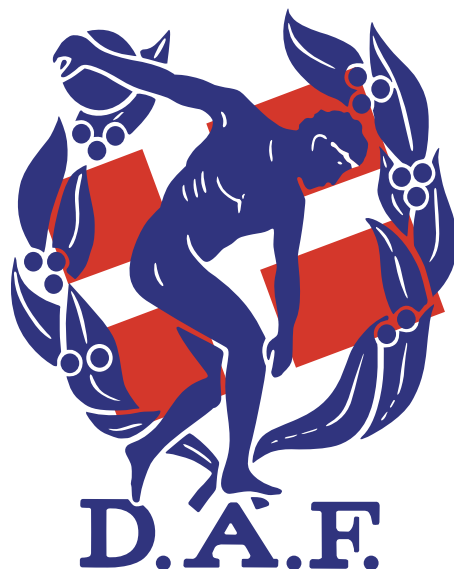


# Danish Athletic Federation



## Afsnit 02

## Forbundsmappe

## Statutes

**Version: 2012 A**

Date	Who	Changes
March 29 <sup>th</sup> 2009	DAF Secretary	all
June 12 <sup>th</sup> 2009	DAF Secretary	§ 5.1, 5.3, 10.1, 11., 16
January 1 <sup>th</sup> 2010 (22/9-2010)	DAF's LU/sj	Nye posting
January 1 <sup>th</sup> 2011 (29/3 2011)	DAF's LU/sj	Finjustering
January 1 <sup>th</sup> 2012 (17/10 2011)	DAF's LU/sj	After Årsmøde 2011

**Foreword**

*Steen E Jensen, lu*

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*Note: (17.1.1) Henviser til andet sted i DAF's Forbundsnappe (FM) (afsnit 01 til afsnit 25).*

*Note: (Regel 240.3 el. R 240.3) Henviser til IAAF's reglement.*

Skrivning og opsætning: Steen E Jensen, Lovudvalget april 2011.

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## Statutes of the Danish Athletic Federation

### § 1 Name

- 1.1 The official name of the federation is The Danish Athletic Federation (*in Danish: Dansk Atletik Forbund*) abbreviated DAF. The federation is denoted "Danish Athletics" in speaking and in writing, and in relevant context including the subtitle: The national federation of Athletics and Exercise in Denmark (*in Danish: Danmarks Nationals Forbund for Atletik & Motion*).
- 1.2 The federation is a member of the International Association of Athletics Federations (*IAAF*), the European Athletic Association (EAA) and the National Olympic Committee and Sports Confederation of Denmark (*in Danish: Danmarks Idræts-Forbund*), and assigns to the laws and statutes hereof, *cf. § 20*.

### § 2 Purpose

- 2.1 DAF is the primary organization of Danish athletics.

#### The purpose of DAF is:

- 2.2
- To promote athletics in the form of competition and exercise in Denmark, and attend to all assignments in the connection hereof.
  - To provide the clubs and members of DAF with propositions of activities and maintenance, this enhances membership of the federation.
- 2.3 DAF is the head authority of Danish athletics and the representative to authorities and the public in a national as well as an international context.

### § 3 Domicile

- 3.1 The domicile of DAF is Broendby Kommune.

### § 4 Membership

- 4.1 The members of the federation are clubs, which organize activities within athletics and/or walking/race walking or exercise.
- 4.2 In order for a club to be assigned as a member of DAF, statutes of the club must be approved in advance by the executive committee of DAF.
- 4.3 Admission to DAF can be executed by application to the secretariat (*Office*) of DAF. Any refusal of admission can be put forward to the general assembly of DAF. The club may take part in the hearing of the matter by representation from a member with a right to speak, but not to vote.

### § 5 Obligations

- 5.1 Member clubs must keep the secretariat (*Office*) of DAF notified of the mailing address, telephone number and e-mail address if any. Clubs must submit a census of members to the National Olympic Committee and Sports Confederation of Denmark on submitted forms.
- 5.2 If a club fails to report on the numbers of membership in due time this club will be charged with a fee equal to the subscription to be paid to the federation for the year concerned.
- 5.3 Clubs and their members are obliged to keep themselves familiar with and observe the laws and statutes of the federation.
- 5.4 Any member of a club is obliged to - if selected to do so - let oneself be subjected to doping control, i.e. controllers representing both national and international anti doping authorities. This may be during competition as well as "out-of-competition".

