

I.C.F.R.A.

INTERNATIONAL CONFEDERATION OF FULLBORE RIFLE ASSOCIATIONS



Constitution and Standing Orders 2015

As approved by General Assembly 2 August 2015

Constitution of the International Confederation of Fullbore Rifle Associations

Approved by Full Council at *General Assembly* on 2
August 2015

Preamble

1. This Constitution should be read in conjunction with the Standing Orders of the Confederation.
2. This Constitution may not be amended unless the amendment receives a majority of 2:1 or better in a properly conducted poll of the Council or General Assembly. If amended by Council between meetings of the General Assembly a provision may take immediate effect, but must be subject to endorsement by the next following General Assembly. Detailed provisions relating to amendment are placed at Clauses 74 – 78.
3. Gender/number: Unless inconsistent with the context, all words and expressions herein importing the masculine gender will include the feminine, and words signifying the singular number will include the plural, and vice versa.
4. The name of the confederation is the International Confederation of Fullbore Rifle Associations, hereinafter also referred to as 'the Confederation', or by the abbreviation 'ICFRA'.
5. The term "fullbore rifle shooting" (also known as 'high power rifle', target rifle, or 'Bisley' shooting) will be taken as an overarching term comprising the following disciplines at the international level:-
 - 5.1. Target Rifle (TR), primarily fired prone in the 7.62 mm (.308 WIN") calibre (5.56 mm (.223 REM) is also used in some countries), usually at distances from 200 to 1000 yards or metric equivalents,
 - 5.2. F Class Rifle, fired in various calibres and with other concessions applying in terms of national and international rules, at the same distances as TR (The F in F Class honours its founder, Mr George Farquharson of Canada),

5.3. Match Rifle (MR), usually fired in the 7.62 mm (.308") calibre at 1000, 1100 and 1200 yards or metric equivalents, and

5.4. Open Class rifle, allowing for further deviations from and developments beyond the disciplines listed above.

6. The Council of the Confederation may by simple majority amend the list of disciplines without immediately amending this constitution.

7. ICFRA is a voluntary unincorporated association of the independent national and regional shooting governing bodies which directly control and administer, on a daily basis, the sport of fullbore rifle shooting in particular countries, or joint associations formed for the purposes of representing a grouping of such bodies (e.g. the Channel Islands or West Indies FB Rifle Council).

8. ICFRA will be a legal entity inasmuch as it may be required by the laws of the country in which the headquarters are situated at any time. The headquarters are deemed to be in the country in which the Secretary General resides. The name of ICFRA will be registered as may be required. Any matter not covered by this Constitution or the Standing Orders will be handled by reference to the laws or prescribed practices applying in England.

9. The mission of ICFRA is to serve fullbore rifle shooters and the international fullbore rifle shooting sport by enhancing international co-operation between independent national fullbore rifle associations (or similar bodies as described in clause 7), as well as external parties where appropriate. This includes (but is not limited to) the following aims:-

9.1. To standardise and formulate the arrangements, Technical Rules and Match Conditions for major international fullbore rifle competitions,

9.2. To encourage and promote the interests of the sport world-wide,

9.3. To promote safe and responsible firearms ownership,

9.4. To act as the overarching controlling authority for designated international matches and as the advisory (technical rules) authority for the fullbore rifle shooting events of multi-discipline competitions,

9.5. To act as the authoritative International Governing Body for the sport in supporting its members in dealings with, for example, governments,

9.6. To enhance the contributions this sport makes to the enjoyment and quality of life of its participants.

Functions of the Confederation

10. In order to pursue the mission outlined above, ICFRA will undertake (but not be limited to) the following functions to the extent that its resources permit:-

10.1. Compile, promulgate and maintain International Fullbore Shooting Rules and Regulations containing all rules, regulations, minimum standards and guidelines, and amendments thereof, agreed to by the ICFRA Council. The main emphasis of these rules and regulations will be to standardise the rules for all international matches under ICFRA jurisdiction, and to enable shooters to compete internationally with the minimum of inconvenience caused by minor and troublesome differences in national rules,

10.2. Oversee the governance of world championships in any of the disciplines listed in clause 5 above, including, but not limited to, the World Championships of International Long Range Rifle Shooting (hereinafter referred to as the World Long Range Championships (WLRC)), the World Short Range Championships (WSRC), and the F Class Rifle World Championships (FCWC), as well as any other international events as may be agreed upon by the ICFRA Council and the organisers if not ICFRA. This will include setting of the match conditions of the above-mentioned events,

10.3. Cooperate with and advise the relevant controlling bodies regarding the fullbore rifle shooting events at the Commonwealth Games, Commonwealth Shooting Federation Championships and any other multi-discipline championships including fullbore rifle shooting events, as may be required, and act as an official source of technical rules,

10.4. Seek consensus on the establishment and regular updating of an international events/tours roster for fullbore rifle shooting,

10.5. Investigate, or cause to be investigated, such safety and technical matters as are deemed necessary,

10.6. Actively promote the image and standing of the sport worldwide by various means, such as coordinated publicity campaigns, liaison with governmental and sporting authorities, and scrutiny of campaigns and legislation threatening the sport,

10.7. Assist, as far as may be practical, newcomers to the sport and smaller NRAs in their endeavours to establish, maintain and expand fullbore rifle shooting in their countries/regions,

10.8. Share experiences of, and develop new strategies for, the funding of the sport and improving its affordability,

10.9. Liaise with and lobby those responsible at national and international levels to ensure range availability for ICFRA events.

