



الإتحاد الدولي لأكاديميات
سباقات الخيل (إيفهرا)
International Federation of
Horse Racing Academies
(IFHRA)

الإتحاد الدولي لأكاديميات
سباقات الخيل (إيفهرا)

STATUTES

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International Federation of
Horse Racing Academies
(IFHRA)

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INTRODUCTION

Powered by the tremendous success achieved by the HH Sheikh Mansoor bin Zayed Al Nahyan Global Arabian Horse Flat Racing Festival, His Highness Sheikh Mansoor bin Zayed Al Nahyan, Deputy Prime Minister of the UAE and Minister of Presidential Affairs has initiated the start of a Federation to nurture and give a positive direction to aspiring flat racing jockeys and Horse Racing Professionals.

The result of His Highness Sheikh Mansoor's instructions led to the establishment of this International Federation of Horse Racing Academies, a body which will be headquartered in Abu Dhabi, 'World Capital for Purebred Arabian Racing'.

These Statutes shall establish the International Federation for Horse Racing Academies' (IFHRA) purposes and objectives and reflect its core values and fundamental principles. These statutes shall constitute IFHRA's main by laws and constitution, hence this document will govern IFHRA's organisation and the relevant powers, rights and responsibilities among its governing bodies and stakeholders, including the National Academies, Jockeys , Horse Racing Professionals and other relevant committees.

These Statutes together with any other regulation(s) enacted thereafter, represent the codification of the principles and norms that govern Horse Racing Academies and the nurturing of worlds future flat racing jockeys and Horse Racing Professionals. They provide mechanisms for governance, accountability, action, operation and transparency necessary to further its existence and enable its progress, and for ensuring compliance with the Olympic Charter.

IFHRA's headquarters will be in Abu Dhabi, World Capital for Purebred Arabian Racing, in Eastern Mangrove, Jannah HH Sheikh Mansoor bin Zayed Al Nahyan Global Arabian Horse Flat Racing Festival's lounge.

CHAPTER I PURPOSES AND PRINCIPLES

Article 1. Objectives

The objectives of the IFHRA are:

- 1.1** To be the sole authority for all International Flat Horse Racing Academies, and any other forms of Equestrian academies approved by the General Assembly (the "Academies");
- 1.2** To establish Statutes, General Regulations and Rules for the conduct of the Academies the Flat Horse Racing Discipline and or any other Discipline it deems appropriate, and to co-ordinate and supervise their organization, functionality;
- 1.3** To promote the generations of Jockeys and Horse Racing Professionals for the years to come having in mind the protection and the welfare of the Horse;
- 1.4** To create and promote world class standards of Jockey education and grooming of jockeys and Horse Racing Professionals;
- 1.5** To promote a clean racing culture amongst jockeys and Horse Racing Professionals vide educating them through the Academies on the usage of medication control and anti-doping controls of human Athletes and Horses at all levels of competition;
- 1.6** To assist Academies in designing courses and curriculums to a World Class Standards and to establish an accredited system for Academies to follow;
- 1.7** To act as the international representative body for the National Academies of Horse Racing;
- 1.8** To promote Horse Racing Academies in all its forms and to encourage the development of Academies throughout the world;
- 1.9** To promote understanding and co-operation between National Academies, to give them support and to strengthen their authority and prestige;

Article 2. Principles

- 2.1** IFHRA is based on the principle of equality and mutual respect between all Members, without regard to race, ethnicity, political opinion or religion.
- 2.2** All Members, National Academy recognise IFHRA to be the only authority and governing body for Flat Horse Racing Academies (and or any other discipline IFHRA and the Members considers necessary). The National Academies agree not to become members or recognise or otherwise support any other organisation with a similar purpose except those recognised by IFHRA.
- 2.3** IFHRA and each Member National Academy recognise that each National Academy represented on the Executive Committee of IFHRA will be the sole authority responsible for the Academies in the country where it is located. In case of the co-existence of more than one National Academy in a given country, the Academy that has voting powers in compliance with these Statutes shall be the Academy responsible in the country where it is located.
- 2.4** IFHRA is committed to the development of Horse Racing Academies throughout the world by providing scientific, educational curriculum and world class standards of Jockey practices to apprentices, and to provide for such development by ensuring fundraising to fulfill these objectives.
- 2.5** The National Academies, Members of IFHRA agree to comply with, and be bound by, the Statutes, Rules and Regulations and any other Rule and or Decision issued by the authorised bodies of the IFHRA in relation to the conduct of Horse Racing Academies
- 2.6** Candidates for membership to the Executive Committee and all Standing Committees must be Supported by their respective National Academies subject to Article 24.1.

Article 3. Organisation

- 3.1** IFHRA is constituted by the following bodies:
- (i) General Assembly;
 - (ii) Executive Committee
 - (iii) Headquarters;
 - (iv) Standing Committees;
 - (v) Tribunal.

Article 4. Name , Headquarters and Logo

The International Federation for Horse Racing Academies (""**IFHRA**"") is an Association established and organised in accordance with the UAE Federal Decree Law Nb 7 of 2008. IFHRA's Headquarters are located in Abu Dhabi, World Capital for Purebred Arabian Racing, United Arab Emirates in the Eastern Mangrove, Jannah in HH Sheikh Mansoor bin Zayed Al Nahyan Global Arabian Horse Flat Racing Festival's lounge (the "Sheikh Mansoor Festival's Lounge"). Sheikh Mansoor Festival's Lounge was granted as an headquarters to IFHRA, HH Sheikh Mansoor Festival, with the objective that it be used as the headquarters of IFHRA to promote and undertake its objectives and missions as described in this Statutes. The Sheikh Mansoor Festival's Lounge must always house the offices of IFHRA's Headquarters and cannot be leased nor subleased nor used by IFHRA for any other purposes than the ones prescribed in these Statutes.

The Official Logo of IFHRA is the following:



CHAPTER II MEMBERSHIP

Article 5. Membership

- 5.1** Membership in IFHRA is open to the one national academy from any country which is effectively in control of or is in a position to effectively be in control of the Horse Racing Academies in the country in addition to countries not having an Academy or a School but rather an educational program for Jockeys and Horse Racing Professionals.
- 5.2** In case of having more than one academy applying for a membership per country, the academy having applied first will be the academy representing the country in the General Assembly and enjoying the voting privilege. All other academies from the same country will have access to the General Assembly but will not have the right to vote unless otherwise agreed by the Majority (50+1) of the academies from that country. Provided that such decision be notified to IFHRA during an Ordinary General Assembly meeting and such decision will only be effective at the following General Assembly.
- 5.3** The Membership confers upon the National Academy and or academies in a given country the rights and privileges granted by IFHRA including but not limited to the programs, curriculum, studies and any other activity organized and or sponsored by IFHRA as well as access to financial assistance to promote and increase the standards and quality of Horse Racing academies.
- 5.4** Further, subject to 5.2 above, the Membership confers upon the National Academy the right to attend and vote at the General Assembly.

