

# STATUTE OF THE MALTA BOWLING ASSOCIATION

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## **STATUTE OF THE MALTA BOWLING ASSOCIATION**

### **Article I: NAME**

This organisation shall be known as the Malta Bowling Association, herein referred to as the 'Association' or 'M.B.A'.

*This organisation shall be known as the Malta Bowling Association, herein referred to as the 'Association' or 'M.B.A'. The Financial Year of the M.B.A. starts from 01 January and closes on 31 December of each year.*

### **Article II: PURPOSE**

The M.B.A. shall be a non-profit making representative, legislative and executive body with complete and final jurisdiction over affiliated members, leagues and tournaments which it organizes and/or sanctions.

It shall be the purpose of this Association to regulate, promote and foster the game of Bowling by:

1. Uniting the members of leagues, teams and individuals within its jurisdiction
2. Encouraging sportsmanship and fair play
3. Enforcing the playing rules
4. Issuing and regulating sanctions for league and tournament competition
5. Enforcing bowling equipment specifications, and issuing and regulating Certificates to bowling centre owners or lessees, should it have the competent/qualified personnel to undertake this task
6. Collecting established fees
7. Conducting all National Leagues that are required by the Members, comprising as many Divisions as are necessary, as well as any other Leagues and Tournaments, amongst which MUST be an annual National Tournament to determine the individual champions for the country, on a scratch and handicap basis, as well as at an Intermediate and Seniors' category level.
8. Representing the Republic of Malta in International Events

### **Article III: MEMBERSHIP**

Membership in this Association shall be open to individuals who bowl as members of organized teams, leagues, or as unattached individuals and all individuals who are interested in bowling and who are qualified under the rules of this Association.

#### **Section 1: Life Membership**

May be granted by the Committee Members, but such membership shall be non-voting unless otherwise provided. Mr. Julian Pace Bonello is appointed as Honorary President of the Association (without voting rights).

## **Section 2: Membership List**

The Association will maintain a Membership List of all its members, including their contact details. For each Sanctioned League it will also retain, an updated list of the names and contact details of players within each team, as well as the captain's name. The Association will also hold a list of all affiliated Clubs, including a list of their respective officials and club members.

## **Section 3: Suspension and Reinstatement Procedures**

This procedure shall be adopted to ensure that a fair hearing shall be granted to anyone whose right to membership of the Association has been challenged. When duly authorized, the Secretary General of the M.B.A. shall institute action in cases involving suspension and/or reinstatement.

### **Suspension:**

1. Suspension proceedings will only be started after the M.B.A. has received a written statement of charges.
2. The Disciplinary Committee members shall receive notice including time, place and purpose for holding the Meeting.
3. The defendant/s and the complainant/s, (where applicable), shall be requested to be at the hearing, as well as others whose testimony may be appropriate. Notification to the defendant/s should be delivered by hand or by registered mail. The defendant shall be informed of the specific charges against the member and the right to produce witnesses/evidence to testify on the defendant's behalf.
4. A Quorum of the M.B.A. Disciplinary Committee must be present to conduct these hearings.
  - a. Adequate minutes must be taken.
  - b. A roster of those present must be recorded.
  - c. On conclusion of the hearing the decision of the Disciplinary Committee must be made known to all parties, unless a decision is withheld pending the gathering of additional facts.

The defendant may appeal against the decision within fifteen days, only if the member is able to produce evidence not already heard.

### **In Absentia Proceedings**

A case may be tried "in absentia" provided that the defendant had been clearly notified personally or by email or mail, and that it is established that the member is aware of the proceedings.

### **Reinstatement**

1. A written application for reinstatement must be filed with the M.B.A.
2. Each request for reinstatement shall be considered at a regular or special meeting of the Disciplinary Committee.

3. The applicant has the right to appear at the meeting at which the request for reinstatement will be discussed and should be given at least five days' notice. The member may also bring witnesses to support their case.
4. Proper minutes of the meeting will be taken and the Committee's decision as to whether the applicant may or may not be reinstated shall be clearly made known to the applicant
5. The applicant's status remains unchanged until such time the applicant receives written approval of that request.

