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# The Statutes of the Asian Equestrian Federation

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ASIAN EQUESTRIAN FEDERATION

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Approved by the AEF Extraordinary General Assembly in Tashkent, Uzbekistan

12th December, 2018

Asian Equestrian Federation

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## **Article 000. Introduction**

1. An Equestrian Federation was constituted in 1978 in Bangkok Thailand entitled "Asian Equestrian Federation" (here-in-after referred to as the "AEF") on 18th December 1978. AEF is a non-governmental, non-profit organization.
2. The membership of the AEF is open to the national governing equestrian bodies that are members of the FEI in Asia and have full control of at least one Olympic equestrian discipline and the regional equestrian disciplines recognized by their National Olympic Committees (NOC). National governing equestrian bodies affiliated to the AEF are hereinafter referred to as National Federations (NF). Only one NF from each NOC is recognized by the AEF.
3. The AEF is a recognized body of the Federation Equestre International (FEI) and the Olympic Council of Asia (OCA). The AEF has the authority in organizing the Asian Games, the AEF Regional Games and the AEF Championships within its member countries complying with the Olympic Charter and in accordance with the FEI Rules and Regulations. The AEF is supplementary to the FEI to ensure growth of equestrian sport in the Asian Region and will abide by the FEI Rules and Regulations for international equestrian disciplines.

## **Chapter 1. Purposes and Principles**

### **Article 001. Purposes**

1. To protect the welfare of the horse and the natural environment.
2. To encourage and develop equestrian sport in the Asian Region which was the home of this noble sport.
3. To promote interest in riding, breeding of required type of horses and ponies, their training, care, veterinary control and medication, and movement of horses.
4. To establish regulations and rules for conducting regional events specific to the Asian Region. International events will be governed by FEI Rules and Regulations.
5. To encourage holding of competitions, provide technical know-how and promote highest standard of organization.
6. To organize clinics in judging, course designing, veterinary control, and stewarding.
7. To build up sufficient number of officials, including judges, course designers, stewards, and veterinarians in various disciplines in each nation, to promote these officials to the FEI, so that in the foreseeable future, the Asian Regional Games and Asian Championships can be officiated by judges and veterinarians from amongst the AEF members.
8. To promote understanding and cooperation between various NFs, to support them, and to strengthen their authority and prestige.

### **Article 002. Principles**

1. The AEF, with autonomy and independence from national governments, is based on the principle of equality and mutual respect between all National Federations, without discrimination regard to race, colour, sex, sexual orientation, language, ethnicity, political opinion or other opinion, national or social origin, religion, property, birth or other status. AEF also recognizes and supports the FEI's objectives and principles stipulated in the FEI Statute.
2. The NFs have complete jurisdiction over all competitors and members of their countries.
3. The AEF shall not intervene in matters of equestrian sports which are essentially within the national jurisdiction of NFs (or international jurisdiction of the FEI), nor does it oblige NFs to submit such matters to the AEF for settlement.
4. The AEF shall make continuous efforts to ensure that the equestrian sports are always included in the Asian Games.
5. The AEF shall provide all guidance and assistance to NFs in the organization and all conduct of the equestrian sport in accordance with the FEI Rules and Regulations.

6. The AEF has full authority to submit the rules for equestrian events, conducted in accordance with the FEI Rules and Regulations (specifically the technical and sports rules), at the Asian Games and other AEF Regional Games in collaboration with the FEI and/or Olympic Council of Asia (OCA), when relevant.
- 6.1. The AEF will set the standard for the Asian Games. Any amendments to the standard must be proposed to the General Assembly for approval.
7. The AEF shall also provide all guidance and assistance in organizing the equestrian sports /competitions in the Asian Region.
8. AEF recognizes the FEI as the sole authority and governing body for FEI Equestrian Disciplines. AEF agrees not to become members or recognize or otherwise support any other international organization with a similar purpose except those recognized by the FEI.
9. AEF recognizes that the FEI is the sole representative of Equestrianism and Equestrian Sport at the International Olympic Committee and the International Paralympic Committee where the FEI promotes the Olympic and Paralympic equestrian ideals.