Membership of the Confederation

11. Eligibility for membership will be as follows

11.1. Full members: Full Membership is open to governing bodies (as defined at Clause 7) or joint regional associations (as defined at clauses 7 and 11.5) representing countries or regional groupings that have participated as a team in one or more of the previous four World Long Range Championships (previously also known as Palma Trophy Matches), or in an ICFRA-recognised Open World Championships of any of the fullbore rifle disciplines listed in clause 5 during the above mentioned period.

11.2. Immediately after having competed in an ICFRA World Championship for the first time a Governing Body becomes eligible for full Membership. After thirteen years without such an entry a Governing Body will revert to Affiliate Member Status.

11.3. Affiliate members: All other governing bodies or joint regional associations with fullbore rifle shooting interests as defined in clause 7 not meeting the qualification requirements for full membership may be affiliate members of the ICFRA.

11.4. Observer members: The ICFRA Council may decide by resolution to grant observer membership to any other organisation on a periodic or full-time basis.

11.5. Regional Associations. Subject always to Council's approval, two or more Countries whose Governing Bodies would themselves be eligible for membership (whether full or affiliate) which have a common interest (which must include a geographic interest) may form a Regional Association which will be eligible for membership. If one or more of the countries involved has eligibility for full membership, that eligibility will be inherited by the Regional

Association. Otherwise eligibility will be determined as at 11.1 and 11.2 above.

11.5.1. In the event of a Governing Body leaving a Regional Association, it will revert to affiliate status until it next competes in an ICFRA World Championship, when it may assume or reassume full membership in its own right. The residual Regional Association will retain its pre-existing eligibility for membership, but the seceding Governing Body may play no part in its relationship with ICFRA. Any intention to rejoin (or shoot for) a previous Regional Association will be subject to specific consideration by Council whose discretion is absolute.

11.5.2. In respect of competition eligibility, a member nation may compete under its national identity in the F-Class World Championship and may, instead of a national team, contribute towards a regional team in a World Long Range Championship, but NOT *vice versa*.

11.5.3. The Council has powers to determine in advance that the entry eligibility for a World Championship (usually an Age Group event) will NOT affect (in either direction) membership eligibility. At the discretion of Council, an *ad hoc* combination of members may be awarded competition eligibility for a specified event.

12. Application for membership or change in membership status should be made to the Secretary General who will make a recommendation to Council, seeking its endorsement. In case of any dispute, the General Assembly will make a final determination, which is not appealable. Membership in good standing will be subject to the timely payment of such membership and/or other fees as may be determined by the ICFRA Council from time to time.

Governance of the Confederation

13. **ICFRA General Assembly.** ICFRA will be governed by a General Assembly consisting of representatives of all Full and Affiliate Members. The General Assembly, will meet no less frequently than once every FIVE years, normally at each World Long Range Championships.

14. Each member body above will decide who its officially appointed representative will be. Such appointee will be titled (and is designated

hereinafter as "Councillor". The member body may change its councillor as and when it sees fit and must advise the Secretariat accordingly. The most recently advised Councillor will continue to be recognised by ICFRA until and unless the advice is so amended.

15. An Extraordinary Meeting of the General Assembly may be called either

15.1. By resolution of the ICFRA Council, or

15.2. By requisition signed by one third (or the next whole number above if not divisible by three) of the total Membership (Full + Affiliate)

16. At meetings of the General Assembly, each Full and Affiliate Member will have a voice and vote (Subject to Clause 28); and any Observer Member will have a voice on matters determined by the Chairman, but no vote. Available members of the International Rules Review Group (IRRG - see Clause 51) who are not otherwise entitled should also be 'in attendance' and have a voice.

17. In addition to the membership outlined at Clause 16, the Chairman of each of ICFRA's principal Committees (World Championship, Veterans, Target Rifle, F-Class and Commonwealth) will be a Councillor and he or his authorised deputy will have a voice at General Assembly Meetings.

18. **ICFRA Council.** Between meetings of the General Assembly the affairs of ICFRA will be conducted by a Council, which will have full executive powers including matters of finance. The Council will normally transact business by electronic communications conducted in accordance with its standing orders. Any power or prerogative exercised by Council flows from the General Assembly and hereinafter the word "Council" includes "the General Assembly" except where the sense of the wording is specific to the Council.

19. The Council will be constituted as follows:-

19.1. One Representative of each Full Member, who will have both voice and vote

19.2. One Representative of each Affiliate Member, who will have a voice, but no vote (Subject to Clause 28)

19.3. Committee Chairmen as described at Clauses 43 to 50, who will have a voice only.

19.4. One representative of each Observer Member who will have a voice only on such matters as directly affect the prerogatives of the organisation he represents.

19.5. Members of IRRG may attend physical Meetings of Council and must be copy addressees for e-mail debate. Such Members have a voice but no vote.

