

**EUROPEAN
RIMFIRE & AIR RIFLE BENCHREST
SHOOTING FEDERATION**



**CONSTITUTION
CONFIRMED JANUARY 2009**

The European Rimfire & Air Rifle Benchrest Shooting Federation (ERABSF) is a sporting organisation that gathers national associations, who practice rimfire and air rifle benchrest shooting, in participation of all competitions around the world, at all levels. The Federation has a democratic base with central structures governing European competition. The ERABSF promotes development in respect of peer opportunity within this sporting activity, guiding cultural liaison and sporting practice based on the free partnership, on solidarity and on the service of individuals. This is particularly fitting for all the age groups and social categories we work with (with particular attention to the juniors and disabled persons) so together we strive for a common goal. Regarding sporting objectives it is constituted by our union of national rimfire benchrest organisations and amateur sporting associations. The ERABSF enjoys organisational and managerial autonomy, where we support those new activities tied to precision rimfire and air rifle shooting, through partnerships that develop these sports in the respect of the principles laid down in our constitution and rules. This may be in association with other organisational bodies representing both national and international target shooting. This aim is to attain conventions with other sporting bodies to promote this sport. The ERABSF will participate with other public organisations and corporate bodies to promote itself and the sport of rimfire and air rifle benchrest. The ERABSF is not a profit making organisation and all their elective positions are gratis.

THE FEDERATION

1.0 Name

1.1 The name of the Federation is the **European Rimfire and Air Rifle Benchrest Shooting Federation Incorporated** ("the Federation or ERABSF").

1.2 The Federation is constituted by resolution dated 1st January 2009.

2.0 Registered Office

2.1 The Registered Office of the Federation will be in the country of the presiding Chairman.

3.0 Purposes of Federation

The Federation is formed in accordance with the various rules and general regulations of the World Rimfire and Air Rifle Benchrest Federation.

3.1 The purposes of the Federation are to promote and guide the sound development of the **Rimfire and Air Rifle** Benchrest shooting sport and to strengthen the bonds of friendship between the shooting organisations irrespective of political, racial and religious differences.

- (a) By authorising and ensuring the conduct of the European Rimfire and Air Rifle Benchrest Shooting Championship in disciplines supported by this Association.
- (b) By encouraging and authorising the conduct of other international Rimfire and Air Rifle benchrest shooting championships
- (c) Develop and issue technical rules so all countries can compete on an equal basis.
- (d) By issuing publications and documentations
- (e) Organise conferences and symposiums.
- (f) Create an international body of referees specific to the Rimfire and Air Rifle Benchrest sport.
- (g) Establish and maintain a set of European Rimfire and Air Rifle Benchrest records that pertain to and can only be competed for at European Benchrest Championships and other events sanctioned by the Executive Committee.

(h) By encouraging all efforts to strengthen the comradeship between shooters of different countries based on the love of their country and respect for that of others, thereby creating international confidence and goodwill.

(1) Do anything necessary or helpful to the above purposes.

3.2 Pecuniary gain is not a purpose of the Federation.

MANAGEMENT OF THE FEDERATION

4. Executive Committee

4.1 The Federation shall have a managing committee ("the Executive Committee"), comprising the following persons:

(a) The Chairman;

(b) The Secretary;

(c) The Director of the Rimfire and Air Rifle Delegates Committee.

(d) The Technical Director for Rimfire and Air Rifle Benchrest Delegates Committee.

5.0 Appointment of Executive Committee Members

5.1 At the first meeting following the International Delegates meeting the committee shall appoint from amongst their ranks a Chairman.

The Committee has the power to appoint ex-officio the Secretary who may act as Treasurer.

The Executive positions shall be elected by the Delegates Committee for a period of four years.

6.0 Cessation of Executive Committee Membership

6.1 Persons cease to be Committee Members when:

(a) They resign by giving written notice to the Committee.