### **Article 003. Organization**

1. The AEF is constituted as follows:
  - 1.1. General Assembly as laid down under Chapter 3.
  - 1.2. Board and Executive Board as laid down under Chapter 4.
  - 1.3. Committees as laid down under Chapter 5.
  - 1.4. Regional Groups according to Chapter 6.
2. Secretariat under the Secretary General according to Article 024.

## **Chapter 2. Membership and Partnership**

### **Article 004. Membership and Partnership**

1. There will be one (1) category of member.
2. Members are NFs that pay their annual subscriptions and are members of the FEI and recognized by their National Olympic Committee.
  - 2.1. A Member will have right to send two (2) delegates to the General Assembly with one right to vote, endorse candidates and nominate a candidate for any position in the AEF.
3. MOU Partners are non-governmental organizations active in the field of equestrian in Asia and specifically in the field of sports journalism and/or tourism equestrian and/or cultural and heritage equestrian and/or in horse care and development of horse environment and/or the trade unions working in the development of work related to the horse industry.
  - 3.1. MOU Partners are not subject to annual subscription fees and attend meetings of the General Assembly as guests. However, such members may simultaneously perform some activities to the General Assembly meetings and at the same venue such as organizing workshops in coordination and approval of the AEF Board.

### **Article 005. Application for Membership and Partnership**

1. The application for membership and partnership must be sent by the NF or the organization who desires to apply for the AEF membership or partnership to the Secretary General in writing. The application must provide the following information:
  - 1.1. The full name of the NF, or when applicable the name of the organization that qualifies under Article 004. and want to apply for the AEF membership or partnership, together with complete mailing and E mail address, telephone and fax number of the NF or association's head office
  - 1.2. The full names and address of president and secretary general of NF or representative of the organization.
  - 1.3. A copy of its valid statutes and regulations.
  - 1.4. An undertaking to pay all financial charges, in the case of applying for Membership, as decided by the General Assembly of the AEF.
2. If all the information provided is satisfactory, their membership or partnership application will be presented in the first General Assembly of the AEF for approval.
3. In exceptional cases the Executive Committee may accept an Application provisionally and present in the next General Assembly of the AEF for ratification.



### **Article 006. Financial charges**

1. On approval of the affiliation as a Member, a NF will be charged an annual subscription as laid down in these Statutes.

### **Article 007. Membership and Partnership Fees**

1. The annual subscription for Members and MoU Partners will be as follows:
  - 1.1. Member's annual subscription shall be decided on by the General Assembly.
  - 1.2. MoU Partner - Free.
2. Membership fees are paid annually before the end of March, exceptionally Forty Eight (48) hours before convening of the General Assembly for a NF that has problems in transferring the membership fee with the approval of the Board.
3. The annual subscription rate can be changed by the General Assembly as a statutes amendment.

### **Article 008. Suspension and Exclusion**

1. A NF that has not paid the annual subscription fee by the due date specified in Article 7 shall lose the membership rights and may not attend the General Assembly until dues are paid in full.
2. A NF that has not paid the annual subscription fee for three (3) consecutive years by the due date can be reinstated as a Member only after paying all the previous annual subscription dues and new admission fees after the General Assembly, where the member is approved for reinstatement.
3. Upon full payment of any outstanding Financial Charges (including late payment penalties and interest), the suspended NF is automatically restored to full membership rights.
4. The Board may recommend to suspend or exclude a NF for persistent violations of the AEF Regulations and Rules to the General Assembly.
5. In cases of exclusion an opportunity to be heard shall be afforded to the relevant NF.
6. Any exclusion and suspension shall only become effective upon ratification by the General Assembly.
7. A NF which has been excluded ceases to be a member of the AEF. To regain its membership rights, the excluded NF must file a new membership application and may only do so once any past dues have been paid in full and new admission fee submitted.
8. Cases of suspension and restoration must be made known to all NFs as soon as possible by the Secretary General.

9. During a period of suspension, a suspended NF neither attend nor be represented at any session or meeting of any body of the AEF nor may host all the equestrian events organized by the AEF and the OCA. . In addition, its members may not take part in all the equestrian events organized by the AEF and the OCA.