20. Additional councillors may be co-opted on a periodic and 'project' basis only. Such persons will have a voice but not a vote.

21. At actual meetings of the General Assembly (or a face-to-face meeting of the Council), each such councillor may be assisted by one other person, who will have a voice but no vote.

Powers and responsibilities of Council

22. The Council will be responsible for all aspects of the management of the affairs of the ICFRA, on behalf of and in the interest of the members having regard to the Mission and Functions of the Confederation.

23. Only the Council may adopt or amend Shooting Rules or Match Conditions, by electronic vote if necessary. The General assembly will review rule or condition changes proposed by Committees as a result of their meetings prior to the General Assembly Meeting. The Council has the power to determine standing orders for the conduct of ICFRA Business – dealing with such matters as (but not limited to) convening and conduct of meetings, quorums, minutes etc. Such Standing Orders are reviewable by General Assembly, and may not amend this Constitution.

24. Council will keep the General Assembly members advised of all major developments and important Council decisions by means of circular letters and newsletters. The President will submit a report at the General Assembly meeting to be held at each World LR Championships event, as well as interim reports at any other Council meeting.

25. Subject to the provisions of this Constitution, the Council will have overall control of the management of the affairs and assets of the Confederation. It is empowered to rent or otherwise acquire on behalf of the Confederation such office and storage space or other property required for the purposes of the Confederation. The Council is empowered to manage the Confederation's finances and invest its accumulated funds in a prudent and financially responsible manner. The Council will have the power to borrow money for the purposes of the Confederation, against the security of the property of the Confederation, or any part thereof, provided there is no
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financial commitment on behalf of ICFRA members over and above normal membership or other fees. The Council may also acquire and, where necessary, dispose of such office equipment, trophies and other moveable property required for the purposes of the Confederation.

26. The ICFRA Council will meet in Session if called by the President and Vice President; or by one third (or the next whole number above if not divisible by three) of its **full** Members. It may meet on calling by the President in the margins of any shooting event at which a majority of its members are expected to be present. **At least 8 weeks notice of such a meeting must be given.**

27. Unless decided otherwise by a special decision of Council, all expenses incurred by representatives in order to attend the General Assembly, Council or council committee meetings will be borne by their own member bodies.

28. **Commonwealth Matters.** If any business in General Assembly or Council is conducted specifically in relation to the Commonwealth Games (pursuant to Aim 9.4) or in matters relating solely to the Commonwealth family of nations, then voice and vote is solely vested in the representatives of Commonwealth Members (be they full or affiliate). Full Members representing associations comprising more than one Commonwealth Nation have a voice **ONLY** provided always that if **NONE** of the relevant nations is present and represented, that Full Member has one vote. The 'Observer' representative of the Commonwealth Shooting Federation, if appointed, will have a voice, but no vote unless otherwise entitled.

Office Bearers

29. The General Assembly will elect a President and a Vice-President of the Confederation. They will be elected from among the candidate(s) for each Office put before it. Candidates must:-

29.1. Be proposed by a Full or Affiliate Member of the Confederation,

29.2. Be a full individual member in good standing of an ICFRA Member Nation, and

29.3. Be of sufficient standing. In this respect, the proposer will submit a full c.v. of the candidate showing his personal and international credentials, together with a written acceptance of nomination by the candidate.

30. The period of appointment for both officers will last from the first working day one (1) calendar month after the completion of a World Long Range Championships event until one month after the next World Long Range Championship event.
31. The Secretary General will invite nominations for both posts no later than 6 months before a General Assembly, giving at least three months for nominations which will close no later than three months before the General assembly. Existing post holders willing and eligible to be re-elected need only so state to the Secretary General. On closure of nominations the Secretary General will circulate a list of candidates together with their c.vs as required at Clause 29.3 and place the elections on the Agenda of the General Assembly.
32. The President will be the principal spokesman for the Confederation, but will have executive powers only as may periodically be delegated by Council. He may exercise the customary powers of a Chairman in matters debated or voted upon electronically.
33. The President will during his term of office have a casting vote only and upon election and, if a representative of his member body, will be replaced upon election by a replacement councillor who will have speaking and voting rights appropriate to the status of that member body.
34. The Vice President will have voice but no vote provided that, if a representative of his Member Association, will continue to act as representative of his Member Association, with voice and vote. He will deputise for the President as Chairman of the Council and in the performing of his other duties during essential periods of absence or incapacity of the President. While deputising for the President he will exercise the President's casting vote as in Clause 33.
35. In the event of a vacancy arising for the Presidency or Vice-Presidency, Council will elect a successor, and the person(s) so elected will serve the remaining period of the office as defined above.
36. The President (failing whom the Vice President) will chair the General Assembly and any physical Council Meetings, and will conduct (through the Secretary General) the business of the Council.
37. The President and Vice-President may be re-elected for one additional consecutive term of office only. A temporary election arising from Clause 34 will not count against the limit of two full terms.

38. Past Presidents of ICFRA will be recognised as such. At the discretion of the current President, they may be consulted by the President, Secretary General or IRRG members as to historical precedents or invited to express opinions on issues where their experience may be of value. They will have neither formal voice nor vote (unless otherwise entitled) in the Confederation's affairs.