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Article 6. Application for Membership

- 6.1** Application for membership must be sent to IFHRA's Secretary by the National Academy according to a process established by the Secretary and approved by the Executive Committee.
- 6.2** If the Executive Committee is satisfied that the applicant meets all requirements to become a member of IFHRA, it will submit the application for decision to the next General Assembly.
- 6.3** In exceptional circumstances, the Executive Committee may grant membership to an applicant but only on a provisional basis until the next General Assembly and without the right to vote.

6.4 The Founding Members of IFHRA as of the date of adopting the current Statutes i.e. as of January 2nd 2015 represents Horse Racing Academies of the following countries:

- Australia
- Belgium
- Canada
- China
- France
- Germany
- Ireland
- Italy
- Japan
- Malaysia
- Puerto Rico
- South Africa
- South Korea
- Turkey
- United Arab Emirates
- United States of America
- United Kingdom (represented by 2 academies; the British Racing School (BRS) having the voting rights and Northern Racing College (NRC))

Article 7. Financial Charges

7.1 Upon being accepted as a National Academy will be charged an Annual Membership Subscription Fee and any other dues determined by the General Assembly.

7.2 National Academies are required to pay their Annual Membership Subscription Fee for the considered Financial Year no later than on the day preceding the General Assembly held in the same Financial Year.

7.3 Failure to pay the Annual Membership by a Member will have repercussions on its right to attend and vote at the General Assembly, in addition to other sanctions that may be recommended by the Executive Committee in compliance with the provisions of these Statutes.

7.4 Exceptionally the fees for the first membership year of the founding members will be subsidized by HH Sheikh Mansoor bin Zayed Al Nahyan Global Arabian Horse Flat Racing Festival, hence membership fees for all members shall apply as of the date of the following General Assembly meeting for the Financial year 2016.

Article 8. Suspension and Exclusion from Membership

- 8.1** Save as otherwise provided in 7.4 above, any National Academy/ Member of IFHRA which has not paid its Annual Membership Subscription Fee by the due date shall be automatically be suspended until such fee is paid in full, unless the Executive Committee decides otherwise.
- 8.2** The Executive Committee may suspend any National Academy/ Member of IFHRA that has failed to pay in full any amount due to IFHRA or in connection with any of IFHRA's activities under the Statutes, a Decision of the General Assembly or any other Committee of IFHRA.
- 8.3** The Executive Committee may suspend a National Academy / Member of IFHRA that has acted in breach of the principles in Article 2, provided it is afforded a right to be heard. The Suspension may be immediate and provisional in the event of material breach.
- 8.4** During a period of Suspension, a suspended National Academy/ Member of IFHRA may not attend or be represented at any session or meeting of any body of IFHRA nor may benefit of any of its programs or funding. In addition, its members may not take part in International Events organised by IFHRA nor any other National Academy affiliated to IFHRA unless otherwise approved by the Executive Committee.
- 8.5** Upon expiry of a defined period of Suspension or upon full payment of any outstanding Financial Charges (including late payment penalties and interest), the suspended National Academy/ Member of IFHRA is automatically restored to full membership rights.
- 8.6** The Suspension of a National Academy/ Member of IFHRA will be notified to the other National Academies/Members of IFHRA.
- 8.7** A National Academy/ Member of IFHRA, which has been suspended for failure to pay its Financial Charges, shall be automatically excluded from IFHRA on the first anniversary of its suspension.
- 8.8** The Executive Committee may suspend or exclude a National Academy/Member of IFHRA for persistent violations of the Statutes, a Decision of the General Assembly, or other Rules and decisions of any IFHRA's Standing Committees. In cases other than Suspensions for non-payment of Financial Charges, an opportunity to be heard by IFHRA's Tribunal shall be afforded to the relevant National Academy/ Member of IFHRA, and any Exclusion shall only become effective upon ratification by the General Assembly

8.9 A National Academy/Member of IFHRA, which has been excluded, ceases to be a member of IFHRA. To regain its membership rights, the excluded National Academy/ Member of IFHRA must file a new membership application and may only do so once any past dues have been paid in full.

8.10 The Exclusion of a National Academy/ Member of IFHRA will be notified to the other National Academies/ Members of IFHRA.

CHAPTER III GENERAL ASSEMBLY

Article 9. Composition

9.1 The General Assembly of the National Academies/Members of IFHRA is the supreme authority of IFHRA, its legislative body and its Highest Congress.

9.2 Save as otherwise provided in these Statutes, namely in relation to the Membership conditions and its suspension (art. 5.2 , 5.4 , 7.2 and 8), Each National Academy/Member of IFHRA has a right to participate in any General Assembly and to cast a vote on the Resolutions of the General Assembly. Each National Academy/Member of IFHRA may be represented at any General Assembly by another National Academy/Member of IFHRA. A National Academy/Member of IFHRA may not represent more than two (2) other National Academy/Member of IFHRA at the General Assembly.

9.3 Each National Academy/Member of IFHRA wishing to be represented by another National Academy/Member of IFHRA should duly execute a proxy in that respect. Proxies should be filed with the Secretary of IFHRA at the latest 48 hours prior to the date of the General Assembly, failing which, the National Academy/Member of IFHRA will not be considered as attending the General Assembly.

9.4 To the extent permitted in the Internal Regulations of IFHRA or any other regulation thereof, the Executive Committee and or the Chairman of IFHRA has the right to invite third parties to attend the General Assembly as observers or presenters.

Article 10. Functions and Powers

10.1 The General Assembly has the following functions and powers:

- (i) To approve a Chair of the General Assembly, if required according to Article 15;
- (ii) To elect the Scrutineers proposed by the Chair of the General Assembly;

- (iii) To approve the Annual Report of the Executive Committee;
- (iv) To approve the annual financial report and accounts and to receive the Auditor's report;
- (v) To approve the membership of any prospective National Academy/Member of IFHRA;
- (vi) To suspend or exclude a National Academy/Member of IFHRA from membership or to ratify the Suspension or Exclusion of a National Academy/Member of IFHRA decided by the Executive Committee;
- (vii) To approve the long-term and annual plans;
- (viii) To approve or change the Financial Charges of the National Academy/Member of IFHRA;
- (ix) To approve the budget for one (1) or more financial years;
- (x) To appoint the Auditors;
- (xi) To approve Curriculums for apprentices and jockeys and Horse Racing Professionals to be adopted by National Academies/Members of IFHRA;
- (xii) To adopt any Scientific program in the development of Jockeys, Horse Racing Professionals and to standardize such programs to be integrated within the curriculums applicable to apprentices and jockeys and Horse Racing Professionals;
- (xiii) To approve the Statutes and any amendment thereto;
- (xiv) To approve the General Regulations and any amendment thereto;
- (xv) To approve the Internal Regulations of IFHRA and any amendment thereto;
- (xvi) To approve the Procedural Regulations of a General Assembly and any amendment thereto;
- (xvii) To approve the Internal Regulations of the Audit and Compliance Committee and any amendment thereto;
- (xviii) To decide on any item put on the Agenda of a General Assembly;
- (xix) To elect, when appropriate:
 - (a) The Chairman;
 - (b) The Vice Chairman;
 - (c) The Chairs of the Scientific Committee, Academic Committee;
 - (d) The members of the Nominations Committee;
 - (e) The Chair and members of the Audit and Compliance Committee;
 - (f) The Chair and members of the Tribunal.

