

EFI POLICY : RECOGNITION OF STATE/UT EQUESTRIAN ASSOCIATION

1. All State/UT Equestrian Association to be voluntarily affiliated and recognized by EFI should mandatory follow all rules and regulations on the subject issued by EFI.
2. The development of Equestrian Sports is the priority of EFI.
3. The EFI has been from time to time taking various steps and initiatives to promulgate good governance practices in the management of equestrian sport at various levels in pursuance of successive National Sports policies. These policies are based on basic universal principles of good governance of Sports movement and do not in any manner intend to interfere with the autonomy of the State/UT Equestrian Association in discharging their functions and duties.
4. The State/UT Equestrian Association may be registered in different states under the Societies Registration Act or the Companies Act and must be recognised by their State Olympic Association (SOA). Their authority to function as a State/UT Equestrian Association shall be dependent on compliance with EFI Statutes, rules and regulations.

Introduction.

5. The EFI attaches utmost importance to growth and development of Equestrian Sports for excellence in India. It has been endeavor of EFI to lay down procedure for effective coordination among various agencies involved in the promotion of Equestrian Sports and extend required infrastructure, training, other facilities to the sports persons for achieving excellence in the international events.
6. An emphasis on professionalizing and upgrading the administrative and financial management of State/UT Association.
7. Recognition of the role of sports promoters particularly in event management.
8. Each State/UT Association will have minimum 50% district association which are functional. These district association shall be formed through Institution/Club/Unit members who are involved in equestrian activity if any on voluntary basis to enable such State/UT Association to be considered for EFI's annual recognition. These affiliated Institution/Club/Unit members will function directly under EFI for all technical issues. In case the State/UT Association are derecognized by NF or in case where no State/UT Equestrian Association exists, these will function under EFI for all non-technical issues also.

Objective of Guidelines

9. The objectives of these guidelines are threefold: -
10. Firstly to define the area of responsibility of the various agencies involved in the promotion and development of sports.
11. Secondly, to identify State/UT Equestrian Association eligible for coverage under these guidelines, to set principles and to detail the procedures to be followed by State/UT Equestrian Association to avails EFI's assistance and recognition.
12. Thirdly, to state the conditions for eligibility to receive EFI's recognition.

Role and Responsibility of the EFI with reference to the State/UT Equestrian Association.

13. The rules and responsibility of the EFI involved in implementation of the guidelines are as follows:
  - (a) to determine the eligibility condition for recognition of State/UT Association.
  - (b) to determine quantum and scale of assistance to State/UT Equestrian Association.
  - (c) to lay down conditionalities which each State/UT Equestrian Association will have to follow if they wish to avail EFI's support and recognition.



- (d) to provide financial assistance to State/UT Equestrian Association for growth and development of Equestrian Sports in their State/UT respectively.

Recognition of State/UT Equestrian Association.

14. The purpose of this is to ensure that State/UT Equestrian Association maintain certain basic standards, norms and procedure with regards to their internal functioning, which conform to the high principles and objectives laid down by the EFI.

15. A new system of recognition is required for all State/UT Equestrian Association wherein they are required to submit detailed documents for grant of recognition attached as **Annexure I** which would get automatically renewed in the subsequent years subject to submission of prerequisite documents as mentioned in **Annexure II**.



ROLE AND RESPONSIBILITIES FOR RECOGNITION OF STATE/UT EQUESTRIAN ASSOCIATIONS1. Introduction

- (a) It has always been the policy of EFI to support and encourage the voluntary organizations for development of equestrian sports in the country.
- (b) Over the years, a flexible and federal structure of autonomous Institution/Club/Unit and State/UT Association bodies has already emerged for various disciplines of Equestrian sports.
- (c) Generally, sports body at State/UT level (hereinafter referred to as Association) should have volunteer District Association which in turn should have Institution/Club/Unit member with voting rights affiliated to it.
- (d) A few State/UT Association have already been recognised by the EFI for the development of equestrian sport in each case. They are yet to deliver with reference to growth and development of equestrian sport in their State.
- (e) Informally, the criteria for recognition of such Associations were based on experience gained in the process over a period of time to make it successful.
- (f) The present Guidelines are being issued, with a view to codify the requirements for granting recognition at the discretion of the EFI to these State/UT Equestrian Association.

2. Nomenclature and Meaning.

- (a) The Guidelines shall be called "The Guidelines for Recognition of State/UT Equestrian Associations".
- (b) Recognition shall mean recognition of the leadership of the Association in the growth and development of Equestrian sport in the State.

