



**Constitution of the
Cayman Islands Volleyball Federation
(2021 Revision)**

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CHAPTER I - PREAMBLE

1.1 Definitions

For the purpose of the present Constitution and the related legal instruments, unless otherwise stipulated in the text:

“Board”

means Board of Administration of the CIVF composed of its nine (9) members.

“Member”

means an individual with voting rights, having paid his/her subscription for the current year and in good order with the CIVF, its Constitution, rules and/or Regulations.

“Extraordinary Member”

means a member elected to the Board to assist with the administrative duties of the Federation as instructed by the Board from time to time.

“AGM”

means the “Annual General Meeting” of the CIVF. The gathering of all members in good order of the CIVF, duly and properly called together by the appropriate authorities.

“CIVF”

means “Cayman Islands Volleyball Federation”, a national non-governmental non-profit organization, composed of its registered members, which have freely and voluntarily joined to administer and govern Volleyball for male and female players in the Cayman Islands.

“Governing Institution”

means an institution of the CIVF with specific responsibilities and decisive competence in the conduct of the affairs of the CIVF.

“Presidency”

means the charge and functions exercised by the President of the CIVF.

“Executive Authority”

means the powers entrusted by this Constitution to the Executive Committee, when in session, and to the President when outside the sessions of the Executive Committee.

“Executive Committee”

means the Executive Committee of the CIVF: the governing institution responsible for the execution of the decisions of the CIVF Board of Administration and the AGM. It is composed of four (4) members; The President, Secretary, Vice President and Treasurer.

“Regulations”

means rules and regulations established by the Board, adopted and ratified by the AGM, defining all requirements for the operations of the CIVF including but not limited to, the resources, authorizations, expenditures and control mechanisms. **“Association/Club”** means an Association or Club affiliated with the CIVF.

“Volleyball”

means a sport played between two or more players of two teams, throwing to each other, over the net, a ball, which should not touch the ground. The term “Volleyball” is meant to include all forms of the practice of the sport played locally, at all level of competition for male and female players, whether played indoor or outdoor, on a hard or soft surface.

“Sub-Committee”

means a permanent group of working members appointed by the Board with the responsibility of carrying certain duties as defined by the Constitution, Regulations.

1.2 Foundation

The Cayman Islands Volleyball Federation (CIVF), formerly the *Cayman Islands Amateur Volleyball Association*, the supreme authority in Volleyball in the Cayman Islands, was founded on Grand Cayman, Cayman Islands, British West Indies, as a non-profit organization and initially registered with Federation de Internationale de Volleyball (FIVB) in 1976. The founding members of the CIVF are C.S. Gill, President & Chairman; Anthony Eden & Ernest Foster, Vice Presidents; Oliver Hill, Secretary; Dale Dilbert & Heath Hill, Treasurers and Clive Scotland, Coach.

1.3 Status

The Federation is legally constituted and recognized by the sports authorities of its country or territory as the sole entity competent to administer and govern Volleyball at the national level.

1.4 Declaration

By virtue of its legal powers, the federation declares that the FIVB Constitution, Regulations, rules and decisions are considered as part of its own Constitution and they are to be compulsory respected by the Federation, by all it’s members and by third parties involved in Volleyball matters except if otherwise authorized by the FIVB.

1.5 Objectives

The CIVF shall encourage the expansion of the playing of Volleyball in all its forms, in the Cayman Islands and promote the creation of unified teams and Clubs. It shall promote, coordinate, publicize, regulate, organize, supervise, control, direct and govern the sport of Volleyball throughout the Cayman Islands. In particular, and without restricting the extent of the general principles stated above, the CIVF shall:

- a) establish and modify the official Regulations of the Federation for Sports, Recreation, Administrative and Financial purposes, in accordance with it’s constitution;
- b) arrange and provide for or join in arranging and providing for the holding of courses for the instruction and teaching of Volleyball to Teachers, Coaches, Instructors and other persons, and for the holding of meetings, lectures and classes calculated directly or indirectly to further the objects of the Federation;
- c) give prizes, medals and other awards. Obtain, collect or receive monies and or funds by way of contributions, donations, subscriptions, legacies, grants or any other lawful methods, and to accept and receive gifts of property of any description, for or towards the objects of the Federation;
- d) exchange and disseminate information among its members for the improvement of Volleyball in the Cayman Islands and to procure to be written or made and print, publish, issue, exhibit and circulate gratuitously or otherwise any reports, periodicals, books, pamphlets, leaflets, films, photographs,

instructional matter or any other documents or things as may be thought expedient in connection with the objects of the Federation or any of the above;

