



PHOTOCOPY OF DOCUMENTS HELD AT
THE REGISTRY OF CO-OPERATIVES & ASSOCIATIONS

The attached is a true copy of documents held by the Registry of Co-operatives & Associations, as at 26 October 2010, in relation to:

**BANKSTOWN DISTRICT AMATEUR FOOTBALL ASSOCIATION
INCORPORATED**

which is currently registered

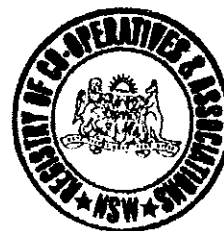
No. of pages attached: 25

Document(s) attached: Rules

Signed

A handwritten signature in cursive script, appearing to read 'Leah Neary'.

Leah Neary
Registration Officer (Client Support)
Delegate of the Registrar
26 October 2010



OFF USE ONLY

Rec'd on: 3.4.09

Rec'd at: SC

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Notice of Alteration of Objects or Rules

Associations Incorporation Act, 1984
Section 20 (2)

FORM 6

PLEASE COMPLETE IN BLACK INK AND USE BLOCK LETTERS

FEE: \$39 (GST FREE)

ABN 54 625 095 406

Incorporation Number:

Y 1 1 8 1 6 3 8

Name of Association: Bankstown District Amateur Football Association

Incorporated

The Association has:



Model Rules



Model Rules with Changes



Own Rules

At a General Meeting of the members of the incorporated association duly convened and held on the Third
day of November 2008 the resolution set out *below/*in the annexure marked Alterations was
duly passed as a Special Resolution.

RESOLUTION

Rule 1 Interpretation (5) Change Soccer to read Football

Rule 7 Scope of Jurisdiction (1) (3) (5)b,c Change Soccer to read Football

Rule 12 Committees (14) Delete Change (15) to read (14)

Rule 16 Appeals Board (5) \$50 to read \$100

I, Lawrence Simpson of 6 Marden Street GEORGES HALL Postcode 2198

Full Name of *Public Officer/*Committee Member

Residential address

Verify that:

(a) I am the duly appointed *Public Officer/*Committee Member of Bankstown District Amateur

Football Association

Incorporated

Name of Incorporated association

(b) The particulars contained in this notice are true;

(c) The rules of the association accompanying this notice comply with the requirements of the Associations Incorporation Act, 1984 by providing for those matters specified in Schedule 1 and are amended in accordance with section 11.

Statement under the Privacy and Personal Information Protection Act:

"I acknowledge that:

- the Office of Fair Trading is collecting and holding personal information supplied in this form for the purposes of the Associations Incorporations Act, 1984 and in particular, inclusion in a register maintained under that Act which is open to public inspection;
- the Office of Fair Trading may disclose personal information to other persons or bodies and receive information from them in respect of the purpose(s) for which I have lodged this form;
- the supply of the personal information is required under the Act and failure to supply and of it may result in this form being rejected;
- I have a right of access to, and correction of, the personal information supplied/collected from me."

23 / 03 / 09

Dated

L Simpson

Signature of *Public Officer/*Committee Member

*Delete where applicable

Lodging Party: Provide name and address of person/corporation lodging this application:

Kevin Pope

6 Armentieres Ave

MILPERRA

Postcode 2214

Telephone 9771 4154



FORM BM7A

2009

**NEW SOUTH WALES ASSOCIATION
INCORPORATION ACT 1984**

OBJECTS, RULES AND BY LAWS

**BANKSTOWN DISTRICT AMATEUR FOOTBALL
ASSOCIATION INCORPORATED**

This is annexure A. of 24 Pages referred to in the Notice of
Alteration of Objects or Rules signed by me and dated
22/2/09


Public Officer/Committee Member

NEW SOUTH WALES
ASSOCIATION INCORPORATION ACT

1984

BANKSTOWN DISTRICT AMATEUR FOOTBALL
ASSOCIATION INCORPORATED

OBJECTS

1 The name of the Association is Bankstown District Amateur Football Association Incorporated.

2 The objects of the Association are:

- a) To foster and develop the game of soccer football in the City of Bankstown.
- b) The Association shall act in the best interest of all member Clubs by.
- c) Organising and controlling soccer competitions between member clubs and members of member clubs.
- d) Setting a standard of conduct to be observed by all officials, players and members of member clubs.
- e) Negotiating with Bankstown City Council for the provision and maintenance of soccer fields for member clubs and ground facilities for the BDAFA.
- f) Raising funds to achieve these objects.

RULES
OF
BANKSTOWN DISTRICT AMATEUR FOOTBALL ASSOCIATION
INCORPORATED

1 INTERPRETATION

- (1) In these rules, except in so far as the context or subject matter otherwise indicates or requires
- “Member” means – A member of the Association which shall include;
- AFFILIATED CLUB'S
 - OFFICIAL OF THE ASSOCIATION
 - LIFE MEMBER
- “Person” means – A natural person and includes a body corporate, firm or body of persons.
- “Secretary” means –
- (2) The person holding office under these rules as Hon. Secretary of the Association, or
- (3) Where no such person holds that office – the public officer of the Association.
- (4) “Special/Extraordinary General Meeting” means – A General Meeting of the Association other than the General Meeting as per rule , or Annual General Meeting as per rule
- (5) “Soccer Sydney” means – The Sydney Branch of ~~Katunga~~ NSW Ltd
- (6) “The Act” means – The Association Incorporation Act, 1984.
- (7) “The Association” means – The Bankstown District Amateur Football Association Incorporated.
- (8) “The Club's means – any Club, association or other bodies affiliated with the Bankstown District Amateur Football Association Incorporated.
- (9) “The Regulation” means – The Association Incorporation Regulation 1985.