#### **Section 4: Affiliations**

The M.B.A. is affiliated to: The 'International Bowling Federation' (IBF), the 'European Bowling Federation' (EBF), the 'Commonwealth Tenpin Bowling Federation' (CTBF), the 'Malta Olympic Committee' (MOC), 'Sport Malta' (SM), as well as any other body that the Committee may decide to affiliate with.

#### **Section 5: International Bowling Federation (IBF) and European Bowling Federation (EBF)**

As Members of the International Bowling Federation as well as the European Bowling Federation, the M.B.A. are automatically subject to their jurisdiction.

#### **Section 6: Club Affiliations**

Clubs requesting an affiliation to M.B.A. must be registered with the Malta Business Register (MBR) and as a Voluntary Organisation (VO). Affiliated Clubs are obliged to pay an annual membership fee as detailed in the Statute's Membership Fees' Section, and present the following documents:

1. Club Constitution / Statute / Memorandum of Articles
2. List of the Officials together with details of their respective roles within the club
3. List of club members
4. Certification from the MBR and VO

A club registered with M.B.A. must have not less than 8 members with a valid Maltese Passport or a valid Maltese Residence Permit

For a club to maintain its full member status, it is obliged to pay the prescribed annual membership fees and present the following documents annually within limited time frames as requested by the Committee:

1. Last AGM Minutes
2. Last Financial Accounts in accordance with Maltese Legislation
3. List of the club's officials with details of their respective roles within the club
4. List of club members
5. Annual / official certification by VO or official certification

A club can be deregistered from being affiliated with M.B.A. for any of the following reasons:

1. Voluntary withdrawal of the club from M.B.A.s affiliation
2. Voluntary dissolution of the club
3. Failure to renew the club's affiliation as per pre-agreed conditions
4. Revocation of the affiliation as a result of failure to meet the prescribed affiliation requirements.

#### **Article IV: DUES**

The Annual individual membership dues for this Association shall be €50 per adult, €30 for persons aged 65+, €20 for Youths (persons between the ages of twelve and seventeen, both included) and €10 for Juniors (under the age of twelve – without voting rights). Special needs' card holders will benefit from free membership without voting rights. Club affiliation fee shall be €200 annually.

These dues shall be collected with effect from 1st January and are due on this day of every year. Anyone seeking to join the Association after 1st September will be charged half the annual fee/s.

Any member or club ceasing to belong to the Association by resignation or otherwise, shall have no claim to have any part of their subscription refunded.

The only members who shall have full rights (including voting rights) but are not liable to membership dues are the Committee Members who are duly elected at the Association's Annual General Meeting. However, should any of these members terminate their term as Committee Members, for any reason whatsoever; they will become automatically liable to pay the membership dues with immediate effect.

#### **Article V: ORGANIZATION AND GOVERNMENT**

The Control and Management of this Association is vested in the elected M.B.A. Committee Members and any Standing Committee it may choose to appoint, as provided below.

##### **Voting Rights**

At the Annual General Meeting of the Committee, each individual should be allowed one vote and representation at all Committee meetings thereafter. A Quorum shall be twenty-five per cent (25%) of the total eligible members.

#### **Article VI: ANNUAL / EXTRAORDINARY GENERAL MEETINGS.**

##### **Section 1: Frequency**

An Annual General Meeting will be called once every calendar year, preferably within the first two months of the year.

## **Section 2: Elections by Ballot**

The committee shall be composed of up to nine members. The President, Secretary General, Treasurer, and Public Relations Officer together with five (5) other persons shall be elected at the Annual General Meeting, after being duly nominated and seconded by two other paid-up members. A member can only nominate one candidate for a specific exec role, nor may they second more than one candidate.

Should an election be necessary, then three persons who are not represented in the election process will be nominated from the floor to act as Chairman and two Counters. The Chairman will be responsible to ensure that the election is carried out in accordance with this Statute and that all votes counted are valid, while the Counters will each effect a separate count of the valid votes cast, which must then tally before the results are announced to the Meeting by the Chairman.

The approved list of nominees shall be provided to all eligible delegates, as they register to vote at the Annual General Meeting.

