.4 Every issue at the Congress shall be decided by majority vote.

9.7.5 The chair of the meeting shall have a second or casting vote in the event of tie.

9.7.6 The meetings of the Congress shall be conducted in private.

## **9.8 Minutes**

9.8.1 The minutes of the annual meeting of the Congress shall be taken by the General Secretary or appointed representative and shall be forwarded to the member Federations, members of the Executive Council and the IFBB Hedquarters as a part of the 'AFBF Congress Report'.

## **9.9 Responsibilities of the Organizer**

9.9.1 The Organizer of the Congress is obliged to provide the meeting room for the Congress, with the capacity of one hundred seats, one big table for the members of the Executive Council, single tables for delegates and guests and a banner with the name of the Congress, date and place.

9.9.2 The Organizer shall provide accomodation and meals for the members of the Executive Council. Delegates from National Federations should be the members of their National Team for the Championships.

## **ARTICLE 10. THE EXECUTIVE COUNCIL**

10.1 The Executive Council of the AFBF is comprised of the following officers:

- the President, who is, at the same time, IFBB Vice President for Asia;

- the first Vice-President, according to the rule: the candidate with the biggest number of votes becomes first Vice President, the candidates with the lesser number of votes become Vice Presidents;
- the Vice-Presidents;
- the General Secretary;
- the Treasurer (appointed, no vote in Executive Council and in Congress);
- the Executive Director;
- the Executive Board Members;
- the Chairpersons of the Standing Committees, according to the rule: the candidate with the biggest number of votes becomes the Chairperson, the candidate with the second biggest number of votes becomes the Secretary, the candidates with the third, fourth, fifth biggest number of votes become members;
- the Special Advisors (appointed, no vote in Executive Council and in Congress);
- the Legal Adviser (appointed, no vote in Executive Council and in Congress).

## **10.2 Powers**

10.2.1 The Executive Council conducts its business under the direction of the President and has the following tasks, responsibilities and powers:

- to direct the affairs of the AFBF in all matters; to adopt policies and procedures to guide the management of the AFBF. Between meetings of the Executive Council, the President and the General Secretary shall be responsible for management and operations of the AFBF;
- to supervise and control all the AFBF activities;
- to implement the decisions of the General Meeting;
- to determine and from time to time amend or change the By-laws and the AFBF Anti Doping Rules.
- to negotiate and make any kind of contract which the AFBF may lawfully enter into;
- to establish and maintain partnership relations with sponsors and/or public institutions;
- to authorize expenditures on behalf of the AFBF;
- to appoint and dismiss officers and employees of the AFBF as the Executive Council considers necessary to carry out the day-to-day business of the AFBF and define their terms and conditions of employment, as well as the job specifications;
- employ and pay salaries to the employees;
- ensure that the AFBF Constitution and the IFBB Constitution and Rules are followed by all members;
- to investigate and deal with breaches by Member Federations or by other persons, of the governing rules of the AFBF or any act or omission which in the opinion of the Executive Council harms, may harm or is against the interests of the AFBF;
- to appoint and to dissolve Committees and to define their composition, duties, obligations, timelines, frequency of meetings, working procedures and responsibilities.
- convene the meetings of the Executive Council and the Congress;
- ensure that the decisions of the Executive Council and the Congress are carried into effect;
- to enter into strategic alliances and other collaborative arrangements with national, international and other external sport and non-sport organizations;
- to approve the conditions and criteria for awards;
- to adopt the activity report and the future projects

When the Congress is not in session, the Executive Council possesses all the powers which are not specifically reserved to the Congress by law or under the Constitution and is empowered to make any decision which is not specifically reserved for the Congress under the Constitution.

In so far as the execution of the abovementioned duties makes necessary to conclude agreements which will legally bind the AFBF, such agreements may only be concluded and signed by the Executive Council on the explicit condition of subsequent ratification by the Congress. Such agreements shall be submitted for ratification to the next Congress and they shall be effective as from the date of ratification. Agreements legally binding the AFBF may only be signed on behalf of the AFBF by two (2) of the following Executive Officers: the President or Vice President and the Treasurer or the Executive Director.