(b) They are removed by majority vote of the members of the Federation at the International Delegates Committee meeting (By electronic conferencing or in person). However the motion to remove any member from the executive meeting must be submitted 15 days prior to the International Delegates Committee meeting by the nominating country. The motion must be seconded by another member state to be effective. This will give time to member states to reflect and prepare themselves for making such a delicate decision. In this circumstance the agenda of the International Delegates Committee meeting must be cancelled to make way for an Extraordinary International Delegates Meeting.

(c) Their Term expires.

(d) They lose the support, in writing, of their member Association.

6.2 If a person ceases to be a Committee Member, that person must within one month give to the Committee all Federation documents and property.

7.0 Role of the Executive Committee

7.1 Subject to the rules of the Federation (“The Rules”), the role of the Committee is to:

- Administer, manage, and control the Federation on matters that impinge on all branches of the sport.
- Determine the policy and direction of the Federation.
- Carry out the purposes of the Federation, and Use Money or Other Assets to do that;
- Manage the Federation’s bank accounts;
- Ensure that all Members follow the Rules;
- Decide how a country becomes a Member, and how a country stops being a Member;
- Decide the times and dates of Executive meetings;
- Decide the procedures for dealing with complaints;
- Set Membership fees, including subscriptions and levies;
- Make regulations.
- Set Technical standards and specifications.

7.2 The Executive Committee has all of the powers of the Federation, unless the Committee’s power is limited by these Rules, or by a majority decision of the Delegates Meetings.

7.3 Decisions of the Executive Committee bind the Federation, unless the Committee’s power is limited by these Rules or by a majority decision of the International Delegates Committee.

8.0 Roles of Executive Committee Members

8.1 **The Chairman's** role is to:

- (a) Ensure that the Rules are followed;
- (b) Convene Meetings (In person or by electronic media (video conferencing/ email)
- (c) Chair Meetings, deciding who may speak and when;
- (d) Oversee the operation of the Federation;
- (e) Give a report on the operation of the Federation at each Delegates Meeting;
- (f) Advise the Registrar of Incorporated Societies of any rule changes;
- (g) Advise the Registrar of Incorporated Societies of any alteration to the Rules.

8.2 **The Secretary’s** role is to:

- (a) Record the minutes of Meetings;
- (b) Keep the Register of Members;
- (c) Hold the Federation’s records, documents, and books;
- (d) Receive and reply to correspondence as required by the Committee;
- (e) Retain the common seal of the Federation, if the Federation has a common seal.

8.3 **The Treasurer.**

A specific appointment of a Treasurer is not mandatory but the role may be carried by other members of the committee.

The role is to:

- (a) Collect and receive all payments made to the Federation. These payments must be banked within seven days after the Treasurer receives them;
- (b) Keep a true and accurate record in the Federation's account book, so that the Federation's financial situation can be clearly understood at any point in time;
- (c) Give a financial report and statement of accounts (including an Income and Expenditure Account and Balance Sheet) at each Delegates Meeting and more often if either the Committee or a majority of the Federation decides this in a Meeting.
- (d) Forward the annual financial statements for the Federation to the Registrar of Incorporated Societies upon approval by the Members at a Delegates Meeting.

9.0 Nomination of Delegates Committee Members

9.1 Nominations for members of the Committee shall be called for at least 3 months before a Delegates Committee meeting. Nomination for Delegates Committee members shall be by their home nation. Nominations shall close 8 weeks prior to a Delegates meeting. The Secretary shall communicate to all member nations full details of candidates 8 weeks prior to the Delegates meeting.

9.2 If the position of any Delegates Committee Member becomes vacant between Federation Meetings, the Committee shall seek to appoint another Committee Member from the member nations to fill that vacancy until the next Federation Meeting.

9.3 The Committee will appoint by ballot the following position (Ballots taken electronically or in person)

- a) The Director of the Rimfire and Air Rifle Delegates Committee.
- b) The Technical Director of the Rimfire Air Rifle Delegates Committee.
- c) Ad hoc Secretary for the taking of minutes at each meeting.