In these Rules –

- (10) A reference to a function includes a reference to a power, authority and duty;
- (11) A reference to the exercise of a function includes, where the function is a duty, a reference to the performance of the duty;
- (12) Words imparting the singular number include the plural and vice versa and masculine includes feminine vice versa, and
- (13) Where the following abbreviations appear throughout these rules they shall have the meanings as set out hereunder;
- | | |
|----------------|--|
| A.G.M - | Annual General Meeting |
| B.D.A.F.A. Inc | Bankstown District Amateur Football Association Incorporated |

E.C.	Executive Committee
E.C.M.	Executive Committee Meeting
M.C.M.	Management Committee Meeting
P. & D.C.	Protests and Disputes Committee

- (14) The provisions of the Interpretation Act, 1987 apply to and in respect of these rules in the same manner as those provisions would so apply if these rules were an instrument under the Act.
- (15) For the purpose of these rules the registration year shall be the period from the 1st January, in one year to the 31st December, in the same year, inclusive.
- (16) The financial year of the Association shall be the period from the 1st October to 30th September.

2 MEMBERSHIP

(1) MEMBERS QUALIFICATION

- (a) — A person is qualified to be a member of the Association if, but only if
- (b) The person is a person referred to in Section 15(1) (a) (b) or (c) of the Act and has not ceased to be a member of the Association at any time after incorporation of the Association under the Act, or
- (c) Has been nominated and approved for membership by the Association.

(2) MEMBERSHIP ENTITLEMENTS NOT TRANSFERABLE

- (a) A right, privilege or obligation which a person has by reason of being a member of the Association —
- (b) Is not capable of being transferred or transmitted to another person; and
- (c) Terminates upon cessation of the person's membership.

3 REGISTER OF MEMBERS

- (a) The public officer of the Association shall establish and maintain a register of members of the Association specifying the name and address of each person who is a member of the Association together with the date on which the person became a member.
- (b) The Register of Members shall be kept at the principal place of administration of the Association and shall be open for inspection, free of charge, by any member of the Association at any reasonable hour.

4 MEMBERS LIABILITY

Member clubs, officials, players and delegates of those clubs shall not be liable to contribute to the payment of the debts and liabilities of the Bankstown District Amateur Football Association Incorporated, nor the costs and charges of winding up the B.D.A.F.A.

5 **FEES, SUBSCRIPTIONS**

- (a) A member of the Association shall, upon admission to membership, pay to the Association a fee of \$1 or, where some other amount is determined at the Annual General Meeting or recommendation of the Management Committee, that other amount.
- (b) In addition to any amount payable by the member under clause (a) a member of the Association shall pay to the Association an Annual membership fee of \$2 or, where some other amount is determined at the Annual General Meeting or recommendation of the Management Committee, that other amount.

6 **LIFE MEMBERS**

- (1) Life member may be elected at an Annual General Meeting, provided the nomination shall have the support of five (5) members, each of different clubs.
- (2) Nomination must be submitted at least sixty days prior to the date of the Annual General Meeting to the Secretary of the BDAFA in writing, and member clubs have been advised of such nomination thirty days prior to the Annual General Meeting.
- (3) The qualification for life member shall be any person who has rendered singular service to the BDAFA.
- (4) A life member shall be entitled to attend all General, Special or Annual General Meetings of the BDAFA.
- (5) The life member has the right to speak or move a motion or an amendment and shall have a vote on any issue.
- (6) Life members who are currently an elected officer.
- (7) Life members on request be given copies of all minutes of all M.C minutes as well as objects, Rules and By Laws.

7 **SCOPE OF JURISDICTION**

- (1) The Association shall affiliate with the ~~Football~~ NSW or their successors and shall adopt the laws of the game and any decisions, interpretations and amendments thereof, approved by that controlling body.
- (2) The jurisdiction of the Association shall cover all Association Officials, Clubs, Teams, grounds, Club Officials and matches within its boundaries.
- (3) The jurisdiction of the Association may be extended beyond its boundaries by arrangement with other Soccer Associations and the approval, if necessary of ~~Football~~ NSW. Jurisdiction shall also cover players representing the Association in matches or competitions played outside its boundaries.
- (4) All teams playing Association football under the rules laid down by the International Board shall be eligible to play under the Association.
- (5) (a) The Association shall at all times be bound by the Constitution, Rules and Regulations of ~~Football~~ NSW.
(b) Where there is any inconsistency between any provision of the Rules of BDAFA Inc. and those of ~~Football~~ NSW, then to the extent of such inconsistency the Constitution or Rules and Regulations of ~~Football~~ NSW shall prevail.

- (c) BDAFA Inc. shall be bound by the lawful decisions of the Board of ~~Football~~ NSW Ltd. and it shall do all things reasonably to implement and enforce such decisions.

8 ALTERATION OF OBJECTS AND RULES

- (1) The Objects and Rules may only be amended or added, at the Annual General Meeting or at a Special General Meeting called for that purpose.
- (2) At least one (1) calendar month must be given to the Secretary of each member club.
- (3) Voting on the amendment or addition will require a three quarter (¾) majority vote of members present and entitled to vote.

9 OFFICIALS OF THE ASSOCIATION

- (1) The Officials of the Association shall be:-
 - a) President
 - b) Senior Vice President
 - c) Junior Vice President
 - d) Secretary
 - e) Assistant Secretary
 - f) Treasurer
 - g) Registrar
 - h) Recorder
 - i) Competition Secretary – Mens
 - j) Competition Secretary – Ladies
 - k) Publicity Officer
 - l) Development Officer
 - m) Insurance Recorder
 - n) Member Protection Officer
 - o) Ladies Convenor
 - p) Protests and Disputes Committee – Three/Five Members
 - q) Six MC members from the floor –
 - r) Appeal Board – three members
- (2) Office bearers and the elected delegates are entitled to hold office until their successors are appointed.
- (3) Should any official absent themselves without reasonable excuse from two (2) consecutive meetings, his/her position can be declared vacant.