- (xx) To remove, if appropriate, any person elected above under Article 10.1 (xxi);
- (xxi) To discharge the Executive Committee and Secretary of liability for their acts or omissions on an annual basis;
- (xxii) To decide on the Dissolution of IFHRA.

Article 11. Meetings

11.1 IFHRA shall hold one (1) ordinary General Assembly every year.

11.2 IFHRA may hold an additional extraordinary General Assembly at any time:

- (i) At the request of the Chairman of IFHRA
- (ii) At the request of the Executive Committee;
- (iii) At the written request of one-fifth (1/5) of the National Academy/Member of IFHRA acting together.

11.3 The date and place of all General Assemblies shall be as per the following if not decided otherwise by the Chairman of IFHRA:

- (i) Date of the Ordinary General Assembly: Within 6 months of the end of a given Financial year. Provided always such General Assembly Coincides with the final rounds of the races organized during the One World Festival by HH Sheikh Mansoor Bin Zayed Al Nahyan Festival.
- (ii) Date of the extra Ordinary General Assembly: As specified in the request/convocation of such General Assembly.
- (iii) Place of General Assemblies: All General Assemblies should be held in the Headquarters of IFHRA, Abu Dhabi World Capital Purebred Arabian Racing

11.4 Procedural Regulations of a General Assembly shall be established by the Executive Committee further to a proposal by the Secretary for the approval of the General Assembly.

Article 12. Quorum

12.1 For any General Assembly to be validly convened and pass Resolutions, an Absolute Majority of all National Academies/ Members of IFHRA must be present or represented. If such Quorum is not reached, the Executive Committee may convene another General Assembly with the same Agenda within thirty (30) days, in the same location, the Headquarters of IFHRA , Abu Dhabi , UAE the World Capital of Purebred Arabian Racing. Such General Assembly will be validly convened even if no Quorum is then reached.

Article 13. Agenda

13.1 The Executive Committee shall establish the Agenda. The Agenda for the annual ordinary General Assembly must include all relevant items listed in Article 10 and items submitted by any National Academy/Member of IFHRA according to the Procedural Regulations of a General Assembly.

Article 14. Voting Rights

14.1 Save as otherwise provided in these Statutes (5.2, 5.4, 7.2 and 8) each country represented by a National Academy and or a Member of IFHRA shall have one (1) vote. Each National Academy/Member of IFHRA may also represent other National Academy within the limits set forth at Article 9.2 and 9.3 through a Proxy. IFHRA Executive Committee Members do not have a vote and unless they represent a voting member from a given country.

14.2 A Secret Ballot shall be compulsory for all contested Elections and for the Dissolution of IFHRA.

14.3 All other Decisions shall be taken by a show of hands, unless the Chair of the General Assembly or at least one quarter (1/4) of the National Academies/Members of IFHRA present or represented requests a Secret Ballot.

14.4 All Resolutions of the General Assembly shall require the Simple Majority of the cast votes, unless these Statutes provide for a Qualified Majority. Abstentions are not counted as cast votes.

14.5 Voting by Proxy is not permitted except as provided under Article 9.2 and 9.3.

14.6 The Chairman shall have a Casting Vote in the event of a Deadlock.

Article 15. Chair

15.1 The Chair of the General Assembly shall be the Chairman of IFHRA.

15.2 If the Chairman is not present and has not delegated chairmanship, Article 15.1 shall apply to the Vice Chairman.

15.3 Should none of the above persons be available, the General Assembly shall elect one (1) of the Members of the Executive Committee to act as Chair of the General Assembly.

Article 16. Minutes

16.1 Minutes of any General Assembly shall be supervised by the Secretary or his or her designee and approved by the Chair.

16.2 The Minutes must record all Resolutions passed at a General Assembly and where applicable the dates on which they are to come into effect.

16.3 Copies of the Minutes shall be made available to the National Academies/Members of IFHRA no later than ten (10) weeks after a General Assembly.

Article 17. Amendments to the Statutes, General Regulations.

17.1 A Revision of the Statutes or the General Regulations shall occur:

- (i) At the request of the Chairman of IFHRA or at the request of the Executive Committee;
- (ii) At the written request of 50% of the National Academies/Members of IFHRA acting together.

17.2 Amendments to the Statutes must be approved by a two-third (2/3) majority of all cast votes. Abstentions are not counted as cast votes.

Article 18. Dissolution of IFHRA

18.1 A Resolution to dissolve the IFHRA must be approved by a three-quarter (3/4) majority of all cast votes. Abstentions are not counted as cast votes.

18.2 Should the IFHRA be dissolved, its assets shall be distributed in compliance with the decision of the General Assembly.

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CHAPTER IV EXECUTIVE COMMITTEE

Article 19. Composition of the Executive Committee

19.1 The Executive Committee is composed of:

- (i) The Chairman;
- (ii) The Vice Chairman;
- (iii) 10 other members elected by the General Assembly as members to the Executive Committee.

In addition to the above elected members the following, if not designated from the elected members, shall have an ex-officio membership to the Executive Committee without a voting cast:

- (a) The Chairs of the Scientific and Academic Committees, who may or may not be one of the elected members;
- (b) The Chair of the Audit and Compliance Committee, who may not be of the elected members and shall attend meetings of the Executive Committee without a voting;
- (c) The Chair of HH. Sheikh Mansoor Festival acting as Treasurer of IFHRA who may or may not be one of the elected members.
- (d) The Chair of IFHRA's Tribunal who shall always be nominated and appointed by the Abu Dhabi Judicial Department as per article 34.5 and 34.6.

19.2 The First elected Executive Committee of IFHRA will be composed as per the following:

- Chairman:** Lara Sawaya (UAE);
- Vice Chairman:** Susanna Santesson (Germany);
- Secretary:** Remy Bellocq (USA);
- Treasurer:** Ahlam Ahmad (UAE)
- Members:** Saeed Al Shamsi (Counsel-UAE) Melissa Weatherley (Australia); Keith Rowe(Ireland); Grant Harris (UK); Christopher Watson (Turkey);Tex Lerena (South Africa), Pat Buckley (Ireland) and Martial Boisseuil (France).
- Observers:** Mohammad Yehya (IT)
Jirayr Habibian (By Laws)

The First elected Executive Committee shall during its first meeting assign roles and responsibilities amongst its members to fill in the positions of the Chairs of the Scientific and Academic Committees, the Audit and Compliance Committee.

19.3 Excluding the Chairman, the Chair of the Academic Committee, and non-voting members, there may not be more than two (2) members from the same Country.

19.4 The General Assembly shall strive to have the Executive Committee composed of a minimum of thirty percent (30%) of women.