ICFRA Officials

39. The General Assembly will appoint a Secretary General for periods of office as defined above for the President, who will act as secretary of Council (without a vote) and be responsible for the day to day management of the ICFRA Secretariat, which may include the management of ICFRA finances.

40. The General Assembly will appoint a Treasurer for the periods of office as defined above, charged with the duty of managing the financial affairs of the Confederation. The Treasurer and Secretary General may (but need not) be one and the same person, and the treasury and associated accountancy functions may (but need not) be conducted by a Member Association's permanent staff. If treasury and accountancy functions are provided by a Member Association:-

40.1. The Association need not be that of the Secretary General's country of residence,

40.2. The Chief Accountant of the Association will be deemed to be the ICFRA Treasurer, and

40.3. ICFRA's financial affairs will be conducted in accordance with the laws and accounting conventions (including audit) of the providing nation.

41. In the event of a vacancy arising in the posts either of Secretary General or Treasurer, Council will elect a successor, (changing the arrangements if appropriate) and the person(s) so elected will serve the remaining period of the office as defined above.

42. The Council may periodically appoint other office bearers as may be deemed necessary.

43. In cases other than death or resignation/retirement, an Office bearer may only be replaced "in the interests of the Confederation" or dismissed for misbehaviour or impropriety by Council if the appropriate motion properly put obtains a two to one majority (or the next higher whole number if indivisible by three) of those votes cast which express an opinion either way.

Such Officer will be given the opportunity to put a statement before Council before the poll is called.

ICFRA Committees

44. ICFRA will cause to be appointed the following standing Committees. Rules for the conduct of their business are contained in ICFRA Standing Orders.

45. **The World Championship Committee (WCC)** – (formerly ‘the Palma Council’ but with widened terms of reference). Membership of this Committee is open to ICFRA members that are governing bodies or joint regional associations as defined in clause 11.5 and which represent countries or regional groupings that have participated in three (3) World Long Range Championships Team Matches –Palma Trophy Matches – since its revival in 1966.

45.1. Other member bodies not yet meeting this qualification, or interested in participating in future World TR Championships, may be observer members of the committee, with a voice but no a vote

45.2. The Chairman of the F-Class Committee will be an observer member with a voice in WCC business. He has no vote unless an F-Class prerogative is affected by the business item of the Committee or if there are proposals to amend the written provisions for the running of ICFRA World Championships.

45.3. The committee will elect its own chairman from within its ranks.

45.4. The business of the Committee (subject to Council endorsement) will include (but not be limited to) determination of the Match Conditions of all Target Rifle World Championships (less the Veterans World Championship which is subject to consultation with the Veterans Committee regarding that Championship), and the scheduling of all ICFRA matches less the F-Class World Championship.

45.5. Should a vote ever have to be taken in the ICFRA Council on Long Range World Championships matters, ICFRA Council members not meeting the norm of participation in three (3) previous World Championships LR events will not have a vote.

46. In ALL the Committee Terms of Reference which follow all full and affiliate ICFRA members with significant interests in the discipline or events
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may nominate one (1) representative in each such committee. Each representative will have one (1) vote in such a committee, irrespective of their parent body's voting status in the ICFRA Council. The chairman of each such committee will be elected by the committee from within its ranks, and such chairman will be a member of the ICFRA Council, if not already serving in the Council.

47. **World Veterans Committee (WVC).** This committee will advise the ICFRA Council on matters affecting veterans' participation in fullbore shooting in general, and the presentation of World Veterans Championships in particular.

48. **The F-Class Committee (FCC).** Membership of this Committee is open to any nation which has contested the F-Class World Championship since its inception in 2002, or which has a substantial F-Class following and has championship events above purely club level. The business of the Committee will include BOTH the provision and maintenance of Technical Rules for the F-Class disciplines AND the determination of the Match Conditions of the F-Class World Championships and associated matches, together with the scheduling and mounting thereof.

49. **The Target Rifle Committee (TRC).** This Committee will have responsibility for drafting and maintaining the Technical Rules for Target Rifle shooting pursuant to Clause 10.1 of ICFRA's Functions, consulting the WCC on the acceptability of any changes which might impact on the Match Conditions of TR World Championships. It will deal with all technical issues referred to it by Council, including technical safety matters.

50. **The Commonwealth Committee (CC).** This Committee will represent ICFRA's interests in solely Commonwealth Matters, principally the Commonwealth Championship and Commonwealth Games, and forms the Council's interface with the Commonwealth Shooting Federation. Membership of this Committee is limited to Commonwealth Countries (as defined by Commonwealth Games Eligibility criteria): the prerogative of Joint Associations of Commonwealth Nations is described at Clause 28. The Committee will be responsible upon request and in accordance with Standing Order No 26A, for the appointment of the Assistant Technical Director FBR for a celebration of Games at which FBR (Queen's Prize) is shot. The Assistant Technical Director will respond to the Organising Committee of the Games and ensure the necessary procedures for the appointment of Officials are properly carried out, together with such other duties as may be required. The 'Meeting of FB Nations' held in the margins of CSF Championships and celebrations of the Commonwealth Games will be recognised by ICFRA

as a Meeting of the Commonwealth Committee and its elected Chairman will similarly be recognised.