10. The Role of the Delegates Committee members:

10.1 The Director's role is to:

- a) Ensure that the rules of the Federation are followed.
- b) Prepare agenda, reports and discussion document and convene meetings.
- c) Chair meeting, deciding who may speak and when.
- d) Oversee the operation of the discipline affairs.
- e) Provide a report to the Executive Committee following each meeting providing information on the development and growth of the discipline, matters of concern or dispute, resolution or recommendations of further investigation. Ensure results and new records are notified for inclusion in wider publications or publicity. Assist members refine the Rules and Operating procedures of the sport and forward to the Executive any such changes for ratification and inclusion in the Federations publications.
- f) Seek nominations and appointment by ballot of members present to hold future Championships within the discipline in accordance with established events controlled by the Federation.

- g) Make recommendations to the Executive Committee on matters of policy or direction for the future.
- h) Following appointment become part of the Executive Committee as defined in this constitution.

10.2 The Technical Director's role is to:

- a) Ensure that the Technical specification are known by all and endorsed in the Rimfire and Air Rifle Benchrest regulations.
- b) Prepare Technical agenda, reports and discussion document and convene meetings to finalise specification of equipment and auxiliaries related to BR.
- c) Chair Technical meetings.
- d) Oversee the operation of the discipline affairs.
- e) Provide a report to the Executive Committee following each meeting providing information on the technical development and growth of the discipline, technical matters of concern or dispute, technical recommendations of further investigation and agreed technical specifications. Ensure results and new records are notified for inclusion in wider publications or publicity. Assist members refine the Rules and Operating procedures of the sport and forward to the Executive any such changes for ratification and inclusion in the Federations publications.
- g) Make recommendations to the Executive Committee on matters of technical policy or direction for the future.
- h) Following appointment become part of the Executive Committee as defined in this constitution.

FEDERATION MEMBERSHIP

11.0 The following may become members of the Federation

11.1 Any National Sports Shooting Federation, Organisation or Association recognised by the National Authorities as the controlling body of Rimfire and Air Rifle benchrest shooting within that country.

11.2 Where more than one national body pursues the interest of Benchrest shooting, the Federation will only recognise one organisation within that country. It is for the Federation to determine who will represent the Federation in that country. The selection is based on evidence requested by the Federation that the applicant is a practicing body for Benchrest shooting. Recognition must not be based on the amount of registered members within such an organisation.

11.3 When the Federation recognises one national body out of more in one country the selected body must accept a clause, that as a recognised body in that country, it must provide and make possible that shooters in other clubs, associations or federations within that country, must have an opportunity to practice Rimfire and Air Rifle Benchrest. It is up to the recognised body in that country how to formulate a National Rimfire and Air Rifle organisation, which allow other shooters from clubs, associations or federations to practice and elevate the sport at club level and a national level.

11.4 A Member has the rights and responsibilities set out in these Rules.

11.5 The Federation may appoint Life Members who is a person acknowledged as a longstanding Member of the Federation. A Life Member has the right to attend meetings of the Federation and be heard, but shall hold no voting rights. Such appointments can be recommended to the Executive Meeting but can only be made if a two-thirds majority vote from all the international delegates is reached.

12.0 Admission of Members

12.1 One National Organisation from each country may apply to become a Member, and must:

- (a) Supply full details of their foundation and organisation; and
- (b) Submit two copies of their constitution.
- (c) Advise the name and contact information of their delegated representative to represent their country at meetings of the federation along with full contact information of their national body.
- (b) Supply any other information the Committee requires.

12.2 The Executive Committee shall have complete discretion when it decides whether or not to let the Applicant become an Ordinary Member. The Committee shall advise the Applicant of its decision, and that decision shall be final.

12.3 The Chairman may grant a new member temporary membership of the Federation until the next Delegates Meeting of the appropriate discipline when such membership must be ratified by majority vote of the members present.

13.0 The Register of Members

13.1 The Secretary shall keep a register of Members (“the Register”), which shall contain the names, the addresses and telephone numbers and electronic addresses of all Members, and the dates at which they became Members.

13.2 If a Member’s address, electronic or telephone number changes, that Member shall give the new address, electronic address or telephone number to the Secretary.