19.5 Members shall begin their Terms at the close of the General Assembly at which they are elected and remain in office for a period of four (4) years, to conclude at the end of their fourth annual ordinary General Assembly, unless they resign, are dismissed by the General Assembly or cease to be members for any other reason.

19.6 An Executive Committee member does not represent the interests of a National Academy/Member of IFHRA nor the country he or she originates from, therefore may never vote on behalf of a National Academy/ Member of IFHRA either by Proxy or otherwise.

19.7 In the case of a vacancy arising for any reason other than the normal ending of a Term of office, the person elected to fill the vacancy shall serve for the remainder of the original Term. Filling a vacancy for any period of less than three (3) years does not count as a full Term.

19.8 Membership of the Executive Committee is honorary and carries no remuneration. Reasonable Expenses incurred while fulfilling the functions of an Executive Committee member shall be reimbursed by IFHRA.

19.9 In the event an Executive Committee member is unable to complete a Term, the Executive Committee seat will remain vacant until the next General Assembly at which elections can be held. If the vacant Executive Committee seat was chairing any of the committees of IFHRA, the deputy Chair of such committee will Chair such committees and represent the committee at the Executive Committee Meetings and any other meeting where such committee needs to be represented by its Chair.

Article 20. Functions and Powers

20.1 The Executive Committee shall decide on all matters not otherwise reserved to another body of IFHRA. Without limitation to the generality of the foregoing, the Executive Committee shall have the following functions and powers:

- (i) To define the general strategy, business and policies of IFHRA;
- (ii) To monitor and assess the performance of the Headquarters against

- goals established together with the Secretary and the Chairman;
- (iii) To recommend the budget for the approval by the General Assembly;
 - (iv) To monitor the implementation of the Resolutions of the General Assembly;
 - (v) To propose items for the Agenda of the General Assembly according to Article 13;
 - (vi) To propose amendments to the Statutes and General Regulations;
 - (vii) To approve any Rule or Policy or Program that cannot await the next General Assembly subject to it being ratified by the next General Assembly;
 - (viii) To consider and, when appropriate, approve proposals of the Standing Committees;
 - (ix) To establish the Regulations governing the internal organisation and functioning of the Executive Committee, Headquarters and Committees further to Article 20.2, and any amendment thereto;
 - (x) To appoint eligible Candidates as members of the Scientific and Academic Committees, further to recommendation by the Nominations Committee including Chairs who are not elected by the General Assembly;
 - (xi) To remove members of Standing Committees further to Article 31.12 ;
 - (xii) To remove members of the Executive Committee further to Article 24.12;
 - (xiii) To approve the appointment of the Secretary further to Article 22.4;
 - (xiv) To set deadlines for submission of candidacies to positions on the Executive Committee and Committees.

20.2 The Executive Committee can delegate its function and powers to internal Committees of the Executive Committee, individual members of the Executive Committee or third parties, including the Secretary. To this effect, the Executive Committee will establish Internal Regulations of IFHRA delineating any such Delegation. Such Internal Regulations shall also reflect the structure, composition, and responsibilities of the professional management at Headquarters based upon a proposal of the Secretary. These Internal Regulations are effective once adopted by the Executive Committee, and whenever amended are submitted at the next ordinary General Assembly for approval.

20.3 In an Emergency Situation, the Executive Committee may, by a two-thirds (2/3) majority of votes cast, pass Resolutions which are normally the prerogatives of the General Assembly. In such cases, the National Academies/Members of IFHRA shall be notified promptly of these measures. If a majority of the National Academies/ Members of IFHRA eligible to vote, responding within thirty (30) days of the date of the notice, signifies its disapproval, the measure shall be rescinded if possible.

Article 21. Meetings

21.1 The Executive Committee shall meet at least 4 times a year. Additional meetings of the Executive Committee may be convened at the request of the Chairman or two-thirds (2/3) of its members. The Internal Regulations of IFHRA will set out the procedures for convening and holding the meetings of the Executive Committee.

21.2 The Chairman shall chair the meetings of the Executive Committee, or may delegate chairmanship to another Executive Committee member or the Vice Chairman as and when applicable. If the Chairman is not present and has not delegated chairmanship, Article 15 shall be applied to establish the Executive Committee meeting Chair in the same manner, as it would be applied to the General Assembly.

21.3 Unless specified otherwise in Article 19, each member of the Executive Committee shall have one (1) vote. Members of the Executive Committee cannot vote by Proxy. All matters shall be decided by a show of hands or verbal votes unless the Chairman request a Secret Ballot. The Chairman shall have a Casting Vote in the event of a Deadlock.

21.4 The passing of Resolutions by the Executive Committee shall require the approval of a Simple Majority of the members of the Executive Committee who are present. Members who abstain from voting will not be counted.

21.5 Resolutions of the Executive Committee may also be passed by correspondence provided that a majority of the members of the Executive Committee accept such Resolutions and provided that three (3) or more of them do not require a formal Executive Committee meeting to discuss.

21.6 Minutes of all meetings shall be supervised by the Secretary.

21.7 The Chairman may invite to the Executive Committee one (1) or more experts in a consultative capacity. The Chair of IFHRA's Tribunal may be invited to attend meetings, without a vote.

21.8 Executive Committee meetings may validly be held via videoconference or conference call when appropriate. Those attending a videoconference or conference call are deemed to be present.

Article 22. Chairman and Vice Chairman

22.1 The Chairman is responsible for ensuring that the purposes and principles of IFHRA are observed and for the general supervision of its activities.

22.2 The Chairman represents IFHRA, chairs the General Assembly and the Executive Committee according to Articles 15 and 21, and decides on the timing and Agendas of Executive Committee meetings.

22.3 The Chairman shall maintain close contact with the National Academies/Members of IFFHRA and with the various constituencies of the IFHRA in its relationship with other Federations and other organisations and individuals as appropriate. The Chairman is the ultimate head of IFHRA.

22.4 The Chairman nominates the Vice Chairman(s) for Election by the General Assembly according to Article 10.1, and appoints the Secretary as well as the Treasurer of IFHRA (who shall always be the Chair of HH Sheikh Mansoor bin Zayed Al Nahyan Global Arabian Horse Flat Racing Festival). These nominations shall be submitted to the Executive Committee for ratifications purposes only.

22.5 The Vice Chairman(s) shall cooperate with the Chairman according to a Delegation of duties established by the Chairman and set forth in the Internal Regulations of IFHRA.

22.6 The Chairman and Vice Chairman may attend meetings of all Standing Committees, without a vote.

Article 23. Committee Chairs

23.1 The Committees Chairs represent their Committees and thereby the interests of their given Discipline.

23.2 The Committees Chairs shall abide by the Internal Regulations of IFHRA and may have their own internal regulations governing the organization, functioning of their Committees.

