

Asian Rowing Federation

STATUTES 2018



23 August, 2018

Article 1 - Name

The Asian Rowing Federation, hereinafter referred to as "ARF", is the association of national rowing federations in Asia. ARF governs rowing in the Asian region and is committed to:

- Be an integral part of World Rowing
- Protect the independence and autonomy of its member national federations and to keep the sport of rowing in Asia free from political and commercial influence.
- Protect the integrity and interests of rowing and the rowers
- Promote and ensure fairness, equal opportunity, and gender equality
- Develop rowing in all its forms
- Promote and encourage sustainable environment practices in rowing

Article 2. Definitions

"ARF Regattas" means those events held under the authority of the ARF, including, but not limited to:

Asian Rowing Championships (for Seniors),
Asian Rowing Junior Championships,
Asian Rowing Indoor Championships,
Asian Rowing Coastal Championships,
Asian Rowing Cup regattas,
Asian Rowing Masters Regatta

and within the limits of the authority of ARF, Asian Games and Asian Para Games regattas.

"Federations" shall refer to the member national or regional federations of the ARF

"Region" – where used in the context of the term "country or region", means a territory which does not have the status of a country but which is recognised by the International Olympic Committee or by the Olympic Council of Asia as an entity which is entitled to its own National Olympic Committee.

"Regulations" means the Regulations for ARF Regattas as provided herein.

"Rowing Confederation" means a grouping of member federations sharing a common objective, and shall include regional groupings

Article 3 – Objects

The Objects of ARF in co-operation with the Fédération Internationale des Sociétés d' Aviron (hereafter referred to as "FISA"), shall be :

1. To develop, promote and improve the standard of rowing in all its forms throughout Asia.
2. To establish and conduct ARF Regattas and within the limits of the authority of the ARF, conduct the regattas staged at the Asian Games and the Asian Para Games and support regional multi-sport Games and regional rowing championship regattas and other multi-sport competitions within Asia.
3. To establish, organize and to encourage and assist in the organization of international rowing competitions in Asia and among Asian countries and regions
4. To encourage the formation of national rowing federations where none exist in countries or regions which are recognised by FISA or by the Olympic Council of Asia or the International Olympic Committee.
5. To strengthen the bonds of friendship among those who practice the sport of rowing in Asia.
6. To communicate and co-operate with FISA and regional rowing confederations within Asia for the promotion of these Objects.
7. To establish and enforce ARF's Statutes and Bye-Laws.
8. To promote and ensure fair sporting competitions.
9. To promote and encourage gender equality in the sport of rowing in Asia
10. To enhance and encourage functional and economic support from governments, host cities and host countries including sports legacy and events surplus through mega-rowing competitions in Asia.
11. To encourage and assist rowing high performance and rowing sport for all together for the enhancement and development of Asian Rowing, especially in the rowing developed countries.
12. To encourage the development of Asian Rowing, especially in the promotion of rowing sport for all and para rowing.

To do any other act or thing incidental to or connected with the foregoing objects or in advancement thereof.

Article 4 - Autonomy of National Federations

ARF shall allow its member federations independence and complete autonomy internally.

Article 5 - Headquarters

As a general rule, the Headquarters of ARF shall be located in the country or region in which the President resides during his term. The Executive Committee shall have the authority, to approve any such change of location.

Article 6 - Emblem

The emblem of ARF shall be a rising sun with 12 flares in the centre with crossed oars. Surrounding the sun and oars on the upper half are the words "Asian Rowing Federation" in semicircle and in the lower half 22 rings in chain formation complete this circle.

Article 7 – Language

The official language of ARF shall be English.

SECTION 2 – MEMBERSHIP

Article 8 - Members

Only a national federation which includes the majority of rowing clubs in its country or region in Asia, which has been recognized as such by the overall governing body of sport or the National Olympic Committee of that country or region, and whose statutes are not inconsistent with those of ARF and FISA, may become a member of ARF.

For the purpose of this Article, the geographic boundaries of Asia shall be the same as those of the Olympic Council of Asia.

Article 9 - Classes of Membership

ARF shall have the following two classes of membership.

1. General Members shall be those federations which are members of FISA and those federations, even if not members of FISA, which are members in good standing of their National Olympic Committees which are members of the Olympic Council of Asia.
2. Associate Members shall be those federations which are not members of FISA and whose National Olympic Committees are not members of the Olympic Council of Asia.

Article 10 - Admission to Membership

To become a member of ARF, a national or regional federation shall submit, at least one month before the date of the next Congress, a written application to the Executive Committee and shall provide the following documents:

1. A copy of the federation's Statutes or Bye-Laws and rules of racing with a certified translation in English.
2. A report detailing the federation's activities and its member clubs.
3. The design and colour of its racing uniform and blades.
4. Evidences sufficient to meet the requirements of Article 8.
5. A document containing a formal undertaking to observe the Statutes, Bye-laws and Regulations of ARF.
6. A letter of undertaking to accept and follow the World Anti-Doping Code.
7. A letter of confirmation that the statutes of the federation are consistent with the principles of the Olympic Charter and that the National Olympic Committee recognises the federation as a member;
8. Any other document or information as required by the ARF.