10 ELECTION OF OFFICIALS

- (1) Patrons shall be nominated at the Annual General Meeting, patrons cannot be nominated without their prior consent which shall be in the hands of the Secretary of the BDAFA at least thirty days before the date of the Annual General Meeting.
- (2) Office bearers shall be elected from nominated club delegates and retired office bearers. If there is more than one candidate for the office being contested the election shall be by ballot.

- (3) Any position not filled at the Annual General Meeting may be filled at a later date by recommendation of the Executive Committee at a General Meeting.
- (4) A member of the Management Committee cannot represent his/her club as a delegate.
- (5) After being elected to the Management Committee of the BDFA all those elected must declare to the Secretary of the BDFA if they have any club affiliation whatsoever for that current season and to state their position within that club.
- (6) At the AGM a returning officer shall be elected from the floor of the meeting to take the chair for the elections.

11 DUTIES AND FUNCTIONS OF OFFICIALS OF THE ASSOCIATION

(1) PRESIDENT

The President shall:

- a) The President at all times will conduct themselves in a correct and proper manner as be fits the position as the Senior Executive Officer of the BDFA Inc. The President shall be responsible to promote the BDFA at all levels of soccer and at no time bring the BDFA into dispute.
- b) Be chairperson of all meetings.
- c) Be ex-officio of all committees.
- d) Conduct such meetings in accordance with the Rules of the Association.
- e) Have a casting vote only at all meetings.

(2) VICE PRESIDENTS

The Vice Presidents shall:

- a) Assist the President as required.
- b) Carry out the duties of the President if absent
- c) Senior Vice President to chair the Protests and Disputes Committee.
- d) Keep all Protests and Disputes records
- e) Record penalties and suspensions served by players.
- f) Junior Vice President to organise and chair appeals resulting from decisions of the Protests and Disputes and MC Committee.

(3) HON. SECRETARY

The Hon Secretary shall:

- a) Administer the affairs of the BDFA as the Rules direct, and as directed by the Executive Committee.
- b) Hold the Common Seal.
- c) Hold the position of Public Officer.
- d) Keep a proper record of all BDFA processings.
- e) Will maintain a register of member clubs.
- f) Prepare the Annual Report.
- g) Other duties as may be directed by the Executive Committee.
- h) Shall be responsible for the issuing of all minutes re; BDFA or General Meetings.

- i) Record any action taken by the Executive Committee.
- j) Keep records of the attendance at all meetings.

(4) ASSISTANT SECRETARY

The Assistant Secretary shall:

- a) Record the business transacted at all Management Committee Meetings, General Meetings, Special or Extraordinary and Annual Meetings.
- b) Assist the Hon. Secretary as required.
- c) Carry out the duties of the Secretary if absent.

(5) HON. TREASURER

The Hon. Treasurer shall:

- a) Receive all monies due to the BDAFA from any source, giving a numbered receipt in return.
- b) Issue tax invoices for all accounts issued to Clubs.
- c) Bank all monies so received at once.
- d) Have custody of monies at all meetings.
- e) Pay all accounts passed for payment in accordance with these rules, shall be recorded in the minutes of the Executive Committee Meeting.
- f) Prepare the Annual Balance Sheet.
- g) Produce all books and receipts when required by the auditors.
- h) Be responsible for compiling and maintaining an asset register and a property register.
- i) Be responsible for producing a budget which shall be submitted to the first General Meeting in the New Year.
- j) Prepare an audited financial statement and submit to members 14 days prior to the AGM.
- k) Refer 35.

(6) HON. REGISTRAR

The Hon. Registrar shall:

- a) Keep a register of all registrations.
- b) Check and record date of birth from Government authorised documents.
- c) Issue all BDAFA players, managers, coaches and Management Committee with properly authorised identity cards.

(7) HON. RECORDER

The Hon. Recorder shall:

- a) Receive the results of all games.
- b) Record same and compile points score.
- c) Advertise points table twice per season.
- d) Ensure results are available to be placed in local paper weekly.

(8) HON. COMPETITION SECRETARIES

The Hon. Competition Secretaries shall:

- a) Organise the draw for all competitions conducted by the Association, as directed by the Executive Committee.
- b) Prepare and distribute copies of the draw to all clubs prior to commencement of season or whenever changes are made to any competition.
- c) It shall be the responsibility of the Competition Secretaries to notify the Association Secretary first then the Club Secretary of any changes in matches.
- d) Competition Secretaries to notify opposition and referees when games are – cancelled due to outside competitions.

(9) PUBLICITY OFFICER

The Publicity Officer shall:

- a) Publicise fixtures and activities of the BDAFA.
- b) Co-ordinate with Recorder and Hon. Secretary, to the best advantage.
- c) Responsible for all aspects of correct press releases on behalf of the BDAFA.
- d) Any publicity from any member of the BDAFA Management Committee must – first be channelled through the Secretary, passed by the Executive Committee handed on to the Publicity Officer who shall be the editor before sending on to be published.

(10) DEVELOPMENT OFFICER

The Development Officer shall:

- a) Will be responsible for the development of soccer skills for junior players within the Bankstown Association of Soccer Clubs commencing from players competing in the U/9 competitions through to players competing in the U/18 competitions.
- b) Responsible for preparation, implementation and overseeing of a suitable training schedule, in conjunction with the individual coaches of each of the youth league teams to ensure that a uniform training schedule is maintained as players progress through youth league.
- c) Shall be responsible for the setting up and chairing of an independent selection committee comprising of not more than (4) persons for the purpose of selecting players to participate in both youth league competitions.
- d) Shall be responsible for the planning and implementation of at least one (1) soccer clinic to be held within the Bankstown Association throughout each soccer season.
- e) Shall be responsible for the development of an U/10 and U/11 squad to be selected by the end of the first half of each season and to train these squads for not less than one (1) hour per week to develop those player skills in preparation to entering the metropolitan representative competition.
- f) Shall be responsible for the development of soccer skills within the Bankstown District Amateur Football Association and to provide any technical advice and/or written material that will assist in nurturing that aim.