Article 24. Election of Executive Committee Members

- 24.1** All candidates for Executive Committee membership must be proposed by and have the Support of their respective National Academies/Members of IFHRA, with the exception of the Chair of the Scientific Committee who shall be proposed by the Chairman.
- 24.2** The Chairman shall be elected by a two-thirds (2/3) majority of votes cast. Abstentions are not counted as cast votes. In the event multiple Ballots are necessary under Article 24.4, a Simple Majority shall be sufficient for Election on the third Ballot, or on the second if only two (2) Candidates remain.
- 24.3** All other Executive Committee members shall be elected by a Simple Majority. Abstentions are not counted as cast votes.
- 24.4** When there are multiple Candidates and none receives the necessary majority, the Candidate with the least number of votes received shall be removed from the list of Candidates and another Ballot shall be held. This procedure shall be repeated until a Candidate receives the necessary majority.
- 24.5** If no Candidate receives the necessary majority for a given position, the Executive Committee shall nominate one (1) or more alternative Candidates for that position prior to the close of the relevant General Assembly session.
- 24.6** Candidates for the position of First Vice Chairman shall be voting Executive Committee members proposed by National Academies/Members of IFHRA. The Chairman shall select a Candidate for Election by the General Assembly.
- 24.7** Candidates for the position of Second Vice Chairman shall have proven knowledge and experience of Equestrian Sport and shall be proposed by the Executive Committee, and shall not be a non-voting Executive Committee member. The Chairman shall select a Candidate for Election by the General Assembly. The Second Vice Chairman shall not be from a country of IFHRA that is already represented in the Executive Committee.
- 24.8** Upon Election or re-Election of a Chairman, the Vice Chairman in office must resign. Candidates for vice Chairmanship positions must be proposed for Election during the same General Assembly which elected the Chairman.
- 24.9** Candidates for positions as Chairs of Academic Committee shall be proposed by National Academies/Members of IFHRA, Executive Committee or and shall be evaluated by the Nominations Committee.

24.10 An Executive Committee member other than the Chairman may be removed from the Executive Committee in the event he or she is unavailable for three (3) consecutive Executive Committee meetings.

Article 25. Representation of IFHRA

25.1 The Chairman shall represent IFHRA on all appropriate official occasions. In the absence of the Chairman, the Vice Chairman or the Secretary may represent IFHRA. The Chairman may further authorise any other qualified persons to officially represent IFHR

CHAPTER V HEADQUARTERS

Article 26. Secretary and Treasurer

26.1 The Secretary may upon the request of the Chairman act as the Chief Executive Officer of IFHRA reporting to the Chairman, and through the Chairman to the Executive Committee, the Executive Committee and the General Assembly. The Secretary is appointed by the Chairman and this appointment is ratified by the Executive Committee, he attends meetings of the Executive Committee without a vote. The Secretary may attend any meeting of any IFHRA body *ex officio*, without a vote.

26.2 The Secretary is responsible for the following:

- (i) The management of the general business of IFHRA, in compliance with the Internal Regulations of IFHRA;
- (ii) The leadership of the Headquarters;
- (iii) The implementation of the Policies and Decisions of the Executive Committee and General Assembly;
- (iv) The preparation of the Calendar of Events and if appropriate the removal of Event(s) from the Calendar;
- (v) The promotion of good communications and relations between the Headquarters, the National Academies/Members of IFHRA and other relevant organisations;
- (vi) The observance of the Statutes, General Regulations, Rules and Procedural Regulations of a General Assembly;
- (vii) The preparation of the Annual Report and other publications, and the distribution of all relevant material to National Academies/Members of IFHRA and other appropriate parties;

- (viii) The correspondence of IFHRA and the execution of formal documents other than those that need to be executed by the Chairman according to the Internal Regulations;
- (ix) The arrangements for taking the Minutes of all sessions and meetings of the Executive Committee;
- (x) Other duties as delegated by the Chairman and/or the Executive Committee.

26.2 The Treasurer will act as the Chief Financial Officer of IFHRA and shall assume the following non exhaustive list of tasks:

- (i) Manage the day to day Financial matters within the scope of IFHRA's Budget, in compliance with the Internal Regulations of IFHRA;
- (ii) To open, maintain along with the Chairman or any other person designated by the latter, bank accounts in the name of IFHRA and manage such accounts.
- (iii) The preparation and presentation of the long-term and annual financial plans;
- (iv) The preparation and presentation of the budget;
- (v) To act as a liaison officer between the external auditor and the Executive Committee;
- (vi) To finalise the Annual Financial Report with the Auditors before submission to the Executive Committee;
- (vii) To prepare and provide the Audit and Compliance Committee with any and all document/ information required.

Article 27. Headquarters

27.1 The structure and organisation of the Headquarters and the composition and tasks of the management shall be provided for in the Internal Regulations of IFHRA further to a proposal of the Secretary.

27.2 The Secretary, the Treasurer and staff shall abide by the Internal Regulations of IFHRA.

CHAPTER VI COMMITTEES

Article 28. Standing Committees

28.1 Standing Committees are the following:

- (i) Audit and Compliance Committee;
- (ii) Nominations Committee;
- (iii) Scientific Committee;
- (iv) Academic Committee;

28.2 Standing Committees shall include a minimum of three (3) members including the Chair of the Committee and shall be composed in a way to include individuals with appropriate skills and experience.

28.3 The Standing Committees shall report to the Executive Committee through their Chair, unless the Chair or his or her deputy is not present, in which case the given Committee shall report through the Secretary.

28.4 No person, except members of the Scientific Committee, may serve on more than one (1) Standing Committee at the same time.

28.5 The Appointment to any Standing Committee is for a Term of four (4) years, is honorary and carries no remuneration. Reasonable expenses incurred while fulfilling the functions of a member of such Standing Committee shall be met by IFHRA.

28.6 Unless otherwise specified, any member of a Standing Committee who has served one (1) Term may not serve another Term in the same Committee without a break of at least two (2) years. Filling a vacancy for any period of less than three (3) years does not count as a full Term.

28.7 Standing Committees shall meet at least once a year. Any further meeting shall be approved by the Secretary.

28.8 The Minutes of all Standing Committee meetings shall be made available to the Executive Committee and National Academies/ Members of IFHRA.

28.9 Candidates to any Standing Committee can be proposed by such Standing Committee, the Chairman or the Executive Committee.

28.10 All Candidates, except the Chair of the Scientific Committee (who shall be nominated by the Chairman) , must have the Support of their Country vide their National Academies/Members of IFHRA.

28.11 A Committee member may be removed by the Executive Committee either (i) on the proposal of two-third (2/3) of the members of the given Committee further to Article 20.1 (xi) or (ii) by a two-third (2/3) majority of the Executive Committee.

Article 29. Nominations Committee

29.1 The Nominations Committee shall receive nominations from National Academies/Members of IFHRA for all positions on the Executive Committee, Committees, and IFRHA's Tribunal, and make recommendations to the Executive Committee and/or General Assembly, as appropriate based on objective eligibility criteria for each positions provided by the Secretary. It shall report to the Executive Committee.

29.2 The composition and procedures of the Nomination Committee shall be set forth in a separate regulation and or vide a circular issued by the Secretary upon the request and instructions of the Chairman.