## **Chapter 3. General Assembly**

### **Article 009. Composition**

1. The General Assembly in session under this statutes is the supreme authority of the AEF.
2. The recognized voting members at the General Assembly are as following:
  - 2.1. Nominated and recognized Member delegates.
  - 2.2. Nominated and recognized Member delegates with Proxy.
3. Each NF has only one (1) vote.
  - 3.1. A NF unable to send delegates may nominate the delegation from another NF to act as its Proxy.
  - 3.2. No delegation may hold more than one (1) Proxy vote.
4. In order to exercise its right to vote each NF must notify the Secretary General of the AEF of the names of its delegates or the NF and person nominated as its Proxy in writing signed by the NF President, no later than Twenty Four (24) hours before the day of the session in the local time of the host NF of a General Assembly.
5. Honorary Presidents, Honorary Vice Presidents and other Honorary Members may attend the General Assembly in a consultative capacity without voting rights.
6. The AEF General Assembly will be composed as under:
  - 6.1. President.
  - 6.2. Up to four (4) Vice Presidents.
  - 6.3. Secretary General.
  - 6.4. Five (5) Chairpersons of Regional Groups.
  - 6.5. Chairpersons of Standing Committees.
  - 6.6. All delegates of Members of the AEF.
7. The President at his or her discretion and direction may permit any person or persons of eminence or an organization keen in equestrian activities, to attend the General Assembly and seek their help and guidance. However, they will not have voting rights.

### **Article 010. Function and Powers**

1. The functions and powers of the General Assembly are supreme and are as follows:
  - 1.1. To approve the minutes of last General Assembly.
  - 1.2. To approve the Agenda.

- 1.3. To elect office bearers of the Board members whenever an election is due.
- 1.4. To receive, discuss and approve the Annual Report submitted by the Secretary General.
- 1.5. To receive and approve the audited Annual Financial Report submitted by the Secretary General.
- 1.6. To approve budget proposal for the next financial year.
- 1.7. To approve the membership of NFs and ratify suspension, exclusion or restoration of defaulting NFs for whatever reason.
- 1.8. To decide on items put on the Agenda by the Executive Board, from Board Meeting and NFs.
- 1.9. To decide the official calendar.
- 1.10. To receive, discuss, and approve the annual report submitted by the Chairperson of Groups and Standing Committees.

#### **Article 011. Sessions (Ordinary and Extraordinary General Assembly)**

1. The Ordinary General Assembly should be held once a year.
2. Convening of an Ordinary General Assembly should be sent to all NFs at least ten (10) weeks prior to the date of the Ordinary General Assembly.
3. An Extraordinary General Assembly shall be convened in the following circumstances:
  - 3.1. At the decision of the Executive Board.
  - 3.2. Under extraordinary circumstances at the decision of the President.
  - 3.3. At the written request of at least ten (10) NFs giving specific reasons for such a request.
4. For an Extraordinary General Assembly notice must be given to all NFs (including the Agenda) at least three (3) weeks before the Extraordinary General Assembly and will discuss only those points/items for which it has been convened.

#### **Article 012. Valid Sessions**

1. For a session to be valid (for both the Ordinary and the Extraordinary General Assembly), presence of at least fifty percent (50%) of Members is required. In its absence the President may reconvene a session in consultation with member countries to ensure a proper quorum at the next date.
2. The Secretary General shall authenticate the credentials of all delegates, deeds of Proxy, and all relevant documents before the commencement of a session.

### **Article 013. Agenda**

1. Points to be included in an Agenda for an Ordinary General Assembly must be sent to Secretary General of the AEF at least five (5) weeks prior to the date of the assembly in order to enable the Secretariat to include the same article in their communication to Members.
2. The agenda shall be sent by the Secretariat to all Members, Board members and Honorary Members at least three (3) weeks before the first day of session.
3. Only items notified in the Agenda may be decided at a session.
- 3.1. Any exceptional proposals from Members must be submitted in writing to the Secretary General Twenty Four (24) hours before the Board meeting of the General Assembly for approval.

### **Article 014. Chairperson**

1. The President will automatically be the Chairperson and preside at every session of the General Assembly.
2. If the President is not present, the First Vice-President will officiate as the Chairperson with the approval of the General Assembly.
- 2.1. In case of absence of the First Vice-President, the Third Vice-President will officiate as the Chairperson with the approval of the General Assembly.
- 2.2. In case of absence of the Third Vice President, the Fourth Vice President will officiate as the Chairperson with the approval of the General Assembly.
- 2.3. In case of absence of the First, Third, and Fourth Vice President, the most senior member will take the presidency.