All applications shall be considered by the Executive Committee who shall verify the relevant documents and make recommendations to the Congress.

Election to membership shall be decided by a clear majority vote of the delegates present in person at Congress.

Each member Federation additionally accepts the following obligations to fulfill their commitment as a member of ARF:

1. To participate in Asian Games and in the international rowing events organized by ARF.
2. To comply with ARF Statutes, Regulations and Bye-laws
3. To encourage the development of Asian Rowing, including the promotion of rowing sport for all and para rowing.
4. To participate in and support the work of any ARF Committees to which the member or its representative has been appointed.
5. To commit to the highest levels of ethical principles and integrity and at all times to behave in a manner according to all generally recognized ethical principles including the principles of the Code of Ethics of the IOC.

Article 11 – Suspension, Expulsion, Resignation and Change of Status

A member which does not adhere to the fundamental principles, objectives and rules of the ARF or which no longer meets the requirements for membership may be suspended or expelled by ARF. Expulsion of members shall require a two-thirds majority (2/3) vote by the Congress.

Any member federation may resign from ARF by submitting a written notice to the Secretary General. The Executive Committee shall immediately review the reasons stated for such resignation, and if thought fit, shall contact the member federation concerned to ascertain if there is any possibility to rescind the resignation. A resignation shall become effective immediately after the receipt of a response to the Executive Committee's

enquiry and which confirms the intention to resign, or failing any such response, on a date 3 months after receipt of the initial notice by the Secretary General.

Any General Member who ceases to fulfill the requirements to be a General Member shall from the same date be deemed to be an Associate Member of ARF. If such member again fulfills the requirements they may apply to again be a General Member by submission of the relevant documents to the Secretary General.

The Secretary General shall immediately inform all member federations of any suspension, expulsion or resignation or any change in membership status of a member federation.

Article 12 - Notification of Changes

A member federation shall immediately notify ARF of any change of President or Secretary General or its address and contact details, or the design or colours of its racing uniform and blades.

Article 13 - Subscription

General and Associate Members shall pay an annual subscription no later than May 31st for the fiscal year. The amount of subscription shall be determined each year by the Congress.

The Executive Committee may under exceptional circumstances agree to waive subscription arrears of member federations which are determined to have been inactive during the period concerned.

The Executive Committee may suspend the membership or exclude from ARF activities, including competition or the right to vote in Congress, any member federation whose subscription is in arrears.

SECTION 3 – ADMINISTRATION

Article 14 - Administration

The administration of ARF shall consist of

1. The Congress; and
2. The Executive Committee

SECTION 3A - CONGRESS

Article 15 - Congress

The Congress is the general assembly of the member federations and has the highest authority in the ARF:

1. An Ordinary Congress shall be held annually, in principle at a time and place at which an ARF Regatta is to be held.
2. An Extraordinary Congress shall be convened when the Executive Committee considers it necessary, or when at least one-third of the General Members submit a request, stating the reason therefore. The Executive Committee shall convene an Extraordinary Congress within 3 months of the date of such request.

Article 16 – Attendance

The President, or in his absence the Senior Vice-President, shall chair the Congress. In the absence of both the President and the Senior Vice-President the Congress shall elect a chair from the remaining Vice-Presidents present or in their absence from the General Member delegates to the Congress.

Each General Member shall have the right to appoint two delegates and each Associate Member shall have the right to appoint one delegate to any Congress.

The Executive Committee may authorize individuals or representatives of other organizations, and in particular representatives of regional rowing confederations within Asia, to attend part or all of the Congress as observers.

Article 17 - Convening Notice and Agenda

The Executive Committee shall send a convening notice to all member federations at least three months before the date of the Congress. The convening notice shall include a draft agenda.

Member federations may submit specific proposals or other items for inclusion in the agenda, which shall be received by ARF at least six weeks before the date of the Congress. The Executive Committee shall send to all member federations the final agenda for the Congress at least one month before the date of the Congress. Where possible, the various reports, any observations on the agenda items, the accounts, the financial report and the proposed budget shall be sent out with the final agenda. Subsequent written material may be circulated by the Executive Committee.

Article 18 – Agenda for Ordinary Congress

The agenda for an Ordinary Congress shall include:

1. Opening the session
2. Identification of the delegates and confirmation of their authority
3. Appointment of scrutineers
4. Approval of the minutes of the last Congress
5. Report of the President
6. Reports of the Vice-Presidents
7. Report of the Secretary General

8. Reports from Chairs of Committees
9. Approval of the accounts, financial statement and auditor's report for the preceding fiscal year
10. Approval of the budget for the following fiscal year
11. Determination of the annual membership subscription.
12. Appointment of a member federation to audit the accounts for the following fiscal year
13. Place and date of the next Ordinary Congress
14. Attribution of future ARF Regattas
15. Reports on future ARF Regattas
16. Report on applications for membership and voting on such applications.
17. Proposals for the development of Asian rowing and ARF.