Article 30. Audit and Compliance Committee

30.1 The Audit and Compliance Committee shall have direct oversight responsibilities for internal control, internal audit, external Auditors and compliance with Statutes, Internal Regulations, Policies and procedures. It shall report to the General Assembly, and to the Chairman through its Chair.

30.2 The Audit and Compliance Committee shall be composed of three (3) members including its Chair, who collectively shall have appropriate experience in audit, compliance, finance, management and administration.

30.3 Members of the Audit and Compliance Committee shall not serve on other Committees or hold another position within the Executive Committee or Headquarters, and shall not serve more than two (2) consecutive Terms without a break of two (2) years. Filling a vacancy for any period of less than three (3) years does not count as a full Term.

30.4 The Audit and Compliance Committee shall issue Internal Regulations setting forth its organisation and processes compatible with established auditing principles and standards, for approval by the General Assembly according to Article 10.1. These Internal Regulations are effective once adopted by the Audit and Compliance Committee, and whenever amended are submitted at the next ordinary General Assembly for approval.

Article 31. Scientific and Research Committee

31.1 The Scientific and Research Committee shall advise Headquarters on the following matters:

- (i) Development of Scientific programs for Jockeys and Horse Racing Professionals;
- (ii) Development of Dietary programs for apprentices and jockeys and Horse Racing Professionals;
- (iii) Any advice requested by Headquarters that might have a medical and or a scientific impact on the nurturing and grooming of the next generation of Jockeys and Horse Racing Professionals.

31.2 The Scientific and Research Committee shall be composed of the same members of the Scientific Committee of HH Sheikh Mansoor bin Zayed Al Nahyan Global Arabian Horse Flat Racing Festival, and shall, in addition to its initiated research and program, implement the research papers and results of such HH Sheikh Mansoor bin Zayed Al Nahyan Global Arabian Horse Flat Racing Festival's Scientific Committee namely the research undertake with the University of Liverpool.

31.3 The Scientific Committee shall in cooperation with Headquarters prepare every year an annual activity plan to be submitted to the Executive Committee, and shall report to it annually on progress.

31.4 The Scientific Committee shall conduct any other tasks assigned to them by the Executive Committee.

Article 32. Academic Committee, Other Committees and Sub-Committees

32.1 The Academic Committee Shall have direct oversight on the curriculums adopted by Members of IFHRA in addition to the development and promotion of best practices through adopting educational and vocational programs to Jockeys and Horse Racing Professionals.

32.2 The Academic Committee shall be composed of three (3) members including its Chair, who collectively shall have appropriate experience in horse racing training, Jockeys and Horse Racing Professional educational programs and other academic background relevant to horse racing academies.

32.3 The Executive Committee may establish temporary Committees for particular purposes. The Executive Committee shall appoint the Chair and members, define the terms of reference and decide the date when any such Committee shall make its report. Any such Committee shall consist of not more than five (5) and not less than three (3) members, including the Chair. An Executive Committee member who is appointed to any such Committee shall automatically become the Chair of such Committee.

32.4 The Executive Committee may appoint Sub-Committees for the purpose of assisting any of the Standing Committees. Sub-Committees shall be composed of a Chair and two (2) to four (4) other members.

32.5 The appointment to any Committee or Sub-Committee is honorary and carries no remuneration. Reasonable expenses incurred while fulfilling the functions of a member of such Committee or Sub-Committee shall be met by IFHRA.

CHAPTER VII IFHRA's Support and Assistance

Article 33. Aim and Objectives of IFHRA's Support and Assistance

33.1 The aim of IFHRA's Support and Assistance is to organise assistance to National Academies, in particular those which have the greatest need. This assistance takes the form of programs elaborated jointly by IFHRA and the National Academies/Members of IFHRA.

33.2 The objectives of the programs adopted by IFHRA's Support and Assistance:

- (i) to promote the Fundamental Principles of Horse Racing Academies;
- (ii) to assist the National Academies in the preparation of their Scientific and Academic efforts in grooming and nurturing future generations of apprentices and jockeys and Horse Racing Professionals;
- (iii) to develop standard programs and curriculum across Academies affiliated to IFHRA;
- (iv) to improve the level of Jockeys and Horse Racing Professionals in cooperation with National Academies, including through scholarships;
- (v) to train Jockey Trainers and provide them with necessary tools to train Jockeys, Horse Racing Professionals and administrators;
- (vi) to collaborate with organisations and entities pursuing such objectives, particularly through education and the propagation of Equestrian Sport;
- (vii) to create, where needed, simple, functional and economical Academic facilities;
- (viii) to encourage joint bilateral or multilateral cooperation programmes among National Academies;
- (ix) to urge governments and international organisations to include Horse Racing Academies in their official development assistance.

CHAPTER VIII IFHRA's TRIBUNAL, COURT OF ARBITRATION FOR SPORT, AND ETHICS PANEL

Article 34. IFHRA's Tribunal

34.1 Subject to Articles 34.2 and 34.4, IFHRA's Tribunal shall decide all cases submitted to it by or through the Secretary, from matters arising out of:

- (i) Any infringement of the Statutes, General Regulations, or Procedural Regulations of a General Assembly or of violation of the common principles of behavior, fairness, and accepted standards, whether or not arising during an IFHRA meeting or Event;
- (ii) Any issue of interpretation of the Statutes, General Regulations, and any Rule issued by IFHRA or any of its Standing Committees;

34.2 Civil actions against IFHRA shall be brought before the courts of competent jurisdiction in Abu Dhabi, United Arab Emirates, subject to the matters which shall be referred to arbitration under the Statutes.

34.3 All disputes shall be settled in accordance with the UAE laws.

34.4 Minor cases as determined from time to time by IFHRA's Tribunal may be administratively processed by the Headquarters as set forth in IFHRA's Tribunal's Internal Regulations. Any person subject to such a process may elect not to accept its resulting measures and may require a Decision on the matter by IFHRA's Tribunal. Once accepted, Administrative Measures are final and not subject to Appeal.

34.5 IFHRA's Tribunal shall be the Sports Arbitration Center created in Abu Dhabi. Its internal regulation, organization and processes should be the one established the center.

34.6 Candidates for the Chair and membership must have the Support of the Abu Dhabi Judicial Department.

34.7 The Chair of IFHRA's Tribunal or any other person designated by him, may advise the Executive Committee and other bodies of IFHRA to the extent it does not represent a conflict of interest.

Article 35. Court of Arbitration for Sport (CAS)

35.1 The Court of Arbitration for Sport (CAS) shall judge all Appeals properly submitted to it against Decisions of IFHRA's Tribunal, as provided in the Statutes and General Regulations.

35.2 Any dispute between National Academies or between any National Academies and IFHRA, which falls outside the jurisdiction of IFHRA's Tribunal shall be settled definitively by the CAS in accordance with the CAS Code of Sports-related Arbitration.

35.3 Although the parties concerned acknowledge and agree that the seat of the CAS is in Lausanne, Switzerland, and that proceedings before the CAS are governed by Swiss Law However, CAS has an alternate hearing center located in Abu Dhabi, hence parties to these Statutes submit all their cases to be heard by CAS to the Alternate Hearing Center of CAS in Abu Dhabi.

