

# ***International Abilympic Federation Constitution***

## Chapter I: Name

### Article 1

The name of the organization shall be International Abilympic Federation (hereinafter called IAF).

## Chapter II: Purpose

### Article 2

The IAF is a non-profit international organization whose purpose is to hold the International Abilympics (hereinafter called IA) in accordance with Chapter VI of this Constitution, aiming to:

- a. Elevate the desire of persons with disabilities for vocational independence and improve their vocational skills;
- b. Enhance public understanding on the vocational abilities of persons with disabilities and their participation in socio-economic activities;
- c. Support full participation of persons with disabilities in society, with special focus on their employment promotion;
- d. Promote international exchange and friendship among participants;
- e. Ensure the involvement of the respective governments in the improvement of vocational skills and promotion of employment of persons with disabilities.

## Chapter III: Membership

### Article 3

Any organization may be admitted as an IAF member organization, provided that it supports the purposes of the IA, meeting the following requirements:

- a. The purposes and activities of the said organization should not conflict with the purposes of the IA;
- b. The said organization should agree to observe the IAF Constitution.

### Article 4

1. An organization applying for IAF membership shall submit an application form (Appendix) to the IAF President. Membership shall be given upon the approval of the Assembly.
2. The Assembly may terminate the membership of an organization that has not met the requirements stipulated in Article 3, after duly considering any given explanation.
3. Any member organization that is to withdraw its membership should notify the IAF President six months prior to the effective date.

#### Article 5

The IAF may collect annual membership dues from member organizations subject to the Assembly's approval.

### Chapter IV: Officers

#### Article 6

1. The maximum number of officers of the IAF shall be twelve, including the President and a Vice President.
2. The officers shall be elected in a regular meeting of the Assembly among the candidates nominated by the member organizations and Rehabilitation International (hereinafter called RI). The voting members for the election of officers are one representative from each member organization and RI. Voting by proxy is not accepted. Rules of procedure for the election shall be stipulated by the Assembly.
3. Notwithstanding Sections 1 and 2, one representative from the previous IA host country/territory (hereinafter called country), one from the country where the IA is being held and one from a country where the next IA will be held are to be appointed as officers.
4. The President and Vice President shall be elected by the officers-elect (including officers stipulated in the previous Section) among themselves, and endorsed by the Assembly.
5. Officers' term of service shall start on completion of the meeting of the Assembly at which they are elected and continue till the end of the next Assembly meeting at which elections are on the agenda.
6. Officers may serve plural terms of office.
7. In the event of a vacancy, absence or disablement occurring in the Presidency, it shall be filled by the Vice President or another officer, according to the order designated by the President. A person who is entrusted with this Presidency is deemed as the President. If there occurs a vacancy among the officers, the Executive Committee may appoint an officer. In this case the term of service shall continue till the end of the next Assembly meeting at which elections are on the agenda.

### Chapter V: Organization

#### Article 7

The organization of IAF shall consist of the Assembly, Executive Committee and Secretariat.

#### Article 8

1. The Assembly shall consist of representatives of member organizations (hereinafter called representatives). Each organization shall designate one representative,

who is entitled to one vote at each meeting of the Assembly. Notwithstanding the above stipulation, one vote is allocated to each country when deciding a future IA host. In the case of there being plural organizations in one country, one vote for the said country will be divided by portion according to the number of its member organizations.

2. The President shall convene a regular meeting of the Assembly at the time of IA. A special meeting of the Assembly shall be held at the call of the President, as deemed necessary.
3. The President shall serve as the Chairperson of the Assembly.
4. The Assembly shall deliberate and decide the general policies of the IAF and IA, in addition to the matters stipulated in Sections 1 and 2 of Article 4, Article 5, Sections 2 and 4 of Article 6, and Section 4 of Article 11.
5. Any member organization may propose agenda for a meeting of the Assembly. These proposals should be submitted to the Secretariat in writing prior to the meeting.
6. The quorum for meetings of the Assembly shall be a majority of the membership thereof. Any meeting of the Assembly shall be called off in the case of not meeting the quorum. A representative, who has given his/her proxy to any other representative or the Chairperson in writing in advance, shall be counted in establishing the quorum.
7. Decisions of the Assembly shall be made by the majority of representatives present in person or by proxy, except for amendments to the Constitution that shall be adopted by a two-thirds affirmative vote. If a vote is equally divided on matters to which a majority vote is applied, the proposal shall be regarded as rejected.