(11) INSURANCE RECORDER

The Insurance Recorder shall:

- a) Represent the BDAFA on all matters regarding player insurance.
- b) Provide the Management Committee with regular reports on claims and payments.

(12) MEMBER PROTECTION OFFICER

The Member Protection Officer shall:

- a) Co-ordinate the distribution of the prohibited employment declarations (attachment 1) to Clubs.
- b) Maintaining confidential records in relation to child protection, harassment and unacceptable behaviour.
- c) Handling all complaint/ inquiry to child abuse allegation and alleged harassment for investigations and reporting of proceedings.
- d) Co-ordinating with the state MPO in advising P & D and Appeal Committees relating to child abuse.
- e) Explore, where appropriate self-help measures, such as personally approaching the harasser and explaining that the behaviour is unacceptable and upsetting.
- f) Provide referral to other people/bodies charged with taken formal complaints, ensuring all persons involved in Clubs and Associations are aware of the protection policy and relevant codes of conduct.
- g) Accompany the person to approach the harasser or to take other actions under internal or external complaints procedures.
- h) If it appears that the conduct is harassment, explain the courses of action available to the person to deal with the harassment, from informal/internal measures through to formal/external complaints.
- i) Ensuring matters relating to child protection/harassment are treated as strictly confidential.

(13) LADIES CONVENOR

The Ladies Convenor shall:

- a) Shall be responsible for the development of women's soccer within BDAFA Inc.
- b) Shall represent the BDAFA Inc. at all meetings regarding women's soccer.

12 COMMITTEES

EXECUTIVE COMMITTEE

The Executive Committee shall consist of:

President
Senior Vice President
Junior Vice President
Hon. Secretary
Hon. Treasurer
Assistant Secretary – Minutes

- (1) The Executive Committee shall meet monthly commencing at 7.30pm
- (2) Shall be empowered to deal with all matters of importance in the interests of the Association.
- (3) Run the day to day affairs of the Association and promote the game and clubs in the district.
- (4) This Committee shall subject to this Objects, Rules and By Laws of the BDAFA and the incorporated Association Act of 1984.
 - a) Control and manage the affairs of the BDAFA on behalf of member clubs.
 - b) Have power to perform all such acts and do all such things as may be necessary or desirable for the proper management of the affairs of the BDAFA.
- (5) The Executive Committee shall review the fees and charges paid to the BDAFA by the member clubs and submit recommendations to the President and Secretaries Meeting.
- (6) The Executive Committee shall adopt the laws of football as laid down from time to time by the Federated International Football Association or any domestic law adopted by the Council of the BDAFA.
- (7) The Executive Committee may whenever it think fit, call a Special/Extraordinary Meeting of the BDAFA.
- (8) The Executive Committee may declare any member club unfinancial should that club fall in arrears with its payments to the BDAFA or any club affiliated with the BDAFA or any other association.
- (9) The Executive Committee may recommend to a General Meeting of the BDAFA that an unfinancial member club be suspended and not permitted to take part in any competition game controlled by the BDAFA and shall forfeit any points allotted until all outstanding accounts are paid.
- (10) Should the circumstances arise where the Executive Committee may have doubts concerning the extent of its authority, it may refer the matter to the next General Meeting for resolution.
- (11) Prior to any goods or services being ordered or purchased in the BDAFA name, approval must be given by the Executive Committee, for a committee member to order or purchase such goods or services. Failure to get such approval may render the member who made such a purchase liable for the payment of the goods or services.
- (12) The Executive Committee shall have the authority to expel or suspend from office any Management Committee member.
- (13) The procedure to fill any vacancy shall be if the office of patron, President, Vice President, Hon. Secretary, Hon. Treasurer or member of the Management Committee becomes vacant between the Annual General Meetings. The Executive Committee shall appoint some qualified person to fill the vacancy, subject to ratification at the next General Meeting.
- ~~(14) Nobody that holds as Executive position in a club under BDAFA control can hold a position on the BDAFA Executive.~~
- (14) Additional meetings of the Executive Committee may be requested by the President or Secretary.

13 MANAGEMENT COMMITTEE

The Management Committee shall consist of officials of the Association;

Duties shall be:

- (1) The Management Committee shall meet weekly commencing at 7.30pm.
- (2) Admission or rejection of players application for transfer.
- (3) Admission or rejection of application by persons for registration as players.
- (4) Promote matches, arrange the draw and grounds for teams in the competition, manage and control all details in connection therein.
- (5) Any competition games not played whilst the club is under suspension shall not be replayed in the event of the outstanding account being paid.
- (6) The Management Committee shall request any player registered with an unfinancial club to pay his/her proportion of the arrears, before granting a transfer to another club.
- (7) The Secretary of the BDFA shall notify the members of the date, time and place of the meeting.
- (8) When it is customary for the Committee to meet at the same place it will be sufficient notice for the chairperson to advise the date of the meeting.
- (9) If requested by a member voting at Management Committee Meetings voting shall be show of hands.
- (10) If a member of the Management Committee is involved personally or connected with the club concerned in a dispute or protest he/she shall excuse themselves from the room whilst this matter is being resolved.
- (11) Any decisions taken by this Committee shall be reported to the next Management Committee Meeting for ratification by the Management Committee.
- (12) The Management Committee will have authority to admit or exclude visitors to any meetings of the BDFA unless over-ruled by a seventy five percent (75%) vote of members present at a meeting and entitled to vote.
- (13) All members of the Committee shall act in an honorary capacity but an honorarium may be voted at an Annual General Meeting to committee members for work involving much time and expense as a gesture of appreciation.
- (14) Any member of the Management Committee may claim reimbursement for expenses necessarily incurred in the performance of his/her office.
- (15) A member of the Management Committee shall not be liable to contribute to the payment of debts and liabilities of the BDFA nor the charges and expenses of the winding up of the Association.
- (16) Questions arising at a meeting of the Management Committee or of any subcommittee appointed by the Executive Committee shall be determined by a majority of the votes of members present and entitled to vote.
- (17) Any Management Committee member wishing to distribute correspondence must present this correspondence to the Hon. Secretary in the first instance and have such correspondence approved by the Executive Committee and minuted before distributing to member clubs.
- (18) Any member so expelled or suspended shall on demand by the President or any member appointed for the purpose, hand over all minutes, files, account books,

papers or documents or other property of the BDFA which is in that official's custody or possession.