## § 6 Starting rights and license

- 6.1 Prerequisites to starting rights and license to participation in DAF-arranged competitions are valid membership in a DAF member club in accordance with its statutes, and relevant documentation of membership.
- 6.2 It is permitted to be a member of several clubs in DAF, but starting rights can only be obtained by one club.

## § 7 Resignation

- 7.1 Resignation from DAF must be made in writing to DAF's administration, and furthermore it is a precondition that the club is not indebted to the federation. The resignation will only be valid when it has been confirmed in writing by DAF.

## § 8 Exclusion

- 8.1 The executive committee of DAF can exclude clubs if they disregard the statutes of the federation, if they have not paid subscription, or if they are indebted to the federation.
- 8.2 Before the executive committee of DAF decides upon the matter, the club must have had the opportunity to present arguments in writing, and the club can request that the matter of exclusion is decided on the general assembly.
- 8.3 If a club demands this, it must appear as a self-contained point at the agenda of the general assembly. The club must be summoned in writing and separately within three weeks notice. The club has the right to speak at that point.
- 8.4 The general assembly decides the matter of the exclusion with a statutory majority (2/3) of the participating and registered voters. If the exclusion is being decided, the representatives from the excluded club must leave the general assembly.
- 8.5 If the exclusion is due to debt to the federation, the club cannot become members before the debt has been paid.

## § 9 Management of the federation

- 9.1 The management of the federation is performed by the general assembly, the president and the executive committee. If the president is temporarily in absence, the leadership is taken on by the vice president. If the president retires from the executive committee, the leadership is taken on by the vice president until the next general assembly meeting.
- 9.2 Essential activities within the federation is handled by lines of working committees (*cf. § 16*).

**§ 10 General assemble**

- 10.1 The general assembly is the highest authority of the federation. General assembly is held annually in October, and is summoned with at least 6 months notice in writing to the relegating mailing addresses of the member clubs.
- 10.2 The general assembly consists of the executive committee, chairmen of the working committees and representatives from the member clubs. On the basis of the latest census of members to the National Olympic Committee and Sports Confederation of Denmark, each club has one representative. Clubs of 100 or more members have two representatives.  
Clubs who have been included in DAF later than the last census, but before the general assembly, has one representative.  
Each member of the general assembly has one vote. It is not possible to vote by proxy.
- 10.3 No later than two weeks prior to the general assembly, the clubs must submit the names of their representatives. In case of unavoidable absence, clubs may send a substitute.
- 10.4 Members of the executive committee and chairmen of working committees cannot also serve as representatives of clubs.
- 10.5 If a club has failed to submit the census mentioned in (§ 5.2) and / or is in arrears, the representatives have no right to vote at the general assembly.
- 10.6 Members of working committees of DAF, head of regions, employees of DAF and other invited may participate in the general assembly with no right to vote, but a right to speak. Furthermore, invited guest may participate as listeners.

**§ 11 Agenda**

- 11.1 Agenda of the general assembly must contain the following points:
1. Election of chairperson.
  2. Election of counters of votes.
  3. Approval of legitimate votes.
  4. The president presents the account of the executive committee for approval.
  5. The working committees present their accounts for information.
  6. The executive committee presents revised balance sheets of the previous year for approval.
  7. Propositions to changes of the policy areas chosen by the executive committee and their plans of action for approval.
  8. Hearing of incoming proposals.
  9. The executive committee submits preliminary draft budgets of the present year for information, and suggestions to balance sheets for the coming two years, including, as a separate point, the subscription for approval.  
the next 4 years shall be introduced.
  10. Elections referring to § 12.
  11. Any other business.
- 11.2 Proposals, which are to be put forward to the general assembly are to be received by the secretariat of DAF no later than five weeks prior to the meeting. Proposals may be put forward of clubs and members of clubs, executive board and working committees. Proposals in favor of changing the rules and regulations of DAF may only be read in even years.
- 11.3 A final agenda as well as the material for the meeting including reports, accounts, budgets, proposals etc. must be published on DAF's home page and sent to the clubs' e-mail addresses no later than three weeks before the annual meeting.