- e) administer and govern Volleyball in all its forms, professional and amateur, including the control of all Volleyball (including beach volleyball and park volleyball) competitions in the Cayman Islands;
- f) control and govern the appointment of its referees;
- g) regulate the transfer of its players and referees;
- h) promote the welfare of the affiliated Association(s) and Clubs as well as the mutual respect and cooperation among themselves and assist in the development of their technical expertise;
- i) take specific measures to maintain the authority, the autonomy and the exclusive competence of the affiliated Association(s) or Club to administer and govern Volleyball activities in their respective Association(s) or Club;
- j) liaise with Government before bidding for the hosting of any international event or embarking on any tour with regard to protocol and diplomatic intervention; and
- k) take all appropriate measures directly and indirectly related to the practice of Volleyball and in the best interest of the sport.

1.6 Fundamental Principals

- 1.6.1. The CIVF is the sole entity competent to administer and govern Volleyball in the Cayman Islands for male and female players. The CIVF has received recognition from the Cayman Islands Government, Cayman Islands Olympic Committee, NORCECA and the Federation de Internationale de Volleyball.
- 1.6.2 The CIVF shall make no discrimination between people, countries or nations and shall avoid political, religious, philosophical or racial involvement, declarations or manifestations.
- 1.6.3 In all circumstances, CIVF members must refrain from appealing to any civil, judicial, arbitration or sports authorities foreign to FIVB, NORCECA, CAZOVA its Associations or Clubs, against decisions of whatever nature concerning them, and in particular against decisions resulting from their participation, possible participation or responsibilities in FIVB and/or NORCECA official or recognized competitions, or volleyball activities hosted by their Club, Association, CIVF, CAZOVA, NORCECA or by the FIVB itself, before exhausting all legal means within CIVF as established in this constitution and in the CIVF, NORCECA or FIVB legal instruments.

1.7 Official and Working Language

- 1.7.1 The official language of the CIVF is English
- 1.7.2 Members of CIVF Board of Administration, Executive Committee and Sub-Committees must speak the working language.

CHAPTER II - COMPOSITION OF THE CIVF

2.1 Composition

2.1.1 The CIVF is composed of voluntary personnel registered to CIVF as members of the Federation, with nine (9) elected members to the Board of Administration. The members are the basic component of the CIVF, and as such, are linked to the CIVF, directly and not through any other institutions.

2.2 Membership

2.2.1 Persons who wish to become a member must be proposed for membership by an existing member and seconded by another member and either the proposer or the seconder must be a member of the Board. Each proposal for membership shall be given to the Secretary, who shall submit it to the next meeting of the Board. The Board shall by resolution elect or refuse to elect any person so proposed.

2.2.2 Persons so elected shall become members on the payment of the subscription for the current year. A member shall cease to become a member if:

- a) having paid his subscription for the current year, he notifies the Secretary of his desire to resign;
- b) he fails to pay any subscription within on calendar month after the due date of payment;
- c) the member having committed some act contrary to the rules of the Federation or being found guilty of unacceptable behavior by the Disciplinary Committee, inconsistent with the membership of the Federation, the Board so resolves by a majority of two-thirds of its members.

2.2.3 The annual subscription to the Federation shall be set by the Board and shall be payable within the first month, of the due date, of the fiscal year. The AGM shall have the power to vary the Subscription by Ordinary resolution. A person who is elected to be a member before the 30th day of November in any calendar year shall pay the full subscription for that year.