51. **Other Committees.** The Council may periodically appoint other committees, as deemed necessary, with duties as assigned and powers as delegated by the Council. It should include an appointed **Anti-Doping Committee** with appropriate separate terms of reference and appropriate professional and lay appointees.

52. If Council appoints a Committee for a new shooting discipline, that Committee will advise Council on matters affecting that discipline, the international rules for the discipline and the scheduling and mounting of its World Championship and/or other International Matches as may be appropriate.

53. **The International Rules Review Group (IRRG).** The IRRG will consist of the Secretary General plus two nominees of the Council, and will be an executive arm of the Council in the Secretary General's Department. Its role is to support all committees in the discharge of Council's functions 10.1 and 10.2 (standardisation of Shooting Rules and Match Conditions). It has the right to propose changes to any Shooting Rule or Match Condition to the Chairmen of the relevant Committees and provide ANY such advice as may be sought by them or by Councillors acting in their role of Councillor. It is required to work impartially for the benefit of ALL Members of ICFRA. Any Member of IRRG may attend any physical Committee or Council Meeting (and the General Assembly), and has a voice. IRRG Members have no vote unless otherwise entitled.

54. Day-to-day business of IRRG will be conducted by e-mail, and all recommendations should preferably be by consensus.

Management of ICFRA

55. The Council may delegate such responsibility as may be required for the daily management of the affairs of the ICFRA – such as the acquisition of office requisites and payment of honoraria and staff remuneration – to the Secretary General and/or Treasurer (if appointed) of the ICFRA, subject to the retention of overall supervision by, and accountability to, the Council.

56. The Council is empowered to set annual membership fees calculated to defray essential operating expenses approved by Council in terms of an annual budget. Special levies may be set to defray any additional expenses that have also been approved on budget or by means of a special vote by post/electronic means or in a Council meeting. All fees will be payable

within such period and to such account operated for, or on behalf of, the ICFRA, as determined by the Council. Budgets and fees may be approved by a postal/electronic vote of the Council.

57. The ICFRA Secretariat will serve the ICFRA and its Council in the pursuit of its mission aims and functions and all administrative matters incidental thereto. In particular, the Secretariat will be the focal point for coordination of passage of information between any relevant combination of the Council, Council committees and member bodies.

58. The Secretariat will be managed by the Secretary General. Such additional staff as may be required may, subject to Council approval, be appointed to the Secretariat. The Council will, in the first instance, strive to appoint persons as Secretary General, a Treasurer if deemed necessary, and Secretariat staff who are willing to make available their services on a voluntary basis or for the payment of an honorarium only, or are provided by a member body in addition to their normal duties for such body. Should the appointment of salaried staff be unavoidable, the Council must determine the conditions of service of such persons.

59. The Secretary General will regularly make a report to the Council, at such times and in such format as determined by the Council.

60. The Secretariat may be provided and accommodated by a member body with the necessary resources and willingness to do so until such time as it chooses to relinquish this responsibility or the Council decides to appoint another council member body or suitable individual(s) to perform the Secretariat and/or Treasury function. The General Assembly will review the placing of the Secretariat and the Treasury function during its meeting at every World Championships LR. The Council is empowered to revise arrangements between General Assemblies, should this become necessary.

Financial Matters

61. The Treasurer (or Secretary General as the case may be) must ensure that an annual Income and Expenditure statement is produced and provided to the President and Council of ICFRA. In the event that the Confederation employs staff or acquires capital assets, then accounting must be to an appropriate level. He must cause a financial report covering the interval between successive General Assemblies to be produced and sent to Members with the papers of the General Assembly.

62. The financial year of the Confederation will be that of the Agency providing treasury services, in default of which it will be 1 April to 31 March.

Disciplinary Matters

63. The Council is empowered to take disciplinary action, in the form of fines or suspension or disqualification from the activities of the Confederation, against any member body, office bearer, official or competitor in ICFRA controlled competitions who contravenes the constitution, rules and regulations or Council decisions of the Confederation, or in any other material matter acts against the best interests of the Confederation.

64. At each General Assembly a Disciplinary and Disputes Committee (hereinafter "DDC") will be formed to hold office with immediate effect and until the next following General Assembly. It will be chaired by the Vice President and consist of the Chairmen of the World Championship, Target Rifle and Veterans Committees, one member of the IRRG (not being the Secretary General) and three ordinary Members drawn from the representatives of full and affiliated members. In the absence of the Vice President the DDC will be chaired by one of the ICFRA Committee Chairmen as nominated by the President.