13.3 Each Member shall provide such other details as the Committee requires.

14.0 Cessation of Membership

14.1 Any Member may resign by giving written notice to the Secretary.

14.2 A Member may have their Membership terminated following recommendation from at Delegates Meeting to the Executive Meeting in the following way:

(a) If, for any reason whatsoever, the Executive Committee is of the view that a Member is breaching the Rules or acting in a manner inconsistent with the purposes of the Federation, the Executive Committee may give written notice of this to the Member (“the Committee’s Notice”). The Committee’s Notice must:

(i) Explain how the Member is breaching the Rules or acting in a manner inconsistent with the purposes of the Federation;

(ii) State what the Member must do in order to remedy the situation; or state that the Member must write to the Committee giving reasons why the Executive Committee should not terminate the Member’s Membership.

(iii) State that if, within 14 days of the Member receiving the Committee’s Notice, the Committee is not satisfied the Committee may in its absolute discretion immediately terminate the Member’s Membership.

(b) 14 days after the Member received the Committee's Notice, the Committee may in its absolute discretion by majority vote terminate the Member's Membership by giving the Member written notice ("Termination Notice"), which takes immediate effect. The Termination Notice must state that the Member may appeal to the Federation at the next General Assembly by giving written notice to the Secretary ("Member's Notice") within 14 days of the Member's receipt of the Termination Notice.

(c) If the Member gives the Member's Notice to the Secretary, the Member will have the right to be fairly heard at the next Executive Committee meeting. If the Member chooses, the Member may provide the Secretary with a written explanation of the events as the Member sees them ("the Member's Explanation"), and the Member may require the Secretary to give the Member's Explanation to every other Member within 7 days of the Secretary receiving the Member's Explanation. If the Member is not satisfied that the other Federation Members have had sufficient time to consider the Member's Explanation, the Member may defer his or her right to be heard until the following Delegates Meeting.

(d) When the Member is heard at an Executive meeting, the Federation may question the Member and the Executive Committee Members.

(e) The Federation shall then by majority vote decide whether to let the termination stand, or whether to reinstate the Member. The Federation's decision will be final.

15.0 Membership Status

The status of a member organisation shall be reconsidered by the Executive Committee in the event of the following:

(a) Political boundaries of countries being changed.

(b) Shooting organisations being founded divided or re-organised.

(c) The member organisation is no longer considered as being the governing body of benchrest shooting in the nation concerned. This must be judged with concrete evidence. The Federation must be there for shooters and not for presidents who seek power or position in their country.

16.0 Re-admission of former Members

15.1 Any former Member who has resigned may apply for re-admission in the same way as a new applicant, but if the former Member's membership was terminated by the Executive Committee, the Applicant shall not be readmitted without the approval of the Executive Committee by majority vote.

17.0 Obligations of Members:

17.1 All Members (and Executive Committee Members) shall promote the purposes of the Federation and shall do nothing to bring the Federation into disrepute.

MONEY AND OTHER ASSETS OF THE FEDERATION

18.0 Use of Money and Other Assets

18.1 The Federation may only Use Money and Other Assets if:

(a) It is for a purpose of the Federation;

(b) It is not for the sole personal or individual benefit of any Member; and

(c) That Use has been approved by either the Executive Committee.

19.0 Joining Fees, Subscriptions and Levies

19.1 The Federation shall decide by majority vote at an Executive meeting:

- (a) What a Member must pay to join the Federation (“Joining Fee”); and
- (b) What a Member must pay in order to stay a Member (“Subscription”) and how often this must be paid.

19.2 The Executive Committee may by majority vote impose a levy or levies on Members up to a maximum total of 100.00 Euro in any one financial year.

19.3 Annual membership fees determined by the Executive Committee are payable by January 1 for the coming year. A Member not paying the annual membership fee or levy by June 10 of the current year shall (without being released from the obligation of payment) have no Membership rights and shall not be entitled to participate in any Federation activity until all the arrears are paid, and the Member’s Membership shall be suspended until all arrears are paid in full. If not paid within two years membership of that member will automatically be terminated.