CHAPTER III - INSTITUTIONS OF THE CIVF

3.1 General Provisions

3.1.1 CIVF Institutions and persons under the CIVF jurisdiction

3.1.1.1 The CIVF is managed by governing institutions, which are assisted by supporting institutions. They are:

- a) the CIVF governing institutions; the Annual General Meeting, Board of Administration, Executive Committee and Presidency.
- b) The Supporting institutions: the affiliation(s), Clubs and Sub-Committees

3.1.1.2 Persons under the CIVF's jurisdiction are:

- a) persons elected or appointed to a position in any CIVF governing institution other than the AGM;
- b) persons elected or nominated to a position in any CIVF supporting institution;
- c) Control and Organizing Committees of CIVF competitions;
- d) CIVF Officials and Referees and;
- e) Association executives, directors, officials and members, national leagues, clubs, teams and their executives, directors, administrators, team managers, players, coaches, technical, support personnel, teams' staff and referees affiliated to their Association and CIVF.

3.2 Governing Institutions

3.2.1 Annual General Meeting

3.2.1.1 Composition and Quorum

- 3.2.1.1.1 The Annual General Meeting is the supreme authority of the CIVF and shall meet every year. The fiscal year of the Federation shall end on November 30th of each calendar year and the AGM to be held within three (3) months of the said date and every member shall receive not less than thirty (30) days notice of such meeting. Notice of all meeting of the Federation shall state the time, date and place of the meeting and the business to be transacted, and shall be delivered by electronic mail or sent by prepared post to each voting member in good standing at his best known postal or electronic address.
- 3.2.1.1.2 Only the members who are registered and member of the Federation for at least two (2) consecutive years and up to date with their obligations and financial commitments are counted to determine if the quorum is reached and are entitled to the right to vote. Any person under suspension, for any reason whatsoever, may attend the AGM as an observer. Members with the status of observers cannot be counted for the purpose of the quorum.
- 3.2.1.1.3 Members may be present by proxy and any instrument of proxy shall be in writing and delivered to the Secretary before any meeting commences. At the AGM each member shall have one vote, except in attendance by proxy, the member may give written authorization to another member present. Members shall not act as proxy for more than one (1) member at any AGM or adjournment.
- 3.2.1.1.4 At an elective AGM or EGM proxies shall not be granted to persons seeking elections.
- 3.2.1.1.5 The quorum at an AGM shall be at least two-thirds (2/3) of total membership. If a quorum is not present half an hour after the time for which the meeting is convened, the meeting shall be adjourned for one week. Three (3) days notice shall be given of such adjourned meeting and the members present at such an adjourned meeting shall constitute a quorum.
- 3.2.1.1.6 The President of the Federation shall be Chairman of the meetings of the Board, and/or of the Federation. If he is not present at the time for which the meeting is convened, it shall be the Vice President, if the member is not present, it shall be appointed by the members, one member of the Board or Federation to be Chairman of the meeting.

3.2.1.2 Competence

- 3.2.1.2.1 The AGM has the sole and exclusive competence for:
- a) amending the Constitution;
 - b) adopting the CIVF budget and defining its execution and the financial controls;
 - c) defining the procedures of affiliation and expulsion of an Association or Club;
 - d) ratifying all cases of expulsion by an Association; and
 - e) electing the President and the Board Members.

3.2.1.3 Agenda for a meeting of the AGM

- 3.2.1.3.1 The Board decides on the agenda for a meeting of the AGM. In all cases, this agenda shall include, among others, the following items:
- a) amendments to the Constitution as required;
 - b) presentation and approval of the Board report;
 - c) presentation and approval of the financial report;
 - d) adoption of the budget;
 - e) election of the Board as required;
 - f) election of the President as required.
- 3.2.1.3.2 At a meeting of the AGM, only business on the agenda may be discussed. In case of emergency and, on the recommendation of the Board of Administration or President, business not on the agenda may be debated, provided that the AGM agrees by a two-thirds (2/3) majority vote.

3.2.1.4 Decisions

- 3.2.1.4.1 Except where otherwise provided for in this Constitution or the Regulations, the decisions of the AGM are passed by a simple majority of the voting Members present or represented. However, to pass an amendment to the constitution, a two-thirds (2/3) majority of the votes of all eligible Members is required.
- 3.2.1.4.2 Except where otherwise provided for in this constitution or in specific decisions of the AGM which may fix an earlier or later date for enforcement of its decisions, such decisions shall enter into force on the date of its approval by the AGM or EGM.