Each ballot paper will be compiled in strict alphabetical order, sorted on the nominees' surnames. Each voter can vote for any number of persons, but not more than there are posts available/vacant. Ballot papers having more in number will be considered as null and void in their entirety.

### **A. Executive Roles**

The executive roles of President, Secretary General, Treasurer and Public Relations Officer shall be elected following an open call for each position to be filled. A proponent supported by two secondments is required for each member wishing to contest each executive role and ordinary committee member positions. Candidates shall be subject to a secret vote by all eligible members present during the Annual General Meeting. If one or more executive roles are not contested, a simple show of hands by the members present will suffice to ensure victory to the elective post. If more than one person contests the role, then a vote by the members present shall follow. If three (3) or more members contest one of the executive roles, including that of President, then an election is held to determine the winner. The winner shall be that candidate who polls 50% plus 1 vote of all the total votes cast. If no such candidate manages to surpass the 50% plus 1 vote cast, then a run off election is held between the two candidates polling the highest and second highest amount of votes. Thereafter, the candidate polling the majority of all votes, is declared the winner for each elective post.

### **B. Other Roles**

Save as provided below, up to five persons polling the highest number of votes following the elections of the executive roles during the elections shall be declared elected as Members of the M.B.A. Committee. In the case of a tie for the last elected committee member, there will be further elections between the candidates who obtained the same number of votes.

*Each gender shall contribute at least 25% of the individuals who are elected an MBA committee member. Since the number of committee members is 9, then that means that there will be two places for the 'weaker gender'. Unless the 2 members of the 'weaker gender' are elected, then the 8<sup>th</sup> and 9<sup>th</sup> position, will be reserved specifically for them. That means they are automatically elected.*

### **Section 3: Attendance at the General Meetings**

To be eligible to participate in general meetings, dues must have been paid at least ten days (10) prior to the Meeting and the Member must be one of good standing.

It is obligatory for each team participating in the National Leagues to be represented by their Team Captain or their representative. Failure to do so will result in Disciplinary action.

### **Section 4: Voting Rights**

Each Member eligible to attend the General Meeting is entitled to one vote. A Quorum shall be twenty-five per cent (25%) of all eligible Members. Should there not be a Quorum, then, a period of grace of **fifteen** (15) minutes shall be allowed, following which the Meeting may proceed as normal.

### **Section 5: Amendments to Statute**

This Statute may be amended by the delegates in session in accordance with standard procedures.

Should any Member wish to propose any amendment to the Association's Statute, Rules and/or Regulations, then such proposal/amendment must be submitted in writing to the President or Secretary General of the Association not later than ten days before the General Meeting.

For an amendment to be approved, it requires the consent of a minimum of seventy-five % per cent (75%) of those eligible Members present.

Amendments to By-Laws may be approved by a simple majority of those eligible Members present.

### **Section 6: Suggested Order of Business**

1. Roll Call/Attendance.
2. To read and approve the Minutes of the last General Meeting.
3. Annual Report by the President or Secretary General.
4. Financial Statement for the previous year by the Treasurer.
5. To consider any correctly submitted proposals/amendments to the Statute.
6. Election of President, Vice President, Secretary General, Treasurer, Public Relations Officer and Members of The M.B.A. Committee, if required.
7. To appoint a qualified auditor/s.
8. Any other matters.
9. Adjournment.

## **Article VII ELIGIBILITY, TERMS, VACANCIES, REMOVALS AND TRANSFERRING**

### **Section 1: Eligibility**

Committee members, as specified in Article VI, section 2, will be elected for a period of two years during the A.G.M. after being duly nominated and seconded by two other Members, and serve as the legal representatives at all meetings during the two-year term in office.

Prior to the A.G.M., a list of nominees shall be presented by the Secretary General and the current M.B.A. Committee for approval.

At the first Meeting of the M.B.A. Committee subsequent to the A.G.M., the Secretary General, Treasurer and Public Relations Officer will recommend who should carry out the duties of assisting these executive roles from this list of elected Committee Members.