The Executive Committee may add the following, or any other matters which it deems necessary, to the agenda subject to these Statutes:

18. Alterations to the Statutes, Bye-laws and Regulations
19. Election of the President and Vice-Presidents (in the years designated for such elections)
20. Individual proposals (received in accordance with Articles 17 and 19 of the Statutes)
21. Award of the ARF Medal of Honour
22. Other items proposed by the Executive Committee

Article 19 - Individual proposals

Individual proposals by members must be submitted in writing to the Executive Committee at least six weeks prior to the date of the Congress in order to be considered at such Congress.

Article 20 – Quorum

Delegates representing a majority of General Members present in person shall constitute a quorum at any Congress.

Article 21 – Voting at a Congress

Each General Member shall have the right to one vote. Only the votes of those General Members present and voting in person shall be counted.

Voting shall be by show of hands except where a member federation supported by 3 other member federations, or the Chair of the Congress, shall request a secret ballot.

Article 22 – Majorities

With the exception of the provisions of Articles 11 (expulsion of members), 23 (alteration of these Articles) and Article 35 (Dissolution), decisions of Congress shall be taken on the basis of an absolute majority (more than 50%) of valid votes, whether by show of hands or cast in each ballot. Blank, incomplete or spoiled voting forms and abstentions will not be considered "valid" votes.

In the case of votes with more than two options, such as elections with multiple candidates or the attribution of an Asian Rowing Championships regatta with more than two candidates, as long as the absolute majority is not reached, additional ballots will be required. In this case, the candidate or option obtaining the smallest number of votes shall be eliminated.

In the case of an election with one single candidate, the absolute majority must nevertheless be reached or the vote will not be considered as passed.

In the case of a tie, a new ballot shall be taken. If the vote is still tied after two ballots, a vote by the Executive Committee shall immediately be carried out to determine the decision.

Article 23 – Alterations

Proposals for alterations to these Statutes, Bye-laws and Regulations shall be notified in the Congress agenda. Alterations to Statutes shall be carried only if they obtain two-thirds of the valid votes cast. Alterations to Bye-laws and Regulations shall be carried if they obtain a simple majority.

Article 24 - Effective Date

The effective date of any resolution, election and alteration to these Statutes, Bye-laws and Regulations shall be immediate unless otherwise provided or unless the Congress stipulates otherwise.

SECTION 3B – EXECUTIVE COMMITTEE

Article 25 - Executive Committee

The Executive Committee shall consist of the following members who are honorary office-bearers:

1. The President
2. Five Vice-Presidents (subject to Article 29), one of whom shall be the Senior Vice-President
3. A Secretary-General

Meetings of the Executive Committee shall be chaired by the President or in his absence the Senior Vice-President. In the absence of both the President and Senior Vice-President, the Executive Committee shall elect a chair from the remaining Vice-Presidents for that meeting only.

The members of the Executive Committee are not remunerated by ARF but may receive reimbursement of reasonable expenses.

Article 26 - Duties of the Executive Committee

The duties of the Executive Committee shall be:

1. To take necessary measures and decisions to achieve the objects of ARF as stipulated in Article 3 hereof.
2. To ensure that all resolutions by the Congress are properly carried out.
3. To oversee the organization of ARF Regattas and other regattas in Asia included in other multi-sport Games.
4. To take all possible steps to have rowing in all its forms included in Asian and regional multi-sport Games.
5. To appoint Chairs of Committees and to ensure that such Chairs properly carry out the duties assigned to them under the Bye-laws. Where the Executive Committee considers that such duties are not properly carried out, to replace such Chairs or take other actions as it considers necessary in the best interests of ARF.
6. To appoint members of Committees upon the recommendation of the Committee Chair and to ensure that such members properly carry out the duties assigned to them. Where the Executive Committee considers that such duties are not properly carried out, to replace such members or take other actions as it considers necessary in the best interests of ARF.
7. To establish such other committees and working groups as may be necessary to achieve the objects of ARF and to appoint chairs and members of those committees and working groups.
8. To prepare and issue convening notices of the Congress.
9. To keep all members informed of the affairs of ARF.
10. To act on the suspension or exclusion from ARF activities of members whose subscription is in arrears in accordance with Article 13 hereof.
11. To verify the documents submitted in support of applications for membership and to make recommendations on membership applications to the Congress.
12. To manage the affairs and finances of ARF and to be responsible for all related administrative matters. To this end the Executive Committee, with Congress approval, may establish administrative offices with persons who are remunerated.
13. To impose penalties against national federation officials or competitors who are guilty of breach of these Statutes, Bye-laws or Regulations or behave in an improper manner or bring the sport or ARF into disrepute.
14. To perform all other duties of the Executive Committee as established in the ARF Statutes, Bye-laws and Regulations.