3.2.2 Election of the President

- 3.2.2.1 The President shall be elected by the AGM at its meeting.
- 3.2.2.2 The following persons are eligible to become President:
- i) The outgoing President; and
 - ii) Elected Members of the actual Board of Administration at the time of presentation of candidature.
- 3.2.2.3 A candidature for the Presidency shall be submitted to the Secretary by a registered member, no later than seven (7) days prior to the opening of the AGM. Candidates should not have initiated legal proceedings before ordinary courts against CIVF, FIVB, NORCECA or any of its institutions,

convicted by any judicial body of any indictable offence or its judicial equivalent, nor expelled from any sports institution.

- 3.2.2.4 The election of the President shall be held by secret ballot. If there is only one candidate, the election can be made by acclamation.

3.2.3 Election of the CIVF Board of Administration

- 3.2.3.1 The members of the Board of Administration shall be elected by the AGM

- 3.2.3.2 Vacancies on the Board of Administration can be filled provisionally upon the proposal of the President, approval by the Board of Administration and confirmation by the AGM.

- 3.2.3.3 A candidature for the Board of Administration shall be submitted to the CIVF Secretary by the candidate's registered member, no later than seven (7) days prior to the opening of the AGM. Candidates should not have initiated legal proceedings before ordinary courts against CIVF, FIVB, NORCECA or any of its institutions, convicted by any judicial body of any indictable offence or its judicial equivalent, nor expelled from any sports institution.

- 3.2.3.4 Elections to the Board of Administration are held by secret ballot unless there are no other candidacies. If the number of candidates is the same as the number of positions to be elected, the elections may be decided by acclamation.

3.2.4 Special Provisions

- 3.2.4.1 The AGM or the Board of Administration, when delegated by the AGM, shall determine the dates and the place of its next assembly. The dates and the place must be informed to the Members at least thirty (30) days in advance.

- 3.2.4.2 An Extraordinary AGM is held pursuant to a decision of the Board of Administration or at the request of more than 50% of all registered Members. The quorum for such a meeting will be the same as for an Ordinary AGM. The meeting shall contain a copy of the resolution as defined in the Constitution or Regulations

- 3.2.4.3 An Extraordinary AGM may be held by electronic means to include telephone and/or videoconference only in cases or circumstances of *force majeure*.

a) The CIVF Board of Administration is the competent body to determine whether a "*force majeure*" circumstance exists that warrants the use of electronic participation (telephone and/or videoconference) at an Extraordinary AGM.

b) At such Congresses, votes may be cast electronically in such manner as the Board of Administration may determine, provided that such voting system protects the secrecy of ballots, pursuant to Articles 2.3.6.1.5 and 2.3.6.2.5 of the CIVF Constitution.

- 3.2.4.4 On the recommendations of the Board, the AGM may grant honorary titles, corresponding to positions previously held, to persons who have rendered remarkable services to the CIVF.

3.2.4.5 The AGM Regulations shall be established by the Board and ratified by the AGM.

3.2.5 Board of Administration

3.2.5.1 Composition and Quorum

3.2.5.1.1 The members of the Board shall have the titles of:

- i) President
- ii) Vice-President
- iii) Secretary
- iv) Treasurer
- v) Director, Public Relations
- vi) Director, Sister Islands Volleyball
- vii) Director, Volleyball
- viii) Director, Beach Volleyball
- ix) Director, Youth

3.2.5.1.2 From among the Candidatures submitted by the registered members of the Federation, at its meeting held, the AGM shall elect nine (9) members to the Board of Administration, for a four (4) year term. Of the nine (9) elected members a minimum of six (6) or two third Board members shall be citizens of the Cayman Islands by birth, naturalization or granted Permanent Residency in the Cayman Islands. The Executive Committee positions shall only be held by persons who are Caymanian citizen or Permanent Resident.

3.2.5.1.3 The outgoing members of the Board are re-eligible to the Board without presentation, if there is no opposition presented in writing by the member concerned, by the deadline established in article (3.2.3.3).