The eligibility criteria for prospective candidates to run for any executive role, with the exception to that of President, are as follows:

1. Be a member of the M.B.A.
2. Be of good standing
3. Have a Permanent residence in Malta
4. Cannot be an employee of the bowling center in a Managerial or Director Role.
5. Does not occupy the post of National Coaches within the M.B.A.

A member of the Committee must continue to bowl in a league and/or reside within the jurisdiction of the Association during his term of office. A member of the Committee who does not qualify for continuing in office under this provision shall be notified in writing upon authority of the Committee to that effect, and a replacement selected for the unexpired term as outlined under "Vacancies".

### **Section 2: Terms of Office**

The term of all Committee Members, including those with an executive role should be for a period not exceeding two years.

Committee Members of the Association may be re-elected to the same Office previously held, or any other Office during an election every two years held during the Annual General Meeting.

If an election for the post of President is required, the President is to be elected by majority of valid votes cast. If no candidate obtains a 50% + 1 vote, the two candidates with most votes will contest a second round of voting to determine election.

### **Section 3: Vacancies**

Vacancies will be filled as provided below.



The Committee is empowered to approve the position of the Vice President as acting President in order to fill the post of the President for a short duration. Should the vacancy be of a permanent nature, then an Extraordinary General Meeting will be convened to elect a new President.

Vacancies in all other Offices will be filled by the President subject to the approval of the Committee for the unexpired term, unless it runs beyond the next Annual Meeting, in which case the appointment will be until that Meeting.

#### **Section 4: Removals from Office**

When a committee member is accused in writing of failure in the proper performance of his duties by any member of the Association, or is charged with misconduct, by a member of the Association's Committee the Disciplinary Committee of the Association shall conduct a hearing within two weeks of the alleged offence. Furthermore, the Disciplinary Committee shall have the authority to take any action deemed necessary against the accused, including recommending to the M.B.A. committee the removal from office.

If the Disciplinary Board fails to act, then the Association's Committee is duty bound to appoint a committee of not less than three persons to conduct a hearing and report its recommendations back to the Association's committee for action.

Where in the judgement of the Association's Committee any member of the Committee is unable to perform the duties of their Office, through disability or prolonged illness through a two-thirds vote, declare the Office vacated.

#### **Section 5: Transferring Records**

Outgoing Committee Members shall transfer all records and other property belonging to the Association to their elected successors in office, not later than 10 days after the AGM or EGM unless another date is designated by the President. If a vacancy is caused other than by the normal expiration of term of office, such records and other property belonging to the Association shall be turned over to the Committee Members within 10 days from the date the vacancy occurs.

### **Article VIII: DUTIES OF THE COMMITTEE MEMBERS**

The duties of the Committee Members in an executive role shall be specified below.

#### **Section 1: Duties of the President.**

The President shall perform all normal duties pertaining to this Office including specifically:

1. To preside at the meetings of the M.B.A. Committee
2. To ensure the enforcement of the objects, provisions and purpose of this statute.

3. When so instructed by the Secretary General and Treasurer, to sign and endorse all cheques and warrants prepared by the Treasurer.
4. To confirm the amount of funds or deposit in the Bank to the credit of the Association at least once a month.
5. Annually the President will ensure that an audit of the Association's accounts will be carried out by the nominated duly qualified persons.
6. The President may appoint one Committee Member to act as President should he/she be unable to fulfil his/her role due to unforeseen circumstances.

## **Section 2: Duties of the Secretary General**

The Secretary General shall perform all duties usually pertaining to this Office including specifically:

1. Will be responsible for organizing all Association Meetings of the various Boards/Committees.
2. Will keep for the permanent record an account of the proceedings of all Committee Meetings which shall at all times be available to and the property of the Association.
3. Shall conduct all correspondence of the Association including notices to members of all meetings, as well as issuing any relevant circulars to members.
4. Will be responsible for keeping a diary of events.
5. Will be responsible for liaising with other associations.
6. Is automatically the second Representative of the M.B.A. at all M.O.C. Meetings.
7. Will keep a correct and true record of all Memberships.
8. He/she or a duly authorized representative, will keep a record of all scores made in all leagues/tournaments conducted and/or sanctioned by the Association for at least one year.
9. He/she, or a duly authorized and qualified representative, will annually measure and inspect the bowling lanes within the jurisdiction of the Association upon request and, if they conform to all M.B.A. specifications and requirements, recommend to the Committee that a Regulation Lane certificate be issued for the season.
10. Will, when so instructed by the President or Treasurer, sign and endorse all cheques and warrants by the Treasurer.
11. Will keep an official list of all national records at individual/team and category levels.