### **Article 015. Voting Rights**

1. Each accredited delegation confirmed by the Secretary General shall have one (1) vote and not more than one (1) proxy.
2. In case of equality of valid vote, the President shall have a casting vote.
3. The total votes entitled to be cast, shall be the sum of votes of accredited delegations present and proxies.
4. A written secret ballot shall be compulsory for all contested elections.
5. All other decisions will be taken by show of hands unless the Chairperson or twenty five percent (25%) or more of those entitled to vote demand a secret ballot.
6. All decisions shall be made by a simple majority of valid votes cast unless stated otherwise. Abstentions are not counted.
7. No votes may be taken by correspondence.

### **Article 016. Minutes**

1. Minutes shall be kept of all sessions under the supervision of the Secretary General. The minutes of both Ordinary and Extraordinary General Assemblies must be signed by the President and the Secretary General, to be approved at the next General Assembly.
2. The minutes must record all decisions taken at the session and dates on which they are to come into effect.
3. Decisions recorded in the minutes shall be as binding as the Statutes, Regulations and Rules.
4. Copies of the minutes shall be sent to all Members and all Board members including Honorary Members, not later than eight (8) weeks after the session.
5. Minutes will also need to be recorded at all Board, Committee and Regional Group meetings.

### **Article 017. Amendments to Statutes**

1. Any proposals for amendments from Member and Board Members must reach Secretary General at least eight (8) weeks before a General Assembly, so that the Secretariat and Rules and Regulation Committee can study and include the proposal on the Agenda.
2. Amendments must be approved by two-thirds (2/3) of attending Members in the General Assembly.
3. The date from which amendments become effective must be recorded in the minutes and approved by the General Assembly.

## **Chapter 4. Board, Executive Board and Advisory Board**

### **Article 018. Composition**

1. The Board shall consist of:
  - 1.1. The President.
  - 1.2. Up to four (4) Vice-Presidents:
    - 1.2.1. One (1) First Vice President.
    - 1.2.2. One (1) Second Vice President from the hosting nation of the next Asian Games nominated by the hosting NF of the Asian Games, except in the case set forth in Article 27.5.1.1 when the Second Vice President shall be approved by the General Assembly.
    - 1.2.3. One (1) Third Vice President.
    - 1.2.4. One (1) Fourth Vice President.
  - 1.3. Five (5) Chairpersons of the Regional Groups.
  - 1.4. Chairpersons of the Standing Committees.
2. The Board may appoint former Presidents to be Honorary President or Honorary Vice-President. The Board may also appoint other former Members of the Board who have given special service to the AEF to be Honorary Board Members.
  - 2.1. The Honorary Members may attend the General Assembly and the Board meetings as observers without the right to vote.

### **Article 019. Membership of the Board**

1. All Board Members shall begin their terms of office at the closing of the session at which they were elected.
2. All members of the Board carry no remuneration.
3. The term of the office of Board members is four (4) years.
4. All Board members shall not be entitled to present a NF either by Power of Attorney (Proxy) or otherwise to be free from conflict of interest and undue influence.

### **Article 020. Responsibilities of the Board**

1. The Board is responsible for the general direction of the AEF and for all relevant matters, not reserved to the General Assembly.

2. The Board may make decisions on behalf of the General Assembly in urgent cases. Such decisions must be confirmed at the next session of the General Assembly. If not confirmed, the decision taken by the Board is invalid and has no effect.
3. The Board is responsible for the establishment of the budget.

### **Article 021. Representation of the AEF**

1. In the absence of the President, one of the Vice Presidents or the Secretary General shall represent the AEF on all appropriate official occasions. The President may also authorize any other member of the Board or any qualified person to represent the AEF officially whenever the need arises.