3.2.5.1.4 During their four-year (4) term, Board members may only be removed from office, by decision of the Board, for cause.

3.2.5.1.5 A member of the Board shall cease to be a board member, if he/she misses three (3) or more consecutive board meetings, without reasonable explanation, at which the third such absence should be presented in writing, unless otherwise ratified by the Board.

3.2.5.1.6 Exceptionally, and in the case of a vacancy in the Board of Administration, the President shall propose to the Board of Administration a member to fill the vacancy on the Board, subject to ratification of the AGM at its next meeting. Once the new member is ratified by the AGM, such member will hold their position on the board until the next AGM on which new members are elected.

3.2.5.1.7 The Board shall meet at least once every month, except in the month of December, summoned on the President's initiative or at the request of at least five (5) of its members.

3.2.5.1.8 The quorum for meetings of the Board of Administration shall be two-thirds (2/3) of the total members of the Board of Administration. Members of the Board of Administration must attend in person and cannot be represented by Proxy.

- 3.2.5.1.9 By request of the President and approval by the Board of Administration, the meetings of the Board of Administration may be held by electronic means to include telephone and/or videoconference.
- 3.2.5.1.10 At such meetings, votes may be cast electronically in such manner as the Board of Administration may determine, provide that such voting system, if necessary, protects the secrecy of the ballots.
- 3.2.5.1.11 Each member including the Chairman shall have one vote and in the case of an equality of votes, the Chairman shall have a second or casting vote.

3.2.5.2 Competence

- 3.2.5.2.1 The Board shall be responsible for the administration and management of the CIVF. It shall handle urgent and exceptional situations in the spirit of this Constitution and in the general interest of the CIVF.
- 3.2.5.2.2 The Board has the competence to adopt all Regulations derived from this Constitution.
- 3.2.5.2.3 The Board has the competence to create the Sub-Committees, to appoint officials to or discharge them from such institutions. The Board shall establish the limits of powers, responsibilities and functions of each Sub-Committee through Regulations.
- 3.2.5.2.4 The Board is empowered to apply sanctions provided for in this Constitution or Regulations.
- 3.2.5.2.5 The decisions of the Board, derived from the competence to it by the Constitution, are binding on all institutions covered by such decisions, including the affiliated association(s) clubs, teams and their individual members.
- 3.2.5.2.6 Upon proposal by its members, the Board may grant annual awards.

3.2.6. The Executive Committee

3.2.6.1 Composition and Selection

- 3.2.6.1.2 Immediately following the election of the members of the Board of Administration, the President shall proceed to propose the candidates from the elected members to fill the following positions on the Executive Committee; Vice President, Secretary General and Treasurer.
- 3.2.6.1.3 The Executive Committee is composed of four (4) members:
- President
 - Vice President
 - Secretary General
 - Treasurer
- 3.2.6.1.4 The President may propose to the Board the Administration that one or several members of the Executive Committee or Board of Administration be assigned special coordinating duties in relation to hosting of international events, as well as, to be in charge of Sub-Committees and special development programs. Such members shall preferably be chosen from the elected members of the

Board of Administration. A non-Board of Administration member designated for such duties will not have voting rights in the Executive Committee or Board of Administration.

- 3.2.6.1.5 In the event of a vacancy on the Executive Committee, the President may appoint another member, subject to ratification by the Board of Administration at its next meeting.
- 3.2.6.1.6 During their four-year (4) term, Executive Committee members may only be removed from office, by decision of the Board of Administration, for justifiable reasons.
- 3.2.6.1.7 By request of the President and approval of the Executive Committee, the meetings of the Executive Committee may be held by electronic means to include telephone and/or videoconference.
- 3.2.6.1.8 At such meetings, votes may be cast electronically in such manner as the Board of Administration may determine, provided that such voting system, if necessary, protects the secrecy of the ballots.
- 3.2.6.1.9 Jointly with the Presidency, the Executive Committee shall be responsible for executing the decisions of the AGM and the Board of Administration. The members of the Executive Committee shall individually assume their responsibilities according to their specific duties.