3. Eligibility to apply as State or a Union Territory Association .

- (a) The Association should have a legal status as a voluntary registered body, not being a proprietary concern or partnership firm and should exist and function for the sole purpose of the development of equestrian sports whose name it bears.
- (b) The Association should have an exhaustive written Constitution in unambiguous terms providing for its efficient functioning, in particular, election of office bearers, truly representative character of the General Body, protection of the interest of players, promotion of the sport, maintenance and audit of accounts, moving of no confidence resolutions etc.
- (c) The Association must have actively existed for more than five year on the date of application for recognition. Its various business meetings, as required under its Constitution, should have been duly held.
- (d) At the time of applying for recognition, the Association should have atleast 50% district association affiliated who are involved in equestrian activity and have voluntarily affiliated Institution/Club/Unit members with Voting Rights in quota of its functioning.
- (e) The tenure of office-bearers shall be for one term of four years. Each member of the Executive Committee, shall assume office on the following day of the conclusion of the Annual General Assembly in which the elections were held for the particular appointment and will hold office for a term of 04 years or till the next Annual General Assembly, whichever is earlier. All members of the Executive Committee except the President, Secretary General and Treasurer may serve a maximum of two consecutive terms at a time followed by a cooling off period of 02 years before being elected again to any post in the Executive Committee. Govt employees seeking to hold elective office in the State/UT



Association will comply with the guidelines promulgated by the Central/State Govt on the subject. In case of President, Secretary General and Treasurer the following conditions will apply with regard to re-elections.

- (i) The President can hold the office for a maximum period of twelve years with or without break i.e. three terms.
- (ii) The Secretary General and the Treasurer may serve a maximum of two successive terms of four years each after which a minimum cooling off period of four years will apply to seek fresh election to either post.
- (f) No office bearer of State/UT Equestrian Association shall hold office simultaneously, in any other National Sports Federation or any other State/UT Sports Association.
- (g) The State/UT Association should have the accepted mercantile system of accounting. The accounts should be maintained properly and audited annually by a registered Chartered Accountant.
- (h) The State/UT Association should have conducted, unless exempted for technical reasons, 3 RELs and Local Horse Shows for the three years preceding the year in which recognition is sought. These competitions should be organised as per EFI Rules.
- (j) The voluntary membership of the Association should be confined to the corresponding institution/clubs/units/ district units of their State who shall have the right to vote in any of the Association's meetings. Membership shall also be extended to individual/life members but without voting rights.
- (k) Institution/Club/Unit members affiliated with EFI shall form district association and only these district associations shall be affiliated with respective State/UT Association if they choose to do so.
- (l) At the State/UT level, there will be only one recognised Association for all five disciplines of equestrian sport of EFI. Only the duly recognised State/UT Association would be entitled to assistance as admissible from EFI. Only one State/UT Association from each State/UT shall be admitted as a member of the Federation, provided it has a minimum of 50% district association which are functional and involved in equestrian activities with Institution/Club/Unit members voluntarily affiliated to it while each affiliated Institution/Club/Unit member shall have a right to cast vote in the General Body Meetings of district association, no other class of Member(s) shall have any right to vote, in the Association's meetings. The option of Institution/Club/Unit members to join a District Association to form a State/UT Equestrian Association rest with them. In case they do so, then they cannot vote in EFI's Elections..
- (m) The State/UT Associations are required to intimate EFI well in advance about its General Body Meeting and other Meetings where election of office bearers and other important decisions are to be taken. Wherever considered necessary, the EFI will have the right to send its observer to the above meetings. The election guidelines notified by the EFI will apply. (Annexure-.....)
- (n) The State/UT Association shall update their accounts immediately after completion of the financial year and bring out annual report covering salient features of their activities during the year. The Association shall appoint a practicing CAG approved Chartered Accountant to audit their accounts. The records and accounts of the Associations will be accessible to the EFI and these shall have to be produced as and when asked to do so.
- (o) The State/UT Associations must hold a General Body Meeting at least once in a year and election whenever due for the functionaries completing their stipulated tenure of four years or in case of demise or resignation will be conducted.



- (p) The State/UT Association shall comply with all conditions laid down in these rules, including anti-doping code, prevention of age fraud code, citizenship criteria for selection of national team, prevention of sexual harassment, etc.

4. Application.

- (a) The Application for recognition should be submitted in duplicate in the prescribed proforma given at Annexure I and Annexure II for subsequent recognition. All the columns of application should be filled up in all respects. Attested/ True copies of all the required documents must be enclosed.
- (b) All other material information relevant to the issue of recognition should be submitted along with the Application. Nothing should be concealed which, if revealed later, would render the Association liable for cancellation or withdrawal of its recognition.

5. Granting of Recognition.

- (a) Recognition of a State/UT Equestrian Association shall not be a matter of right and shall be purely at the discretion of the EFI who may grant recognition subject to such terms and conditions as it deems fit.

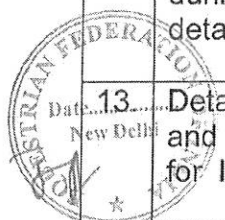
6. General.