- (19) Any Management Committee member expelled or suspended shall have the right of appeal. The appeal shall be in writing addressed to the BDFA Secretary.
- (20) Following receipt of the appeal the Management Committee shall call a Special General Meeting not longer then thirty-one days after the receipt of the appeal by the Secretary. The person making the appeal shall be given not less than twenty-one (21) days notice by the BDFA Secretary of the date, time and place of the meeting when the appeal will be heard.
- (21) The position of any member of the Management Committee shall be declared vacant through;
 - a/ Death
 - b/ Resignation
 - c/ Incapacitating illness
 - d/ Misconduct

14 SUB COMMITTEE

The Sub-Committee shall consist of six (6) MC Members from the floor;

- (1) They will meet on Wednesday nights and will have alternating chairperson(s) which will not consist of Executive Members.
- (2) To hear all Club abandoned games and any such reports handed down by the Executive to be heard.
- (3) Paperwork will be distributed to Clubs by Tuesday night as well as committee chairperson, outcome to be notified to Secretary of the BDFA.
- (4) A Sub-Committee be ratified by Management Committee or Executive before being implemented.
- (5) Any reported incidents of misconduct offensive behaviour by officials, players or supporters of member clubs will be investigated by the Management Committee and found to be within the jurisdiction of the BDFA will be dealt with by the Sub-Committee.
- (6) The Sub-Committee may call upon any member club official or player of a member club to attend at a meeting of the Committee such people called be given the reason for attendance and to reply to such questions as may be put. If that member club, official or player refused to attend the meeting, or refuses to answer questions without providing valid reasons for not doing so that member club, official or player may be disqualified from taking part in any game under the BDFA rules and from holding any position in the BDFA or member club until the situation is resolved.
- (7) Persons who cannot attend this meeting to answer any charge may have an official of their club attend on their behalf, but the official must table a letter signed by the accused person or person/s behalf and will accept the decision of the BDFA Sub-Committee or council should a decision be made to appeal against the Sub-Committee ruling.

15 PROTESTS AND DISPUTES COMMITTEE (P&DC)

- (1) The P&DC will consist of three or five members, will be elected from;
 - (a) Members of Clubs
 - (b) MC members of the MC excepting the Junior Vice President, (not more than one member from any one club). In addition, an official referee be in attendance to explain the laws of the game, referee procedure, the interpretation of the laws and any other matter of the P&DC consider relevant. The referee shall not be a voting member of the panel.
 - (c) The P&DC will be chaired by the Senior Vice President of BDFA or in his/her absence the President of BDFA or in his/her absence another MC member excluding the Junior Vice President.
- (2) P&DC meetings are held every Tuesday night at a suitable place, commencing at 7.30pm. Cases are heard in the order which parties register, however, cases involving players under the age of 18 will be heard before all others.
- (3) The P&DC will be impartial, any member, including the chairperson of the P&DC who is seen to have a direct interest in a particular case on the night will stand down from the case. Such vacancies will be determined at the MC meeting prior to the P&DC and will be filled by MC members present at the meeting – excluding the Junior Vice President.
- (4) The P&DC will also decide whether or not a player sent from the field of play except for a Second Cautionable offence, will receive any further suspension.
 - (a) Serious foul play.
 - (b) Violent conduct.
 - (c) Spitting.
 - (d) Denies any obvious goal-scoring opportunity by deliberately handling the ball.
 - (e) Denies an obvious goal-scoring opportunity to an opponent moving towards the player's goal by an offence punishable by a free kick or penalty kick.
 - (f) Offensive, insulting or abusive language.
 - (g) Any other offences by player against player or any other person
- (5) Sentence include from playing and ALL soccer and Club activities.
- (6) The minimum age to appear before the P&DC will be division 12 years. Younger players are to be dealt with by their Club within 4 days of the offence. That club will then notify the P&DC in writing within 2 days of the hearing of what action has been taken.
- (7) A player sent from the field of play will be suspended from ALL soccer/club activities until he/she appears before the P&DC. This however does not include players who are sent from the field of play for a second cautionable offence. The

player will automatically receive a one match suspension and will not be required to appear before the P&DC.

(8) Procedure at the P&DC will be:

- (a) The accused shall be introduced to the Committee members and may challenge the appropriateness of any person(s) on the Committee. However it is then up to the Committee, under all the circumstances to rule on any such challenge.
- (b) The Chairperson will read aloud
 - (i) The referees and/or assistant referee reports
 - (ii) Any further written evidence
- (c) The player or their representative will give evidence.
- (d) Any party will be asked to give evidence.
- (e) The P&DC may ask questions relevant to the incidents in question, including questions to the referees delegate on clarification of the laws of the game or refereeing procedure.
- (f) The player or their representative will be advised of the P&DC decision.
- (g) The P&DC chairperson shall keep a record of decisions reached and advise the MC of BDAFA, and any interested party, in writing, of such decisions within (7) days.
- (h) If the player is found guilty, the P&DC will advise the player of
 - (1) Rights of appeal
 - (2) The procedure for the recovery of the player's ID card once sentence is complete.

(9) The P&DC chairperson may postpone or delay the hearing of any case if the player's ID card is not available to the P&DC.

(10) If a player cannot appear –

- (a) His representative may appear only with the player's written permission and version of events relevant to the send-off or
- (b) He/she can apply to the P&DC to have his/her case heard the following week, however the player is suspended until his/her appearance before the P&DC.