## **Section 3: Duties of the Treasurer**

The Treasurer shall perform all duties usually pertaining to this Office including specifically:

1. Shall receive, receipt, record and report all dues, fees, monies or property donated or paid to the Association.
2. Will keep an account of all receipts and disbursements and be prepared to present a report of all financial transactions of the Association for the previous or current season at the Annual General Meeting.
3. Will maintain a statement of the current financial condition of the Association available upon request by the Committee Members.

4. Will make regular deposits of all money received in an approved bank in the name of the area association subject to withdrawal on his signature and that of one other Officer.
5. Is primarily responsible for obtaining adequate funds and/or sponsorships to enable the Association to fulfil its financial obligations/commitments.
6. Will be personally liable for all monies entrusted to their possession.
7. They or a duly authorized representative will collect annual M.B.A. certification fees. He will charge the appropriate fees for the inspection services.
8. Will keep an up-to-date inventory of all properties of the Association.

#### **Section 4: Duties of the Public Relations Officer.**

The Public Relations Officer shall perform all duties usually pertaining to this Office. He/she is primarily responsible for the Association's visibility, vis-à-vis the media, the Association's Members etc. These duties include specifically:

1. Is responsible for issuing all Press Releases.
2. Is to organize and attend all Press Conferences.
3. Is to organize television and radio coverage/spots.
4. Is to organize any publicity materials required, such as, posters, fliers, publications etc.

### **Article IX: ASSOCIATION'S COMMITTEE**

The ultimate control and management of this Association is vested in the Association Committee, and it shall be its function and purpose to enforce and carry out the provisions of this statute as provided and as specified in this Statute and its By-Laws.

#### **Section 1: Executive Committee.**

The Executive Committee of the Association shall consist of the President, the Secretary General and the Treasurer.

The Executive Committee shall carry out the purpose and objects of the Association by transacting its business and enforcing its rules and regulations under the direction and with the approval of the Committee Members as specified below:

##### **1. Meetings**

The Executive Committee shall hold no less than four meetings a year on a quarterly basis. Further, the Committee shall meet at the call of the President or upon request of two of its members. Three days' notice of all meetings shall be given to all members and a majority of these shall constitute a quorum. Voting by mail or proxy will not be permitted.

##### **2. Executive Committee Powers**

1. The Executive Committee shall have full power to render final decisions in all protests and disputes arising in the jurisdiction of its association. To this end, it will have full power to bring before it any person or to inspect any pertinent records or papers to the extent that these may assist in giving all a fair and full hearing. These powers may be delegated to a duly appointed Disciplinary Committee and/or

Appeals' Board.

2. Within the rules of the M.B.A. and insofar as local funds permit, the Executive Committee may effect improvements in procedure and provide additional services to its members subject for continuance to approval at the next Committee meeting.
3. The Executive Committee will authorise payments without unnecessary delay. Bills questioned will first be approved by the same Executive Committee.
4. The Executive Committee will consider first all suggestions for changes in the By-Laws of the Association, and make recommendations for their disposition to the Board of Directors.
5. In line of its duty of finding ways and means to finance the association, the Executive Committee is specifically empowered to make recommendations to the Board of Directors concerning dues.

## **Section 2: Committee Officials**

The M.B.A. Committee Officials, as specified in Article VI, Section 2, will be chosen annually at the A.G.M. after being duly nominated and seconded by two other Members, and serve as the legal representatives at all meetings during that year.

Any person resigning from the Committee for any reason other than on health or personal grounds, may not seek re-election for the following two elections.

The Association Committee shall hold a regular Annual General Meeting for all members at a time it shall determine, preferably in the second month of each year.

Extraordinary meetings of the Committee may be called by either the majority of the Association Committee, and/or 33 per cent of the members eligible to vote of the M.B.A. Ten-day (10) written notice of all extraordinary meetings must be given to each member. This notice must specify the business to be transacted.