65. The function of the DDC is to appoint as required on a case-by-case basis a disciplinary or dispute panel and an appeal panel each consisting of a Chairman plus two Members. A discipline or dispute panel will be chaired by a member of the DDC and the members may, but need not, be drawn from the membership of the DDC, but those selected from outside the DDC must be approved by the President. The Secretary General (or his nominee) will be in attendance and will service the panel. The panel so appointed will hear and determine all issues arising from any matter referred to it pursuant to ICFRA's Constitution, Rules or Standing Orders including (but not limited to) the matters listed at Clause 63 above. The appointed members of the panel will have had no prior involvement with the case. Each member, upon appointment, will disclose to the chair any circumstances likely to affect impartiality with respect to any of the parties. Disciplinary/disputes panels will NOT hear appeals from decisions of the Match Committee in ICFRA Matches except only that an Appeal Panel constituted as at Clauses 63 and 66/67 will automatically be appointed and will review any recommendation of the Host Nation Disciplinary process under TR or FC Rules that an individual be suspended from all ICFRA activities.

66. Decisions, findings and penalties of the panel may be appealed. The following have the right to appeal:-

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66.1. The individual, being a subject of a member country, subject to previous proceedings

66.2. The relevant member National Governing Body

66.3. The other party to the case, being from a member country, in which the decision was handed down

67. In the event of an appeal, an appeal panel consisting of the President of ICFRA (failing whom a Member of DDC) and two full-member representatives appointed by the DDC as above, who have not in any way participated in the initial hearing will hear any appeal against the finding(s) of the Dispute/Disciplinary panel hearing. Its decision will be final.

68. A disciplinary, dispute or appeal panel will have the power, at its absolute discretion, to appoint an expert/s to assist and/or advise the panel as required

69. Without prejudice to these provisions, disciplinary matters relating to Anti Doping will be dealt with under the Anti-Doping Rules.

70. Any serious disputes arising within the Confederation between any combination of member bodies, office bearers, officials or competitors in ICFRA controlled competitions and the Council or any of its structures, will in the first instance be resolved within the normal structures of the Confederation. Where this is impossible, disputes will be referred to a Dispute Committee constituted as above.

71. Should the dispute remain unresolved other authorities may be approached for assistance. In the final instance, the matter may be referred to independent mediation and/or arbitration.

Other matters

72. The Council may appoint patrons and sponsors, should it believe this to be in the interest of the Confederation.

73. The Council will have full discretion in the selection of any ICFRA 'World' teams and the design and registration of appropriate Logos, badges, trophies etc.

Amendment to the Constitution

74. A special resolution to amend or add to the Constitution may be presented by a councillor, or by at least one-third of the member bodies of the

Confederation. Under normal circumstances, the Council will consider the proposal at its next meeting, or by circulation if deemed urgent. Any comments or changes proposed by the President and/or Secretary General may be appended to an initial circular to all members ahead of a final circular for a postal vote.

75. The full proposed resolution, together with the President's, Secretary General's or any member's comments, will accompany the final circular which will be sent to Council members with voting powers at least thirty (30) days prior to the final date for the submission of postal/electronic votes, or a notice of a Council meeting in accordance with the normal provisions.

76. The resolution will be tabled at the Council meeting for consideration, with or without modification. Only modifications which in the opinion of the President or meeting chairman are consistent with the general theme of the original proposal as circulated to members will be considered for discussion at the meeting, or inclusion in a circular for a postal vote.

77. Dependent upon the sensitivity of the issue and the feelings of the members present, the meeting chairman, in the case of an actual Council meeting, will decide whether voting should be by show of hands or secret ballot. If by ballot, the chairman will appoint a person or persons present to collect the voting papers and count the votes. In the case of a postal/electronic ballot, all votes must be treated as confidential.

78. The amendment contained in the special resolution, or as modified by acceptable proposals, will only be deemed carried if at least two-thirds of the eligible members who vote at the meeting or in the postal/electronic ballot are in favour thereof. The outcome of any voting procedure will be stated in the relevant minutes.

DISSOLUTION

79. In the event of the dissolution of the Confederation, any remaining assets, after satisfaction of all liabilities, will be donated to another body having objects similar to those of the ICFRA. This decision will require a two-thirds majority vote of all full and affiliate members of the ICFRA Council.

There follow the Standing Orders of ICFRA

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Standing orders for the conduct of ICFRA Business

The following are the Standing Orders for conduct of the General Assembly of ICFRA, of ICFRA Council and Committees, and of business conducted out-of-Committee. They were approved by full Council on 2 August 2015 when SO 26A was added.

1. Changes to Standing Orders (save 11.1 and 27.3, which are constitutional requirements) may only be made by a simple majority in General Assembly (or Council) in session or, if by electronic vote, by Council in accordance with SOs 27.1 and 27.3.

The General Assembly

2. The composition of the General Assembly will be as outlined in the Constitution at Clause 13 and the eligibility to vote as at Clauses 16 & 17.

3. The date and venue of the General Assembly will be decided by the President and Secretary General, in consultation with the host nation. The Secretary General will advise all members concerned of the date, time and venue at least three (3) months prior to an actual (physical) meeting and invite business under SO 4, with a deadline of 4 weeks for submission.

4. A provisional agenda for General Assembly meetings will be distributed at least eight (8) weeks before the meeting, to include business proposed by Members under SO 3. Any additional items, discussion papers or written responses to previously circulated documents or agenda items must be submitted to the Secretary General within two (2) weeks after receipt of the provisional agenda, after which he will finalise and distribute the revised agenda as soon as possible. Further written responses may be submitted and distributed within a reasonable time, to reach councillors not less than two (2) weeks before the meeting.