### **Article 022. President**

1. The President is responsible for ensuring that the purposes and principles of the AEF are observed, and for the general supervision of all its activities and for guidance of all members in fulfilling their duties.
2. The President shall take the Chair at all sessions of the General Assembly and at all of the Board and Executive Board Meetings, unless he or she delegates this duty or is temporarily unable to carry it out himself or herself.
3. The President and the Board/Executive Board should ensure that the financial position of the AEF is sound. The President shall be involved in fundraising for the AEF from sources that are keen to developing the equestrian sport to ensure the functionality of the AEF Secretariat and the financial stability of the AEF; the President shall lead efforts in preparation of the annual budget of at least US\$ 100,000 and be responsible for coordination of such fundraising efforts throughout his or her term in cooperation with the Board.
4. The President, in consultation with the Secretary General, has full financial powers to ensure smooth day to day running of the AEF, and its Secretariat, and for holding the General Assemblies and their related expenditure.
5. The President is also vested with powers to incur expenditure involved in organizing or supervising any equestrian competition held by any NF under the aegis of the AEF.
6. All the expenditures incurred will be incorporated in the annual accounts presented to the General Assembly for approval.
7. The President is responsible to co-ordinate with all recognized organizations in the equestrian sports, such as the FEI, and the OCA, etc.



### **Article 023. Vice-President**

1. In the absence of the President, the First, Third or Fourth Vice-President, as already set forth in Article 14, will preside over General Assemblies, the Board and Executive Board Meetings.
2. In the eventuality of a prolonged non-availability of the President, the President can nominate one of the Vice-Presidents to officiate in his or her place and such Vice-President will have the same power as vested in the President under these Statutes.
3. Whenever the President is elected or re-elected, the Vice-Presidents in office must resign. In this case, candidates, according to Article 027, must be proposed immediately for election during the same General Assembly at which the new President was elected. Former Vice-President may be re-proposed for re-election in accordance with these Statutes.

### **Article 024. Secretary General**

1. The Secretary General is an ex-officio member of the Board, the Executive Board and all Standing Committees in consultative capacity without the right to vote.
2. He or she is the head of the Secretariat of the AEF and responsible for the following:
  - 2.1. Management of the Secretariat and financial management within the budget approved by the General Assembly.
  - 2.2. Day to day running of the AEF Secretariat.
  - 2.3. Convening meetings, and sessions, recording of minutes and its distribution and implementation of decisions.
  - 2.4. The preparation of Annual Report of the AEF, and its submission during the General Assembly.
  - 2.5. Correspondence of the AEF and the execution of formal documents with an approval of the President.
  - 2.6. Ensuring the observance of Principles and the spirit of Statutes, Regulations and Rules.
  - 2.7. All communications with the FEI and Members of the AEF.
  - 2.8. Prepare and submit a budget proposal in writing for the approval of the General Assembly.
  - 2.9. Act as the Treasurer of the AEF and receive all payments due to the AEF and to ensure proper accounting and expenditures.
  - 2.10. Prepare and submit all accounts indicating receipts and expenditures to the General Assembly.
  - 2.11. Keep the President posted of all developments and seek his or her guidance in implementing Statutes, Rules and Regulations of the AEF.
  - 2.12. In case the Secretary General attends the General Assembly or other meetings of the FEI, he or she puts forward views and recommendations of the AEF and its Member.

3. Whenever the President is elected or re-elected, the Secretary General must resign. A new candidate must be nominated immediately by the elected or re-elected President for approval by the same General Assembly at which the new President was elected.
4. The President may propose a new candidate or former Secretary General for approval by the General Assembly.
5. In case of absence of the Secretary General, the President should nominate a substitute.
6. The Secretary General may propose to the General Assembly for approval on the organization of the AEF administration.
  - 6.1. This AEF administration must have at least administrative and legal management.
  - 6.2. The AEF headquarters shall have other various functions suggested in below:
    - 6.2.1 Financial and marketing.
    - 6.2.2 Technical coordination.
    - 6.2.3 Media, press and publication.
    - 6.2.4 IT function.
    - 6.2.5 Veterinary.
    - 6.2.6 Court of Arbitration for Sport.

## **Article 025. Regional Group Chairperson**

1. The Group Chairpersons are the representatives of the Regional Groups, as established according to Chapter 6.
2. The Chairperson shall represent their Groups in the Board, but are jointly responsible with the other Board members for all matters within the Board.
3. Every Chairperson acts as a representative of the AEF within the Group to co-ordinate all requirements for developmental assistance within the Group.
4. The Board may assign to a Group Chairperson any duty or tasks for the promotion of equestrian sport in his or her area and/or appointing him or her to Chairperson of the Standing and Temporary Committees.