20.0 Additional Powers

20.1 The Federation may:

- (a) Employ people for the purposes of the Federation;
- (b) Exercise any power a trustee might exercise;
- (c) Invest in any investment that a trustee might invest in;
- (d) Borrow money and provide security for that if authorised by a 2/3 Majority vote at any Executive meeting. All executive members of the ERABSF should therefore not be bankrupts and have no vested interest in allocation of funds.

21.0 Financial Year

20.1 The financial year of the Federation begins on January 1 and terminates on 31 December of that year.

22.0 Cheques

22.1 Any Payment made by the Federation above a value of fifty (50) dollars must be by Cheque or electronic deposit.

22.2 All Cheques must be signed by the President, and countersigned by one other Executive Committee Member.

23.0 Appointing an Auditor

23.1 At the General Assembly, the Federation may by majority vote appoint someone to audit the Federation (“the Auditor”). The Auditor shall audit the Federation’s accounts, and shall certify that they are correct. The Auditor must be a member of a Federation of Auditors or Accountants recognised within a country or countries of the European Union, and must not be a Member of the ‘Federation’. If the Federation appoints an Auditor who is unable to act for some reason, the Committee shall appoint another Auditor as a replacement.

CONDUCT OF MEETINGS

24.0 Federation Meetings (made in person or via electronic media – video conference/ email)

24.1 A Federation Meeting is an Executive meeting, Special Executive meeting or Delegates meeting.

24.2 An Executive Meeting shall be held at least once every year, and the Committee shall determine when and where such meeting shall be held.

24.2 A Delegates meeting shall be held once every two years at the time of the World Benchrest Shooting Championships for each discipline. The Delegates Chairman shall determine when and where the Federation shall meet during those championships.

24.3 Special Executive meeting may be called by the Chairman. The Committee must call a Special Executive meeting if the Secretary receives a written request signed by at least a quarter of the Members.

24.4 The Secretary shall give all Members at least 14 days written notice of:

(a) The business to be conducted at any Federation Meeting;

(b) A copy of the Bi-annual Report and Statement of Accounts, if the Federation Meeting is a Delegates meeting; or copy of annual accounts if an Executive Meeting.

(c) If a Delegates meeting, a list of Nominees for the Committee, and information about those Nominees if it has been provided. (The Secretary must not provide Members with information exceeding one side of an A4 sheet of paper per Nominee).

(d) Notice of any motions and the Executives Committee's recommendations about those motions. If the Secretary has sent notice to all Members in good faith, the Meeting and its business will not be invalidated simply because one or more Members do not receive the notice.

24.5 All Members may attend and vote at a Delegates Meetings. Each member will carry two (2) votes and may be represented by one or two delegates

24.6 If a member cannot participate in a Delegate's meeting it may give written powers to the delegation for another country. Such proxy shall be advised in writing to the Secretary at least two (2) weeks prior to the Delegates meeting.

24.7 No Federation Meeting may be held unless at least more than half of the Members attend in person or via electronic means.

24.8 All Delegates Meetings shall be chaired by the discipline Director or Chairman. If the Director is absent, the Vice Director shall chair the Federation Meeting. If the Vice Director is also absent, the Federation shall elect another Committee Member to chair that meeting. Any person chairing a Federation Meeting has a casting vote.

24.9 On any given motion at a Federation Meeting, the Chairman/ Director shall in good faith determine whether to vote by:

(a) Voices;

(b) Show of hands; or

(c) Secret ballot.

Taken electronically or in person

However, if any Member demands a secret ballot before a vote by voices or show of hands has begun, voting must be by secret ballot. If a secret ballot is held, the Chairman/ Director will have a casting vote.

24.10 The business of a Delegates meeting shall be:

- (a) Any minutes of the previous Meeting(s);
- (b) The Director's report on the business of the Federation and the report of the Auditor.
- (c) The Treasurer's report on the finances of the Federation, and the Statement of Accounts;
- (d) Approval of the general rules for the organisation of international championships in that discipline.
- (e) Allocation of the country to organise the next Regional Championships.
- (f) Making final decisions on the acceptance, rejection or exclusion of members.
- (g) Nomination of Life Members.
- (h) Determination of membership fees.
- (d) Election of Executive Committee Members;
- (e) Appointment of an Auditor
- (e) Motions to be considered;
- (f) General business; and
- (g) Approval of plans for the balance of the current and next calendar years.