3.2.6.2 Competence:

- 3.2.6.2.1 When the Executive Committee and/or the Board of Administration are not in session, the President may take all urgent measures that are considered pertinent. The Executive Committee and the Board of Administration must be notified of these measures within the next thirty (30) days and they must be ratified at its next meeting.
- 3.2.6.2.2 The Executive Committee is empowered to apply the sanctions provided for in the CIVF and FIVB-NORCECA Disciplinary Regulations.
- 3.2.6.2.3 In the performance of his executive duties, the President shall assign specific responsibilities to each individual member of the Executive Committee as defined in the General Regulations.

3.2.7 Presidency

3.2.7.1 Fulfillment of the Charge

- 3.2.7.1.1 The functions and responsibilities of the Presidency shall be carried out by the President, elected by the AGM in accordance with the provisions of Sub-Section 3.2.7.2 of this Constitution.
- 3.2.7.1.2 Should the President be provisionally unable to carry out his/her functions, he/she shall be replaced by the Vice-President or, should he/she be unable to accept the charge, by another member appointed by the Board. Should the President be definitely unable to hold office, he/she shall be replaced, for the remaining portion of his/her term, by the Vice-President, subject to ratification, if need be, by the AGM at its next meeting.

3.2.7.2 Competence

- 3.2.7.2.1 Jointly with the Executive Committee, the President shall be responsibly for executing the decisions of the AGM and the Board of Administration.
- 3.2.7.2.2 When the Executive Committee and/or the Board of Administration are not in session, the President may attend to all urgent measures. The Board of Administration must be notified of these measures within thirty (30) days and ratified at its next meeting.
- 3.2.7.2.3 The President shall represent CIVF with all legal powers. He or she chairs the sessions of the AGM, the meetings of the Board of Administration and the Executive Committee and has the prerogative of chairing all other meetings of CIVF institutions.
- 3.2.7.2.4 In his or her capacity as Chair of a meeting, he or she can cast a vote in the event of a tie in voting.
- 3.2.7.2.5 The President shall be responsible for the on-going administration and management of CIVF. He or she shall be the only person authorized to sign all contracts and commitment documents. The President may delegate power of attorney on behalf of CIVF.
- 3.2.7.2.6 Subject to prior approval of the Board of Administration and within the parameters established nationally and internationally for non-profit organizations, the President may undertake negotiations on behalf of CIVF with the intention of acquiring proprietary interests.
- 3.2.7.2.7 The President shall propose to the Board of Administration the members of the Sub-Committees chosen from among, but not limited to, the candidatures presented by the Members. When necessary, the Sub-Committees may include in their membership, professional expert, coordinators and external members.

3.3 Supporting Institutions

3.3.1 Sub-Committees

- 3.3.1.1 Upon proposal of the CIVF President, the Board of Administration may establish Sub-Committees to facilitate the implementation of CIVF objectives. The Board of Administration may also establish and create, upon proposal of the CIVF President, ad hoc Sub-Committees and the appointment of coordinators and professional experts, if necessary.
- 3.3.1.1.2 Sub-Committees shall be composed of a minimum of four (4) members and not more than eight (8) members and one (1) President.
- 3.3.1.1.3 Candidatures for the Sub-Committees shall be submitted to the CIVF Secretary by the members, by the President of CIVF, or by the Association President to which they are affiliated. Candidatures shall be submitted no later than seven (7) days prior to the opening of the AGM.
- 3.3.1.1.4 The primary role of a sub-committee is to make proposals to the Board of Administration and the Executive Committee on matters of a highly technical or specialized nature.

- 3.3.1.1.5 The Board of Administration shall establish the limits of power, responsibilities, and functions of each Sub-Committee through regulations.
- 3.3.1.1.6 Members of Sub-Committees and coordinators shall be appointed by the Board of Administration upon nomination by a Member, Association, and proposal of the CIVF President. Sub-Committee members shall hold their positions for a two (2) year term. Sub-Committee members may be removed for just cause by the Board of Administration.
- 3.3.1.1.7 By request of the President and approval of the Board of Administration, the meetings of the Sub-Committees may be held by electronic means to include telephone and/or videoconference.
- 3.3.1.1.8 At such meetings, votes may be cast electronically in such manner as the Board of Administration may determine, provided that such voting system, if necessary, protects the secrecy of the ballots.