## **Article 026. Committee Chairperson**

1. The Committee Chairperson is responsible for ensuring that the purposes of its Committee and the general supervision of its activities are fully accomplished.
2. The Chairperson of Committee is the representative of that Committee and shall take the chair at all committee meetings.

3. The Chairperson is jointly responsible with the other Board members for all matters dealt with in the Board.

## **Article 027. Election of Board Members**

1. The President, Vice Presidents (exception of the Second Vice President), and Committee Chairpersons are elected by the General Assembly every four (4) years in the year after the Asian Games.
  - 1.1 The Chairpersons of Regional Groups are elected by the General Assembly two (2) years after the Asian Games.
2. The President or Secretary General of respective NF proposing a candidate for election to the office of the AEF's President, Vice-President, Secretary General, Chairperson of Committee, Chairperson of Regional Group, must sign and stamp on the application.
3. All candidates for Board must be proposed by their respective NF in writing. The election is to elect an individual personnel to the office of Board.
4. The application form, along with a recommendation letter from his/her National Federation, a motivation letter and a personal resume of the candidate for the office of President, Vice-Presidents, Chairpersons of Standing Committees and Chairpersons of Regional Groups should reach the Secretary General no later than four (4) weeks before the relevant session of the General Assembly.
  - 4.1 The candidate for the AEF President position shall, on exceptional basis, guarantee in the event that the candidate wins the Presidency to provide:
    - Guarantees of hosting the AEF Headquarters.
    - Total independent working conditions for the AEF.
    - Complete free movement of its resources, funds, all official documents and archives including entry access of all NF members and professional and supporting staff without discrimination.
    - Assurances for the residency of its staff.
    - Total commitment to allow all personnel and all properties to leave the country at the end of office term.
5. In order to be elected, the candidate for office of President, one must receive two-thirds (2/3) of the valid votes cast in the first ballot. If only two (2) candidates are running in the election, the President shall be elected by a simple majority. When there are multiple presidential candidates and no one candidate receives the necessary two-thirds (2/3) majority required in the first ballot, the candidate with the least number of votes shall be removed from the list of candidates and another ballot shall be held. This procedure shall repeat itself until a candidate either receives the two-thirds (2/3) majority (with more than two (2) candidates running), or a simple majority (if only two (2) candidates are left running) to determine the winner.

- 5.1. The candidate who receive the most votes will be elected as the First Vice President. The candidate who receive the second most votes will be elected as the Third Vice President. The candidate who receive the third most votes will be elected as the Fourth Vice President.
  - 5.1.1. In case the elected AEF President is from the hosting NF of the Asian Games, the Second Vice President may not be from the same NF. In this case, the Second Vice President must be elected by the General Assembly.
- 5.2. The candidate for Chairperson of a Regional Group or a Standing Committee must receive a simple majority of valid votes.
6. The candidate for Secretary General shall be nominated by the President and approved by the General Assembly.
7. If a vacancy occurs for any reason other than the normal ending of its term of office, the Secretary General shall receive the application for candidate of the position in vacancy and shall proceed the election at the relevant session of the General Assembly.

## **Article 028. Tenure of appointment**

1. All Board Members are limited two (2) consecutive full terms of the same position or three (3) consecutive full terms of any positions.
2. In case of a vacancy arising for any reason other than the normal ending of its term of office, the person elected to fill the vacancy shall serve for the remainder of the original term. Filling a vacancy does not count as a full term.
3. The Honorary President, Honorary Vice-President and Honorary Board elected by the General Assembly, with the recognition of their services rendered for the AEF, will be for life unless relinquished by themselves.
4. The membership of a Board member who is absent from two consecutive General Assembly meetings or two consecutive Board meetings without exclusive approval by the Board shall automatically be cancelled.

## **Article 029. Meeting of the Board**

1. The Board shall meet in Ordinary Session upon request by President and will notify to the members at least three (3) weeks before the meeting is due to take place.
2. The President will chair the Board Meeting.
  - 2.1. The First Vice-President will officiate in case the President is not available to take the chair.
3. Each participating Board member, except Secretary General, shall have one (1) vote. All matters shall be decided by show of hands unless more than two (2) members demand a secret vote.
  - 3.1. In the case of an equality of valid votes the President shall have a casting vote.

- 3.2. Decision shall be made by the majority of the valid votes cast. Abstention is not counted.