### **10.3 Meetings**

10.3.1 The Executive Council shall meet at least once a year, or whenever convened by the agreement of the President and General Secretary, or at the request of majority of the members of the Executive Council.

10.3.2 The sittings of the Executive Council shall be conducted in private.

### **10.4 Conduct of Meetings and Voting**

10.4.1 The President shall be the chair at all meetings of the Executive Council. The following members of the Executive Council shall have the right to vote:

- the President;
- the First Vice President and the Vice-Presidents;
- the General Secretary;
- the Executive Director;
- the Executive Board members;
- the Chairpersons of Standing Committees.

Every issue before the Executive council shall be decided by majority vote. In case of tie, the President has a deciding vote.

### **10.5 Minutes**

The minutes of all meetings of the Executive Council shall be taken by the General Secretary, or an appointed person, and shall be forwarded to all members of the Executive Council after the signature of the President.

### **10.6 Vacancy**

10.6.1 The office of the Executive Council member shall automatically be vacated:

- if he/she resigns from his/her office in writing;
- if he/she found by court to be of unsound of mind;
- if he/she is accused in open legal action, he/she shall be temporary suspended;
- if he/she is found guilty by a Court for the criminal offense, he/she shall be removed;
- if he/she is absent from two consecutive meetings of the Executive Council or neglects his/her duties, he/she may be replaced by a majority decision of the Executive Council.



## **10.7 Replacement**

**10.7.1** If the President dies, resigns, becomes permanently incapacitated or otherwise loses office under this Constitution, the Vice-President shall assume office as Acting President until the next General Meeting. The Acting President shall be entitled to all privileges and be responsible for all duties of the President.

**10.7.2** If the Vice President or Treasurer relinquishes or otherwise loses office under this Constitution, the President shall appoint an Acting Vice-President or Treasurer from the remaining Executive Council Members, to serve until the next General Meeting. Such acting Vice-President or Treasurer shall be entitled to all privileges and be responsible for all duties of the Executive Council Member he/she is appointed to replace.

**10.7.3** If a Member of the Executive Council relinquishes or otherwise loses office under this Constitution and does not serve for a full four year term, a successor will be elected for the remaining of the term of the departing Executive Council Member at the first General Meeting after the vacancy occurs.

**10.7.4** The Executive Council has the right to appoint a new Executive Council Member if the next General Meeting takes place within sixty (60) days. The appointment of such new Executive Council members is subject to confirmation by the next General Meeting.

## **ARTICLE 11. STANDING COMMITTEES**

### **11.1 The Technical Committee**

The Technical Committee shall be comprised of the Chairperson, Secretary and three other members and shall have the following duties:

- 11.1.1 To consult with the organizers of the international bodybuilding-fitness competitions sanctioned by the AFBF to ensure that all technical matters are efficiently and effectively dealt with;
- 11.1.2 To assist the AFBF Judges Committee in ensuring that the running of the international events held in Asia is carried out in a smooth and efficient manner;
- 11.1.3 To assist the President and the Executive Council in resolving issues of technical nature.

### **11.2 The Judges Committee**

The Judges Committee shall be comprised of a Chairperson, Secretary and three other members and shall have the following duties:

- to prepare, maintain and update, in co-operation with the IFBB Judges Committee, a list of international judges from the Asian countries;
- to organize seminars for judges at the Asian Championships and other international events sanctioned by the AFBF;
- to appoint statisticians, who shall be sworn to secrecy, to calculate the results of any and all international bodybuilding/fitness competitions sanctioned by the AFBF;
- to select judges for the Asian Championships and other international events in Asia, based on the nomination of the National Federations;
- to arrange the practical test of judging for the candidates for international class, nominated by the National Federations and to forward the test papers to the AFBF Judges Committee Chairman, for assessment and nomination of judges for international class;

- to calculate the accuracy of all judges at international events organized in Asia and forward the results to the IFBB Judges Committee Chairperson.