Article 36. Reprieve

36.1 The Chairman may reduce or remit any Suspension of more than one (1) year upon any person or organisation, upon a written request of the interested parties, if at least half of the period of Suspension has been completed, or five (5) years in case of Suspension for life.

Article 37. Penalties and Enforcement

- 37.1** The regime of penalties is set forth in the General Regulations and/or applicable Rules.
- 37.2** All penalties imposed by a competent body of IFHRA or the CAS shall be accepted by all National Academies and enforced by the IFHRA and all National Academies concerned.
- 37.3** All penalties validly imposed by National Academies which relate to participation in Events and activities under the jurisdiction of IFHRA shall be recognised and enforced by IFHRA and all National Academies.

Article 38. Ethics Panel

- 38.1** Without limitation to the jurisdiction of IFHRA's Tribunal, an Ethics Panel may be convened *ad hoc* to deal with breaches of IFHRA's Code of Ethics or any other matter that may bring the discipline into disrepute.
- 38.2** An Ethics Panel is selected by the Chairman and consists of a minimum of three (3) members, to include whenever appropriate one (1) member of IFHRA Tribunal. If the circumstances so require, an Ethics Panel may be selected in turn by the First Vice Chairman, Second Vice Chairman or Chair of IFHRA Tribunal.
- 38.3** An Ethics Panel investigates and assesses the given situation and recommends a course of action to the Chairman, to include a hearing by an appropriate body if necessary.

CHAPTER IX GENERAL

Article 39. Official Languages

- 39.1** English, French and Arabic shall be the official languages of the IFHRA.
- 39.2** Official documents, Minutes, Agendas, and publications may be in either of the first 2 languages i.e. English or French accompanied by an mandatory Arabic version thereof
- 39.3** The English text of all documents shall be the authoritative version for legal purposes.

Article 40. Correspondence

40.1 All correspondence to IFHRA should be addressed to IFHRA Headquarters and always whenever appropriate through the relevant National Academy. When appropriate, correspondence from IFHRA Headquarters must be addressed or copied to the relevant National Academy/ Member of IFHRA.

40.2 All correspondence to or from the Headquarters must be in one (1) of the official languages of IFHRA or be accompanied by a translation to one (1) of the official languages upon request.

Article 41. Official Communications, Deadlines

41.1 Decisions rendered or notices given by a body of IFHRA or its members may be communicated by any appropriate mode of communication, including but not limited to the use of electronic networks, and shall be binding upon delivery.

41.2 Deadlines for notification of dates, submissions of Agenda items, candidacies, Proxies and other relevant items are set forth in the Procedural Regulations of a General Assembly

Article 42. Financial Year

The financial year shall be from June 1st to May 31st.

Article 43. Scope, Conflicts of Rules and Omissions

43.1 These Statutes, the General Regulations and any Rules or Internal Regulations or Procedural Regulations of a General Assembly promulgated thereunder shall apply to all persons and bodies involved in the activities of IFHRA by virtue of their involvement, including without limitation National Academies, Organising Committees, Jockeys and Horse Racing Professionals, Apprentices, Persons Responsible, IFHRA's Officials.

43.2 Should there be any conflict between the Statutes and the General Regulations, Internal Regulations or Procedural Regulations of a General Assembly, the Statutes shall prevail.

43.3 Should there be any conflict between the General Regulations and other Rules, the General Regulations shall prevail, unless specified otherwise in the Rules.

Should there remain any omission in the Statutes, General Regulations, Internal Regulations or Procedural Regulations of a General Assembly, they shall be interpreted in a manner compatible to the fullest extent with Articles 1 and 2 of these Statutes, and any other relevant provisions of the applicable documents.

Article 44. Transitory Provisions

- 44.1** These Statutes shall come into force immediately following a General Assembly session at which they are adopted.
- 44.2** At the next extraordinary General Assembly to be held in Abu Dhabi, the Executive Committee will nominate, all Standing Committees as well as the IFHRA's Tribunal members for an initial Term following the adoption of these Statutes, subject to the approval of the said extraordinary General Assembly.
- 44.3** The Terms of the members of the Audit & Compliance Committee shall be determined by a vote at the next extra ordinary General Assembly to be held in Abu Dhabi and shall count as full Terms in relation to the restriction on serving no more than two (2) consecutive Terms without a break of two (2) years. Thereafter, the Terms of the members of the Audit & Compliance Committee shall be four (4) years.

الإتحاد الدولي لأكاديميات
سباقات الخيل (إيفهرا)

International Federation of
Horse Racing Academies
(IFHRA)

DEFINITIONS

Absolute Majority: Majority (one-half -1/2- plus one -1-) of the total number of parties entitled to vote.

Abstention: Participant in a vote who does not cast a Ballot, casts a blank Ballot or casts a Ballot marked with an intent to abstain.

Administrative Measures: Measures taken by IFHRA Headquarters further to Policy approved by the relevant IFHRA body, such as but not limited to sanctions on minor judicial cases administered in accordance to IFHRA Tribunal's Internal Regulations.

Agenda: A document containing all relevant items to be discussed at a meeting.

Annual Membership Subscription Fee: A mandatory financial charge to be paid each year by National Academy/ Member of IFHRA to be entitled to full IFHRA membership rights.

Annual Report: A yearly publication depicting the IFHRA's activities, development and financial statement.

Appeal: A proceeding in which a case is brought before a higher body for review of a lower body's judgment for the purpose of convincing the higher body that the lower body's judgment was incorrect.

Appointment: The act of designating someone for an office or position.

Approval: The formal act of accepting.

Association: An organised body of people (or other bodies) who have an interest, activity, or purpose in common.

Apprentice/Jockey: Any person training in an Academy to become a rider, a Jockey.

Auditor: Qualified accountant who inspects the accounting records and practices of an organisation.

Ballot: The voting process by which a choice is made between Candidates in an Election.

Calendar: The official IFHRA Calendar specifying all IFHRA Events and dates and approved by the Secretary, as set forth in the General Regulations.

Candidate: A person who stands for Election or Appointment.

Casting Vote: A vote given to the Chairman in order to break a Deadlock.

Chair: A person who holds a position of authority within a Committee or at the General Assembly.

Committee: A group of persons officially appointed or elected to perform a function within IFHRA

Court of Arbitration for Sport (CAS): Impartial and independent arbitration body who shall be the final authority for Appeals against Decisions of IFHRA Tribunal or for any dispute between National Academies or between any National Academy and IFHRA, which falls outside the jurisdiction of IFHRA Tribunal.

Deadlock: An equality of votes.

Decision: An authoritative determination reached or pronounced after consideration of facts and/or law.

Delegation: Assignment of authority and responsibility to another person or body to carry out specific activities.

Discipline: The term "Discipline" refers to any Equestrian Discipline, such as Dressage, Jumping, Eventing, Driving, Endurance, Vaulting, Reining, and Para-Equestrian.