### **Article 030. Executive Board**

1. The Executive Board is responsible for the administration and executing all the activities related to the AEF and shall consist of:
  - 1.1. The President.
  - 1.2. Four (4) Vice-Presidents.
  - 1.3. Chairpersons of Standing Committees.
  - 1.4. The Secretary General.
2. The President shall take a chair at all Executive Board Meetings, with a casting vote in the case of equality of valid votes.
3. The Executive Board shall be responsible for:
  - 3.1. Implementing matters of sport policy decided by the Board.
  - 3.2. Dealing with all matters of the AEF management and guideline for development of equestrian sports.
  - 3.3. Dealing with specific matters of the AEF policy assigned to it by the Board.
  - 3.4. Dealing with all matters reserved to the Board, which cannot be hold over until the next meeting.
  - 3.5. Responsible for the decision which should be made on behalf of the Board.
4. The Executive Board shall meet upon request by the President once during or before the General Assembly.
5. There may not be more than one (1) member in Executive Board from the same NF, not counting the President and the Secretary General.

### **Article 031. Advisory Board**

1. An Advisory Board is hereby established, adopted by the General Assembly at its 29th session to help the activities of the AEF.
  - 1.1. The Advisory Board members can be nominated and appointed by the president of the AEF with the advice of the member NFs.
  - 1.2. Such appointment shall be approved by the General Assembly.
  - 1.3. The Advisory Board members shall be persons deemed by the AEF to have significant knowledge of the equestrian sports and experience working as a member of any relevant global organizations such as the FEI.

- 1.4. The Advisory Board shall be responsible for advising the AEF on various issues regarding promoting equestrian sports in Asia, and improving global status of the AEF. In particular, the following matters shall be sought and conferred;
  - 1.4.1. To advise the AEF President concerning the AEF's opinions, various conclusions and recommendations.
  - 1.4.2. To comment on the activities and decisions of the AEF.
  - 1.4.3. To actively help to fulfill the AEF mission, outside of the AEF.
  - 1.4.4. To use his/her own network to gather information or opinion on the AEF decisions
- 1.5. The Advisory Board members may attend the AEF General Assembly as observers, if required, without any vote.
- 1.6. The term of the office of Advisory Board members is four (4) years but could be re-eligible if approved by the General Assembly.
- 1.7. The membership of the Advisory Board is honorary and all members carry no remuneration.

## **Chapter 5. Standing Committees**

### **Article 032. Standing Committees**

1. Standing Committees are the following:
  - 1.1. Finance and Marketing (F&M) Committee.
  - 1.2. The Jumping Committee.
  - 1.3. The Dressage Committee.
  - 1.4. The Eventing Committee.
  - 1.5. The Endurance Committee.
  - 1.6. The Tent Pegging Committee.
2. Committee members of each Committee should not be more than three (3) persons. No two (2) members should come from the same country or NF, including the Chairperson.
  - 2.1. All Committee members shall ensure the purposes of its Committee and the membership of committees is honorary and carries no remuneration.
  - 2.2. Reasonable expenses incurred while fulfilling the functions of a member shall be met by the AEF.
3. The candidates for membership of the Committees shall be recommended by the Chairperson of the relevant Committee to the Secretary General for appointment by the Board.

### **Article 033. Temporary Committees**

1. The Board, with an approval from the General Assembly, may appoint Temporary Committees for particular purposes, together with the Chairperson and members, defining the terms of reference and deciding the date when the committee shall make its report.
2. Reports must be submitted by the date specified in the terms of reference, and that date terminates the existence of the committee whether the report has been submitted or not.

## Chapter 6. General

### Article 034. Location of Secretariat

1. The location of the AEF Secretariat should be in the country of the President.
2. The country of the location of the AEF Headquarters must commit before the election of the President to host the AEF Secretariat under the conditions mentioned in below:
  - 2.1. To warranty the free equestrian works of the AEF.
  - 2.2. To give and to facilitate the visa entry to all guests of the AEF.
  - 2.3. To authorize the free movement of funds from and to the AEF.

### Article 035. Regional Groups

1. The grouping of NFs does not, in any way, affect the NFs of their privileges, rights, etc. as laid down in these Statutes.
2. The composition of Groups is as follows:

#### Group- I (6 NFs)

Iran (IRI), Kazakhstan (KAZ), Kyrgyzstan (KGZ), Uzbekistan (UZE), Turkmenistan (TKM), Afghanistan (AFG).