### **11.3 The Bodybuilding Committee**

The Bodybuilding Committee shall be comprised of a Chairperson, Secretary and three other members and have the following duties:

- to advise the President and the Executive Council about the course of the Asian Bodybuilding Championships and any international bodybuilding event run in Asia.
- To assist the Technical Committee and the Judges Committee in ensuring the smooth running of the Asian Body Building Championships or any international Bodybuilding event held in Asia.
- To recommend improvements in this area to the President and to the Executive Council.
- To fulfil any other duties that may be assigned by the President or Executive Council.

### **11.4 The Fitness Committee**

The Fitness Committee shall be comprised of a Chairperson, Secretary and three other members and shall have the following duties:

- to advise the President and the Executive Council about the course of the Asian Fitness Championships and any international fitness event run in Asia.
- To assist the Technical Committee and the Judges Committee in ensuring the smooth running of the Asian Fitness Championships or any international Fitness event held in Asia.
- To recommend improvements in this area to the President and to the Executive Council.
- To fulfil any other duties that may be assigned by the President or the Executive Council.

### **11.5 The Research and Development Committee**

The Research and Development Committee shall be comprised of a Chairperson, Secretary and three other members and shall have the following duties:

- To conduct research into sports psychology as it pertains to bodybuilding and fitness athletes.
- To conduct research into exercise kinesiology as it applies to bodybuilding and fitness athletes.
- To educate the bodybuilding and fitness community on matters pertaining to sport-related issues.
- To recommend improvements in this area to the President and Executive Council.
- To fulfil any other duties that may be assigned by the President or Executive Council.

### **11.6 The Medical & Anti Doping Committee**

The Medical & Anti Doping Committee shall be comprised of a Chairperson, Secretary and three other members and shall have the following duties:

- To collect documentation on sport medicine in the ambit of bodybuilding and fitness;

- To maintain and update, in co-operation with the IFBB Anti Doping Commission, the current rules, regulations and procedures on doping control, pursuant to the IFBB Anti Doping Rules;
- To conduct, supervise and control, in co-operation with the IFBB Anti Doping Commission, the doping control at the Asian Championships and other international events in Asia, in compliance with the current IFBB Anti Doping Rules;

## **ARTICLE 12. DUTIES OF EXECUTIVE COUNCIL MEMBERS**

### **12.1 The President**

The President is the Chief Executive Officer of the AFBF and shall have the following duties:

- 12.1.1 to have general management of the affairs of the AFBF;
- 12.1.2 to chair, direct the debate, preside over and keep order at all meetings of the Executive Council and Congress;
- 12.1.3 to interpret any matter arising out of the Constitution. He may, at his own discretion, seek the advice of other members of the Executive Council and the Congress, before arriving a final decision;
- 12.1.4 to be the official spokesperson and representative of the AFBF in all matters;
- 12.1.5 to make inspection of affiliated sports organizations;
- 12.1.6 to attend Asian Championships and all other Asian competitions sanctioned by the AFBF. The organizer shall provide free accomodation and meals for him.
- 12.1.7 to have the authority to appoint a representative to attend any meeting in case he will not be able to participate in personally. Said representative shall be entitled to have the same privileges as the President.
- 12.1.8 To appoint the Treasurer and officers to the Executive Council as special advisors.

### **12.2 The first Vice President**

The first Vice President shall have the following duties:

- 12.2.1 to assist the President in the performance of his duties;
- 12.2.2 to represent the AFBF when mandated by the President;
- 12.2.3 to represent the AFBF, in case of vacancy of the Presidency;
- 12.2.4 to act as President and to exert his/her powers, in case of vacancy of the Presidency, till the entering of the new President;
- 12.2.5 to make,if mandated by the President, the inspection tour of the affiliated National Federations;
- 12.2.6 to fulfill any other duties assigned by the President, the Executive Council or the Congress;

### **12.3 The Vice Presidents**

The Vice Presidents shall have the following duties:

- 12.3.1 to assist the President in the performance of his duties;
- 12.3.2 to represent the AFBF when mandated by the President;
- 12.3.3 to make, if mandated by the President, the inspection tour of the affiliated National Federations;
- 12.3.3 to fulfil any other duties assigned by the President, the Executive Council or Congress.