(11) Those permitted to give evidence before the P&DC will be:

- (a) The player.
- (b) The player's representative.
- (c) A registered official of the player's team.
- (d) MC members of the player's club.
- (e) The player's parents.
- (f) Independent witnesses at the discretion of the chair.
- (g) The Referee or Assistant Referee.
- (h) BDAFA MC or P&DC members.
- (i) Referee's delegate to the P&DC - only on points of law. See By Law 15.1(b).

- (12) At the termination of a match, the Referee must provide the Club with a copy of the Referees report which indicates the send off charge for any player dismissed from the field.

It is an absolute requirement that an accused person shall hear all evidence on which a Committee makes its determination. That is, the accused must be present throughout any hearing, and no evidence which is considered is to be heard or presented without the accused being present.

Where two or more players are sent-off in the same match, the P&DC may hear evidence in more than one player's case before handing down any decision.

16 APPEALS BOARD

- (1) The Appeal Committee shall consist of the Junior Vice President as chairperson and at least three (3) members who will be;
 - (a) Elected at the AGM for that purpose and/or
 - (b) Secretary or BDAFA members Clubs and/or
 - (c) Life members of the BUASC/BDAFA
 - (d) No member of the M.C. or the P&DC shall sit on the board
- (2) In addition to the above persons, the Bankstown Referee's Branch is to be informed in writing when and where that appeal is to take place and requesting the referee who officiated in the match where the infringement occurred to be present at the appeal.

A copy of this advice is to be given to the BDAFA Secretary and the P&D chairperson. It will then be up to the discretion of the BDSRA whether the referee will attend the appeal.
- (3) The chairperson shall not have a vote
- (4) Any person who has any relationship with the Club/player(s) or person cited to appear shall not be eligible to become an appeal board member that evening.
- (5) Appeals must be in writing and accompanied by payment of a cheque payable to BDAFA for \$100 plus GST being the appeal fee.
- (6) Appeals against the P&DC decisions must be lodged with the BDAFA Secretary within seven (7) days of the P&DC hearing, if an appeal is lodged by 6.00pm of the Wednesday immediately following the P&DC hearing, the appeal will be heard prior to the player's team's next scheduled match.
- (7) The Appeals Committee will be impartial and the Chairperson will form a committee of impartial members. Where the Chairperson stands aside the Committee will elect their own Chairperson. Ensure that appeal committee being of three (3) members.
- (8) The written appeal must include the grounds of appeal which will be one or more of;
 - (a) That the P&DC/M.C. erred in finding the person appealing guilty of one or more charges
 - (b) That the P&DC/M.C. made a procedural error.
 - (c) New evidence exists that would have led the P&DC/M.C. to another decision.
 - (d) Other, at the discretion of the Chairperson.

- (9) The Chairperson of the appeals committee will arrange the time and venue for meetings of the Appeals Committee.
- (10) Where the person appealing cannot appear, a representative may appear. In such cases the person appealing will be bound by the decision made in his/her absence.
- (11) Procedure at the Appeals Committee will be;
 - (a) The Chairperson will confirm the grounds of appeal.
 - (b) Written evidence will be read aloud by the Chairperson and/or copies distributed to the committee and Club/person appealing for their perusal.
 - (c) Any verbal evidence will be taken.
 - (d) The committee may ask any questions relevant to the incidents in question.
 - (e) The committee with only impartial parties present will weigh its decision in which the Chairperson will deliberate the outcome of the case.
 - (f) The Club/person appealing will be advised of the committee's decision, the right of the appeal and the procedure for recovery of his/her ID card.
- (12) The Appeal's Committee has the power to uphold the decision of the P&DC/M.C. The Appeal's Committee additionally has the power to increase or decrease the P&DC/M.C. decision.
- (13) The Chairperson will advise the M.C. of the decisions of the Appeals Committee.
- (14) The decision of the Appeals Committee shall be final however, the next avenue of appeal shall be Sydney Branch. The appeal must be in writing to the BDAFA Secretary within seven (7) days of the hearing.

17 MEETINGS

- (1) Notice of a meeting given under clause (3) shall specify the general nature of the business to be transacted at the meeting and no business other than that business shall be transacted at the meeting, except business which the Committee Members present at the meeting unanimously agree to treat as urgent business.
- (2) No business shall be transacted by the Committee unless a quorum is present and if within half an hour of the time appointed for the meeting a quorum is not present the meeting stands adjourned to same place and at the same hour of the same day in the following week.
- (3) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting shall be dissolved.
- (4) At all meetings the chair shall be taken by the President failing that by a Vice President, and should they be absent a chairperson will be elected from members present and entitled to vote.
- (5) The chairperson shall be a casting vote only except when the chairperson is elected in which event he/she shall have a deliberative vote only.
- (6) For any matter declared contentious by the chairperson, a secret ballot is to be conducted.

18 ANNUAL GENERAL MEETING

- (1) Annual General Meeting of the BDAFA shall be held not later than the first week in November of each calendar year.

- (2) Fourteen days notice of the date, time and place of the Annual General Meeting and the business to be discussed will be advised to the Secretary of each member club by the Secretary of the BDAFA.
- (3) Notice of any business proposed to be transacted at an Annual General Meeting shall be submitted in writing to the Secretary of the BDAFA together with name of the proposer and seconder at least forty-five days prior to the date of the Annual General Meeting.
- (4) The order of business to be transacted at an Annual General Meeting shall be;
 - (a) To receive and adopt the reports of the elected officers of the BDAFA for the season just completed.
 - (b) Adopted of the financial statements and auditors report for the period ended 30th September in the current year.
 - (c) Election of officers for the ensuring year.
 - (d) Notices of motions.
 - (e) Other business as set out in the agenda.
- (5) Minutes of the Annual General Meeting will be confirmed at the first General Meeting in February of the following year.