11.4 The secretariat (*Office*) of DAF elaborate a summary of the decisions reached by the general assembly, which is published through the website and sent by e-mail to the clubs no later than three weeks after the meeting.

**§ 12 Decisions of the general assembly**

12.1 Decisions at the general assembly are made by an ordinary majority, with the exception of exclusion (*cf. § 8*), changes of the statutes (*cf. § 18*) and resignation (*cf. § 19*).

12.2 The general assembly forms a quorum independent of the number of participants.

12.3 All elections are due for two years. The alternate account however, is elected for one year.

12.4	Elections are held as follows:	Even years	Odd years
	Executive committee	President 3 ordinary members	Vice president 2 ordinary members
	Athletics committee	Chairman 2 ordinary members	3 ordinary members
	Child- and youth committee	2 ordinary members	Chair man
	Veteran's committee	Chair man	2 ordinary members
	Committee of exercise	3 ordinary members	Chair man 1 ordinary member
	Committee of Appeal	2 ordinary members 1 alternate	1 ordinary member 1 alternate
	Accounting	1 internal accountant 1 alternate ( <i>for one year</i> )	2 internal accountants 1 alternate ( <i>for one year</i> )

12.5 For the personal elections where there is more than 1 candidate to a post, written election must take place.  
Furthermore, written election must take place if ten participants with the right to vote demands so.

12.6 Members of the executive committee are not entitled to hold an appointment in a working committee. Only members of clubs of DAF can be elected to the executive committee, working committees and accounting.  
In the case of vacancy, the executive committee and the working committees may supplement themselves after approval of the executive committee until the coming general assembly.

12.7 Candidates for a seat on the board of directors must announce their candidacy no later than one week after the publication of the material from the annual meeting. However, candidates can stand for election on the day itself if there are vacant places on the board, or vacancies emerge on the day itself.

**§ 13 Extraordinary general assembly**

- 13.1 Extraordinary general assembly is summoned when the majority of the executive committees votes in its favor, or by petition of at least 30 clubs, with detailed reasons calling for additional assembly.
- 13.2 Extraordinary general assembly must be summoned in writing with a two weeks' notice, and must be executed no later than four weeks after the request has been received by the secretariat of DAF. The summon must contain the agenda and which matters are brought forward.

**§ 14 Executive committee**

- 14.1 The executive committee consists of a president, a vice president and 5 ordinary members. All members of the executive committee are elected at the general assembly. In the case of vacancy, the executive committee will supplement until the coming general assembly.
- 14.2 The executive committee determines their own procedural routines.

**§ 15 Assignments of the executive committee**

- 15.1 The assignments of the executive committee are to accomplish the decisions of the general assembly and:
- be responsible of the daily management of the federation,
  - take position on the balance sheet and auditor's records for presentation to the general assembly,
  - to decide upon the draft budget for the coming year no later than 1.10December, following a recommendation from the administration
  - Actively create new and alternate sources of income for the activities of DAF,
  - ensure that member clubs observe the rules and regulations of DAF,
  - employ and dismiss personal,
  - appoint temporary working committees to perform special duties,
  - attend to the responsibility of political issues which no working committee is assigned,
  - determine procedures for the administration,
  - ensure the educational activities of the federation.
- 15.2 The executive board is responsible for the administration of the federation.
- 15.3 The executive board forms a quorum when at least half of the members, including either president or vice president, are present.
- 15.4 The executive board can establish assignments, responsibility and competence to working committees, regions and working groups in accordance with procedure routines.
- 15.5 The executive board is the final court of appeal with regards to the collaboration with Team Denmark. The board member with the responsibility of the elite is also a member of the DAF / Team Denmark-steering committee.

## Working committees and their assignments

### § 16.1 Political working committees

#### 16.1.1 Athletics committee (IU)

The Athletics committee consists of one chairman and 5 members elected at the general assembly. The assignments of the Athletics committee are responsible for the activities around the élite within the area of DAF (not Team Denmark). The steering committee of the DAF / Team Denmark-collaboration and the Athletics committee are responsible for the work in each of their areas, in accordance with the policies and action plans for the élite.

#### 16.1.2 Child- and youth committee (BU)

The Child- and youth committee consists of one chairman and 2 members elected at the general assembly.

The assignments of the Child- and youth committee are responsible for the activities around children and youth in accordance with the policies and action plans decided.

