

BY-LAWS
OF THE
BRIDGE FEDERATION OF ASIA AND THE MIDDLE EAST

ARTICLE 1 - OFFICES

1.1 Principal Office. The principal office of the Bridge Federation of Asia and the Middle East (herein also called the BFAME or the Federation) shall be in the city of residence of the President and/or of the Secretary of the BFAME.

1.2 Other offices. The Federation may also have offices at such other places as the Council may from time to time appoint, or as the business of the Federation may require.

ARTICLE 2 - MEMBERSHIP

2.1. Organizations. A National Bridge Organisation (hereinafter called NBO) of any independent or substantially self-governing country falling within the jurisdiction of the Federation may apply for membership in the BFAME and be elected thereto by the affirmative vote of a majority of the Council, provided that any NBO, to be eligible to apply for membership, shall:

- (a) have an appropriate register of members,
- (b) be opened to all citizens or residents of the particular country subject only to meeting the requirements of such NBO,
- (c) undertake to comply with are Constitution and By-Laws of the BFAME,
- (d) Uphold an image of integrity and enforce a standard of ethics acceptable to the BFAME,
- (e) comply with all applicable rules and regulations of the BFAME governing its bridge competitions,
- (f) play bridge according to the current International Code,
- (g) agree to play bridge in all BFAME competitions against all other NBOs who are invitees to such competitions, and
- (h) be a WBF member at the time it applies for BFAME membership. However, in case of a NCBO who is not a WBF member, it shall agree to apply for WBF membership.

2.2 Resignations. Any member of the BFAME who is not in arrears in dues or in the performance of BFAME duties may resign in good standing.

2.3 Suspension.

- (a) A member may be suspended from membership in the BFAME for
 - (i) failure for a period of two full years to pay annual dues or charges or

(ii) upon notice by the BFAME Council that a member has failed to maintain its membership as an NBO in good standing.

(b) A member may be suspended by the affirmative vote of two-third of the Council, either for an indefinite period or for any defined period, if the Council concludes, in its discretion, that the member is not conforming or has not conformed with requirements for eligibility for membership in the BFAME or is bringing disrupt upon the BFAME or its bridge competitions. The decision of the Council shall be final.

2.4 Reinstatement.

(a) Any member suspended pursuant to Section 2.3(a)(i) may be reinstated by the affirmative vote of a majority of the Council upon the payment of an amount equal to the dues and charges in arrears.

(b) A member temporarily suspended pursuant to Section 2.3(a)(ii) may be reinstated at any time by the affirmative vote of a majority of the Council on such conditions as the Council may prescribe.

(c) A member temporarily suspended pursuant to Section 2.3(b) may be reinstated by the affirmative vote of two-thirds of the Council on such conditions as the Council may prescribe.

2.5 Removal and Reinstatement.

(a) A member may be removed by the Council by the affirmative vote of two-thirds of the Council. In case of removal/suspension of a BFAME member NBO by the WBF, such NBO shall also be removed/suspended from the BFAME membership until such time as it is reinstated by the WBF.

(b) Any NBO removed from the BFAME pursuant to Section 2.5(a) may only be reinstated by the affirmative vote of a majority of the Council.

ARTICLE 3 - ASSOCIATE MEMBERSHIP

3.1 A National Contract Bridge Organisation of an independent or substantially self-governing country, not falling within the jurisdiction of the Federation as stipulated in ARTICLE-1 of the BFAME Constitution, may apply for associate membership in the BFAME and be elected thereto by the affirmative vote of a majority of the Council, provided that such NBO, to be eligible to apply for associate membership, shall:

(a) be a member in good standing of the World Bridge Federation,

(b) fulfil the BFAME membership requirements as laid down in clauses (a) to (h) of Article 2.1 hereinabove.

(c) undertake to abide by such terms and conditions of such associate membership as the Council may deem fit to stipulate.

ARTICLE 4 - COUNCIL

- 4.1 Powers. The Council shall exercise supreme executive and administrative power over the affairs of the BFAME consistent with the Constitution and the By-Laws. The management of the affairs, property and business of the BFAME shall be vested in the Council. In addition to the powers and authorities expressly conferred upon it by the Constitution and the By-Laws, the Council may exercise all such powers of the BFAME and do all such lawful acts as are not by law or by the Constitution or by the By-Laws forbidden.
- 4.2 Meetings. A regular meeting of the Council shall be held in conjunction with the Bridge Federation of Asia and the Middle East Championships. Social meetings may also be held at the call of the President upon at least 30 day's written notice setting forth the time, place and purpose of the meeting.
- 4.3 Action without a Meeting. In lieu of 'a meeting, any matter within the jurisdiction of the Council may be acted on by Postal Ballot. In such case, at least two week's notice setting forth the matter to be acted on shall be given to each member of the Council. Effective action by Postal Ballot shall require the unanimous written consent of the Council.