- (a) All correspondence shall be made at the address of the State/UT Association, as mentioned in the Application. Any change of address shall be promptly notified in writing to the EFI.
- (b) The Association shall abide by all the Rules of EFI as issued from time to time.



APPLICATION FORM (FOR RECOGNITION OF STATE/UT EQUESTRIAN ASSOCIATION)

1.	Name & Full Address of State/UT Equestrian Association.	:	
2.	Mobile Number	:	
3.	Official Email ID and Website address	:	
4.	When was it constituted.	:	
5.	Constitutional Association status. Please enclose documentary evidence like, certificate of Registration/Incorporation, memorandum/bye laws & Rules & Regulation, affiliation certificate with State Olympic Association.	:	
6.	Names & Full Addresses of Office bearers. Enclose a list separately.	:	
7.	Name of Office Bearers	:	
8.	(a) When did they assume the office.	:	
	(b) When is their present term expiring.	:	
9.	Which of them are holding one office or other, continuously for the last 8 years.	:	
10.	How many voluntary District Associations are affiliated? Enclose a list giving their full names & addresses and form of district association member voluntarily affiliated with State/Unit Association.	:	
11.	Activities of Association in last three years. Enclose a resume, highlighting performance and standards achieved as compared to International Standards.	:	
12.	National Championships, for Seniors, Juniors and Sub-juniors conducted during last three years. Enclose all details.	:	
13.	Details of Balance Sheet and Income and expenditure statements enclosed for last three years.	:	





14.	Name, Address and registration No. of Chartered Accountant of Federation.	:	
15.	Details of financial assistance received, if any, from union/state/UT. Govt. or its agencies in the past.	:	
16.	Details of teams sponsored for participating in tournaments at National Level and results thereof.	:	
17.	Name the parts of the State, where Equestrian Sport is popular.	:	
18.	Is there any other State/UT level Association working for promotion of Equestrian Sports, give details.	:	
19.	Affiliation to corresponding State bodies, if any, give documentary evidences.	:	
20.	System of accounting followed in the Association.	:	
21.	Any other relevant information.	:	

Yours sincerely,

Signature, Name & Designation.

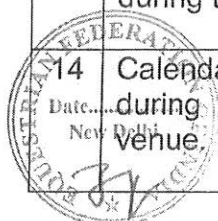
**Instructions for filling of application form**

1. All the Columns of application should be filled up fully & properly.
2. All the enclosures/annexures of application should be serialized and fastened tightly with it.
3. Wherever space provided is not sufficient, use a separate sheet of paper, serial and enclose it.
4. Mention serial numbers of all the enclosures/annexure on the body of application at appropriate places.
5. No material information should be withheld.



INFORMATION TO BE HOISTED BY STATE/UT EQUESTRIAN ASSOCIATION  
ON THEIR WEBSITE

1	Name of the State/UT Equestrian Association			
2	Date of last election held alongwith the details of the electoral college of the said election			
3	Details of recognition of EFI (Copy of letter to be posted)			
4	<b>Name &amp; Contact details of office bearers</b>	<b>President</b>	<b>Secretary</b>	<b>Treasurer</b>
	<b>Name</b>			
	<b>Address</b>			
	<b>Tele No</b>			
	<b>Mail ID</b>			
	<b>Tenure till (specify date)</b>			
6	Annual Audit Accounts for last 3 Financial years along balance sheet (As audited by C.A in CAG's Panel) Note: Annual report for preceding year to be uploaded by 01 <sup>st</sup> October of the current year.			
7	Name and contact details of the firm which audited accounts.			
8	Copy of Valid registration certificate of the Federation			
9	(i) Constitution of the State/UT Equestrian Association.			
	(ii) Copy of Byelaws of the State/UT Equestrian Association			
10	Affiliation criteria of District Association members alongwith details of voting rights of each unit			
11	Name of the affiliated District Association members with their registration numbers			
12	Name and Contact details of President and Secretary of affiliated District Association members.			
13	Details of State Championships conducted during the current calendar yr.			
14	Calendar for State Championships to be held during current/ Next calendar year along with venue.			





15	Details of coaching camps organized including venue, dates and list of participants	
16	List of I cards issued to State/UT Equestrian Athletes with Name of Athlete, I Card No & validity date.	
17	The details of certificates issued by the State/UT Equestrian Association to the participants such as the name of the athlete date of event position obtained by the athlete etc.	
18	Action taken by the State/UT Equestrian Association for prevention of age fraud.	
20	Note on efforts for having dope free sports and compliance to WADA/NADA Code along with details of cases found positive during the last calendar year and action taken thereon	
21	Details (Amount & Source) of funds received from other sources including private sponsors' public sector undertakings, State Governments etc.	
22	Revenue generated by the State/UT Equestrian Association on its own.	
23	Date on which the website was last updated	