3.3.2 Association(s) and Clubs

3.3.2.1 Affiliation

- 3.3.2.1.1 An association or club desiring to be affiliated shall submit a written application, signed by its President and Secretary and forwarded in triplicate to the CIVF General Secretary. The application for affiliation must clearly state:
 - a. the complete name in full and abbreviated, and the postal address of the applicant, association or club, together with the telephone and fax numbers when available;
 - b. the commitment to comply with the CIVF Constitution, Regulations, rules and decisions;
 - c. the commitment to observe the Volleyball rules adopted by CIVF;
 - d. the commitment to pay annual fees and to comply with sanctions, according to the CIVF Constitution, Regulations, rules and decisions;
 - e. the number of members and or players affiliated to its institution.

3.3.2.2 Undertaking

- 3.3.2.2.1 Every affiliated and applicant, Association or Club shall include in its own Constitution, the following article;

“the Association is legally constituted and recognized by CIVF, as an institution competent to administer and govern Volleyball in the Cayman Islands, according to the CIVF Constitution and Regulations”, and

“by virtue of the powers so constituted, the Association/Club declares that the CIVF Constitution, Regulations, rules and decisions are considered as part of its own Constitution and they are to be compulsory respected by the Association or Club, by all its members and by third parties involved in Volleyball matters except if otherwise authorized by the CIVF.
- 3.3.2.2.2 The non-inclusion of the requirements of Article 3.3.2.2.1 of this Constitution, in the Constitution of an affiliated Association or Club does not preclude its binding nature.

3.3.2.2.3 Any controversy arising from the non-inclusion of Article 3.3.2.2.1 of this Constitution may lead to sanctions being imposed on the concerned affiliated Association or Club.

3.3.2.2.4 The application for affiliation shall be accompanied by:

- a) the text of the applicant Association's or Club's own Constitution;
- b) the list of the managing committee members, the name and address of the person entrusted with official correspondence with the CIVF and others;
- c) the actual payment or corresponding bank instructions for payment of the first annual fee.

3.3.2.3 Special Provisions

3.3.2.3.1 The CIVF Board may revise all or part of a decision taken by the Association or Club if, in its judgment, such decision is contrary to the Constitution, Regulations and general interest of the CIVF.

3.3.2.3.2 The Association(s) or Clubs are empowered to impose, within its institution or territory, sanctions provided for in the CIVF Constitution and or Regulations, including, but not limited to, the suspension of Clubs, teams, players or officials.

CHAPTER IV - FINANCIAL PROVISIONS

4.1 Fiscal Year

4.1.1 The CIVF financial year shall be the calendar year and shall end on November 30th of each calendar year.

4.2 Finance

4.2.1 All subscriptions and sums of money collected shall be handed to the treasurer, who shall pay the same into a bank account in the name of the Federation, or an established financial institution in the Cayman Islands.

4.2.2 The Treasurer and the President shall have the signatory authority for all accounts, balance sheets and all other financial documents.

4.2.3 The Treasurer shall have the “A” signature, the President “B” and in his/her absence, the Secretary shall have the authority to sign on his/her behalf.

4.2.4 All financial documents and accounts shall carry the signature of the treasurer.

4.2.5 The assets and income of the CIVF shall be applied exclusively in the furtherance of the purposes of the CIVF.

4.2.6 No portion of the assets and income of the CIVF shall be distributed as profit or dividend directly or indirectly to the members of the Board, shareholders, owners or members of the CIVF, unless such distribution is intended for the legitimate purpose of compensating a person for services to further the activities of the CIVF or paying for expenses incurred on behalf of the CIVF.

4.3 The Budget

4.3.1 On recommendation of the Board of Administration, the AGM shall adopt the annual budgets.

4.3.2 The Board of Administration may modify the budgets to respond to any new arising needs; it shall justify such modifications before the AGM

4.4 The Annual Accounts

4.4.1 The Board of Administration shall approve the profit and loss statement and balance sheet of each fiscal year and discharge the President, the Treasurer and the Secretary.