5. The business of the General Assembly meeting will comprise:

5.1. To ratify the minutes of the previous General Assembly, and consider any matters arising

5.2. To receive the President's and Secretary General's reports for the four year period.

- 5.3. To agree the financial statement of accounts for the period.
- 5.4. To amend the Constitution and Standing Orders and/or ratify amendments thereto undertaken by the Council since the previous General Assembly meeting.
- 5.5. To receive reports from Committee Chairmen and agree or ratify proposed changes to shooting rules and conditions emanating from Committees
- 5.6. To appoint a Secretary General of the Confederation, a Treasurer (if the offices are separate), and any other officials.
- 5.7. To appoint or reappoint a President and a Vice-President
- 5.8. To conduct such other business of which 8 weeks clear notice has been given.
6. The President (failing whom the Vice President) will take the Chair. In the event that both are absent the Assembly will vote one of their number to take the Chair.
7. The Chairman will have a casting vote only. In the event that the Vice President or a temporary Chairman is in the Chair his national voice and vote will be exercised by a delegate nominated by him.
8. If a Member Association's nominated representative (Councillor) is unable to attend the Assembly, the Member Association may nominate a substitute delegate from among its own members who will be present. This delegation MUST be in writing (including e-mail) and must be received by the Secretary General no later than 7 days in advance of the meeting. The delegate may speak and vote in accordance with the standing of his parent Association and will be regarded as having acted on the authority of that Association. If such delegation is not made as above, the Association will have neither voice nor vote.
9. Member bodies which cannot be represented at the Assembly may submit (a) vote (s) to the Secretary General no later than 7 days in advance of the meeting date. The vote MUST be in writing (including e-mail) and may only relate to matters which appear on the Agenda. In respect of motions of which due notice has not been given, or which arise from within the debate, or which are "Any Other Business", no proxy vote is allowed.
10. **Quorum.** At the General Assembly, a simple majority of the authorised representatives of full members will comprise a quorum. Should

a quorum not be present at any meeting, those members present will decide on a postponement date and time, if feasible within the constraints of available time and reasonable cost. If either proviso cannot be met, the meeting will continue, subject to postal/electronic ratification of its decisions. Member bodies or councillors, who had properly submitted written votes in advance of the meeting, will be considered to have formed part of the quorum for the meeting.

11. Motions will be determined by a simple majority of those present and eligible to vote *except*

11.1. Any motion to amend the Constitution, require the resignation of an official or office bearer, or wind up the Confederation requires an affirmative vote of 2/3 (or the next whole number above if not divisible by 3) of those present and entitled to vote, and

11.2. Any contested election with three or more candidates will be conducted by an "Exhaustive ballot". The candidate with the lowest number of votes will drop out and the poll will be repeated successively until one Candidate achieves more than 50% of the votes.

12. **Minutes.** The Secretary General, or some other appointed person, will prepare comprehensive minutes of all General Assembly meetings and maintain an official minute book or (backed-up) electronic records. Draft minutes will be submitted to the all ICFRA members no more than six (6) weeks after the meeting. Councillors are to submit any objections or suggested improvements within a further six weeks.

13. English will be the language of record for ICFRA.

Physical Meetings of Council

14. If a physical meeting of the Council is called for under Clause 26 of the Constitution, business will be limited to that for which the requisition has been made. Not less than 8 weeks notice of the agenda must be given to all members of the Confederation. Standing Orders 6 to 12 inclusive will apply to the conduct of the meeting.

ICFRA Committees

The Committees

15. The ICFRA Constitution provides for a number of committees responsible for the management of World Championships and any other

international events run directly by ICFRA. Membership of these Committees and their terms of reference will be in accordance with Clauses 42-49 of the ICFRA Constitution. Without prejudice to Council's right to establish new Committees, or disband existing ones, as at 2011, these committees are:

- 15.1. The World Championship Committee (WCC),
- 15.2. The F-Class Committee (FCC),
- 15.3. The World Veterans Committee (WVC),
- 15.4. The Target Rifle Committee (TRC),
- 15.5. The Anti-Doping Committee (ADC),
- 15.6. The Commonwealth Committee (CWC).

16. Throughout these Rules the term "The Committee" applies equally to any – and hence all – of the Committees listed above unless qualified to make it clear that it applies to one specific Committee only. However, the Anti-Doping Committee and Commonwealth Committee will only meet on an 'as required' basis and will normally conduct business electronically.

The Administration of Committees

17. The WCC, VC and TRC will meet at the Long Range World Championship venue prior to the meeting of the General Assembly; and if at all possible TRC should meet prior to WCC. FCC will meet at the venue for the FC World Championship before the start of shooting. ADC and CWC will meet only 'as required'.

18. Any Committee may physically meet if summoned by its Chairman or if called for by one third of its Members provided always that the quorum is one half of its members present or formally represented. Any motion, however, must be passed by a majority of all members – if necessary by an electronic poll subsequent to the physical meeting. Standing Order no 8 applies (for "Assembly" read "Committee Meeting") in respect of physical Committee Meetings, whether 'scheduled' (Standing Order 17) or summoned under this Standing order *except* that the Chairman of FCC may delegate any person to represent FCC's interests at the Meeting of WCC held at a TR World Championship. Committees will normally conduct business electronically between celebrations of appropriate World Championships.

