



# **STATUTES 2021**

**OF THE EUROPEAN CANOE ASSOCIATION**

**Amended by the 15<sup>th</sup> ECA Congress on 2<sup>nd</sup> October 2021**

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## **FOREWORD**

This Association was born to pursue the promotion of canoeing activity throughout Europe, following the ideals and actions of the INTERNATIONAL CANOE FEDERATION (ICF).

As regards whatever issue not specifically covered in the present Statutes and in case of controversy of interpretation, the ICF Statutes and Rules will apply.

At the 1994 ICF Congress in Acapulco, the ECA was recognised by the ICF in accordance with the ICF Resolution C.19.94.

## **1. DEFINITION**

1.1 The name of the Association is "EUROPEAN CANOE ASSOCIATION" (abbreviation: ECA).

1.2 The official flag and emblem of the Association will be decided upon by the Congress and protected by copyright.

1.3 The official languages of ECA are ENGLISH, FRENCH and GERMAN. In case of interpretation, the English language prevails.

1.4 The Association normally has its headquarters care of the headquarters of the Secretary General's National Federation.

## **2. AIMS**

2.1 The aim of the ECA is supporting and spreading the canoe sport throughout Europe, supporting closer co-operation among the European National Canoe Federations; in particular:

- To co-ordinate the European Calendar of Competitions and to establish European Championships in all canoeing disciplines;
- To represent the European Canoe Federations in International Canoe Federation;
- To promote technical exchanges among the Member Federations including the organisation of International Seminars for coaches;
- To promote canoe touring and help to protect the nature and environment;
- To maintain existing levels of access to rivers, lakes and waterways etc. and wherever possible to increase access to the above;
- To influence the setting of standards for safety in the sport of canoeing;
- To seek connections with European Continental authorities such as the European Union and the European Parliament in order to influence laws and legislation appertaining to the sport of canoeing.

2.2 The ECA pursues its goals with no discrimination on political, religious, gender or racial grounds.

### **3. MEMBERSHIP**

3.1 All National Canoe Federations in Europe duly recognised by and affiliated to the ICF that forward specific request will become members of ECA.

3.2 Member Federations shall co-operate to achieve the goals of the Association and, at the same time, they shall benefit from all rights deriving from the present Statutes.

3.3 Members of the ECA shall pay an annual membership fee. The Congress shall fix the annual membership fee payable to the ECA for the period between two ordinary meetings of the Congress.

#### **BYELAW TO ARTICLE 3.3**

The annual subscription fee is to be paid to the ECA. In order to retain memberships in the ECA a National Federation shall, during the first quarter of each year and received not later than the 31st March by the ECA, pay the annual membership fee.

National Federations whose membership fees are unpaid shall not be eligible to attend the Congress and to take part in the European Championships and in any other European International Event until all outstanding fees have been paid.

#### **4. STRUCTURE**

4.1 The official organs of the ECA are:

- The Congress;
- The President;
- The Executive Committee;
- The Board of Directors;
- The Secretary General;
- The Technical Delegates;
- The Auditor.

#### **5. THE CONGRESS**

5.1 The Congress is the supreme authority of ECA. All elective organs participate by right at the Congress. The ICF President or the ICF delegate may attend the Congress without the right to vote. All powers not specifically attributed to other positions by the present Statutes belong to the Congress.

5.2 It is incumbent upon the Congress:

- To approve the biannual reports;
- To approve the annual accounts (balance sheet and financial outcome) for the 2-year period between two Congresses - after hearing the Auditor's opinion;
- To establish the amount of the membership fee;

- To elect for a 4-year term the Board of Directors, the President, two Vice Presidents, the Secretary General, 5 Members of the Board of Directors. The President, One of the Vice-Presidents and Three Members of the Board of Directors are elected at one Congress, and the Other Vice-President, the Secretary General and Two Members of the Board of Directors at the next Congress;
- Only one person from a National Federation may be a member of the Board of Directors;
- To elect the Auditor until the next Congress;
- To adopt the programme of activity for the two-year term;
- To elect the ECA representatives to the ICF Board of Directors;
- To make amendments to the Statutes when necessary;
- To debate the position of the ECA towards issues set forth by the ICF, although each National Federation maintains its individuality and freedom of vote at international level.

5.3 The Congress takes place every two years, but it elects positions according to the paragraph 5.2. The delegates appointed by the valid Member Federations form the Congress and the Board of Directors members have the right to participate.

Each Member Federation may participate at the Congress with a maximum of 3 Delegates, only one of which has voting right. Each Member Federation present is entitled one vote. A Congress may deliberate if at least half of the valid Members plus one are accredited before the beginning of the meeting.

5.4 All Congresses shall be held under the Chairmanship of the President of the ECA, or in the absence of the President, one of the Vice Presidents. The President and the other Board of Directors Members do not have voting right unless they act as Delegates with voting right.

5.5 The election of Board of Directors Members takes place by secret ballot while all other voting will be performed by show of hands, unless 1/3 of voting delegates require differently. The resolutions of the Congress are final and may only be altered by the Congress itself. Amendments to the present Statutes require a 2/3 majority; Rules and Regulations will be adopted by a simple majority. The ECA Statutes, the general principles, rules and policy and

any changes to them must conform to those of the ICF and be approved by the ICF Executive Committee.