ARTICLE 5 - OFFICERS

5.1 The officers of the BFAME shall include a President, one or more Vice-Presidents, a Secretary and a Treasurer. The term of the officers shall be for a period of four years and until their successors are elected and qualified. The same persons may not be elected as aforementioned offices for more than two consecutive four-year-terms of their respective offices, except when their nomination for the subsequent four-year-term/terms is approved by an affirmative vote of two-thirds of the Council. Each candidate for office shall be nominated and seconded by members of the Council. Elections of officers shall be by secret ballot in all cases (even in the case of only one candidate for the office).

5.2 President. The President shall be the chief executive officer of the BFAME. He shall preside at all meetings of the Council and the Management Committee, shall have general supervision of the affairs of the BFAME, shall sign or countersign all certificates, contracts and other instruments of the BFAME as authorised by the Council, shall make reports to the Council and / or the Management Committee, and shall perform all such other duties as are incidental to his office or are properly required of him by the Council and / or the Management Committee.

5.3 Vice-President. The Vice-Presidents, in the order designated by the Council, shall exercise the functions of the President during the absence or disability of the President. Each Vice-President shall have such powers and discharge such duties as may be assigned to him from time to time by the Council. Vice-Presidents must be members of the Executive.

5.4 Secretary. The Secretary shall manage the affairs of the BFAME under the supervision and control of the President. He shall perform all such duties as may be assigned / delegated to him by the Council, the Management Committee and / or the President. He shall, ex-officio, be on all the Committees hereinafter provided. The Secretary shall issue notices for all meetings, shall keep minutes of all meetings and shall have charge of the seal, the minutes books of the BFAME, and all other records, documents, etc. of the BFAME.

5.5 Treasurer. The Treasurer shall have the custody of all money and securities of the BFAME and shall keep regular account thereof. He shall disburse the funds of the BFAME as may be authorised by the Council and / or the President, taking proper vouchers for such disbursement, and will render audited accounts covering each calendar year at each biennial meetings of the Council setting forth an accounting of all his transactions as Treasurer and of the financial condition of the BFAME. He shall also be the Chairman of the Finance Committee.

5.6 Absence or inability to act. In the case of absence or inability to act of any officer of the BFAME and of any person herein authorised to act in his place, the Council and / or the Management Committee shall from time to time delegate the powers of duties of such officer to any other officer, or any other person whom it may selected.

5.7 Vacancies. Vacancies in any office arising from any causing may be filled by the Council and / or the Management Committee at any regular or special meeting.

5.8 Other Officers. The President and / or the Management Committee may appoint such other officers and agents as it shall deems necessary to expedite, who shall hold their offices for such terms and shall exercise such powers and perform such duties as shall be determined from time to time by the President and / or the Management Committee.

5.9 Compensation. The compensation paid to any officer or agent of the BFAME shall be fixed and approved by the President and / or the Management Committee.

5.10 Removal. Any officer elected or appointed by the President and / or the Management Committee may be removed at any time, with or without cause, by the President and/or the Management Committee.

ARTICLE 5-A - HONORARY OFFICERS

5-A.1 President Emeritus : The title of President Emeritus may be awarded by the Council of the Federation to an individual who, through outstanding services on behalf of the BFAME, deserves the highest honorary title. He need not be a NBO Representative. The President Emeritus shall be entitled to attend all meeting of the Council and will be a member Ex-Officio of all the Committee of the BFAME, but shall have no vote unless otherwise qualified to vote. The President Emeritus shall work as Counsel & guide of the BFAME.

5-A.2 The Committee of Honour: The Committee of Honour of the BFAME shall consist of those individuals elected thereto by the Council of the Federation in recognition of their unselfish efforts in taking a significant contribution to the enhancement and growth of bridge throughout Zone 4 and throughout the world. The Committee of Honour shall not exceed 10 living members. Nominations and elections may be held at Council meetings every four years, with nominations to be made by minimum of Three Council members from these separate NBOs and election to the Committee shall require affirmative vote of three-fourth of the whole Council, with President Emeritus, and any other member of the Committee of Honour having the right to vote if not otherwise qualified to do so. Induction to the Committee shall occur on the occasion of the closing ceremonies of the particular BFAME Championship, during the course of which such election takes place, at which time to individual shall be presented with the suitable pin designated his election to the Committee of Honour. Voting for election to the Committee of Honour must be by secret ballot.