4.4.2 The Board of Administration shall submit the last annual accounts to the AGM for its approval and final discharge of the President and the Board of Administration.

4.5 Auditors

4.5.1 Upon proposal of the Board of Administration, the Annual General Meeting may appoint two (2) auditors, at least one of whom shall be from a locally recognized professional firm of qualified auditors and not be members of the Board of Administration, to audit and approve the financial statements of the Federation and shall report within sixty (60) days of each fiscal year to the Board of Administration and also to the General Membership at each Annual General Meeting. Each member will be entitled to request a copy of the audited financial statements.

4.5.2 External Auditors

4.5.2.1 The audit reports of the CIVF accounts shall include, but not limited to:

- a) Profit and Loss statement and balance sheet of the period;
- b) Income, expenditure and revenue resulting from the fiscal-year term and;
- c) Budget

4.6 CIVF Treasurer

4.6.1 The treasurer of CIVF shall be responsible for controlling the accounts of the Organization. The treasurer must present his or her annual report to the Board of Administration and to the AGM.

4.6.2 The Treasurer of CIVF is responsible for the internal control system of the administrative operations of CIVF. He or she must verify all important financial operations authorized by the President.

4.7 Regulations

4.7.1 All the financial requirements for the operations of CIVF including, but not limited to, the resources, authorization, expenditure, and internal control systems are defined in the general regulations and financial procedures adopted by the Board of Administration.

4.7.2 The auditors, external and internal, as well as the treasurer have access to all accounting documents for the purpose of their duties.

CHAPTER V - GENERAL PROVISIONS

5.1 Disciplinary Measures

5.1.1 The following sanctions may be imposed on affiliated Association(s) Clubs, teams, players and officials:

- a) simple admonition;
- b) solemn admonition;
- c) warning;
- d) fine;
- e) disqualification from competitions;
- f) discharge from official position;
- g) suspension; and
- h) expulsion.

These sanctions shall be enforced throughout the CIVF Association(s), Clubs or teams.

5.1.2 With the exception of the expulsion of an Association from the CIVF, which is of the exclusive competence of the AGM, the Board, a Control Committee or an Association in accordance with the provisions of the Constitution, Regulations and other Regulations established by the Board from time to time may impose the sanctions.

5.1.3 Sanctions specifically provided for in this Constitution or Regulations for specific violations or infractions are binding and final when imposed by the person or institution.

CHAPTER VI - SPECIAL PROVISIONS

6.1 Dissolution

- 6.1.1 The CIVF may only be dissolved at an Extraordinary Meeting of the AGM, at which eighty percent (80%) of the members are present. The meeting shall contain a copy of the resolution, approved by a three-quarters (3/4) majority vote.
- 6.1.2 The dissolution shall take effect on the day when the resolution is passed, and the Board shall be responsible for the winding up of the Federation.
- 6.1.3 Where the CIVF has been dissolved, the sums that remain after:
- (a) the dissolution; and
 - (b) the satisfaction of all debts and liabilities,
- shall be transferred to another non-profit organisation, registered under the Non-Profit Organization Law, which has similar purposes and is not carried on for the profit or gain of its members.
- 6.1.4 Upon dissolution, a member of the Board of the CIVF shall:
- (a) notify the Registrar of the name of the non-profit organisation to which all sums that remain, pursuant to Article 6.1.3, have been transferred; and
 - (b) provide the non-profit organisation to which the sums have been transferred with all relevant records relating to the dissolution of the CIVF.

CHAPTER VII - ENTERING INTO FORCE AND AMENDMENTS

- 7.1 All amendments to the present constitution will enter into force immediately on the date it is passed by the AGM unless otherwise decide by the AGM.
- 7.2 This constitution shall supersede the previous constitutions and all amendments thereto, which are hereby abrogated.
- 7.3 This Constitution shall be modified only by the AGM or EGM. Proposals for amendments must be presented by the Board or by eight (8) members and submitted to the General Secretary at least two (2) weeks prior to the opening of the AGM for distribution to the members. To be adopted, an amendment must receive two-thirds (2/3) of the votes validly cast.