Dissolution: Termination of existence as a legal entity.

Election: Formal process by which voters make their choice on a Candidate for office.

Eligibility: Qualified or entitled to be chosen.

Emergency Situation: A serious situation or occurrence that happens unexpectedly and clearly requires immediate action.

Ethics Panel: A group of persons that may be convened *ad hoc* and selected by the Chairman or by the Secretary to deal with breaches of IFHRA's Code of Ethics or any other matter that may bring the sport into disrepute.

Event: An event as defined in the General Regulations.

Ex officio: By virtue of an office or position without a vote.

Exclusion: The act of forcing out someone or a body.

Executive Committee: A body as defined in these Statutes.

Expenses: Charges and attendant Expenses such as but not limited to meals, lodging or transportation Expenses incurred while fulfilling a function for IFHRA.

Budget: An itemized forecast of IFHRA's income and expenses expected for one (1) or more financial years.

Tribunal: Highest judicial body within the IFHRA to decide on cases.

Financial Year: A twelve (12) months period from 1 July until 31 June used for accounting purposes.

General Assembly: The supreme authority of IFHRA in which each National Academy is represented and has one (1) vote whether at the ordinary annual meeting or an extraordinary General Assembly.

General Regulations: The General Regulations govern the conduct of all Events organised by National Academies or by or on behalf of IFHRA.

Headquarters: The Secretary, management and staff of IFHRA.

Independent Body: An Independent Body is separate and apart from IFHRA, Executive Committee, General Assembly, Headquarters, and/or any other IFHRA organisation or entity.

Internal Regulations: Written document setting out the delegation of the functions and powers of a body of IFHRA.

Minutes: Official record of the proceedings of a meeting.

National Academy: The one national academy from any country which is effectively in control of or is in a position to effectively be in control of the Horse Racing Academies in addition to countries not having an Academy or a School but rather an educational program for Jockeys and Horse Racing Professionals.

Official: A person appointed by IFHRA or by an Organising Committee and/or National Academy to perform a specifically defined duty at an Event.

Organiser, Organising Committee: Any organisation, group, society, body, or person which is recognised by the applicable National Academy and held to be responsible for the management of any Event.

Policy: A required process or procedure within IFHRA.

Power of Attorney (or Proxy): A written instrument containing the authorisation to act for another.

Chairman: A person elected by the General Assembly who is responsible for ensuring that the purposes and principles of IFHRA are observed and for the general supervision of its activities, and who represents IFHRA, chairs the General Assembly and the Executive Committee according to the Statutes.

Procedural Regulations of a General Assembly: Regulations governing the practical aspects of convening and holding a General Assembly and of voting on resolutions brought before it.

Qualified Majority: two-thirds (2/3) majority of those taking part in the vote, not counting abstentions.

Quorum: Minimum number of parties to be present or represented for any General Assembly to be validly convened and pass Resolutions.

Resolution: A formal expression of opinion, will, or intention voted either by a relevant body such as but not limited to the General Assembly or by the Executive Committee.

Revision: The process of comprehensive review of a document which includes consultation with stakeholders through circulation of a draft of the entire document for comment.

Scrutineer: A person proposed by the Chair of the General Assembly and elected by the General Assembly to observe the voting and counting of the votes to ensure that the process is conducted properly.

Secret Ballot: A voting process that ensures the anonymity of the voting parties.

Secretary: May act as Chief executive of IFHRA appointed by the Chairman and reporting thereto.

Simple Majority: Majority (one-half -1/2- plus one -1-) of those taking part in the vote, not counting abstentions.

Standing Committee: A Committee specifically established under these Statutes.

Statutes: Written document forming the legal constitution of IFHRA by defining its purpose(s), principles, and core governance structure through attribution of rights and responsibilities among its organs.

Sub-Committee: A Committee forming a subdivision of a primary body from which its responsibility and authority derive.

Support(ed): An affirmative expression of endorsement or approval, such as for a candidature or a regulatory change.

Suspension: A temporary removal of rights otherwise granted to a given entity or person.

Term: The length of time a given individual may hold a certain office or position.

ANNEX I

PROCEDURAL REGULATIONS OF A GENERAL ASSEMBLY

1. Meetings

1.1 The notice convening a General Assembly shall be provided to all National Academies/Members of IFHRA at least eight (8) weeks before the contemplated date of the General Assembly.

2. Agenda

2.1 Items which a National Academy wish to put on the agenda for the annual ordinary General Assembly must be provided to the Secretary at least six (6) weeks before the date of the ordinary General Assembly, unless a later date is specified in writing by the Secretary. The Secretary shall inform all National Academies/Members of IFHRA of such proposed items submitted by any National Academy and shall provide all National Academies with an opportunity to comment on such proposals within one (1) week.

2.2 The agenda and available supporting documents shall be provided to all National Academies no later than four (4) weeks before any General Assembly.

3. Composition of the General Assembly

3.1 Subject to 5.2 and 5.4 of the Statutes, Each National Academy may be represented by two (2) delegates, but each delegation has only one (1) vote.

3.2 A National Academy which is unable to send delegates may nominate the delegation from another National Academy to act as its Proxy. No delegation may hold more than two (2) Proxy votes.

3.3 In order to exercise its right to vote, each National Academy must notify the Secretary of the names of its delegates or the National Academy and person nominated as its Proxy, in a written declaration signed by its Chairman or Secretary, not later than twenty-four (24) hours before the start of a General Assembly.

- 3.4 No delegation may exercise, in any event, more than three (3) voting rights. Voting rights are valid for all meetings during the week of the General Assembly.

4. Amendments to the Statutes and General Regulations

- 4.1 Proposals for amendments from National Academies must reach the Secretary by 15 April of the year preceding the year in which the Statutes and/or General Regulations are to be revised for the annual ordinary General Assembly, unless a later date is specified in writing by the Secretary. In the event an extraordinary General Assembly is convened, the Secretary shall issue a timeline to all National Academies/Members of IFHRA setting out the relevant deadlines within two (2) weeks of announcing the convening of an extraordinary General Assembly.
- 4.2 All National Academies must be given at least six (6) weeks to review a draft of the revised Statutes and/or General Regulations prior to any General Assembly and propose any amendments thereto. The final draft must be provided to the National Academies/Members of IFHRA no later than four (4) weeks before a General Assembly.

5. Election of Executive Committee Members

- 5.1 Candidacies for positions on the Executive Committee, except Vice Chairman and Deputy Chairs positions, must reach the Secretary by a date communicated by the Secretary. National Academies/Members of IFHRA shall be notified of the list of Candidates at least four (4) weeks prior to the relevant General Assembly session if known or as soon as possible thereafter if they are not. Any unforeseen changes to the list thereafter must be immediately notified to National Academies/ Members of IFHRA.

6. Standing Committees

- 6.1 Candidates must be proposed during the election year by a date set by the Executive Committee prior the General Assembly. The Secretary will make available in due time the list of the positions on the Standing Committees that are up for election or appointment.