Article 27 - Meetings of the Executive Committee

The Executive Committee shall meet at the call of the President or a Vice-President in the absence of the President. A majority of the Executive Committee members present in person or by proxy shall constitute a quorum. Decisions shall be taken by a majority of the valid votes cast by members present in person or by proxy. In the event of a tie, the Chair of the meeting shall have a casting vote. Any Executive Committee member shall be permitted to vote by proxy unless, in the opinion of the President, the matters to be decided require the personal attendance of the Executive Committee members, which opinion shall be notified to all members of the Committee together with the convening notice for that meeting.

The Executive Committee shall meet as necessary but no less than once per year.

Article 28 – President

The President shall be elected by the Congress for a term of four years in the year of the Asian Games. His term shall commence immediately after the closing of the Asian Games, or, if rowing is included in the Asian Para Games in the same year, immediately after the closing of the Asian Para Games or at the end of the Congress at which the elections take place, whichever is the later.

The President is responsible for the management and all activities of ARF. He may delegate part of his powers and duties to other members of the Executive Committee. He shall preside at the Congress and at meetings of the Executive Committee.

Article 29 - Vice-Presidents and Secretary General

The Vice-Presidents shall be elected by the Congress for a term of four years in the year of the Asian Games except the Fifth Vice-President. One of the Vice-Presidents shall be designated by the President as the Senior Vice-President who shall, in the absence of the President, exercise the powers and duties of the President. In making his decision on designation of the Senior Vice-President, the President shall make due reference to age, tenure and experience.

The Fifth Vice-President shall be nominated by the member federation whose country or region is hosting the next Asian Games and shall be appointed by vote of the Congress.

In the event that the President is elected from the member federation hosting the next Asian Games, or, if no Asian Games with rowing events is scheduled to be held within five years from the date of the Congress, the

position of Fifth Vice President shall be kept vacant.

The Secretary General shall be nominated by the President and appointed by the Executive Committee for a term of four years in the year of the Asian Games. He shall keep records of the Congress and meetings of the Executive Committee and shall perform such other duties and exercise such powers as may be directed by and provided for by the Executive Committee. He shall also be responsible to act as Treasurer of ARF and as such will be responsible for maintaining and recording the accounts.

The terms of the Vice-Presidents and Secretary General shall commence immediately after the closing of the Asian Games, or, if rowing is included in the Asian Para Games in the same year, immediately after the closing of the Asian Para Games or at the end of the Congress at which the elections take place, whichever is the later.

Article 30 – Vacancies

In case of a vacancy arising in any office, the following steps shall be taken to fill the vacant position for the remainder of the then current term:

1. The position of President shall be filled by the Senior Vice-President or where the Senior Vice-President is unable to take up this position for any reason, by the otherwise longest serving Vice-President or, if length of service is equal, then by the oldest of the equal serving Vice-Presidents.
2. The position of Secretary General, if it falls vacant, shall be filled by an appointee of the President.
3. The vacant position of an elected Vice-President shall be filled by the Executive Committee preferably from the same country or region of the Vice-President whose position is vacant.

Article 31 – Nomination and Election

The President and the Vice-Presidents, except the Fifth Vice-President as stipulated in Article 29, shall be elected by the Congress for a term of four years in the year of the Asian Games.

The Executive Committee shall give notice of all positions due for election at the time of sending out the convening notice for the Congress. The notice will call for nominations, such nominations to be made by the member federation of the nominee and to be accompanied by such information as the Executive Committee may require. The nominations must be received by ARF no later than 6 weeks before the date of the Congress. No later than one month before the date of the Congress ARF shall send to all member federations a list of all nominations received by the closing date.

The President shall not be eligible for re-election for more than two consecutive terms.

The Vice-Presidents shall be eligible for re-election without restriction on the number of terms.

Only General Members may propose candidates for the offices of President and Vice President.

Individuals not proposed by General Members are not eligible for election.

Those candidates receiving the clear majority of valid votes shall be elected.

If additional rounds of voting are necessary these shall be carried out in accordance with Article 22.

SECTION 4– COMMITTEES AND REGATTAS

Article 32 – Committees

There shall be eight ARF Committees, the Chairs of which shall be appointed by the new Executive Committee in the year of the Asian Games. Following the appointment of the Chairs, the Executive Committee shall then appoint the members of each Committee with the advice of each Chair. Chairs and members shall be eligible for reappointment.

For all ARF Committees, the Executive Committee will call for nominations immediately following the ARF Congress. Candidates, including current Committee members seeking reappointment, shall be nominated in writing by their member federations no later than the deadline stated by the Executive Committee.

The Committees, whose duties are set out in the Bye-laws to these Statutes, shall be as follows:

1. Competitive Rowing Committee
2. Development, Women and Youth Committee
3. Events Committee
4. Marketing and Promotion Committee
5. Para-Rowing Committee
6. Rowing for All Committee (includes Coastal and Masters Rowing)
7. Sports Medicine Committee
8. Umpiring Committee

In addition, the Executive Committee may establish other committees, commissions and working groups that have specific duties in achieving the objects described in Article 3 of these Statutes. Chairs and members of those committees shall be appointed by the Executive Committee for a term not exceeding four years and shall be eligible for reappointment.