#### Article 9

1. The Executive Committee shall consist of the officers stipulated in Article 6.
2. The Executive Committee, in principle, shall meet once a year at the call of the President.
3. The Chairperson of a meeting of the Executive Committee shall be the President.
4. The Executive Committee shall be responsible for preparing the provisional agenda for the meetings of the Assembly, deliberating matters related to the policies of the IAF, and deliberating and deciding matters related to the implementation of the IA in addition to those stipulated in Sections 5 and 6 of Article 11.
5. The quorum for meetings of the Executive Committee shall be a majority of the officers. Any meeting of the Executive Committee shall be called off in the case of not meeting the quorum. An officer who has given his/her proxy to any other officer or the Chairperson in writing in advance shall be counted in establishing the quorum.
6. Decisions of the Executive Committee shall be made by a majority of the officers present in person or by proxy. The Chairperson has a casting vote.

#### Article 10

1. The President shall set up a secretariat in order to carry out the administrative affairs of the IAF.
2. The Secretary General shall be appointed by the President.

### Chapter VI: International Abilympics

#### Article 11

1. The IA shall be held under the joint auspices of a host organization, IAF and RI.
2. In holding the IA, the host organization should seek for the support of its government and relevant organizations as well as of the cooperation of relevant international bodies including the United Nations and ILO.
3. The IA shall be held, in principle, every four years. Efforts shall be made to ensure that as many participants and as many organizations as possible can take part in the IA. Contests shall be conducted based on the spirit of fair play.
4. Host organization(s) in the future IA(s) shall be decided at an Assembly meeting on the basis of bid(s) submitted by member organization(s). Any bid for hosting a future IA should be submitted in writing to the Secretariat.
5. The details for implementing the IA shall be specified in the Rules for Implementation of International Abilympics (hereinafter called Rules), stipulated by the Executive Committee, in addition to the provisions of the Constitution.
6. A host organization of the IA shall submit an implementation plan based on the Rules and get the approval of the Executive Committee two years before the IA.

### Chapter VII: Miscellaneous Provisions

#### Article 12

Any person who has contributed significantly to the IAF may be recommended by a member organization(s) and approved by the Assembly as an advisor.

#### Article 13

The official language of the IAF and the IA shall be English.

### Supplementary Provisions

1. This Constitution shall come into effect on the day of its approval at a regular meeting of the Assembly.
2. Notwithstanding Section 4 of Article 11, an organization that has been chosen to host a future IA by the time this constitution is approved shall retain its host status.
3. Notwithstanding Article 12, any person who is an advisor at the time this constitution is approved can continue to serve in this capacity.

## Rules of Procedure for Election of Officers

1. This document is stipulated according to the provision of Article 6, Section 2 of the International Abilympic Federation (hereinafter called IAF) Constitution.
2. Any member organization or Rehabilitation International (hereinafter called RI) that is to nominate candidate(s) for officer(s) of the International Abilympics Federation should notify the IAF Secretariat in writing at least three months before the regular meeting of the Assembly.
3. The number of nominees from each member organization or RI shall be limited to two.
4. In the event that there are more than twelve candidates, the voting members, namely one representative from each member organization and RI, shall write a maximum of twelve candidates' names on the ballot. Voting by proxy is not accepted.
5. Among those who have obtained a majority of votes, up to twelve candidates in descending order of votes obtained will be elected.

### Supplementary Provisions

The Rules of Procedure for Election of Officers shall come into effect on the day of their approval at the Assembly meeting. However, notwithstanding the provision of Article 2, the nomination of candidates for officers for the first election after the effective date shall be conducted at the Assembly meeting where the said election is to be carried out.