## **Section 3: Representation on a Team Basis**

When representation is on a team basis, each league shall be allowed one representative for each team required for the normal playing strength of the league - not counting substitutes and extras.

## **Section 4: Reimbursements**

The Committee is empowered to authorize reimbursement of transportation or other out-of- pocket expenses from M.B.A. funds to its members

## **Section 5: Other Association Committee Powers**

Furthermore, the powers of the Committee are to include:

- a. It shall exercise its right of management and shall enforce all the objects of the Association
- b. It shall be empowered to set up policies on procedures to regulate any matter not fully covered in the statute regulations or rules
- c. It shall have the power to withhold membership of any member or of a non-member for cause
- d. It shall be empowered to grant, withhold, suspend, withdraw or otherwise regulate Bowling Centre Lane Certificates for cause
- e. It may insure the assets of all National or sanctioned leagues or tournaments or held in its custody at the expense of the Association under such conditions, against such perils, in such sums, at such times, for such premises and for the length of time as in its opinion shall be proper.

### **Section 6: Voting**

Voting by proxy in any form is prohibited. Only votes cast by the members present will be counted. An authorised representative unable to attend the meeting may appoint an alternate from the same league who, upon presentation of written authorisation, may attend, participate and vote.

### **Section 7: Suggested Order of Business**

1. Roll Call.
2. Reading of minutes and action thereon.
3. Annual Reports: President, Secretary General, Treasurer and Public Relations Officer.
4. Reports of Standing Committees.
5. Reports of Special Committees.
6. Unfinished business.
7. New business.
8. Election of executive roles and other committee members.
9. Adjournment.

### **Article X: STANDING COMMITTEES**

Each Standing Committee will be set up by the newly elected Committee Members and is answerable to the Committee Members

The term will normally be for one year, unless otherwise agreed, at the end of which, a report shall be filed by the Committees' Secretaries with the Committee Members outlining its activities and recommendations, prior to the next Annual General Meeting.

### **Section 1: Disciplinary Committee**

It shall determine any question, protest, charge or other matter. In order to achieve this, the Disciplinary Committee will request the Secretary General to issue to the several parties and witnesses concerned its citation by hand or by registered mail to appear at the hearing with the records and papers involved in the case. It is empowered to retain such of these papers or records as it deems vital.

Should any/all of the parties involved not make an appearance on the date in question, then a period of grace of fifteen minutes shall be given, after which the session may proceed without them.

It shall have the power to hear and determine all protests arising from or because of any question as to the proper construction of any provision of the statute, rules or regulations.

It shall have the power to suspend or otherwise discipline any M.B.A. member for cause and in accordance with the Associations' rules and regulations.

It shall have the authority to conduct a hearing for any Officer or member of the Committee charged with misconduct or other conduct harmful to the Association and shall be empowered to remove such Officer or Director on proof of such charge.

## **Section 2: Board of Appeal**

It shall have appellate jurisdiction over all matters taken to it by appeal from any decision of the Disciplinary Committee wherein are involved questions as to the proper construction of any provision of the statute, rules or regulations of the Association.

In order to achieve this, the Board of Appeal will request the Secretary General to issue to the several parties and witnesses concerned its citation by hand or by registered mail to appear at the hearing with the records and papers involved in the case. It is empowered to retain such of these papers or records as it deems vital. Should these records or papers have already been retained by the Disciplinary Committee, then it is empowered to request that these documents are handed over to it.

Should any/all of the parties involved not make an appearance on the date in question, then a period of grace of fifteen minutes shall be given, after which the session may proceed without them. Any decision by the Board of Appeal shall be final.

## **Section 3: Technical Board**

The purpose of the Technical Board is to help satisfy the various technical needs of our sport. This technical board shall act as a sub-committee to the M.B.A. Committee. The composition of the Technical Board shall be selected by the Committee. from all Certified EBF Coaches with Level 2 or Level 3 Certification. Only coaches with the relevant eligible certification shall be considered for this role.