#### 16.1.3 Veteran's committee (VU)

The Veteran's committee consists of one chairman and 2 members elected at the general assembly.

The assignments of the Veteran's committee are responsible for the activities around veterans in accordance with the policies and action plans decided.

#### 16.1.4 Committee of exercise (MU)

The Committee of Exercise consists of one chairman and 4 members elected at the general assembly.

The assignments of the Committee of Exercise are responsible for the activities around running and walking in accordance with the policies and action plans decided.

### § 16.2 Other working committees

#### 16.2.1 Committee of Appeal (AU)

16.2.2 The Committee of Appeal consists of 3 members elected at the general assembly. Furthermore, 2 alternates are elected. The committee constitutes itself.

16.2.3 The assignment of the Committee of Appeal is to treat matters which are appealed to the committee. The guidelines for the committee are described in the regulations of the National Olympic Committee and Sports Confederation of Denmark (DIF).

16.2.4 The handling of a complain submitted to the Committee of Appeal shall be initiated as soon as possible and not later than 2 months after the day where relevant details concerning the complain are at hand. Any complain brought for the Committee of Appeal will be dealt with not later than 6 months after the date, where the appeal was at hand for the members of the committee.

16.2.5 However, in case it is not possible for the committee to conclude on a case within the above deadline, a motivated application for a delay has to be put forward for the Executive Committee not later than 1 month before the expiration of the above 6 months delay.

### § 16.3 Appointed members of working committees

16.3.1 A working committee, with the exception of the Committee of Appeal, can appoint up to 2 members to the committee. In this case, the secretariat must be informed

## Subcommittees

### § 16.4 Committees and Determines

- 16.4.1 To handle special assignments, any of the working committees may include persons and appoint subcommittees, working with reference to the working committee concerned.
- 16.4.2 The executive committee appoints other working committees and determines their terms of reference and budgets.
- 16.4.3 Terms of reference and members of the working committees appear in the regulations of DAF.  
*(See 04 - 1.1>)*
- 16.4.4 As of March 29th 2008, the executive board has appointed the following working committees:
- Committee of Danish Teams Championships (in Danish: Danmarksturneringsudvalget)
  - Committee of Cross Country (in Danish: Cross / Landevejsudvalget)
  - Committee of Event Calendar (in Danish: Terminsudvalget)
  - Committee of Judges for Race Walking (in Danish: Kapgangsdommerudvalget)

### 16.5 Advisory committees

- 16.5.1 As of March 29th 2008, the executive board has appointed the following advisory committees:
- Committee of Technical Issues (in Danish: Teknisk udvalg)
  - Committee of Statutes (in Danish: Lovudvalget)
  - Committee of Records and Statistics (in Danish: Rekord- og statistikudvalget)

### 16.6 DAF's organisational chart *(See page 12)*

## § 17 Subscription rights and financial circumstances

- 17.1 The federation is represented by the president and at least one ordinary member, or by the vice president and at least one ordinary member.
- 17.2 The financial year of the federation is from January 1st to 31st of December.
- 17.3 The balance sheets of the federation are revised by a state-certified or registered accountant approved by the executive committee, and by internal accounting, consisting of 3 accounts elected by the general assembly.

## § 18 Amendments of statutes and regulations

- 18.1 Changes of statutes can only be determined at a general assembly where at least 2/3 of the attending and approved voting representatives are in favour of the proposal.
- 18.2 Changes in all other regulations can be decided by an ordinary majority.
- 18.3 Merging with other federations are considered a change of statutes.

**§ 19 Abolition**

- 19.1 Decision on the abolition of DAF can only be made at a general assembly where at least 4/5 of the attending and approved voting representatives are in favor of the proposal. In case of the abolition of DAF, all actives must go to the National Olympic Committee and Sports Confederation of Denmark
- 19.2 DAF cannot be abolished if 30 clubs declare in writing that they are willing to work in favour of the objectives of DAF and to pursue the activities of DAF

**§ 20 International Relationships**

- 20.1 The Dansk Atletik Forbund is affiliated to the IAAF (and through the IAAF to European Athletics). The Dansk Atletik Forbund recognises, accepts, applies, observes and abides by the current Constitution, Rules and Regulations of the IAAF and European Athletics, as well as any future amendments. This applies especially to the Anti-Doping rules, the handling of disputes, and relations with Athletes' Representatives.
- 20.2 Any citizen of Denmark elected to the IAAF Council is *de jure* a member of the Council and/or Executive Body of the Dansk Atletik Forbund with full voting rights.

