

# NTR RUGBY

N O R T H E R N T H A I L A N D

## Constitution

### 1. Name

The Union will be called **NORTHERN THAILAND RUGBY** and will be affiliated to the **Thai Rugby Union (TRU)**.

### 2. Aims and objectives

- To offer coaching and competitive opportunities, Seniors, Ladies & Youth in Rugby Union in Northern Thailand.
- Create, organise & manage leagues and competitions throughout the region
- To develop a Northern regional team to compete in Thailand and abroad at all levels
- To promote the NTR within the local community and abroad.
- To manage NTR & respect facilities leased to us by various bodies.
- Only teams & Players who are registered with the NTR will be allowed to compete in NTR events unless give special dispensation
- To ensure a duty of care to all members of the club.
- To provide all its services in a way that is fair to everyone.
- To identify & associate with a relevant charity

### 3. Membership

To ensure all present and future members receive fair and equal treatment.

Membership should consist of officers and members of the NTR.

All members will be subject to the regulations of the constitution and by joining the club will be deemed to accept these regulations and codes of Practice that the club has adopted. A copy of our codes of practice will be issued. Members will be enrolled in one of the following categories:

- Team
- Player
- Coach
- Officials
- Social member.
- Junior member.

### 4. Membership Fees

Membership fees will be set annually and agreed by the Executive/ Management Committee or determined at the Annual General Meeting.

Fees can be paid: annually.

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## 5. Officers of the NTR

The officers of the Union will be:

- President.
- Chair.
- Honorary Chair ( TRU Representative)
- NTR Secretary.
- Treasurer.
- Teams/Players Liaison Officer
- Officials representative
- Ladies
- Youth Development /Junior.

Officers will be elected annually at the Annual General Meeting (AGM).

All officers will retire each year but will be eligible for re-appointment.

There will be a sub-committees made up from various positions (these may change per year or merged, dependent on decisions made in agreement by the membership body at the AGM

Eg, Senior Team Reps (including Ladies teams), Publicity Officer, Ladies Secretary, Social Secretary, Sponsorship Manager, General Manager, Administration Secretary, Junior Head Coach, Child Welfare Officer etc

## 6. Committee

The NTR will be managed through the Management Committee consisting of:

- *President, Chair, Honorary Secretary, Treasurer & a minimum representation from each section, elected by those sections.* Only these posts will have the right to vote at meetings of the Management Committee.
- The Management Committee meetings will be convened by the Secretary of the NTR and held no less than *three* times per year.
- The quorum required for business to be agreed at Management Committee meetings will be: 4 : 2 agreement
- The Management Committee will be responsible for adopting new policy, codes of practice and rules that affect the organisation of the NTR.
- The Management Committee will have powers to appoint subcommittees as necessary and appoint advisers to the Management Committee as necessary to fulfil its business
- The Management Committee will be responsible for disciplinary hearings of members who infringe the NTR rules/regulations /constitution.
- The Management Committee will be responsible for taking any action of suspension or discipline following such hearings along with that player's Team captain.

## 7. Finance

All NTR monies will be banked in an account held in the name of the NTR or representatives.

The NTR Treasurer will be responsible for the finances of the NTR.

The financial year of the NTR will end on: *1<sup>st</sup> June* or at a date decided by the committee.

An **audited** statement of annual accounts will be presented by the Treasurer at the Annual General Meeting.

Any cheques drawn against NTR funds should hold the signatures of the Treasurer plus one other agreed officers.

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## 8. Annual General Meetings

Notice of Annual General Meetings (AGM) will be given by the NTR Secretary. Not less than 21 clear days notice to be given to all members.

The AGM will receive a report from officers of the Management Committee and a statement of the audited accounts.

Nominations for officers of the Management Committee will be sent to the Secretary prior to the AGM.

Elections of officers are to take place at the AGM.

All members have the right to vote at the AGM.

The Management Committee has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for the AGM.

## 9. Discipline and Appeals

All concerns, allegations or reports of poor practice/abuse relating to the welfare of children and young people will be recorded and responded to swiftly and appropriately in accordance with the NTR's child protection policy and procedures. The club Welfare Officer is the lead contact for all members in the event of any child protection concerns.

All complaints regarding the behaviour of members should be presented and submitted in writing to the Secretary.

The Management Committee will meet to hear complaints. The committee has the power to take appropriate disciplinary action including the termination of membership.

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within *seven* days of the hearing. Any hearing must take place within 14 days of the complaint

There will be the right of appeal to the Management Committee following disciplinary action being announced. The committee should consider the appeal within *seven* days of the Secretary receiving the appeal.

Any on field indiscipline will be notified to the Management Committee by the Teams Captain. A yellow card will be dealt with by the Team captain, with full backing of the Management Committee.

A red card will result in an internal hearing, consisting of the player, the Team captain and at least two members of the Management Committee. This meeting will be recorded, with a copy being issued to all parties present and where appropriate forwarded onto the TRU as outlined by the TRU guidelines

## 10. Dissolution

A resolution to dissolve the NTR can only be passed at an AGM or EGM through a majority vote of the membership and any assets will become part of a body chosen by the membership, or donated to a local charity.

## 11. Amendments to the constitution

The constitution will only be changed through agreement by majority vote at an AGM or EGM.

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## 12. Declaration

Northern Thailand Rugby hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

**Signed:**

**Date:**

**Name:**

**Position: NTR Chair**

**Signed:**

**Date:**

**Name:**

**Position: NTR Secretary**

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