25.0 Motions at Federation Meetings

25.1 Any Member may request that a motion be voted on ("Member's Motion") at a particular Federation Meeting, by giving written notice to the Secretary at least 28 days before that meeting. The Member may also provide information in support of the motion ("Member's Information"). The Committee may in its absolute discretion decide whether or not the Federation will vote on the motion. However, if the Member's Motion is signed by at least a quarter of all Members:

- (a) It must be voted on at the Federation Meeting chosen by the Member; and
- (b) The Secretary must give the Member's Information to all Members at least 14 days before the Federation Meeting chosen by the Member; or

If the Secretary fails to do this, the Member has the right to raise the motion at the following Federation Meeting.

25.2 The Committee may also decide to put forward motions for the Federation to vote on ("Committee Motions").

26.0 Executive Meetings

26.1 The Chairman may call an Executive meeting and same may be conducted face to face or by video-conference or other electronic means,

SIGNING OF DOCUMENTS

27.0 Signing of Documents

27.1 The Federation shall have a common seal. A document shall be executed on behalf of the Federation if:

- (a) The common seal is attached to the document; and
- (b) The document is witnessed by any one of the President or Vice President and countersigned by one other member of the Committee.

ALTERING THE RULES

28.0 Altering the Rules/ Constitution

28.1 The Federation may alter or replace these Rules at a General Assembly by a resolution passed by a two-thirds majority of those Members present and voting.

28.2 Any proposed motion to amend or replace these Rules shall be signed by a member and given in writing to the Secretary at least three (3) months before the General Assembly at which the motion is to be considered, and accompanied by a written explanation of the reasons for the proposal.

28.3 At least 14 days before the General Meeting at which any Rule change is to be considered the Secretary shall give to all Members written notice of the proposed motion, the reasons for the proposal, and any recommendations the Executive Committee has.

28.4 When a Rule change is approved by a General Meeting the Managing Committee shall cause to be filed with the Registrar of Incorporated Societies advice of the Rule changes in the required form. No Rule change shall take effect until this is done.

29.0 Winding up

29.1 If the Federation is wound up:

- The Federation's debts, costs and liabilities shall be paid;
- Surplus Money and Other Assets of the Federation may be disposed of:

(1) A proposal for winding up must be submitted to the President and the Secretary at least six (6) months prior to a General Assembly. Such resolution must be approved by three quarters (3/4) majority at a General Assembly. To validate this decision the winding up must be confirmed by a second General Assembly on the same conditions as the original decision.; or

(ii) According to the provisions in the Incorporated Societies Act 1908; but

- No distribution of funds may be made to any Individual person;
- The surplus Money and Other Assets shall be distributed to:

(1) To all member nations' international body controlling the sport of benchrest shooting in equal shares.

30.0 Definitions

30.1 In these Rules:

- (a) "Cheque" means a personal cheque or a bank cheque.

- (b) "Committee" means the Committee of the Federation.
- (c) "Committee Meeting" means a meeting of the Committee.
- (d) "Committee Member" means any Member who is on the Committee.
- (e) "Majority vote" means a vote made by more than half of the Members who are present at a Meeting and who are entitled to vote and voting at that Meeting upon a resolution put to that Meeting.
- (f) "Meeting" means any Delegates meeting, any Special General Meeting, and any Executive Committee Meeting (in person or by electronic means video conferencing/ e-mail).
- (g) "Money or Other Assets" means any real or personal property or any interest therein, owned or controlled to any extent by the Federation.
- (h) "Payment" means any transfer of legal tender by cash, electronic transfer, bank cheque, or any other means of paying legal tender, and includes payment by personal cheque.
- (i) "Rules" means these rules, being the rules of the Federation.
- (j) "Use Money or Other Assets" means to use, handle, invest, transfer, give, apply, expend, dispose of, or in any other way deal with, Money or Other Assets.
- (k) "Written Notice" means hand-written, printed or electronic communication of words or a combination of these methods.