5.6 Extraordinary meeting of the Congress shall be called against written requests to the ECA from a simple majority of member Federations.

5.7 The Board of Directors shall examine motions for amendments to the Statutes. Motions for amendments to the Statutes shall be submitted at least 12 weeks before the opening day of the Congress. In any case motions do not have to be submitted before January 1<sup>st</sup> of the year of the Congress. 45 days before the Congress, the Secretary General shall notify such motions to all Member Federations and Board of Directors Members.

5.8 The Secretary General - 45 days before the Congress - shall forward to all Member Federations and Board of Directors Members the following items:

- Date, venue, and agenda of the Congress;
- Report from the Board of Directors prepared by the President and the Secretary General, together with the balance sheet and financial outcome, assets situation and Auditor's report;
- Motions and proposals;
- List of accepted candidatures.

## **6. ELECTIONS**

6.1 Elections to all positions within ECA shall take place by secret ballot. In order to be elected to any ECA position a majority of votes is required. If none of candidates obtains the majority, the ballot has to be repeated. The candidate obtaining the lowest number of votes in each ballot shall be eliminated until an absolute majority is achieved for the place or places available. If an absolute majority is not achieved, then the ECA President has the casting vote.

6.2 The member Federations shall submit candidatures for the elected positions to the Secretary General. Only one person per Federation per Board of Directors position may be nominated. In any case a candidate may only apply for election to one Board of Directors position. Nominations for the positions shall be submitted at least 12 weeks before the

opening day of the Congress. In any case motions do not have to be submitted before January 1<sup>st</sup> of the year of the Congress and shall be notified according to paragraph 5.6.

In case there is no candidature for a position, the same will be accepted at the opening of the meeting. The candidature must be submitted in writing officially by the Federation concerned and should include a profile of the candidate.

6.3 All Board of Directors Members shall be elected for a 4-year term, and re-election of former members is allowed.

6.4 Candidatures shall be presented through the National Federation of origin and must be signed by the President or Secretary General of that Federation.

6.5 Once the Board of Directors members have been elected to the ECA Board of Directors then the Congress will elect members of the new Board of Directors for vacant positions to the ICF Board of Directors.

6.6 Members of the Board of Directors must be proposed officially by their Federations (12 weeks prior to the Congress) to be considered for ICF positions.

All members of the ECA Board of Directors can serve a maximum of 3 consecutive terms of office. (Validation of the Rule starts after closing the 14<sup>th</sup> ECA Congress held on 30 March 2019 (Counting of the mandate).

## **6.7 ELECTION PROCEDURE FOR ECA REPRESENTATIVES TO THE ICF**

### **BOARD OF DIRECTORS**

6.7.1 Four (4) persons can be elected as ECA representatives to the ICF Board of Directors. At least one of these 4 persons must be from the minority gender.

6.7.2 All 4 persons must be existing or newly elected members of the ECA Board of Directors.

6.7.3 For existing members of the ECA Board of Directors who are interested in becoming ECA representative in the ICF Board of Directors, their Federation must send the letter in which the Federation agrees with the candidate's nomination for the ICF Board of Directors.

6.7.4 In new applications of candidates for the ECA Board of Directors it must be emphasised that the Federation agrees with the candidate's nomination for the ICF Board of Directors.

6.7.5 The President is automatically elected among 4 ECA representatives to the ICF Board of Directors and his/her mandate is for 4 years. Congress votes on all other candidates - the mandate of the candidate with the most votes is for 4 years, the mandate of the other candidate (by number of votes) is for 2 years. In any case the mandate of the elected person may not be longer than his/her existing term on the ECA Board of Directors.

## **7. THE PRESIDENT**

7.1 The President represents the ECA with all legal rights and duties.

7.2 It is incumbent upon The President:

- To preside over the meetings of the Congress, the Board of Directors and the Executive Committee;
- To sign the minutes, accounting documents and financial reports of ECA;
- To sign contracts with the approval of the Executive Committee.

7.3 When unable to fulfil his/her duties, the President is replaced by the longer serving Vice-President.

7.4 The President represents the ECA on the ICF Board of Directors and the ICF Executive Committee. The President's travel expenses in carrying out the duties of the ICF/ECA and attending the ICF/ECA meetings will be paid by the ECA.

7.5. The President and the Secretary General arrange meetings of the ECA Federations prior to the ICF Congress.

## **8. THE VICE- PRESIDENTS**

8.1 The Vice -Presidents assist the President in his/her duties.



## **9. THE BOARD OF DIRECTORS**

9.1 The Board of Directors consists of the following Members:

- The President;
- Two Vice Presidents;
- The Secretary General;
- 5 Members.

9.2 The Congress elects them for a 4-year term.

9.3 Meetings of the Board of Directors shall take place at least once a year. The ICF President or the ICF delegate may attend the meetings of the Board of Directors without the right to vote.

9.4 The Secretary General summons the Board of Directors meeting at least one month before the date of the meeting.

The Board of Directors decides by voting if at least 5 members are present: in case of equal distribution of votes, the President has the casting vote.