## **12.4 The General Secretary**

The General Secretary shall have the following duties:

- 12.4.1 to assist the President in the performance of his duties;
- 12.4.2 to record and kept all votes and minutes of the meetings of the Executive Council and the Congress;
- 12.4.3 to assure a notice of all meetings of the Executive Council and the Congress will be forwarded in time.
- 12.4.4 To keep and maintain files of all documents in writing of the AFBF.
- 12.4.5 To keep the minute book and the seal of the AFBF.
- 12.4.6 To provide informations concerning bodybuilding and fitness to interested parties.
- 12.4.7 To assist the President in drawing up the agenda of the annual meeting of the Congress and all meetings of the Executive Council.
- 12.4.8 To register the proposition from affiliated national sport organizations and put them into the agenda of respective meetings.
- 12.4.9 To register and keep the results of all competitions sanctioned by the AFBF.
- 12.4.10 To represent the AFBF when mandated by the President.

## **12.5The Executive Director**

The Executive Director shall have the following duties:

- 12.5.1 To assist the President in the performance of his duties.
- 12.5.2 To liaise with National Federations as directed by the President.
- 12.5.3 To be consultant for all National Federations requiring informations or advice on the Constitution and Rules.
- 12.5.4 To represent the AFBF by mandated to do so by the President.
- 12.5.5 To fulfill any other duties that may be assigned by the President or Executive Council.

## **12.6The Executive Board Members**

The Executive Board members shall have the following duties:

- 12.6.1 to assist the President, the first Vice President and the Vice-Presidents in the performance of their duties.
- 12.6.2 To fulfil any other duties assigned by the President, Executive Council or Congress.

## **12.7 The Treasurer**

The Treasurer shall have the following duties:

- 12.7.1 to assist the President in all matters regarding the finance of the AFBF;
- 12.7.2 to study and suggest to the Executive Council and Congress various methods of rising funds necessary for the operation of the AFBF;
- 12.7.3 to monitor the expenditure of all monies from the AFBF account;
- 12.7.4 to negotiate the terms of the contracts between the AFBF and sponsors/advertisers and prepare these contracts for the final assessment by the President and Executive Council;
- 12.7.5 to keep full and accurate accounts of all assets, liabilities, receipts and disbursements of the AFBF in the books belonging to the AFBF

and to deposit all monies, securities and other valuable effects in the name and to the credit of the AFBF in such chartered bank or trust company as may be designated by the President;

12.7.6 to distribute the funds of the AFBF as may be directed by the President and to inform the President and the Executive Council, whenever they may require, on accounting of any and all transactions and a statement of the financial position of the AFBF;

12.7.7 to arrange for audited financial statements to be submitted to the Executive Council and Congress at their meetings;

12.7.8 to fulfil any other duties that may be assigned by the President, Vice-Presidents, Executive Council or Congress.

## **12.8 The Special Advisors**

The Special Advisors shall have the following duties:

12.8.1 to assist the President and other members of the Executive Council in the performance of their duties and to advise them of any matters of their field of speciality.

12.8.2 To fulfil any other duties that may be assigned by the President, Executive Council and Congress.

## **12.9 The Legal Adviser**

The Legal Adviser shall have the following duties:

12.9.1 to assist the President and other members of the Executive Council in the performance of their duties and to advise them on any matters of a legal nature.

12.9.2 To study the drafts of all contracts between the AFBF and other parties and verify if these contracts are correct from the legal side and if the contracts are not harmful or dangerous to the AFBF.

12.9.3 To study if all resolution of the Executive Council and Congress don't violate the AFBF Constitution or the IFBB Constitution and Rules.