ARTICLE 6 - COMMITTEES

6.1 Committees. While standing committees may be appointed by the Council, the Management Committees and / or the Council may appoint special committees. The appointing Council / Management Committees may invest such Committees with such powers as it may see fit. All Committees so appointed shall keep regular minutes of the transactions of their meetings to be recorded in books kept for that purpose in the office of the BFAME and shall report the same to the Council at its next meeting.

6.2 Management Committees. The officers of the Federation shall constitute the Management Committee. In addition to the BFAME officers, the President may, in his discretion, appoint one member who may, but need not be, member of the Council. The President shall act as Chairman of the Management Committee. This Committee shall have and may exercise when the Council is not in session, the powers of the Council in the management of the business and affairs of the BFAME and shall have power to authorize the seal of the BFAME to be affixed to all papers which may require it. The Management Committee may make rules for the conduct of its business and may appoint such special committees or assistants as it shall from time to time deem necessary. A majority of members of this Committee shall constitute a quorum.

6.3 Constitution and By-Laws Committee. The President shall appoint a Constitution and By-Laws Committee which shall consist of not less than three not more than five members. The function of this Committee shall be to consider and take account of all matters pertaining to the Constitution and the By-Laws of the BFAME, and to formulate and recommend to the Council and desirable alternations, amendments or appeals relating thereto. The Constitution and By-Laws Committee shall fix its own rules and procedure and shall meet as provided by such rules or by direction of the Council. A quorum shall consist of a majority of the members present at the meeting or the written approval of a majority of all the members of the Committee without a meeting shall be sufficient approval of any matter within the jurisdiction of the Committee.

6.4 Rules and Regulation Committee. The President shall appoint a Rules and Regulations Committee and shall designate the Chairman of such Committee. The Committee shall consist of not less than three or more than five members, including President and Secretary. The function and duty of the Committee shall be to consider and take account of all matters pertaining to the Rules and Regulations of BFAME competitions and to formulate and recommend to the Council any desirable additions, amendments or repeals relating thereto. The Rules and Regulations Committee shall fix its own rules of procedure and shall meet as provided by such rules or by direction of the Council. A quorum shall consist of a majority of members of the Committee and the affirmative vote of a majority of the members present at the meeting or the written approval of a majority of all the members of the Committee without a meeting shall be sufficient for the approval of any matter within the jurisdiction of the Committee.

The rules and regulations established by the Committee for such contest must include the following requirements:-

- (a) Each contestant as a condition of his admission agrees to abide by all applicable rules and regulations of the BFAME governing the contest, and further consents to the power of the BFAME through its constituted authority to enforce proper behaviour and to discipline and offender.
- (b) In the even a team or pair refuses to play in any round or match against another team or pair, the match shall be recorded as forfeited and the

offending team and pair shall be suspended from participation any BFAME contest for two full calendar years following such offence.

6.5 Laws Commission. The President shall appoint a Laws Commission and shall designate the Chairman such Commission. The Commission shall consist of not less than five members representing at least three BFAME member NBOs. Besides being solely competent to hear and decide appeals on points of law, preferred during the course of a BFAME Championship, the function and duty of this Commission shall be to consider and take account of all matters relating to the International Code or Laws of Duplicate Bridge applicable to BFAME contests. The Commission shall interpret the laws; shall periodically review the laws; and at least once every four year shall make a comprehensive study and compile its report in term of recommendations to the Council in respect of changes/amendments, if any, pertaining to the Laws, which it deems appropriate for the BFAME to take up with the WBF Laws Commission for its consideration and final adoption, if deemed fit. The Laws Commission shall fix its own rules of procedure and shall act as provided by such rules or by direction of Council. A quorum shall consist of a majority of the members present at a meeting at which a quorum is present, or by the written approval of all the members of the Commission without a meeting shall be sufficient for the determination of any matter with the jurisdiction of the Commission.

6.6 Credentials Committee. The President shall appoint a Credentials Committee and shall designate the Chairman of such Committee. The members of this Committee shall consist of the President, the Secretary and three other members who may, but need not be the members of the Council. The function and duty of the Committee shall be:-

- (a) To determine all questions relating to the rights and eligibility of players or entries nominated to participate in any BFAME contest, taking into account reports received from NBOs regarding previous discipline or suspension of any players under their jurisdiction. The list of players and non-playing captains nominated by a NBO as entrants for a forthcoming contest shall be furnished to the Chairman of the Credentials Committee or other designated representative by such date, not less than 30 days prior to the date of commencement of the contest, as the Chairman of the Credentials Committee shall determine.
- (b) To refuse to invite any player or captain to participate in any BFAME contest. No reasons need be given by the Credentials Committee for a refusal to invite the participation in any BFAME contest of any player or captain.