9.5 In case of vacancies in the Board of Directors, the first non-elected candidate at the Congress enters as substitute until the next Congress. If no candidate is available, the Board of Directors may co-opt a substitute.

9.6 The Board of Directors is responsible for:

- Managing the ECA and enforcing the decisions adopted by the Congress;
- The administration and running of ECA according to the guidelines set by the Congress;
- The creation of ad-hoc Commissions for an easier running of the ECA Tasks;
- The appointment of Technical Delegates for each of the disciplines and the appointment of Technical Committees for each of the Olympic Disciplines chaired by the respective Technical Delegate;
- The setting up of impartial Commissions for Doping/Discipline etc.;

- The employment of part or full time Staff as may be necessary;
- Deciding the date and venue of the next Congress.

## **BYE LAW To Article 9.6**

The Technical Delegates for all Disciplines and the two extra members for each of the two Olympic Disciplines are appointed by the ECA Board of Directors from nominations received from the Federations. These will be collated by the Secretary General for a four-year period.

## **10. THE EXECUTIVE COMMITTEE**

10.1 The President, the two Vice Presidents and the Secretary General form the Executive Committee. The Executive Committee meets when deemed necessary by the President or at least two Committee Members - in order to fulfil the duties specifically attributed to it by the present Statutes. It is summoned at least one month before the date of the meeting and it can undertake actions when at least three members are present.

10.2 It is incumbent upon the Executive Committee:

- To conduct the work of the ECA and to implement the decisions between Board of Directors meetings if requested to do so by the President;
- To foster the work of the ad-hoc Commissions;
- To keep in contact with the international sports organisations for the co-ordination of the ECA activities at international level;
- To adopt internal rules;
- To award badges of merit.

## **11. SECRETARY GENERAL**

11.1 The Secretary General is responsible for the headquarters of the ECA and supervises the current day-to-day management of the Association.

11.2 It is incumbent upon the Secretary General:

- To establish, in conjunction with the President, the agenda of the Congress, the Board of Directors and the Executive Committee Meetings;
- To take the minutes of the official meetings of the Congress, Board of Directors and Executive Committee to be submitted to the President and distributed for approval by the competent organs;
- To manage the ECA finances;
- To update the ECA Website containing reports of the activity of the Association;
- To supervise accreditation of delegates to the Congress;
- To exchange correspondence on issues falling within the ECA competence;
- To represent, together with the President, the European Canoe Association vis a vis international organisations;
- To sign, together with the President, the financial accounts of the ECA;
- To prepare the annual accounts (balance sheet and financial outcome).

## **12. CHAMPIONSHIPS**

12.1 All European Championships must be conducted under the guidance of the ECA Board of Directors in full compliance with the ICF Statutes and Technical rules. The European International Events must be conducted under the guidance of the ECA Board of Directors.

### **BYELAW TO THE ARTICLE 12.1**

In order for a valid European Championship there must be at least five Federations participating in each event. This applies to all ECA Championships. There can be no exceptions to this rule.

12.2 The ECA is the exclusive owner of the TV and advertising rights of European Championships.

12.3 Applications from the Federations to organise European Championships must be submitted to the Secretary General who will, after consultation with the appropriate Technical Delegate, submit them to the next Board of Directors meeting for their decision.

### **BYELAW TO THE ARTICLE 12.3**

The bidding process schedule is:

- 1<sup>st</sup> October of each year: The ECA informs all National Federations of competitions which will be allocated at the 1<sup>st</sup> Board of Directors meeting of following year;
- 1<sup>st</sup> January: deadline to declare the interest of bid by National Federations;
- 15<sup>th</sup> January: The ECA publishes a list of interested National Federations for each competition;
- 1<sup>st</sup> March: deadline to submit bid documents and technical visit reports by the ECA Technical Delegate.

At the first ECA Board of Directors meeting after the 1<sup>st</sup> of March deadline for submissions from the Federations for European Championships, a time slot of no more than 10 minutes will be available to all Federations wishing to present their bids to the ECA Board of Directors. After these presentations, the ECA Board of Directors will then make its decision for awarding the Championships.

12.4 In the year of the European Games there will be no European Championships in any discipline included in the Games.

12.5 For the ECA Senior Championships in the two Olympic Disciplines the Federations that are awarded the Championships by the ECA Board of Directors must sign the contract for the running of the competition including TV requirements within 90 days of the Board of Directors' decision.

12.6 In the European Championships, the ECA have the authority to suspend competitors or officials for the competition only. In more serious cases, the ECA Board of Directors may recommend to the ICF further disciplinary actions against them. The ECA must report on these facts to the ICF which in turn may extend these disciplinary measures to a worldwide level. The ECA may not suspend National Federations but may propose such measures to the ICF.

12.7 The ECA may have different Competition Rules, subject to the agreement of the ICF Executive Committee in consultation with the Chairman of the appropriate ICF Standing Committee (See the ICF Statutes).

12.8 The travel, room, and board expenses of the ECA Jury delegates for the ECA Championships will be covered by the Organising National Federation.

**END**