Article 33 – ARF Regattas

Only the ARF may designate a regatta as an Asian Rowing Championship regatta.

The Congress shall decide the time, place, date and classes of boats of ARF Regattas.

The Asian Rowing Championships shall be held, in principle, in every year except the year of the Asian Games regatta.

The Executive Committee may decide to hold the Asian Rowing Under-23 Championships.

The Asian Rowing Junior Championships shall be held every year.

The following classes of boats shall be included in ARF Regattas:

1. Asian Rowing Championships

Boat Classes

| | |
|------------------------|--------------------|
| Men (M) | 1x, 2x, 4x, 2- |
| Women (W) | 1x, 2x, 4-, 2- |
| Lightweight Men (LM) | 1x, 2x, 4- |
| Lightweight Women (LW) | 1x, 2x, 4x |
| Para-Rowing (M) | PR1 1x |
| Para-Rowing (W) | PR1 1x |
| Para-Rowing (Mixed) | PR2 2x, PR3 4+ |
| Junior Men (JM) | 1x, 2x, 4x, 2-, 4- |
| Junior Women (JW) | 1x, 2x, 4x, 2-, 4- |

2. Asian Games

Boat Classes

| | |
|------------------------|----------------|
| Men (M) | 1x, 2x, 4x, 2- |
| Women (W) | 1x, 2x, 4-, 2- |
| Lightweight Men (LM) | 1x, 2x, 4- |
| Lightweight Women (LW) | 1x, 2x, 4x |

3. Asian Para Games

Boat Classes

| | |
|-------------|----------------|
| Men (M) | PR1 1x |
| Women (W) | PR1 1x |
| Mixed (Mix) | PR2 2x, PR3 4+ |

In addition to the above mandatory events, the Executive Committee may approve other boat classes at ARF Regattas in consultation with the Organizing Committee of an event but a decision to include additional boat classes shall in principle be notified to all member federations at least 12 months before the date of the regatta. The Executive Committee may approve the holding of Asian Rowing Under-23 Championships, Asian Rowing Indoor Championships and Asian Rowing Coastal Championships and related or similar Asian level events, including but not limited to an event for Asian universities, at such intervals as it may determine and these events shall be allotted to member federations in accordance with the Regulations herein.

Article 34 – Asian Rowing Cup Regattas

The Executive Committee may decide to establish a regatta or series of regattas or events under the title of “Asian Rowing Cup” to be held each year. The ARF has the sole right to designate regattas or events as Asian Rowing Cup regattas or events and to use the Asian Rowing Cup name and logo in respect of the sport of rowing in all its forms. The Executive Committee may prescribe regulations governing the Asian Rowing Cup.

SECTION 5– ADDITIONAL PROVISIONS

Article 35- Dissolution

Dissolution of ARF shall only be valid upon approval by a four-fifth majority of those General Members present in person at an Extraordinary Congress specially convened for that purpose. At an Extraordinary Congress convened for the purpose of voting on the dissolution of ARF, a quorum shall be two-thirds of the General Members entitled to vote.

In case of dissolution, the assets of ARF shall, after payment of all obligations of ARF and any expenses incurred in such dissolution, be equally divided among the existing members constituting the ARF at the time of voting.

Article 36- Audit of Accounts

Clear and accurate records of account shall be kept by the Secretary General and shall be audited annually by a member federation appointed at the Ordinary Congress each year for this purpose.

The fiscal year of ARF shall be the twelve-month period commencing April 1st and ending on March 31st of the following year, or such other twelve-month period as shall be decided by the Executive Committee.

Article 37– Official Communications and Service of Notices

Any communications required under these Statutes, Bye-laws and Regulations shall be made by post, facsimile or e-mail. All communications to ARF shall be addressed to the President or the Secretary General in the official language of ARF.

Article 38– Interpretation

All references to the masculine in the Statutes, Bye-laws and Regulations shall include the feminine unless the context otherwise requires.

Article 39 - Concluding Provisions

These Statutes became immediately effective on November 3, 1982, in Jaipur, India, the date on which they were approved at the Extraordinary Congress.

These Statutes were altered to take effect immediately by the 4th Congress held on September 24th 1986 in Seoul, Korea, by the 7th Congress held on November 3rd 1989 in Chandigarh, India, by the 12th Congress held on October 6th 1994 in Fukuyama, Japan, by the 16th Congress held on December 17th 1998 in Pattaya, Thailand and by the 24th Congress held on October 18 2007 in Korea. These Statutes were further altered to take effect immediately by the 31st Congress held on September 22 2014 in Chungju, Korea, and by the 32nd Congress held on 27th September 2015 in Beijing, China and by the 35th Congress held on 23rd August 2018 in Palembang, Indonesia. These Statutes shall be complemented by the Bye-laws and the Regulations for ARF Regattas.