19. Each Committee will make its own arrangements for secretarial support within the Committee. The Committee will record and submit the minutes of all committee meetings to the ICFRA Council through the Secretary General. The Secretary General of ICFRA will maintain a file containing copies of all committee minutes and will hold the master record of the latest rules for each discipline. Once Council votes to 'receive' the minutes of a Committee, they are deemed to be approved, including rules or conditions changes contained therein.

20. The Committee Chairman will be elected by and from the Committee for a term commencing from immediately after the completion of the impending Championship, until immediately after completion of the next World Championship scheduled under the nominal 4-year cycle as in Rule W6.1. In the event that the Chairman ceases in mid-term to be his Nation's appointed delegate he may – by resolution of the Committee – hold the Chair for the remainder of his normal term of office. In this circumstance he will ONLY have a casting vote, the national vote being wielded by the national Member.

20.1. In respect of the WCC and FCC, Members should bear in mind the general desirability that the Chairman should be drawn from the host Country of the next World Championships if that Country is represented on the Committee. This is NOT a strict Constitutional or Standing Order requirement, however.

20.2. In respect of ADC, Council may nominate a Chairman, who will be responsible (subject to Council's approval) for finding appropriate professionally qualified members from among the FB shooting fraternity or elsewhere. Anti Doping matters are described in ICFRA's Anti-Doping rules.

21. The Committee Chairman will convene and chair all meetings of the Committee. In his unavoidable absence he will delegate the Chair to another member of the Committee at his absolute discretion.

22. Nine (9) months before the regular scheduled meeting of a Committee, the Chairman (or Secretary on his behalf) will invite business (including any proposed rule changes) for the Agenda. A provisional agenda for Committee meetings will be distributed at least eight (8) weeks before the meeting, to include business proposed by Members as previously specified. Any additional items, discussion papers or written responses to previously circulated documents or agenda items should be submitted to the Chairman within two (2) weeks after receipt of the provisional agenda, after which he will finalise and distribute the revised agenda as soon as possible.

23. Any other physical meeting of a Committee will be subject to not less than 12 weeks notice, and the agenda will comprise just those matters for which the Committee was summoned. Any 'new' matters arising from Any Other Business will be subject to subsequent electronic poll.

24. The agenda for the regular scheduled meeting of a Committee will include, but need not be limited to:

24.1. Matters arising from minutes of the previous regular Meeting, and those of any meeting(s) in the interim (Note: Minutes will have already been approved through normal processes),

24.2. Business proposed by Members or the IRRG including Rule changes or changes to Conditions of Matches (if within the Committee's competence),

24.3. In respect of the WCC and FCC business relating to future World Championship events as specified in the Rules for management of World Championships,

24.4. In respect of the WCC, an Agenda item to consider matters relating to "Under-25" shooters,

24.5. Election of Chairman.

25. The Committee Chairman, will be the focal point for the passage of information between member nations. The Secretary General of ICFRA must be consulted from the outset on any policy matter potentially meriting consideration by ICFRA Council.

26. Changes in Technical Rules of Shooting or Conditions of ICFRA Matches and World Championships must be complete within twelve (12) months following the scheduled Committee Meeting in question. Minor exceptions are listed in the rules for Management of World Championships and/or the Technical Rules in question.

26A. In order for the Commonwealth Committee to appoint a Technical Adviser FBR for a Commonwealth Games, the Chairman thereof will, immediately on receiving an invitation so to do, invite nominations from the Committee members. He will place the name or names before the President and Secretary General for confirmation (if only one name), or (together with his recommendation) for selection if more than one.

Conduct of business by electronic communications for Council and Committees.

27. Electronic (e-mail) communications will be the normal vehicle for all out-of-Committee business. For Council and Committees alike:-

27.1. In matters of e-mail voting by Committees or Council, 75% of the full members must respond (in whatever vein) for the vote to be valid – “quorate”,

27.2. In respect of a “quorate” vote, the simple (clear) majority of those who vote for or against will determine the outcome.

27.3. In respect of changes to the Constitution, however, a majority of 2:1 is required to effect a change.

27.4. Members of Council representing Nations which shoot TR only should not vote on F-Class matters and *vice-versa*. In order to meet the requirements of SO 27.1 affected Councillors must respond to the effect of declining to vote (though comment is not prevented).

Financial Matters

28. The accounting and reporting requirements of the Confederation are:-

28.1. An annual statement of Income and Expenditure,

28.2. A 4-year consolidated statement of Income and Expenditure for provision to the General Assembly,

28.3. Such other reports (if any) as may be generated by the employment of staff and/or acquisition of physical assets.

29. The Secretary General or the Treasurer (as the case may be) has delegated authority to authorise day-to-day expenditure up to \$CAN 500.00 in any one instance. Expenditure greater than this sum, or payment of Honoraria (including the Secretary General’s Honorarium) or the refund of travel and accommodation costs are subject to endorsement by the President (or the Vice-President if the President is the Payee or is unavailable).