#### Group- II (8 NFs).

Australia (AUS), China (CHN), Hong Kong China (HKG), Japan (JPN), Chinese Taipei (TPE), Korea (KOR), Mongol (MGL), New Zealand (NZL).

#### Group- III (9 NFs)

Brunei (BRU), India (IND), Indonesia (INA), Malaysia (MAS), Myanmar (MYA), Philippines (PHL), Singapore (SIN), Thailand (THA), Pakistan (PAK).

#### Group- IV (5 NFs)

Bahrain (BRN), Kuwait (KWT), OMAN (OMA), Iraq (IRQ), United Arab Emirates (UAE).

#### Group V (6 NFs)

Jordan (JOR), Lebanon (LIB), Palestine (PLE), Qatar (QAT), Saudi Arabia (KSA), Syria (SYR).

### Article 036. Official Language

1. All correspondence meant for the AEF will be addressed to the Secretary General and will be in English, as English will be the official language of the AEF.



### **Article 037. Financial Year**

1. The financial year will be from 1st. January to 31st December of each calendar year.

### **Article 038. Transitory Provision**

1. The new text of the Statutes shall become effective on 12<sup>th</sup> of December 2018.

### **Article 039. Removal of Board Members from Office**

1. The President may be removed from office in the following two-step process:
  - 1.1 Petition with signature of twenty percent (20%) of the Members calling for a vote of no confidence.
  - 1.2 The notion for no-confidence vote will take place in the ensuing Extraordinary General Assembly and the President may be removed from office with two third (2/3) majority vote of no confidence by its members. An election for interim President will immediately proceed. The Extraordinary General Assembly will elect one (1) Group Chairperson to chair and oversee the election.
2. The First, Third, Fourth Vice President, and Chairperson of Standing Committees may be removed from the office in the following two-step process:
  - 2.1 Petition with signature of twenty percent (20%) of the members calling for a vote of no confidence.
  - 2.2 The notion for no-confidence vote will take place in the ensuing General Assembly and the Vice President and Chairperson of Standing Committees may be removed from office with two third (2/3) majority vote of no confidence. An immediate election for a new Vice President and Chairperson of Standing Committees will proceed presided by the President.
3. Group members have the authority to propose to the President for the replacement of Group Chairperson by two third (2/3) majority vote of no confidence within the Group Members.

### **Article 040. Dispute Resolution**

1. In the event of a dispute concerning the interpretation or application of the Statutes, applicable law of the host country of the AEF, subject to limitations and exceptions pursuant to the provisions of the AEF internal regulations, shall prevail.
2. Sports-related disputes shall refer to relevant regulations of the FEI in consultation with the OCA to take decisions.

## ANNEX I DEFINITIONS

- AEF Regulations and Rules: any rule and regulation duly approved by an appropriate body of the AEF, including but not limited to Statutes, General Regulations, and Sport Rules in order to regulate the equestrian sport in Asian Region in accordance to AEF Statutes and the FEI Rules and Regulations.
- Agenda: A document containing all relevant items to be discussed at a meeting.
- Financial Report: A yearly publication depicting the AEF financial statement.
- Annual Report: A yearly publication depicting the AEF's activities, development and financial statement.
- Asian Championships: International Competition within the AEF region, organized by the AEF.
- Asian Games: Pancontinental multi-sport event held every four years among athletes from all over Asia, organized by the Olympic Council of Asia (OCA) under the patronage of the International Olympic Committee (IOC).
- AEF Regional Games: International Competition within each regional groups of the AEF, organized by the AEF.
- Asian Region: Countries and Regions governed by the Olympic Council of Asia (OCA).
- Chair: A person who holds a position of authority within a Committee or at the General Assembly.
- FEI Rules and Regulation: any rule and regulation duly approved by an appropriate body of the FEI, including but not limited to Statutes, General Regulations, and Sport Rules.  
Proxy: A written instrument containing the authorization to act for another.
- MOU Partner: a non-governmental organization active in the field of equestrian in Asia and specifically in the field of sports journalism and/or tourism equestrian and/or cultural and heritage equestrian and/or in horse care and development of horse environment and/or the trade unions working in the development of work related to the horse industry.