A member of the M.B.A. committee will preside over the technical board meetings. As far as is possible, the terms of reference shall include, but not necessarily comprise only the following:

### **A. The National Squad**

- a. To provide a proper training schedule, adequate coaching facilities, create regulations and record attendance thereof
- b. To ensure that adequate physical preparations are available
- c. To make recommendations regarding selection of players
- d. To help fund the players expenses

## **B. Lane Certifications**

- a. It shall be empowered to issue, withhold, suspend withdraw or otherwise regulate Bowling Centre Lane Certificates for cause
- b. It shall be empowered to appoint a qualified person to measure lanes for certification and/or to inspect lanes for compliance with bowling equipment and lane dressing requirements
- c. It shall keep a true record of all Lane Certificates, issued and refused, to include the name of applicant and date of the application.
- d. It shall collect annual M.B.A. Certification Fees

## **C. Coaching**

To ensure that no member of the Association will represent the M.B.A. as a Bowling Instructor, unless they are the holder of a Bowling Instructor's Certificate, duly recognised by the M.B.A..

This statute makes reference to the EBF standard rules and regulations governing coaching staff, reference educational-technical, (<https://www.etbfacademy.eu/etbf-instructor-programs>) to ensure that no member of the Association will represent the M.B.A. as a Bowling Coach, unless he/she is the holder of a Bowling Coaching Certificate, duly recognised by the M.B.A..

EBF Certified Instructor programs.

1. Level III certification is a prerequisite for being an EBF Level I Certified Instructor
2. A current certified EBF Level III coach can participate in the Level I Instructor course and after completing the course end passing the examinations will become an EBF Level I Instructor. They can conduct EBF Level I clinics with the approval of and in co-operation with the National hosting Federation. Participants of these clinics follow the same certification process as participants of EBF PROGRAMS.

If there are any changes in any of the EBF coaching clauses, they will automatically update the above without the need of an AGM.

## **Article XI: DOPING GUIDELINES FOR DOPING CONTROL.**

### **Section 1: General**

**This Organisation accepts the World Anti-Doping Code as approved by the WADA Foundation Board in June 2003 as the basis for the fight against doping in sport and agrees to implement the applicable provisions of the Code in its policies, statutes, rules and regulations.**

Doping Control Tests may be carried out during any IBF/MTBA Sanctioned Championships. These will be conducted by a Doping Control Officer appointed by the Organising Committee of the Championships. Players and team officials should acquaint themselves with the doping control procedures contained in the appropriate rules and procedural guidelines issued by the IBF.

These Guidelines must be followed as far as is reasonably practical. A departure or departures from these guidelines shall not invalidate the finding of a prohibited substance, unless it was such as to cast real doubt on the reliability of the finding.

## **Section 2: Doping Control Procedures**

For Doping Control procedures please refer to WADA's International Standard for Testing on their web-site: [www.sportmalta.org.mt/antidoping](http://www.sportmalta.org.mt/antidoping).

## **Section 3: Communication of Results**

In the case of National Events, if the analysis of the main "A" sample indicates the presence of a prohibited substance, the laboratory shall inform the M.B.A. Medical Officer immediately who shall then inform the president of the M.B.A., who shall then inform the player as soon as reasonably practicable. The M.B.A. should request an explanation from the player which explanation, if any, should be relayed to the Medical Officer to assist in analysis.

Should the player choose to have an analysis for the "B" sample he must (within one week of being informed) inform the M.B.A. who shall arrange a date 21 days from the analysis of the "A" sample. The expense for the analysis of the "B" sample must be borne by the player. Once testing on the reserve "B" is complete, the laboratory report should be sent to the Medical Officer as well as, in due course, a copy of all relevant laboratory data.

If the Medical Officer believes that a prohibited substance has been detected in the main "A" sample and the player does not request the "B" sample confirmation, the test shall be regarded as positive and the player shall be suspended at this time. This shall be reported by the Medical Officer to the FIQ/IBF and the M.B.A. Committee.

Until such time as the player is informed that a prohibited substance has been found in their sample, all details of the investigation should be treated as confidential by all persons connected with doping control.

Every player shall have the right to a hearing before the relevant Disciplinary Board of the M.B.A. before any decision on eligibility is reached. The player concerned may appeal to the FIQ/IBF Presidium if they are not satisfied with their National Federation's decision, for final and binding adjudication.