ASIAN ROWING FEDERATION - BYE-LAWS TO THE STATUTES

1. Honorary Titles -

Congress may grant the honorary title of their office to former office bearers who have rendered distinguished service to the cause of rowing. They shall act in an honorary capacity and may take part in deliberations, but shall have no voting rights nor any right to propose or second any motion.

2. Administration Expenses -

The general administration expenses shall be paid from the ARF account, for which the annual budget and financial statements should be reported to and approved by the Congress.

3. Proposals from a Federation not represented at Congress and from Associate Members -

Any proposal placed on the agenda of a Congress by a Federation not represented or by an Associate Member shall only be discussed if another Federation present, being a General Member, or the Executive Committee, assumes responsibility for it.

4. Committees -

The Committees established under Article 32 of the Statues shall each comprise between four and seven members (including the Chair), in principle each from a different member federation.

Each Committee shall provide an annual report to the Congress and any other reports as required by the Executive Committee.

Each Committee shall in principle meet at least once a year.

Specific Duties of the Committees:

A. Competitive Rowing Committee

1. General Areas of Responsibility

- 1.1 To increase participation in competitive rowing in Asia, and in particular in ARF Regattas.
- 1.2 To raise standards of coaching and competitive rowing in Asia.

2. Particular Objectives and Activities

- 2.1 To advise the Executive Committee on the events, boat classes and categories of competition in ARF Regattas.
- 2.2 To advise the Executive Committee on the promotion and development of competition between member federations and their rowers.
- 2.3 To encourage communication and exchange between coaches for the development of rowing, including the organization or co-ordination of coaching seminars, clinics and courses.

B. Development, Women and Youth Committee

1. General Areas of Responsibility

- 1.1 To establish and coordinate an ongoing development programme for Asian rowing in all its forms;
 - 1.2 To promote women's participation in all rowing activities and events, at all levels;
 - 1.3 To increase participation in youth rowing in Asia at all levels of performance.

2. Particular Objectives and Activities

- 2.1 To increase the number of member federations of ARF;
- 2.2 To encourage and motivate a greater number of member federations to compete in ARF Regattas, Olympic and Paralympic Qualification regattas and in international regattas held in Asia;
- 2.3 To encourage member federations to compete in FISA World Rowing events and to raise the standards and profile of Asian rowing on the international stage;
- 2.2 To increase the number of women actively involved in Asian rowing, including rowers, coaches, umpires and officials at all levels of the sport and of the ARF;
- 2.3 To raise the standards of women's rowing in Asia ;
- 2.4 To increase youth rowing participation in Asia;
- 2.5 To advise the Executive Committee on the development of future Asian competitions for schools, universities and ARF Under-23 events
- 2.4 To cooperate closely with FISA to achieve these objectives.

C. Events Committee

1. General Areas of Responsibility

- 1.1 To establish and monitor the standards of ARF Regattas with regard to the venue, the technical installations, the safety of rowers and the organization and presentation of the regattas.

2. Particular Objectives and Activities

- 2.1 To advise and assist Organising Committees to improve the standards of facilities and regatta courses for ARF Regattas and other international regattas held in Asia.
- 2.2 In co-operation with the Umpiring Committee to maintain and improve the standards of regatta organization and management at ARF Regattas and other international regattas held in Asia.
- 2.3 To advise the Executive Committee on minimum requirements to be established for course, technical installations and facilities for ARF Regattas.
- 2.4 To visit and inspect regatta courses and venues for the purpose of these objectives and activities.

D. Marketing and Promotion Committee

1. General Areas of Responsibility

- 1.1 To identify and recruit sponsors and sponsorship opportunities for ARF and for Asian rowing; and
- 1.2 To develop and implement a promotion and publicity strategy for ARF Regattas and for rowing in Asia

2. Particular Objectives and Activities

- 2.1 To bring sponsorship to ARF and to Asian rowing events in order to support the further expansion and promotion of rowing in Asia.
- 2.2 To support a website for ARF and Asian rowing.
- 2.3 To manage publicity and promotional activities for ARF and Asian rowing with the objectives of bringing a higher level of awareness of the sport of rowing to all countries and regions in Asia.

E. Para-Rowing Committee

1. General Areas of Responsibility

- 1.1 To promote the development of para-rowing in Asia.