6.7 Appeals Committee. The President shall appoint an Appeals Committee and shall designate the Chairman of such Committee. The Committee shall consist of at least three members of the Council, who shall include the President and/or the Secretary. Other persons may be appointed temporarily to the Committee for any tournament conducted by the BFAME.

The Committee shall function as a judicial body to rule on protests and appeals from the decisions of other contest authorities, to determine dispute facts, and to act as an investigative body in its discretion.

ARTICLE 7 - BFAME CHAMPIONSHIPS

The BFAME Championships conducted under the sanction and control of the BFAME are by invitation only and will include:

- (a) An Open Teams Championship to be held in odd-numbered years and to be concluded not later than 45 days prior to the commencement of the WBF World Championship for that year.
- (b) A Ladies Team Championship to be held concurrently with Open Teams Championship.
- (c) An Open Pair Championship is to be held concurrently with Championships as per (a) and (b) above.
- (d) Such other competitions as the Council and/or the Management Committee authorize.

ARTICLE 8 - TOURNAMENT COMMITTEE

8.1 Organizing Committee. For each Championships conducted by the BFAME, the President shall appoint an Organizing Committee. The members of the Committee shall include the Liaison Officer (a member of the Council designated by the President), and such other persons as the President may select after consultation with the President of the NBO of the host country. Subject to the approval of the President, the Chairman or Vice President of the Organizing Committee may be designated by the NBO of the host country provided such designation is made in writing to the President at least three months before the scheduled starting date of the Championships.

Subject to the approval of the President, it shall be the function and duty of the Organising Committee to make all necessary arrangements incident to the staging of the Championships.

8.2 Championships Rules and Regulation Committee. The President shall appoint a full Tournament Rules and Regulations Committee for each Championships consisting of those members of the standing Rules and Regulations Committee present at the Championships plus such other persons as the President shall appoint. The Chairman of the Rules and Regulations Committee of the BFAME shall act as Chairman of the Committee. The function and duty of this Committee shall be to interpret the Rules and Regulations formulated by the Rules and Regulations Committee for the Championships.

8.3 Championships Appeals Committee. A full Championships Appeals Committee shall be appointed by the President to serve at each Championship conducted by the BFAME. The Tournament Appeals Committee shall function as a judicial body to rule on protests and appeals from the decisions of other Championship authorities, to determine disputed facts, and to act as an investigative body in its discretion.

- (a) Members. The Championship Appeals Committee shall consist of those members of the standing Appeals Committee present at the Championships, plus such other persons as the President shall appoint. Appointments may be made by the President at any time, but at the start of any Championship, the President shall make additional appointments

to replace any member unable to present, in order to provide for a minimum of five members and a maximum of seven members, who will be in attendance at the Championship. In the absence of the Chairman of the standing Appeals Committee, the President or his designee will act as Chairman of the Championship Appeals Committee.

- (b) Meetings. The championship Appeals Committee shall meet only at the site of the Championship for which it is appointed. It may meet no earlier than 24 hours before the start of the first session of the Championship, and shall be deemed dissolved no later than 24 hours after the end of the last session of the Championship. At each meeting the Chairman shall preside, in his absence the President and in the absence of both, the person designated by the President. Any questions unresolved by the Championships Appeals Committee after its dissolution shall be determined by the Council, except an appeal on a point of law which shall be decided by the Laws Commission.
- (c) General Powers and Duties. The Championship Appeals Committee may, in its discretion:
 - (1) Hear and adjudicate appeals from ruling of Tournament Directors.
 - (2) Inquire into all occurrences and circumstances related to an appeal or involving the behaviour of a player, pair, team, captain, official or any other person connected with the Championship; render judgment on the facts as it determines them; direct and specify any adjusted score to be entered; and recommended to the Council that disciplinary action be taken against any person or team.
 - (3) Investigate any matter that may affect that efficiency and integrity of the BFAME. In such cases the Championship Appeals Committee has power to determine all facts and decide all question of law under the Constitution and By-Laws, the Laws of Contract Bridge, and the Regulations adopted for the current Championships.
 - (4) Approval or disallow substitutions.
 - (5) Recommend that the Council disqualify or any part thereof, within 12 hours of the incident.
 - (6) Recommend that the Council assess disciplinary penalties against a team or pair that forfeits a match, within 12 hours of the incident.
 - (7) In the exercise of these powers, the Championship Appeals Committee is empowered to conduct interviews, examine documentary matter, and require the testimony of any person present at the tournament and under the jurisdiction of the BFAME.