19 GENERAL MEETING

- (1) General Meeting shall be held on the first Monday of each month at 7.30pm. Where it is customary to hold these meetings at the same place, it shall be sufficient notice for the chairperson to give notice of the date of the next meeting, otherwise it shall be the duty of the Secretary to give fourteen days notice to the Club Secretaries of the date and place of the meeting.
- (2) Clubs not representative at General, Special or Annual Meetings shall be fined for non-attendance; the amount of the fine is to be reviewed by the President and Secretaries meeting from time to time set under General rules.
- (3) Any General Meeting may be adjourned to such other time as the majority of those present and entitled to vote may agree.
- (4) If after half an hour subsequent of the time fixed for a meeting, no quorum is present the meeting shall lapse, unless the chairperson rules that exceptional circumstances have delayed the meeting.
- (5) The order of business at a General Meeting shall be;
 - (a) Confirmation of the minutes of previous meeting
 - (b) Correspondence
 - (c) Financial statement
 - (d) Reports
 - (e) General Business

20 SPECIAL OR EXTRAORDINARY GENERAL MEETING

- (1) A Special/Extraordinary General Meeting may be convened by the Secretary of the BDAFA under direction of the Executive Committee by giving not less than five (5) days notice to the Secretaries of member clubs stating the business to be transacted and date, time and place of meeting.

- (2) A Special General Meeting can be requested by requisition signed by each of the club Secretaries of not than fifty percent (50%) of the member clubs and forwarded to the BDFAFA Secretary, who will arrange to the requisition.
- (3) At the request of the Executive Committee, the BDFAFA Secretary may call an Extraordinary General Meeting giving club Secretaries no less than forty eight (48 hrs) notice of the date, time and place of the meeting and the business to be transacted at that meeting.
- (4) At a Special or Extraordinary General Meeting only the Business set out in the notice of meeting shall be dealt with.

21 PRESIDENT AND SECRETARIES MEETING

- (1) There shall be an Annual Meeting between the Management Committee and the President and Secretaries of all financial member clubs, to decide upon;
 - (a) Any amendments or additions to by-laws.
 - (b) To review and set such fees and fines as may be deemed necessary.
- (2) All recommendations from member clubs and the Management Committee must be in the hands of the BDFAFA Secretary by the end of July in each calendar year.
- (3) Only President and Secretaries or their nominated representatives plus two designated Management Committee members may vote. The chairperson shall have a casting vote.
- (4) All club Secretaries shall be informed of the date, time and place of the meeting least fourteen (14) days prior to the date of the meeting of the BDFAFA Secretary.

22 AFFILIATION OF CLUBS

- (1) Any Club wishing to participate in competition or matches conducted by the Association shall apply to the Hon. Secretary for affiliation.
- (2) Application fee; each application for affiliation shall be accompanied by the appropriate affiliation fee. It must be made 14 days prior to the Annual General Meeting. In the event of any application being subsequently rejected the affiliation fee shall be refunded. Where an application is rejected, no reason need be given.
- (3) A Club may consist of registered players, parents and other persons paying membership fees to that Club or other recognised by that Club to be a member.
- (4) All new Clubs wishing to play under the Rules of the BDFAFA shall be eligible to apply for affiliation and must have at least five (5) junior teams up to U16 in the BDFAFA.
- (5) The Management Committee and Council shall judge each application and shall admit or reject such application.
- (6) In the event that a Club from another area desires to apply for affiliation with the BDFAFA or to enter teams to play in the BDFAFA competitions their application may be refused if there are competitions available to that Club within it's own area in which that applicant is eligible to play.
- (7) Teams which are accepted from another area shall not represent the BDFAFA in the "Champion of Champions" competition.

- (8) Affiliation of Club's: Each Club shall upon affiliation supply to the Association Secretary a current copy of it's Objects, Rules and By Laws, the names, addresses and phone number of it's office bearers together with the ground(s) they will be using their Club colours and provide two (2) colour photos front and rear of their Club playing strip.
- (9) New Clubs will not submit colours which clash with existing member Clubs or teams to the extent that the home team may be required to change to an alternate strip.
- (10) Each Club shall upon affiliation be supplied with a copy of the Objects, Rules and By Laws of the Association.
- (11) Except as new copies of the Objects, Rules and By Laws are supplied to Clubs it shall be the responsibility of each Club to maintain their copy of the Objects, Rules and By Laws with all amendments, alterations and revisions. Such supply of a copy of the Objects, Rules and By Laws to affiliated Club's shall be sufficient proof that its members are aware of their responsibilities.
- (12) Currently registered Clubs may not redesign their Club colours to the extent that there will be a clash with an existing member Club or team requiring the home team to change to an alternate strip.
- (13) By common usage of terms a General Meeting is also known as a "Delegate Meeting" or a "Council Meeting".
- (14) Each Club accepted for affiliation must be represented at General Meetings, Special General Meetings, Extraordinary and Annual General Meetings of the BDAFA by two (2) delegates.
- (15) A delegate must be a financial member or life member of the Club he/she represents and shall not represent more than one Club.
- (16) Each delegate shall retain his/her powers from one Annual General Meeting until the next unless the Secretary of the BDAFA has been notified by the club's Secretary in writing that another delegate has been appointed in his/her stead.
- (17) In the event that a delegate of any Club cannot attend a meeting of the BDAFA, that Club may nominate a substitute delegate in writing, provided that written authority signed by the Club Secretary is in the hands of the BDAFA Secretary or the chairperson before the meeting commences.
- (18) Clubs failing to provide a copy of their Objects, Rules and By Laws shall not submit any protest or appeal by their members to the BDAFA.
- (19) Each delegate representing a member Club which is currently financial may register a vote at the General, Special, Extraordinary or Annual General meeting of the BDAFA.
- (20) Any Club wishing to resign from affiliation shall do so in writing by the Club Secretary addressed to the Secretary of the BDAFA.
- (21) No resignation shall be accepted unless all outstanding monies and debts have been paid to the BDAFA.
- (22) Two (2) representatives of the Referee Association may attend a General meeting, but may not vote.