12.9.4 To represent the AFBF in any and all matters wherein such legal representation is requested by the President.

12.9.5 To fulfil any other duties that may be assigned by the President, Executive Council and Congress.

## **ARTICLE 13. ELECTIONS**

### **13.1 The election**

The election of officers to the Executive Council and Standing Committees shall proceed as follows:

13.1.1 every four years at a special electoral meeting of the Congress, the election and appointment of Officers to the Executive Council and standing Committees shall take place.

13.1.2 National Federations may nominate deserving members for any position on the Executive Council and Standing Committees, except where a member is an active bodybuilding and/or fitness competitor.

13.1.3 Nomination for the various position of the Executive Council and Standing Committees must reach the President by registered mail or electronic communication, by

means of an e-mail, no later than sixty (60) days before the day of the electoral meeting of the Congress.

13.1.4 Elected or appointed Officers shall normally hold office for a period of four (4) years, or until such time as their successors are elected or appointed in accordance with the terms of the Constitution.

13.1.5 Incumbent members of the Executive Council shall be eligible for re-election or re-appointment.

13.1.6 National Federations nominating a candidate for the Executive Council or standing Committees must enable that person, if elected or appointed, to attend all of the regularly convened meetings of the Executive Council and Congress.

13.1.7 The President shall appoint two scrutineers for counting the votes.

13.1.8 If two or more candidates obtain an equal vote, there shall be a second ballot. If a tie still exist, the President shall cast the final vote.

## **13.2 Order of elections**

The election or appointment of positions on the Executive Council and Standing Committees shall proceed in the following order:

- the President;
- the first Vice President according to the rule: the candidate with the biggest number of votes becomes first Vice President, the candidates with the lesser number of votes become Vice Presidents;
- the Vice Presidents;
- the General Secretary;
- The Treasurer (appointed, no vote in Executive Council and in Congress);
- The Executive Director;
- the Executive Board Members;
- the Chairpersons of the standing Committees, according to the rule: the candidate with the biggest number of votes becomes the Chairperson, the candidate with the second biggest number of votes becomes the Secretary, the candidates with the third, fourth, fifth biggest number of votes become members.
- The Special Advisors (appointed, no vote in Executive Council and in Congress);
- The Legal Adviser (appointed, no vote in Executive Council and in Congress).

## **CHAPTER IV**

### ***Finances***

#### **ARTICLE 14. FEES**

14.1 Affiliation Fee.

The National Federations shall pay an annual affiliation fee in the month of January of each year.

14.2 Any National Federation which fails to pay its annual affiliation fee may neither participate in, nor vote at, the annual meeting of the AFBF Congress, or the meetings of the various standing committees, nor may its members participate in any competition sanctioned by the AFBF, including the Asian Bodybuilding and Fitness Championships.

14.3 A letter of reminder shall be forwarded to any National Federation which fails in payment of its annual affiliation fee.

## **ARTICLE 15. FINANCIAL MONITORING AND CONTROL**

### 15.1 Fiscal Year

The fiscal year of the AFBF is the calendar year.

15.2 For each calendar year the Financial Director shall establish a statements of accounts. These annual statements of accounts shall be audited by two members selected from the Congress and will be submitted for the approval of the Executive Council and the Congress.

## **CHAPTER V**

### ***Titles and Amendments***

## **ARTICLE 16 HONORARY TITLES, DIPLOMAS AND AWARDS**

### 16.1 Honorary Titles

The President may grant honorary titles of President, Vice President or Member to any individual for meritorious service to the AFBF

### 16.2 Diplomas and Awards

The National Federations may propose their outstanding individuals to be rewarded with the AFBF Diplomas and awards, for their achievements in promotion and development of bodybuilding and fitness in Asia

### 16.3 Procedures

Propositions from National Federations with names of individuals to be awarded with the AFBF Diplomas and awards should be sent, in writing, to the President no later than 60 days prior to the annual meeting of the Congress. All rewards shall be accepted by the Executive Council at the meeting prior to the Congress.

## **ARTICLE 17 AMENDMENTS**

17.1 The AFBF Constitution may be repealed or amended by resolution, enacted by the Executive Council and confirmed by a majority vote of the Congress.