**IAAF rules:**

- 7.4 It is a condition of Membership that each Member includes in its constitution, provisions to ensure that no athlete may use an Athletes' Representative, and no Athletes' representative shall be authorized, unless a written agreement exists between the athlete and his Representative which complies with the IAAF Regulations concerning Athletes' Representatives. Privacy and data shall be protected in accordance with applicable law of the Member.
- 30.2 All Members and Area Associations shall comply with the Anti Doping Rules and Regulations. The Anti-Doping Rules and Regulations shall be incorporated either directly, or by reference, into the rules or regulations of each Member and Area Association and each Member and Area Association shall include in its rules the procedural regulations necessary to implement the Anti-Doping Rules and Regulations effectively (and any changes that may be made to them). The rules of each Member and Area Association shall specifically provide that all Athletes, Athlete Support Personnel and other Persons under its jurisdiction shall be bound by the Anti-Doping Rules and Regulations.
- 35.2 It is a condition of Membership of the IAAF that each Member (and respectively Area Association) includes within its constitution:
- (a) a provision giving the Member (and respectively the Area Association) authority to conduct In and Out-of-Competition Testing, a report of which, in the case of the Member, must be submitted to the IAAF on an annual basis, (*see Rule 43.4*)
  - (b) a provision giving the IAAF authority to conduct Testing at the Member's National Championships (and respectively at the Area Association's Area championships);
  - (c) a provision giving the IAAF authority to conduct No Advance Notice Out-of-Competition Testing on the Member's Athletes; and
  - (d) a provision making it a condition of membership or affiliation to its National Federation, and a condition of participation in Competitions which are sanctioned or organised by the Member, that its Athletes agree to be subject to any In-Competition or Out-of-Competition Testing carried out by the Member, the IAAF and any other body with competent authority to Test under these Anti-Doping Rules.

- 60 The following matters are excluded from the dispute provisions in this *Rule 60*:
- (a) any disputes arising out of decisions made under the Anti-Doping Rules in *Chapter 3*, including, without limitation, disputes arising out of a breach of the Anti-Doping Rule violations. These disputes shall be resolved in accordance with the procedures set out in *Rule 42*
  - (b) Any protests made prior to a competition concerning the status of an athlete to participate in the competition. Pursuant to *Rule 146.1*, the decision of the Technical Delegate(s) in such cases shall be subject to a right of appeal to the Jury of Appeal. The decision of the Jury of Appeal (or of the Technical Delegate(s) in the absence of a Jury of Appeal or if no appeal to the Jury is made) shall be final and there shall be no further right of appeal, including to CAS. If the matter cannot be resolved satisfactorily before the competition and the athlete is allowed to compete "under protest", the matter shall be referred to the IAAF Council whose decision shall be final and there shall be no further right of appeal, including to CAS; and
  - (c) Any protests or other disputes arising out of the field of play, including, without limitation, protests concerning the result or conduct of an event. Pursuant to *Rule 146.3*, the decision of the Referee in such cases shall be subject to a right of appeal to the Jury of Appeal. The Decision of the Jury of Appeal (or of the Referee in the absence of a Jury of Appeal or if no appeal to the Jury is made) shall be final and there shall be no further right of appeal, including to CAS.
- 60.6 Where a Member delegates the conduct of a hearing to anybody, committee or tribunal (*whether within or outside the Member*), or where for any other reason, any national body, committee or tribunal outside of the Member is responsible for affording an athlete, athlete support personnel or other person his hearing under these Rules, the decision of that body, Committee or tribunal shall be deemed, for the purposes of this *Rule 60*, to be the decision of the Member and the word "Member" in this Rule shall be so construed.
- 60.8 In the event that the IAAF seeks to suspend a Member for a breach of the Rules, the Member must have been sent prior notice in writing of the grounds for the suspension and must have been given a reasonable opportunity to be heard on the matter in accordance with the Procedures set out in Article *14.10* of the Constitution.

Skrivning og opsætning: Steen E Jensen, Lovudvalget april 2011.

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## Organisationsdiagram DAF