If the player is found to have committed a doping offence and this is confirmed after a hearing or they waives their right to a hearing, they shall be declared ineligible. That player's ineligibility shall begin from the date on which the sample was provided.

## **Section 4: Prohibited Classes of Substances and Prohibited Methods**

For an updated list of Prohibited Substances, please refer to WADA's Prohibited List on their web-site: [www.sportmalta.org.mt/antidoping](http://www.sportmalta.org.mt/antidoping).

## **Section 5: Sanctions**

A doping offence will be deemed to be committed when a player:

- a. Fails a doping test.
- b. Refuses to submit to a doping test when required to do so.



A similar offence is deemed to be committed by anyone assisting, or instigating others to commit a doping offence.

When a doping offence has taken place, the player concerned is suspended from the time that the particular urine sample was collected. In the case of competitions his/her medal is withdrawn and awarded to the next competitor and he/she is suspended from participating further in the championships. If the offence involves anabolic steroids, amphetamines, peptide hormones and analogues, cocaine and prohibited techniques, the player is also disqualified from earlier events in the same Championships and any prizes won withdrawn.

To decide future eligibility, the player shall be given a hearing by the M.B.A. If the doping offence is confirmed, the player is rendered ineligible as follows:

If the analysis revealed the presence of ephadrine, of phenylpropanolamine etc., administered orally as a cough suppressant or painkiller in association with decongestants and or anti-histamines:

- 3 months for the first offence.
- 2 years for the second offence.
- life ban for the third offence.

If the analysis revealed the presence of anabolic steroids, amphetamine-related and other stimulants, caffeine diuretics, beta-blockers, narcotic analgesics and designer drugs:

- 2 years for the first offence.
- life ban for the second offence.

## ***ARTICLE XII: GENDER EQUALITY, DIVERSITY AND INCLUSION***

*Gender equality implies that the interest, needs and priorities of both men and women are taken into consideration, recognising the diversity of different groups of women and men. Gender equality is not just a women's issue but should concern and fully engage men as well as women.*

*The MBA strongly believes that gender equality, diversity and inclusion in the sport of bowling is fundamental in building a sustainable future for our sport. The MBA defines gender equality as a process of allocating resources, opportunities and entitlements equitable to both females and males in order to ensure that the sport of bowling is free of gender discrimination.*

*The MBA is committed to gender equality, diversity and inclusion and does not tolerate any form of discrimination.*

*The MBA seeks to ensure fairness and equality of opportunity, embraces differences and endeavours to make bowling a sport which is accessible to all, whether as a bowler, coach, official, volunteer or member of staff, and regardless of race, colour, sex, gender identity, sexual orientation, disability, ethnic origin, language, religion or belief,*

*nationality, age, marriage or civil partnership status, maternity or parental status, socio-economic status, skill level, political or other opinion.*

#### **ARTICLE XIII: HARASSMENT POLICY**

*Any form of harassment, which includes. but is not limited to, discrimination and bullying, are not tolerated within the Association. The Association follows policies and guidelines issued by its governing bodies, including MOC, IBF and EBF. Any infringement is to be referred to the Association's Disciplinary Committee, without any prejudice to legal redress.*

*The full Harassment and Abuse Policy can be found on the MOC Website.*

#### **ARTICLE XIV - MATCH FIXING**

*Any intentional arrangement aimed at an improper alteration of any result or outcome of any competition, or the removal of the unpredictable nature of any competition, is deemed a serious offence and must be referred to the Disciplinary Committee of the Association for sanctions.*

#### **Article XV: AMENDMENTS TO BY-LAWS.**

Amendments to any By-Laws may be approved by the Committee Members of the Association in session, subject to attendance of at least seventy-five per cent of its members.

#### **Article XVI: AMENDMENTS TO M.B.A. STATUTE**

This Statute and its By-Laws were first adopted by the Association in September 1975.

This Statute was last amended during the Extraordinary General Meeting held on 19<sup>th</sup> February 2023, with all the 9 committee members present, and approved by 75% or more of the members present.