2. Particular Objectives and Activities

- 2.1 To increase the number of ARF members actively participating in para-rowing.
- 2.2 To encourage the inclusion of para-rowing events in regattas and indoor rowing competitions in Asia
- 2.3 To increase the number of ARF members participating in Paralympic Qualification and Asian Para Games regattas.
- 2.4 To increase the number of Para-rowing Classifiers in Asia.
- 2.5 To provide advice to ARF member federations on para-rowing rowing development

F. Rowing For All Committee (including Coastal and Masters Rowing)

1. General Areas of Responsibility

- 1.1 To promote coastal and beach sprint rowing
- 1.2 To promote masters rowing in all its forms

2. Particular Objectives and Activities

- 2.1 To plan and encourage the development of coastal rowing as a means to establish rowing in new locations throughout Asia;
- 2.2 To oversee the development and organization of the Asian Rowing Coastal Championships;
- 2.2 To ensure that beach rowing sprints remain an official sport in Asian Beach Games;
- 2.3 To encourage participation of all member federations in the Asian Rowing Masters Regatta and to develop this regatta into a major annual ARF event;

- 2.4 To collect details of all masters regattas in Asia and in consultation with the organizing committees to encourage their inclusion in the international calendar;
- 2.5 To promote rowing in Asia as a life-long sport for all.

G. Sports Medicine Committee

1. General Areas of Responsibility
 - 1.1 To oversee and advise on all medical aspects of rowing in Asia.
 - 1.2 To monitor medical and safety services at ARF Regattas
 - 1.3 To advise ARF on doping control matters
2. Particular Objectives and Activities
 - 2.1 To provide advice and recommendations on request to the Executive Committee and to national federations in Asia.
 - 2.2 To work with the FISA Sports Medicine Commission in educating rowers and coaches in Asia on anti-doping matters.
 - 2.3 To document and distribute literature relevant to Asian athletes related to exercise physiology, sports medicine and biomechanics.
 - 2.4 To attend ARF Regattas for the purpose of advising on safety and medical issues and carrying out the responsibilities for medical substitutions and related matters.

H. Umpiring Committee

All members of the Umpiring Committee shall be holders of an international umpire's license.

1. General Areas of Responsibility
 - 1.1 To promote umpiring throughout Asia.
2. Particular Objectives and Activities
 - 2.1 To ensure that all ARF Regattas are carried out in conformity with the Regulations.
 - 2.2 To select juries for ARF Regattas. For this purpose the Umpiring Committee shall establish a protocol and criteria to be used for selection of Juries and this shall be made available to all member federations.
 - 2.3 To create and maintain a record of service and an evaluation system for international umpires officiating at ARF Regattas.
 - 2.3 To organize discussion groups for umpires.
 - 2.4 To promote and improve the standards of umpiring in Asia in conjunction with the FISA Umpiring Commission.
 - 2.5 To make recommendations to the Executive Committee to improve the organization of ARF Regattas.

5. Concluding Provisions -

These Bye-laws became immediately effective on November 1st, 1985 the date on which they were approved at the 3rd Congress in Hong Kong. These Bye-laws were altered to take effect immediately by the 16th Congress held on December 17th 1988 in Pattaya, Thailand. These Bye-laws were altered to take effect immediately by the 31st Congress held on September 22nd. 2014 in Chungju, Korea, and by the 32nd Congress held on 27th September 2015 in Beijing, China, and by the 35th Congress held on 23rd August 2018 in Palembang, Indonesia.

ASIAN ROWING FEDERATION - REGULATIONS FOR ARF REGATTAS

Regulation 1. – Application

These Regulations shall apply to ARF Regattas.

The FISA Rules of Racing shall apply to all such regattas unless:

- 1) Otherwise stated in these Regulations, or
- 2) Deviation from the FISA Rules of Racing is specifically permitted by the Executive Committee for a particular regatta.

Regulation 2. – Allotting of ARF Regattas

The Congress shall in principle allot the organization of ARF Regattas a minimum of two years in advance. However, it may allot the organization of Asian Rowing Cup regattas at least one year in advance.

Regulation 3 – Appointment of Technical Delegates

The Executive Committee may appoint a Technical Delegate for any ARF Regatta where a Technical Delegate has not been appointed by FISA. Such an appointment by ARF may be made in consultation with FISA in accordance with the FISA Rules of Racing. The duties of the Technical Delegate shall be the same as those in the FISA Rules of Racing.

Regulation 4. - Right of Entry

ARF Regattas are in principle open only to those federations which are members of the ARF.

Entry for Asian Games and Asian Para Games regattas shall be as stipulated by the Olympic Council of Asia and the Asian Paralympic Committee respectively.

Entry for Asian Rowing Cup regattas shall be subject to such conditions as may be imposed by the Executive Committee.

Regulation 5. – Eligibility

To represent a country or region in an Asian Rowing Championship or Asian Rowing Cup regatta a competitor must be a citizen or resident of that country or region and be able to prove this by showing an official document (passport or identity card).

Regulation 6. - Restrictions on Entry

No member federation shall enter more than one crew in each event at an Asian Rowing Championship regatta. There shall be no entry fees for Asian Rowing Championship regattas.

The Executive Committee may stipulate requirements for entry fees and limits, if any, on the number of entries or other conditions for Asian Rowing Cup regattas or for other events which may be established by ARF.

Regulation 7. - Duties of the Organizing Committee

The Organizing Committee is responsible for the proper organization of the regatta.