- (d) Quorum. A quorum shall be four members and the vote of a majority shall prevail. If there is a tie vote, the Tournament Director is not overruled.
- (e) Procedure. The Committee may establish such rules and regulations for its own procedure, not inconsistent with the Constitution and By-Laws, as it may deem appropriate for the efficient performance of its functions.
- (f) Process of Appeals. Any captain, player, tournament official or other person connected with the conduct of a tournament may present to the Championship Appeals Committee a matter subject to his jurisdiction.
- (g) Report to the Council. It shall be the duty of the Chairman of the Championship Appeals Committee to file report with the Council on all cases and all matters heard by the Championship Appeals Committee. The report shall be in writing and filed as promptly as practical with the Secretary and shall set forth in concise form a statement of the question or matter involved, the facts, and the decision of the Committee.
- (h) Appeals Referred to the Council. Appeals referred to the Council pursuant to sub-paragraphs (5) or (6) under Section 8.3(c) shall be heard by a special meeting of the Council convened by the President for that purpose. At such special meeting, a quorum shall consist of not less than $\frac{3}{4}$ of all members of the Council present or represented at the Championships and any decisions shall be made by a two-thirds majority of such quorum. The Chairman of the Championship Appeals Committee shall give a detailed report in writing of the findings of the Championship Appeals Committee and the Council shall call in such of the players, captains or other persons directly or indirectly involved in respect of the Appeals as the Council shall consider necessary or appropriate in the circumstances. The judgment of the Council on the appeal shall be final.

ARTICLE 9 - FINANCE

9.1 Dues and Fees. The amount and time for payment of all dues, fees and other charges shall be as from time to time fixed and determined by the Council and / or the management Committee.

9.2 Funds. The money of the BFAME shall be deposited in the name of the BFAME in such bank or banks or trust company or trust companies as the Council shall designate and shall be drawn out only by cheque signed by person/persons designated by resolution of the Council.

ARTICLE 10 - BOOKS AND RECORDS

10.1 Records. The books, accounts and records of the BFAME, except as may be otherwise required by law, shall be kept at its principal office or at such other place or places as the Council shall determine whether and to what extent the accounts and books of the BFAME or any of them, shall be open to inspection of the members, and no member shall have the right to inspect any account or book or document of the BFAME except as conferred by law or by resolution of the Council.

ARTICLE 11 - NOTICES

11.1 Notices. Whenever the provisions of the Constitution or these By-Laws require notice to be given to any member of the Council or officer, they shall not be construed to mean personal notice; such notice may be given in writing by depositing the same in a post office or letter box, in an air mail post paid sealed envelope addressed to such Council member or officer, or his or her address as the same appears on the records of the Secretary, and the time when the same be mailed shall be deemed to be the time of the giving of such notice.

11.2 Waiver. A waiver of any notice in writing signed by a Council member or Officer, whether before or after the time stated in said waiver for holding a meeting, shall be deemed equivalent to a notice required to be given to any such Council member or Officer.

ARTICLE 12 - SEAL

12.1 Seal. The seal shall be in such form as the Council may from time to time prescribe.

ARTICLE 13 - RULES OF ORDER AND QUORUM

13.1 Rules of Order. Robert's Rules of Order (Revised) shall be the parliamentary authority for all matters of procedure not specifically covered by the Constitution or the By-Laws or any special rules of procedure adopted by a duly constituted body of the BFAME.

13.2 Quorums. Except as otherwise required by the Constitution or the By-Laws or by special rules of procedure adopted by a duly constituted body of the BFAME a majority of the members of any body of the BFAME shall constitute a quorum and the affirmative vote of a majority of the members present in any meeting of which a quorum is present shall be sufficient for the approval of any matter.

ARTICLE 14 - INDEMNIFICATION OF MEMBERS OF THE COUNCIL AND OFFICERS

14.1 Indemnification of members of the Council and Officers. The BFAME shall indemnify and person made, or threatened to be made, a party of any action or proceeding, whether civil or criminal, by reason of the fact that he, his testator or intestate, is or was a member of the Council or any officer of the BFAME or served another corporation of any type or kind, domestic or foreign, or any partnership, joint venture, trust or other enterprise, in any capacity of the request of the BFAME, to the extent permitted by law. The BFAME may purchase and maintain indemnity insurance to the extent permitted by law.

ARTICLE 15 - AMENDMENTS

15.1 Amendments. Alterations, amendments or repeal of the By-Laws may be made in accordance with Article 11 of the Constitution.

Certified as the Official By-Laws of the Bridge Federation of Asia and the Middle East, as Amended in May 1983, July 1991 and June 1993.

MAZHAR JAFRI, SECRETARY