23 NOTICE

- (1) Notices of motions and or recommendations shall be in the hands of the Honorary Secretary of the BDAFA by due dates, the notice of motion and or recommendation should be clearly set out and shall be dated and signed by the mover and seconder who shall be members of affiliate club of the BDAFA, office bearers, and signed by the appropriate Honorary Secretary.
- (2) The chairperson may rule any motion out of order and state his/her reasons for rejection. The chairpersons ruling may be dissented from if a properly moved and seconded motion to that effect is carried by majority vote, in which case the rejected motion shall stand and open for discussion.

24 QUORUMS

The following shall form a quorum:

- (1) An E.C.M. shall have a quorum of three (3).
- (2) The M.C.M. quorum shall consist of six (6) members.
- (3) Clubs shall form a quorum at a General, Extraordinary, Special Meetings seventy five percent (75%) of financial members.
- (4) Annual General Meeting a quorum shall consist of seventy five percent (75%) of financial member clubs represented by their delegates.
- (5) President and Secretaries a quorum shall be seventy five percent (75%) of member clubs being present and entitled to vote.

25 VOTING

- (1) Upon any question arising at a meeting of the Association all members have one vote except in the case of a member-affiliated club which shall be entitled to one vote per delegate. A member affiliated club shall be entitled to two delegates.
- (2) All votes shall be personally.
- (3) All delegates shall be nominated on the form provided by the Association, signed by the Secretary of the respective club. Each club may also nominate up to two alternate delegates to attend and vote in their stead. Such nominations shall be in the hands of the Secretary of BDAFA Inc. prior to the scheduled commencement of the meeting.
- (4) All members and delegates shall sign the attendance book, prior to taking part in the meeting, signify their club where applicable and where applicable whether they are a voting delegate or alternate delegate.
- (5) A member is not entitled to vote at any meeting of the Association unless all money due and payable by the member's club has been paid.
A member under suspension is not entitled to vote.

26 AUDITOR

- (1) An auditor who shall not be connected with the Association shall be appointed at the AGM each year.
- (2) No person who held office as Treasurer during any portion of a year for which the accounts are to be audited shall be eligible for appointment as auditor.

27 BANK AUTHORITY

All cheques issued by the Association shall be signed by any two of the following officials: President, Hon. Treasurer, Hon. Secretary.

28 FUNDS SOURCE

- (1) The funds of the Association shall be derived from registration fees of players, annual subscriptions of members and membership fees, donations, sponsorship subject to any resolution passed by the Association in General Meetings.
- (2) All monies received by the Association must be deposited as soon as practicable and without deduction to the credit of the Association's bank account.
- (3) The Association must, as soon as practicable after receiving any money, issue an appropriate receipt.

29 FUNDS MANAGEMENT

- (1) Subject to any resolution passed by the Association in General Meeting, the funds of the Association are to be used in pursuance of the object of the Association in such manner as the E.C. determines.
- (2) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by any two (2) members of the E.C. or employees of the Association, being members or employees authorised to do so by the E.C.

30 INSURANCE

- (1) The Association shall effect and maintain insurance pursuant to Section 44 of the Act.
- (2) In addition to the insurance required under (1) the Association may effect and maintain other insurance.

31 COMMON SEAL

- (1) The Common Seal of the Association shall be kept in the custody of the public officer.
- (2) The common seal shall not be affixed to any instrument except by the authority of the E.C., and the affixing of the common seal shall be attested by the signatories either of two (2) members of the E.C. and of the Public Officer or Hon. Secretary.

32 ASSOCIATION COLOURS

The colours of the BDFA shall be green and gold and any future uniform of the BDFA shall be a combination of those colours.

33 FINANCIAL

The financial year of the BDFA shall end on the thirtieth (30) of September each year.

34 ACCOUNTS

- (1) The BDFA Treasurer will issue accounts to the Clubs. Such accounts will include the month end issue date and due date. Each club has till the next Delegates Meeting after issue of the accounts to settle the account. Accounts will be issued at least two (2) weeks before due date.
- (2) All payments to or by BDFA will be by cheque only. All cheques and accounts should be sent directly to the BDFA Treasurer.
- (3) Any club failing to pay any accounts by the due date will automatically forfeit any points allotted and not be allowed to participate in any BDFA Competition until the account is paid, always providing that a Club has the right to forewarn the EC of any financial difficulty and request an extension of time.
- (4) All insurance and non-BDFA fees must be paid to BDFA or as directed by the Treasurer. No insurance or fee credits will be granted for players de-registered or teams withdrawn after 1st May of each year. If a player plays in any match a credit will not be given. Students claiming insurance rebates must do so in writing on Club letterhead by the same date.
- (5) All accounts must be finalised by the last Thursday in the month of September so that BDFA's books may be audited.
- (6) Fees for affiliation to BDFA for the next playing year are payable by each Club two (2) weeks prior to the current year's AGM.
- (7) Clubs and their officers will produce their financial records at any time as the EC may desire or be dealt with as the EC may decide.

35 INSPECTION OF BOOKS

The records, books and other documents of the Association must be open to inspection, free of charge, by a member of the Association at any reasonable hour.

36 CUSTODY OF BOOKS

Except as otherwise provided by these rules, the Public Officer shall keep in his or her custody or under his or her control all records, books and other documents relating to the Association, as required by the Dept. of Fair Trading.

37 DISSOLUTION

- (1) The BDAFA shall only be dissolved by the decision of four fifths of those present and eligible to vote at a Special General Meeting, called for that purpose.
- (2) Upon dissolved, all assets are to be liquidated and after satisfaction of all its debts and liabilities met. Same shall not be paid or distributed among the members of the BDAFA, but shall be given or transferred to some other institution or institutions which have objects similar, or in par of the BDAFA.

38 SPORTS RAGE

That a policy be implemented for "no sledging" and "Fair go to all" be implemented.