The Organizing Committee shall in particular:

1. Fix the date and the programme for the regatta in agreement with the member federation concerned and the Congress of ARF as required by these Statutes and Regulations.
2. Draw up and distribute the advance program including the date and time of the team managers meeting and draw.
3. Make available a stretch of water and technical equipment conforming to the present Rules of Racing of FISA or otherwise as may be approved by the Executive Committee of ARF.
4. Appoint a safety adviser who shall have the same duties and responsibilities as set out in the FISA Rules of Racing.
5. Take all other steps, which may be required to ensure the proper organization and safe conduct of the regatta.

Regulation 8. - Organization Expenses

The member federation concerned shall be responsible for all expenses and costs of organizing the regatta. In addition they shall supply at their own cost all diplomas and medals, the design of which shall be subject to the approval of ARF Executive Committee, and shall provide board and lodging and local transport for all competitors at prices agreed by Executive Committee and free board and lodging and local transportation for the Technical Delegate and for members of the international Jury and for members of the Executive Committee present in their official capacity.

Regulation 9. – Entries

Entries for ARF Regattas shall be made on ARF approved entry forms and shall be typewritten. Entries received by facsimile or electronic means by the due date will be accepted.

For Asian Rowing Championship regattas:

- (a) Entry by Event – Entries by event must be received by the Organizing Committee and ARF no later than thirty days before the date of the first heat of the regatta.
- (b) Entry by Name – Entries by name must reach the Organizing Committee and the ARF no later than 15 days before the start of the first heat. Entries received by facsimile or electronic means by the due date will be accepted. Names shall be shown starting with the bow rower and finishing with the stroke rower, followed by the coxswain.

The ARF shall send a list of entries to all member federations entered as soon as possible after the close of entries by name.

Regulation 10. - Crew changes

The rules for crew changes applying to World Rowing Championship regattas shall apply to Asian Rowing Championship Regattas and to rowing regattas in Multi-sports Games held under the Olympic Council of Asia and the Asian Paralympic Committee.

The rules for crew changes at other ARF regattas, including Asian Rowing Cup Regattas, shall be those applying to FISA international regattas.

The Executive Committee may require any ill or injured rower to be examined by a doctor of its own nomination before confirming or accepting any substitution. Where a member of the ARF Sports Medicine Committee has been appointed as ARF Doctor for the event, the rower shall be examined by the ARF doctor to ensure compliance with ARF Regulations.

Regulation 11. – Rowers' Clothing

The rules for rowers' clothing applying to FISA World Rowing Championship regattas shall apply to Asian Rowing Championship regattas.

Any changes in design or colours of racing uniform or blades must be submitted to the Executive Committee of ARF two months before the date of the Asian Rowing Championship regatta.

Regulation 12. - Appointment of the Jury

The Jury for ARF Regattas shall be selected by the ARF Umpiring Committee and approved by the Executive Committee. In general, the Chair of the Umpiring Committee shall be President of the Jury.

For Asian Rowing Cup regattas the Jury and the President of the Jury may be appointed by the Organising Committee in consultation with the ARF Umpiring Committee

Regulation 13. - Exceptional Cases

Should it be necessary to take decisions in exceptional cases, cases not covered by these Regulations, or on disputes which arise at ARF Regattas, the Executive Committee or persons appointed by the Executive Committee for that purpose shall take such decisions in consultation with the Organizing Committee, the Technical Delegate and the President of the Jury.

Regulation 14. - Titles and Prizes

The title of Asian Champion shall be conferred on winning competitors at Asian Rowing Championship regattas. They shall be awarded gold plated medals and diplomas.

To those finishing second in each event, there shall be awarded silver plated medals and diplomas.

To those finishing third in each event, there shall be awarded bronze medals and diplomas.

The shape, design, size, material and quality of the medals shall be subject to the requirements and approval of the Executive Committee.

Regulation 15. - Lodging of Appeals

An appeal against the decision of the Organizing Committee or the Board of the Jury at Asian Rowing Championship regattas and at Asian Games and Asian Para Games regattas may only be submitted in written form to the ARF Executive Committee on the same day, accompanied by a sum of US\$100, which sum shall be refunded if the appeal is upheld. A decision will be taken before the next round of the event concerned. Such appeal at an Asian Rowing Cup regatta shall be submitted to the Executive Committee within 7 days.

Decisions of the ARF Executive Committee under this rule are final.

Such an appeal at the Asian Games or Asian Para Games regatta shall be subject to and heard in accordance with the rules of the Olympic Council of Asia or the Asian Paralympic Committee respectively.

Regulation 16. - Concluding Provisions

These Regulations became effective on November 1st 1985 the date on which they were approved at the 3rd Congress in Hong Kong. These Regulations were altered to take effect immediately by the 21st Congress 2003 in Guangzhou China, by the 24th Congress 2007 in Chungju, Korea. These Regulations were further altered to take effect immediately by the 31st Congress 2014 in Chungju, Korea, and by the 35th Congress held on 23rd August 2018 in Palembang, Indonesia.

Asian Rowing Federation